## **Massachusetts FY 2024 TSTM Train-the-Trainer Academy**

This professional development opportunity **offers ten months of intensive instructional training and support** in the main tenets of the TSTM framework and is designed **to train a cohort of teachers** **who in turn will train other teachers in their organizations** to integrate the [skills](https://lincs.ed.gov/state-resources/federal-initiatives/teaching-skills-matter-adult-education/civics-education) that matter and the three instructional [approaches](https://lincs.ed.gov/state-resources/federal-initiatives/teaching-skills-matter-adult-education/civics-education) across critical [topics](https://lincs.ed.gov/state-resources/federal-initiatives/teaching-skills-matter-adult-education/civics-education)(e.g., digital literacy, civics, workforce preparation), using the TSTM toolkit.

**In FY 2024**, **one or two cohorts of up to 20 teachers** from various adult education programswill be selected to participate for a period of ten months (September 2023 to June 2024). The selected teachers will be paid to participate in the training and for other eligible TSTM-related costs.

Teachers of any levels and subject areas from programs in community adult learning centers (CALC) may apply.

Selected teachers must commit to participating in the full ten-month professional development opportunity **led by one of the MA TSTM trainers and train their fellow teachers at their program in the following fiscal year.** Interested teachers must submit an application in WizeHive at [this link](https://webportalapp.com/webform/fy24_tstm_tttacademy).

Please note that interested teachers need approval from their program director to participate in the TtT Academy.

**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](mailto:dana.varzan-parker@mass.gov).

**Goals of the TSTM TtT Academy**

* Teacher Goals
  + Create consistent teacher knowledge base 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
  + Promote reflective teaching practice and continuous professional learning
* Student Outcome Goals
  + Increase student attendance and engagement
  + Increase student MSG outcomes

**Key Activities of the TSTM TtT Academy**

* Pre-training:
  + Close reading of the materials in the TSTM Toolkit (e.g., lesson plans, issue briefs)
* Training
  + 10 two-hour virtual training sessions with one of the TSTM trainers
  + Experiential project-based learning with other participants
* Between training sessions:
  + Adaptation of TSTM lessons and development of TSTM-related lessons
  + Teaching of the lessons in the TSTM Toolkit, adapted as needed
  + Feedback on lesson plans from TSTM trainer
  + Discussion in the online PLC
* End-of-year showcase of TSTM lessons and artifacts (e.g., lesson plans and materials, lesson recording, guidelines for integration of TSTM, video recordings)

**Time Commitment**

* September 2023-June 2024
* Approximately 10 hours per month:
  + 2 hours for monthly training sessions with TSTM trainer
  + 2 hours to participate in PLC
  + 6 hours for material reading, lesson planning, and other TSTM-related activities as needed

**Eligibility**

* Teach in an ACLS-funded program (e.g., community colleges, community-based organizations, school districts, correctional institutions)
* Currently teach at least one ongoing class (of any level) in ESOL, adult basic education (ABE), adult secondary education (ASE), high school equivalency (HSE), MassSTEP
* Preferred: Have class(es) with consistent, stable enrollment

**Preferred Qualifications**

* Open to learning about new teaching approaches
* Flexible, reflective, and highly motivated
* Receptive to feedback on teaching practice
* Desire to seek continuous improvement
* Strong communication and presentation skills

**Key Responsibilities of Participating Teachers**

* **Commit to training fellow teachers at their program in TSTM in the next school year (FY2025) (with compensation)**
* Participate in 10 two-hour monthly training sessions
* 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 monthly trainings and the 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 collaborative project-based learning tasks with other TtT Academy participants
* Share key learning and takeaways in the end-of-year showcase of TSTM lessons and artifacts
* Disseminate practices learned in the training (e.g., via testimonials, workshops/webinars, ACLS Directors’ Meeting, Network Conference)

**Key Responsibilities of Program Director and/or Program Coordinator and/or Curriculum Coordinator:**

* Oversee and support TSTM integration efforts in the program’s curriculum and instruction
  + Allow flexibility in the program’s curriculum for TSTM integration
  + Ensure that participating teachers will train fellow teachers in TSTM in the following fiscal year and create conditions for this training to take place (e.g., carve out time during staff meetings)
  + Ensure an effective learning environment and dedicated resources to implement TSTM as appropriate across all levels of instruction in the program
  + Promote the learning, growth, and success of all staff by cultivating a shared vision that makes TSTM the central focus of curriculum and instruction
  + 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
* Familiarize themselves with the TSTM framework and parts of the TSTM Toolkit
* Process the TSTM-related funds from DESE/ACLS into the program’s budget and ensure that participating staff are compensated accordingly