



Attachment K

High Ability Licensure Tuition Assistance Program

Description of Services:

The Indiana Department of Education (IDOE) is supporting a graduate licensure opportunity for high ability coordinators, administrators, counselors and/or teachers. The IDOE recommends, but does not require, that educators working with high ability students hold a gifted and talented license. This recommendation is to ensure that all students who have the potential to perform at an outstanding level in comparison to peers of the same age, experience, and/or environment are identified and provided access to gifted services. These services should align with the needs of the identified students and support their optimal success at all levels of schooling. In order to optimize high ability programs across the state, training must be delivered, and this training starts with a license in gifted and talented education.

To add a gifted and talented license to a valid Indiana license, an educator must complete 4 graduate courses and pass a corresponding exam. Currently, the number of licensed gifted and talented educators across the state is at a critical low. Indiana public Local Educational Agencies (LEAs) must provide a high ability program, yet 40% of Indiana's LEAs do not employ any individual with a license, and 20% have one licensed individual. With over 134,000 high ability students identified across the state last year, and only 442 licensed educators the HA student to HA licensed educator ratio is 303:1. This ratio is poor as it stands, but the ratio is even more staggering when considering the 40% of LEAs where the ratio would be any number to zero. This is not equitable and is a disservice to the high ability students across the state.

The Indiana Department of Education supports the pursuit of gifted licensure for any Indiana educator working with high ability students. The goal of this initiative is to provide support for high ability educators in growing professionally and pursuing advanced coursework to achieve a graduate speciality license.

The use of the Gifted and Talented appropriation is twofold. Each LEA receives a formula allocation to support the local program implementation. Additionally, the IDOE is to use this appropriation to provide support for educators pursuing professional development leading to endorsement or licensure in high ability education.

This financial support for coursework would be prioritized as follows:

1. LEAs w/ Zero Licensed HA Educators
2. LEAs w/ One Licensed HA Educator
3. High Ability Coordinators
4. Teachers working w/ HA students
5. Counselors
6. Administrator

Contractor Responsibilities/Deliverables

The facilitation of this project by an external contractor is critical to its success. There must be consistent communication between the LEA, participating educator, participating Institutes of Higher Education, and the IDOE. This will require the contractor to manage all aspects of the project to include, but not be limited to, the following:

Part 1: Liaison between LEA participants, LEA points of contact, participating IHE's, and the IDOE

- The Contractor will establish communications with each of the following:
 - LEA
 - Points of Contact
 - High Ability educator participants
 - IHEs w/ Graduate High Ability Licensure Programs
 - Ball State University
 - Purdue University
 - Indiana State University
 - Indiana University Southeast
 - Participating IHEs
 - Bursar
 - Program dean
 - IDOE
 - Student Pathways Team project manager

Part 2: Financial management to ensure payment of all stipends, fees, books, and tuition for each participant

- Contractor will have in place what is required to process payments to the following entities:
 - Each participating IHE
 - Ball State University
 - Purdue University
 - Indiana State University
 - Indiana University Southeast

Part 3: Record keeping of educator participants and their anticipated number of courses needed to achieve full licensure.

- Contractor will maintain an accurate and up-to-date list of participants for each semester
- Participant progress through the licensure program will be monitored and a grade of C or higher must be earned to continue in the program.

Part 4: Record keeping of participant completion of licensure coursework.

- Contractor will maintain an accurate and up-to-date list of participant
 - Completion of courses toward licensure

- Participants earning a C or better may choose to continue in the program

Timeline for Project

- September 2022 - September 2024
- September 2022 Program announced to LEAs and Institutes of Higher Education (IHE) with graduate high ability licensure programs
- October - November 2022 Participants are secured and registered to attend chosen IHE program.
- January 2023 - May 2023 Participants complete spring 2023 courses
- June 2023 - July 2023 Participants complete summer 2023 courses
- August 2023 - December 2023 Participants complete fall 2023 courses
- January 2024 - May 2024 Participants complete spring 2024 courses
- June 2024 - July 2024 Participants complete summer 2024 courses
- August - September 2024 Educator participation and completion report submitted to IDOE

Staff Qualifications

IDOE expects key staff contributing more than 20% to be identified in the proposal. A staff member specifically focused on scheduling and logistics must be identified.

Detailed Quote/Proposal Requirements

Contractor's quote/proposal must be and must include the following:

- Description of Contractor's background and experience with similar projects;
- Description of Contractor's staff qualifications (i.e., education background and related work experience relevant to this project).
 - o Contractor must include resumes highlighting key qualifications of all staff that will be involved in this project for those contributing more than 20% FTE.
- Description of Contractor's ability to meet all of the requirements detailed in the "Contractor Responsibilities/Deliverables" section of this Scope of Work.
 - o Each task/deliverable must be included in the description.
- Detailed & Itemized Cost Summary
 - o Ensure costs for all logistics (meetings, travel, work time, etc.) are included in Contractor's detailed cost summary.
 - o Must include line item costs as well as a total cost for work related to this project.
- Limit proposal to 100 pages
- The Department procured a system to enter and maintain the course frameworks once

developed. The storage of these components does not need to be included in the cost proposal.