New York State Education Department Request for Proposals:

Graduate-Level Clinically-Rich Principal Preparation Pilot Program

Webinar

October 31, 2011

2:00-4:00 P.M.

Agenda for Bidder's Conference

- Introductions
- Purpose of the RFP
- Mandatory Requirements
- Requirements program Elements
- Funding Requirements
- Timeline
- Questions

Introductions

- SED Staff:
    - Allison Armour-Garb: Executive Director, Office of Teaching Initiatives
    - Monica Young: Project Coordinator, Teacher and Leader Effectiveness (TLE) Group
    - Amy Cox: (Moderator) Project Assistant, TLE Group
    - Elena Bruno: (Moderator) Project Coordinator, TLE Group
    - Kathleen Egan: (Moderator) Associate in Higher Education
    - Lynn Caruso: Contract Management Specialist

- Regents Research Fund Fellows:
    - Amy McIntosh: Senior Fellow
    - Joshua Marland: Fellow

Graduate-Level Clinically-Rich Principal Preparation Pilot Programs

- Innovative
- Clinically-rich
- Partnerships
- High-need schools
- Serving students who are underserved and/or underprepared, like those living in poverty, those with special needs, or those who are learning English as a second language

- Grants resulting from this RFP will be for a term beginning March 15, 2012 and ending on or before August 23, 2014.

Goals of the RFP

- To prepare SBL candidates who have a **demonstrated track record of success teaching high-need student populations** and are **committed to careers as school leaders serving these students**.
- To place SBL candidates in **year-long, full-time intensive clinical experiences** with principals who have track records of success leading schools, particularly those with secondary grades, that have high-need populations.
- To provide coursework and rich opportunities for SBL candidates to **reflect on** their experiences together as a cohort and subsequently **build on** these experiences in order to reinforce skill development and readiness for full-time leadership roles.

Eligible Applicants for this RFP

Per Section V (see pg. 3 for definition):

- Must be not-for-profit
- May be:
  - Institutions of higher education
  - Systems of institutions of higher education
  - Education corporations
  - Corporations or LLCs with an educational purpose
  - Cultural institutions
  - Libraries
  - Research centers
  - Charter-management organizations

Eligible Partnerships for this RFP

Per Section VI (see pgs. 5-6 for details):

- Must be not-for-profit
- Must include a partnership with **the applicant and** at least one LEA*
- May include:
  - One LEA that agrees to both mentor candidates during the program and place candidates after the program
  - One LEA that agrees to mentor candidates during the program **and** one LEA that agrees to place candidates after the program
  - One LEA **and** an organization that specializes in supporting English language learners or students with disabilities
  - Charter-management organization
  - One LEA and an organization that provides training to support the Regents Reform Agenda (e.g. data driven instruction)

*Charter-management organizations may apply as an entity but must name the school(s) involved in the project

Mandatory Requirements

Proposals must address the following in order to be reviewed:

- **Signed MOA(s)** that define roles of partners included for each partnership (see Attachment B pgs. 44-45)

- **Signed Assurance of Joint Commitment** that certifies that mentor schools participating in the grant will evaluate educators in accordance with §3012-c for the 2012-13 school year (see Attachment C pg. 46) [not needed for Charter schools]

  – *LEA(s) included in the application must implement teacher and principal evaluation in the mentor school(s) in compliance with §3012-c in 2012-13. Charter school LEAs must provide assurance that they have implemented a teacher and principal evaluation system that is rigorous, uses student growth data, and aligns with NYSED's four rating categories to the best of their ability.*

- **Participating School/LEA data sheet** (see Attachment D pgs. 47-48)

- **Signed Statement of Assurances** (see Attachment E pgs. 49-50)

- **Program Registration** package included (see http://usny.nysed.gov/rttt/rfp/gt-02/home.html)

Required Program Elements

- Program must meet the following requirements:
  - Recommend SBL candidates for an initial SBL certificate
  - Lead to an awarding of a Master's Degree or Certificate of Advanced Study
  - Prepare SBL candidates for service as a principal or AP in a high-need school in NYS
  - Be registerable as a Graduate-Level Clinically-Rich Principal Preparation Pilot Program with NYSED's Office of College and University Evaluation (OCUE)

Required Program Elements (continued)

Minimum qualifications of SBL Candidates:

- **Baccalaureate or graduate degree with at least a 3.0 cumulative grade point average** or its equivalent, in the program leading to the baccalaureate or graduate degree

- **Permanent or professional certificate** in a classroom teaching service or pupil personnel service

- **Three years of experience in the classroom teaching service** and/or pupil personnel service prior to participation in the pilot program; and

- **Written commitment to be a school building leader for at least four years in a New York State low-performing high-need school after completion of this program.**

Required Program Elements (continued)

- Maximum cohort of 8; maximum candidate number of 16 over the two-year grant
- Full-time clinical experience for at least one school year
- Program could be longer than one school year but must be completed by 2014

Reporting Requirements:
- Applicants must submit and interim report by 8/1/13 and a final report (covering entire project period) by 8/23/14
- Applicants agree to participate in any research-based evaluation conducted by NYSED or an external party authorized by NYSED

Proposal Scoring & Point Distribution

100 points total

- Programmatic Narrative (25 page maximum)
    - Scored out of 60 points by the Blue Ribbon Commission

- Board of Regents Narrative (10 page maximum)
    - Scored out of 20 points by members of the Board of Regents

- Budget and Budget Narrative (2 page maximum)
    - Scored out of 20 points by the Program Office

Programmatic Narrative Requirements (pgs. 9-11)

Core Program Design for SBL Candidates (30 points)
- Criteria for recruitment and selection of SBL candidates
- Program alignment to ISLLC 2008 standards and Board of Regents priorities, and delivery of curriculum
- Innovative, research-based program
- Use of performance assessments for candidate skill development
- Clinical experience design including details about the roles and responsibilities of SBL candidates

Core Program Design for Principal Mentors (15 points)
- Criteria for recruitment and selection of principal mentors
- Criteria for selection of mentor schools (include Attachment D)
- Principal mentor training
- Principal mentor support

Programmatic Narrative Requirements (pgs. 9-11)

- Organizational Capacity of Providers (12 points)
  - Collaboration between program providers and partnering LEAs for program development
  - Partner capacity to support SBL candidates and principal mentors during clinical experience
  - Demonstrated track record of impact on student outcomes

- Program Evaluation (3 points)

Board of Regents Narrative Requirements (pgs. 11-12)

- **Regents Reform Agenda and Innovation (6 points)**
  - Alignment with Regents Reform Agenda, particularly
    - Common Core State Learning Standards
    - Using Data
    - Teacher Evaluation
  - Innovation based on research-based approaches
- **Serving High-Need Communities (8 points)**
  - Prepare candidates to work in low-performing high-need school
  - Emphasis on preparation in secondary grades or schools
  - Description of current relationship(s) with high-need schools
- **Sustainability (6 points)**
  - Building of institutional capacity
  - Responsibility for costs related to program and potential funding sources that could support the program to continue after the pilot

Details about selection of "Mentor Schools"

- SBL candidates must be mentored by a principal-mentor in an "achieving high-need school"

- <u>Some mentor schools MUST be identified by applicant in the proposal, and criteria and timing for selection of any remaining mentor schools must be specified</u>

  - *Applicants may not earn the full points available for this section if ALL mentor schools to be used in the first year are not named in the application*

- Mentor schools do not have to be in improvement status, but must be **achieving** high-need, as determined by the applicant and justified in Attachment D (pgs 47-48).

- LEAs **must commit to implementing §3012-c in mentor schools in school year 2012-13** (or if a charter school: provide assurance of a rigorous evaluation system that uses student growth data and aligns with NYSED's four performance categories)

Details about selection of "Placement Schools/LEAs"

- Partner LEAs must commit to placing successful program completers in low-performing high-need schools
  - Applicant is not required to name placement schools at time of application, but must identify where SBL candidates were placed during annual reporting to NYSED
    - *Applicants will <u>NOT</u> lose points in scoring process if placement schools are not named*
  - Placement LEA and Mentor LEA may be different
  - Programs may lose up to 20% of per candidate funds for unplaced candidates if they fail to place 75% of successful program completers

Budget Narrative Requirements (pg. 14)

- Description of how the proposed expenditures will be used to support the project activities and contribute to program goals.
- Costs must be reasonable and necessary to support the project activities and goals.
- Costs must be justified and include the basis of calculation.
- Number of SBL candidates enrolled per year must be identified in the budget narrative.
- Description of any institutional and/or other source contributions.

Budget Narrative Requirements (pg. 14)

- FS-10: Proposed Budget for a Federal or State Project—FOR EACH REGION WHERE FUNDING IS BEING REQUESTED (http://www.oms.nysed.gov/cafe/forms/)

- Funding Source Attachment (Attachment F pg. 51)—FOR EACH REGION WHERE FUNDING IS BEING REQUESTED

- Budget Summary (Attachment G pg. 52) covers expenses for the entire region—1 Budget Summary covers all regions where funding is being requested

Funding Elements

- Funding available for two years
- Regional funding available (List of counties in each region is on page 53)
- Up to $60,000 per SBL candidate;
  - Up to $20,000 per SBL candidate for tuition reimbursement
  - Costs could also include stipends for SBL candidates and principal-mentors and program development
- Up to $960,000 per applicant
  - Could be across multiple regions
    - Separate budgets for each region must be included

Method for Determining Awards

- All applications receiving the minimum of 75 points will be ranked within their region
  - Region is based upon the location of the LEA's schools that will place the program-completers
- Awards will be made to the highest ranked applications in each region until funds for the region are not sufficient to grant a complete award
- At the point when complete awards are not possible from the funds remaining in any of the regions, the funding will be combined into a statewide pool and will be distributed beginning with the highest ranked proposal across all regions that has not yet received funding.

Method for Determining Awards (cont'd)

- Applicants may apply for funds from more than one region, with a total cumulative pilot program award amount not to exceed $960,000 per applicant.

- Applicant MUST identify the region(s) for which they are applying on the **Proposal Cover Page** (Attachment A pg. 42)
  - One proposal may cover multiple regions
  - Applicants must list the costs for each region separately

- Applicants do not have to be located in the same region as the placement LEA(s), mentor school(s), or other entities with which they will partner.

- Available funds for each region are based on the number of schools identified as in need of improvement under NCLB in that region as a proportion of all SINI schools across the state.

Regional Funding Allocation

	% of SINIs	Funding Available
Queens/Staten Island	9.9%	$ 985,950
Brooklyn	15.1%	$ 1,500,674
Manhattan	8.9%	$ 884,455
Bronx	15.9%	$ 1,580,420
New York City Total	49.9%	$ 4,951,500
Buffalo Region	6.8%	$ 674,216
Syracuse Region & North Country	8.8%	$ 877,206
Rochester Region & Southern Tier	9.4%	$ 935,203
Capital Region	6.1%	$ 608,969
Yonkers Region	10.9%	$ 1,080,196
Long Island	8.0%	$ 790,210
Rest of State	50.1%	$ 4,966,000
Total		$ 9,917,500

List of Counties by Region (Appendix 1)

Buffalo Region

- Orleans
- Niagara
- Genesee
- Wyoming
- Erie
- Allegany
- Cattaraugus
- Chautauqua

Long Island

- Nassau
- Suffolk

Capital Region

- Saratoga
- Schenectady
- Fulton
- Montgomery
- Albany
- Rensselaer
- Columbia
- Greene
- Otsego
- Delaware
- Washington
- Warren
- Schoharie

New York City

- Brooklyn
- Bronx
- Manhattan
- Queens/Staten Island

Yonkers Region

- Sullivan
- Ulster
- Dutchess
- Orange
- Rockland
- Westchester
- Putnam

Rochester Region & Southern Tier

- Monroe
- Ontario
- Yates
- Wayne
- Livingston
- Steuben
- Seneca
- Chemung
- Tompkins
- Cayuga
- Broome
- Schuyler
- Tioga

Syracuse & North Country

- Onondaga
- Oswego
- Jefferson
- St Lawrence
- Franklin
- Clinton
- Oneida
- Herkimer
- Cortland
- Chenango
- Madison
- Hamilton
- Essex
- Lewis

Timeline for Submission

- October 31, 2011—Webinar

- November 4, 2011—By 4:00 P.M. all questions due to **GradPrinRFP@mail.nysed.gov**

- November 15, 2011—Question and Answer summary posted to **http://usny.nysed.gov/rttt/rfp/gt-02/**

- November 29, 2011—Proposals due by **3:00 P.M.** at NYSED--please review checklist (pg. 13) to ensure all required materials are submitted

Questions

- Only written responses to questions will be considered final—oral answers given during the webinar are not final; official responses will be provided in writing and posted in the Question and Answer document online.

- **Official** responses to all questions posed during the Webinar will be posted to **http://usny.nysed.gov/rttt/rfp/gt-02/** on 11/15/11.

- Any additional questions that are submitted to **GradPrinRFP@mail.nysed.gov** by 11/4/11 at 4:00 P.M. will also be answered and posted.