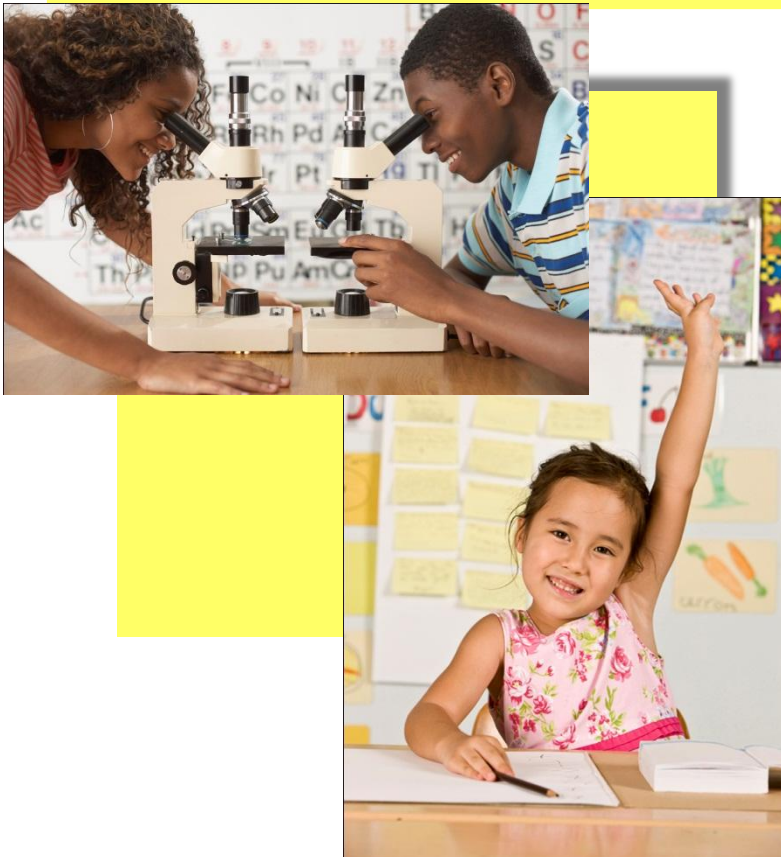


*Empowering minds,  
Inspiring hearts,  
Influencing character...*



# *Directory of Programs and Services*

**2011-2012**



**Region 9 Education Service Center  
301 Loop 11  
Wichita Falls, TX 76306  
(940) 322-6928**

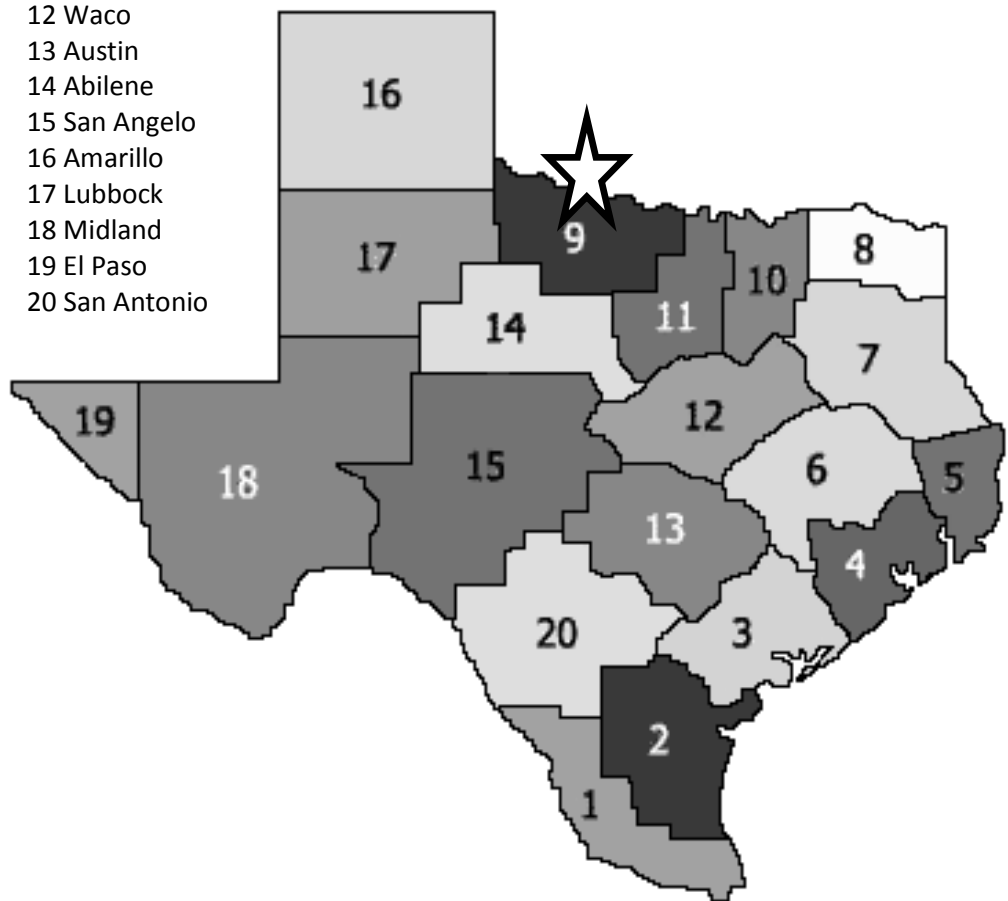
*Every Learner. Every Opportunity. Every Day!*

# Table of Contents

State System of Education Service Centers	3
Districts and Charter Served in Region 9	4
Other Districts Served by Region 9	4
Passion, Purpose, and Principles	5
Executive Services	6
Division of Administrative Support Services	7
o Administrative Services	7
o Adult Education Services	9
o Internal Fiscal Operations	10
o Personnel/Certification Services	11
• Department of Instructional Technology Services	13
• Department of School Finance and Student PEIMS Services	14
Division of Instructional Services and Strategic Planning	17
• Department of Accelerated Learning Services	18
o Early Learning Services	20
• Department of Accountability and Compliance Services	21
• Department of Curriculum and Instruction	26

## STATE SYSTEM OF EDUCATION SERVICE CENTERS

- |                          |                |
|--------------------------|----------------|
| 1 Edinburg               | 11 Fort Worth  |
| 2 Corpus Christi         | 12 Waco        |
| 3 Victoria               | 13 Austin      |
| 4 Houston                | 14 Abilene     |
| 5 Beaumont               | 15 San Angelo  |
| 6 Huntsville             | 16 Amarillo    |
| 7 Kilgore                | 17 Lubbock     |
| 8 Mount Pleasant         | 18 Midland     |
| ★ <b>9 Wichita Falls</b> | 19 El Paso     |
| 10 Richardson            | 20 San Antonio |

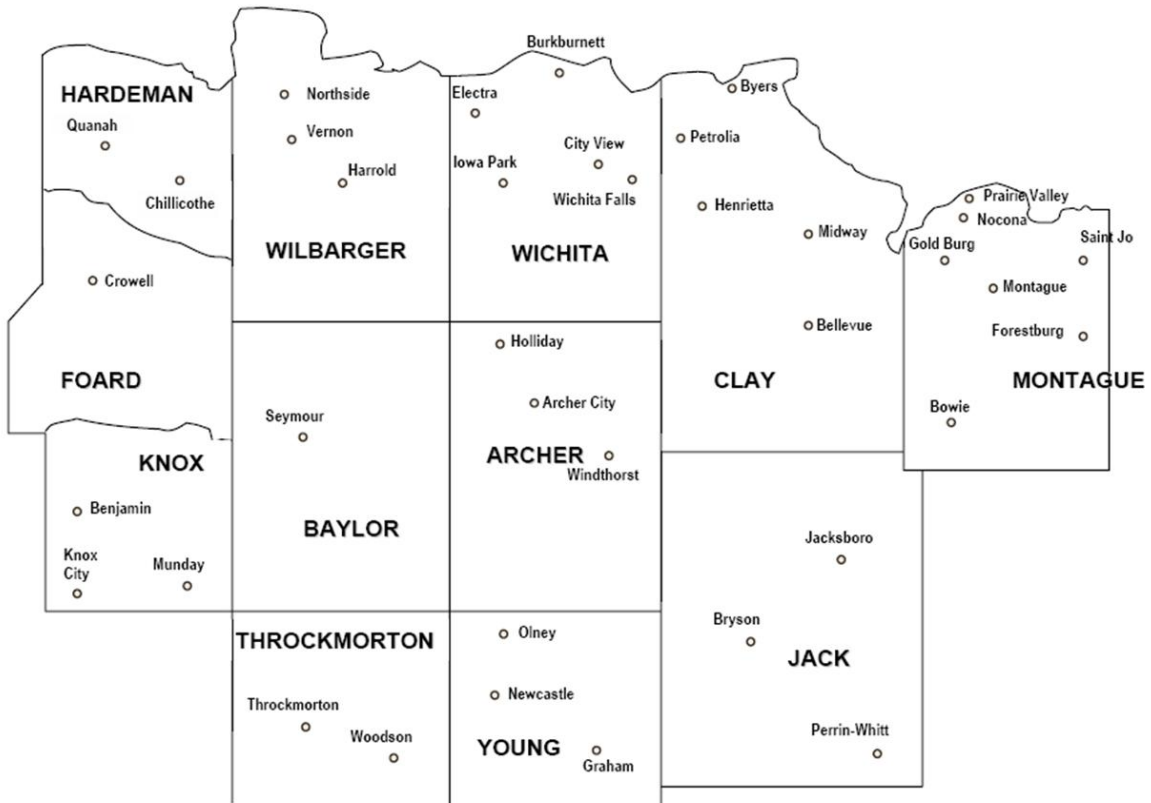


In 1967 the Legislature directed the State Board of Education to provide for the establishment and operation of regional education service centers. The State of Texas was divided into 20 diverse regions with a Regional Service Center to provide services and support to school districts. In North Texas, the Region 9 Education Service Center, located in Wichita Falls, Texas, provides consulting services to North Texas area school districts to help improve student performance, increase the efficiency and effectiveness of local school operations, and successfully implement statewide initiatives.

Region 9 Education Service Center is an organization of professional educators dedicated to serving the needs of students, professional educators, parents, and community members. As reported on the 2010 AEIS Report, Region 9 serves 38 districts and one charter campus covering 10,634.5 square miles and 12 counties. Throughout the region, our districts and charter serve approximately 38,691 students and 5,809 school employees.

Region 9 ESC supports the school districts and charter in the region by providing direct services to students, professional development for all educators in the region, and technical assistance for improving efficiency and effectiveness of educational programs. The 2011-2012 Directory of Services and Programs provides an overview of the Regional Education Service Center's mission, service area, and descriptions of services and programs offered by Region 9 ESC.

**DISTRICTS SERVED BY REGION 9**



**CHARTER LOCATED IN REGION 9**

**Wichita County**

Bright Ideas Charter School, Wichita Falls

**OTHER DISTRICTS SERVED BY REGION 9**

**Special Education Shared Services Arrangements**

Childress County: Childress ISD

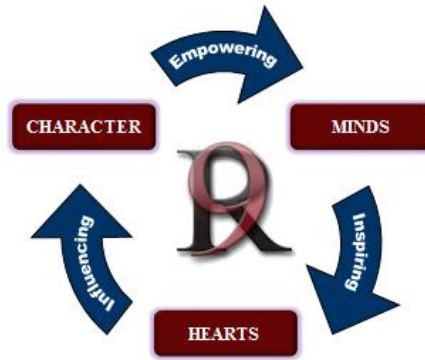
Hall County: Memphis ISD

Haskell County: Rule ISD, Paint Creek ISD

**Head Start Services**

Cooke County: Gainesville ISD

**REGION 9's PASSION:**



**EVERY learner. EVERY opportunity. EVERY day.**

**REGION 9's PURPOSE:**

**We support and nurture our educational communities through professional development, technical assistance, and personalized service to empower, inspire, and influence...**

**EVERY learner**

**EVERY opportunity**

**EVERY day.**

**REGION 9's PRINCIPLES:**

- |                               |  |
|-------------------------------|--|
| <b>A Visionary's<br/>MIND</b> | <ul style="list-style-type: none"> <li>• Collaborate and Share with Colleagues</li> <li>• Provide Accurate information</li> <li>• Model Best Practices</li> <li>• Be "Technology Savvy"</li> <li>• Communicate Effectively</li> <li>• Demonstrate Professional Growth</li> </ul> |
| <b>A Servant's<br/>HEART</b>  | <ul style="list-style-type: none"> <li>• Be Responsive</li> <li>• Foster Caring Relationships</li> <li>• Respect Diversity</li> <li>• Treat Others with Dignity</li> <li>• Model Compassion</li> <li>• Show Respect</li> </ul>   |
| <b>A Warrior's<br/>SPIRIT</b> | <p style="margin: 0;"><b>Do WHATEVER IT TAKES to Serve Others While Exhibiting:</b></p> <ul style="list-style-type: none"> <li>• Trustworthiness</li> <li>• Integrity</li> <li>• Fairness</li> <li>• Ethics</li> <li>• Stewardship</li> <li>• Intrinsic Motivation</li> </ul>    |

## Executive Services

**Anne Poplin, Executive Director**

Executive Services offers the leadership necessary to carry out the Passion, Purpose, and Principles of the service center and its member schools. As an ESC Core Services area, Executive Services offers support to regional school districts and charter school for improving student performance, increasing efficiency and economy of school operations, and implementing statewide initiatives as required by the legislature and the Commissioner of Education. Executive Services is committed to employment equity and integrity in Region 9 Education Service Center employment practices.

Region 9 ESC provides basic core services to all Region 9 districts. This includes coordination of monthly Regional Advisory Committee Meetings, TEA website services coordination, accountability issues, public school financial accountability with technical assistance provided in all areas of a school's fiscal operations, and school board member training.

To ensure the effective and efficient delivery of services and to best assist in improving student achievement, Region 9 programs offered have been organized into two divisions: the Division of Fiscal and Support Services and the Division of Instructional Services.

The Division of Administrative Support Services includes the Department of Instructional Technology Services, Department of School Finance and Student PEIMS Services, Child Nutrition, Adult Education, Personnel/Certification/Bus Driver Training Services, and Internal Fiscal Operations.

The Division of Instructional Services consists of the Department of Curriculum and Instruction Services, Department of Accelerated Learning Services, Department of Accountability and Compliance Services, and Professional Development.



## Division of Administrative Support Services

Darren Francis, Deputy Executive Director

The Division of Administrative Support Services provides direct services, technical assistance, and professional development to assist in the efficient and effective operations of school districts and charter. Support to school districts is provided in the areas of administrative services, adult education, bus driver training, business services, certification, child nutrition, personnel, and technology.

### Administrative Services Cooperative



This program provides technical assistance and training for general administrative functions in school districts and charter schools. These services are in the areas of program development, instructional resources, technical support, school finance and assistance with administrative responsibilities.

Services Provided:

- Orientation for new school superintendents
- Assistance in developing policies, procedures, and reports required for TEA
- Assistance in calculating State Financial Aid, including categorical funding estimations
- Assistance with duplication and distribution of critical TEA documents
- Training and technical assistance in school finance
- Training and technical assistance for districts concerning FIRST accountability ratings
- Generation of customized reports for district comparisons of like-size and demographics to improve district efficiencies and effectiveness

### Asbestos/IPM Services Cooperative



Membership in the asbestos program provides districts access to experienced environmental personnel, professional and informative training, and assistance with regulatory compliance, as well as substantial cost savings on a wide variety of environmental consulting services. TASB is the responsible agency for service, and Region 9 ESC is the invoicing agency. All services within this cooperative are delivered over a 3-year cycle and are renewable every three years.

Services Provided:

**Asbestos:**

- 3-year Asbestos Inspection
- Audit and revision of existing asbestos management plan
- On-line access to Asbestos Management Plan information and reports
- Training for District Asbestos Designated Person (EPA, TDSHS)
- Orientation for personnel monitoring spaces with identified asbestos
- Ongoing reminders for District Asbestos Designated Person
  - Six-month monitoring reminders, surveillance forms, and reports (e-mailed each December and June)
  - Notification of regulation changes
- Assistance with TDSHS random audits and inspections, including assistance of post-audit correspondence to regulatory agency

**Integrated Pest Management (IPM):**

- Development of Integrated Pest Management Plan and Policies (TDA)
- Audit and revision of existing Integrated Pest Management Plan
- Periodic plan updates
- Notification of regulation changes
- Training for Integrated Pest Management Coordinator (TDA)

## **Energy Consortium**

Districts may join the Electrical Energy Consortium, which was formed to offer districts within the Region 9 area the best available rate for electricity. LPB Consulting of Houston, Texas manages the consortium to meet all bidding requirements and negotiate electrical contracts. Contracts are currently issued for a five-year period. No co-op fees are charged for this service.

Services Provided:

- Negotiated electrical contracts

## **Legal Services Cooperative**



Legal Services Cooperative provides legal assistance for public school districts and charter schools.

Services Provided:

- Call-up legal advice for regional participants
- Reduced legal fees when additional or on-site services are required
- Professional development opportunities to keep school district administrators current with legal issues

## School Safety Audit Cooperative



Member districts of the School Safety and Security Audit Cooperative will receive services to provide annual updates and technical assistance regarding school safety, school security, and the required safety audit process.

Services Provided:

- Safety audits scheduled at least once every three years
- Written reports for presentation to the school board
- Assistance in reporting information to the Texas School Safety Center

### Adult Education

**Octaviano Garza, Coordinator**

The Adult Education Program provides instruction through technology and classes offered to meet the varying needs of adult learners. The goal of the program is to prepare adults and out-of-school youth who are beyond the age of compulsory school attendance obtain a GED and prepare them to secure better employment and/or continue with post secondary education. For adults learning English as a Second Language, the goal is to acquire the English skills needed to obtain better employment, GED, and/or continue with post secondary education. Instruction is presented in a workplace and a real life context that promotes lifelong learning. The Adult Education Program serves the 12 county Region 9 ESC area.

Services Provided:

- Literacy and basic academics instruction
- English as a Second Language classes
- Work readiness
- Parenting skills and life skills

### Adult Apprenticeship Program

The apprenticeship program is a structured system of training through collaborations between Region 9 ESC, Texas Workforce Commission, and the Joint Apprenticeship Training Committee. It is designed to prepare individuals for occupations in skilled trades and crafts. It combines on-the-job training under the supervision of experienced journey workers with job related classroom instruction. The length of the training varies from one to five years, depending on the occupation, and is determined by standards adopted by industry.

Services Provided:

- Apprenticeship training in the following occupations:
  - Electricians
  - Carpenters
  - Sheet metal workers
  - Plumbers
  - Pipe fitters

## Internal Fiscal Operations

Janay Litz, Director

## Combined Purchasing Cooperative



This cooperative provides the opportunity for school districts and charter schools to participate in a multi-regional purchasing pool (Regions 9, 11, 14, and 15) and to acquire quality instructional and non-instructional products at reasonable prices. All purchasing efforts are in compliance with current bid law requirements.

The bids currently available are:

- Combined purchasing line item bid
- Instructional and general supply catalog bid
- Technology catalog bid

Services Provided:

- Annually develop a line-item bid for the bulk purchase of school supplies
- Catalog and technology bid to build approved vendor list for participating members to use throughout the year
- Annually survey districts for additional products to be included in the coop
- Annually survey districts to evaluate quality of products and vendors
- Serve as a liaison between the district and vendor for billing and shipping problems
- Technical assistance with online purchasing software
- Coordination with Regions 11, 14, and 15



## Net9 Internet Service Provider (ISP) Cooperative



Members of Net9 receive content-filtered Internet access and have access to a wide variety of events that can be scheduled over this network including: sharing teachers for high need courses, dual/concurrent enrollment for high school students taking college courses, advanced degree opportunities for educators, staff development opportunities, content enhancement programs (“virtual” field trips), legislative and program updates, mentoring, and training.

Services Provided:

- CIPA (Children’s Internet Protection Act) compliant Internet access
- Web hosting
- Firewall service
- Distance learning scheduling
- Technical support and training
- Electronic field trips

## TCPN Purchasing Cooperative



The Cooperative Purchasing Network (TCPN) is available for use by public and private schools, colleges, universities, cities, counties, and other government entities. Participation can provide the legally required competition for contracts for commonly purchased items thereby saving the district/charter the cost of going through the competitive process. Vendors with TCPN awarded contracts have agreed to provide the best pricing, terms and conditions available to similar customers. The purpose of TCPN is to provide school districts and other government entities opportunities for greater efficiency and economy in acquiring goods and services. Districts and charter can access the TCPN via the Region 9 website.

### Personnel Services

**Debbie Cummings, Program Specialist**

## Alternative Teacher Certification

In an effort to support districts in recruiting and retaining highly qualified and effective teachers, Region 9 provides an online alternative certification program. The online teacher certification program is in partnership with Region 4 and is approved by the State Board for Educator Certification. The online program consists of approximately one semester of training and the choice to participate in a paid one-year teaching internship or an unpaid twelve-week clinical teaching assignment. During the one-year internship, the participant serves as a teacher of record with the role and responsibilities of any first year teacher, including a first year teacher’s salary. Clinical teaching consists of a twelve-week, unpaid program in which the participant teaches in a classroom and is guided by a certified teacher. After all program requirements are completed, including all training and the capstone teaching experience, the participant will be recommended to the state for a standard teaching certificate.

## Certification Services

This program provides consultative services to school district administrators and the public by interpreting SBEC rules, regulations, policies and procedures relating to the certification and assignment of school personnel. Certification Services will assist in the processing of requests for permits, in notifying districts of eligibility or ineligibility, and in applying for EXCET, TEXES, TOPT, TASP, and TASL testing. Professional development opportunities are provided as individual district needs and statewide changes occur.

## Personnel Services Cooperative



The Personnel Services Cooperative is designed to assist member districts in various personnel functions, including an online application system. Customization of the online application can be provided for an additional fee negotiated with the requesting district.

Services Provided:

- Online application system with access to a regional database of applicants
- Act as a certification resource for district administrators and teachers
- Coordination of the Alternative Certification Program with Region 4
- Technical assistance to individuals seeking alternative certification
- General human resources and certification assistance to school district administrators
- Substitute teacher training
- Attend job fairs to enable more applicants to have access to Region 9 school information
- Post district opening information on the ESC bulletin board, the TASA website, and all teacher certification programs in Texas and Oklahoma

## School Bus Driver Training Cooperative



This program provides the required training for new and continuing bus drivers. Consultative services are also provided for school administrators regarding compliance with school transportation requirements.

Services Provided:

- Training for bus drivers seeking initial certification or renewal of certification (20 hour initial and 8 hour re-certification)
- Issue emergency permits and duplicate certificates
- Serve as a resource for technical inquiries and provide program support

## Instructional Technology Services

Susan Sullivan, Director

### Email Archiving



According to the Texas State Library and Archives Commission's retention schedule for public records, electronically stored data, including email, must be retained the same as any hard copy document. To comply with this requirement, all email accounts hosted through Region 9 ESC are hosted off-site and archived where they can be easily retrieved. For those districts that have their own domain and email server, please contact Susan Sullivan for alternative pricing through the same awarded vendor if you are interested.

Services Provided:

- Email is uploaded to a service provider who stores the email on their system
- Archived emails are available upon demand

### Instructional Technology Services Cooperative



Member districts receive technical assistance and training in the integration and effective use of technology to enhance student learning. Also included with membership fees is access to and training on UnitedStreaming and Online Student Tutorials. In addition, technical assistance is provided to assist with E-Rate paperwork and the developing, evaluating and reviewing of technology plans.

Services Provided:

- Technical assistance with completing E-Rate paperwork and audit requirements
- Access to and training on UnitedStreaming
- Access to and training on online student tutorials
- Technical assistance and training in the integration and effective use of technology to enhance student learning
- Professional development sessions focusing on computer applications and multi-media presentations, including utilizing interactive whiteboards (Promethean, Mimio, SMART)
- Assistance developing, evaluating, and reviewing district technology plans
- Region 9 is a charter member of the Texas Virtual School consortium which allows our districts to access web-based courses. The array of courses is TEKS-based and can be found by accessing the following website: [www.texasvirtualschool.org](http://www.texasvirtualschool.org)
- Technical assistance in the selection and use of computer hardware, software, and networking
- Biennial technology conference
- Audio and videotape duplication, including textbooks on tape

## Learning Resources Cooperative



The Region 9 ESC Learning Resources Cooperative provides leadership in the development and delivery of school library services. A certified school librarian visits on site to assist in library management services. Each member is responsible for providing an aide who oversees the library media center on a daily basis.

### Services Provided:

- Purchasing and processing of books and materials
- Coordinating the integration of the library resources into the learning environment
- Training and technical assistance on library automation systems
- Organizing, shelving, weeding, and managing library materials
- Training and technical assistance on online resources and programs

## School Finance and Student PEIMS Services

Nancy Holcombe, Director

## Business and Student Accounting Cooperative



This program provides training for school district and charter school personnel in the operation of TxEIS software components selected by the district and charter school. Assistance is offered in finance, payroll, human resources, budgeting, amending budgets, fixed assets, student attendance, student grade reporting, student scheduling, grade book, and PEIMS.

### Products and Services Provided:

- TxEIS Business Software and SQL updates including payroll, human resources, finance, budget, amended budget, requisition and fixed assets
- Training and technical assistance in the TxEIS Business Software
- TxEIS Student Software and SQL updates
  - Training and technical assistance in the TxEIS Business Software and SQL updates
  - Customized Accounting Services: Specialized services to meet the individualized needs of local school districts including:
    - Assistance with payroll and general ledger
  - Reporting to State and Federal Agencies Assistance with training the business manager to perform daily and monthly tasks
- In-House Computer Business Accounting Services: Data provided by the district is used by the ESC to process:
  - Accounts payable
  - Payroll
  - Monthly reports
  - Reconciliation
- Hosting service for TxEIS applications: Region 9 ESC will provide hosting services to participating districts for the TxEIS web based software. The ESC provides:
  - Server space
  - Updates to software

- Daily backup of files
- Offsite backup service by an online provider
- Maintenance/support of database and applications
- Budget review for non-TxEIS Business Software users

## **Child Nutrition Field Services**

This federally funded program assists districts and charters with a comprehensive plan of action for compliance with USDA regulations governing child nutrition. The “National School Lunch Act” defines its purpose: “It is hereby declared to be the policy of Congress, as a matter on national security, to safeguard the health and well-being of the nation’s children and to encourage the domestic consumption of nutritious agriculture/commodities and other food by assisting the states, through grant-in-aid and other means, in providing an adequate supply of food and other facilities for the establishment, maintenance, operation, and expansion of nonprofit school lunch programs.”

The Region 9 Child Nutrition Program extends this congressionally approved assistance to districts and charter schools in areas such as: USA/TEA regulations, cooperative food purchasing/bidding, labor management, production planning, quality food preparation, menu substitution, reduction of fat in menus, selective food choices, recipe selection and expansion, equipment pricing and purchasing, rearrangements, advice on new installations, and many other areas requiring effective and efficient school food service management.

Additional supplemental cooperatives are provided to assist member districts and charters in the areas of computerized nutrition analysis of menus, cooperative commodity processing, and menu planning.

## **Food Purchasing Cooperative**



The Food Service Purchasing Cooperative provides member districts with access to a multi-regional purchasing pool, resulting in increased cost savings for child nutrition products. In addition to the cost savings for food products, cooperative participation also reduces costs associated with the advertising and bidding processes. Administration of commodity processing provides assistance in tracking product availability for commodity processed items.

Services Provided:

- Access to multi-regional purchasing pool, resulting in cost savings
- Commodity processing assistance and training
- Nutritional analysis for each food product sold through the cooperative
- Coordinate food purchasing activities with other ESCs to meet legal procedures required for food purchasing bids
- Act as liaison between food vendor and district to resolve concerns or delays

## Menu Planning Cooperative



The menu planning cooperative is designed for providing assistance to school district personnel in menu planning for the child nutrition program. Technical assistance is offered to assist districts in meeting established nutritional requirements.

Services Provided:

- Design menus for district child nutrition programs to meet established nutritional requirements as outlined in the SMIs

## PEIMS (Public Education Information Management System) Services

PEIMS is a state ESC Core Services program that offers a statewide system for collecting, storing, and utilizing information about public education in Texas. A comprehensive school database, maintained at the Texas Education Agency, is the central feature of PEIMS. The database is comprised of detailed data about school districts and charter schools, staff, campuses, students, and district finance. Region 9 ESC provides training and technical assistance to all school districts and charter schools at no charge.



## Division of Instructional Services

Wes Pierce, Deputy Executive Director

The Division of Instructional Services and Strategic Planning provides direct services, technical assistance, and professional development to districts and charter in accountability, assessment, curriculum, instruction, intervention strategies, and special programs.

### Professional Development Cooperative



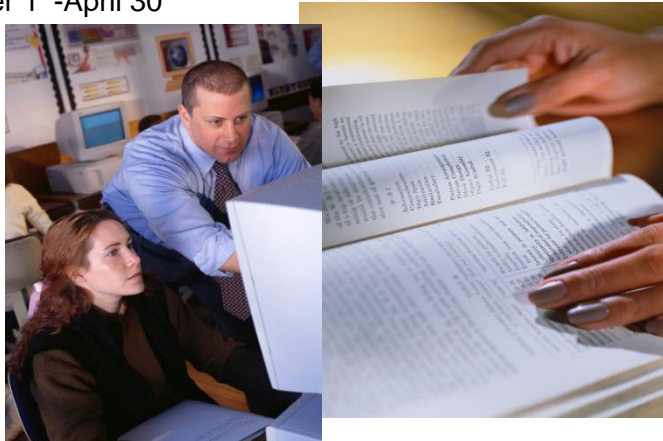
This cooperative provides a comprehensive plan for the delivery of professional development in federal and state core curricular areas. The cooperative is specifically designed to meet the professional development needs of districts, campuses, charter schools, and other school personnel.

Services Provided:

- Professional development and technical support in instructional strategies for teachers
- Developing leadership competencies for campus and district administrators
- State required leadership training for school board members
- Targeted professional development opportunities for member districts
- Registration and documentation for continuing professional education credits maintained via the professional development management system

Additional charges apply in certain situations such as:

- ILD/PDAS classes with the required certification fees forwarded to Region 13 or other sponsoring agencies
- Classes with additional material costs and/or certification fees
- Classes issuing other types of training credits
- Technology use fees for equipment usage: Schools are billed a fee for each participant attending a session in which the participant utilizes technology equipment (\$10 per participant). The school's technology use fee is billed annually based on the most recent participant usage for the prior year between May 1<sup>st</sup>-August 31<sup>st</sup> and the current year from September 1<sup>st</sup>-April 30<sup>th</sup>



## Accelerated Learning Services

Jill Landrum, Director

### DISCRETIONARY SPECIAL EDUCATION SERVICES

The following program descriptions are addressed under Discretionary Special Education Services:

#### **Access to General Curriculum (Least Restrictive Environment)**

Training and technical assistance are available to assist districts in the continuum of services for students with disabilities in the general education classroom. Training in the project area is provided to assist staff in implementing curriculum (regular and special) and appropriate classroom modifications and accommodations. Assistance is available based on the degree of staff involvement, commitment, and identified needs. Other services include alternate delivery systems, effective teaching practices and testing modifications. Visits to Promising Practice sites and conference participation are coordinated and funded through the Special Education Services Department.

#### **Assistive Technology**

This project area provides direct assistance in evaluating students with disabilities to establish the need for assistive devices. Training and technical assistance in the use of the devices is provided for professionals and parents. This project area also maintains a checkout system of equipment and devices for schools to use in supporting students with disabilities in the classroom.

#### **Autism**

Region 9 ESC provides information, support, technical assistance and professional development to educators and others working with students with Autism Spectrum Disorders. Support will be provided in evaluation procedures and implementation practices related to autism. Region 9 also supports the Texas State Conference on Autism provided through the system of ESCs.

#### **Behavior and Discipline**

Region 9 ESC provides information, support, technical assistance and professional development to aid educators in the following areas:

- **Positive Behavior Support:** PBS is a set of research-based strategies which effective teachers use to manage student behavior and enhance student motivation. The strategies may be used for schoolwide, classroom and/or individual students with many different types of behavioral challenges. PBS builds a positive climate on the campus to include all students, not just those with challenging behaviors. [www.pbis.org](http://www.pbis.org)
- **Texas Behavior Support Initiative:** TBSI, established in 2001 in response to Senate Bill 1196, is designed to build capacity in Texas schools for the provision of positive behavior support (PBS) to all students. The goal is to educate all students, especially those with challenging behaviors, in a school environment which is positive, proactive and instructional. [www.txbsi.org](http://www.txbsi.org)
- **Nonviolent Crisis Intervention (CPI):** CPI is a training program to equip

educators with the skills needed in a crisis situation. The program focuses on early warning signs of an individual's behavior that may escalate, effective interventions that may be used before the behavior becomes dangerous, and ways to control the situation if the individual becomes violent. [www.iancici.org](http://www.iancici.org)

### **Dyslexia and Reading**

Professional development sessions on dyslexia awareness, supporting the dyslexic student in the classroom, the identification of dyslexia, and writing dyslexia plans are regularly offered. Districts or charter schools preparing for a state or federal monitoring visit can receive individualized assistance with their dyslexia policies.

### **Evaluation**

This project area provides training and technical assistance to evaluation personnel on new evaluation instruments, including appropriate evaluation for students regardless of socio-economic status or cultural and/or linguistic diversity, legal updates, and appropriate forms. Training and technical assistance in the development and implementation of appropriate IEPs is also provided.

### **Funding and Compliance**

This project area provides training and technical assistance in the areas of funding, egrants, expenditure reporting, and federal and state compliance. Assistance is provided to districts designing and implementing corrective actions. Training and technical assistance is also provided in the area of student accounting as it relates to contact hours. Updates to the policies/procedures and operating guidelines are provided as needed.

### **Low-Incidence Disabilities**

This project area serves as an information and referral source for students who are severely and profoundly cognitively disabled, medically fragile, and/or deaf blind. Training is provided for parents and educators of these students. A deaf blind specialist will collaborate with the Texas Deafblind Project to identify students with deaf blindness and to ensure families are familiar with the Project. On-site consultations will be available for students with low incidence disabilities.

### **Multicultural/Diverse Learners**

An emphasis of this project area is to facilitate a greater awareness and appreciation of the cultural diversity among Texas students. Support is provided to districts in determining appropriate services for culturally and linguistically diverse learners.

### **Preschool Program for Children with Disabilities (PPCD)**

This program provides training and technical assistance in support of early childhood education (0-5 years of age). Instruction, curriculum, classroom management, and appropriate teaching materials are addressed. This program provides coordination of interagency services for children ages 0-5 and their families. Visits to sites with recognized promising practices are coordinated and funded. District participation in the statewide training for early childhood teachers is supported through this program.

### **Parent Coordination**

This initiative is a result of the TEA decentralization. Region 9 ESC is the designated site for the Statewide Parent Coordination Initiative. The responsibilities of this initiative are: to be the first point of contact for all education service centers on best practices and innovative programs; respond to legislative requests; and to coordinate with the TEA Division of IDEA Coordination on issues pertaining to parent involvement. On a regional level this initiative collaborates with other ESC division parent involvement components to develop a team approach in supporting parent involvement. This initiative also provides training and technical assistance to enhance parent involvement activities.

### **Transition/Secondary Services**

This project area provides training and technical assistance regarding implementation of the federal and state transition and graduation requirements. This project area addresses: the individual transition plan process, secondary programs/curriculum improvement, facilitation of interagency coordination, career and post-secondary information, and administration of vocational interest and aptitude assessments upon request. Training is conducted for secondary special education teachers in various instructional models, materials, and strategies to promote achievement of secondary students with disabilities.

### **Visually Impaired Program**

This program supports educational services for registered students with visual impairments. These services include direct student instruction in orientation and mobility, mentoring of new VI teachers, student consultation, technical assistance, and professional development to educators and parents of students with visual impairments. This program coordinates with Texas School for the Blind and Visually Impaired (TSBVI), Stephen F. Austin University, and Texas Tech University to provide VI Certification. Assistance with the selection and coordination of the purchase of instructional materials and equipment is provided. Technology updates and adaptation of materials are provided under this program.

<b>Early Learning Services</b>
<b>Stacey Jurecek, Coordinator</b>

Region 9 has organized all of the early learning programs in one component to focus on cross program collaboration and to emphasize the importance of early childhood in student performance. The Early Learning component will provide technical assistance and professional development to assist districts and charter in implementing high quality early childhood programs. Early Learning includes services through Head Start, Preschool Programs for Children with Disabilities, and School Readiness programs. All of the Early Learning programs include early intervention strategies, a clear focus on school readiness, and instructional arrangements that are developmentally appropriate to the young learner.

### **Head Start**

The Region 9 Head Start Program serves a four county area: Clay, Cooke, Montague and Wichita. Currently, nine school districts participate in this early childhood program, which promotes school readiness for three- and four-year old low-income children. The program's purpose is accomplished by enhancing the social and cognitive development of young children through services to those children and their families in the area of education, nutrition, health and social services.

## School Readiness Integration (SRI)

The goal of the SRI program is to establish a service model that incorporates resources from local school districts, Head Start programs and child care facilities in order to help preschool children acquire the skills necessary to transition successfully into kindergarten.

Key Principles driving school readiness integration:

- The preparedness of all children to enter kindergarten on or above grade level and ready to benefit from the full array of public education services to keep them on grade level in kindergarten and beyond.
- The development and implementation of a school readiness integration model that is community based and individualized in ways that best serve each community.

### Accountability and Compliance Services

**Jean Ashton, Director**

The Department of Accountability and Compliance Services offers technical assistance to all districts and charter schools for school improvement, state and federal accountability, and compliance in state and federal programs. In carrying out the duties of Accountability and Compliance Services, staff will interface with Texas Education Agency and other appropriate state agencies when necessary.

Accountability and Compliance Services support districts, campuses, and charters relating to site-based decision-making, district and campus planning, accountability and state monitoring, and school improvement initiatives. Accountability support includes monitoring processes through Accreditation, AYP, Performance Based Monitoring, Data Validation Monitoring, as well as other special monitoring procedures. The ESC is available to support districts and charters in the following technical assistance activities:

- TEA updates relating to the state and federal accountability system.
- Professional development in the state accountability system and procedures.
- Planning and preparation including self-evaluation and program reviews.
- Technical assistance during the on-site TEA visits.
- Assistance to analyze and implement recommendations and develop ongoing, long-term program improvements.
- Technical assistance in program compliance and program evaluation for CTE programs.
- Follow-up services for student performance improvement as recommended in district/campus reports.
- Assistance in completing corrective actions as required by TEA.

### Career and Technical Education Technical Assistance

This program provides school districts and charters with technical assistance for CTE programs in grades 8 through 12 by serving as a liaison between Texas Education Agency, districts, and charter schools to achieve quality Career and Technology Education (CTE) programs. A primary focus of the service is to reinforce academic and CTE course integration at the campus

level, to assist in the coordination of professional development opportunities for CTE personnel, to provide support in the Performance Based Monitoring Analysis System, and to assist with the completion of the annual CTE application to Texas Education Agency.

## Carl D. Perkins Career and Technical Education Consortium



This Shared Services Arrangement (SSA) assists participating members with educational services for CTE and potential CTE students with Carl D. Perkins Career and Technical Education funds. The services include the full cycle of requirements from application through evaluation solely for the **2011-2012 Carl D. Perkins** application.

Services Provided:

- Career test orientation, administration, and interpretation of test results for students
- Career guidance, academic counseling, and activities for all students (Sophomore Roundup, Job Shadowing)
- Initiating, improving, expanding, and modernizing quality CTE programs to include relevant technology
- Developing and implementing evaluations of CTE programs
- Certification classes for CTE teachers allowing licensures for students
- Professional development for teachers, counselors, administrators and other personnel, including the Counselor Share and Exchange
- CTE-related technical assistance
- Technical assistance and submission of the Carl D. Perkins Performance Evaluation Report (PER)

## ESL Services Cooperative



The ESL Services Cooperative provides Bilingual/ESL services required by state mandates. Membership includes access to training, technical assistance, direct services and products.

Services and Products Provided:

- Required state training for Language Proficiency Assessment Committee (LPAC) members
- LPAC folder reviews, as requested
- Required state training in administering IPT-IDEA – Language Proficiency Test
- Testing materials for IPT-IDEA Language Assessment for members with **less than five** second language learners, as identified on PEIMS
- Administration and/or interpretation of IPT-IDEA Language Assessment for members with **less than five** second language learners, as required by program placement
- Bilingual/ESL TETN updates each month
- Provide a list of Spanish-speaking assessors for bilingual/ESL students who have been referred to special education

## Migrant Cooperative



This local cooperative is available for Migrant funded districts required to submit data through the New Generation System (NGS). It provides member districts the services of the NGS specialist. The NGS specialist attends TEA trainings, enters required data through NGS, and extracts district reports in a timely manner. Title I, Part C Contracted Services include data entry for services listed below.

### Services Provided:

- NGS submission of information for:
  - Student enrollment
  - Certificates of Eligibility
  - Secondary credits
  - Health data
  - Supplemental programs
  - Withdrawal of students
  - Assessment data
- Required district reporting:
  - Unique Student Count
  - Priority for Service
  - Immunization
  - Alternate Identification
- Technical assistance for Performance-Based Monitoring documentation

## NCLB Support

The purpose of this program is to provide sustained support to and work cooperatively with campuses implementing NCLB formula programs in order to increase the opportunity for all students in such schools to meet the state's content and student performance standards and decrease the dropout rate. Services include disseminating program updates from TEA to LEAs receiving formula NCLB program funds; providing technical assistance to LEAs on issues such as: performance-based monitoring, program compliance monitoring, and initial compliance reports (ICR); and providing technical assistance to LEAs receiving NCLB program funds related to dropout prevention issues.



## Title I, Part C Migrant-Funded District Services

Services for the Title I, Part C Migrant Funded Districts include providing staff development and technical assistance regarding the implementation of effective Migrant Services Coordination in staff development in the Seven Areas of Focus, migrant service coordination, early childhood education, New Generation System, parent involvement, identification and recruitment, graduate enhancement, and secondary grade accrual. In addition, the program offers assistance in planning and presenting migrant parent training in transfer of student documents and all other required training (in Spanish as needed) and technical assistance in the preparation of the annual performance report.

## Title I (NCLB Support) Cooperative



The purpose of the Title I Coop is to provide consultant services concerning NCLB requirements. The services include the full cycle of requirements from application through evaluation solely for the **2011-2012 NCLB application**. The Coop also provides district and campus level technical assistance for inquiries or problems and provides district/campus specific professional development and technical support.

### Services Provided:

- Meet with school personnel to plan program design and gather necessary data for the NCLB application process including consolidated program planning
- Prepare and submit to TEA the Applicant Designation Certification form
- Prepare and submit to TEA the NCLB Consolidated Application and amendments for federal funds including possible adjusted allocations, maximum entitlements, reallocations, SIP designation or other individual district changes
- Gather information and submit to TEA all necessary migrant performance reports, including Highly Qualified reports and amendments as needed to reflect HQ staff changes at midyear and end of year, Comparability, Private Nonprofit, Gun Free, Title IX
- Site visits to gather and submit to TEA NCLB Compliance report
- Training for paraprofessionals to meet the required highly qualified standard
- Professional development focusing on Title I issues at the campus level, as requested
- Technical assistance for Title I campuses in the development of required Parent Involvement Policies and Home-School Compacts, as requested
- Professional development and technical assistance at district and/or campus/charter school to meet the needs resulting from the comprehensive needs assessment, as requested
- Serve as a liaison between the district and TEA through ongoing communication and information exchange to maximize program effectiveness and efficiency

## **Title III Language Instruction for Limited English Proficient/Immigrant Students**

The purpose of Title III of the No Child Left Behind (NCLB) Act of 2001 is to ensure that limited English proficient (LEP) and immigrant children attain English proficiency, develop high levels of academic achievement in core academic subjects, and meet the same challenging performance standards that all children are expected to meet. The law promotes parent and community participation in education programs for LEP students. Technical support provided to all districts and charter schools include: technical assistance on Bilingual/ESL waivers and compliance requirements, technical assistance in program design and program improvement and assisting with Performance Based Monitoring interventions.

## **Title III Shared Services Arrangement—English Language Acquisition**



The purpose of Title III is to help ensure that limited English proficient (LEP) and immigrant students attain English proficiency, develop high levels of academic achievement in core academic subjects, and meet the high state standards. The law also promotes parent and community participation in the education of their LEP children. Region 9 ESC serves as an applicant agency for school districts and charter schools that enter into the Shared Services Arrangement (SSA) under the provisions of Title III. The funds of the SSA will be used to meet the Title III federal requirements of local plans submitted to the Texas Education Agency.

### Services and Products Provided:

- Technical assistance to districts and charter schools for setting and measuring achievement objectives
- High quality professional development on research based instructional strategies
- Assist personnel in meeting state certification requirements
- Technical assistance in planning and establishing effective parent involvement and family literacy programs, parent education, and other support programs to ensure student success
- Technical assistance in the development of a district plan for programs to improve the performance of LEP students
- Instructional supplies such as language acquisition software, bilingual dictionaries, and translators

## **Curriculum and Instruction Services**

**Micki Wesley, Director**

### **Program Description:**

The Department of Curriculum and Instruction Services is a state ESC Core Services area that provides technical assistance, professional development and follow-up in all instructional areas. Education specialists support curriculum, instruction, and assessment in reading/language arts, math, science, social studies and fine arts. Support is provided in the Texas Essential Knowledge and Skills, the Texas Assessment of Knowledge and Skills, best practices and scientifically based research practices. The department also provides an integrated support system to enhance the success of limited English proficient students.

In addition to content areas, the Department of Curriculum and Instruction Services provides professional development, technical assistance, and/or direct support in the following areas: program development, implementation, and evaluation; information dissemination; and curriculum extension. Additional emphasis is focused on instructional and classroom management strategies to facilitate strong instructional programs, literacy skills to meet state competency standards, and increasing student achievement.

## **Advanced Academics (G/T)**

Gifted/Talented services to all districts and charter schools include the following:

- TEA Updates (G/T Coordinator's meeting twice a year)
- Information on Advanced Placement, Pre Advanced Placement, Math Counts, Odyssey of the Mind, and Texas Future Problem Solving
- Administrator/Counselor Training on Nature, Needs, Characteristics, and Program Design for Gifted Students
- Technical assistance and professional development opportunities

## **College and Career Readiness**

This initiative focuses on the efforts to increase students' college and career readiness. Technical assistance, professional development, and information related to postsecondary readiness are available. Through coordination with the Texas Higher Education Coordinating Board (THECB) and the Texas Education Agency (TEA) the ESC will assist districts in preparing students for educational and career goals beyond PK-12 public education. The ESC will also participate in regional P-16 efforts to ensure postsecondary readiness for all students.

# Curriculum Enrichment Cooperative

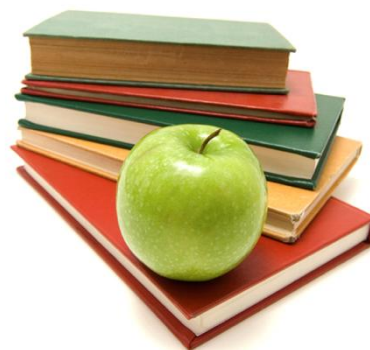


**CSCOPE:** Developed by Texas Education Service Centers and a team of content experts, CSCOPE is a comprehensive, customized curriculum management system built upon the most current research-based practices in the field. CSCOPE's primary focus is to impact instructional practices to improve student performance by offering alignment and instructional resources in math, science, social studies, and ELA in grades K – 12. In preparation for STAAR testing and End-of Course exams, CSCOPE's 2011-2012 components will highlight the Readiness & Supporting standards and will continue to emphasize both the CONTENT and the COGNITIVE RIGOR of each Student Expectation.

**Research-Based Strategies:** Implementing research-based instructional strategies is a vital component to improving teaching and learning in schools. Focusing on student-driven instructional techniques, teachers can engage students in the learning process, employ higher order thinking skills, differentiate instruction, and improve student achievement. These high-yield teaching strategies are closely aligned with the philosophy behind CSCOPE and Rtl, thus complementing the other pieces offered through the Curriculum Cooperative.

## Services and Resources Provided:

- CSCOPE Components
  - *Year-at-a Glance Documents (YAG - sequence of bundled TEKS)*
  - *TEKS Verification Document*
  - *Vertical Alignment Document (VAD – includes instructional specificity)*
  - *Instructional Focus Document (IFD – includes authentic performance indicators)*
  - *Unit Assessments*
  - *Exemplar Lessons*
- CSCOPE Technical Assistance
  - Assistance in using the CSCOPE Developer effectively
  - Assistance with district/campus CSCOPE implementation planning
  - Assistance with content-specific issues or questions
  - Assistance with on-site model teaching and/or planning
- Professional Development Opportunities
  - *CSCOPE 101, CSCOPE Content ICAN Classes, CSCOPE and Differentiation, Advanced Implementation Tools, Planning Instruction from the IFD, and CSCOPE and Instructional Coaching, 5E Lesson Planning, and Administrator Walk-through Tools*
  - *Research-Based Strategies*
  - *Instructional Coaching*
  - *Assessment For Learning*
  - *Response to Intervention*
  - *Cooperative Learning*



# DMAC Data Disaggregation Tool



DMAC Solutions consists of a user-friendly suite of web-based applications developed to assist educators with their assessment and curriculum needs. The DMAC data system is entirely web-based which provides the following advantages:

- System is accessible anywhere an internet connection is available;
- All updates are available immediately without any work on the client's part;
- Data is stored in a central location, allowing all changes to be viewed immediately by all
- DMAC meets all requirements of the Texas Assessment Management System (TAMS) waiver available through the TEA.

Optional software components include:

- **State Assessment Disaggregation-** Provides analysis of TAKS and TELPAS student data by district, campus, or teacher. Reports track AYP and state accountability measures
- **TEKScore Benchmarking-** Provides users with a toolkit for pre-bubbling answer sheets, scanning, scoring and analyzing TEKS-based benchmark tests. Tracks results by district, campus or teacher
- **TAG Test Item Assessment Generator-** Allows users to create TEKS-based assessments. Users may choose test items written and edited by content specialists or enter their own test items. TEA Released items and CSCOPE items also available
- **TPRI-** Assists with TPRI data collection, reporting, and analysis. The program assists users in the ARI annual evaluation preparation.
- **Curriculum Mapping-** Allows users to create curriculum maps for all TEKS-based courses. Local assessment timelines can also be charted through these reports
- **Class Notes-** Allows teachers to post class activities, assignments, and notes on the internet for students and parent access. Can be used as an online lesson plan system
- **Personal Graduation Plans-** Assists users in developing state-mandated personal graduation plans for 6<sup>th</sup> through 12<sup>th</sup> grade students at risk of not graduating on time. Benchmark results in TEKScore automatically populate into PGP
- **Credit Acquisition Plans-** Assists users in developing and maintaining four year plans for high school students including Career and Technology Education requirements for Career Pathways
- **School Improvement Plans-** Assists users in creating and maintaining campus and district improvement plans including the ability to upload pdf documents to the plan
- **Student Success Initiative-** Assists users in developing and maintaining state-mandated accelerated instruction plans for students in grades 5 and 8 who have failed the Reading and/or Math portion of the TAKS test. Includes all forms related to the Grade Placement Committee
- **Response to Intervention-** Assists users in creating and maintaining individual plans for students in any tier of intervention
- **Professional Development Appraisal System-** Allows administrators to conduct walkthroughs on mobile devices and teachers to submit their self-evaluations online
- **Class Roster Options:** Semester (2 per year), Six Weeks (6 per year), Bi-Weekly, Weekly, or Customized Uploads (Including daily)

## G/T Cooperative



The G/T Cooperative provides technical assistance to districts and charter schools in the implementation and evaluation of G/T programs. It also provides professional development in the area of gifted and talented education to classroom teachers, administrators, school board members, and parents. Classes on giftedness, differentiated instruction, and G/T curriculum design are available.

### Services Provided:

#### Direct Student Services

- Student day seminars provided on a rotation basis
- Credit by Examination (without prior instruction) testing (6 dates a year)

#### Teacher Professional Development

- Five-day training institute for teachers of the gifted
- G/T curriculum design
- G/T related classes as requested & summer professional development
- Online G/T professional development

#### Technical Assistance--Identification

- Policy writing and revision
- Training of screening committees & review of identification process and procedure
- Appropriate curriculum planning for students
- Credit by Examination for students without prior instruction (testing dates available from the ESC with free testing available according to refined ADA)
- Bank of assessments for G/T identification

#### Technical Assistance--Curriculum

- Assistance in differentiation, documentation, and alignment
- Portfolio assistance
- Campus visitation and model teaching

## Homeless Education

This program is designed to support districts/charters as they strive to meet the unique needs of the homeless student. Technical assistance is provided through statute interpretation, identification, and service requirements as it relates to NCLB and McKinney-Vento Homeless Assistance Act.



## **Language Arts Component**

TEKS/TAKS language arts preparation workshops are offered for both new and experienced teachers, which incorporate exploration of the TAKS objectives, effective techniques for teaching those objectives, and test taking tactics. Campuses that have comparatively low scores in language arts can receive on-site technical assistance in the form of professional development in instructional strategies, coaching for individual teachers, model teaching in the classroom, and an analysis of existing language arts programs. Technical assistance in interpreting test data and formulating effective campus/district plans, which will improve student achievement, is available upon request.

## **Limited English Proficient Student Success Support**

This program will provide Region 9 educators of limited English proficient (LEP) students with training on how to provide an effective learning environment for LEP students. Professional development training and on-site technical assistance to teachers serving LEP students in core curriculum areas will be available. The ESC will provide training tips, observe lessons, and assist teachers in solving instructional issues related to helping limited English proficient students become academically successful.

## **Mathematics Component**

EKS/TAKS mathematics preparation workshops are offered for both new and experienced teachers, which incorporate exploration of the TAKS objectives, effective techniques for teaching those objectives, and test taking tactics. Campuses that have comparatively low scores in mathematics can receive on-site assistance in the form of professional development in instructional strategies, coaching for individual teachers, model teaching in the classroom, and analysis of existing mathematics programs. Technical assistance in interpreting test data and formulating effective campus/district plans, which will improve mathematics achievement, is available upon request.

## **Reading Component**

Reading workshop topics include content area reading, reading fluency, research-based strategies, phonological awareness, thematic integration and emergent reading. TAKS reading preparation workshops are offered for both new and experienced teachers, which incorporate exploration of the TAKS objectives, effective techniques for teaching those objectives, and test taking tactics. Campuses that have comparatively low scores in reading can receive on-site assistance in the form of professional development in instructional strategies, coaching for individual teachers, model teaching in the classroom, and analysis of existing reading programs. Technical assistance in interpreting test data and formulating effective campus/district plans, which will improve reading achievement, is available upon request. Professional development in the administration of the Texas Primary Reading Inventory, and how to shape instruction based on student performance on the inventory is also available.

## **Response to Intervention**

Response to Intervention (RTI) is a school-wide system for identifying and providing intervention to students falling behind their grade-level peers in the core academic subjects. In the recent reauthorization of the Individuals with Disabilities Education Act (IDEA-04), RTI is specifically mentioned as a method by which schools can assist struggling students as soon as they begin to demonstrate academic difficulty as well as possibly identify students with learning disabilities. Professional development and technical assistance can be provided in the following RTI topics:

- Step-by-step overview of the RTI process - Tier I, II and III
- Essential RTI vocabulary and easy-to-understand definition
- Suggestions of research-based interventions for each Tier
- Strategies for progress monitoring and implementing formative assessment strategies
- Training in how to identify a cut score, create an aim line, chart progress through a trend line,
- Suggestions of how RTI can be folded into a school's existing Student Support Team process
- Provide sample forms

## **Science Component**

TEKS/TAKS science preparation workshops are offered for both new and experienced teachers, which incorporate exploration of the TAKS objectives, effective techniques for teaching those objectives, and test taking tactics. Campuses that have comparatively low scores in science can receive on-site technical assistance in the form of professional development in instructional strategies, coaching for individual teachers, model teaching in the classroom, and an analysis of existing science programs. Technical assistance in interpreting test data and formulating effective campus/district plans, which will improve science achievement, is available upon request.

## **Social Studies Component**

TEKS/TAKS social studies preparation workshops are offered for both new and experienced teachers, which incorporate exploration of the TAKS objectives, effective techniques for teaching those objectives and test taking strategies. Campuses that have comparatively low scores in social studies can receive on-site technical assistance in the form of professional development in instructional strategies, coaching for individual teachers, model teaching in the classroom, and an analysis of existing social studies programs. Technical assistance in interpreting test data and formulating effective campus/district plans, which will improve social studies achievement, is available upon request.

## State Assessments

Professional development and technical assistance are provided to all districts in the area of statewide assessments. An annual update is provided in all applicable areas as well as ongoing technical assistance to district staff.

## WebCCAT Test Generator



### Program Description:

The WebCCAT test generator tool provides districts with the ability to create benchmark tests. WebCCAT is user-friendly and web-based.

### Services Provided:

- Access to over 50,000 test items
- Ability to customize test items
- Access to CSCOPE assessment items
- Access to test items aligned to state assessments

