

# West Lafayette Community School Corporation

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1130 North Salisbury Street • West Lafayette, Indiana 47906-2447  
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DATE: January 6 2025  
TO: Dr. Shawn Greiner  
FROM: Mrs. Anna Roth  
RE: Approval To Accept the IDOE Literacy Achievement Grant

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**In accordance with policy 6110, I request the West Lafayette School Board of Trustees approve acceptance of any and all IDOE Literacy Achievement Grant funds available to the district in the 2024-2025 school year.**

Grant funds awarded are in the amount of \$8,828.89. The stipend amount will be \$197.00 for a total of 40 teachers—2 half-time and 38 full time. In accordance with grant guidelines, funds will be used to cover applicable FICA and Teachers' Retirement Fund expenses.

All grant funds will be distributed following the guidelines provided by the IDOE [FAQ](#) grant memo. dated Specifically, “Early Literacy Achievement Grant funds shall be allocated among teachers, instructional coaches, and other school staff responsible for the implementation and delivery of literacy and reading instruction through grade three during the 2023-2024 school year and who maintain employment within the same corporation/charter school on the date of distribution.” Any teacher employed in a teaching position and providing instruction grounded in literacy standards during the 2023-2024 school year in grades K-3 and still employed with the district on the date of payment will receive the stipend. Proportionate stipends will be paid for those employed less than full time. Pending approval, it is expected that the stipend will be paid on January 20, 2025.

The administration of grants will adhere to all applicable Federal, State, local, and grantor rules and regulations, including the terms and conditions of the grant awards, as well as Corporation policies and administrative guidelines. All grant funds received by the Corporation will be used in accordance with the applicable law and regulations and the terms and conditions of the grant award. The financial management of grant funds shall be in compliance with all applicable Federal, State, local, and grantor rules, regulations, and assurances as well as Corporation policies and administrative guidelines.

I thank you for your consideration in this matter.