

Arizona College & Career Competency Team Training

Sponsored by Arizona Department of Education Exceptional Student Services



Invitation to Apply

We are pleased to invite your school to participate in the **Arizona College and Career Competency Team Training (AZ CCCTT)** project, a **free**, two-year professional development opportunity offered by the Arizona Department of Education/Exceptional Student Services in collaboration with the University of Kansas Research Collaboration. Over the two-year process, school teams, and then additional staff, will learn about and provide instruction and practice for students on **college and career competencies** (i.e., **self-regulation**, **self-efficacy**, and **assertiveness**), and then reflect on their efforts and the impact on student outcomes. Professional development will be delivered close to schools (regionally, depending on where schools reside), online through instructor-led courses, and on-site via coaching and trainings.

Schools with a complete team will be selected on a first come, first served basis. A complete team should include a **minimum of one administrator, 2-3 general educators (preferably department chairs/leaders), 2 special educators**, and can include 1-2 additional members (e.g., school counselors, career and technical educators, transition coordinators, school social workers, etc.). We are happy to accommodate a smaller team for schools with a small staff or other extenuating circumstances. In most cases, there are 4-8 team members who commit to completing all training requirements listed under the **Administrator and Team Lead Approval & Expectations** section of this application (pages 3-4).

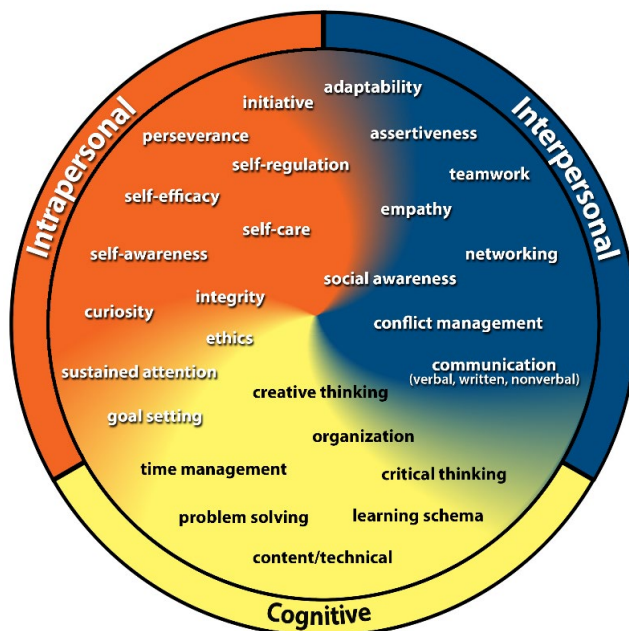
Both middle school and high school teams are encouraged to apply. Each member of the team will attend approximately 4-6 days of regional and on-site training over the course of two years, while also receiving online instruction, resources, and supports. Each team member will learn how to provide instruction and practice for a competency (e.g., self-regulation), and will then apply the content and reflect on their efforts. Then, with trainer support, teams will scale up implementation to additional staff, with the goal of full Tier 1 instruction. To support implementation, teams will receive a \$2000.00 Year 1 (2019-20) stipend and a \$500.00 Year 2 (2020-21) stipend. The stipend can be used at the team's discretion for substitutes, travel, meals, etc.

Led by Drs. Jane Soukup and Pattie Noonan from the University of Kansas, the **Arizona College and Career Competency Team Training** project aims to increase students' social and emotional competencies, thereby improving behavior and academic achievement, increasing graduation rates, and promoting strong post-school outcomes. During training, teams will learn about specific intrapersonal and interpersonal competencies and strategies for incorporating these into their course content.

To learn more about the *CCC Framework*, please visit <http://CCCFramework.org> to view the introductory video or visit the project website at <http://arizonatransition.org>.

If you have questions regarding the project or application process, you can contact Dr. Jane Soukup by e-mail at jsoukup@ku.edu or by phone at 785-218-5263.

College and Career Competency Wheel



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Note: If this document is open in your browser, save it to your computer and open it using Adobe Reader before you fill it out.

Team Application Form

School Information

Please type or print school/district information below.

School Name

District Name

Street Address

City

ZIP

School Phone Number

Team Information

Below, provide the names and contact information for your team members. A complete team should include a **minimum of one administrator, 2-3 general educators (preferably department chairs/leaders), 2 special educators**, and can include 1-2 optional members (e.g., school counselors, career and technical educators, transition coordinators, school social workers, etc.). We are happy to accommodate a smaller team for schools with a small staff or other extenuating circumstances. In most cases, there are 4-8 team members who commit to completing all training requirements listed under the **Administrator and Team Lead Approval & Expectations** section of this application (pages 3-4). Team member commitment is crucial for successful implementation of competency instruction and positive student outcomes.

| Role | Name & Content Area (if applicable) | E-mail Address |
|--|-------------------------------------|----------------|
| Administrator | | |
| General Educator (indicate content area) | | |
| General Educator (indicate content area) | | |
| General Educator (indicate content area) | | |
| Special Educator | | |
| Special Educator | | |
| Other (optional) | | |
| Other (optional) | | |

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Team Lead Information

Of the team members listed on the previous page, one individual must volunteer to act as team lead. The team lead will be responsible for facilitating data collection and communication between AZ CCCTT project personnel and team members.

Team Lead Name

Signature

Regional Training Date Selection

Your team will attend one of the following regionally located **CCC Framework Overview** trainings to learn the basics of implementing college and career competencies as part of typical instruction (all team members are required to attend) and get started on the online competency course.

Put a checkmark next to the training date that is best for your team:

- ☐ Phoenix Regional CCC Overview: Thursday, September 5, 2019 (10:00am – 4:00pm, lunch on your own)
- ☐ Tucson Regional CCC Overview: Friday, September 6, 2019 (10:00am – 4:00pm, lunch on your own)
- ☐ Flagstaff Regional CCC Overview: Tuesday, September 10, 2019 (10:00am – 4:00pm, lunch on your own)

Financial Contact Information

If you have a finance office contact, please provide their contact information below, so that we can include them on communications regarding stipend arrangements (additional details on stipend below).

Financial Contact Name

Phone Number

E-mail

Administrator and Team Lead Approval & Expectations Agreement

We agree to support our school team's participation in AZ CCCTT Training by approving/coordinating release time to attend training, supporting the implementation of school-wide, class-embedded instruction that supports students' development of college and career competencies, and supporting data-based decision making to assist in identifying impacts of competency instruction and opportunities to refine/expand instruction. We understand that our school team will be comprised of key roles (e.g., general education, special education, career technical education, counseling, administration) and will receive \$2000.00 as a Year 1 (2019-20) stipend and \$500.00 as a Year 2 (2020-21) stipend to support implementation, used at our team's discretion for substitutes, travel, meals, etc.

Our team will participate in the following AZ CCCTT activities:

- *Schedule a one-hour planning meeting for school/district leadership (i.e., administrator and team lead) with AZ CCCTT project staff prior to September 2019.*

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- Attend a regionally located CCC Framework Overview training to learn the basics of implementing college and career competencies as part of typical instruction (all team members are required to attend).
- Complete an asynchronous, instructor-facilitated, six-week online course (all team members are required to complete the course) about our team's chosen competency (e.g., self-efficacy), running from September 16, 2019 to December 1, 2019.
- Receive site visits from project staff, including a 2-hour data-based decision making (DBDM) meeting on-site at our school in January 2020. This meeting will include discussion about how student outcomes have been affected by competency instruction and will also facilitate planning next steps for expanding CCC implementation school-wide in Spring 2020.
- Send 1-2 educators (who will be on our AZ CCCTT team) to the August 2019 AZ Transition Conference, which is held at the JW Marriott Phoenix Desert Ridge (registration and lodging provided). This is an optional perk available to project participants.

Signed _____
School Administrator Signature

Date _____

Signed _____
Team Lead Signature

Date _____

How to submit

E-mail applications to jsoukup@ku.edu.