



**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](mailto: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):

**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.

n/a

**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.

Our goal is to recruit year-long residents to train them in the " Magnolia Way" so upon graduation, they are highly-effective teachers and because they were so supported throughout their residency, they accept a full time teaching position in our district.

If awarded grant funds, Magnolia ISD will utilize the funding to partially fund a grant coordinator salary to support MISD' s mission of recruiting, supporting, and retaining highly effective teachers. To meet the mission, the grant coordinator will have the the following goals:

- Facilitate current and future partnerships with EPPs in placing year-long residences in high-needs areas in our district
- Support and further develop our year-long teacher mentorship program, which would include year-long residents
- During the design year, assess the quality of our current mentorship program
- Collaborate with other Region 6 districts awarded grant funds, Region 6 Strategic Staffing professional, and our partner EPPs
- Facilitate the recruitment of residents from partner EPPs
- Develop strategies to retain residents including but not limited to pairing with a highly effective mentor teacher
- Evaluate and adjust the compensation of residents as needed
- Develop local protocols for residents including substitute teaching

**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**

Strategic Staffing Coordinator	Bachelor's Degree, Certified Teacher Successful teaching experience (5+ years) Experience in leading teams of teachers Effective communication and organizational skills

### Goals, Objectives, and Strategies

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

#### Major Goals:

- Recruit, develop and retain year-long residents from partner EPPs
- Strengthen current and obtain additional partnerships with EPPs
- Evaluate and strengthen our current Teacher Mentorship Program
- Activities/Strategies

#### Recruit:

- Increase attendance at job fairs at partner EPP' s
- Evaluate and adjust salary of year-long residents
- Form partnerships with local housing agencies to provide a reduce cost of living

#### Develop/Retain:

- Strengthen our current mentorship program to target the needs of residents
- Ensure highly successful mentors are provided
- Ensure substitute teacher opportunities are provided
- Develop protocols for resident attendance at professional development, PLC' s, staff meetings, etc.
- Identify additional incentives to retain residents as teachers upon graduation

### 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:

- Number of residents placed in high-needs areas
- Percentage of residents that a hired (upon graduation) in MISD
- Increases Teacher Mentorship survey results
- Increases in STAAR, mClass and EOC results
- Increased number of EPP partner schools
- Recruitment and retention of a more diverse resident population

#### Tools to Measure:

- Internal resident placement documents
- Frontline
- Local survey results
- TAPR report and Eduphoria
- MOU' s with EPPs
- Quarterly Governance Meetings with EPP which will provide more performance information on our residents

**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.

We intend to put 90% of funds received towards the salary of the Mentorship Program Coordinator. The Strategic Staffing Coordinator in collaboration with the Mentor Program Coordinator, will need training and supplies so 10% will be reserved for those needs. Possible training could be:

- Coordinating Training
- Critical Conversations
- Co-teaching Best Practices



**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.

To address the practices for shared governance, this grant would allow us to place a focus on formulating and implementing a shared governance system. We have met with our Region 6 Strategic Staffing Partner, Sonia Lopez, to discuss upcoming partnerships and to foreshadow residency commitments to maximize our efforts.

Current Resident Numbers:

Sam Houston State University

- 2023-24 will be our first year

- For 23-24, we are accepting 7 positions

Stephen F. Austin State University

- 2023-24 will be our first year

- For 23-24, we are accepting 3 positions

**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?

Magnolia ISD has a goal of recruiting, developing, and retaining highly qualified staff including teachers, counselors, and administrators to provide the best educational experience for all students. Teacher residents will provide access to a broader talent as an overall strategic goal of hiring qualified teachers. A number of surrounding districts received TCLAS funding and the funds from this grant would allow us to become competitive with them.

For both universities, we share the same shared goals:

- To develop student residents over the course of a year, into teaching professionals
- Upon graduation, hire, at the district's discretion, residents into teaching positions
- Pay residents a salary (currently set at \$80 per day)
- To provide experiences that develop year-long residents into highly trained teaching professionals
- While year-long residents are gaining valuable experience, they will support student achievement

**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.

**Year Long Design Process:**

During the design process, Magnolia ISD representatives from HR and Curriculum will collaborate with both EPPs and Region 6 to ensure that all systems and processes are in place to ensure a sustainable program is created and that each resident have a successful experience and earn a salary that is able to remove some of the financial barriers that are typically present for unpaid residents.

**Implementation Supports Year:**

Collaboration among Human Resources, Curriculum, Region 6, and each EPP will occur throughout the year to ensure residents are supported, able to meet the requirements of the district and their EPP program, and develop into high-effective teaching professionals.

**Designated Strategic Staffing Coordinator:**

His/her time will include participating in all design year meetings with our ESC partner (as outlined on page 8), strengthening current and securing additional EPP partners, enhancing our current MISD Mentorship program to include specific needs of the year-long residents, serve as a liaison between Human Resources, Curriculum, EPPs, Region 6 and eventually residents. Additionally, the Strategic Staffing Coordinator will facilitate recruitment efforts and provide any needed support to residents throughout the year.

To track the Strategic Staffing Coordinator's time spent on this project, we will use a spreadsheet that will catalog the date, time and brief description of the activities related to grant. Evidence will be either linked or kept in an electronic file. There will be progress monitoring checkpoints to adjust and improve as needed.



**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.

From the onset, an established partnership of collaboration between Magnolia ISD, Region 6, and our EPP partners has been in place to ensure all parties have a voice in the development of year-long residents. During the design year, a focus of the establishment of communication structures will cement best practices and protocols within the partnership between the three entities. Meeting all items outlined in the program guide will be a collaborative effort.

**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.

Magnolia ISD is aware that multiple strategic staffing models will be introduced in the design year. We are excited about the opportunity to grow within our district in collaboration with our ESC and EPP partners. Additionally, we look forward to determining the best way to develop and utilize the year-long residents in areas of need in our district such as paraprofessional positions and substitutes. Teachers residents can have an immediate impact and positive impact on student achievement while gaining the valuable experience needed to develop into full-time teaching professionals.

**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**