## **Massachusetts Adult Education FY2024 TSTM Customized Approach Academies**

This professional development opportunity **offers ten months of intensive and collegial curriculum and instructional training and support** in the main tenets of the TSTM framework and is designed to provide the resources that result in planning and delivery of rigorous, relevant, and engaging curriculum and instructional supports using the [TSTM Toolkit](https://lincs.ed.gov/state-resources/federal-initiatives/teaching-skills-matter-adult-education/civics-education).

**Two to three adult education programs** will be selected to participate for a period of ten months (September 2023 to June 2024). The selected programs will receive **a budget increase of $35,000** to pay participating staff and for other eligible TSTM-related costs.

All CALC and AECI programs may apply. Depending on the number of applications received, ACLS may give priority to programs that did not meet their FY2022 measurable skill gains (MSG) target or to programs that received *limited evidence* or *developing* rating in the Curriculum and Instruction Indicator of Program Quality (IPQ) as a result of a Program Quality Review (PQR) visit.

Selected programs must commit to participating in the full ten-month professional development opportunity **led by one or two Massachusetts TSTM trainers.** Interested programs must submit an application in WizeHive at [this link](https://webportalapp.com/webform/fy24-tstmacademy).

**Application deadline is May 31, 2023.**

For questions, please contact Dana Varzan-Parker, Curriculum, Instruction, and Assessment Policy Coordinator, at dana.varzan-parker@mass.gov.

**Goals of the TSTM Customized Approach Academies**

* Teacher Goals:
	+ Create consistent teacher knowledge based on the core components of TSTM
	+ Increase instructional rigor by adopting and adapting TSTM at all instructional levels
	+ Integrate TSTM in the program’s curriculum
* Program Capacity Goals:
	+ Build capacity for TSTM teacher collaboration leadership
	+ Enhance teacher reflection and continuous professional learning
* Student Outcome Goals:
	+ Increase student attendance and engagement
	+ Increase student MSG outcomes

**Key Activities of the TSTM Customized Approach Academies**

* Pre-training:
	+ Close reading of the materials in the TSTM toolkit (e.g., lesson plans, issue briefs)
* Training:
	+ 10 two-hour virtual monthly training sessions
* Between training sessions:
	+ Feedback on classroom instruction and/or lesson plans from TSTM trainers
	+ Customized support for integrating TSTM in the program’s curriculum
	+ Discussions in the online professional learning community (PLC)
* End-of-year showcase of TSTM lessons and artifacts (e.g., lesson plans and materials, lesson recordings)

**Time Commitment**

* September 2023-June 2024 (ten months)

Note: Programs with an approved class plan that ends before June must contact Dana Varzan-Parker for details before applying.

* Approximately 10 hours per month:
	+ 2 hours for monthly training sessions with TSTM trainers
	+ 2 hours to participate in the PLC
	+ 6 hours for reading materials, lesson planning, and other TSTM-related activities as needed

**Expected Composition of Selected Programs’ Teams**

* ESOL teachers (see paragraph below)
* ABE teachers (see paragraph below)
* MassSTEP teachers
* Program director (strongly recommended but not required)

The applicant may include up to 20 teachers in this project. Depending on the size of the program, this could be all the teachers or a subset of teachers (e.g., all ESOL or all ABE teachers). It is recommended but not required that programs who propose selective participation of teaching staff ensure the participating team includes teachers representative of all levels and services offered at the program (i.e., ESOL and ABE if the program serves both).

**Key Responsibilities of Participating Program Staff**

* **Teachers:**
* Participate in 10 two-hour monthly trainings via Zoom
* Read materials from the TSTM Toolkit
* Integrate TSTM elements into their lessons
* Teach a limited number of TSTM lessons from the TSTM Toolkit, adapted as needed
* Be active in TSTM monthly trainings and the TSTM PLC
* Share lesson plans and materials related to TSTM in the PLC
* Where possible, occasionally record TSTM classes and share the recordings in the PLC
* Participate in the TSTM Academy’s end-of-year showcase of TSTM lessons and artifacts
* Disseminate practices learned (e.g., via testimonials from teachers and students, workshops/webinars, ACLS Directors’ Meeting, Network Conference)
* **Program Director and/or Program Coordinator and/or Curriculum Coordinator:**
* Familiarize themselves with the TSTM framework and parts of the TSTM Toolkit
* Oversee and support TSTM integration efforts in the program’s curriculum and instruction
* Allow flexibility in the program’s curriculum for TSTM integration
	+ Promote the learning, growth, and success of all staff by cultivating a shared vision that makes TSTM the central focus of curriculum and instruction
	+ Ensure an effective learning environment and dedicated resources to implement TSTM as appropriate
	+ Promote the success of all staff participating in TSTM by nurturing and sustaining a program culture of reflective practice, high expectations, and continuous learning for TSTM participants
	+ Process the TSTM-related funds from DESE/ACLS into the program’s budget and ensure that participating staff are compensated accordingly
	+ Optional: Participate in the TSTM monthly training sessions