

Local Education Agency (LEA) Assurances: Strong Foundations Math and Literacy Framework Development Grant, Fall 2022

Please confirm that your school system commits to meeting the Strong Foundations Math and Literacy Framework Development Grant 2022-23 participant assurances. Your LEA commits to meeting all assurances and submitting all requested artifacts and deliverables listed below. The timing outlined below is recommended for LEAs engaging in supports to put their new framework into action for school year 2023-24. LEAs *may* choose a longer timeline depending on their local context. TEA will have a waiver process for districts requesting an extended timeline.

Approval Assurances		Evidence	Submission Timing
1A	Approval by superintendent or CAO (or equivalent leader) to participate in the Strong Foundations Math and Literacy Framework Development Grant.	Grant assurances signed by superintendent or the CAO (or equivalent leader)	June-August 2022 (at time of applications submission)
1B	Appointment of a primary point of contact and LEA lead for all grant related activities. The LEA lead will be responsible for ensuring all assurances are met below for the LEA, coordinates with selected approved vendor on a regular basis, attends any check-ins or webinars hosted by TEA, and communicates with TEA should the primary point of contact leave the LEA during the grant period.	Grant assurances signed with primary point of contact identified on the grant application	June-August 2022 (at time of applications submission)
LEA Assurances		Evidence	Submission Timing
Leadership Assurances			
2A	<p>LEAs are required to contract with a technical assistance provider on the Strong Foundations Approved Provider list. All approved providers will be required to complete and master a set of training on current research aligned to math and literacy, including TEKS alignment, prior to engaging directly with LEAs. This provider at the minimum must provide the LEA with technical assistance to 1) design a collective learning scope and sequence aligned to research, 2) support delivery and facilitation of collective learning, and 3) support the LEA in developing a math and/or literacy framework aligned to research, 4) review the LEA's final plan to provide input on alignment to research 5) develop a brief case study on the start to finish process the LEA took to develop the framework.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • LEA agrees to contract with an approved provider • LEA agrees to partner with an approved provider on minimum technical assistance requirements outlined above • LEA agrees to spend a minimum of 70% of grant award funds on technical assistance unless TEA approves an alternative percentage through a waiver process 	Executed contract sent to TEA	August – September 2022**
2B	<p>For a math or literacy framework to be effectively adopted and implemented throughout the LEA, it needs the support of district leadership. Given this, select district leaders are required to 1) participate in the collective learning series and 2) sign off on the framework development and adoption process, 3) sign off on the final LEA math and/or literacy framework.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • Superintendent or CAO (or equivalent role) agrees to participate in collective learning series 	<ul style="list-style-type: none"> • Grant application signed by Superintendent or CAO • Signed professional learning (PL) plan by Superintendent or CAO (see assurance below) • Signed math and/or literacy framework by Superintendent or CAO 	June 2022-January 2023

	<ul style="list-style-type: none"> • Superintendent or CAO (or equivalent role) approves math and/or literacy development and framework adoption and implementation process • Superintendent or CAO signs-off on final district math and/or literacy instructional framework 		
2C	<p>To support LEAs learning from each other and navigating challenges in the framework development process, the superintendent or CAO and district lead will participate in regular Communities of Practice (CoP) with similar districts or charters. These CoPs will be held virtually and facilitated through TEA.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • LEA lead and superintendent or CAO (or equivalent role) agree to participate in monthly Communities of Practice (CoP) with similar LEAs during school year 2022-23 	CoP attendance and exit ticket submission (x8, beginning in September)	September 2022- May 2023
Framework Development Assurances			
LEA Step 1: Create a Roadmap			
3A	<p>To support LEAs in planning for developing a math and/or literacy framework, LEAs must complete a roadmap. A roadmap will serve as the guiding tool for the instructional framework creation and beyond. This roadmap outlines milestones, goal completion dates, stakeholders involved, build out of a committee, decision making protocols, the process taken within each milestone, and any logistics or tasks associated with that milestone. Approved providers will support LEAs in the creation and customization of this roadmap.</p> <p>As part of the roadmap creation, LEAs are required to create a committee representative of the LEA to go through the collective learning series and give feedback on the framework. Committee members should include district leaders (including the superintendent and academic cabinet members), district instructional leaders (e.g., curriculum directors, principal supervisors), campus leaders, instructional coaches, and teachers.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • LEA agrees to work alongside their selected approved provider and complete the roadmap template that accurately displays the district’s key milestones in the framework development process • LEA agrees to create a comprehensive committee that is representative of the district for math and/or literacy 	Submission of roadmap in template created in coordination with TA provider	September-October 2022
LEA Step 2: Build a Communications Plan			
4A	<p>To support the communication and implementation of the framework development process and finalized framework, LEAs will create a robust communications plan. This plan must determine larger stakeholder groups throughout the school system and community and develop customized communications plans for each identified stakeholder group. This plan will also incorporate a communication plan for the selected committee throughout the process to ensure a closed feedback loop and that all committee members are kept up to date on the framework development process.</p>	Submission of a communications plan in a template created in coordination with approved provider	September-October 2022

	<p>Official Assurances:</p> <ul style="list-style-type: none"> LEA agrees to creating a robust communications plan in coordination with the selected approved provider that contains all key criteria identified by TEA and listed above 		
LEA Step 3: Collective Learning Series			
5A	<p>To support the creation of a research-based math or literacy framework, all selected committee members will participate in a collective learning series on the research of how students learn in math and/or literacy. This collective learning series will be developed and facilitated by the LEAs selected approved provider. All committee members, including the district or charter Superintendent or CAO (or equivalent role) should be active learners at all sessions held.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> LEAs work alongside their selected approved provider to plan and execute a robust collective learning series on the research of how students learn in math and/or literacy LEA agrees committee members will attend collective learning series 	<p>Submission of a professional learning (PL) plan for the committee created by the TA provider, exit ticket analysis from collective learning series, and committee member attendance submitted to the TA provider analysis</p>	<ul style="list-style-type: none"> PL plan – September 2022 One-pager on exit ticket analysis, attendance, and Collective Learning Series takeaways from the committee – November 2022
LEA Step 4: Develop LEA Math and/or Literacy Framework			
6A	<p>After completing the collective learning series with the LEAs committee, the committee will begin to draft the math and/or literacy instructional framework. LEAs should plan for the framework to go through multiple iterations and be agreed upon before creating a final framework. The final framework should be reflective of current research, be specific to the LEAs local context, and have sign off from the Superintendent or CAO (or equivalent role). TEA will provide exemplars and key criteria for instructional frameworks that LEAs can customize alongside their selected approved vendor.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> The LEA agrees to creating a finalized math and/or literacy framework that is reflective of the current research on how students learn, is actionable, and contains the key criteria outlined by TEA 	<ul style="list-style-type: none"> Creation of completed framework reflective of the current research on how students learn and contains key criteria outlined by TEA Final framework draft submitted to TEA for review and recommendations Final framework completed, signed off on by the Superintendent or CAO (or equivalent role), submitted to TEA, and communicated out to the LEA 	<p>December 2022-January 2023</p>
LEA Step 5: Implement Framework			
7A	<p>After completing and finalizing the math and/or literacy framework, LEAs will develop an implementation plan to support putting the new framework into action and beginning to identify priority areas needing alignment to the framework (instructional materials, assessment strategy in preparation for STAAR Redesign, or instructional changes related to trainings, coaching, and observing teachers).</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> The LEA agrees to create and submit an implementation plan in coordination with their selected approved provider that identifies implementation priorities 	<p>Submission of a one-page memo summarizing implementation priorities</p>	<p>February 2023</p>
General Assurances			

8A	<p>To support continuous improvement for the LEA and TEA, approved providers will be responsible for building out a case study reflecting on the start-to-finish framework development process taken by the LEA in a narrative format. This case study should be a brief, organized document that highlights successes, challenges, and processes the district or charter took in developing a math and/or literacy framework.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • The LEA agrees to a case-study being developed that outlines the LEA’s process of creating a framework from start to finish and plan for implementation • The LEA agrees to providing the approved provider the information needed to complete a high-quality case study 	Submission of completed case study created in coordination with approved provider	January-March 2023
8B	<p>In order to continuously improve the grant program, TEA will send out quarterly surveys to LEAs to distribute to their committees. The survey will contain questions on overall satisfaction with the selected approved provider, trainings and exemplars provided by TEA, and other relevant topics.</p> <p>Official Assurances:</p> <ul style="list-style-type: none"> • The LEA agrees to submission of feedback surveys from TEA to district leadership and the district committee on a quarterly basis 	Survey submission (x4)	August 2022 – January 2023
8C	<p>Official Assurances:</p> <ul style="list-style-type: none"> • The LEA agrees to participating in an end-of-grant focus group upon request. TEA may reach out to request participation of committee members and/or LEA leadership 	Focus group attendance (x1)	January-February 2023

*The TEA Strong Foundations Approved Provider List for this grant will be published in August 2022

**LEAs can submit a Request for Noncompetitive Procurement through the [EDGAR Forms WorkApp System](#)