



COLORADO
Department of Education

Request for Applications

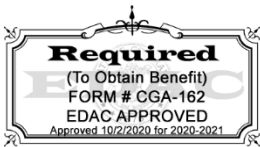
Applications Due: **Friday, January 29, 2021, by 11:59 pm**

Application Information Webinar: **Thursday, January 7, 2021, 2-3 pm**

2021-2022 Early Literacy Assessment Tool Project (ELAT)

For New and Renewal Applicants

Pursuant to C.R.S. 22-2-141



Program Questions:

Laura Stelling, Preschool through 3rd Grade (P-3) Office
Early Literacy Assessment Tool Project Manager
(303) 866-6971 | Stelling_L@cde.state.co.us

Application Questions:

Mandy Christensen, Office of Competitive Grants and Awards
(303) 866-6250 | Christensen_A@cde.state.co.us

Early Literacy Assessment Tool (ELAT)

Applications Due: Friday, January 29, 2021, by 11:59 pm

Introduction

The 2012 School Finance Act required the Colorado Department of Education to select a contractor to supply an early literacy assessment tool that teachers may use to obtain real-time assessments of the reading skill levels of students in kindergarten through third grade. The intent of the program was to support state purchase of software that would provide individualized assessments with immediate results, store and analyze those results, and recommend activities based on those results. In the spring of 2018 through a new competitive process the award was made to both Amplify and Istation for the approved interim assessments on both platforms. The contract duration is for five years through June 2023. Pending legislative approval, the department will offer the project for the 2021-2022 school year. This is a non-competitive project.

By participating in the Early Literacy Assessment Tool Project, applicants first select one of the two vendors and then will be supplied with the online tools to support the assessment. Participants will select:

- Amplify for Acadience Reading (formerly named DIBELS Next) and IDEL, approved interim assessments for the READ Act, and DIBELS Deep PA/WRD diagnostic reading assessment, an approved diagnostic measure.
- Istation for ISIP Early Reading and ISIP Lectura Temprana, approved interim assessments for the READ Act.

All approved applicants will receive software licenses to use the assessment that they select. The tool will store and analyze the results and recommend school and home activities based on those results. Hardware is not included. Applicants will be responsible for providing their own hardware.

A list of hardware devices that support the software is available for each vendor:

- **Amplify:** www.amplify.com/assessment/devices
- **Istation:** www.istation.com/Support#technical

Purpose

The Early Literacy Assessment Tool is designed to assist teachers in meeting the assessment requirements of the READ Act. The online tool will allow teachers to obtain real time assessment of the reading skill levels of students enrolled in kindergarten, first, second, and/or third grades. Based on the assessment results, the online tool will generate intervention plans and materials to support students.

Both online platforms will:

- a) Provide individualized assessments with immediate results;
- b) Store and analyze assessment results, recommend activities that are aligned with the assessment results, and assist in tracking student performance and identifying strategies to improve student performance;
- c) Provide student grouping recommendations based on the assessment scores and provide proposed lesson plans on a short-term cycle; and
- d) Assist in generating and populating individualized plans to improve students' reading skills.

Eligible Applicants

All local education providers (LEPs) are eligible to apply. For purposes of this application, "local education provider" means a school district; a charter school authorized through a district or the Charter School Institute; a public school within a district applying as a standalone applicant; or a public school operated by a board of cooperative services (BOCES). The applicant must enroll students in kindergarten, first, second, and/or third grades. Applications may be submitted for a single school or multiple schools within a district or the Charter School Institute.

The Colorado Department of Education is accepting applications from both new and renewal applicants. If the number of applicants exceeds the number of available licenses, prioritization will occur pursuant to C.R.S. 22-2-14.

1. First preference will be given to LEPs renewing their participation from the 2020-2021 school year; then new LEP applicants will be accepted.
2. Should there need to be a selection process for new LEPs, it will be based on highest percentages of kindergarten and first-, second-, and third-grade students who are below grade level expectations in reading; and LEPs with the highest percentages of schools that are eligible to receive money under Title I of the federal “Elementary and Secondary Education Act of 1965”, 20 U.S.C. sec 6301 et seq.

Duration of Program

The current RFA will apply to the 2021-2022 school year (Year 8). Participation in subsequent years is dependent upon appropriations and available licenses.

Required Activities

School and district level activities required of the Early Literacy Assessment Tool Project include the following:

- Selection of the assessment through one of the two platforms offered: Amplify or Istation
- Obtain and utilize supported devices to assess all kindergarten, first, second, and/or third graders on the approved interim assessment that the district selects, either Acadience Reading (formerly named DIBELS Next) and IDEL or ISIP Early Reading and ISIP Lectura Temprana (**Note: the hardware purchase is the district’s responsibility.**).
- Collection and secure submission of staff and student roster data to the LEP selected vendor:
 - The following demographics will be entered for all students: names, grades, dates of birth, state, school, school district, and classroom associations, SASID, gender, ethnicity, EL status and, special education status
 - Staff identifier information: name and staff e-mail.
- Assessment of all kindergarten, first, second, and third grade students using the LEP selected interim assessment at the three designated benchmark periods. Failure to do so within the designated benchmark periods may result in forfeiture of student licenses, training, and/or other related supports provided through the project.
- Conduct progress monitoring of students: Students scoring Well Below Benchmark or Tier 3 will be progress monitored every 7-10 instructional days, and students scoring Below Benchmark or Tier 2 will be progress monitored every 10-12 instructional days.

Additional Requirements for New Applicants Only (new to the assessment platform and/or new to the ELAT project):

- Attendance by teachers or designated local trainers per school at all face-to-face trainings and any webinar trainings to support first year implementation.
- Assurance that local trainers will have training time with teachers at their school to implement what they have been trained on in their sessions.
- Attendance by principals at any scheduled instructional leader full day trainings and/or webinars as scheduled throughout the year.

LEPs Will Receive the Following Items Upon Application Approval

Amplify New and Returning Users	Istation New and Returning Users
Each school will receive licenses for the assessments.	Each school will receive licenses for the assessments.
Amplify New users: Acadience Reading (formerly named DIBELS Next) and IDEL and DIBELS Deep	Istation: ISIP Early Reading and ISIP Lectura Temprana

<ul style="list-style-type: none"> • Each school will receive one kit per grade level per school of the following: <ul style="list-style-type: none"> ○ Acadience Reading Kits ○ IDEL Kits (if requested by the district) ○ DIBELS Deep PA/WRD Kits 	<ul style="list-style-type: none"> • The district contacts listed will receive a welcome email from Istation and step-by-step instructions on getting started. • Once the data contact has worked with Istation to create rosters of users, then principals and teachers will receive emails with links to get started.
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Evaluation and Reporting

By receiving software licenses, LEPs agree to share all data collected using the software. These data will be shared with Amplify and the Colorado Department of Education, or with Istation and the Colorado Department of Education.

- Data include:
 - Student identifier information: names, grades, dates of birth, state, school, school district, and classroom associations, SASID, gender, ethnicity, EL status, and special education status;
 - Staff identifier information: name and staff e-mail; and
 - Results: records and/or scores for the assessments listed as part of the assessment.

Districts will still be required to submit READ Data through Data Pipeline. The data collected are solely used by Amplify and the Colorado Department of Education or Istation and the Colorado Department of Education for the scope of successful implementation of the project. This includes implementation fidelity, achievement and growth results, and used to direct professional development support.

See the **Project Assurances and Authorization for Release of Personally Identifiable Information** for additional information (**Attachment A** for Amplify and **Attachment B** for Istation).

Data Privacy

The Colorado Department of Education takes seriously its obligation to protect the privacy of student Personally Identifiable Information (PII) collected, used, shared, and stored. Amplify and Istation will collect data as described in the Evaluation and Reporting section. Any program evaluation data provided to the Colorado Department of Education from Amplify or Istation will be in the aggregate, and will be used, shared, and stored in compliance with the Colorado Department of Education’s privacy and security policies and procedures.

Technical Assistance

An application training webinar will be held on **Thursday, January 7, 2021, at 2 pm**. Register for this webinar [here](#).

Review Process and Timeline

Applications will be reviewed by the Colorado Department of Education staff to ensure they contain all required components.

As stated above, if the number of applicants exceeds the number of available licenses, prioritization will occur pursuant to C.R.S. 22-2-14. Preference will be given to year 8 participants (2020-2021); then to new LEPs with the highest percentages of kindergarten and first-, second-, and third-grade students who are below grade level expectations in reading; and to LEPs with the highest percentages of schools that are eligible to receive money under Title I of the federal “Elementary and Secondary Education Act of 1965”, 20 U.S.C. sec 6301 et seq.

Submission Process and Deadline

The application is available online via the [Smartsheet Application Form](#). Applicants must complete the online application by the deadline below:

Applications Due: Friday, January 29, 2021, by 11:59 pm

Incomplete or late applications will not be considered. Application materials are available for download on the [CDE's ELAT Webpage](#).

Once submitted, your application will be reviewed by the Colorado Department of Education staff to ensure it is complete. An e-mail notification confirming receipt will be sent out to the program contact named in the application no later than one week after the application is received. If you do not receive confirmation within seven days, please e-mail Laura Stelling at Stelling_L@cde.state.co.us.

Project Assurances and Release of Information

Applicant must obtain signature approval from the appropriate representatives on both the Project Assurances and Authorization for Release of Information for the selected vendor (**Attachment A** for Amplify and **Attachment B** for Istation). **These forms do not need to be submitted to the Colorado Department of Education**; however, they must be kept on file by the applicant through December 31, 2023, and available for verification by the Colorado Department of Education program staff for any monitoring purposes.

Application Resources and Guidelines

[Colorado Department of Education School and District Code List](#)

Signature guidelines for applicants applying as a single school:

- The named LEP will be the school's authorizer, either the local district or the Charter School Institute.
- The named authorized representative in the LEP section of the application should be a representative from the district/CSI and not a school representative.
- The appropriate authorized representatives from the LEP, not the school, should provide the signatures for both the Project Assurances and Amplify Authorization for Release of Information or Istation Authorization for Release of Information, though these can be kept on file at the school level.

Early Literacy Assessment Tool (ELAT)

Applications Due: Friday, January 29, 2021, by 11:59 pm

Submit this application online via the [Smartsheet Application Form](#).

This information on this page will be submitted online using the link above. Applicants will not submit a paper form.

By submitting an application, district/BOCES/CSI representatives and principals agree to the terms of the *Early Literacy Assessment Tool Project Assurances* and the *Amplify Authorization for Release of Personally Identifiable Information or Istation Authorization for Release of Personally Identifiable Information*.

New or Renewal Applicant:	<input type="checkbox"/> Renewal Applicant <input type="checkbox"/> New Applicant (Complete New Applicant Sections)
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If RENEWAL then select – Amplify or Istation

If NEW to ELAT – select Assessment and then fill out application

Regardless of the Assessment they choose they will answer the next group of questions

PART IA: LOCAL EDUCATION PROVIDER (LEP) INFORMATION – DISTRICT/BOCES/CSI

NEW AND RENEWAL APPLICANTS

LEP Name:	District Code:
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LEP Mailing Address:

Total Number of Schools Represented by this Application:

Contact Information

Authorized Representative:	This is a district/BOCES/CSI person who approves the project and may serve as a secondary contact person for the project.
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Name:			
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Telephone:		E-mail:	
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Program Contact:	This person will be the primary contact for the project and will receive emails and updates in addition to the Authorized Representative. This person will be responsible for managing the project implementation at the district and will work with their selected vendor and CDE for project implementation representatives.
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Name:			
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Telephone:		E-mail:	
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Tech Contact:	This person is responsible for program deployment. Deployment includes: authorizing access through the firewall, installation, confirming technology and network capability, and troubleshooting technical issues that arise during deployment. This person is usually the Network Engineer or another person in the district technology office.
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Name:			
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Telephone:		E-mail:	
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Data Contact:	This person is responsible for uploading student and teacher rosters. If this is the same as your tech contact, please duplicate the contact information.
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Name:			
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Telephone:		E-mail:	
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NEW APPLICANTS ONLY

As a new participant to the project I am selecting: Amplify (Acadience Reading (formerly named DIBELS Next), IDEL and DIBELS Deep) or Istation (ISIP Early Reading and ISIP Lectura Temprana)

District Assessment: Indicate the district reading interim assessment used for the 2020-2021 school year.

- Aims Web
 Acadience Reading
 FAST
 i-READY
 Istation
 PALS
 STAR Early Learning

If new participant selects Amplify Acadience Reading (formerly named DIBELS Next), IDEL and DIBELS DEEP:

New schools will receive one kit per grade level assessed K-3 per school (Note: all kits will contain student materials and administration manuals that assessors will need.)

- I will need access to IDEL: Yes/No
- Kits should be delivered to: District office / Individual Schools

If new participant selects Istation:

- The district contacts listed will receive a welcome email from Istation and step by step instructions on getting started.
- Once the data contact creates the roster, principals and teachers will receive emails with links to get started.

PART IB: SCHOOL INFORMATION *

NEW AND RENEWAL APPLICANTS			
School Name:		School Code:	
School Address:			
Name of Principal or Designee:			
Telephone:		E-mail:	
I (Principal/Designee) am aware of the conditions of accepting the Early Literacy Assessment Tool Project, as stated in <i>Early Literacy Assessment Tool Project Assurances</i> and the <i>Amplify/Istation Authorization for Release of Personally Identifiable Information</i> .			<input type="checkbox"/> Yes <input type="checkbox"/> No
Primary Contact: This person, in addition to the principal, will receive email updates, will be contacted about training, and will serve as the contact for Amplify or Istation customer service representatives at the school level.			
Name:		Title:	
Telephone:		E-mail:	
Type of device(s) to be used for administering the assessment (iPad, iTouch, laptop, etc.):			

* For districts with multiple participating schools, a spreadsheet of the information for each school will be submitted instead of completing the entries via the Smartsheet Application Form. Find this School Information Template [here](#). LEP information will still be entered online.

ATTACHMENT A: AMPLIFY ASSURANCES AND RELEASE OF INFORMATION

Note: Please keep on file at school or district through 12/31/23. Do not return to the Colorado Department of Education.

2021-2022 Early Literacy Assessment Tool Project Assurances

The School Board President and Board-Appointed Authorized Representative must sign below to indicate approval of the contents of the application and the receipt of program funds.

On _____ (date) _____, 2021, the Board of _____ (District/CSI/BOCES) _____ hereby applies for and, if awarded, accepts the goods requested in this application. In consideration of the receipt of these goods, the Board agrees that the General Assurances form for all the terms therein are specifically incorporated by reference in this application. The Board also certifies that all program and pertinent administrative requirements will be met. In addition, the Board certifies that the district is in compliance with the requirements of the federal Children’s Internet Protection Act (CIPA), all applicable laws and regulations, and that no policy of the local educational provider prevents or otherwise denies participation in constitutionally protected prayer in public schools. In addition, school districts accept the conditions of the **Early Literacy Assessment Tool Project** and agree to the following assurances:

1. The applicant will provide the Colorado Department of Education (CDE) with access to all data collected with the software. These data will be shared with Amplify and the Colorado Department of Education. Transfers of student data are protected under the Colorado Department of Education’s current contract with Amplify and Istation, available here: <http://www.cde.state.co.us/dataprivacyandsecurity/agreements>
2. The school will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.

Implementation commitments at the school level include the following:

1. Obtain and utilize supported devices to assess kindergarten, first, second, and third graders on Acadience Reading (formerly named DIBELS Next).
Note: the hardware purchase is the district’s responsibility.
2. Collect and securely submit staff and student roster data to Amplify to include student demographics.
3. Assess all kindergarten, first, second, and third grade students using Acadience Reading at the three designated benchmarking periods.
4. Progress monitoring of students. Students scoring Well Below Benchmark will be progress monitored every 7-10 instructional days and, students scoring Below Benchmark will be progress monitored every 10-12 instructional days.
5. Attendance by teachers or designated local trainers per school at all face-to-face trainings and any webinar trainings.
6. Assurance that local trainers will have training time with teachers at their school to implement what they have been trained on in their sessions.
7. Attendance by principals at any instructional leader face-to-face full day trainings and/or webinar trainings as scheduled throughout the year.
8. Sharing of all data from the district to the Colorado Department of Education collected using the tool. Data collected are not used beyond the scope of the Early Literacy Assessment Tool Project. All data are shared solely between the Colorado Department of Education and Amplify for the purpose of monitoring fidelity of implementation and achievement/growth results of the participating LEPs.

Please Note: Districts will still be required to submit READ Data through Data Pipeline.

_____ Name of School Board/BOCES/Charter School Board President or Director	_____ Signature of School Board/BOCES/Charter School Board President or Director	_____ Date
_____ Name of District Superintendent/CSI Director	_____ Signature of District Superintendent/CSI Director	_____ Date



**AUTHORIZATION FOR RELEASE OF PERSONALLY IDENTIFIABLE INFORMATION
to the Colorado Department of Education**

Note: Please keep on file at school or district through 12/31/23. Do not return to the Colorado Department of Education.

Local Education Provider (i.e., district) ("LEP"): _____

Products/Applications ("Solution(s)"): mCLASS®: Acadience Reading® (formerly named DIBELS Next) and DIBELS Deep, ®: IDEL

School Year ("Year"): 2021-2022 **State Program(s) ("Program(s)"):** Early Literacy Assessment Tool

Background:

In connection with the Program listed above, Amplify Education, Inc. ("Amplify"), has been engaged to provide products and services listed above to certain local educational providers within the state (i.e., districts; each, an "LEP"). For the purpose of providing such products and services, Amplify collects and uses student data listed below in accordance with the Family Educational Rights and Privacy Act of 1974 and 34 C.F.R. § 99.31(a)(1)(i)(B) and applicable Colorado law.

Data:

Using Amplify's products listed above, LEP-authorized personnel may input current and historical information (collectively, "LEP Information") into, and access LEP Information from, Amplify's systems. The LEP Information will consist of the following fields:

- Student identifier information: names, grades, dates of birth, state, school, school district, and classroom associations, SASID, gender, ethnicity, EL status, and special education status;
- Staff identifier information: name and staff e-mail; and
- Results: records and/or scores for the assessments listed as part of the Solution(s).

Amplify's agreements with the Colorado Department of Education that include privacy and security requirements applicable to this contract are available at www.cde.state.co.us/dataprivacyandsecurity/agreements.

Evaluation:

The Colorado Department of Education desires to collect and analyze certain LEP Information in connection with its audit and evaluation of the Program in order to monitor fidelity of implementation and achievement/growth results of the participating LEP's and to direct professional development support. To facilitate LEP's efforts, LEP desires that Amplify provide the Colorado Department of Education access to LEP Information in Amplify's systems relating to the program.

Authorization:

LEP hereby requests and authorizes Amplify to provide CDE access to current and historical LEP Information as described above. These data will be transmitted securely and in full accordance with the terms of the June 26, 2018 agreement between the Colorado Department of Education and Amplify. LEP acknowledges and agrees that this Authorization covers all participating LEP schools and programs, and that no additional approvals or releases are required from those schools. In addition, LEP understands and acknowledges that Amplify will not have control over LEP Information following its disclosure to the Colorado Department of Education. Amplify does not own the Colorado Department of Education's or the LEP's data at any time. This Authorization is effective with respect to LEP Information during the year, or as otherwise extended or terminated by LEP.

The undersigned has the right, power, and authority, in compliance with LEP policies, to execute and deliver this Authorization on behalf of LEP and the covered schools.

Authorized LEP Signatory

Name: _____ **Title:** _____

Signature: _____ **Date:** _____

ATTACHMENT B: ISTATION ASSURANCES AND RELEASE OF INFORMATION

Note: Please keep on file at school or district through 12/31/23. Do not return to the Colorado Department of Education.

2021-2022 Early Literacy Assessment Tool Project Assurances

The School Board President and Board-Appointed Authorized Representative must sign below to indicate approval of the contents of the application and the receipt of program funds.

On _____ (date) _____, 2021, the Board of _____ (District/CSI/BOCES) _____ hereby applies for and, if awarded, accepts the goods requested in this application. In consideration of the receipt of these goods, the Board agrees that the General Assurances form for all the terms therein are specifically incorporated by reference in this application. The Board also certifies that all program and pertinent administrative requirements will be met. In addition, the Board certifies that the district is in compliance with the requirements of the federal Children’s Internet Protection Act (CIPA), all applicable laws and regulations, and that no policy of the local educational provider prevents or otherwise denies participation in constitutionally protected prayer in public schools. In addition, school districts accept the conditions of the **Early Literacy Assessment Tool Project** and agree to the following assurances:

1. The applicant will provide the Colorado Department of Education (CDE) with access to all data collected with the software. These data will be shared with Colorado Department of Education and Istation. Transfers of student data are protected under the Colorado Department of Education’s contracts with Istation and Amplify, available here: <http://www.cde.state.co.us/dataprivacyandsecurity/agreements>.
2. The school will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.

Implementation commitments at the school level include the following:

1. Obtain and utilize supported devices to assess kindergarten, first, second, and third graders on ISIP Early Reading. Note: the hardware purchase is the district’s responsibility.
2. Collect and securely submit staff and student roster data to Istation to include student demographics.
3. Assess all kindergarten, first, second, and third grade students using ISIP Early Reading at the three designated benchmarking periods.
4. Progress monitoring of students. Students scoring in Tier 3 will be progress monitored every 7-10 instructional days and, students scoring in Tier 2 will be progress monitored every 10-12 instructional days.
5. Attendance by teachers or designated local trainers per school at all face-to-face trainings and any webinar trainings.
6. Assurance that local trainers will have training time with teachers at their school to implement what they have been trained on in their sessions.
7. Attendance by principals at any instructional leader face-to-face full day trainings and/or webinar trainings as scheduled throughout the year.
8. Sharing of all data from the district to the Colorado Department of Education collected using the tool. Data collected are not used beyond the scope of the Early Literacy Assessment Tool Project. All data are shared solely between the Colorado Department of Education and Istation for the purpose of monitoring fidelity of implementation and achievement/growth results of the participating LEPs.

Please Note: Districts will still be required to submit READ Data through Data Pipeline.

_____ Name of School Board/BOCES/Charter School Board President or Director	_____ Signature of School Board/BOCES/Charter School Board President or Director	_____ Date
_____ Name of District Superintendent/CSI Director	_____ Signature of District Superintendent/CSI Director	_____ Date



**AUTHORIZATION FOR RELEASE OF PERSONALLY IDENTIFIABLE INFORMATION
to Colorado Department of Education**

Note: Please keep on file at school or district through 12/31/23. Do not return to the Colorado Department of Education.

Local Education Provider (i.e., district) ("LEP"): _____

Products/Applications ("Solution(s)"): _____ ISIP Early Reading and ISIP Lectura Temprana

School Year ("Year"): _____ **2021-2022** **State Program(s) ("Program(s)"): _____** Early Literacy Assessment Tool

Background:

In connection with the Program listed above, Imagination Station, Inc, dba Istation ("Istation") has been engaged to provide products and services listed above to certain local educational providers within the state (i.e., districts; each, an "LEP"). For the purpose of providing such products and services, Istation collects and uses student data listed below in accordance with the Family Educational Rights and Privacy Act of 1974 and 34 C.F.R. § 99.31(a)(1)(i)(B) and applicable Colorado law.

Data:

Using Istation's products listed above, LEP-authorized personnel may input current and historical information (collectively, "LEP Information") into, and access LEP Information from, Istation's systems. The LEP Information will consist of the following fields:

- Student identifier information: names, grades, dates of birth, state, school, school district, and classroom associations, SASID, gender, ethnicity, EL status, and special education status;
- Staff identifier information: name and staff e-mail; and
- Results: records and/or scores for the assessments listed as part of the Solution(s).

Istation's agreements with the Colorado Department of Education that include privacy and security requirements applicable to this contract are available at www.cde.state.co.us/dataprivacyandsecurity/agreements.

Evaluation:

The Colorado Department of Education desires to collect and analyze certain LEP Information in connection with its audit and evaluation of the Program in order to monitor fidelity of implementation and achievement/growth results of the participating LEP's and to direct professional development support. To facilitate LEP's efforts, LEP desires that Istation provide the Colorado Department of Education access to LEP Information in Istation's systems relating to the program.

Authorization:

LEP hereby requests and authorizes Istation to provide the Colorado Department of Education access to current and historical LEP Information as described above. These data will be transmitted securely and in full accordance with the terms of the June 29, 2018 contract agreement between the Colorado Department of Education and Istation. LEP acknowledges and agrees that this Authorization covers all participating LEP schools and programs, and that no additional approvals or releases are required from those schools. In addition, LEP understands and acknowledges that Istation will not have control over LEP Information following its disclosure to the Colorado Department of Education. Istation does not own the Colorado Department of Education's or the LEP's data at any time. This Authorization is effective with respect to LEP Information during the year, or as otherwise extended or terminated by LEP.

The undersigned has the right, power, and authority, in compliance with LEP policies, to execute and deliver this Authorization on behalf of LEP and the covered schools.

Authorized LEP Signatory

Name: _____ **Title:** _____

Signature: _____ **Date:** _____