



# Central Carolina Teaching Initiative Summary of Services and Deliverables

July 2018



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The Central Carolina Teaching Initiative is an accelerated alternative NC teacher licensure program. The CC Teaching Initiative program offers recent college graduates and mid-career professionals who hold Bachelor degrees in non-teaching areas the opportunity to become fully licensed North Carolina teachers.

## Overview

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As part of an overall effort to develop and administer an alternative teacher preparation program to better prepare teachers to meet the needs of its member districts, the Central Carolina Regional Education Service Alliance (CCRESA) engaged RTI International (RTI) to support the launch of this new innovative program. The partnership between the CCRESA and RTI began in November 2016 and services concluded in July 2018.

To ensure program success in the early stages, RTI was accountable for a verity of tasks, including; approval from the State Board of Education (SBE), developed a program budget, cultivation of district participation, and securing buy-in from Human Resources representatives. Once the program was approved and district participation was secure, RTI provided key services during the design phase, including; planning course delivery schedule, organizing regional cohorts, and establishing program policies. Finally, once the program launched RTI continued to support the RESA through coaching services and operational support.

As the partnership between the CCRESA and RTI concludes, this document serves as a resource bank for all the tools, research, and materials RTI developed on behalf of the CCRESA. For ease of use, all documents are hyperlinked to a Google Drive folder that the CCRESA can fully access.

## Program Establishment

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To establish a collaborative local alternative teacher preparation program under the new LATP legislation passed by the General Assembly in 2016, RTI provided in-kind consulting, research and staff support to support the RESA. At an estimated value of over \$20,000, RTI provided the following:

- Cultivated district leaders to participate in the program by facilitating informational sessions and developed materials to convey the potential value of the program.
- Conducted research on national best practices for alternative teacher preparation programs
- Wrote SBE Local Alternative Teacher Preparation Program RFP
- Developed the initial program budget

Materials for the SBE application can be found [here](#).

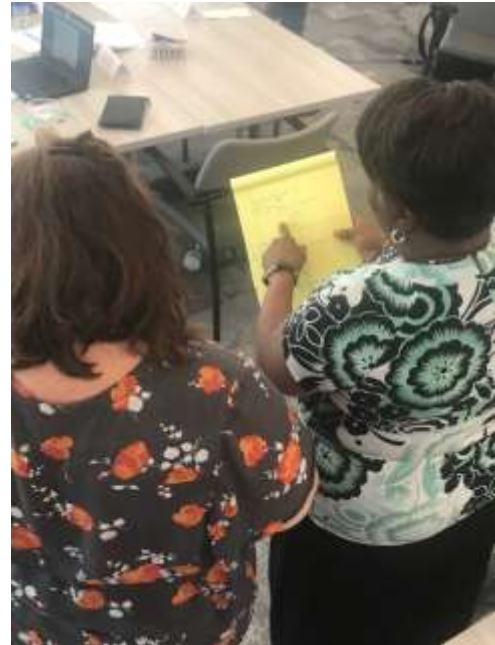
## Program Startup

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To meet the aggressive timeline between SBE program approval and the legislatively mandated service launch, RTI provided multifaceted support that adapted based on the emerging needs of the RESA. RTI provided operational and strategic support until the Central Carolina Teaching Initiative staff was hired and onboarded.

### Initial Program Design

- Facilitated planning and strategy sessions with program leadership team to support systemic design and refinement, including bi-weekly phone calls and face-to-face strategy meetings as needed
- Surveyed and analyzed data provided by HR Council members on the resources districts invest in lateral entry teachers
- Used national research, HR council feedback, and GCS-ACT framework to design an initial program of service
- Designed staffing plan for curriculum delivery and service delivery model, including the cohort design
- Defined roles for coaches and mentors
- Defined licensure areas for the program



### Stakeholder Engagement

- Established program advisory committee and facilitated all meetings
- Provided regular updates to the HR Council
- Provided technical assistance to individual districts when they requested guidance

### Policies and Procedures

- Worked with HR Council representatives to establish payment terms for district teachers
- Developed syllabus for the Foundations coursework which outlines attendance policies and makeup policies
- Created MOU for CCRESA to use with partner districts.
- Provided additional legal counsel to support CCRESA MOU negotiation with partner school district

### Other

- Financed all costs associated with inaugural LATP class on August 19, 2017

Agendas and materials from for the program startup can be found [here](#)

## Staff Recruitment and Selection

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Recognizing that high-quality staff was essential to program success, RTI provided extensive support to recruit and select program staff.

- Reviewed and provided feedback on job descriptions for the program administrator and lead instructor
- Designed a staff recruitment plan
- Shared job descriptions with RTI network
- Designed an evaluation rubric for resume reviews
- Wrote and designed telephone interview questions
- Conducted telephone screenings of all candidates, provided notes on each interview to LAMP leadership team and provided recommendations on top candidates for in-person interviews
- Designed in-person interview schedule and recruited selection committee
- Designed and administered performance tasks
- Managed logistics, supplied all materials and coordinated meals for in-person interview day
- Provided onboarding plan for program staff

All staffing materials and resources can be found [here](#).

## Coach Training and Development

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A central component of the CC Teaching Initiative is instructional coach services that enhance the skills developed through the program coursework. All coaches within partner districts were trained on the same set of coaching standards to ensure consistency and alignment. The emphasis of the instructional coach development is to build the capacity of teachers to use research-based teaching strategies and best practices to promote teacher collaboration and student outcomes. RTI services included group professional learning and individualized support with the aim to equip instructional coaches to address how to:

- Improve instructional practices in teaching and learning in classrooms
- Empower teacher leaders
- Sustain innovation efforts

### Coaching Workshops and Training:

- Designed, delivered, managed all logistics and provided all materials, articles, and tools for three days of coach development training in July 2017
- Designed, delivered, managed all logistics and provided all materials, articles, and tools
- for one-day mentor development workshop
- Designed, delivered, managed all logistics and provided all materials articles and tools two-day coach development training make-up session for Halifax County in November 2017
- Designed, delivered, managed all logistics and provided all materials, articles, and tools for one-day coach development training in December 2017
- Co-designed and co-facilitated coach development training in July 2018; managed all logistics and provided all materials, articles, and tools for training



All materials and tools for Coach development workshops and training can be found [here](#).

### Personalized Coaching Services:

- Provided tailored Instructional Coach Development with 20 participants, including individual coaching, virtual coaching, introductory meetings, and ad hoc supports as requested by coaches
- Modified coach development services to meet Johnston County Schools changing needs
- Developed documents to help coaches translate the competencies into coaching actions, as well as, provided the coaches with some guidance on how to help teachers produce evidence that they are meeting the competencies
- Designed custom coaching report for CCRESA staff and submitted coaching reports for each engagement
- Produced final coaching report summarized coaches feedback from the services and provided guidance and recommendations on strategies to continue coach development services.

RTI created a sustainability plan so that coaching services could be sustained after the RTI partnership. This was achieved through:

- Cognitive coaching document for district coaches
- Providing facilitation guide, materials, and pictures from the three-day coach development training in 2017
- Co-designing and facilitating 2018 three-day coach development training

The coaching report, coaching support guide, and survey responses can be found [here](#).

## Teacher Recruitment and Selection

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Research tells us that successful alternative teacher preparation programs incorporate rigorous recruitment efforts to develop large candidate pools and set high selection criteria. A [comprehensive recruitment plan](#) was developed to support the development of a successful program. In addition, RTI brought in an expert in teacher selection processes to present to an HR Council meeting. Finally, RTI designed a [selection plan that included tools and resources](#) to implement a sound selection model.

## Program Evaluation

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Consultative services from senior RTI program evaluation staff was provided to ensure there was a strong understanding of the state program evaluation process and support the data collection process for continuous program improvement, this included:

- Coordinated communications and logistics and facilitated an introductory meeting between CCRESA leadership team and state program evaluation organization
- Facilitated meeting between CCRESA leadership team, state program evaluation organization and State Board of Education program manager and serve as a thought partner for CCRESA on data collection for state evaluation question.
- Provided contact information for RTI evaluation expert, Laura Knapp, to address any questions from the CCRESA staff regarding survey design or program evaluation as needed.

Agendas for all meetings can be found [here](#).

## Marketing and Communications

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To support recruitment efforts RTI suggested a programmatic name change to better describe the program, modifications to the program website to communicate better to prospective teachers and provided \$2,500 worth of graphic design work.

All marketing and communications resources provided can be found [here](#).

## Licensure Policy

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Over the past year, NC teacher preparation policy has dramatically shifted. To ensure that the perspective of CC Teaching Initiative was considered as policies were developed, RTI met with four members of the Professional Educators Preparation Commission to share the nuances of running an alternative teacher preparation program versus a traditional college of education. To support the CCRESA in their understanding of the new residency teacher licensure policies, RTI coordinated a meeting with DPI educator preparation staff in July 2018. To gain a better understanding of how to comply with the current lateral entry licensure process, RTI coordinated a meeting with DPI licensure staff in August 2018.