



**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 [Redacted]

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 the award announcement date to the grant start date

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): [Redacted]

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
Cara Malone (Apr 24, 2023 17:35 CDT) 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.

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.

In Hutto ISD, our Human Resources mission is "With a heart for people, we elevate staff to inspire excellence in academics, character and community." Part of our every day work in Human Resources is to successfully recruit and retain quality educators that meet our district mission of inspiring excellence. As part of our recruitment efforts, we are participating in strategic staffing models to combat the teacher shortage that many districts are experiencing. This past school year one of our models included a teacher residency in partnership with Texas State University. We were able to place fourteen residents in two of our elementary schools, and were able to offer Intent to Hire letters to seven of those residents. These intent to hire letters ensures we are gaining seven well prepared teachers for next school year. This model is just one step in ensuring we are recruiting top talent and placing them in our classrooms for our students. We would like to grow our residency program and increase its success with a position that serves as a project lead to aid with the support and success for both our cooperating teachers and our residents.

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
Proposed Position: Residency Program Project Coordinator Responsibilities: Support and oversee Residency Prog	Master's Degree Minimum of 3 years as a public school teacher

Goals, Objectives, and Strategies

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

Our two major goals in our District Improvement plan that will be addressed by this program are:

- 1) Retain 85% of teachers and staff annually by designing a comprehensive retention plan and attending to employee well-being.
- 2) Recruit quality staff to fulfill 100% of teacher and support staff vacancies.

The residency program helps meet both of these goal.

It is our objective to build our residents into quality future employees. We want to equip them with the knowledge and skills to successfully serve as a teacher in Hutto ISD, and then retain them by employing them the next school year. The support and guidance of their mentor cooperating teacher as well as the welcoming culture of inclusion and support at our campuses and in our district should make it an easy choice to choose Hippo Nation as a future teaching home.

Experiencing a year long residency and the level of support provided through that model should increase the success of our residents going into their first year of teachers. There is a huge difference in the readiness of our residents we had this year and our semester long student teachers. They are all wonderful future teachers, but our residents are just far ahead in the game.

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.

To determine the success of our program, we will gather multiple measures of data including both quantitative and qualitative data from our cooperating teachers and residents, and other stakeholders supporting the residency (campus principals, instructional coaches). That data will be in the form of surveys created along with Region 13 as well as in person check-ins. Site visits will also be a form of data collected and reviewed. To determine the impact on the residency on student success, we will analyze student growth results on our Renaissance BOY and EOY screeners and track student growth in classroom with a resident compared to those without.

Eventually, we would also look like to look at appraiser data once residents are in the classroom and rated under TTESS to track their success compared to other 1st and 2nd year teachers who did not complete a residency.

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 proposed budget will meet the staffing needs and goals of our residency program by providing a project coordinator to oversee the residency program. This person can support our cooperating teachers and our residents while working closely alongside our Texas State site supervisor. This person can develop professional development for both the CT and resident as well as visit campuses and classrooms where our residents are placed. They can provide interim check-ins on the program by gathering feedback, administering, and analyzing surveys, analyzing student data sets, and providing feedback to all stakeholders. This person will be part of the Human Resources team and work directly with the Director of Human Capital, who is currently overseeing the 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:

- o How many years have you been engaged in a residency partnership?
- o How many residents have you placed each year of that partnership?
- o 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?
- o Please describe any other key features of your partnership's progress toward building a residency program.

-We have been engaged in our teacher residency program for one year through our partnership with Texas State.
-We placed fourteen residents for the 2022-23 school year.
-Our current governance structures include celebrations, recruitment, strategic staffing model(s), CT and resident trainings are completed Quarterly. Adjustments for CTs and residents are made after analyzing K12 student outcomes and the resident performance indicators.
- Hutto ISD and Texas State have a long standing relationship. Hutto ISD is committed to partnering with Texas State University as they transform into a year-long residency program. Strong partnerships have been established with site coordinators when it comes to planning professional learning and the overall experience of the resident.

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?

It directly aligns with our District Improvement Plan Goal 4, Strategic Plan Vision 2025 Human Resources and Teaching and Learning Goals, and our vision and mission by being creative, innovative and inspiring excellence. Hutto ISD is committed to building and sustaining a strong teacher pipeline through year long teacher residencies that will ensure teachers are day one ready. In addition, we feel that the strong culture of Hutto ISD combined with the robust TXST residency program, will make residents want to become part of the Hippo Nation family. By recruiting and retaining high quality teachers candidates, we will be supporting the needs of all students. We hope to ensure quality candidates in the teaching field to improve the teacher vacancy issue. We also hope to provide a strong career pathway earlier by illuminating the student teaching concept via a paid residency program. Texas State and Hutto ISD are partnering and providing stronger professional development, leadership development, and teacher leadership support with individuals coming into our honored profession.

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.

Hutto ISD is committed to collapsing unfilled teacher vacancies and reinvesting funds to sustain a paid, year-long teacher residency program. The SSDL will work strategically with TXST and facilitate matters regarding the residency to include pre-service orientation, ongoing training & support, liaison of communication between district and resident/employees. HISD is committed to providing 20,000 in funds to residents for additional responsibilities.

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.

Hutto ISD is committed to effective and efficient communication with our ESC TA providers and all EPP partners. We would like to incorporate more streamlined meetings with our Site Coordinators and place within Governance to strengthen the capacity of our campus leadership, residents and CTs. We are beginning summer training and are working with all partners to identify areas of need and create ongoing training opportunities.

We plan to share our HISD & TXST communication guide with embedded parameters for all stakeholders to understand roles and responsibilities involved with the initiative.

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.

Hutto ISD is committed to completing release time as well as co-teaching strategic staffing models. This will allow master teachers to engage in intervention while the resident is applying teaching strategies independently. The rationale behind this model is that we will be creating an internal pipeline where our residents will be able to become CTs for future residents.

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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