PESB BULLETIN NO. 03-07
RECRUITING WASHINGTON TEACHERS PARTNERSHIP GRANT PROGRAM


FROM: Jill Van Glubt, Board Chair, PESB

RE: Recruiting Washington Teachers – Partnership Grant Program
This bulletin announces the availability of Recruiting Washington Teachers Program Grants.

BACKGROUND
The Washington Professional Educator Standards Board (PESB), in coordination with the Office of Superintendent of Public Instruction, is requesting proposals for the Recruiting Washington Teachers Programs authorized under ESSB 5955, an act relating to educator preparation, professional development and compensation enacted by the 2007 State Legislature.

The three goals of the program are to:
- Recruit, train and support underrepresented, multicultural and multilingual students for teaching careers;
- Design and deliver programs aimed at encouraging high school students to consider and explore teaching careers in state-identified shortage areas – particularly mathematics, science, bilingual education, English as a second language and special education; and
- Coordinate and integrate support services designed to overcome barriers for underrepresented populations to complete higher education teacher preparation programs and enter the teaching profession.

Funds provided under this grant program shall be used solely for partnerships between teacher preparation programs, high schools and community based organizations to design and deliver programs aimed at encouraging diverse high school students to explore becoming teachers.

Key components and expectations of Recruiting Washington Teachers Program grant recipients include:
- Development of a summer academy and academic-year program that are responsive and engaging to high school students.
- Locating the summer academy on a two- or four-year college campus to increase underrepresented student access to college.
- Partner collaboration on all aspects of the program.
- Student exploration of teaching and learning careers.
- Emphasis on mentoring students in the areas of college readiness, preparation, planning and admission.
- Recruitment of underrepresented, multilingual and multicultural students for teaching careers in teacher shortage areas.
- Partnerships between two and/or four year teacher preparation programs, high schools and community-based organizations designed to support high school student engagement during the academic year and summer academy programs.
- Evaluation plan for project performance and identification of best practices regarding the program’s effectiveness and recruitment efforts for underrepresented populations.

The summer academy program and academic-year support program should include:

- Strategies to inspire student vision and understanding of the value of a teaching career.
- Introduction to careers in education.
- College readiness placement tests.
- Introduction to the educator professional code of conduct.
- Learning opportunities and classroom experiences in collaboration with K-12 teachers, two and/or four year faculty members and community organizations.
- Introduction to cultural competency and a variety of culturally responsive and appropriate strategies used to engage students.

**AVAILABLE FUNDING**

Funding may be available for up to three partnership grants. Applicants may request up to $100,000 for the 2007–08 year with the opportunity for continued funding the following year (2008–09). Partnerships will determine their lead applicant and fiscal agent for grant awards. Applications must include partnerships of two and/or four year preparation programs, high schools and community-based organizations. Funding may be used for the following expenses:

1. **Coordination time and stipends for teachers, community college and university faculty, pre-service teachers and professional staff from community-based organizations during the summer academy and academic-year support program:** Dedicated time to coordinate the program may be necessary. Stipends for above personnel may also ensure strong partnership participation and recognition.
2. **Incentive materials and supplies for student participants:** Students in the summer academy and academic-year support programs may be given incentives and promotional materials, including meals and transportation, to encourage participation in the program.
3. **Program development funding:** Partners will be allowed to use grant funds to support the development and implementation of a summer academy and
academic-year support program. Funds may also be used for development of a
curriculum and purchase of instructional materials that are appropriate for high
school students and are aligned with state and national standards and effective
teacher preparation models. Stipends for a team of educators and professional
staff are allowable expenses to support the development of a curriculum for use
with the Recruiting Washington Teachers Program.

**TIMELINE**

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>October 1, 2007</td>
<td>RFP released.</td>
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<tr>
<td>October - November 2007</td>
<td>PESB staff available for consultation.</td>
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<td>Conference calls may be scheduled.</td>
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<tr>
<td>November 30, 2007</td>
<td>Proposals due to PESB by 4 p.m.</td>
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<tr>
<td>January 4, 2008</td>
<td>Selection and notification of partnership</td>
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<td>January - June 2008</td>
<td>Preparation and finalization of summer</td>
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<td>academies and student recruitment.</td>
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<tr>
<td>June - August 2008</td>
<td>Implementation of summer academies.</td>
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<td>September 2008 - June 2009</td>
<td>Implementation of academic-year support</td>
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<td>programs. Development and completion of</td>
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<td>curriculum for Recruiting Washington</td>
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<td>Teachers Program.</td>
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<td>June 2009</td>
<td>Optional: Implementation of summer academy</td>
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<td>(must be completed before June 30, 2009,</td>
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<td>due to funding cycle).</td>
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Applications may be returned electronically, mailed or delivered to the PESB Office at
the email and address listed below. In both cases applicants must ensure that the
application reaches the PESB by 4 p.m., November 30, 2007. No faxes will be
accepted.
Email: mea.moore@k12.wa.us

Address:
Washington Professional Educator Standards Board
Attn: Mea Moore
Old Capitol Building
600 Washington Street, Rm. 249
P.O. Box 47236
Olympia, WA 98504-7236

**FOR MORE INFORMATION** on Recruiting Washington Teachers Grant Program see
the PESB website - www.pesb.wa.gov, or contact Mea Moore, Coordinator of Educator
Programs and Standards, by phone (360) 725-6276 or e-mail: mea.moore@k12.wa.us.
GENERAL INFORMATION

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<th>LEAD AGENCY</th>
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CERTIFICATION

I, __________________________________________________, certify that to the best of my knowledge and belief, data in this application are true and correct and the applicant will comply with the application if the assistance is approved.

__________________________________________________________________________________________

Lead Contact Signature       Date

Applications may be returned electronically, mailed or delivered to the PESB Office at the email and address listed below. In both cases applicants must ensure that the application reaches the PESB by 4 p.m., November 30, 2007. No faxes will be accepted.

E-Mail: mea.moore@k12.wa.us

Return to: Professional Educator Standards Board
Attn: Mea Moore
Old Capitol Building
600 Washington Street, Room 249
P.O. BOX 47236
OLYMPIA, WA 98504-7236

PESB/OSPI USE ONLY

Application approved by:______________________________  Date:____________________

Grant amount approved:______________________________

Comments:
RECRUITING WASHINGTON TEACHERS
PARTNERSHIP GRANT APPLICATION
Due Date: November 30, 2007

All responses must be typed one and a half or double spaced on white paper using a 12-point font. Please number pages at the bottom of each page and limit proposal to no more than ten total pages. To be considered for funding, applicants will need to respond to the following sections.

NEEDS SECTION: (8 pts.)
• Address the need to recruit more future teachers as identified by supply and demand school district teacher shortage data.

• Address the need to recruit underrepresented, multicultural and multilingual students into the teaching profession.

PROGRAM ACTIVITIES & DELIVERY SECTION:
Identify and describe the roles of each partner.
  a. Two and/or four year teacher preparation program(s)
  b. High school(s)
  c. Community-based organization(s)

Describe the following components of the proposed summer academy.
• Logistics (10 points)
  o Number of students expected
  o Dates and duration
  o Extra-curricular activities plan, i.e. activities/field trips
  o Location
  o Housing (if applicable)
  o Food
  o Transportation
  o Liability
  o Tentative Daily Schedule
  o Other

Describe the following components of the proposed academic-year support program.
• Recruitment (25 points)
  o Describe a coordinated recruitment plan that includes, specifically, what two and/or four year higher education institutions, public or private high school(s) and community-based organization partners will contribute.

  o Describe how information will be disseminated about the program.

  o Describe the student selection process.
o Describe teacher/faculty recruitment process.

o Describe strategies for recruiting underrepresented, multicultural and multilingual populations.

o Describe the design and the use of student incentives and recognition plan.

o Describe a parent involvement and information plan.

• **Program design (25 points)**
  o Describe how a summer academy and an academic-year support program will address the following:
    ▪ Assessment of high school students’ college readiness.
    ▪ Assessment of high school students’ vision and understanding of their potential in a teaching career.
    ▪ Opportunities for field experiences in classrooms in shortage teaching content areas.
    ▪ Participation in collaborative learning communities and development of collegial relationships with K-12, two and/or four year colleges/universities and community-based organizations.
    ▪ Introduction to the Washington State Code of Professional Conduct.
    ▪ Identify key program personnel and how their qualifications will ensure program success.
    ▪ Plan for student recognition upon program completion.
    ▪ Describe connection between the summer academy activities and academic-year support program model.
    ▪ Overall assessment of program, including program sustainability after funding cycle ends.

**SUMMARY SECTION: (12 points)**
Describe how the plan addresses the three project goals.

- Recruit, train and support underrepresented, multicultural and multilingual students for teaching careers.
- Design and deliver programs aimed at encouraging high school students to consider and explore teaching careers in state-identified shortage areas – mathematics, science, bilingual education, English as a second language and special education.
- Coordinate and integrate support services designed to overcome barriers for underrepresented populations to enter the teaching profession.
BUDGET NARRATIVE SECTION: (20 points)
Applicants may request up to $100,000 for the 2007 – 08 year with the opportunity for continued funding the following year (2008 – 09). Funds will be available for student incentive packages, including supplies, promotional recruitment materials and recognition/award activities. Provide a narrative specifying how grant funding will be used to support the program’s goals. Also, complete the budget detail form (attachment A).

LETTERS OF SUPPORT: (required for application consideration)
Each partner (high school(s), two and four year teacher preparation programs and community-based organizations) must submit a letter of support detailing their participation and involvement in the proposal.

MANAGEMENT AND STRUCTURE: (required for application consideration)
• Describe how the project will be managed - address how planning, staffing, organization, recruitment, and funds management will be handled.
• Include a resume for the project director and any other supervising personnel – address how the qualifications of the project director will lead to success with this project.
• Administrative staff involved in the project should be named and their project responsibilities discussed.
ATTACHMENT A

BUDGET DETAIL FORM – Examples of categories for budget detail may include program coordination, educator stipends, curriculum team stipends, travel, supplies, promotional recruitment materials and recognition/award activities. Requests cannot exceed $100,000. Please delineate projected program costs in detail. Applicants also have the option to specify any in-kind contributions toward the program, although no additional points will be awarded.

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<tr>
<th>BUDGET DETAIL</th>
<th>GRANT FUNDS</th>
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