



COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

Joseph M. Kiszka Educational Service Center
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MEMORANDUM

DATE: December 3, 2014
TO: Board of Education
FROM: Maria McClurkin
RE: Pre-Approval of Consultant Fees

In an effort to support the teaching staff in their implementation of the new Common Core State Standards, the Department of Instruction is requesting pre-approval for consultant fees for literacy consultant Colleen Mullins. Ms. Mullins has extensive experience as a classroom teacher, reading specialist, consultant and literacy coach. She has been working with District 15 for the past three years and is highly regarded by the District 15 teaching staff. Previous professional development provided to District 15 has focused on assessments, guided reading, oral language development, organizing for independent and small group learning and co-teaching. For the second half of this year, DOI is working with Colleen and four Title I schools on developing a residency model of professional development in which she will spend extended time working directly with teachers in the classroom. Through the residency teachers will have the opportunity to work side-by-side with Colleen, observe her instruction, discuss student responses to instruction and receive feedback on their own instruction.

The residency program is completely funded through Title I with a cost of \$6800 per building. This price includes all travel expenses. Residency will consist of a total of five - six days spent in each school in three phases:

Phase I (2-3 consecutive days in the school) – lesson modeling, goal setting, planning for implementation and practice, guided practice with feedback.

Phase II (Interim Study and Practice) – independent implementation and practice, partner/group study, virtual support and coaching (via email, phone calls, online learning platform)

Phase III (2-3 days in the school) – sustaining and extending through in-class coaching, reflecting on shifts in instructional practices, identifying next steps in professional learning goals and practices and establishing systems and supports for sustainability.

In addition to the above residency program, DOI currently has scheduled two additional days of consulting services, one at Thomas Jefferson and one for the January Institute Day. These days are also fully grant funded. Please see the attached Proposal for Consulting Services.

