**Excellence in Co-teaching Initiative:**

**Application for Co-teaching Demonstration Sites**

**Background:**

Approximately 70 percent of Virginia’s students with disabilities are spending 80 percent or more of the instructional day in the general education classroom. The most frequently used model of service delivery is co-teaching. The literature and observational data suggest co-teaching has yet to reach its full potential as it relates to student achievement and effective implementation.[[1]](#footnote-1) To enhance the co-teaching model in Virginia, the Virginia Department of Education (VDOE) is seeking nominations from building and division leadership of co-teaching partners and their schools to become demonstration sites for the Excellence in Co-teaching Initiative.

**Purpose, Benefits, Expectations and Selection:** The goal of the Excellence in Co-teaching Initiative is to design a professional development model of co-teaching that supports successful access to the general education curriculum for students with disabilities while recognizing outstanding co-teaching practices, especially in the areas of reading and mathematics. The initiative will also provide an opportunity to support teachers as leaders.

Eight middle or high schools will be selected, spread throughout the state, to serve as co-teaching demonstration sites. The demonstration sites will showcase the implementation of co-teaching by promoting a collaborative model in which general and special education teachers share responsibility for the achievement of all students in the general education classroom through active co-teaching, collaboration and implementation of inclusive and research-based practices. The selected co-teaching partners assist in enhancing current co-teaching practices of others by modeling best practices in co-teaching during on-site visits, and sharing resources with others. Sites will be competitively selected based on the four criteria specified in the application section of pages 3-4.

**Benefits for a Demonstration Site** Each demonstration site will receive training and individualized technical assistance and support that represents over $10,000 in high-quality professional development, resources and teacher stipends. The VDOE Special Education Instructional Service, Program Improvement and Instruction offices will provide:

* Training and support for the demonstration site co-teaching staff
* Training and support for leadership from each demonstration site
* Consultation to building administrators
* Follow-up materials and print/Web-based resources
* Site visit feedback
* Lodging, meals and mileage reimbursement for staff from any demonstration site required to participate in training, as well as substitute pay reimbursement.

**Demonstration Sites Roles and Responsibilities:**

* The first responsibility of demonstration teachers is to their students.  In no case is a demonstration lesson allowed to interfere with the ongoing program, nor is the number of demonstrations permitted to be excessive.
* The co-teaching partners and the school will provide a model of best practices in a co-taught classroom for teachers and administrators who visit, including knowledge of and ability to demonstrate the models of co-teaching, co-planning, and co-assessing.
* Demonstration co-teachers must be successful general and special educators.  They must utilize the most current educational techniques and instructional media that contribute to effective teaching practices in their specific teaching areas.
* The demonstration site will provide pre-scheduled on-site and/or virtual observation visits. The number of site visits will be limited. All site visits will be coordinated by the assigned Training Technical Assistance Center (TTAC).
* The co-teaching partners will be expected to continue their normal instructional routine during the visits. A site visit protocol will be developed and no site visit will occur prior to October/November of the upcoming school year. A one year commitment is required.
* The demonstration site will work closely with the TTAC staff in the scheduling of visits and as a support for the demonstration site. The professional development needs of the co-teaching partners will be addressed at no cost to the school.
* The co-teaching partners will participate in the development and review of Web-based professional development resources.
* The demonstration site co-teaching partners will participate in a minimum of three professional development meetings. Principals will be encouraged to attend two of the scheduled meetings. Travel-related expenses will be reimbursed.
* Each demonstration site will receive a grant of $10,000.
  + $5,000 of the funds will be provided to support school-based initiatives to enhance the achievement of students with disabilities, including research based intervention, assistive and instructional technology, tutoring and materials.
  + $2,500 per person stipend for co-teaching partners for participation.

**Application**

Application should be completed by co-teachers and building administrator. Please submit by May 30, 2014.

**Section 1: School /Division Contact Information**

**School Division**: \_\_\_\_\_\_\_\_School Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Principal** (First and Last Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher 1:** (First and Last Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Area of Certification\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your School E-mail address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Subject/grade of co-teaching \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher 2**: (First and Last Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Area of Certification\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your School E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Subject/grade of co-teaching \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 2: Rationale** [20 points].

Provide a rationale for why your school is interested in becoming a co-teaching demonstration site. Discuss how you, your co-teaching partner and building leadership will be able to assist in providing a positive professional development observation experience for colleagues who visit. (Not to exceed 1 page response)

**Section 3: Criteria for Demonstration Site Consideration~~s~~** [30 points] Provide evidence that your school has the elements of an effective and successful co-teaching service delivery model and describe how it has been accomplished. (Not to exceed 2 pages, including impact on student outcomes supported with data (attendance, discipline and referral statistics, achievement, SOL performance, and other evidence of success).

**Section 4: Demonstration Video and Sample Lesson Plan** [30 points].Provide a 5-10 minute video in which the co-teaching pair demonstrates and discusses the implementation of one or more co-teaching model/s in the classroom. Example video available from: <https://www.youtube.com/watch?v=8pIe6CZX6PM>.

Please follow local policies on videos, classroom observations, confidentiality, etc. If the video complies with division policies, the video may be uploaded to You Tube or other video-sharing services. A link should be provided as part of the application. Additional options for submitting the video include providing it on a DVD format or uploading to Single Sign-on for Web Systems (SSWS) using Dropbox to deliver to Dr. Teresa Lee. This system is the property of the Virginia Department of Education. Access to this system is limited to persons authorized as an Account Manager within your school division. The division technology administrator should be able to assist with the process.

Provide a copy of a co-teaching lesson plan with reflective feedback on the implementation of the lesson, what worked well, and what did you learn to improve the lesson.

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| **Section 5. Provide the Following** [20 points]   * Letter of commitment from the School Principal * Letter of commitment from the School Division Director of Special Education * Resumés of the general and special education teachers |

**Section 6: Application Approval Signature Form** Printed name, date and signature required from the teachers, principal, special education director and the superintendent.

**Teacher 1:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher 2**:

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Principal:**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Division Special Education Director:**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Division Superintendent:**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submit completed application by May 30, 2014 to Dr. Teresa Lee at [Teresa.Lee@doe.virginia.gov](mailto:Teresa.Lee@doe.virginia.gov) or Virginia Department of Education, P.O. Box 2120, Richmond, VA 23218-2120. If you have additional questions, please call Dr. Teresa Lee at 804-371-8283.

1. The Effectiveness of the Co-Teaching Model: Literature Review. (2012). Retrieved April 28, 2014, from <http://www.hanoverresearch.com/wp-content/uploads/2012/05/Effectiveness-of-Co-Teaching-Membership.pdf> [↑](#footnote-ref-1)