

PART 4: STANDARD APPLICATION SYSTEM (SAS)

For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by telephone/FAX on _____ of _____ by _____ of TEA.	TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010	_____ Hamlin High School Campus Name _____ 127-903 County District No. _____ Amendment No
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Texas Educator Excellence Grant, Cycle 3

Schedule #4—Program Requirements

Part 1: Grant Program Information

Summary of Program

Purpose and Goals

The purpose of the TEEG, Cycle 3 is to achieve higher levels of student academic performance. The goals of the program are to create a financial incentive system for educators and increase student academic achievement.

Allowable Activities

Part I Funds (Teacher Incentives)

Funds under Part I (no less than 75 percent of the total grant allocation) may be spent as follows:

Teacher Incentives

1. Incentives awarded under this part may be used only for classroom teachers.
2. To the extent practicable, incentives should not be less than \$3,000 or greater than \$10,000 per teacher, unless otherwise justified.
3. **Incentives must only be awarded to teachers that meet Part I criteria one and two.**
4. Incentives may be awarded to teachers that, in addition to meeting program criteria one and two, also meet program criteria three and/or four.
5. Incentives under this part must be distributed to teachers no later than October 15, 2009, however based on the data sources/measures used an extension can be requested and approved on a case by case basis.

Part II Funds (Additional Incentives)

Funds under Part II (no more than 25 percent of the total grant allocation) may be used to grant incentives not funded through local, state, or federal funds. Part II funds can be used for:

Additional Campus Faculty and Staff

1. Incentive payments to campus faculty and staff other than classroom teachers (i.e., principals, assistant principals, teachers not eligible for incentives under classroom teacher definitions including counselors, speech therapists, instructional coaches, teacher's aides, nurses, librarians, members of the custodial staff), and other campus employees who have contributed to improved student achievement. *Note: Additional incentives may not be spent on employees whose primary responsibility is athletic activity supervision or superintendents.*

Classroom Teachers

1. Incentive payments to classroom teachers using the criteria and performance levels established under Part I.

Other Campuses

1. Eligible campuses may choose to extend funding to feeder campuses not assigned accountability ratings (i.e. a K-2 campus).

Professional Development

1. Professional development for classroom teachers that did not qualify for an award under Part I of the campus incentive plan.
2. Reimbursement of funds for professional development activities that improve classroom instruction and student achievement.

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Texas Educator Excellence Grant, Cycle 3

Schedule #4—Program Requirements

Part 1: Grant Program Information (continued)

Summary of Program

Allowable Activities

Signing Bonuses

1. Signing bonuses for classroom teachers new to the campus assigned to teach in subject areas designated by the Commissioner and/or the local school district as high-need.

Mentoring Programs

1. Teacher mentoring programs approved by the Commissioner (Appendix E: Approved Beginning Teacher Induction and Mentoring Program Providers).
2. Mentor teachers on the same campus, and if possible, teaching in the same subject matter, who:
 - have three or more years of teaching experience;
 - have demonstrated a proven record of engaging students and improving student performance; and
 - are trained in mentor programs approved by the Commissioner and the local school district.

New Teacher Induction Programs

1. Activities that support new teacher induction programs.

Common Planning Time and Curriculum Development

1. Activities that support common planning time and curriculum development.

Teacher Stipends

1. Stipends to teachers that:
 - participate in after-school or Saturday programs;
 - are certified in the main subject area in which they teach; and/or
 - hold certain postgraduate degrees (excluding education administration, mid-management, and superintendency certifications).

Other Programs

1. Other programs that contribute directly to improved student achievement.
2. Other programs designed to recruit and retain highly effective teachers.

Other Activities

1. Other activities that create and/or further the goals of incentive systems designed to improve student achievement including extending incentive program.

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B–Program Description: Project Management

Part 1: Component Description Responses are limited to the space provided, front side only, with a font size no smaller than 9 point (Arial or Verdana).

Partnership/Involvement of Classroom Teachers and Others

The Hamlin High School staff met to discuss the TEEG and decided by unanimous vote that the faculty elected Campus Improvement Committee (CIC) should work to continue the program established last year. The Campus Site-based Committee which consists of a broad range of teachers from each subject and grade level collaborated with the entire HS faculty, staff & the district in creating the incentive plan. The committee felt that our program success and improved student performance requires work, not only from the core academic teachers, but from each person employed by our campus. Those who provide nutritious meals, accurate record keeping, maintenance, school cleanliness, TAKS disaggregation, library services, counseling services and others that teach on our campus all ensure that our students are working in the best possible environment with the best possible conditions. The committee presented the plan to all high school faculty and staff members, as well as the district, and it was approved unanimously by all parties.

The HHS faculty met on February 26, 2008 to unanimously approve the recommended incentive plan.

The committee reconvened on October 20, 2008 to make required revisions and adjust the grant to the current staff population.

Management of Grant Activities

The CIC and faculty/staff have been actively involved in creating the incentive program and will continue to be involved in managing grant activities. Our campus is small and we formally meet a minimum of once per month to ensure communication, collaboration, and cooperation. Informal meetings occur more often and are essential to our success. The campus administrator, Trig Overbo, will be the person accountable for the timeline and activities of the grant.

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Texas Educator Excellence Grant, Cycle 3		
Schedule #4B–Program Description: Project Management		
Part 1: Component Description Responses are limited to the space provided, front side only, with a font size no smaller than 9 point (Arial or Verdana).		
Internal Communications, Coordination, and Reporting		
<p>All faculty and staff have access to email so that communication, coordination, and reporting are constant. The lead teacher on the campus along with the principal and superintendent will collect data and reports as needed and required. Our campus incentive plan will be made available for public viewing on the district website.</p>		
Supplement-Not-Supplant		
<p>Hamlin High School will only use grant funds for performance incentive pay. Hamlin ISD currently pays \$1000 above the state base salary scale for teacher salaries. Grant funds will not supplant any allocated salary scale or previous fund.</p>		
Teacher and/or Staff Excluded from Award Plan (If Applicable)		

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B—Program Description: Part I Campus Incentive Plan

<p>Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. Required. (Minimum of 75 percent of total grant allocation).</p>	<p>Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible</p> <p>Unacceptable Data Sources/Measures: SDAA, SDAAI, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible</p>
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This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 9-12	TAKS ACC/ TAKS M	An inclusion teacher may earn the award if 70% of students pass the TAKS ACC AND 70% of students pass the TAKS M for the 2008-2009 school year.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Inclusion (1)				
Grade: 9-11	ELA TAKS	An ELA teacher (vertical ELA team) may earn the award if 70% of students pass the ELA TAKS for the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: ELA (2FT)				
Grade: 9-11	Math TAKS	A math teacher (vertical math team) may earn the award if 70% of students pass the Math TAKS for the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Math (2FT)				

Grade: 9-11	Science TAKS	A science teacher (vertical science team) may earn the award if 70% of students pass the Science TAKS for the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Science (3FT)				
Grade: 9-11	Social Studies TAKS	A social studies teacher (vertical social studies team) may earn the award if 70% of students pass the Social Studies TAKS for the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Social Studies (2FT)				
Grade: 9-12	Local Assessment	A technology teacher may earn the award if 70% of students pass the first testing of the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Technology (1 FT)				
Grade: 9-12	Local Assessment	An AG science teacher may earn the award if 70% of students pass the first testing of the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: AG Science (1 FT)				

Grade: 9-12	Local Assessment	A foreign language teacher may earn the award if 70% of students pass the first testing of the 2008-2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Foreign Language (1 FT)				
Grade: 9-12	Local Assessment	A cons. Science teacher may earn the award if 70% of students pass the first testing of the 2008-2009 school year.	\$500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Cons. Science (1 PT)				
Grade: 9-11	ELA TAKS	A speech teacher may earn the award if 70% of students pass the ELA TAKS for the 2008-2009 school year. *The speech teacher will be teamed with the 9-11 ELA team to incorporate ELA standards and learning objectives with oversight that will take place through collaboration meetings.	\$500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Speech (1 PT)				
Grade: 9-11	Science TAKS	A health teacher may earn the award if 70% of students pass the Science TAKS for the 2008-2009 school year. *The health teacher will be teamed with the 9-11 Science team to incorporate Science standards and learning objectives with oversight that will take place through collaboration meetings.	\$500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Health (1 PT)				
Grade: 9-11	Science TAKS	An Ana & Phy teacher may earn the award if 70% of students pass the Science TAKS for the 2008-2009 school year.	\$500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Ana & Phy (1 PT)				

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B–Program Description: Part I Campus Incentive Plan

<p>Criterion 2: Teacher has a record of collaboration with faculty and staff that contributes to improving overall campus student achievement. Required. (Minimum of 75 percent of total grant allocation).</p>	<p>Acceptable Measures: Participation in campus-based professional development or instructional/curricular planning; team teaching and classroom observation activities; teacher attendance (at academic activities), teacher mentoring, induction, or coaching; collaboration with other teachers on development of lessons; sharing student data with other campus teachers; Others possible</p> <p>Unacceptable Measures: PDAS ratings; Student tutoring; PTA Meetings; student performance measures; teacher daily attendance (to school); student attendance; individual planning time; participation in extracurricular activities not related to improved academic performance; Other possible</p>
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This page may be duplicated as many times as needed to provide all information required for Criterion 2.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
<input checked="" type="checkbox"/> All Full Time Teachers identified under Criterion 1	Sign in sheets from staff development & collaboration meetings	Attend 80% of the faculty meetings during the 2008 – 2009 school year.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input checked="" type="checkbox"/> All Part Time Teachers identified under Criterion 1	Sign in sheets from staff development & collaboration meetings	Attend 80% of the faculty meetings during the 2008 – 2009 school year.	\$500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input type="checkbox"/> Select teacher under Criterion 1				<input type="checkbox"/> Yes <input type="checkbox"/> No
Grade: Subject/Function:				<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Select teacher under Criterion 1				<input type="checkbox"/> Yes <input type="checkbox"/> No
Grade: Subject/Function:				<input type="checkbox"/> Yes <input type="checkbox"/> No

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B–Program Description: Part II Campus Incentive Plan

<p>Part II Additional Incentives to Campus Faculty and Staff <i>(Maximum 25 percent of total grant allocation).</i></p>	<p>Potential Staff Positions: Classroom Teachers not included in Part I, Counselors, Principals, Assistant Principals, Speech Therapists, Instructional Coaches, Teacher Aides, Nurses, Librarians, Custodial Staff, Cafeteria Workers, and other campus personnel who contributed to increased student achievement, funding may not be used for athletics.</p>
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Acceptable Measures: Participation in campus-based professional development or instructional/curricular planning; team teaching and classroom observation activities; attendance (at academic activities, excluding faculty meetings); mentoring, induction, or coaching; collaboration with other campus staff; participation in student tutoring or after-school programs focused on student learning; participation in parent involvement programs; district leadership of planning activities involving curriculum or instructional programs; others measures that demonstrate improved student achievement; job-performance related evaluation ratings for non-teaching and non-administrative staff which exceed Satisfactory; others possible

- Unacceptable Measures:**
- Job-performance related evaluation ratings and daily attendance to school for teachers and administrative staff;
 - attendance at PTA and faculty meetings;
 - campus-wide ratings (for staff other than campus administration);
 - individual planning time;
 - participation in extracurricular activities not related to improved academic performance;
 - student attendance (for staff other than campus administration); and
 - others possible.

This page may be duplicated as many times as needed to provide all information required for Part II Incentives.

Number of Positions	Actual Staff Position(s) <small>(do not include individual names, list position type/title – do not group by paraprofessional or office staff)</small>	Performance Level(s)	Maximum Incentive Amount	Includes Fringe Benefits
1	Custodial Staff	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$250	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4	Cafeteria Staff	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$250	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1	Library aide	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2	PEIMS, Secretary	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$1000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1 1	TAKS Coordinator Counselor	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$1500	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3	Maintenance Staff	In 08-09, 80% attendance in staff meetings to collaborate with teachers.	\$250	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Texas Educator Excellence Grant, Cycle 3
Schedule #4B–Program Description: Part II Campus Incentive Plan

Part II Additional Activities	Enter Budgeted Amount or leave Zero Dollars Budgeted
1) Professional Development for classroom teachers that did not qualify for an incentive under the Part I Campus Incentive Plan	NA
2) Reimbursement of funds for professional development activities that improve classroom instruction and student achievement	NA
3) Signing bonuses for new classroom teachers assigned to teach in subject areas designated by the Commissioner and/or the LEA as high need	NA
4) Teacher mentoring programs approved by the Commissioner	NA
5) Activities that support new teacher induction programs	NA
6) Activities that support common planning time and curriculum	NA
7) Stipends to teachers that participate in after-school or Saturday programs	NA
8) Stipends to teachers that hold certain post-graduate degrees (excluding education administration, mid-management, and superintendency certifications)*	NA
9) Other programs that contribute directly to improved student achievement*	NA
10) Other programs designed to recruit and retain highly effective teachers*	NA
11) Other activities that create and/or further the goals of incentive systems designed to improve student achievement*	NA
12) Administrative Activities	\$2000

Description of Additional Activities (*Describe these activities/programs below)

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B-Program Description: Additional Program Requirements

Part I: Contingency Plan for Redistribution of Unallocated Funds Responses are limited to the space provided, front side only, with a font size no smaller than 9 point (Arial or Verdana).

Part I Contingency Plan Funds (These funds cannot be used for professional development.)

1. Part I funds not awarded will be redistributed equally among all Part I teachers that met the required plan criteria (at a minimum met criteria #1 and #2) until all remaining funds are distributed.
2. Part I funds not awarded will be redistributed using the below procedure among the following Part I teachers that met the required plan criteria (at a minimum met criteria #1 and #2), until all remaining funds are distributed.

List/define eligible Part I teachers (do not use individual names):

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Distribution Procedure (Specify amount, teacher and specify criteria):

Explain the criteria necessary to qualify for redistributed funds (include any language that excludes teachers from receipt of redistributed funds, i.e., teacher retires, transfers to another campus during the grant year, and/or does not return to the campus the year following the grant award and include any language that "caps" or limits the amount to be redistributed):

Any funds from Part I but not distributed as awards at the end of the grant period will be combined and redistributed to the regular classroom teachers. Teachers will not receive more than \$10,000, and they must have met both criteria. Staff employed by HISD and assigned to Hamlin High School from the first day to the last day of the 2008 – 2009 school year will be eligible.

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B-Program Description: Additional Program Requirements

Part II: Contingency Plan for Redistribution of Unallocated Funds Responses are limited to the space provided, front side only, with a font size no smaller than 9 point (Arial or Verdana).

Part II Contingency Plan Funds (These funds cannot be used for incentives to staff that did not qualify for awards under either Part I and/or Part II criteria.)

1. Part II funds not awarded will be redistributed equally among all Part II staff that met the required plan criteria until all remaining funds are distributed.

2. Part II funds not awarded will be redistributed using the below procedure among the following Part I and/or Part II staff that met the required plan criteria, until all remaining funds are distributed. Also be sure to indicate if any funds will be used for other allowable Part II activities (i.e., professional development).

List/define eligible campus staff or the allowable Part I and/or Part II Activity (do not list individual names).

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Distribution Procedure (Specify amount, staff person and specify criteria):

Explain the criteria necessary to qualify for redistributed funds (include any language that excludes campus staff from receipt of redistributed funds, i.e., campus staff person retires, transfers to another campus during the grant year, and/or does not return to the campus the year following the grant award and include any language that "caps" or limits the amount to be redistributed):

Any funds from Part II but not distributed as awards at the end of the grant period will be combined and redistributed to the eligible staff. Teachers will not receive more than \$10,000. Staff employed by HISD and assigned to Hamlin High School from the first day to the last day of the 2008-2009 school year will be eligible if they meet the required criteria.