



# Cultivate Education, LLC

Literacy Grant Support Provider – CLSD Preferred Vendor

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**Age and Grade Levels Serviced:** Birth through Grade 12

**Geographic Region:** Available statewide across Iowa

## Summary of Literacy Services

For the Iowa Comprehensive Literacy State Development project to be successful at the local school level, many schools will require supplemental assistance in cultivating successful and sustainable teams. Cultivate Education is a leader in the field of using best practices in implementation, teaming, and MTSS system development. Partner schools will contract for only the supplementary roles and responsibilities that they need to round out their improvement team. Schools and districts can use the Literacy Leadership Team membership table below to identify which Member Roles they currently have accounted for, and which they may need supplemented by Cultivate Education’s [Implementation Specialists](#). This versatile approach will enable schools to only contract for support in the specific area that they need (Content Expert, Data Analyst, and/or Implementation Coach), and rely upon the existing strengths of their staff and teaming structures to advance their Literacy MTSS efforts.

Literacy Team Member Roles	Example Responsibilities
Team Lead	<ul style="list-style-type: none"> <li>• Communication conduit and organizer of the Literacy Team</li> </ul>
Team Members	<ul style="list-style-type: none"> <li>• Typically between 3-7 staff members who are representative of the grade levels and content being taught within the building</li> </ul>
Content Expert*	<ul style="list-style-type: none"> <li>• Actively connecting the Literacy Team with knowledge, research, and resources to aid in implementation</li> </ul>
Data Analyst*	<ul style="list-style-type: none"> <li>• Assist in data collection, entry, and analysis for the team</li> </ul>
Implementation Coach*	<ul style="list-style-type: none"> <li>• Provides implementation coaching to site and/or district-level staff</li> </ul>

*\*These roles can be provided by Cultivate Education’s Implementation Specialists*

## Hourly rates for supplemental literacy team membership services

- The hourly rate for all services (Content Expert, Data Analyst, and Implementation Coach) is set at \$240/hour, invoiced in blocks of twenty hours (\$4,800) with the intent to distribute those hours over the course of the school year in monthly increments. Additional blocks of hours can be contracted for more intensive services at a rate of \$200/hour in twenty hour increments (\$4,000).
- Schools identify if they want the Cultivate Education Implementation Specialist to serve as the Content Expert (estimated at 20 hours/year), Data Analyst (estimated at 20 hours/year), and/or the Implementation Coach (estimated at 20 hours/year). If several of these roles are contracted by one school (i.e. Content Expert and Implementation Coach).



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## Other costs associated with proposed services

- **Annual Administrative Fee = \$250**
- **Annual Travel Costs Fee = \$2,000.** This is to cover an initial, half-day visit to the school in the Fall and another half-day visit to the school in the spring. The utilization of this time will be determined by the school's Literacy Leadership Team in coordination with Cultivate Education. The travel time itself does not count towards the 20+hours of contractual time, that is built into this price.

## Pricing for optional services

- **Professional Learning Package = \$1,200.** Professional Learning topics can be added at a \$400/hour rate, in 3 hour increments.
- **Additional Hours Package = \$4,000 for 20 Additional Hours.** Additional blocks of hours can be contracted for additional literacy implementation roles or more intensive services at a rate of \$200/hour in twenty hour increments (\$4,000). The scope of these services must wholly align with the objectives of the Iowa CLSD.
- **Travel Package = \$350-1,250/Day.** In order to equitably serve the entire state of Iowa, we propose a uniform travel fee to defer the travel costs associated with providing services to partner schools. Additional travel for onsite work can be secured at the following rates:
  - First day (full or half day) = \$1,250 - Sequential day 2+ (full or half day) = \$350/day
- **All Inclusive Support Package = \$18,500/year per school.** Schools have the option of selecting an "All-Inclusive" level of service, in which an assigned Implementation Specialist serves as the Content Expert, Data Analyst, and the Implementation Coach roles for the year, as well as connected professional learning spread across the school year. This package is being offered for schools that prefer to have Cultivate Education more deeply embedded in their improvement efforts, without being as concerned about hourly rates. Schools will also receive:
  - Monthly implementation coaching meetings with your school's Literacy Leadership Team. These meetings will typically be between 60-90 minutes long, with the Implementation Coach primarily joining virtually.
    - Up to 3 of these meetings are eligible for in-person as schedules allow.
  - Up to 2 in-person professional learning sessions (up to 3 hours each) for your staff based upon your literacy needs and risk assessments results.
  - Up to 2 virtual professional learning sessions (up to 90 minutes each) for your staff based upon your literacy needs and risk assessments results.
  - Up to 3 in-person, half days of classroom observation, fidelity data collection, and/or teacher coaching meetings.
  - On-call email and phone support as needed throughout the school year.
  - An end of the year data analysis and goal re-setting meeting.

## Discounts

- **Multi-Support Discount = 20% off all contracted services.** Schools and Districts that select Cultivate Education to provide services to either multiple schools or access both the Literacy and Leadership (if selected by the Iowa Department of Education) supports will be eligible for a 20% discount on all contracted services.



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Target Audiences	Delivery Formats
<ul style="list-style-type: none"> <li>• District and building administrators</li> <li>• PreK-12 classroom teachers</li> <li>• Literacy Coaches and Interventionists</li> <li>• Literacy Teams</li> </ul>	<ul style="list-style-type: none"> <li>• <b>In-person / On-site:</b> Meetings, workshops, observations, hands-on coaching</li> <li>• <b>Virtual / Synchronous:</b> Live webinars, virtual coaching, study groups, meetings</li> <li>• <b>Blended:</b> A combination of in-person and virtual tailored to district needs</li> </ul>

## Example All Inclusive Schedule

Month	Support	Format
August	A. Three Hour Professional Learning Session (Full Staff) related to best practices in Tier 1 literacy instruction B. Initial Literacy Leadership Team Meeting	A. In-person B. In-person
September	Literacy Leadership Team Meeting	Virtual
October	C. Literacy Leadership Team Meeting D. Ninety Minute Profession Learning Session (Full Staff) on setting up off-grade level progress monitoring	C. Virtual D. Virtual
November	E. Classroom Observations and Teacher Coaching Sessions F. Literacy Leadership Team Meeting	E. In-person F. In-person
December	Literacy Leadership Team Meeting	Virtual
January	G. Literacy Leadership Team Meeting H. Fidelity data collection I. Three Hour Professional Learning Session (Full Staff) related to standards-aligned instruction	G. Virtual H. In-Person I. In-Person
February	Literacy Leadership Team Meeting	Virtual
March	J. Classroom Observations and Teacher Coaching Sessions K. Literacy Leadership Team Meeting	J. In-Person K. Virtual
April	L. Ninety Minute Profession Learning Session (Full Staff) on setting up off-grade level progress monitoring M. Literacy Leadership Team Meeting	L. Virtual M. Virtual
May	N. Classroom Observations and Teacher Coaching Sessions O. Literacy Leadership Team Meeting P. An end of the year data analysis and goal setting meeting	N. In-person O. In-person P. Virtual