



**2024-2025 Sustainable Residency Continuation Grant
Informal Discretionary Competition (IDC) Application Due 11:59 p.m. CT, April 10, 2024**

NOGA ID

Authorizing legislation

This IDC application must be submitted via email to **competitivegrants@tea.texas.gov**.

The IDC 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 10, 2024**.

Application stamp-in date and time

Grant period from

Pre-award costs permitted from

Required Attachments

- Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
- Required Program-Related Attachments. Refer to the program guidelines for more information.

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN ESC

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 IDC application, as applicable, and that these documents are incorporated by reference as part of the IDC application and Notice of Grant Award (NOGA):

- IDC 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 as noted in the 2024-2025 Sustainable Residency Continuation Grant Program Guidelines.
- 3. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2025 Sustainable Residency Continuation Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 4. The LEA has completed the full Design and Implementation Year with their vetted teacher residency EPP partner(s).
- 5. The LEA will use grant funds to support residency with the EPP from their TCLAS Decision 5 Strategic Staffing partnership. EPP partners must be on the [23-24 Vetted Teacher Residency Program List](#).
- 6. The LEA will sustain a stipend of at least \$3,500 per resident and a host teacher stipend of at least \$1,500.
- 7. The LEA has a signed MOU with their vetted teacher residency EPP partner(s).
- 8. The LEA will submit data to TEA about the residency partnership, including, but not limited to number of residents, resident demographics, stipend amounts, and hiring data.

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.

Note - Manor ISD/Texas State residency model is a Spring/Fall model. That is, Texas State residents begin their residency Spring semester of each school year and complete the residency Fall semester of the next school year. This is a different schedule from other school districts and has an effect on planning, resident placement and budget.

In Manor ISD, our Human Capital mission is to "By 2026, Manor ISD will retain, support, and recruit highly effective staff through an environment of innovation".

We work to live our that mission everyday by putting people first, defining our purpose and implementing both in our processes. As part of our recruitment efforts, we are participating in strategic staffing models to combat the teacher shortage that most districts are experiencing. The past two school years one of our models included a teacher residency in partnership with Texas State University. We were able to place twenty (20) residents in 2023 and twenty-one (21) in five of our elementary schools, and were able to offer employment contracts to five (5) of those residents from the 2023 cohort. These contracts ensures we are gained five (5) well prepared teachers for remainder of the 2023-2024 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 aim to continue our residency program and increase its success with more support for the resident students and the Cooperating Teachers. We expect this will result in more Texas State residents signing employment contracts with Manor ISD.

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, and include at least one person from the LEA and one person from the EPP.

Jim Quiram - Director of Human Capital and Residency Program Coordinator
 Jim is a life-long public school educator. He was a Science Teacher, Assistant Principal, Director of Technology, and an Executive Director of Human Resources and Administration. He is certified as a Principal, Superintendent and Biology teacher. He holds a Bachelor of Science in Biology Education, Master of Science in Experiential Education and an Educational Specialist degree in Educational Leadership.

Dr. Deirdre Williams - Existing Position Texas State University Director of Residency
 Dr. Deirdre Williams is an author, educator, and entrepreneur. She holds a Doctor of Education Degree, Education Specialist Degree, Master of Education Degree, Master of Arts in International Relations, Degree and a Bachelor of Social Work Degree. She holds teacher certifications in MidManagement Administration, Generic Special Education, Elementary Self Contained and certificates and training in other areas. She has experience in K-12 education and higher education. She has been a Lecturer, Adjunct Faculty, Coordinator, Director of Special Education, Program Manager, Compliance Specialist, and General and Special Education Teacher. She is currently an Assistant Professor of Practice and Director of Teacher Residency at Texas State University.

Goals, Objectives, and Strategies

Describe the major goals/objectives of the proposed residency program. What activities/strategies will be implemented to meet those goals/objectives? How do these relate to broader educator pipeline goals/objectives at the LEA?

Traditional student teaching arrangements create an equity gap for economically disadvantaged candidates, as well as in other populations. Additionally, in traditional student teaching, individuals are treated as volunteers, which can create additional barriers such as resource access and inconsistent support. Manor ISD hopes to continue to close the equity gap for minority and economically disadvantaged candidates as well as any other candidates that aspire to enter the teaching professions. We also expect that paid residency will offer a more extended, in depth, and collaborative learning and professional development experience for candidates, making them both more likely to be successful and more likely to remain in our organization.

Manor ISD continues to struggle to recruit and retain highly qualified teachers. Our objectives and goals have been targeting equitable access and quality preparation for student teachers in order to retain as employees. This would directly effect student achievement because every student has a qualified and quality teacher in the classroom each and every day.

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 measure the progress toward our goals and objectives in this program, we have been gathering 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 is in the form of surveys created along with Region 13, as well as in person check-ins. Site visit data are also collected and reviewed.

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 is based on 20 resident positions. The proposed budget would be consistent with the current TCLAS residency budget. There are no changes anticipated that would incur additional costs to the district and this budget would meet the needs of the district.

Residents each receive:

- 1. \$20,000 stipend each year
- 2. \$1,500 travel stipend each year

Cooperating Teachers each receive:

- 1. \$1,500 stipend each year

Total amount each year:

Residency Stipend	\$400,000
Resident Travel Stipend	\$30,000
Cooperating Teacher Stipend	\$30,000

Total cost: \$460,000

Program Requirements

1. Describe your Strategic Staffing Design Year (2022-2023).

- a. Who was part of the Design team from the LEA and EPP?
- b. What data did you use to inform design?
- c. To which model(s) did the LEA and EPP agree? How did they meet your instructional needs?

a. Who was part of the Design team from the LEA and EPP?

LEA - Manor ISD
James Quiram, Director of Human Capital
Michele Rocha, Director of Human Capital
Tamey Williams-Hill, Chief of Human Capital

EPP - Texas State University
Dr. Deirdre Williams, Dr. Maneka Brooks, Dr. Glenna Billingsley,

b. What data did you use to inform design?

Hiring Data used to inform design included:
Average number of teachers hired per year: average of 98 over last 3 years
Certification needs of the district: Manor ISD continues to struggle to recruit and retain highly qualified teachers in the following areas: elementary bilingual, secondary math, secondary science, special education, and dyslexia.
Number of Paraprofessionals Needed per Year: average of 53 over last 3 years
Number of Substitutes Needed per day: 30-40
Tutors Needed per Year: 20-40

Stipends for Roles used to inform design included:
Internal and external comparison of MISD teacher's salary, available stipends and extra duty pay. Additionally, a survey of other districts pay structure and stipends for Residents and Cooperating teachers was conducted.

Manor ISD Data used to inform design included:
Student Race:
Black or African American: 19.9%
White: 6.9%
Hispanic or Latino: 65.7%
Multi-Racial: 3.0%
Asian American: 4.1%

Economically Disadvantaged: 76.7%
ELL: 42.5%
Students with Disabilities: 10.7%

EPP Data used to inform design included:
Number of anticipated residents eligible for paid residency
Residency Schedule at Manor ISD

c. To which model(s) did the LEA and EPP agree? How did they meet your instructional needs?

Substitute Model - Based on the data gathered above, specifically based on the number of vacant teacher positions, the high turnover rate for teachers and educational assistants, and the high demand for substitute teachers.

Program Requirements (Cont.)

2. Describe your Strategic Staffing Implementation Year (2023-2024).

- a. Was the Implementation Year team different than the Design team? If so, why?
- b. What improvements did the LEA and EPP(s) make throughout implementation year to improve the residency experience for residents, host teachers, and principals?
- c. What improvements need to be implemented for the 2024-2025 school year?
- d. What percentage of residents will the LEA hire at the end of this year?

a. Was the Implementation Year team different from the Design team? If so, why?

No, the Implementation Year team was the same as the Design team.

b. What improvements did the LEA and EPP(s) make throughout the implementation year to improve the residency experience for residents, host teachers, and principals?

Several improvements were made to the program, to include:
 An Onboarding/Orientation specifically designed for the residents.
 A "Kick Off" meeting with all principals prior to spring start to explain expectations of the program.
 Development of a companion guide and training for residents, CT's and principals.
 Increased number of scheduled site visits by Manor ISD Human Capital personnel.

c. What improvements need to be implemented for the 2024-2025 school year?

There continues to be a need for improved communication, to include:
 Clear/concise communication with residents earlier on to ensure a smooth transition from winter break into spring as a full time residents.
 Improved communication and follow-through on important planning activities - Governance meetings

d. What percentage of residents will the LEA hire at the end of this year?

100%, if all are interested in being employed by Manor ISD.

Program Requirements (Cont.)

3. Sustainability Assessment - Please answer the following questions with consideration for existing funding at the LEA. Do not use Texas COVID Learning Acceleration Supports (TCLAS) data to answer the questions below.

- a. How many residents will the LEA place for the 2024-2025 school year?
- b. At what amount can the LEA sustain resident stipends? Host teacher stipends?
- c. What sources of funds will the LEA be using for residents? Host teachers?

a. How many residents will the LEA place for the 2024-2025 school year?

20 residents. This will be for 2025 calendar year since Manor is on a Spring/Fall rotation

b. At what amount can the LEA sustain resident stipends? Host teacher stipends?

Residents each receive:

- 1. \$20,000 stipend each year
- 2. \$1,500 travel stipend each year

Cooperating Teachers each receive:

- 1. \$1,500 stipend each year

c. What sources of funds will the LEA be using for residents? Host teachers?

Local funds will be used if no additional funds are received.

Program Requirements (Cont.)

4. Continued Implementation - Please answer the following questions about the implementation of the residency designed for the 2024-2025 school year.

- a. What are the requirements for host teachers to receive their stipend?
- b. Who at the LEA manages the residency program? If this person has other job responsibilities, how do they relate to residency?
- c. What is your governance structure? Who is responsible for setting agendas for those meetings?

a. What are the requirements for host teachers to receive their stipend?
 The requirements are:
 Attend and participate in Cooperating Teacher meetings and professional learning seminars.
 Implement a co-teaching model within a classroom setting.
 Provide support to the teacher candidate in their new role.
 Partner with Texas State University faculty to promote resident learning and growth throughout the residency.
 Engage in regular and ongoing open communication with Texas State University Faculty about the resident's progress.
 Facilitate conversations that challenge and support the teacher candidate.
 Promote the profession and public education through positive and professional communication regarding the field.
 Report progress of teacher candidates through regular surveys.
 Collaborate with University faculty to determine resident progress for midpoint and final evaluations, and participate in formal evaluation meetings.

b. Who at the LEA manages the residency program? If this person has other job responsibilities, how do they relate to residency?
 The Residency program is primarily managed by a Director of Human Capital. They are assisted by the Staffing, Recruiting and Retention Coordinator (currently vacant). The Director coordinates all functions of the program to include recruitment of cooperating teachers, placement of residents, scheduling and leading of district meetings and issue resolution related to the program. The Staffing, Recruiting and Retention Coordinator plans events that involve the residents and conducts check-in site visits.

c. What is your governance structure? Who is responsible for setting agendas for those meetings?
 The governance structure consists of the the following members:

District:
 Superintendent
 Chief of Human Capital
 Human Capital Director (District Residency Coordinator)
 Staffing, Recruiting and Retention Coordinator

Texas State:
 Associate Dean
 Teacher Preparation Department Chair
 Clinical Experience Site Coordinator

Region 13 Texas Strategic Staffing Representative

The agendas are set cooperatively between Manor ISD Human Capital Director (District Residency Coordinator) and Texas State University (TX State Site Coordinator).

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