

Mentor Grant Program

Part I: Applicant Information and Executive Summary

Lead Local Education Provider (LEP) Information			
LEP Name:	Douglas County School District	Four-Digit LEP Code:	0900-5259
Type of Education Provider:	District Charter School(s)	Region:	Metro
Requested Funding			
Is applicant requesting indirect costs based on their Federally Negotiated Indirect Cost Rate?			Yes
Year 1 [07/01/23 – 09/30/24]	\$ \$141,675.00		
Previous Grant Information			
The following information will be verified by CDE and considered in the funding decision.			
Has the applicant previously received Mentor Grant Program funds?			No
If previously funded, were funds expended in a timely manner?			
If previously funded, were any unspent funds reverted back to CDE?			
If unspent funds were reverted, enter the year(s) and amount(s) of those reversions below:			
Executive Summary			

These funds would support our Mentor Program at STEM School Highlands Ranch. Our currently program provides monthly meeting for our mentors and mentees but does not provide professional development or time of observations and mentor meeting. These funds would provide our Mentees and Mentors with professional development, as well as observation time.

Part III: Application Narrative

- 1) Current Programming:** Provide a description of the current mentoring program, including strengths and weaknesses. Include a description of mentor selection criteria.

Our current mentoring program consists of teacher volunteers who receive a minimal stipend to mentor our teachers. The mentors meet monthly with the Director of Professional Development to receive support and guidance in observations and feedback. The mentors are asked to conduct monthly observation and to provide our mentees with feedback, however the logistics of this are very difficult and often months go by without an observation being completed. All professional development is created by the Director of Professional Development.

- 2) Needs Assessment:** Describe the needs of beginning teachers in the organization and how they are not being adequately met by current mentor programming. Specifically describe any “learning gaps” that have been observed among beginning teachers as a result of the COVID-19 pandemic.

Being a Charter School, many of our teachers are on alternative teaching licenses, which means that they have never taught nor completed a formal teaching program. Since the pandemic, we are seeing more and more teachers who are using the alternative program as a way into education. This means that schools are required to support these teachers with all aspects of teaching that they would normally receive in a teacher education program. Our teachers are in need of professional development and guidance in classroom management, engagement, unit planning and assessments. We are seeing that our students are struggling because our teachers are not prepared to provide them with the supports that they need.

- 3) a. Proposed Programming – Vision:** Describe the vision for the mentor program that will result from this grant and how it will align to the purposes of this grant program—deepening mentoring programs at the local level and broadening the skills of mentor teachers.

The vision of this program would be to develop a mentor program that includes targeted professional development for our teachers. We would design a mini "teacher bootcamp" where our mentees would have a monthly focus to work on with their mentors. They would receive the professional development prior to the start of the month and then have observation that match the goal for that month. Additionally we would use the funding from this grant to cover the cost of subs so that our mentors could meet with mentees more frequently and could provide those targeted observations.

- 3) b. Proposed Programming - Plan:** Include a description of the intended audiences for grant activities, the plan to select and train mentors, how mentors will be provided training and support, and structures that will be in place for mentor and mentee interactions.

For this grant, we would have the Director of Curriculum and Instruction design a year long plan with professional development tie ins, targeted goals, and an observation schedule. Mentees would meet with the Director of Curriculum and Instruction monthly to receive this professional development and to discuss the goals of the program. The Director of Curriculum and Instruction would also work with the Mentors to make sure that they are trained in providing feedback and supporting our Mentors. Additionally we would use the fund to send our mentees to educational conferences so that they can gather insight and ideas from others.

4) Progress Monitoring and Evaluation: Describe how you will evaluate the effectiveness of your program and monitor progress towards the measurable goals for this program, including what processes will be in place for improvement if goals are not being met.

The Director of Curriculum and Instruction will have monthly check ins with mentors and mentees to gather feedback on the program and to determine next steps. Additionally we will conduct quarterly surveys to determine the areas of strength and growth for the Mentor program. The measurable outcome at the end of the year will be the successful completion and evaluations of each of the mentees in the program.

If goals are not met then we would work with the Building Directors and the mentee to determine what supports and scaffolds are needed for the following year, should that teachers remain at STEM.

5) Budget Narrative: Describe the proposed uses of grant funds and provide an explanation of how the proposed uses of funds align with the purposes of this grant program.

The funds would be used for the salary for the Director of Curriculum and Instruction, the stipends for the Mentors, and Stipends for mentees. We have found that we struggle to get Mentors since our stipend amount is exceptionally low. We have also found that our new teachers struggle the most to make ends meet and this would provide them with an additional incentive to be part of the mentoring program. Additionally we would use the funds to provide our mentees with professional development opportunities, to include in house professional development and conference attendance. Finally we would use the funds to purchase the material and supplies needed to provide our mentees and mentors with professional development.