

### **Common Standard 3: Resources**

The institution or program sponsor provides the unit with the necessary budget, personnel, facilities and other resources to prepare candidates effectively to meet the state-adopted standards for educator preparation. Sufficient resources are consistently allocated for effective operation of each credential or certificate program for coordination, admission, advisement, curriculum development, instruction, field and clinical supervision, and assessment management.

Library and digital media resources, information and communication technology resources, and support personnel are sufficient to meet program and candidate needs. A process that is inclusive of all programs is in place to determine resource needs.

***Induction Programs:** Library and digital media resources are instructional materials and information resources, including adopted textbooks utilized by the participating teachers. The program leader(s) access and coordinate existing professional development resources to implement the induction program. Adequate resources are allocated so that program personnel receive initial and on-going professional development, consistent with assigned responsibilities, to ensure that they are knowledgeable about the program and skilled in their roles.*

### **Program and Implementation Plan**

The Monterey County BTSA Induction Program allocates sufficient resources among sponsors to enable the program to meet all standards and deliver high quality induction to participants. The resources considered are funding, time, materials, and personnel. Through a collaborative process with the district representatives on the Program Advisory Team, resources are equitably allocated. The allocation formulas are revised annually, adjustments made as needed.

The Monterey County BTSA Professional Teacher Induction Program has two (2) sources of income:

- 1) The state-funded allocation per eligible participating teacher,
- 2) In-kind support from Monterey County Office of Education for administrative, office and professional support services; and

Local income may also be generated by providing training and in-services for individuals who are not a part of the BTSA program, such as the Cognitive Coaching Series. These funds are an additional support to the revenues generated by state and in-kind funds.

### **State Funds**

State provided funds which remain within the consortium budget are used to pay for the consortium administration, all training costs for support providers and administrators, including supplies and materials, formative assessment substitute costs for participating teachers and support providers, and stipends to support providers for working with the participating teachers. Program resources are allocated to districts for district program advisors (see above) to support the program and for seminar and colloquium books and materials. The Consortium also bears the costs of all Consortium-provided professional

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development for participating teachers and support providers, such as the six seminars for participating teachers and support providers

### **In-Kind Funds**

The Monterey County Office of Education provides an annual percentage of in-kind support for administrative, office and professional support services for the Monterey County BTSA Induction Program.

### **Local Income**

The Monterey County BTSA Induction Program generates local income by offering training for participating teachers and other teachers who wish to attend. Local income is used to enhance various functions, meetings and trainings that are held for participating teachers and support providers.

The following 1.5 FTEs (Full Time Equivalents) are designated to lead and coordinate the Monterey County BTSA Induction Program based on the program size. All personnel were selected through a screening process based on position classifications, postings, criteria, interviews, and previous experience at either a district or the Monterey County Office of Education.

<b>Position</b>	<b>FTE</b>
Program Director	1.00
Professional Development Coordinator	.50
<b>Total:</b>	<b>1.50</b>

*(Director Resume - Appendix #; Professional Development Coordinator Resume- Appendix #; Liaison & Coordinator Resumes – Appendix #)*

The Monterey County BTSA Induction Program has a 1 FTE support staff located at the Monterey County Office of Education.

<b>Position</b>	<b>FTE</b>
Program Secretary	1.00
<b>Total:</b>	<b>1.00</b>

All personnel were selected through a screening process based on position classifications, postings, criteria, interviews, and previous experience at the Monterey County Office of Education.

The majority of our support providers are full-time classroom teachers who provide support before and after school and with occasional release days. They typically support one PT, but on occasion support two or three participating teachers.

The Monterey County BTSA Program has funded the training and preparation of FACT )*Formative Assessment for California Teachers* )Trainers who provide training for our

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participants. They also offer support their district regarding the induction program, their areas of expertise, and FACT.

The Program Advisory Team establishes support provider stipends. A support provider receives a stipend for the first participating teacher and a reduced amount for the second participating teacher with whom they work.

**Professional Development**

The Monterey County BTSA Induction Program leaders have a primary role to build professional development capacity in the districts and coordinate with existing county and regional services. The Monterey County BTSA Induction Program has accessed the State-wide Trainer of Trainers Model in order to prepare professional development providers to offer and provide quality services for our support providers and site administrators. Research verifies the two most significant influences in the professional life of a novice teacher are the coach - the support provider, and the principal - the site administrator. The Monterey County BTSA Induction Program has made a commitment to invest and prepare trainers in the areas of providing support and professional development for site administrators in relation to novice teachers.

<b>Number of Consortium Trainers</b>	<b>Area of Training and Expertise</b>
15	FACT Year 1 and FACT Year II Support Provider Training Participating Teacher Training
4	K-12 Roles and Responsibilities Training

The Monterey County BTSA Induction Program works collaboratively and cooperatively with a number of local professional development resource providers in order to meet the individual needs of our participating teachers, focusing on areas addressed by the *California Standards for the Teaching Profession (CSTP)*, state curriculum frameworks and instructional materials, and state-adopted student content and performance standards. For example, the MCOE Instructional Resources and Technology Department coordinators are providing professional development in support of all induction standards (See Program Standard 3 for further information on Profession Development). We also work with the program leaders in the region to help us identify, access and coordinate with existing professional development projects in the Monterey area and throughout California. The following program representatives and regional collaborative partners include:

Dr. Adrienne Meckel, MCOE Director of Curriculum and Instruction  
 Ellen Levy Director, MCOE Coordinator/Administrator and California  
 Reading & Literature Project, UC Santa Cruz  
 Lee Canter, Effective Classroom Discipline author and lecturer  
 Martin Cisneros, California Technology Assistance Project (CTAP)  
 Harry Powell, Director of Instructional Technology and Support

The Monterey County BTSA Induction Program works closely with local Institutes of Higher Education and their teacher preparation faculty including:

Beverly Carter, Ph.D., Intern and Coordinator Single Subject Program,  
California State University, Monterey Bay  
Dr. Irene Nares-Guzicki, Department Chair, Teacher Education, California  
State University, Monterey Bay  
Dr. Alice Flores, Regional Center Academic Director, CalStateTEACH  
Monterey Bay Region.  
Dr. Care Terkelson, Faculty, Chapman University, Monterey

Chapman University also provides an opportunity for BTSA participants to obtain university professional growth credit. Participating teachers and support providers alike may register for and earn eight units of graduate level credit each year for two years.

**Resources**

Each participating teacher receives between 75-105 hours of support each year, based on prior experience and assessed need, in the Monterey County BTSA Induction Program (see CS 4 for more detail).

**EVIDENCE**

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- 2-1 *BTSA Program In-kind Contribution Form*
  - 2-2 *Monterey County BTSA Budget (current)*
  - 2-4 *2008-2009 Midyear Evaluation Summary*
  - 2-5 *2005-2006 Informal Program Review Summary Page*
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