

10/27/2022 11:27 AM

Dear Dr. [Name],

I am pleased to inform you that your Letter of Intent (LOI) application for the [Project Name] has been reviewed and accepted. We are excited to have you join our team and contribute to this important research project.

The [Project Name] is a multi-year project focused on [Project Description]. Your expertise in [Your Expertise] is highly valued and will be instrumental in the success of this project. We have allocated a budget of [Budget Amount] for your work over the next [Duration] years.

Your appointment as [Position Title] will begin on [Start Date]. We will provide you with all the necessary information regarding your appointment, including a copy of the LOI and a copy of the [Contract Name].

We are committed to providing you with the resources and support you need to succeed in your role. We will assign you a [Mentor Name] who will provide you with guidance and support throughout the project.

If you have any questions or need further information, please contact [Contact Name] at [Contact Information]. We look forward to your response and to working with you on this exciting project.

Sincerely,
[Signature]
[Name]
[Title]

This letter is intended to provide you with information regarding your appointment. It is not intended to constitute an offer of employment or a contract. The actual terms and conditions of your appointment will be set forth in the [Contract Name].

We are committed to providing you with the resources and support you need to succeed in your role. We will assign you a [Mentor Name] who will provide you with guidance and support throughout the project.

If you have any questions or need further information, please contact [Contact Name] at [Contact Information]. We look forward to your response and to working with you on this exciting project.

Thank you for your interest in joining our team. We are excited to have you on board and to work with you on this important research project.

CDN Vendor ID

Amendment #



Summary of Program

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La Joya ISD functions under the strong belief of "Educational Excellence: The Right of Every Student". The District **Mission** is to provide Educational Excellence through rigor, relevance, relationships and personal responsibility. La Joya ISD's District Philosophy is based on the belief that "in order for all students to attain mastery of the instructional goals, there must be a district-wide **commitment** to constant renewal according to the most effective practices and procedures in the most current research findings." Following the **principles** of Educational Excellence and dedication to students, La Joya ISD Human Resources Department seeks to identify a cohort **group** of 10 candidates to participate in the National Board Candidacy Cohort program. Through participation in this cohort program, **La Joya ISD** Human Resources seeks to increase core area teacher retention, provide 10 teachers with the supports needed to obtain **National Board Certification** and ensure student academic success. La Joya ISD Human Resources will partner with Region One Education Service Center National Board Certification Program to offer the 10 cohort participants the supports needed to prepare for the **National Board Certification** requirements. Cohort participants will be prepared to become better prepared to fulfill the La Joya ISD **Mission** and District Philosophy by following NBPTS standards and being:

1. Teachers who are committed to students and their learning.
2. Teachers who know the subjects they teach and how to teach those subjects to students.
3. Teachers who are responsible for managing and monitoring their students' learning.
4. Teachers who think systematically about their practice and learn from experience.
5. Teachers who are members of learning communities.

<https://www.accomplishedteacher.org/>

Qualifications and Experience for Key Personnel

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Title and Responsibilities of Position	Required Qualifications and Experience
Core Area Teacher	Bachelor's Degree from accredited university, valid Texas Teaching Certificate with required endorsements for subject and level assigned.
Assistant Superintendent for Human Resources	Master's Degree in Human Resources, Public or Business Administration Education and 5 yrs in leadership. Knowledge of selection, training and supervision of personnel, wage & salary, benefits and appraisal administration.
Executive Director of Human Resources	Masters Degree or higher, Mid-Management or Principal Certification Required. 5 yrs successful administrative experience. Communication with staff, district employees. Coordination, recruitment and selection process.
Human Resources Director	Bachelor's Degree in Human Resources. Mid-Management Certificate & PDAS/ILD certificate. 5 yrs of progressively responsible experience in human resources management or public school administration. 5 yrs supervisory experience.
Region One Education Service Center Director of Educator Preparation Programs ~ National Board Certification Program	Texas Coalition (ESC Partnership), these supports may be taken as bundles or singles (Example: 1) Pre-candidacy supports 2) 2-year Candidacy supports 3) 1-year Candidacy supports or 4) Mentorship only
Grant Development Director	Masters in Education with Principal Certification, Superintendent Certification 10 Years Campus Administrator Experience, 8 Years Grant Development / Implementation,

Goals, Objectives, and Strategies

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Budget Narrative

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Currently La Joya ISD does not have a program similar to that of the National Board Candidacy to provide services to teachers.

Through funding from this program, La Joya ISD seeks to implement the Region One ESC National Board Certification Pre- Candidacy Support Program and provide a support system for 15 cohort candidates through partnership with Region One Education Service Center.

The proposed budget will be utilized to provide 15 cohort candidates with the necessary preparation to participate and successfully complete the Region One ESC National Board Certification Pre- Candidacy Support Program which will prepare the cohort candidates to take the National Board Certification Exam.

Budget allocations will be utilized to cover the fees for the candidate to receive the following supports:

* 1-2 Year(s) of support \$1,700 per candidate x 15 candidates

Total: \$25,500

Supplies & Materials needed for program participants trainings: \$12,500 (\$833.33 per participant \$833.33 x 15 = \$12,500)

Travel Costs for cohort participants: \$7,500 (\$500 per participant \$500 x 15 = \$7,500)

Substitute Covering Classroom Costs: \$4,500 (2 substitutes per candidate at current district rates)

Total Costs of program: \$50,000

Budget allocations are reasonable and necessary in order to successfully implement the Region One ESC National Board Certification Pre- Candidacy Support Program.

Indirect Cost (3.135%): \$1,568 (Up to \$1,568 can be charged to the grant contingent on availability of leftover funds). All funds have been allocated to implementation of the 2023-2024 National Board Candidacy Cohort program and only in the event of available funds will Indirect Costs be charged.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group <input type="text"/>	Barrier <input type="text"/>
Group <input type="text"/>	<input type="text"/>

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

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Amended Section

Reason for Amendment