

Pacific Comprehensive Center (PCC)
TECHNICAL SERVICE PLAN
 Program Year 2007–2008

This is a technical service plan between the **Kosrae State Department of Education DOE), P. O Box ED, Tofol, Kosrae FM 96944**, and Pacific Resources for Education and Learning (PREL), 900 Fort St. Mall, Suite 1300, Honolulu, HI 96813, for the services of the PCC.

1.0 Statement of Purpose and Period of Performance:

The purpose of this agreement is to provide specific services to **Kosrae DOE** under the PCC, U.S. Department of Education (U.S. ED) award no. S283B050023A. The period of performance shall be from the date of signature through June 30, 2008.

The Goals of the PCC are to:

Goal 1. Support Pacific State Education Agencies (SEAs) in acquiring knowledge and understanding of the provisions and purposes of the *No Child Left Behind Act of 2001* (NCLB) and in accessing information on research-based best practices to achieve their school improvement and student performance goals.

Goal 2. Provide Pacific SEAs with technical assistance in using research-based knowledge to address needs identified in their approved plans to raise student achievement, close achievement gaps, and to meet the requirements of NCLB Please see attached PCC Program Narrative with information on activities that can and cannot be supported by the grant.

2.0 Work Scope:

The following work scope and set of activities are agreed upon for program year 2006:

Activity	Timeline	Outcome
1. Review of the Kosrae DOE's system of support for schools and teachers to identify strengths, weaknesses, and plan next steps including teacher monitoring and mentoring and effective implementation of newly adopted text-based instructional programs in language arts, mathematics, science, and social studies	Beginning Sept 2007	Improved capacity and efficiency of school support system resulting in improved student outcomes
2. Provide consultation on the development of quarterly student progress assessment and monitoring schemes for grades 3–8 students in core content areas	Beginning Oct 2007 with language arts and math	Improved capacity to track student performance and utilize the data to improve teaching and learning



Activity	Timeline	Outcome
3. Provide TA to upgrade data collection and reporting systems with associated training	Aug–Dec 2007	Improved usage of the data system for planning and monitoring improvement including aligning Kosrae systems with FSM National reporting requirements; upon completion the DOE will be ready to move forward with its efforts develop web-based data systems to improve data entry and use at the school level
4. Provide TA to assist the DOE to form and implement content-area based improvement teams including curriculum specialists, administrators, teachers and parents (carried out in collaboration with the Kosrae PIRC)	To be determined	
5. Provide TOT in critical need areas including timely identification of students struggling with early reading skills and strategies for implementing text-based instructional program with limited-English proficient students	July 2006–May 2007	Increased capacities of staff to use targeted knowledge and skills in school improvement activities including early identification of struggling readers

3.0 Other Topics

- 3.1 Activities (activity title, date, time, place, number of participants) will be documented through PREL’s IMS reporting system and reported to **Kosrae State DOE** as requested.
- 3.2 Collaborate with the PREL research and evaluation team in conducting activities related to the documentation, implementation, and outcomes of the improvement effort as requested.
- 3.3 Conduct monthly telephone conversations with PREL’s PC program director to update on progress made and challenges encountered. These monthly telephone conversations should be documented and shared via email.
- 3.4 Plan will be reviewed and modified at least annually.



4.0 Point of Contact

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The technical service plan is accepted as the general plan for the PCC services for **Kosrae State DOE**.

