



**2023 -2025 Texas Strategic Staffing Grant for Sustainable, Paid Teacher Residency Program
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 24, 2023**

NOGA ID

Authorizing legislation **GAA, Article III, Rider 40, 87th Texas Legislature**

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, April 24, 2023**.

Application stamp-in date and time

Grant period from **August 1, 2023-April 30, 2025**

Pre-award costs permitted from

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. Signed Letter of Commitment or MOU
3. Letter from EPP Partner(s)

Please the program guidelines for further details on the required attachments.

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN ESC UEI

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are not permitted for this grant.

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 2. The applicant provides assurance to adhere to all the Statutory and TEA Program Requirements and Program-Specific Assurances as noted in the 2023-2025 Texas Strategic Staffing Grant for Sustainable, Paid Teacher Residency Program Program Guidelines.
- 3. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2025 Texas Strategic Staffing Grant for Sustainable, Paid Teacher Residency Program Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.

Program Priority Requirement

For districts/charters that are or have engaged in an ESF diagnostic process during or before the 2022-2023 school year, please provide the year the district went through the diagnostic and the priority focus area in the space below.

2018 & 2022 (respectively, Legacy Middle School & Harmony Elementary) 5.1 Objective-driven daily lesson plans with formative assessments 4.1 Curriculum and interim assessments aligned to TEKS with a year-long scope and sequence (Legacy only) 3.1 Compelling and aligned vision, mission, goals, values focused on a safe environment and high expectations

Summary of Program

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

East Central ISD is a fast growing district in a time of unprecedented teacher shortages. Despite recruitment efforts, we continue to have vacancies at all levels. Developing a strong, comprehensive talent strategy to recruit, and retain high quality, diverse teachers is a priority need.

The mission of East Central ISD is to customize learning experiences so that every student is continuously challenged to advance their knowledge and ability in every classroom in every school, every day. To fulfill this mission, East Central ISD is developing a talent strategy plan that includes a sustainably funded teacher residency program. The residency program will support the district mission by addressing accelerated learning needs of students, enabling equitable educational access for all ECISD students with a highly effective and diverse teacher pipeline. The paid residencies plan prioritizes the long term effectiveness of teachers to serve high need areas and create an enduring talent pipeline

Through the TSS Grant, the personnel department of East Central ISD will refocus an existing position to serve as the lead point-person in all the strategic staffing responsibilities to design and implement the sustainable, paid teacher residency program. The grant will fund a portion of this coordinator's salary allowing reallocations of local funds to the broader talent strategy plan.

Qualifications and Experience for Key Personnel

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

Title and Responsibilities of Position

Required Qualifications and Experience

Title:
Personnel Coordinator - Strategic Recruitment, Staffing, and Retention - EXISTING

Education/Certificate:
Master's degree required
Texas Administrator Certificate preferred

Responsibilities:
Engage in all strategic staffing responsibilities to include design and implementation of program

Experience:
Three years of campus administrative experience preferred
East Central Independent School District experience preferred

Design Team:
Personnel Director, Chief Financial Officer, Principals, and Director of Curriculum and Instruction

Goals, Objectives, and Strategies

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

East Central ISD's strategic staffing plan has six objectives:

- 1) Address ECISD students' learning acceleration needs and priorities through the implementation of high quality teacher residents
 - a) Place a minimum of 6-12 residents a year to provide differentiated support through a co-teach model
- 2) Enable equitable educational access for all ECISD students through a high quality residency program that is key to a successful teacher pipeline strategy by hiring placed teacher residents that are fully certified by the first contract day
 - a) Preferential hiring priority of residents
- 3) Enable equitable access to quality preparation to retain a teacher population that represents ECISD student population by placing residents that reflect the student demographic.
 - a) Recruit, select, retain teacher residents that reflect student demographics
- 4) Prioritize long-term effectiveness of ECISD teachers through rigorous pre-service practice in the year-long teacher residency program by residents scoring Proficient on the pre-service evaluation
 - a) Provide teacher residents and mentors professional development on effective co-teach strategies
- 5) Recruit, select, train and continuously develop high quality mentor teachers to support residents placed in high need area
 - a) Develop systemic mentor selection process and mentor training plan
- 6) ECISD will sustainably fund teacher residencies through funding reallocation in service of an enduring talent pipeline
 - a) Offer market competitive resident teacher and mentor stipends

Performance and Evaluation Measures

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

Performance measures and associated measurement tools:

- 1) Recruit and place 6-12 residents each school year
Placement schedule and the recruitment timeline
- 2) Hire 85% of the highly effective, certified residents that reflect ECISD student demographics
recommendation for hire, staffing list, certification documents, persons of color hiring goal and demographic data
- 3) 85% of teacher residents' pre-service surveys reflect co-teach readiness
District created survey collected prior to first day of instruction
- 4) 85% of residents score proficient in all domains on final observation of a developmentally appropriate evaluation tool
Review and analyze data from EPP provided evaluation tools.
- 5) 90% of mentor teachers' survey would recommend experience to a peer
90% of residents survey rate their mentor as effective
District created end of year survey of mentor and resident teachers
- 6) Market study of comparable teacher resident and mentor stipends indicates competitive range
Survey local school districts annually

Budget Narrative

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

The personnel department of East Central ISD will refocus an existing position to serve as the lead point-person in all the strategic staffing responsibilities during the design and implementation of the sustainable, paid teacher residency program. The grant will fund a portion of this coordinator's salary allowing reallocations of local funds to the broader talent strategy plan. The full grant allotment, an estimated \$40,000 per year for the next two years will be allocated toward the coordinator salary and is inclusive of the hours worked in the design and implementation of the residency program.

East Central ISD has identified a high need to develop the district brand and visibility in order to effectively recruit both teachers and university students. This grant allows ECISD to leverage reallocation and reinvestment of local funds to support a two year comprehensive branding and marketing strategy with the goal of recruiting high quality, diverse talent pipeline. Although the branding campaign is broad to meet the district's talent strategy, it will directly impact the effectiveness of recruiting for the paid teacher residency program as well. Once the grant expires the reallocated funds will be directed back to salary of the personnel coordinator to ensure sustained support of the paid residency program.

Statutory/Program Requirements

1. Description of partnership foundations: Applicants may have one or more EPP partners on the 2022 Vetted Teacher Residency Program List (link located on TEA Grant Opportunities page). Please list your partner(s) and the following partnership foundations information:

- How many years have you been engaged in a residency partnership?
- How many residents have you placed each year of that partnership?
- Describe your practices for shared governance, or the review of residency program data to inform shared decision-making about teacher candidate and mentor teacher supports. How often do you meet with your partners to review this data? As a partnership, how do you manage follow-up and response to data?
- Please describe any other key features of your partnership's progress toward building a residency program.

Partnerships: University of Texas at San Antonio 2023/2024
Texas A&M San Antonio - 2022/2023 and 2023/2024 (Finalizing placements)

University of Texas at San Antonio

Partnership: Beginning 2023-2024 Residents to be placed: 6 for the 2023-2024 school year.

UTSA and East Central ISD will meet for governance meetings during the 2023-2024 school year. Collaboration with the university during Mega Design meetings occurred in September, November and December of 2022 and January, March and April of 2023. These meetings have focused on the components of a strategic staffing model and clearly define roles and parameters for the residents and mentors, as well as define the roles of the district and EPP. Governance and Mega Design meetings include highly organized, running agendas between UTSA and East Central. Follow ups occur via phone call or email.

ECISD is currently in the Mega Design phase with UTSA with the technical assistance of ESC Region 20. Goals, program parameters, job descriptions, establishing recruitment and selection practices, creating an FAQ resource, establishing compensation, and communication guidelines.

East Central ISD has interviewed and selected 6 teacher residents from UTSA for the 2023/2024 school year. Next steps are in progress to prepare, train, and support mentor teachers.

Texas A&M San Antonio

Partnership: 1 year Residents to be placed: 1 placed in 2022/2023, 2 pending for 2023/2024

Texas A&M - SA and East Central ISD partnership have met four times for governance meetings during the 2022-2023 school year. Collaboration with the university during Mega Design meetings occurred in September, November and December of 2022 and January, March and April of 2023. These meetings have focused on the components of a strategic staffing model and clearly define roles and parameters for the residents and mentors, as well as define the roles of the district and EPP. Governance and Mega Design meetings include highly organized, running agendas between Texas A&M - SA and East Central. Follow ups occur via phone call or email on a near weekly basis.

East Central ISD supported one paid teacher resident from Texas A&M - San Antonio for the 2022-2023 school year. Currently in the Mega Design phase with Texas A&M-SA, the plan design is being fine tuned with the technical assistance of ESC Region 20. Goals, program parameters, job descriptions, establishing recruitment and selection practices, creating an FAQ resource, establishing compensation, and communication guidelines.

Texas A&M - SA hopes to have two potential residents for the 2023-2024 school year. Candidates are working to meet minimum requirements for placement.

Statutory/Program Requirements (Cont.)

2. Description of goals for paid teacher residencies and strategic staffing models: After reviewing the Program Elements section beginning on page 7, describe you and your EPP partner's existing or proposed shared goal for teacher resident placement. How will paid teacher residencies support your broader talent strategy as a component of your overall strategic plan and goals?

A high level of collaboration is in progress with EPPs , UTSA and Texas A&M-SA to establish sustainably funded paid residencies to create the foundation for recruiting, supporting, and retaining high quality, diverse teachers. Paid teacher residencies will support our broader talent strategy and strengthening our teacher pipeline by: 1) providing professional development and a high quality co teach experience to the residents so they become highly effective teachers to retain for future vacancies and 2) the selection of residents to meet ECISD goals of diversity by matching residents to campuses with similar student demographic.

Shared goals:

East Central ISD in partnership with UTSA will place 6 residents in the 2023-2024 school year. (Met Goal)

East Central ISD in partnership with A&M-SA will place 6 residents in the 2023-2024 school year. (Pending 2 potential candidates)

Statutory/Program Requirements (Cont.)

3. Commitment of local resources: Please review the Program Elements section on page 7 of the program guidelines. How will you, alongside your partner EPP, commit resources and time to 1) the year-long design process and 2) the implementation supports year? Be sure to provide information about the designation of a strategic staffing design lead, whose role will be co-funded by this grant opportunity. Provide a description of your plan to track and maintain evidence of that staff member's time and effort toward strategic staffing project management.

East Central ISD and EPPs UTSA and Texas A&M San Antonio have initiated a commitment of time and resources by participating in the year-long design process with the technical support of ESC Region 20. The East Central Design Team has participated in three, two-day long design sessions this year in addition to six virtual design sessions of three hours each. Additionally, the Design Team along with district CFO, participated in a virtual finance meeting that specifically addressed sustainable funding. East Central would designate the same amount of time and resources to the design year should the grant be awarded. In conjunction with the Design Year, East Central would commit the Design Lead and Design Team to at least quarterly mentor teacher trainings, quarterly Governance meetings, routine Site Visits, and meetings as needed for collaboration and consultation with various stakeholders.

The implementation year for the UTSA partnership is 2023-2024. Through the design process with UTSA a plan for governance meetings, communication pathways, program parameters and defined roles has been established. Furthermore, professional relationships created through the design process will benefit and enhance the level of cooperation for the implementation year.

The school year 2022-2023 was a soft implementation year with a Texas A&M-SA paid resident. Fine tuning the design and quarterly governance meetings have occurred through the 2023-2024 school year.

Time and effort will be tracked and maintained by calendaring work, artifacts being kept in a shared file and entering information into a spreadsheet.

Statutory/Program Requirements (Cont.)

4. Commitment to shared communication: Describe how you will maintain strong communication throughout the design and implementation of the sustainable teacher residency program with your EPP partners and your technical assistance provider. How will you demonstrate evidence of communication and ongoing engagement with your partner and provider? For example: evidence of communication logs, shared meeting agendas, etc.

A precedent of strong communication has been established through the Mega Design process between ECISD and the EPPs facilitated by the technical assistance of the ESC Region 20. East Central ISD, in partnership with the EPPs, created a communication guide for all stakeholders. Success of the teacher residencies requires continual communication on the part of Residents, Mentor Teachers (MT), Principals, Site Coordinator and district personnel. The purpose of the document is to provide guidance to support effective communication among all parties in service of excellent development opportunities for Residents and quality learning for students in their classrooms. Evidence of communication will be maintained with a communication log, folder of shared meeting agendas, email communications and calendar. The Region 20 Technical Assistance Provider will house a copy of all documentation and communications between partners to ensure decisions and key points of communication are in an accessible location.

5. Strategic staffing technical assistance: The program elements describe how teacher residencies will be made sustainable through strategic staffing models where residents support other instructional needs in the district, such as, for example, substitute teaching or para-professional responsibilities. How do you see the design and implementation of strategic staffing models with teacher residents as a way to support immediate instructional needs in your LEA? Additionally, please describe the rationale you share with your partner(s) for seeking technical assistance for the purpose of designing and implementing strategic staffing models.

East Central ISD will utilize the Co-Teaching model to support the instructional acceleration and differentiation needs in the classroom. According to the ECISD accountability report there is a 10% gap for all students meeting ELA/Reading targets and 25% gap of all students meeting Mathematic targets. In this model a vacant teacher classroom is eliminated and the remaining classrooms for that grade level/content area increase slightly in size. This model allows the resident teachers to work alongside their mentor all day for the entire school year. The additional classroom instructor-in-training with the direction of the mentor teacher will provide targeted, differentiated instruction and support. Being designated as a fast growth district, this strategic staffing model will allow the district to place day 1 ready teachers beginning in the 2024-2025 school year and decrease the learning gap a first year non resident could create.

East Central ISD sought technical support from ESC Region 20 due to the scale of designing sustainable yearlong residencies. East Central ISD values the opportunity to participate in a coalition of district partners to share ideas of best practices. The structure support of regular check-in and progress monitoring focuses the design work staying true to the goal.

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment