



Carolina Family Engagement Center (CFEC) Teacher/Teacher Team Application Classroom Family Engagement Planning



Eligibility Requirements:

As of the beginning of the 2019-20 school year, applicants must be employed as a pre-K - grade 12 teacher in a South Carolina classroom serving students with a poverty index of 60% or higher as calculated by the SC State Department of Education.

Teachers may apply individually or as part of a teacher team. Each teacher on a team must complete and submit an individual application.

Part One: Teacher Contact Information

Teacher Name: _____

Email: _____

Best phone contact number: _____ (home / business / cell) (circle one)

Are you applying as part of a team? Yes No

If yes, please list the names of your team members:

Part Two: Teacher's School

Current School Name: _____

Please provide the following information for the school you expect to teach at in 2019-20:

School Name (if different from current school): _____

School District: _____

Classroom grade level/subject you expect to teach in 2019-20 _____

Principal Name: _____

School Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Best phone contact no.: _____ (home / business / cell) (circle one)

Part Three: Teacher's experience and qualifications

Please tell us briefly about the following (you may attach up to one additional page if needed):

- Your years of experience as a classroom teacher, including school names, district names, and grade levels/subjects.
- Educational background, including any coursework and/or professional development related to family and community engagement.
- Volunteer work related to family engagement such as service on a PTA/PTO or School Improvement Council.

Part Four: Statement of Interest

Please attach a statement that describes (1) why you are applying to partner with CFEC to develop, implement, and evaluate a family engagement plan, and (2) how you have approached family engagement at the classroom level as a teacher. This statement should be no more than two sides of a page (front and back), double spaced, 11 point type size or larger. In addition, you may (but are not required to) submit an example of a family engagement plan that you have prepared previously for your classroom or as part of coursework you have completed.

Part Five: Recommendations

Please attach the following: (1) One letter of recommendation from your current principal or assistant principal addressing why CFEC should select you as a CFEC teacher-partner. The letter should be on school letterhead, no more than one side of a page, single spaced, 11 point type size or larger, and signed by the principal. (2) The names and contact information for two additional references who may be district or school-level administrators or colleagues, professors, or parents or community members that you have engaged as a classroom teacher.

Part Six: Next Steps:

Applications will be reviewed on a rolling basis; applicants will be notified via email whether they have been selected for an interview.

Brief interviews will be conducted via phone conference or virtual meeting using Zoom or other meeting app. Travel to Columbia is not required.

Up to 10 applicants will be selected from among those interviewed to be a 2019-21 CFEC teacher-partner.

CFEC liaisons will begin work with participating teacher-partners beginning in August 2019 and will continue to provide services for a two-year period.

Participants who successfully complete all CFEC requirements will be eligible to receive a \$1,000.00 stipend at the conclusion of the two-year period.

Part Five: Applicant Signature

Name

Date

Please return your completed application to Karen Utter, CFEC Project Director, by mail, email, or fax by May 31, 2019. Please direct any questions to Karen Utter at 800-868-2232.

**Mailing address: Carolina Family Engagement Center, c/o SC-SIC, 820 Main St., Ste. 001,
Columbia, SC 29208**

Fax: 803-777-0023

Email: *utter@email.sc.edu*