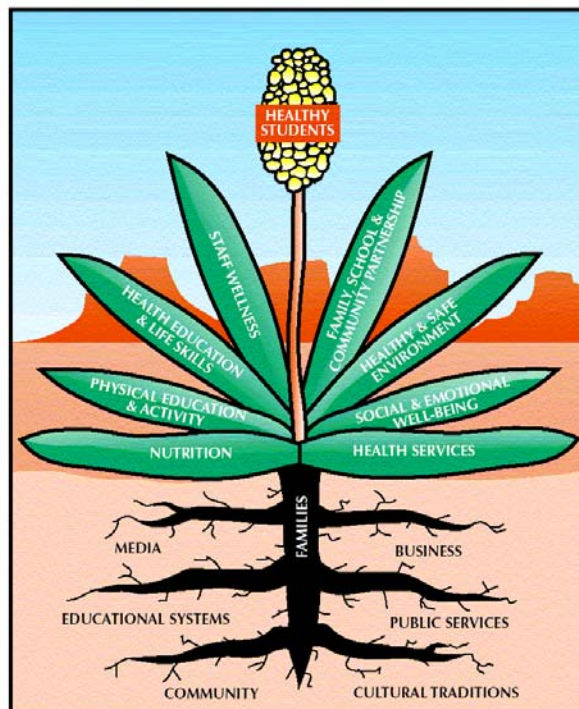




SCHOOL AND FAMILY SUPPORT BUREAU
REQUEST FOR INFORMATION
2009-2010

HEALTHIER SCHOOLS - NEW MEXICO



TRUANCY/DROPOUT PREVENTION PROGRAMS

DEADLINE TO SUBMIT INFORMATION

2:00 pm Friday May 29, 2009

This is only a Request for Information (RFI) and does NOT constitute an award. Should this RFI result in an award the District Superintendent/ Director of Charter School will be notified by an official award letter.

Only upon receipt of an award letter, signed by Dr. Veronica Garcia, Secretary of Education may the district/school submit a Budget Adjustment Request (BAR).

PURPOSE:

The New Mexico Public Education Department (PED), School and Family Support Bureau (SFSB) is issuing a Request for Information (RFI) to eligible New Mexico schools who previously received funding from the legislature to fund *Truancy/Dropout Prevention Programs*. The purpose of the RFI is to gather information for continued funding during the 2009-2010 school year.

GOAL

Schools will implement programs and strategies for the purpose of identifying best practices for truancy/dropout prevention that are unique to New Mexico populations and cultures that will assist students to stay in school and succeed.

BACKGROUND

The Governor initiated a Truancy Prevention Program in 2003 for the purpose of determining and implementing successful programs for preventing truancy. In 2006, dropout prevention was added to the appropriation for truancy prevention. Dropout and truancy prevention are focused on effecting systematic and agency change that will produce positive outcomes around these issues. These programs are on-going multi-year programs that provide funding, technical assistance and training to schools and communities to prevent dropout and truancy. Goals include:

- To implement programs and strategies for the purpose of identifying best practices for dropout and truancy prevention that are unique to New Mexico populations and cultures;
- To establish collaborative partnerships and agreements with New Mexico's Native American tribes and pueblos for the purpose of implementing effective dropout and truancy prevention programs and strategies; and
- To establish collaborative partnerships and agreements with New Mexico's communities including, schools, correction entities, community based organizations, youth advocates and others for the purpose of implementing effective dropout and truancy prevention programs and strategies at the local level.



Program outcomes established for the statewide Truancy/Dropout Prevention Program are to: (1) decrease truancy rates, (2) decrease dropout rates, and (3) increase attendance rates.

During the 2004 Legislative session, Laws 2004, chapter 28 sections 1,2,3,4 were passed and signed into law. This legislation amended the Compulsory School Attendance Act to include definitions for truant and habitual truant and outlined requirements for schools, parents, and students around truancy.

For the 2006-2007 school year, PED had earmarked two hundred and forty thousand dollars (\$240,000) for the purpose of continuing these truancy prevention programs.

The 2007/2008 budget consisted of four hundred and eighty thousand dollars (\$480, 000) to implement the truancy prevention programs.

As the result of the 2009 legislative session, Senate Bill 189 did amend the current compulsory school attendance law, but only to clarify and enhance the efforts to keep our youth in school.

The consequences of the new changes or impact on schools will be no different as stipulated by rule or law. Expectations are that schools will be required to:

- Develop PED approved policies
- Document intervention strategies
- Report truant rates within specified guidelines

Advantages to schools:

- Notice of Habitual truancy may now sent by general delivery mail
- Clarification of unexcused absence
- Technical assistance from PED

The PED will again provide funds for the truancy/dropout initiative for FY 2009/2010. Two hundred ninety-eight thousand three hundred dollars (\$298,300.00) was the final total appropriation. Two hundred twenty-four thousand (\$224,000.00) will be earmarked to support the current Truancy/Dropout prevention programs. Seventy-five percent (75%) of the total budget will be utilized to support and sustain current programs.



ELIGIBILITY:

Schools that were funded in the 2008-2009 school year will be the only applicants eligible for funding in the 2009-2010 school year. A 2009-2010 application must be submitted.

Funding through this RFI may only be utilized to sustain the already existing truancy/dropout prevention program(s) in the following schools/districts:

- 1) Aztec Municipal Schools
- 2) Gadsden Independent Schools
- 3) Horizon Academy, Albuquerque Public Schools
- 4) Taos Charter School, Taos Public Schools
- 5) Bernalillo Public Schools
- 6) Roswell Independent Schools
- 7) Alamogordo Public Schools
- 8) Espanola Public Schools
- 9) Lovington Municipal Schools
- 10) Albuquerque Public Schools
- 11) Santa Fe Public Schools
- 12) Deming Public Schools
- 13) Santa Rosa Consolidated Schools
- 14) Grants/Cibola County Schools
- 15) Belen Consolidated Schools
- 16) Southwest Primary Charter School

In order to assist districts with their fiscal understanding, provide technical assistance concerning best practices, and ideas for sustainability for programs; funded districts/schools are required to send a representative to the 2010 Funded Partners Meeting in the fall of 2010 in Albuquerque, New Mexico.

Eligible schools/districts may request up to FOURTEEN thousand dollars (\$14,000) through this RFI. Funding is negotiable upon receipt of the completed RFI. Grants will be awarded during the 2009-2010 school year and are non-recurring. Funds may be utilized for costs related to personnel, travel, supplies, equipment, and other identified needs in order to sustain the existing truancy prevention program.



INSTRUCTIONS:

Questions concerning this RFI should be directed to:

Ron Lucero, Program Coordinator, at: (505) 222-4751 or ronm.lucero@state.nm.us

1. Complete RFI must be typewritten using a minimum of 12 point font. Each page must be completed for consideration of continuation funding:
 - Cover page
 - Program Information
 - Proposed budget and justifications
 - School/District Assurances

2. A signed original of the **RFI must be received by 2:00 pm Friday May 29, 2009.** Facsimile copies will not be accepted. Requests for an extension of this date cannot be granted. RFI's should be mailed or hand delivered to:

Ron Lucero
Truancy Prevention Coordinator
New Mexico Public Education Department
School and Family Support Bureau
5600 Eagle Rock Ave. N.E. Room 201
Albuquerque NM 87113
(505)-222-4751
Fax (505) 222-4759



COVER PAGE

School District/Charter School			
Name	Gadsden Independent School District		
Superintendent/Director of Charter School			
Name	Cynthia Nava		
Phone	575-882-6203	e-mail	cnava@gisd.k12.nm.us
Mailing Address	P.O. Drawer 70, Anthony, NM 88021		
Program Coordinator/Contact			
Name	Yolanda Munoz		
Phone	575-882-4058	e-mail	ymunoz@gisd.k12.nm.us
Mailing Address	P.O. Drawer 70, Anthony, NM 88021		
Business Manager			
Name	Steve Suggs		
Phone	575-882-6243	e-mail	ssuggs@gisd.k12.nm.us
Mailing Address	P.O. Drawer 70, Anthony, NM 88021		
School Applying			
Name			
Physical Address			
Principal			
Phone		e-mail	
Grades in applying school (i.e. K-6)			
Number of students in applying school			
Amount of funding requesting			

School(s) included in this application

(Additional pages to include all school may be added if needed)

School Name	Address	Principal	Phone	e-mail
Gadsden High School	6301 Highway 28 Anthony, NM 88021	Carey Chambers	575-882-6300	clchambers@gisd.k12.nm.us
Gadsden Middle School	1301 Washington St. Anthony, NM 88021	Dr. David Garcia	575-882-2372	dgarcia@gisd.k12.nm.us



Santa Teresa High School	100 Airport Rd. Santa Teresa, NM 88008	James Kelch	575-589-5300	jkelch@gisd.k12.nm.us
Santa Teresa Middle School	4800 McNutt Santa Teresa, NM 88008	Rosa Lovelace	575-874-7200	rlovelace@gisd.k12.nm.us
Chaparral High School	800 County Line Chaparral, NM 88081	J.D. Diggs	575-824-6700	jdiggs@gisd.k12.nm.us
Chaparral Middle School	290 E. Lisa Dr. Chaparral, NM 88021	Marti Muela	575-824-4847	mmuela@gisd.k12.nm.us
Desert Pride Academy	5235 S. Hwy 28 Anthony, NM 88021	George Foster	575-882-0142	gfooster@gisd.k12.nm.us

PROGRAM INFORMATION

Please complete each question below.

1. Describe how your truancy/dropout prevention program is going to address early intervention/prevention. List goals, strategies, benchmarks, and expected outcomes. Give specific details on program structure. (Limit: 250 words).

Goal 1: To collaborate with parents, community leaders and school to address Truancy issues that affect our youth.

- Strategies-**
- Promote Attendance Awareness throughout the district
 - Continue Annual “Sí Se Puede” Youth/Parent Summit
 - Provide case management services to participants

- Benchmark 1.1** To continue Truancy Awareness Campaign (ie., sticker distribution, yard sign placement, and media coverage) Target date: September 2009
- 1.2** To coordinate and include community leaders, school personnel and the youth to attend annual Youth Summit
Target date: Youth Summit- May 2010
- 1.3** To promote higher education by engaging students in intervention trips
Target date: Spring session – February 2010
- 1.4** Coordinate with the alternative school to visit vocational schools
Target date: Spring 2010

Outcome: Increase community and parent involvement to support and implement truancy initiatives.



Program Structure: One week will be dedicated to promote and market the importance of regular school attendance by involving all primary schools in daily activities. The parent meetings will allow for input from the community and parents to find creative ways to keep students in school. Representatives from local universities and vocational schools will provide information regarding college application deadlines, scholarships, and college bound programs.

Goal 2: To maintain the operation of the Truancy Life Skills Classes and The Truancy Court Program.

Strategies: To continue referring habitual truants, depending on the site, to the Truancy Life Skills Classes, Case Management Program or the Truancy Court Program as an intervention to deter truancy.

Benchmark 2.1 Habitual Truants from secondary schools will be referred to the Truancy Life Skills Classes or the Truancy Court Program offered at select school sites.

2.2. The referred students will attend life skills classes or the court program.

2.3 Life skills classes to serve a minimum of five at risk students per class.

Outcome: The students will learn to make responsible choices and will increase school attendance.

Program Structure: Students who have not responded to other school interventions will be referred to the life skills program or the truancy court program. The students will participate in educational classes and activities which will cover topics such as, Gang Prevention, Teen Pregnancy, Self-esteem, and goal setting. This program will give students the opportunity to engage in a positive school experience. All classes will be held at their respective school site. Referred students and parents will attend an informal court session at a specific school site.

2. Identify: 1) Number of students to be served by the award 2) Describe community 3) How the school is currently keeping track of truancy rates, dropout rates, and current programs that support student success. (Limit: 250 words).

The Gadsden independent School District (GISD) is the third largest district in the state bordered by Las Cruces to the North and Texas and Mexico to the South, covering an area of 1400 square miles.

Within an enrollment of approximately 14,000 students in 2007 GISD operates 14 elementary schools, three middle schools, four high schools, and one alternative high school. Gadsden's student population is more than 93% Hispanic with an estimated 50% coming from homes in which language spoken is not English. Additionally, an estimated one-third of those students



are Spanish dominant when they enroll in school. With respect to socioeconomic status in GISD, approximately 88% of its families are classified as low income.

School District-Attendance Program

The Gadsden Independent School District has data available on a daily basis that help identify students that have unexcused absences. The Family Intervention Specialist will make a home visit on each student with five and ten unexcused absences. The Family Intervention Specialist will help the students address school issues and link families to community resources as warranted and will assist the student to transition back to the classroom. If the student and the parents continue to have issues with attendance and have accumulated ten unexcused absences, they will be referred to the Truancy Life Skills program. If student fails to complete the Truancy Life Skills Program, they may be referred to the District Attorney's Office/JPPO/CYFD. The goal of G.I.S.D. attendance program is to take a pro-active approach and help students reach their fullest potential. The district understands that attendance is only a part of the truancy problems and has identified several areas for the 2009-2010 school year that will assist the Family Intervention Specialist in connecting secondary students back to school.

3. Identify other agencies and/or community resources your school plans to utilize to enhance the truancy/dropout prevention program (Limit: 100 words).

Goal 1: To expose students to institutions of higher education.

Strategies- Students will participate in campus visits to at least one of the following universities and colleges: Western Technical College, New Mexico State University, Dona Ana Community College, and El Paso Community College.

Goal 2: To provide resources and connect parents to agencies that may help strengthen their family unit.

Strategies- Community agencies will facilitate and provide information at parent meetings.

- Mental health agencies will be invited to be guest speakers at the truancy program.

Goal 3: To collaborate with Juvenile Probation Office and the District Attorney's Office Pre-Prosecution Diversion Program.

Strategies- Programs will connect referred families with mental health agencies that will provide intensive family therapy or refer the parents to the court system.

Outcome: The students and parents will be given the opportunity to build on their family strengths and to adhere to the New Mexico Compulsory Attendance Law.



Program Structure: Students will be referred to the Juvenile Probation Office after all other intervention have been exhausted. The JPO will screen the referrals and direct it to the appropriate agency.



LINE ITEM BUDGET and JUSTIFICATION

On the budget form provide a detailed line item budget and justification. **Indirect costs are not allowable, and will not be awarded, for this legislative appropriation.**

Indicate in-kind support. (additional pages may be used if necessary)

<u>Description</u>		<u>Justification</u>
Personnel (include number)		(Include qualification of staff here)
Salary	Total Amount: 4,000	<p>(Include formula for determining salary– i.e. hourly rate) Employee Contract Services</p> <p>Social Work Interns/Mentors or Employee Contracts</p> <p>Job Description:</p> <p>Assist Family Intervention Specialists in providing Best Practices to at Risk Truant Students by tracking attendance and making individual school contact with students referred to the Case Management Program. Helping students self-advocate and help identified students navigate the educational arena. **Inkind-Supervision from Lead Social Worker and Mentoring from the Districts Family Intervention Specialists. Program Support and guidance.</p>
Benefits	Total Amount: 1,000	(Include formula for determining benefits– i.e. percent of salary)
Travel (if necessary include travel cost to attend the 2010 Funded Partners meeting in Alb, NM)	Total Amount: 3,700	<p>(Include justification for need of travel)</p> <p>Student Travel-Intervention Activities (Includes Transportation and Meals)</p> <p>In-Kind Support: Family Intervention Specialists will identify and work with at-risk students and will initiate activities to enhance school engagement.</p>



Supplies (list types and amounts)	Total Amount: 1,500 1,500	(Include justification for need of supplies) Attendance Awareness Week is a District Wide Initiative to promote school attendance. Supplies needed are, 10,000 Everyday Count Stickers, Everyday Count Yard Signs, Attendance Incentives-To include Pizza coupons, gift certificates to students with improved attendance and grades at the secondary level to include supplies such as Notebooks/Paper/Markers/etc. In-Kind Support: Computer, Printer, Copy Machine, Telephones, etc.
Equipment (list types and amounts)	Total Amount: -0-	(Include justification for need of equipment) In-Kind Support; Office Equipment
Other (be specific)	Total Amount: 800.00 1,500.00	(Include justification for need of other) Indirect Costs Banquet Families “Si Se Puede” Truancy Conference (Parents and At-Risk Students Invited to participate) Kenote Speakers (2) In-Kind Services-Community Provides Door Prizes, Family Intervention Specialists assist in the identification and organization of Conference Activities. At-Risk students that attended this year will help co-facilitate the Conference next year. Building school engagement and leadership)
Total Amount Requesting = _____		



