

**Indiana PRIME Math Transition Course Pilot
Capacity Building Grant – 3rd Release**Deadline for Applications: **October 30, 2020**Office of Teaching and Learning
Indiana Department of Education
rconti@doe.in.gov
(317) 233-6098**Instructions for Indiana School Corporations and Charter Schools Seeking a Capacity Building Grant to Offer the Indiana PRIME Math Transitions Course****I. Introduction/Background**

The Indiana PRIME (Postsecondary Ready Investigative Mathematics Experience) math transitions course was conceived in a collaborative effort with the Indiana Department of Education and the Indiana Commission for Higher Education (ICHE). The PRIME course utilizes curriculum developed by the Southern Regional Education Board (SREB), which includes and reinforces the Algebra I, Geometry, Algebra II, and Statistics skills necessary for postsecondary success. The course is intended for students who have currently achieved the minimum mathematics requirements for a Core 40 diploma, but may still require additional experiences before pursuing credit-bearing courses at a postsecondary institution. The purpose of this course is to reduce the need for remedial mathematics courses at the postsecondary level, thereby ensuring more students earn a degree and are prepared for the workplace.

In 2019, the Indiana legislature appropriated \$300,000 in FY 2019-2020 and \$300,000 in FY 2020-2021 to provide professional development and technical assistance to schools that pilot the Indiana PRIME Math Transitions Course.

Research shows:

- According to the US Department of Education High School Longitudinal Study, 89% of the class of 2013 completed Algebra 2, yet 59% of 2-year college students and 33% of 4-year college students took remedial (pre-college level) mathematics.
- Students referred to remediation in college have a significantly lower degree completion rate.

In light of this research, IDOE has partnered with ICHE to create an articulation agreement with particular higher education institutions for students who successfully complete the Indiana PRIME Math Transitions course. Students who complete this course, earning a B or better, at high schools that have approved instructors, will automatically be placed in Quantitative Reasoning at the postsecondary level. Additionally, qualified students would

have the option of testing into other courses. Currently, institutions participating in this agreement are Ivy Tech Community College, Indiana State University, and the University of Southern Indiana.

II. Program Description

The program shall provide funding to build the capacity of high schools to offer the Indiana PRIME math transitions course in the 2021-2022 school year. Funds are to be used for professional development and technical assistance for instructors of the Indiana PRIME math transitions course, as well as graduate level mathematics courses for the PRIME instructor that could be applied towards satisfying the postsecondary dual credit faculty qualifications. In order to offer the Indiana PRIME math transitions course and participate in the articulation agreement, the PRIME instructor must receive training provided by IDOE in collaboration with SREB. Funds are NOT to be used for any other purpose outside of support for the Indiana PRIME Math Transitions course and may NOT be used to fund employee salaries.

Program costs funded by this grant are limited to:

- Stipends and travel expenses (reimbursed at the state travel rate) for PRIME instructors attending the required three day training in the summer. This training will be offered in Indianapolis on July 20 – 22, 2021.
- Travel (reimbursed at the state travel rate) for professional development offered during the school year, including substitute teacher costs.
- Technical assistance provided by approved and trained veteran PRIME instructors and higher education faculty.
- Supplies for the course, including but not limited to student materials, teacher support materials, and copying costs.
- Graduate level mathematics courses for the PRIME instructor that could be applied towards satisfying the postsecondary dual credit faculty qualifications. To ensure a course would apply, contact your dual credit provider. Courses would need to be completed by June 1, 2022.

AMOUNT OF GRANT PROGRAM SUPPORT: Based on grant review, Indiana PRIME Math Transition Pilot Program grants will be awarded to school corporations or charter high schools up to an amount of \$10,000 for professional development and technical assistance, with additional monies available for graduate level coursework for the PRIME teacher. The course must be implemented in the 2021 – 2022 school year, with all funded graduate coursework completed prior to June 1, 2022. Grants will be awarded by January 5, 2021, so that scheduling may begin as early as possible.

III. Program Requirements

Proposals must meet the following criteria:

1. Demonstrate strong support and commitment to the implementation of the Indiana PRIME math transitions course by choosing a highly qualified instructor;
2. Indicate viable enrollment numbers and policies for placing students in the course;
3. Provide signed assurances, including implementing the curriculum with fidelity and administering the required final assessment;
4. Provide an estimated budget justifying the amount requested. A detailed budget will require approval once a grant is awarded.

V. Proposal Submission and Review

Submit all parts of the Indiana PRIME Math Transitions Pilot Program proposal.

Applicants must submit a signed copy of the full proposal to the IDOE. The copy must include signatures of the authorized officials on the certification page. To be considered for funding, completed proposals must be received at the IDOE by **4:00 p.m. on Friday, October 30, 2020.**

Proposals may be submitted by email in PDF format to: rconti@doe.in.gov.

Award Administration

A. NOTIFICATION AND AWARD CONDITIONS: Grants will be awarded by November 20, 2020, so that scheduling may begin as early as possible.

B. REPORTING REQUIREMENTS:

Each eligible school corporation or charter school receiving a grant will be required to report annually to IDOE regarding progress in meeting the objectives and annual targets described in the proposal. Further information regarding reporting requirements and forms will be made available by IDOE. School corporations or charter schools will be notified of required training and site visits.

Application Cover Page

School Corporation or Charter School:

School Name:

Local Education Agency Code:

Federal I.D. Number:

State of Indiana Bidder Number:

PRIME Math Transition Pilot Program Contact Name:

E-mail:

Phone Number:

PRIME Math Transition Pilot Instructor Name:

E-mail:

Phone Number:

School Principal name:

E-mail:

Phone Number:

Superintendent Name:

Application Checklist

Please ensure that all signatures have been included.

Please ensure that all information and calculations on the budget are correct.

Please complete all parts of the application (Application, Assurances, and Budget).

Please ensure delivery by email (preferred) or mail by 4:00 p.m. on Friday, **October 30, 2020**.

Application: Please complete Parts 1 through 6 in the space indicated. Add extra pages if needed with a maximum of 10 pages starting with the Application Cover Page, but excluding the two required attachments (excluding Budget & Signed Assurances).

Part 1: Interests of the School in Offering the Indiana PRIME Math Transition Course.

- 1.1 Provide a brief description of the school where the program will be offered.
- 1.2 Include appropriate data, student demographics, and projected number of students served.

1.1

1.2

Part 2: Commitment:

- 2.1 Describe the administrative and staff commitment at both the district and school level in supporting the PRIME Math Transition course.
- 2.2 Describe plans for fidelity to the instructional model and prescribed curriculum.

2.1

2.2

Part 3: PRIME instructor qualifications:

- 3.1 Describe the qualifications of the identified instructor for this course.

3.1

Part 4: Enrollment/Scheduling Policies:

- 4.1 Describe how you will identify students for enrollment in the Indiana PRIME Math Transitions Course.
- 4.2 Describe scheduling policies that will ensure the fidelity of the course.

4.1

4.2

Part 5: Budget

(Grant requests must not exceed more than \$10,000 per school for technical assistance and professional development. Additional monies can be requested for graduate level mathematics course work for the PRIME teacher(s).)

Please provide an estimated budget below, and a detailed budget on this [Google](#) sheet.

When you click on the link, you will be asked to make a copy. **You will then need to share the budget with Robin Conti, rconti@doe.in.gov.**

Budget Categories	Amount
Professional Development	
Stipend for teacher(s) attending required 3-day training (if not on contract time)	
Travel (at state travel rate) for teachers	
Sub pay (if teachers are attending training during school days)	
Technical Assistance	
Supplies for the PRIME class	
Technical Assistance support (by qualified trainer)	
Other	
Graduate Mathematics Courses	
Graduate course completion reimbursement for PRIME teacher	
TOTAL	

Part 6: Signed Assurances

The school corporation/charter school must submit signed assurances with the grant application. The assurances can be found at the end of this document.

Indiana PRIME Math Transition Pilot Program Application

2020-2021

Due: October 30, 2020

ASSURANCES

The Indiana Department of Education requires that the following assurances remain in effect for the duration of the pilot and in order to receive the grant. The grant monies can only be used for expenses associated with technical assistance and professional development for the math transitions course, as well as graduate level mathematics course work for the PRIME teacher. The Indiana Department of Education will require additional assurances if required by changes in federal or state law. The Local Education Agency assures that:

- The instructor chosen for the PRIME math transitions course will attend the 3-day professional development offered in Indianapolis on July 20-22, 2021. Additionally, the instructor must commit to teaching the course for a minimum of one academic school year.
- The instructor of the PRIME math transitions course will participate in ongoing professional development throughout the academic school year. This off-site professional development will be up to, but not in excess of, four days. The grant money can be used to fund the substitute teaching costs and travel expenses of the instructor for these required days. There will also be monthly virtual PLC meetings held after school hours and will require no substitute.
- The instructor of the PRIME math transitions course must agree to follow the identified course framework and curriculum. In addition, the school must use a standard final course assessment, provided by the Indiana Department of Education, to ensure consistency and to facilitate further examination of the course implementation. A blueprint of this final course assessment will be provided to the teacher at the July training. The final course assessment must be factored in at twenty percent of the students' grade to provide consistency across schools.
- In order for a student to meet the expectations for direct admission into a Quantitative Reasoning class at the collegiate level, the following grading rules must be adhered to:
 - A student must earn a grade of C or better for the first semester of the course.
 - A student must earn a grade of B or better for the second semester of the course, including a minimum score of 60% on the comprehensive final assessment. (Students who do not earn a 60% on the final assessment are not prepared for Quantitative Reasoning, and should receive a grade of C or below.)
- The pilot school will collaborate with veteran PRIME educators as well as postsecondary partners to continuously improve upon the course. The pilot school will choose a technical assistance partner from a given list, ideally from a local campus, to provide support and feedback to the transition course instructor. The list will consist of educators and faculty that have received the required training for the math transitions course. The technical assistance will be paid for utilizing the grant monies.

- If receiving grant monies for graduate level mathematics course work, the instructor of the PRIME math transitions course agrees to complete the number of graduate credit hours requested for in the grant.
- All participants will review the above assurances and agree that by their signature below, they agree to adhere to all the above legal assurances.

Certification by Authorized or Institutional Officials

The applicant certifies that to the best of his/her knowledge the information in this application is correct, that the governing body of this organization or institution duly authorizes the filing of this application, and that the applicant will comply with the attached statement of assurances.

Typed or Printed Name and signature of Superintendent or Executive Director

Printed

Signature

Typed or Printed Name and signature of School Principal

Printed

Signature

Typed or printed name and signature of the PRIME Instructor

Printed

Signature

These signatures indicate approval of school corporation or charter school governance.

Non-discrimination, Americans with Disabilities Act and Other Compliance With Law:

Applications must include a statement of assurance of compliance with all federal and state laws and regulations prohibiting discrimination.

The Indiana Department of Education is committed to providing equal access to all persons in admission to, or operation of its programs or services. Individuals with disabilities needing accommodations for effective participation in the grant program are invited to contact the Department for assistance.