



95 Percent Group Inc.  
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VIA EMAIL

March 21, 2007

Dr. Suzanne K. Herndon  
Supervisor of Reading /Language Arts  
Clay District Schools  
23 South Green Street  
Green Cove Springs, FL 32043  
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Dear Suzanne:

It was a pleasure to speak with you last week to learn more about your interest in scheduling two workshops for the Kindergarten staff of Clay County Schools on the topic of *I've DIBEL'd, Now What?* Enclosed with this letter is a consulting agreement to book these workshops for Wednesday, May 30, 2007 and Thursday, May 31, 2007.

I have also included an overview of a long-term engagement that we provide. We have been working with West Baton Rouge Parish Schools last year and this year where our consultant comes into the schools almost monthly to help the coaches, study data, and model for the teachers. You may wish to speak with Cindy Ourso about this work. East Baton Rouge may wish to select a couple of building for us to work with the remainder of this year. Typically when we provide professional development in a district, 95 Percent Group utilizes a sustained professional development approach to support implementation of small-group differentiated instruction for below-benchmark students. This small-group instruction is often referred to as Tier II and Tier III instruction that is over and above the Tier I core program that all students receive. Through an initial workshop and follow-up visits over several months of time, coaches and teachers will learn how to interpret and use the DIBELS data to inform instruction. Additionally we view our work as more extensive than the onsite days. Much of our work occurs through ongoing e-mails and telephone calls between you and the consultant from our group assigned to manage the project. Our experience has shown that districts achieve higher student outcomes and stronger implementation with this full-year plan because of the long-term perspective rather than viewing each day as a single workshop.

Let me know if you have any questions about this proposal. *If you are ready to confirm this workshop, please fax us a signed and accepted proposal, print and sign 2 originals of the consulting agreement and return both originals to us. We will sign them, and mail back an original to you. We need an accepted proposal by **April 25, 2007** to lock in your dates. After that date this proposal will expire unless I hear back from you that you need more time.*

Thank you for the opportunity to propose on this workshop. We look forward to working with you.

Very truly yours,

Susan L. Hall, Ed.D.

President

Accepted:

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

Education Consulting and  
Professional Development

95% of students reading at grade  
level . . . an achievable goal

## Section 1

### Description of 2-day Workshops

95 Percent Group will provide one 2-day workshops for the reading coaches of Clay District Schools, Wednesday, May 30, 2007 and Thursday, May 31, 2007 on the topic of *I've DIBEL'd, Now What?*

The times of the workshop are 8:30 – 3:00, unless otherwise requested by the client.

Topics include:

- Explanation and demonstration of how to group students based on DIBELS and other data
- Process for analyzing error patterns from the DIBELS scoring pages to inform intervention instruction
- Practice writing an instructional focus statement for each intervention group
- Demonstration of how to use data from a phonological awareness screener to determine which skill to begin instruction along 95 Percent Group's phonological awareness continuum
- Discussion of how to consider phonological awareness activities along a continuum from simple to complex (grade K/1 day)
- Demonstration of how to use data from a phonics screener to group students in grades 2 & 3 that need more work in reading word patterns as evidenced in their below score of below 95% accuracy in reading words in the DIBELS ORF passages
- Discussion of how to use a phonics continuum as a sequence for instruction for students at grades 2 & 3 that need more phonics instruction
- Overview of some effective intervention activities and strategies
- Discussion of progress monitoring and record-keeping with intervention logs

Focus will be on Kindergarten day one and day two.

Participants are requested to bring their Winter Benchmark data to the workshop so they can use one of the classrooms in their building to practice grouping and planning intervention lessons.

Section 3

Project Staffing and Schedule

<u>Services to Be Provided</u>	<u>Detail</u>	<u>On-Site Consultant Days</u>
○ Staffing	○ This project will be staffed by a 95 Percent Group Inc. consultant and supervised by Susan L. Hall, EdD.	See Below
○ One 2-day Workshos	○ I've DIBEL'd, Now What	2 days 1 consultant
<b>Total On-Site Days</b>		2

## Section 4

### Other Project Specifications

1. **Expected number of participants:** up to 100 participants each day. Kindergarten staff of Clay District Schools will attend. Written permission in advance required for any other participant.
2. **Per participant charge for handouts and notebooks:** \$25 per person
3. **Maximum number of participants without approval of 95 Percent Group Inc.:** 100
4. **Surcharge for additional participants over Maximum (per person):** \$250 per person
5. **Facility:** Training facility suitable for proposed audience size and training, including LCD projector, overhead projector and audio system, preferably with lavalier-style microphone will be provided by Client at Client's expense. If possible, please provide ability to connect Consultant's laptop computer to sound system. If not possible, please advise consultant in advance.
6. **Billing:** Consultant shall bill client according to the following schedule:

Materials (notebooks, handouts, etc.)	Will be billed after materials are delivered and after workshop is provided
Professional Fees:	Will be billed in one invoice after workshops are delivered
Travel and other reimbursable expenses:	Will be billed as incurred, in same invoice

Section 5

**Project Budget: Estimated Professional Fees and Reimbursable Expenses**

<b><u>Fee and Expense Items</u></b>	<b><u>Detail</u></b>	<b><u>Amount</u></b>
<b>School Year 2006-2007</b>		
1. Professional Service Fees	Includes fee for 1 consultant to provide workshops Wednesday, May 30, 2007 and Thursday, May 31, 2007	\$3,600.00
2. Travel Expenses (not to exceed estimate)	<ul style="list-style-type: none"> <li>o Michelle - \$900 for 2-day trip</li> <li>o Teri – \$340 in travel expenses for the 2 days</li> <li>o 180 miles each way - 240 miles at .50 per mile = \$70 mileage + \$200 for 2 nights in a hotel + \$70 in meals (\$35 per day)</li> </ul>	<p>\$900.00</p> <p>\$340.00</p>
3. Handouts (notebooks, grouping mats, assessment info, etc.)	<p><u>Handouts (notebooks, assessment info, etc.)</u></p> <p>\$20 per participant, estimating 100 participants for each workshop, for a total of 200. Final# of participants to be provided by district before May 1, 2007.</p>	\$4,000.00
<b>TOTAL Professional Fees and Expenses</b>		<b>\$8,840.00</b>