



2018-2019 Grow Your Own Grant Program
Application Due 5:00 p.m. CT, March 13, 2018

Texas Education Agency

NOGA ID [Redacted]

Three copies of the application are required to be submitted. **One copy MUST bear the original signature of a person authorized to bind the applicant to a contractual agreement.** All three copies must be received no later than the above-listed application due date and time at this address:

Document Control Center, Grants Administration Division
 Texas Education Agency
 1701 N. Congress Avenue
 Austin, TX 78701-1494

Application stamp-in date and time

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Grant Information

Grant Period **04/13/2018** to **05/31/2020** (Pathways 1 and 2)
04/13/2018 to **06/30/2019** (Pathway 3)

Program Authority **GAA, Article III, Rider 41, 85th Texas Legislature**

Pre-award costs are not permitted.

Required Attachments

The following attachments are required to be submitted with the application. No other submitted materials will be reviewed.

Each of the three Grow Your Own pathways requires an attachment to be submitted with the application. You can find links to the required attachments on the TEA Grant Opportunities page. Download and complete the appropriate attachment and submit it with your application.

Applicant Information

Name **Raul Chavarria** CDN or Vendor ID **0530001** ESC # **15** Campus # [Redacted] DUNS # [Redacted]
 Address **P.O. Box 400** City **Ozona** ZIP **76943** Phone **325-395-5501**
 Primary Contact **Raul Chavarria** Email **raul.chavarria@ozonaschools.net**
 Secondary Contact **Janina Savala** Email **janina.savala@ozonaschools.net**

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 grant application, as applicable:

- Grant application, guidelines, and instructions
- General Provisions and Assurances and any application-specific provisions and assurances
- Debarment and Suspension Certification
- Lobbying Certification

Authorized Official Name/Title **Raul Chavarria** Signature  Date **3-8-18**

Grant Writer Name **Janina Savala** Signature  Date **3-8-18**

- Grant writer is an employee of the applicant organization.
- Grant writer is not an employee of the applicant organization.

701-18-106-048

RFA # **701-18-106** SAS # **277-18**

2018-2019 Grow Your Own Grant Program

Shared Services Arrangements

- Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**
 The organization submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter
 into a written SSA agreement describing fiscal agent and SSA member responsibilities. All participants understand
 that the written SSA agreement is subject to negotiation and must be approved before a NOGA can be issued.
- SSAs are not permitted for this grant.

Identify/Address Needs

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
Retain high quality teachers	Increase recruitment & retention of quality teachers & paraprofessionals in their content area. Decrease the number of teachers leaving the district to 15 or less teachers per school year.
There is a decrease of applicants applying in the school district.	Crockett County Consolidated Common School district will be at or below the state average of inexperienced and out-of-field teachers.

SMART Goal

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

The percentage of participants in the Grow Your own Grant who will successfully complete their bachelor's degree and teacher certification will be 100% by May of 2020.

Measurable Progress

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

First-Quarter Benchmark:

By the end of December of 2018, participants must have successfully completed 24 hours towards their bachelor's degree. (12 hours during the 2018 Summer session and 12 hours during the 2018 Fall Semester).

Measurable Progress (Cont.)

Second-Quarter Benchmark:

By the end of May of 2019, participants must have successfully completed 36 hours towards their bachelor's degree. (12 hours during the 2018 Summer session, 12 hours during the 2018 Fall Semester and 12 hours 2019 Spring Semester).

Third-Quarter Benchmark:

By the end of December of 2019, participants must have successfully completed 60 hours towards their bachelor's degree. (12 hours during the 2018 Summer session, 12 hours during the 2018 Fall Semester, 12 hours 2019 Summer session and 12 hours 2019 Fall Semester).

Project Evaluation and Modification

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks or summative SMART goals do not show progress, describe how you will use evaluation data to modify your program for sustainability.

Evaluation data, including participants completed college hours and continued employment with Crockett County C.C.S.D., will be used to modify the program at the end of the second quarter benchmark. If participant fails to meet requirements, then a meeting will be held to discuss how to facilitate the participants' successful completion of the Grow Your Own Grant Requirements.

Evaluation data will be used again at the end of December 2019 to determine how many hours are need for the participant to complete the required 60 hours by the end of May 2020. Participants who are able to stay on track with the Quarter Benchmarks will have successfully completed their bachelor's degree requirements by December 2019 and it will allow them to prepare for the teacher certification exams. Successful teacher certification exams will be completed during the 2020 Fall Semester with final education certification by May of 2020. Participants who are lacking hours, will have the opportunity to make up the hours during the Spring 2020 Semester.

Upon completion, the Crockett County C.C.S.D. superintendent will recommend the participant for a provisional probationary teacher contract for the 2020-2021 school year if all requirements are met.

Statutory/Program Requirements

1. Describe your plan for the implementation of the Education and Training courses, Instructional Practices and/or Practicum in Education and Training, and CTSO (TAFE/FCCLA) chapter at participating LEA high schools.

Currently, Crockett County C.C.S.D. offers (9th) Principles of Human Services and (10th) Human Growth and Development. This is our second year and we only have two students who are currently enrolled in the 10th grade Human Growth and Development. In Fall 2018, we plan on incorporating (11th) Instructional Practices to any students who are interested in the education cluster. We will transition from the Human Services Cluster to the Education Cluster in order to meet the Grow Your Own Grant requirements. We plan to inform students this fall of changes and new opportunities that will be offered for the next school year for anyone that is interested in becoming an educator. Advertising and educators talking about the field to our students during an assembly is going to be the selling point so that our students will register for the course. Our High School currently has 188 students and our goal is to have at least 12 more students join our education cluster courses for the Fall 2018. Some of the selling points during the presentation include current teachers, a PowerPoint on the teaching profession and freebie items for students who sign up for Education Cluster classes for next year.

Students who are interested in education will register and join the FCCLA and compete in at least one of the five regional FCCLA conference and the state competition, if applicable. The events include, but are not limited to the following: Teach and Train, Focus on Children, Early Childhood Education, Job Interview and/or Say Yes to FCS Education. Membership fees, entry fees, supplies needed, and meal expenses will be paid from the grant.

Pathway Selection and Participation

Complete the following section(s) to indicate your choice of pathway(s) and total request for funding.

You may apply for any pathway individually or for Pathways 1 and 2 together. Pathway 3 cannot be combined with any other pathway. Refer to the program guidelines for information on restrictions to the maximum number of participants.

Pathway 1

Check this box to apply for grant funding under Pathway 1.

Number of participants times \$13,000

Pathway 2

Check this box to apply for grant funding under Pathway 2.

Number of participants pursuing BA and certification times \$11,000

Number of participants pursuing certification only times \$5,500

Total of above two lines

Pathway 3

Check this box to apply for grant funding under Pathway 3.

Number of participants times \$22,000

Education/Training Courses and Related CTSO Participation and Events

Number of high schools times \$3,000

Funding Request

Pathway 1

Pathway 2

Pathway 3

Education and training courses

Total grant funds requested

Statutory/Program Assurances: All Pathways

- The applicant assures that each high school campus within the participating LEA will offer the Instructional Practices and/or Practicum in Education and Training courses of the Education and Training course sequence.
The applicant assures the each high school campus within the participating LEA will establish or continue a chapter of a
- CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.

Statutory/Program Assurances: Pathway 1

- The applicant assures that LEA campus participants will establish or continue a chapter of a CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.
The LEA assures its participation in an initial TEA Teacher Institute on or around June 12-14, 2018, with participants
- including Education and Training course teachers, campus principals and college/career counselors. Principals and counselors will only be required to attend on June 12.

Statutory/Program Assurances: Pathway 3

- The applicant assures that the clinical teaching assignment is one academic year (28 weeks minimum) in length.
- The applicant assures that the IHE/EPP provides residents with with teacher certification; evidence-based coursework; and an opportunity to practice and be evaluated in a school setting.
The applicant assures that the IHE/EPP provides residents with in-person and on-site coaching and evaluation, with at
- least five on-site observation and feedback cycles per semester, at least two of which include the observation of a full lesson.

Request for Grant Funds

List all the allowable grant-related activities and other costs for which you are requesting to expend grant funds, along with the amount of grant funds you are requesting for each. The maximum grant amount you are awarded will not exceed the total you request. Before funds are awarded, you will be required to budget your planned expenditures by class/object code. In the list, group similar activities and costs, keeping salaries, contracts, computers, and other related expenses together.

	Description of Activity or Cost	Amount Budgeted
1.	6100- Payroll Costs, Tuition Stipend	44,000
2.	6200- Professional Development for FCCLA	1,500
3.	6300- Supplies & Materials- Education and Training Courses	1,500
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Total grant award requested		47,000

**Grow Your Own Grant
Pathway 2 Grow Your Own Program Attachment**

Pathway 2: Transition of Paraprofessionals, Instructional Aides, and Long-Term Substitutes to Full-Time Teaching Roles

Program Participants: Applicant must specify the number of paraprofessionals, instructional aides, and/or long-term substitutes who will participate in the program and receive the stipend.

1 paraprofessional, 2 instructional aides and 1 long-term substitute for a total of 4.

Teacher Recruitment and Selection Process: Applicant must articulate how they plan to recruit and select high potential paraprofessionals, instructional aides and/or long-term substitutes to participate in the program and receive the grant stipend to pursue their bachelor's degree and/or teacher certification.

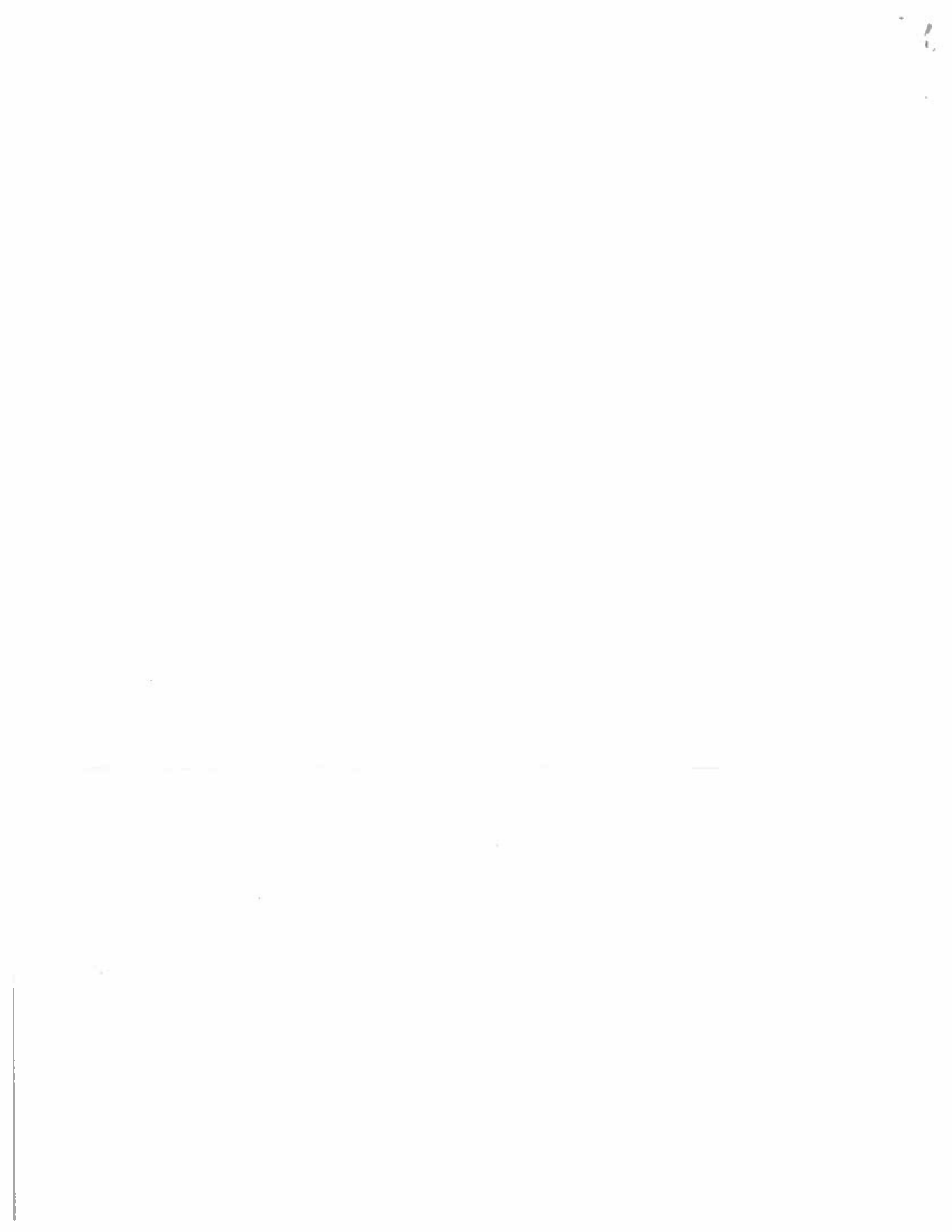
- The plan must address their process for identifying participants, with potential indicators including evaluation ratings, involvement in school activities, recommendations from colleagues, etc.
- The plan must also address how the applicant has considered the following in their recruitment strategy: pursuit of certification in hard-to-staff areas and degree to which the diversity of the teacher population mirrors that of the student population.
- The plan must also include a description of the Memorandum of Understanding (MOU) in which the paraprofessional, instructional aide, and/or long-term substitute commits to remain in the LEA for an agreed upon length of time in a full-time teaching role as a condition of receiving the stipend.

Crockett County C.C.S.D. will use the local media, including the radio station and the district's Twitter account to advertise and share information to all possible applicants during the recruitment process. We will seek applicants who are diverse and mirror our student population and are willing to continue to work towards their certification in hard to staff areas. A districtwide meeting at the Federal Programs Building will take place in order to share the information, availability of financial resources through grant, and expectations for meeting the Grow Your Own Grant requirements. Candidates will be made aware that they must schedule an interview with a committee of 5 reviewers who will evaluate and help identify strong candidates. Candidates will also be made aware that the timeline for grant is two years, ending in May 2020. As a condition for receiving the stipend, participants must sign the district's Memorandum of Understanding. After all the candidates have been interviewed, the committee will then discuss the applicants' interviews, evaluation ratings, and commitment to the grant requirements including the Memorandum of Understanding and district goals.

The Crockett County C.C.S.D. Reviewer's Committee will consist of the Superintendent, Director and two campus principals.

Attachments:

- Crockett County C.C.S.D. Memorandum of Understanding
- Crockett County C.C.S.D. Evaluation Rating





**Memorandum of Understanding
Between
Crockett County Consolidated Common School District
And**

This Memorandum of Understanding is made on this the ____ day of _____ of 2018, by and between Crockett County Consolidated Common School District and _____, for the purpose of recruiting and supporting participants' successful completion of bachelor's degree, teacher certification and future employment with Crockett County Consolidated Common School District in conjunction with the 2018 Grow Your Own Grant program rules and guidelines.

GROW YOUR OWN GRANT PROGRAM DESCRIPTION:

The 2018-2020 Grow Your Own Grant program is designed to increase diverse and qualified candidates into the teaching profession. The grant targets rural and small schools who are currently challenged with recruiting candidates to the teaching profession. Pathway 2 of the Grant focuses on the support and recruitment of instructional aides, paraprofessional, and long-term substitutes who are currently employed by Crockett County C.C.S.D. Grant stipends will be used to help fund the candidates' bachelor's degree completion and teacher certification.

DISTRICT MISSION:

Our mission is to ensure student success through high expectations for all students by all stakeholders and establishing a culture of pride and excellence. Education in Crockett County CCSD is a visible partnership accomplished through the dedication teamwork of parents, students, community members and the staff.

Crockett County Consolidated Common School District in conjunction with the 2018-2010 Grow Your Own Grant Program strive to increase recruitment and retention of high quality teachers and paraprofessionals in their content area. Our district long-term goal is to be at or below the state average of inexperienced and out-of-field teachers in our school district.

PURPOSE:

This Memorandum of Understanding ("MOU") outlines the basis upon which Crockett County C.C.S.D. and _____ have agreed to collaborate in the following areas:

- Participant will be awarded \$11,000 in funding to use towards the completion of the bachelor's degree and the teacher certification. Costs include tuition cost, certification exam costs, substitute teachers cost and other costs related to the completion of the bachelor's degree and teacher certification.
- Participant without a bachelor's degree will continue degree coursework and graduate with a bachelor's degree.
- Participant will be issued a standard teacher certification six months after the completion of the bachelor's degree.
- Participant agrees to seek employment as a certified teacher with the Crockett County C.C.S.D. for a period of two years after the completion of the Grow Your Own Grant Program in 2020.
- Participant acknowledges that the period of the Grow Your Own Grant will be for two years, ending on May 31, 2020.

STIPULATION:

If the participant, for personal reasons or otherwise, chooses to terminate the memorandum of understanding, the participant is responsible for a refund of all funds used up to the date. The participants' reimbursement to Crockett County C.C.S.D. will begin with deductions from the participants' last employment check. The participant agrees to coordinate the repayment of the funds spent as of date, with the Superintendent of Crockett County C.C.S.D and the business office.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 2018.

Participant

STATE OF TEXAS
COUNTY OF CROCKETT

BEFORE ME, the undersigned authority, on this day personally appeared _____,
Known to me to be the person whose name is subscribed to the foregoing instrument and acknowledge to me that he/she executed the same for the purposes therein expressed.

GIVEN under my hand and seal of office on this ____ day of _____, 2018.

Notary Public, State of Texas



EVALUATION RATING

Name of Candidate: _____ Date of Review: _____

Title: _____ Years with C.C.C.C.S.D.: _____

PERFORMANCE EVALUATION RATING:

- 5: OUTSTANDING-** Candidates' performance is exceptional and extraordinary. Outstanding rating is rare.
- 4: EXCEEDS EXPECTATIONS-** Consistently competent performance which exceeds normal standards in all areas.
- 3: MEETS EXPECTATIONS-** Good solid performance that meets all normal requirements in a competent manner. May need small improvement in an area.
- 2: BELOW EXPECTATIONS-** Several areas of needed improvement.
- 1: UNACCEPTABLE-** Performance is clearly inadequate. Participant has demonstrated an inability or unwillingness to improve or meet expectations.

PERFORMANCE	RATING
<p><u>SMART GOALS</u> Participant is familiar with SMART Goals and philosophy behind setting and reaching goals. (S=Specific, M=Measurable, A=Appropriate, R=Realistic & Rigorous, T=Time bound). Dependable, consistent and works hard to meet goals.</p>	
<p><u>OWNERSHIP AND PRIDE</u> Participant takes pride in achieving Crockett County C.C.S.D.'s district mission and goes above and beyond in an effort to do the best job they can. Displays professionalism in approach to work.</p>	
<p><u>TEAMWORK/COLLABORATION/COMMUNICATION</u> Participant successfully works with others to achieve desired results, contributes through the exchange of ideas and opinions and demonstrates effective communication skills in working to build positive working relationships.</p>	

<p><u>JUDGMENT</u> Participant demonstrates sound opinions in determining the appropriate next steps. Recommends solutions and demonstrates insight on delicate matters.</p>	
<p><u>DESIRE TO TEACH</u> Participant has the level of commitment and desire to teach in a hard to staff content area for Crockett County C.C.S.D.</p>	
<p><u>COMMITMENT TO THE COMMUNITY</u> Participant is committed to the community and would have no problem signing the Memorandum of Understanding. Participant volunteers in the community or is involved in school related activities.</p>	
<p><u>COLLEAGUE RECOMMENDATIONS</u> Participant has presented two recommendation from colleagues.</p>	
<p><u>MIRRORS DIVERSITY</u> Participant mirrors diversity of Crockett County C.C.S.D.'s district student population.</p>	

Notes:

Reviewer's Signature: _____ Date: _____