MPA Approved Provider Overview

Mentor Program Allotment Approved Provider Overview

Organizations interested in providing mentor and induction training to districts in accordance with the Mentor Program Allotment (MPA) must follow the application and approval process outlined in this document. Please reach out to mpa@tea.texas.gov with questions.

MPA Background

We encourage all applicants to review the following information prior to beginning an application.

- Texas Education Code, §48.114 and §21.458
- Texas Administrative Code, §153.1011 (posted on June 21, 2020)
- All applicant materials and other pertinent information posted to tea.texas.gov/MPA

Application Directions

Please follow the steps below to complete an MPA Approved Provider Application. All documents can be found on the MPA website. Steps for completing an application:

(1) Read this document and the Scoring Guide.
(2) Download, complete, and save all application attachments to your computer.
(3) Upload all completed attachments to Qualtrics.

Attachment	Title	File Type	Required
A	Application Form	Word	Required
D	Scope & Sequence of Training Program	Word	Required
F.1	Program History & Evidence of Impact	Excel	Required
F.2	Program History & Evidence of Impact (Additional Information)	Word	Optional
G	Fidelity of Implementation Tool	Word	Optional

Application Process & Timeline

Dates	Event
June 15 – July 24, 2020	MPA approved provider application window
June 15 – June 30, 2020	Applicant questions collected via mpa@tea.texas.gov
July 6, 2020	Frequently Asked Question (FAQ) responses posted to MPA website
Late August 2020	Notifications sent to applicants
Late August 2020	Approved providers submit additional information to post to MPA website
September 2020	Approved provider list posted to MPA website
Fall 2020	Cycle 2 MPA district application window opens

Application Window

Applications are due by 5:00 p.m. on July 24, 2020 via Qualtrics.

FAQs

To ensure consistent communication to the field, we will collect questions regarding the application process and post responses to the MPA website midway through the application window. If you have questions for our team, please submit those to mpa@tea.texas.gov by June 30, 2020.

Mentor and Induction Training Programs

Consistent with TEC, §21.458(b), to serve as a mentor, a teacher must complete a research-based mentor and induction training program approved by the commissioner. Starting in the fall of 2020, commissioner approval of mentor and induction training programs may occur in one of two ways: (1) through the MPA district application process if the training was district-created or (2) through the MPA Approved Provider Application process. Please see the FAQs on MPA Applications for more information.

In September 2020, TEA will publish the list of MPA Approved Providers that districts may consult. See the MPA District Application Process section of this document for more information.

MPA Approved Provider Service Types

All applicants are required to offer mentor and induction training and may apply for other service types.

Training	Training + Implementation & Coaching Support	Training + Training of Trainers
Option A *Required Service*	*Option B* *Optional Service*	*Option C* *Optional Service*
The provider's training: • Is research-based • Covers the training topics and best practices listed on page 3 of this document • Occurs at least once before the school year starts and, at minimum, once per semester • Does not require travel	In addition to training, the provider offers: • Implementation support – following the training, the provider observes the district mentor program in action and provides tailored support based on progress • One-on-one mentor coaching – the provider observes and coaches mentor teachers on implementing best mentorship practices from the training	In addition to training, the provider offers: • A transfer of all training materials to be used independently by the district (e.g., trainer manuals, participant handouts) and • A Training of Trainer model to be used by the district in subsequent years

Other Considerations

MPA Spending: Districts may spend their allotment on (1) mentoring support through providers of mentor training, (2) mentor stipends, and (3) scheduled release time for mentoring activities. See the MPA Guidelines for information related to district funding.

District-Provider Matching: TEA will post the approved provider list to the MPA website. Districts or providers may reach out to one another directly; TEA will not be involved in making these connections.

Approved Provider Fees: Approved providers will establish fees for services and communicate this directly to districts.

Procurement Processes: LEAs are expected to follow their local procurement policies when contracting with an approved provider.
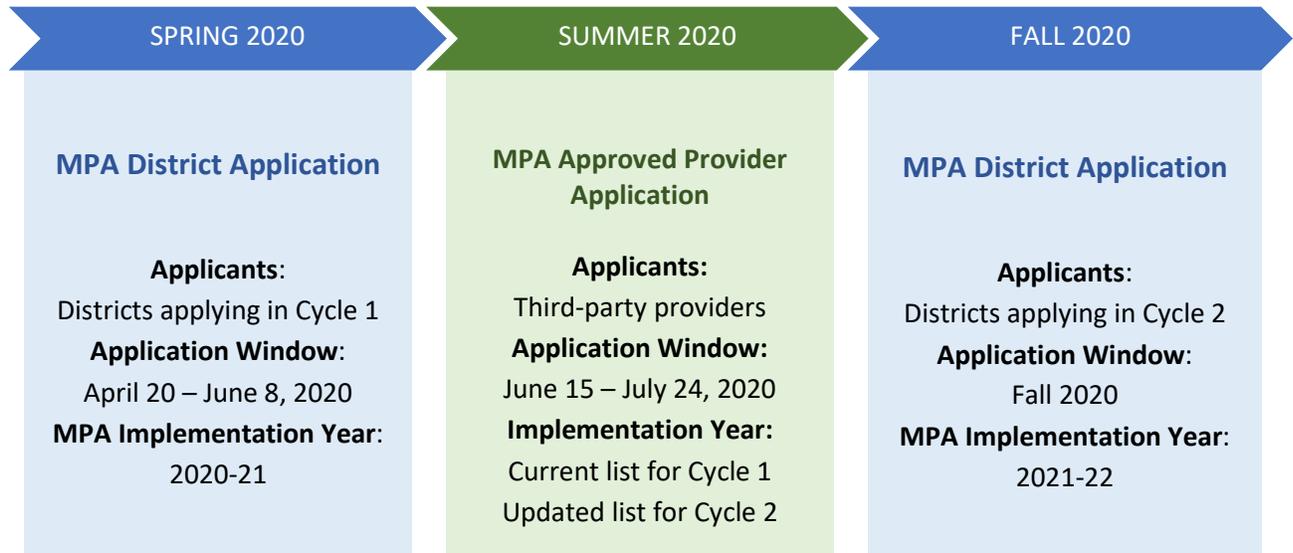
Content of the Mentor & Induction Training Program

Applicants are asked to submit a sample scope and sequence of the mentor and induction training program, which must include the following five topics and demonstrate explicit alignment to the best mentorship practices listed.

Training Topics	Best Mentorship Practices
1. **Effective Mentoring Partnerships**	Develop a trusting and caring relationship with beginning teachers (BTs).
	Communicate effectively with BTs and use mentoring and coaching language.
	Apply tenets of adult learning theory in interactions with BTs.
	Meet frequently with BTs and use mentoring time effectively and efficiently.
	Engage in conversations with BTs around diversity, equity, and culturally responsive teaching.
	Understand the typical BT experience and tailor support to meet their needs.
2. **Coaching Cycles**	Conduct effective instructional coaching cycles with BTs.
	Appropriately differentiate coaching for BTs.
3. **Data-Driven Instruction**	Build BT skills related to effective teacher-family partnerships and coach BTs on how to conduct conferences with family members.
	Support BTs' use of appropriate formative and summative assessments.
	Build BT skills related to analyzing student work and achievement data, and support BTs in the development of reteach plans.
	Use data to support BTs in setting professional goals.
4. **Lesson Planning**	Support BTs in developing or preparing lessons that are TEKS-aligned, culturally responsive, differentiated, and use research-based techniques.
5. **Learning Environment**	Support BTs to create a welcoming, safe, and inclusive learning environment for all students.
	Support BTs in using culturally responsive teaching techniques.
	Build BT capacity in developing and implementing classroom routines and procedures that maximize instructional time.
	Build BT capacity to manage student behavior by implementing an effective behavior system.

FAQs on MPA Applications

SPRING 2020	SUMMER 2020	FALL 2020
MPA District Application **Applicants**: Districts applying in Cycle 1 **Application Window**: April 20 – June 8, 2020 **MPA Implementation Year**: 2020-21	**MPA Approved Provider Application** **Applicants:** Third-party providers **Application Window:** June 15 – July 24, 2020 **Implementation Year:** Current list for Cycle 1 Updated list for Cycle 2	**MPA District Application** **Applicants**: Districts applying in Cycle 2 **Application Window**: Fall 2020 **MPA Implementation Year**: 2021-22

	Districts Applying in Cycle 1	Districts Applying in Cycle 2
MPA implementation year	2020-21	2021-22
District application window	April 20, 2020 – June 8, 2020	Fall 2020
District notification of approval	Early July 2020	January 2021 (tentative date)
Can a district seek commissioner approval for its own **district-created** mentor and induction training program?	Yes. The commissioner will approve district-created mentor and induction training programs on a case-by-case basis through the annual MPA district application process. Districts that have created their own mentor and induction training program are encouraged to apply.	Yes. The commissioner will approve district-created mentor and induction training programs on a case-by-case basis through the annual MPA district application process. Districts that have created their own mentor and induction training program are encouraged to apply.
Is there a list of **approved providers** for mentor and induction training programs districts can use if they do not have one that is district-created?	Yes. MPA Approved Providers are: • New Teacher Center (NTC) • National Institute for Excellence in Teaching (NIET)	Yes. MPA Approved Providers are: • New Teacher Center (NTC) • National Institute for Excellence in Teaching (NIET) TEA will add any new approved providers to the list by early September 2020. Districts applying in Cycle 2 may consult the updated list.
Our district would like to use a **third-party provider** (e.g., ESC,	Yes.	No.

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	Districts Applying in Cycle 1	Districts Applying in Cycle 2
IHE, or other organization) to deliver our mentor and induction training, but they are not on the commissioner-approved list. Is it possible to include a third-party provider that is not on the approved provider list in our district application?	Districts applying in Cycle 1 may include third-party providers that are not on the approved provider list in their application. If third-party providers would like to be included on the approved provider list for future years, they must submit an approved provider application. TEA will post more information regarding this process to the MPA website by June 15, 2020.	Starting with Cycle 2, districts have two options for delivering a commissioner-approved mentor and induction training program. Option 1: Use a district-created training program that will be reviewed on a case-by-case basis through the annual MPA district application. Option 2: Use a training program created by an organization on the MPA approved provider list.
If our district application is approved and we are using a third-party provider that is not NTC or NIET, will that provider be automatically added to the approved provider list?	No. See the previous row for more information.	Not applicable; beginning with Cycle 2, TEA will only consider district applications using a mentor and induction training program created by either the district or an approved provider.

MPA District Application Process

To qualify for MPA funds, all districts must submit an MPA application. Starting in the fall of 2020, districts will complete either District Application Form 1 or 2.

MPA District Application Form 1	MPA District Application Form 2
Districts using a district-created mentor and induction training program and seeking commissioner approval will use Application Form 1.	Districts using an MPA Approved Provider for their mentor and induction training will use Application Form 2.

If a district chooses to use an MPA Approved Provider, they must still meet the other requirements of the application to be eligible for MPA funding.

Possible MPA District Application Sections	Included in Application Form 1?	Included in Application Form 2?
A. General District Information	Yes	Yes
B. Mentor Selection & Assignment	Yes	Yes
C. Release Time or Reduced Teaching Load	Yes	Yes
D. Mentor & Induction Training Program	Yes. Districts will *describe in detail* the district-created training program and include a scope and sequence for review.	Yes. Districts will *list* the MPA Approved Provider and include its scope and sequence.
E. Assurances	Yes	Yes