



Texas Education Agency
Request for Application to Participate in the Texas High
Performance Schools Consortium
Statutory Authority: Texas Education Code §7.0561

Instructions

1. Applicants are required to submit a completed application by 5:00 p.m. on Friday June 29, 2012. A completed application includes the following components:
 - One complete hard copy of the application, including:
 - Part 1 with an original signature,
 - Parts 2 and 3,
 - Required attachments
 - Executive Summary,
 - Program Narrative,
 - Additional Campus Demographic Tables (if necessary),
 - Commitment Letter (Program Guidelines, Appendix 2) with appropriate original signatures, and
 - Proof of Financial Stability.
 - An electronic copy of the complete application in Word or PDF submitted on a CD or unencrypted USB drive.
 - Application fee.
2. Send only the components outlined above. Do not send copies of the program guidelines or any supplemental material.
3. DO NOT use staples, binders, or sheet protectors on the application.
4. Ensure that all required attachments are included with the application.
5. This application includes Word forms, including checkboxes. To complete a checkbox:
 - Place your cursor in the space immediately before the checkbox which looks like this:
 - Right click and select Properties to open a dialog box called "Check Box Form Field Options"
 - Under "Default Value" select the option for "Checked" and the box will look like this:
6. This application may require the replication and completion of additional copies of provided schedules. To create additional schedules:
 - Highlight the tables you wish to duplicate and copy the text (CTRL + C);
 - Create a new Word document (CTRL + N); and
 - Paste the tables into the new document (CTRL + V).

Repeat the process as needed.

Submission

Submit the completed application to:

Texas High Performance Schools Consortium Manager
TEA, Federal and State Education Policy
1701 North Congress Ave., Ste. 3-121
Austin, TX 78701

Address questions to the Texas High Performance Schools Consortium Manager at 512.936.6060.

**Texas High Performance Schools Consortium
Part 1 – District Information**

1.1. Applicant District Name				County District Number (6 digits)	
District Mailing Address Line – 1	District Mailing Address Line – 2	City	State	Zip Code	
1.2. Education Service Center Region			1.3. County Name		
1.4. Person Completing this Application					
First Name	Initial	Last Name	Title		
Telephone	Fax	Email			
1.5. District Consortium Coordinator					
First Name	Initial	Last Name	Title		
Telephone	Fax	Email			
1.6. Superintendent					
Typed First Name	Initial	Last Name	Title		
Telephone	Fax	Email	Signature (blue ink preferred)		
Only the legally responsible party may sign this application.					

1. The application must be received by 5:00 p.m., Friday, June 29, 2012 and should include:
 - One complete hard copy, including the superintendent’s original signature on Part 1 and all appropriate original signatures on the completed Commitment Letter.
 - Electronic copy of all necessary forms in Word or PDF on a CD or unencrypted USB drive.
 - Application fee.
2. Send only Parts 1-3 of the application and required attachments. **DO NOT** send Pages 1 through 6 of the Program Guidelines.
3. **DO NOT** use staples, binders, or sheet protectors on the application. Applicants may use paper clips, binder clips, rubber bands, or folders.
5. Ensure that all required attachments are included with the application.

Part 3 – Program Action Plan

3.1. Program Narrative

The Program Narrative introduces the applicant district to the reader, presents a plan for how the district will meet requirements, and highlights why the district is uniquely suited to participate in the Consortium. Narrative components are outlined in the Program Guidelines.

In a separate document, please include a narrative (not to exceed 30 double-spaced pages) that provides details about the district’s plan to participate in the Consortium. Indicate the page number in the narrative in which each required component is addressed in the chart below.

Part 3.1 - Program Narrative Components	
Required Program Narrative Components	Page in plan where topic is referenced
Describe the applicant’s past or current experience addressing the four Consortium principles: digital learning, learning standards, multiple assessments, and local control.	
Describe the applicant’s future plans to address the four Consortium principles of digital learning, learning standards, multiple assessments, and local control.	
Describe the national, statewide, or regional public acknowledgement received by the district or its participating campus(es), from an organization relying on expertise in the field of education, for district-wide or campus-wide excellence in academic performance or innovative practices in one of the areas described by the Consortium principles. (Failure to address this requirement will disqualify the applicant.)	
Describe the applicant’s experience in collaborating with other districts and/or the state in designing and implementing innovative initiatives.	
Describe any assessment(s) currently used or planned to be used in the district or recommended to the Consortium to measure the quality of learning, including evidence of the accuracy of such assessment(s), as well as the methodology and metrics employed.	
Describe 2-3 recommendations for consideration by the Consortium for innovation in each of the following areas: (1) next-generation learning standards, (2) assessments, and (3) accountability systems (6-9 total recommendations), including an explanation of how these recommendations are research-based and reflect effective practices.	
Describe the curricular goals that the applicant is recommending the Consortium consider for inclusion in its legislative proposal.	
Describe any waiver(s) for a prohibition, requirement, or restriction that the applicant is recommending the Consortium consider for inclusion in the legislative proposal.	

Provide the names, titles, and qualifications of the Consortium coordinator and other key staff to be involved with participation in the Consortium.	
Describe how stakeholders (i.e. parents, students, and community members) have been and will be involved with the planning and implementation of the project.	
Describe how resources will be provided to support teachers in improving student learning and further the work of the Consortium, including release time, training, and extra-duty pay.	
Describe plans to seek gifts, grants, or donations from any sources, including private or government entity to enhance the work of the district's participation in the Consortium.	

3.2. Required Attachments

Executive Summary

The Executive Summary provides an overview of your proposed project. It is limited to one (1) single-spaced page.

Program Narrative

Program Narrative requirements are outlined in the Program Guidelines on pages 3 and 4. The narrative section is limited to thirty (30) double-spaced pages.

Letter of Commitment (Program Guidelines, Appendix 2)

The Letter of Commitment shows the support of the superintendent, board of trustees, and campus principals for the district's approach to Consortium participation, as well as the district's willingness to comply with the requirements placed on participants. The template included in Appendix 2 should be transferred to district letterhead, completed, and signed by appropriate administrators and officials. An original hard copy of the letter must accompany the application and a scanned electronic copy of the signed letter must accompany the electronic version of the application.

Proof of Compliance with TEA Audit Requirements

Participating public school districts and open-enrollment charter schools must be in compliance with submitting the required annual audit for the immediate prior fiscal year to TEA, and the audit must be determined by TEA to be in compliance with the applicable audit standards. To show financial stability, all applicants must submit along with the application indicators of financial stability, including, but not limited to, the following:

- Most recent (i.e. within the last two years) audit report, including a statement of financial position, statement of activities (income statement), statement of cash flows, and note disclosures; and
- Independent auditor's opinion (standards report).

Please see the TEA Financial Accountability System Resource Guide for additional information.