

Boston Reed Professional Development Mini-Grant Program Application 2007-08

Due Date: September 14, 2007

Identifying Information

1. District Name: Tulare Joint Union High School District
2. School Name: Tulare Adult School
3. Adult ADA Cap, 2006-2007: 1523
4. Contact Person Name: Marie Pinto
5. Email: marie.pinto@tulare.k12.ca.us
6. Phone: 559-686-0225
7. Name of Principal/Director: Marie Pinto

Signature _____ Date _____

8. Amount Requested: \$1500.00 (Same as Item 15 below.)
9. Region (check one only):

- | | | |
|--|--|---|
| <input type="checkbox"/> Northern California | <input checked="" type="checkbox"/> Central Valley | <input type="checkbox"/> Orange County |
| <input type="checkbox"/> Sacramento | <input type="checkbox"/> South Coast | <input type="checkbox"/> San Diego/Imperial |
| <input type="checkbox"/> Delta-Sierra | <input type="checkbox"/> LAUSD | |
| <input type="checkbox"/> Bay Area | <input type="checkbox"/> Inland Counties | |

Professional Development Mini-Grant Plan

10. What professional development issue are you interested in addressing with additional teacher release time? How did you prioritize this issue?

The Professional Development areas that the Tulare Adult School is interested in addressing include staff development opportunities that focus on remediation for the California High School Exit Exam (CAHSEE), standards alignment for our Career Technical Education (CTE) programs and courses, and Adult Literacy and Writing skills.

We have also looked into professional development workshops dealing with social and soft skills, such as Customer Service, Mental Health, Domestic Violence and Drug Abuse Issues. However, most workshops will not require extensive release time for our staff. Most topics can be covered in a series of one-hour workshops

Issues will be prioritized by where the greatest student need lies and by what issue our staff feel they lack the expertise to benefit the students.

11. Besides this professional development mini-grant program, what professional development resources do you intend to access in school year 2007-2008? (For example, what kinds of workshops from CALPRO, CCAE or other sources do you expect teachers to participate in? What in-house professional development activities do you plan?)

Some Professional Development funding has been set aside in the 2007-2008 budget to allow staff to participate in upcoming professional development opportunities. Our staff

members have participated in various workshops, such as Cal Pro Advising the Adult Learner--The Teacher's Role, Understanding Adult Learning Disabilities, and Learner Persistence, in 2006-2007. Through CCAE a number of our Adult Secondary Education (ASE) instructors participated in the GED Academy and attended the State Conference, where they attended many valuable workshops. The expectation is that our staff will continue to seek out opportunities and participate in future professional development workshops that we feel would be beneficial to the Tulare Adult School students and staff. In-house, the Tulare Adult School plans on allowing instructor release time to collaborate within their departments to create action plans of how to address issues concerning their students.

12. Describe how Mini-Grant resources would supplement your overall professional development plan. Specifically, detail how many teachers would gain how much release time for what kinds of activities how frequently.

This mini-grant would supplement our professional development plan by allowing 12 full-time instructors to gain approximately 8 hours of release time to work collaboratively within their departments on issues specific to their subject areas. Such issues include but are not limited to Adult Secondary Education staff discussing strategies for increasing pass rates of the CAHSEE, and Career Technical Education programs aligning their curriculum to the California State and industry Standards.

13. How will you assess the success of your professional development activities? What information will you collect to make this judgment?

Success of the professional development activities will be assessed by staff evaluations, administration observations and participation within the workshops, and by outcomes. Administration will collect sign in sheets and meeting notes to evaluate participation, and a strategic action plan with timelines, and assessment tool will also be created and collected. The action plan will include a plan for followed up and evaluation.

Budget

14. What is the average hourly cost of teacher time as represented in Item 12 above? \$32.40

15. How many hours of teacher time are represented in Item 12 above?

96 hours, 48 supplemented from the mini-grant and 48 in-kind match.

16. Amount requested: \$1500.00

17. Description/source of matching funds (value of match should equal amount requested):

The Tulare Adult School will provide matching funds to allow approximately 12 full-time instructors, at \$32.40 per hours, 8 hours of release time to collaborate by department with their peers to discuss issues and create an action plan for addressing specific issues within their department and/or subject matter, such as CAHSEE remediation and basic skills attainment, adult literacy and industry standards. Sources of funding for the in-kind match include approximately \$500.00 from the El Civics 231 grant, \$500.00 from the Carl D. Perkins Vocational Training Grant, and \$500.00 of Professional Development funds set aside in the 2007-2008 Tulare Adult School budget.