



Olympia School District

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K-12 Teaching & Learning Staff Development Office

(360) 596-8585 • Fax (360) 596-8581

To: All OEA Members

From: Michael Havens

Date: February 25, 2009

RE: **Announcement of Individual Professional Growth Grants**

We are pleased to announce that there will be \$60,000 available for Individual Professional Growth Grants awards for the period of June 1, 2008 to August 31, 2009. Individual grant awards shall not exceed \$2,000 in any year for any individual. *(Please note that, depending on the number of applications, the maximum amount granted may be less than \$2,000.)* Priority will be given for up to 50 percent (\$30,000) for plans which relate to the following:

- Strategic Plan goals for High Academic Standards, Expectations and Performance; Individualized Learning; Integrated Learning; Best Practices; A Supportive Working Environment; and Increased Family and Community Involvement.
- The implementation of the State's Grade Level Expectations, as outlined in publications from the Office of the Superintendent of Public Instruction.

The remaining \$30,000 will be available for grant applications relating to other district goals, building goals or individual professional goals. It is important that applicants state the goal clearly and explain the relationship of the plan to the accomplishment of the goal. **A major part of the decision to award a grant will be determined by the convincing nature of the explanation.**

Any member of the OEA bargaining unit may submit an application. This includes individuals who were awarded grants and completed all requirements in previous years.

The deadline for submitting application is 5pm, Wednesday, April 1, 2009. Grant applications should be submitted to the I.P.G.G. Committee at the District K-12 Teaching & Learning Department. The application should be precise, specific, complete and persuasive. **Only applications that are typed or composed via word-processing will be considered.** Please make certain that your application conforms to the guidelines on the application form, then proofread and spell-check your application before forwarding it to the committee. The attached application is available on the K-12 Teaching and Learning Department page of the OSD Website.

- **If applying for tuition funds for courses, please list college, course titles, a description of the course content and cost per class. Please tally costs and include the total amount requested (not to exceed \$2,000).**
- I.P.G.G. funds will not be awarded for lodging, travel, substitute costs or planning time.
- Funds will not be awarded for books, software, equipment, supplies or materials for the classroom.
- Funds will not be awarded for personal lessons, consultations, or tutoring.
- If more than one person is applying for the same activity, each person must submit an individual application.
- If repeating the same course as in a previous year, please explain the reason (i.e., to learn new software version). Please note that taking a course a second time *cannot* apply to a salary increase.
- Individuals who have further questions about the application process are encouraged to call Tricia Kelley at 596-8585.