

**SPDG Mini-Grant
Cooperative and School Participation Agreement**

By participating in the SPDG Mini-Grant Project our Cooperative agrees to the following work and activities to be performed by the external coach we have hired. We understand that continued funding under this min-grant is contingent upon our ability to follow-through with the expectations spelled out here.

Full Reporting of all involved schools

- Provide full list of all schools involved with this project – including contact information for the team lead and baseline data as requested.

Monthly Implementation Team Meetings

- All participating schools will establish a leadership team that will develop a monthly meeting schedule for the school year and inform external coaches of schedule
- External Coaches will attend all monthly meetings

Coaching

- External coaches will make contact with each school at least once each week
- External coaches will monitor the amount of time spent with each school and report monthly
- External coaches will detail how time was spent in coaching activities and report monthly

Academic and Behavioral Data

- External coaches will submit behavioral data reports from Infinite Campus and/or SWIS the first week of every month.
- External coaches will submit academic data including course failure reports from Infinite Campus, universal screening data, or any other pertinent diagnostic information at least three times per year.
- External coaches will communicate monthly with the University of Louisville point person in regard to the status of data for the month.
- Cooperatives will submit district-level assessment scores as they are available and upon request.

Goal Setting and Plan Revision

- Each participating school will develop a plan at the beginning of the school year which will be submitted to the SPDG contacts (KDE & U of L)
- Progress reports on this Implementation Plan will be submitted to the University of Louisville point person monthly.

Name of Cooperative

Cooperative Representative

Mini-Grant External Coach

SPDG Representative

Date

Date