#### Primary ODE Logo

# Physical Education Expansion K-8 (PEEK-8):

# Teacher Hire (TH)

# Grant Application

# 2019-2021

This grant application includes

1. Part One Application Information/Instructions
2. Part Two Grant Cover Page
3. Part Three District & School General Assurances Form
4. Part Four Grant Application Form
5. Part Five Budget Worksheet

**Notice of Nondiscrimination**

It is the policy of the State Board of Education and a priority of the Oregon Department of Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age, sexual orientation, or disability in any educational programs, activities, or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Office of the State Superintendent of Public Instruction at the Oregon Department of Education.

**This is a legislative-funded program; project timeline, reporting dates, and requirements are contingent upon the Oregon Department of Education receiving funding for 2019-2021 biennium from the Oregon Legislature and are subject to change as state requirements change.**

**GRANT APPLICATION DUE DATE: AUGUST 9, 2019 AT 12:00 P.M. Applications received after this date will not be considered for funding.**

## TABLE OF CONTENTS

|  |  |
| --- | --- |
| I. | Legislative Background 3 |
| II. | Frequently Asked Questions 4-5 |
| III. | Application and Submission Dates A. Timeline – Important Dates 5B. Instructions for Submission 5-6C. Scoring Process and Criteria 7 |
| IV. | Grant Application Instructions 8 |
|  | Part One: Cover Page 9 |
|  | Part Two: General District Assurances 10 |
|  | Part Three: Grant Application 11-13 |
|  | Part Four: Budget Worksheet 14 |
| V. | Grant Application Review Criteria 15 |
|  | Submission Instructions 16 |

**Teacher Hire**

**Grant Application Information**

1. **Legislative Background**

**Intent**

**\*NOTE: This grant is to support full implementation of physical education minutes. 150 minutes per week K-5(6), and 225 minutes per week grades 6 - 8.**

The Teacher Hire (TH) Physical Education Expansion K-8 (PEEK-8) grant was established by the 2007 Oregon Legislature (ORS 329.501). During the 2019 Legislative Session, additional funding allocations were approved for the 2019-21 biennium. The Teacher Hire Grant provides funds to school districts and public charter schools to hire licensed physical education teachers. The grant is designed to support activities related to meeting the physical education instructional requirements for students in kindergarten through grade 8 as described in ORS 329.496 and OAR 581-020-0250.

**ORS 329.496 and 329.501**

**SECTION 1:** [ORS 329.496](http://www.leg.state.or.us/ors/329.html) states:

*Every public school student in kindergarten through grade 8 shall participate in physical education for the entire school year. Students in kindergarten through grade 5 shall participate in physical education for at least 150 minutes during each school week. Students in grades 6 through 8 shall participate in physical education for at least 225 minutes during each school week.*

**SECTION 1 and 2:** [ORS 329.501](http://www.leg.state.or.us/ors/329.html) states:

*(1) The Department of Education shall award grants to school districts and public charter schools for the purpose of meeting the physical education requirements of ORS 329.496.*

*(2) A district or school that receives a grant may use the grant to:*

 *(a) Hire teachers who specialize in physical education; and*

 *(b) Provide in-service training to teachers on the academic content standards for physical education and the requirements of ORS 329.496.*

**Related Oregon Administrative Rule (OAR)**

The OAR pertaining to the Physical Education Expansion K-8 (PEEK-8) Grant provides additional information and definitions as they relate to the Physical Education Expansion K-8 (PEEK-8) Grants.

**581-020-0250**

**Physical Education Grants**

**Section 4** states:

(4) The grants may be used to:

(a) Hire teachers who are licensed to teach in physical education or who are allowed to teach physical education within the scope of the endorsements on their license; and

(b) Provide in-service training to teachers, not specifically endorsed in physical education, on the instruction of physical education, the academic content standards for physical education and the minimum number of minutes requirement using evidence-based programs.

1. **Frequently Asked Questions:**

**Who is eligible to apply for the PEEK-8 Teacher Hire Grant?**

Any school/school district or charter school in Oregon may apply for this grant.

**Is this a district application or school application?**

Each school will submit its own application, and it must include the district superintendent’s initials and signature on the general district assurances page. School applications will be reviewed and scored individually, on their own merit.

**What must districts or charter schools do to receive this money?**

In order to receive funding, school/school districts or charter schools must submit a completed application to the Oregon Department of Education (ODE) by August 9, 2019. Applications must be approved by ODE before funds are distributed.

**Does the school awarded this grant have to provide the minimum amount of minutes for the grades included in the grant?**

***Yes, it is understood with the grant funds, the school will provide the minimum amount of instructional minutes as will be required - 150 minutes/week for grades K-5(6) and 225 minutes/week for grades 6-8 for each week of school for the entire school year.***

**How may the PEEK-8 Teacher Hire Grant funds be used?**

PEEK-8 Teacher Hire Grant funds may be used to hire and pay the salary of a physical education teacher who is licensed to teach physical education or who is allowed to teach physical education within the scope of the endorsement on their license. The grant-hired teachers may only teach grades K-8 or any combination of those grades.

**Can the PEEK-8 Teacher Hire Grant funds pay for benefits as required by teacher contract?**

No, the grant funds may **only be used for salary**. Districts must pay for any fringe benefits required by teacher contract.

**Is there a limit on the number of teachers a school may request?**

Yes, only one teacher may be requested per school, even if more teachers are needed to meet the physical education instructional requirements.

**What is the amount of each PEEK-8 Teacher Hire Grant?**

Each school may apply for up to 1 full time equivalent teacher of physical education not to exceed $60,000 per school per year in salary (benefits not included).

**When will the PEEK-8 Teacher Hire Grant funds be distributed?**

The Oregon Department of Education will award the funds on **August 22, 2019.**

**What is the scoring process for qualifying for grant funding?**

Proposals received by the August 9, 2019 deadline will be reviewed by ODE staff for completeness and compliance with the requirements set forth in the RFA. Any questions about significant omissions from a proposal or about applicant eligibility will be referred to the grant applicant’s project director.

A review panel will score eligible applications. Reviews will be based on specific criteria listed in this RFA and scored using the scoring rubric. If the funds are insufficient for all eligible applicants, the Department of Education shall award grants on a competitive basis. Additional priorities that will be taken into consideration in the determination of funding:

1. Meeting a threshold 40% Free and Reduced Priced Lunch Eligible.
2. The school is not served by any physical education teachers who are licensed to teach in physical education or who are allowed to teach physical education within the scope of the endorsement on their license.
3. Matching salary funds are provided by the district, thereby reducing the total grant request.
4. The school has not received previous Teacher Hire PEEK 8 grant funding.

**Will there be more than one year of funds for an awarded grant?**

**Professional Development grants are for the first year of the biennium only.**

**Teacher Hire grants are designed for a two year period, however,**

availability of grant funds for a second year is contingent on the availability of funds and the individual grant awardee SMART goals results from the 2019-20 school year.

The Oregon Department of Education may require revision of grant proposals and budget prior to approval, award, or release of funds. **Decisions of the Oregon Department of Education on funding and awarding of grants shall be final.**

**Who do we contact if we have questions or need assistance?**

You may contact Suzanne Hidde at suzanne.hidde@state.or.us .

1. **Application Dates and Submission**
2. **Timeline-Important Dates**

This is a legislative-funded program. Project timeline, reporting dates, and requirements are contingent upon the Oregon Department of Education receiving funding from the Oregon Legislature and are subject to change as state requirements change.

|  |  |
| --- | --- |
| **Completion Date** | **Activities** |
| Various dates in July | Announcement regarding availability of grant funds  |
| July 21, 2019 | Official Release of Request for Application (RFA) |
| August 9, 2019 | Applications received electronically by the Oregon Department of Education by 12:00 PM  |
| August 12 - 19, 2019 | Applications will be reviewed and scored at the Oregon Department of Education |
| August 22, 2019 | Grant awards announced |

1. **Instructions for Submission**

Complete the application forms starting on Page 9.

Submit application electronically by Secure File Transfer, no later than 12:00 pm on August 9, 2019.

**ALL submissions MUST BE plainly marked:**

**TH \_\_\_\_(your school and District name)\_\_\_ *PEEK-8 Grant***

**Email your application to:** terri.nelson@state.or.us using the following Secure File Transfer link: [Secure File Transfer](https://district.ode.state.or.us/apps/xfers)

Contact Terri Nelson at 503-947-5882, if you need assistance with the Secure File Transfer Process.

**ELECTRONIC Grant Application must be RECEIVED NO LATER THAN 12:00 P.M. August 9, 2019**

**IMPORTANT NOTE:**

**Please use the forms on our** [Physical Education page](https://www.oregon.gov/ode/educator-resources/standards/physicaleducation/Pages/default.aspx) **to submit:**

* **Notice of Intent to Apply for this TH PEEK-8 Grant. Please email a copy as soon as possible to** **terri.nelson@state.or.us** **.**
* **Call for Grant Proposal Reviewers.**

Please **direct inquiries** regarding this Request for Application to:

Suzanne Hidde, Education Specialist

Office of Teaching, Learning & Assessment

Suzanne.hidde@state.or.us , or 503-947-5960

### C. Scoring Process and Criteria

Proposals received by the August 9, 2019 deadline will be reviewed by ODE staff for completeness, and compliance with the application requirements. Any questions about significant omissions from a proposal, or about applicant eligibility will be referred to the grant applicant’s project director.

A review panel will score eligible applications. Reviews will be based on specific criteria listed in this RFA and scored using the scoring rubric. If the funds are insufficient for all eligible applicants, the Department of Education shall award grants on a competitive basis.

The Oregon Department of Education may require revision of grant information and budgets prior to the award or release of funds. **Decisions of the Oregon Department of Education on awarding and funding of grants shall be final.**

**Grant Application Instructions**

**Physical Education Expansion K-8 (PEEK-8):**

**Teacher Hire**

On the TH **PEEK-8 Grant Application**, each school is required to:

1. **Provide the number of minutes** students previously received physical education instruction at the school by grade level in 2018-19. Describe how the school will provide the 2019-20 fully required number of physical education instructional minutes to all K-8 students in 2019-20 school year (150 minutes per week for grades K-5(6) and 225 minutes per week for grades 6 – 8).
2. **Provide the current and the proposed schedule** for physical education instruction. **Be very specific in showing when, where and the amount of time each grade level is receiving the required amount of physical education minutes, and who is teaching those classes.**
3. **Provide the number of physical education FTE** currently teaching at the school and the number of FTE being requested for funding through this grant.
4. **Describe the current physical education facilities** and how they will be used with the proposed funded physical education teacher. Include any challenges or issues to providing the required number of minutes and how you will overcome those challenges.
5. **Identify the typical number** of physical education students taught at one time per physical education teacher. To meet best practices, this number should be equivalent to other content areas.
6. **Identify five (5) Appropriate Practices** from the National Association of Sports and Physical Education’s (NASPE) list ofappropriate practices for physical education, to be used as a measure for the implementation of the TH PEEK-8 Grant. Develop and include a SMART goal for each appropriate practice on the template provided:
* [Appropriate Instructional Practices Guidelines K-12, Side by Side Comparison](https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/peappropriatepractices.pdf)
* [Appropriate Practices for Middle School Physical Education](http://users.manchester.edu/student/kcarlisle/ProffWeb/bestpractices.pdf)
1. **Describe the process the School Site Council** will follow to review the implementation of the Teacher Hire grant using the five (5) appropriate practices and SMART goals; include the projected dates of the Site Council meetings when they will review the implementation of the grant.

1. **Provide the date and copy of the most recent submission of the District Wellness Policy** and describe how it aligns to the TH PEEK-8 Grant.

**Priorities**

* **Provide the Free and Reduced Priced Lunch** (FRPL) % for school year 2018-19.

**PART ONE:**

**Cover Page**

## Physical Education Expansion K-8 (PEEK-8) Grant:

**Teacher Hire Application**

School District:

Name of School:

Superintendent of School District:

County:

|  |  |
| --- | --- |
| Fiscal Agent:(School District) | Contact Name: |
| Address: |
| City:  | State: | Zip: |
| Phone: | Fax: |
| E-mail: |

|  |
| --- |
| (School) Project Director: |
| Address: |
| City: | State:  | Zip: |
| Phone: | Fax: |
| E-mail: |

**PART TWO:**

**General District Assurances to the Oregon Department of Education**

## Physical Education Expansion K-8 (PEEK-8) Grant:

**Teacher Hire Application**

Superintendent: Read and hand initial each statement below regarding district and school responsibilities for participation in the TH PEEK-8 Grant.

1.\_\_\_Grantee shall use the funding to hire teachers who are licensed to teach in physical education or who are allowed to teach physical education within the scope of the endorsements on their license.

2.\_\_\_Grantee shall use grant funds to pay only for areas described in the district’s approved application.

3.\_\_\_Grantee shall adhere to the Oregon Department of Education reporting and evaluation requirements including submission of qualitative and quantifiable data on the areas and goals outlined in the grant. A report from the Site Council will be required with the final review and evaluation of the grant.

4.\_\_\_Grantee shall determine which schools will participate. Such determination will be based on the assertion that the district has the capacity to support the number of schools proposed (if applying for more than one school).

5.\_\_\_ Grantee shall submit a mid-year (January 2020) and final report (June 2020) detailing the review and evaluation of the grant activities.

6.\_\_\_Grantee shall ensure those schools participating in this grant shall continue to offer, during and after the time period of the grant, the required number of minutes of physical education instruction described in ORS 329.496.

##### Name of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### School District : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### County : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Superintendent’s Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Superintendent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Principal’s Name (Print):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PART THREE:**

**Grant Application**

**Physical Education Expansion**

**TH K-8 (PEEK-8): Application**

Name of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School District: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **50 points - DESCRIPTION OF PHYSICAL EDUCATION & GOALS** |
| * **Provide the number of minutes** students received physical education instruction in each week during the entire 2018-19 school year for **each grade level**. *Describe how the school will provide the full required number of physical education instructional minutes to all K-8 students in 2019-20 school year.(150 minutes per week K-5(6) and 225 minutes per week grades 6-8 all year).*
* **Provide the physical education instruction** proposed schedule showing how all students will receive the 2019-20 required number of minutes by grade level during the grant funded school year (with the additional FTE). **Note: recess does not count as physical education instructional minutes**.
* **Provide the 2019-20 schedule** for physical education instruction. Be sure to outline who is teaching the minutes, the grade level, the days of the week students are taught, and the total number of minutes per week students are receiving physical education.
 |
| * **Provide the current number of physical education** FTE teaching at the school and the number FTE being requested for funding through this grant.
 |
| * **Describe the current physical education facilities** and how the facilities will be used with the proposed funded physical education teacher. Include any challenges or issues to providing the required number of minutes and how you will overcome those challenges.
* **Provide actual 2018-19 school year and projected** 2019-20 average class sizes for physical education instruction.
 |
| * **Identify and describe which five (5) Appropriate Practices,** asselected from the National Association of Sports and Physical Education’s (NASPE) list ofappropriate practices for physical education teachers, will be used to measure the implementation of the PEEK-8 Teacher Hire grant. Develop and include a SMART goal for each appropriate practice on the template provided.
* [*Appropriate Instructional Practices Guidelines K-12, Side by Side Comparison*](https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/peappropriatepractices.pdf)
* [*Appropriate Practices for Middle School Physical Education*](http://users.manchester.edu/student/kcarlisle/ProffWeb/bestpractices.pdf)
 |

**physical education goals** *Use the following template for the Appropriate Practices and SMART goals.*

Identify the five Appropriate Practices of physical education that will be used to measure the implementation of the TH PEEK-8 Grant. For each appropriate practice, include a SMART goal to measure the teacher’s implementation of the appropriate practice. (Appropriate Practices, on page 10 of this grant)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Appropriate Practice** | **SMART goal (expected teacher outcome of the appropriate practice)**  | **Assessment** |
|  | ***Example****:* *1.3.1 Programs are designed to guide children to take responsibility for their own behavior and learning. Emphasis is on intrinsic, rather than extrinsic, incentives.*  | ***Example:*** *At least 75% of the students engaged in physical activity during the physical education class with data being collected each week.* 1. *PBIS stage 1 referral reduced or maintained if less than 3 per quarter as track by PBIS data. Adjustments may be made quarterly.*
 | ***Example:****Staff will chart direct instruction time in relation to time spent managing inappropriate behaviors. We expect to see less behavioral issues in relation to class size, and more direct instruction. These two items will be presented as data to Administration on a monthly basis, and prepared for Site Council review on the site council calendar.*  |
| **Performance Measure #1** |  |  |  |
| **Performance Measure #2** |  |  |  |
| **Performance Measure #3** |  |  |  |
| **Performance Measure #4** |  |  |  |
| **Performance Measure #5** |  |  |  |

**PART THREE:**

**Grant Application (continued)**

**Physical Education Expansion K-8 (PEEK-8):**

**Teacher Hire Application**

|  |
| --- |
| **30 points - School Site council**  |
| * List the four dates the School Site Council will meet to review the implementation of the grant.
* Describe the process they will follow to review and evaluate the implementation of the grant using the five (5) appropriate practices and SMART goals.
 |
| **20 points - WELLNESS POLICY** |
| * Identify the date of the most current submission to ODE of the District’s Wellness Policy.
* Include a copy of the most current District Wellness Policy with Grant Application.
* Describe the alignment of the District Wellness Policy to the TH PEEK-8 Grant.
 |
| **PRIORITY** |
| * Provide the Free and Reduced Priced Lunch (FRPL)% for 2018-19 school year.
 |

**PART FOUR:**

**Budget Worksheet**

**Physical Education TH Expansion K-8 (PEEK-8):**

**Application**

|  |
| --- |
| **Name of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**School District: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **District Provided Funds** | **Grant Provided Salary** |
| **Function** |  |  |  |
| **1111** | **Primary, K-5 or K-6** | $  | $  |
| **1121** | **Middle/Junior High Programs** | $  | $  |
| **690** | **Administrative Costs @ \_\_\_\_\_\_%** |  | **N/A** |
| **Total**  |  |  |

**1111 Primary, K-5 or K-6:** Learning experiences concerned with knowledge, skills, appreciation, attitudes, and behavioral characteristics considered to be needed by all students in terms of their awareness of life within our culture and the world of work and which normally may be achieved during the elementary school years.

**1121 Middle/Junior High Programs:** Learning experiences concerned with knowledge, skills, appreciation, attitudes, and behavioral characteristics considered to be needed by all students in terms of understanding themselves and their relationships with society and various career clusters, and which normally may be achieved during the middle and/or junior high school years.

**Grant Application Review Criteria**

**Physical Education Expansion K-8 (PEEK-8):**

**Teacher Hire**

**Note:** *“The department shall review and approve applications based on criteria established by the State Board of Education.”* ORS 329.496

|  |
| --- |
| **50 Pts - DESCRIPTION OF PHYSICAL EDUCATION & GOALS** |
| * The 2019-20 school year’s number of physical education instructional minutes received by student per grade level per week are provided. Description of how the school will provide the full required number of physical education instructional minutes to all K-8 students in the 2019-20 SY is provided (150 minutes per week for grades K-5(6) and 225 minutes per week for grades 6-8 the entire school year).
* The schedule of the grant awarded year (2019-20) showing all students K-8 receiving the required number of physical education instructional minutes is provided.
* The 2019-20 schedule of physical education instruction is provided. (Note: recess does not count as physical education instructional minutes).
* The 2019-20number of physical education FTE is provided and the number of FTE being requested for funding through the grant is also clearly described.
* The current facilities and how the facilities will be used with the proposed funded physical education teacher is clearly described. Any challenges or issues to providing the required number of minutes and how they will overcome those challenges are described.
* Average physical education class sizes for the 2019-20 SY are clearly described for the school. The projected average class size for physical education is clearly evident.
* There are five SMART goals identified from the NASPE Appropriate Practices of Physical Education for measuring the implementation of the PEEK-8 Teacher Hire grant funds. There is evidence of processes to measure the effect of the physical education through the five SMART goals identified from the NASPE Appropriate Practices of physical education. The template is used for the identification and the SMART Goals.
 |
| **30 Pts - SCHOOL SITE COUNCIL** |
| * There is evidence the School Site Council will meet at least four times to review and evaluate the implementation of the grant during the school year.
* There is a description of the School Site Council process to be used to review and evaluate the implementation of the grant using the five (5) appropriate practices and SMART goals.
 |
| **20 Pts - WELLNESS POLICY** |
| * The date when the most current wellness policy was submitted to ODE is evident.
* A copy of the most current Wellness Policy was submitted with the grant application.
* There is a clear alignment of the Wellness Policy to the PEEK-8 Teacher Hire grant activities.
 |
| PRIORITY |
| * The Free and Reduced Priced Lunch (FRPL)% for 2018-19 school year is provided.
* The school has not previously received a PEEK 8 TH grant.
* The school does not currently have any licensed Physical Education teachers.
 |

**TH Physical Education Expansion PEEK-8:**

**Application**

**Submission Instructions**

Submit application electronically by Secure File Transfer no later than **12:00 pm on August 9, 2019**. Label ALL submissions:  **TH (Insert your school and district) PEEK-8.**

Email to: terri.nelson@state.or.us using this [Secure File Transfer](https://district.ode.state.or.us/apps/xfers)

If you have any questions, please contact Suzanne Hidde at suzanne.hidde@state.or.us

**Please use the forms on our** [Physical Education page](https://www.oregon.gov/ode/educator-resources/standards/physicaleducation/Pages/default.aspx) **to submit:**

* **Notice of Intent to Apply for this TH PEEK-8 Grant. Please email a copy as soon as possible to** **terri.nelson@state.or.us** **.**
* **Call for Grant Proposal Reviewers.**

**ELECTRONIC Grant Application must be RECEIVED NO LATER THAN:**

 **12:00 pm**

**August 9, 2019**