



**2023-2024 TIA System Renewal and Continuous Improvement Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, June 6, 2023**

NOGA ID

Authorizing legislation

ESEA of 1965 as amended by P.L. 114-95, ESSA, Title II, Part A, Sec. 2101(c)(B)(v)(II)

This LOI application may be submitted via email to competitivegrants@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, June 6, 2023**.

Application stamp-in date and time

Grant period from

August 1, 2023 to August 31, 2024

Pre-award costs are **not** permitted for this grant.

Required Attachments

- Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

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 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.

- 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.
- 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.
- The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2024 TIA System Renewal and Continuous Improvement Grant Program Guidelines.
- The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2024 TIA System Renewal and Continuous Improvement Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- The applicant provides assurance that they accept and will comply with Every Student Succeeds Act Provisions and Assurances requirements.
- The LEA assures that it will remain in compliance with all requirements related to the Teacher Incentive Allotment (TIA).
- The LEA assures that this Letter of Intent (LOI) has the support of the superintendent and other relevant senior LEA officials.
- The LEA assures that they will make every effort to publish materials and make them publicly available for stakeholders.
- The LEA assures that it will make every effort to contract with an approved Technical Assistance Provider by September 30, 2023 that will be able to meet the scope of work and deliverable(s) timeline outlined in this grant.
- The LEA assures that the primary point of contact will remain aware of this work and involved in matters related to implementation of the TIA local designation system. Additionally, the LEA assures that the primary point of contact will address any requested updates, requested meetings or communications, on progress related to this grant.

Goals, Objectives, and Strategies

Describe how the LEA will establish and document clear district-level goals, with measurable outcomes, which align to at least one key area of the TIA system renewal process including, but not limited to: **i.** Teacher Observation Systems and Practices; **ii.** Student Growth Measure Expansion and **iii.** Change Management and Systems Implementation.

Somerset ISD is currently engaged in strategic planning for the 2023-2024 school year. The district-level goals include key performance indicator metrics that are measurable and will be tracked quarterly. The specific goal related to TIA's system renewal process is tied to sustaining a "highly effective teacher workforce" and (i) Teacher Observation Systems and Practices. The strategy is to continue to implement observation calibration systems and practices that produce frequent, fair, consistent, valid and reliable teacher observation results and alignment to NIET's research- and standards-based teacher observation rubric (TAP). The strategic planning committee which is cross-represented by central office, campus, parents, and community members will finalize the proposed goals to present to the board of trustees for final review and approval. The final TIA-aligned goal will be incorporated into the Somerset ISD Teacher Incentive Allotment Strategic Compensation Plan Guide. The TIA Performance-Based Compensation Committee will finalize performance metrics, including correlational data with student growth measures and the alignment between teacher observation and student performance ratings. The technical assistance provider will be used to further solidify this system through the review of data validity by appraiser/rater, campus, across campuses in a district, and by teaching assignments. A contract will be secured with the technical assistance provider by September 2023 to include the SOW, contract, and MOU. The TIA Lead (Sheila Collazo) will serve as the primary contact to lead and manage this work.

Describe any identified barriers to expanding eligible teaching categories in the approved local designation system, and how the district will address those barriers through the scope of work with the Technical Assistance Provider.

The challenge with expanding eligible teaching categories rests with identifying clear, valid, and reliable growth data measures that are defensible from year to year OR the beginning to end of year, including how accurately the resulting data will delineate teacher effectiveness for a particular teaching assignment. While multiple data sources are available, Somerset ISD adheres to strict selection of growth measures for TIA and assesses the capacity of district and campus personnel to consistently implement each growth measure with fidelity across campuses and teaching assignments. Key questions when discussing and selecting student growth measures for different teaching assignments:

- What growth measures are best for each subject area/grade level?
- How were staff trained and monitored with administration of growth measures?
- How will the district set individual growth targets for each measure and track student progress?
- What is the current capacity for implementing different growth measures with fidelity?

Each of these questions will be reviewed with the district's TIA Performance-Based Compensation Committee and the technical assistance provider will support expansion efforts through consultation and capacity building with the team.

Scope of Work

Develop and describe a scope of work (aligned to goal(s) in the above section) that define major tasks, subtasks, activities, and/or deliverables for the chose Technical Assistance Provider.

Scope of Work (SOW)

1. Task/Activities: Provide additional training on the NIET TAP Rubric, including specific exemplars and look fors, for new evaluation personnel/observers. Throughout the training, calibration checks will be conducted to ensure alignment between evaluation personnel/observers. Deliverables: Complete the supplemental training by the established timelines in the SOW. Provide sign-in sheets and calibration scores.
2. Task/Activities: Conduct paired walkthroughs, observations, and facilitated debriefs with designated evaluators/observers to ensure consistency with ratings and evidence. Deliverables: Complete walkthrough forms in eduphoria. Collect debrief notes, ratings, and evidence per the Calibration Protocols.
3. Task/Activities: Conduct pre- and post-conferences with designated evaluators/observers to ensure consistency with observation-feedback protocols. Deliverables: Pre- and Post-Conference Forms. Coaching plans and post-conference videos.
4. Task/Activities: Support the TIA Performance-Based Compensation Committee's expansion efforts through consultation and capacity building with the team. This work will specifically focus on identifying growth data that is consistent, fair, valid, and reliable. Deliverables: Committee meeting participation, sign-in sheets, agendas, and minutes. Determined growth measures.
5. Task/Activities: Establish performance metrics for proposed expansion efforts. Deliverables: Established metrics and methodologies.
6. Task/Activities: The TAP will collect data to support the SOW efforts and the impact on capacity building. Deliverables: Data collection protocols and calculations tied to the SOW. Normed/calibrated evaluator/observer walkthroughs and observations.

The scope of all work will fall within the 2023-2024 school year to conclude in June 2024 with final data collection/evaluation data.

Stakeholder Engagement

Define the process for reporting progress and outcomes to stakeholders related to the continuous improvement of the local designation system through implementation and capacity-building partnership with the TAP.

The TAP will meet bi-weekly with the TIA district contacts to report progress for each of the items in the SOW. A formal data collection process will be established to collect and track both contacts and impact data. Reporting of progress and outcomes will be shared through three forums that include evaluators/observers: campus instructional leadership team meetings, principal meetings and master teacher meetings. Based on the data collected and outcomes, continuous improvement strategies/activities will be developed and communicated to both audiences as a recursive improvement process. Faculty meetings will also be used to communicate the alignment and calibration outcomes, as a means of ensuring that teachers fully understand and trust the validity of the district's teacher observation system as an integral part of identifying TIA designated teachers.

Performance and Evaluation Measures

Describe the plan for review of progress towards meeting goals and how adjustments will be made, as needed. Include the tools and process that will be used to measure performance, objectives and strategies.

Given the established TIA-aligned district goal, the technical assistance provider will meet bi-weekly with the TIA district contacts to report progress for each of the items in the SOW using established metrics and correlated data collection processes. Using the data collected for each campus and the established outcomes (campus-specific), the campus instructional leadership team will work collaboratively with the TIA leads and technical assistance provider to determine necessary adjustments for meeting expected goals and outcomes. The TIA leads and technical assistance provider will identify trends and patterns across campuses to elevate continuous improvement strategies/activities at the district level and ensure that systemwide adjustments are incorporated when larger patterns emerge. This recursive process will be tracked over time for progress towards goals and outcomes. The tools will include the NIET TAP Rubric, Somerset ISD Calibration Protocols, Walkthrough Protocols, EEPASS Reports, Pre- and Post-Conference Protocols and data, and the SOW Tracking Tool.

Budget Narrative

Describe how the proposed budget will meet the needs and goals for capacity building through implementation, 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 proposed budget will be used to fund the technical assistance provider's time and effort (contracted) (6200), inclusive of travel. All other staff, resource and materials will be paid through local funds, as currently allocated. If further capacity building time is necessary, local funds will be used to extend the technical assistance provider's contract beyond the established grant year.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>

PNP Equitable Services

Are any private nonprofit schools located within the applicant's boundaries?

- Yes
- No

If you answered "No" to the preceding question, stop here. You have completed the section. Proceed to the next page.

Are any private nonprofit schools participating in the program?

- Yes
- No

If you answered "No" to the preceding question, stop here. You have completed the section. Proceed to the next page.

5A: Assurances

- The LEA assures that it discussed all consultation requirements as listed in Section 1117(b)(1) and/or Section 8501(c)(1), as applicable, with all eligible private nonprofit schools located within the LEA's boundaries.
- The LEA assures the appropriate Affirmations of Consultation will be provided to TEA's PNP Ombudsman in the manner and time requested.

5B: Equitable Services Calculation

1. LEA's student enrollment	<input type="text"/>
2. Enrollment of all participating private schools	<input type="text"/>
3. Total enrollment of LEA and all participating PNPs (line 1 plus line 2)	<input type="text"/>
4. Total current-year program allocation	<input type="text"/>
5. LEA reservation for direct administrative costs, not to exceed the program's defined limit	<input type="text"/>
6. Total LEA amount for provision of ESSA PNP equitable services (line 4 minus line 5)	<input type="text"/>
7. Per-pupil LEA amount for provision of ESSA PNP equitable services (line 6 divided by line 3)	<input type="text"/>
LEA's total required ESSA PNP equitable services reservation (line 7 times line 2)	<input type="text"/>

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