

## **Services and Activities Fee Committee Application for 2008-09 Annual Funding**

Today's Date: January 22, 2008

Program Title 1: Teacher Certification Program Student Professional Development Days  
Program Title 2: Teacher Certification Program Mentoring Conference

Campus Affiliation: Education Program

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### **Executive Summary of your Proposal**

Please provide a concise (**not to exceed six sentences**) overview of the program, activity, or service for which you seek funding.

We request funding to support a program of two Professional Development Days (PDD), which would be held on campus during the academic year for all student cohorts, faculty, field instructors, and cooperating teachers in the Teacher Certification program.

Professional Development Days would be jointly planned by faculty, field instructors, and students and will include (1) a community breakfast or lunch, (2) a panel session or speaker presenting a topic of professional significance (i.e., a special topic in Science Instruction, Multicultural Education, Special Education, Bilingual Education, Educational Law, Curriculum Development, Education Assessment), and (3) discussion circles co-facilitated by faculty members and students. The Teacher Certification Program also hosts a Mentoring Conference for all cooperating teachers involved in mentoring our 60+ student interns. Our students, faculty, field instructors and partner school principals are included in this learning and sharing event. The core topic of discussion is mentoring – a critical process and learning relationship between and among our student interns, field instructors, and supervising teachers. The event includes a meal and a guest speaker/facilitator who has expertise in the mentoring of teachers.

1. **In 150 words or less**, please describe the need for this program or service and how you plan to assess its success. Please include any data that might support your proposal (e.g., the number of students who have participated in your service or program in the past). If your program is currently funded by SAF, please indicate how you have used the money to help your organization meet its goals.

While each PDD would focus on a specific topic of importance to educators, the overarching objective would be to foster a collaborative community of inquiry. It provides an opportunity for everyone to interact outside of their classrooms and field sites, to model professional collaboration, and to strengthen relationships. There is currently no venue in which student cohorts meet together to consider issues of professional significance or any structured opportunities in which all program constituencies participate together in professional inquiry.

It is vital that we bring these groups together to discuss, train, and provide expectations about the mentoring process. We survey the groups involved in the conference, as well as discuss its merits in our monthly meetings.

Students and attendees consistently evaluate the PDD's as an important means to deepen professional relationships with cooperating teachers and field instructors. The PDD's add value to the teacher training experience and help position UWB and the Education Program as student centered institutions.

SAF funding plays a critical role in supporting the professional socialization of education students. This year funding was used to bring national level speakers to campus. This month Dr. Andrew Shouse will talk about teaching science in grades K-8. At our fall PDD, our students worked with Dr. Rosemary Vohs who demonstrated how to use children's literature in the K-8 classrooms.

2. **In 150 words or less**, estimate how many currently enrolled students will likely benefit from your proposed service or program. Please estimate the number of other individuals (and indicate their affiliation) that might benefit from this service or program. Finally, please indicate other sources of financial support.

Professional Development Days:

Four Teacher Certification Program student cohorts/120 students

Eleven faculty

Six field instructors

Sixty cooperating teachers

Mentoring Conference:

Sixty Teacher Certification Program students

Six field instructors

Sixty cooperating teachers

Other Support:

The Education Program incurs the cost of substitute teacher reimbursements to the school districts for all cooperating teachers who attend the Professional Development Days and Mentoring Conference. This is the most costly expense associated with these events. The Education Program has also paid for some of the cost for travel and lodging for invited speakers. We also incur the cost of printing, postage, and some miscellaneous expenses.

1. **In 150 words or less**, please describe the benefits that participants are likely to gain by attending or participating in this program or service.

Professional Development Days:

(1) professional development and modeling, (2) enhancement of curricula, and (3) community. Prior SAF funding enabled the continuation of the Professional Development Day project and has considerably enhanced our student's educational experience. Continuation of funding would enable us to provide the same community building, professional enhancement, and collaborative experience to incoming cohorts in 2008-2009.

Mentoring Conference:

(1) supports student learning, (2) builds a sense of community on campus, (3) supports the entire student population in the Teacher Certification Program, (4) provides the first opportunity for students to meet with field instructors, (5) cooperating teachers benefit from the information and discussion and about their role in this learner-focused relationship. Prior SAF funding enabled the continuation of the Mentoring Conference and builds a foundation that benefits everyone all year.

**For Official Use**

Date Submitted: \_\_\_\_\_ Received By: \_\_\_\_\_

Notes:

## Budget Worksheet

### Program Title: Teacher Certification Program Professional Development Days and Mentoring Conference

Category	Expense	Brief Description of Expense
Salary/Wages		
Benefits*		
Honoraria	\$2100	\$1000 per Professional Development Day (2); \$100 for Mentoring Conference
Security		
Facilities Rentals/Set-ups	\$600	\$250 per Professional Development Day (2); \$100 for Mentoring Conference
Telecommunications*		
Printing and Photocopying		
Transportation		
Meals/Lodging for Travel	\$1400	\$700 per Professional Development Day (2)
Office Supplies	\$25	Plastic, "necklace" nametag holders
Software		
Decorations	\$100	Tablecloths/decorations for all events
Food/Refreshments	\$2000	\$750 per Professional Development Day (2); \$500 for Mentoring Conference
Equipment Rental/Purchase		
Other (list below)		
Paper products for meals	\$100	Plates, napkins, utensils
<b>Total Expenses</b>		
<b>Less Revenue (if any)</b>		
<b>Total Request</b>	\$6325.00	

**\* Notes:**

- Benefits paid to regular employees working at least .50 FTE should be calculated at 32% of earnings. Benefits paid to hourly employees should be calculated at 11% of earnings.
- Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension)