



## Rural Teaching Fellowship Program Agreement 2023-2024

*The Rural Teaching Fellowship Program is an individualized, year-long, immersive clinical experience established and designed to create a “Grow Your Own” pipeline of talented educators who fill the needs of rural Local Education Providers (LEPs). LEPs work collaboratively with an educator preparation program in an Institution of Higher Education (IHE) to develop the rural teaching fellowship program. Each candidate selected to be a teaching fellow is awarded a \$10,000 stipend; 50 percent of the fellowship stipend shall be paid by the Department of Higher Education (DHE) and 50 percent shall be paid by the participating IHE.*

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This agreement is between \_\_\_\_\_ (IHE) and \_\_\_\_\_ (rural LEP).

1. The LEP confirms that it is located within one of the geographic areas identified by [Rural and Small Rural Designation](#) or is seeking to fill teaching positions in one of the subjects identified by the Colorado Department of Education for which there are critical shortages of qualified teachers.

The LEP affiliated school district \_\_\_\_\_

2. The LEP confirms that a serious, chronic difficulty in hiring or retaining teachers can be demonstrated.

Briefly describe evidence of the LEP’s difficulty in hiring or retaining teachers.

3. The LEP confirms that it is unable to contribute payment of 50 percent to a teaching fellow’s stipend due to financial hardship for the district.

Briefly describe how paying 50 percent of a teaching fellow’s stipend would be a financial hardship for the LEP.

### Collaborative Responsibilities of the LEP and IHE

4. In no more than a one-page response below, describe the commitment of the rural LEP and the IHE to jointly implement the teaching fellowship program including at a minimum:
  - Roles and expectations of the rural LEP and the IHE in implementing the individualized, one-year teaching fellowship;

- Evaluation process detailing the fellow’s strengths and areas for growth and improvement at the beginning of the fellowship year;
- The competencies that the fellow must master over the course of the year;
- An explanation of how the rural LEP and IHE will support the teaching fellow in mastering the identified competencies;
- Any other criteria that is applied in selecting the teaching fellows. Note that priority may be given to an applying eligible student who resided within the area of the LEP and seeks to return there as a teacher.

5. The rural LEP and IHE shall annually prepare and submit to the Department of Higher Education a report concerning the implementation of the agreement to include:
- The number of teaching fellows participating in the program and subjects they were teaching;
  - Whether the teaching fellows mastered the competencies identified by the rural LEP and the IHE;
  - The effectiveness of the agreement and any modifications necessary to improve the quality of the teaching fellowship program;
  - Whether the participating rural LEP employs the teaching fellow upon completion of the fellowship and the number of years the teaching fellow remains employed with the rural local education provider; and
  - Data concerning the performance of teaching fellows after they are employed by the rural LEP.

The rural LEP and IHE commit to submitting the above-referenced report to [sam.fogleman@dhe.state.co.us](mailto:sam.fogleman@dhe.state.co.us) by August 1, 2024, and each year thereafter through the fellow’s second full year of teaching independently.

6. Specify the responsibilities of each party if either cancels the agreement including, at a minimum, the responsibilities owed to a teaching fellow if either party cancels the agreement during the candidate’s teaching fellowship year and how reporting requirements described above will be completed.

7. Note that either party may cancel the agreement at any time for any reason.

**The LEP commits to:**

8. Assigning a supervising teacher who has been found highly effective when possible by the rural LEP through the rural LEP’s performance evaluation system.

9. Including teaching fellows in a range of activities expected of novice teachers employed by the rural LEP, including, at a minimum, professional development opportunities and the rural LEP’s teacher induction program.
10. Extending an offer of employment to each teaching fellow who successfully completes the fellowship year as determined by the rural LEP based on the teaching fellow’s mastery of the competencies, satisfactory completion of assigned duties, completion of graduation requirements, and attainment of an initial teacher license.
11. Notifying the DHE if a teaching fellow does not accept an offer of employment made by the participating rural LEP or does not complete two full years of employment.

**The IHE commits to:**

12. Securing and providing a matching stipend in the amount of \$5,000 to each candidate participating in the teaching fellowship.
13. Disbursing the total \$10,000 stipend to each fellow.
14. Awarding the candidate course credits for the fellowship and ensuring the fellow can complete any other coursework or other requirements of the approved educator preparation program in which the fellow is enrolled during the fellowship year.
15. Establishing terms for collecting any amount due to the IHE and DHE should the candidate not complete the teaching fellowship, accept a position with the LEP or complete two full years of employment in the LEP.
16. Giving each fellow the option of if they would like their payment:
  - in a lump sum (taxable income)
  - as a scholarship (may interfere with financial aid)

Each party agrees to the terms detailed above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized representative from \_\_\_\_\_ (IHE)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized representative from \_\_\_\_\_ (LEP)

**For Department Use Only**

Agreement received \_\_\_\_\_ (date) Signature \_\_\_\_\_, DHE

Agreement approved \_\_\_\_\_ (date) Signature \_\_\_\_\_, DHE