



2021-2023 Expansion of Dual Credit Faculty for CCRSM LOI
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 12, 2021

NOGA ID

Authorizing legislation **General Appropriations Act, Article III, Rider 49, 86 TX Legislature; TEC §29.908(b) & 102.1091**

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 12, 2021**.

Application stamp-in date and time

Grant period from **May 27, 2021 to June 15, 2023**

Pre-award costs are not permitted for this LOI.

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. Attachment 1: CCRSM Crosswalk
3. Attachment 2: Letter of Instructional Assurances
4. Attachment 3: Letter of Hiring Assurances from Higher Education Partner(s)
5. Attachment 4: Participant Roster
6. Attachment 5: Letter of Educators' Commitment

Amendment Number

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

Applicant Information

Organization CDN Campus ESC DUNS

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 permitted for this grant. **Check the box below if applying as fiscal agent.**

The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members and submitted to TEA before the NOGA is issued.

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 assurances that a maximum of \$25,000 will be requested for reimbursement per educator for expenses related to tuition, fees, and travel during the life of the grant. Additional costs will be the responsibility of the LEA or participant upon a local agreement.
- 2. The applicant provides assurances that all participants serve within the eligible CCRSM in the 2021-2022 school year. Participating educators must each sign a Letter of Educator's Commitment which will be collectively submitted as Attachment #5.
- 3. The applicant provides assurances that successful completion is defined as an average of 75% or higher in each course completed. All expenses related to participation in the accelerated credentialing program (e.g., tuition and fees, textbooks, travel expenses) are eligible for reimbursement by TEA upon successful completion of courses per term.
- 4. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 5. 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.
- 6. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2021-2023 CCRSM Expansion of Educators Eligible to Teach College Courses LOI Program Guidelines.
- 7. The CCRSM program leader(s) will submit a CCRSM designation (renewal) application for designation in 2022-2023 and for designation in 2023-2024.
- 8. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2023 CCRSM Expansion of Educators Eligible to Teach College Courses Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 9. The applicant provides assurances that an academic year signed and dated memorandum of understanding (MOU) with the dual credit provider will be publicly posted by August 15, 2021. The MOU must address the following elements: Eligible courses; Student eligibility; Location of the class; Composition of students in the class; Faculty selection, supervision, and evaluation; Course Curriculum, Instructional Materials and calendar; Academic policies and student support services; Data-sharing policies and procedures; Courses of study that lead to an associate degree or up to 60 hours of college credit toward a 4-year degree; Administration of statewide assessments; Transcription of credit and Funding.

TEA Program Requirements

1. Identification of Needs: Describe your plan for identifying dual credit faculty needs for this grant, as well as in the future. What systems will you put in place to ensure each CCRSM cohort is offered a sequence of coursework which will lead to a postsecondary credential?

Taylor ISD Legacy ECHS currently offers a coherent sequence of coursework leading to an Associate Degree or up to 60 hours of college credit. This pathway will be used to determine the dual credit courses and faculty needed to support student learning at Legacy ECHS. Supporting our teachers in becoming credentialed dual credit faculty, removes any scheduling or section availability barriers and will enhance student opportunity to successfully complete their course of study. Retaining embedded dual credit faculty enables Legacy ECHS to offer College Algebra, Pre-Calculus, Calculus, Biology, Economics and Literature as well as introduce additional options such as Physics and Mexican Literature for the first time.

Taylor ISD Legacy ECHS will continue collaboration with community and academic partners to evaluate dual credit courses and maintain a sequential course of study to meet the needs of an academically diverse student body.

2. Program Design: Name the university partner(s) which will provide graduate level instruction to participating educators. Describe in detail how the LEA will coordinate with the university partner(s) to design an accelerated credentialing program. What are the university's roles and responsibilities in building a program to expand the number of educators credentialed to teacher college courses?

Texas State University will partner with Taylor ISD to provide graduate level instruction to educators participating in the accelerated credentialing program. Texas State University's College of Education will collaborate with Taylor ISD leadership to develop this program and monitor progress of enrolled teachers. Taylor ISD staff identified for this program must

- 1) meet Texas State University admissions, course, and degree completion requirements for this master's degree;
- 2) earn 18 graduate academic discipline credit hours to meet the Higher Education Partner's requirements; and
- 3) meet any requirements of Texas State University, The Graduate College, and the graduate program.

The 36 hour master's degree requires a minimum of two courses per semester in summer 2021 to spring 2023 in order to complete by June, 2023. Academic content courses may be offered in summer and/or evenings in the fall and spring semesters. It is not guaranteed that the discipline will offer both summer and fall/spring evening classes. The academic discipline courses require attendance on-campus in San Marcos. Education courses will be offered on the Round Rock and San Marcos campuses, and some may be offered on-line.

Taylor ISD and Texas State University are very interested in partnering on this initiative, and in working together beyond this initiative to develop and implement a new, on-line, innovative, and sustainable multi-district model for expanding highly qualified dual-credit teachers across Texas.

TEA Program Requirements (Cont'd)

3. **Hiring:** Name the dual credit provider(s) who will hire educators. How will the applicant collaborate with the dual credit provider? What steps will take place to ensure that the courses taken by the educator will meet the accrediting standards of the hiring dual credit provider? What are the roles and responsibilities of the hiring dual credit provider?

Temple College will be the institution who will hire the educators. Educators will collaborate by interacting with district and Temple college administrators to determine what dual credit coursework will benefit the student population of both partners. Temple College will hire potential educators based on their hiring practices and credentialing requirements. Educators will be responsible for determining what Temple College's accrediting requirements are. The dual credit provider will work with individual teachers who are pursuing dual credit qualifications to ensure the classes they are enrolling in will meet the IHE standards and requirements. Expanding the dual credit capability of our staff will expand the flexibility of our schedule and allow dual credit classes to be offered at times that correspond to the needs of Legacy ECHS dual credit students.

4. **Sustainability Plan:** Describe the sustainability plan to be implemented which can support the ongoing efforts of the CCRSM campus(es) to address capacity challenges for offering college-level courses beyond the life of the grant. How will the applicant build upon the success of this program to expand college course offerings for high school students in the future.

Expanding the accessibility of college-level courses to Taylor ISD students is a top priority. Beyond the scope of this grant, TISD will strengthen IHE partnerships to remove logistical barriers and extend credentialing opportunities to interested staff. This will involve working with partners to develop an innovative on-line model for expanding highly qualified dual credit teachers in our area. A commit to Taylor ISD and CCRSM student cohorts for 5 years beyond the completion of a credentialing program will be an expectation of all participating staff. Our district will consider opportunities for CCRSM program expansion to the comprehensive high school, offering dual credit classes to all eligible high school students. In the future secondary teachers will be encouraged to participate in a credentialing program that Taylor ISD will continue to incorporate ways to fund and facilitate.

TEA Program Requirements (Cont'd)

5. Recruitment and Retention: How were teachers identified and recruited? What new practices will be put into place to support their completion of the accelerated credentialing program? What commitment has the applicant made to educators to ensure that they will be able to teach college courses upon satisfaction of meeting credentialing requirements? What commitment has the applicant asked of educators to ensure that they will continue to serve the CCRSM beyond the grant period to teach college-level courses?

Teachers of Taylor ISD Legacy ECHS both self identify and are nominated based on the content area that aligns to the crosswalk of courses offered to CCRSM students. To support teachers in their completion of the accelerated credentialing program, considerations will be made to allow flexibility in their daily schedule for course work and/or travel. The goal is to ensure accommodations are made for each participant so that teaching responsibilities and graduate work are feasible within the scope of the school year.

For successful implementation of this program faculty from Temple College and Legacy ECHS will collaborate on a regular basis to develop educational plans for participants. College faculty, staff, and administration will guide and mentor participating teachers in all aspects of college teaching including professional development and college-related administrative tasks. At the completion of their program, participating teachers will be considered qualified and engage in the hiring process to become Temple College faculty.

As part of the longterm sustainability plan, each participating teacher will commit to remaining employed by Taylor ISD and support CCRSM student cohorts for 5 years beyond the completion of the accelerated credentialing program. This will align with Temple College courses to enhance Taylor ISD's dual credit options for all high school students.

Budget Narrative

Include a narrative describing how the proposed budget will support the needs and goals of the program, including for staffing, instructional expenses, supplies, materials, contracts, travel, etc. Describe any matches that are anticipated to support this program, either by the LEA, college partner, or educator. Describe the disbursement plan for the expenses incurred by educators participating in the program. Describe anticipated risks for this project and the adjustments which may be made over the course of the grant period.

The proposed budget will support the needs and goals of Taylor ISD to ensure that each participating educator has the funds to cover all tuition, books, fees, travel, and additional classroom support via substitute teachers. For participants to engage in the 18 hours of content area courses, travel to Texas State University in San Marcos, TX will be necessary.

Disbursement plan:

Taylor ISD will fund tuition and fees of the program upfront and require participating teachers to submit evidence of satisfactory progress in the program, including transcript grades to ensure the 75% or higher per course, and official course/program completion documentation. Should there be a need for travel, proper approval and documentation will be required for staff to receive reimbursement.

Anticipated risks include the fulfillment of this program by all participants given the District's upfront payment of tuition and fees. A participant agreement will require each person to successfully complete all coursework or refund the district all funds disbursed to that individual for the credentialing program. Attrition may be another risk, however, the participant agreement will also include an expectation of 5 years of commitment, beyond program completion, to Taylor ISD and CCRSM student cohorts.

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
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