

Diocese of Sioux City

ESL Teacher Development Program:

Selection, Support and Evaluation

2019



Introduction

According to the Iowa Department of Education, the number of students learning English has grown from 4,115 in 1991, to over 27,000 in 2015. This number will only continue to grow across public districts and nonpublic schools in Iowa. Therefore, the mission of the Diocese of Sioux City ESL Teacher Development Program is to find, develop, and support teachers in our Catholic schools to seek training and endorsements to be better equipped to teach this population of learners in our classrooms.

<https://boee.iowa.gov/endorsement/k-12-english-second-language>

We are seeking candidates that are committed to excellence in faith, family, and community and to the mission of educating English language learners in our classrooms. We are seeking people who want to make a difference in the lives of our students.

To that end, the Diocese of Sioux City will review recommendations from current principals for teacher candidates willing and able to pursue education in teaching English language learners. Candidates will be required to obtain an endorsement on their current teaching license for K-12 English as a Second Language. The Diocese of Sioux City will provide financial support to successful candidates for academic costs associated with obtaining the ESL endorsement.

We are excited you are interested in being considered for this important and vital ministry in our schools. This handbook is a guide for those considering the ESL Teacher Development Program. While this handbook provides general information about the program, we encourage you to contact the Catholic Schools Office with any other questions you have about the program or the process.

Background

Candidates interested in earning a K-12 English as a Second Language endorsement to their teaching license can access information at the following link:

<https://boee.iowa.gov/endorsement/k-12-english-second-language>

There are many college programs listed on the Board of Educational Examiners website as accessed through this link from which to obtain this endorsement.

Selecting Candidates

Interested candidates referred to the superintendent by their building principal must complete the following steps to be considered for this program:

1. Complete the application provided.
2. Provide two letters of reference.
3. Provide a copy of college transcripts.

Candidates should be prepared to follow the timeline listed below.

Timeline

June 15 —Applications and all other required information due

July 15 —Notification of acceptance. Grant/loan recipients will be chosen by a committee of individuals including Catholic Schools Office staff and school administrators.

August/September*—Begin coursework through approved college ESL endorsement program

*Accommodations may be made for those who may have need for a summer or winter start date

Financial Support

Each candidate will be responsible for selecting a program that will successfully lead to a K-12 ESL endorsement on their current Iowa teaching license. The candidate must receive approval of their specific program from the superintendent of schools, and provide proof of acceptance into the program. Candidates are expected to complete the endorsement program in no more than two calendar years from the date of entry into the program. Copies of final transcripts must be submitted to the superintendent upon completion of the endorsement program.

The Diocese of Sioux City will provide a loan up to a maximum of 50% of tuition and fees or \$5,000, whichever is less for one individual. The fees will be paid out as a maximum loan of \$2500 per year. Documentation of tuition and fees must be provided in advance. In return for this financial investment, the Diocese of Sioux City expects that the candidate will provide three additional years of service at one of our Catholic schools after completion of the program. Each year the candidate serves in a Catholic school after completing the endorsement, 1/3 of the total loan amount will be forgiven. If the candidate leaves before completing three years of service, he/she will be responsible for reimbursing the Diocese of Sioux City for the remainder of the loan.

Verification of employment in a Sioux City Diocese Catholic School will be conducted annually to ensure compliance with terms of financial support as detailed above (see form on the last page of this handbook.)

Evaluation

Ongoing evaluation of each candidate's progress in the ESL endorsement program will be completed by the Diocesan Superintendent, including a request for unofficial transcripts. If a candidate does not meet the outlined standards of the program, including failure to complete any courses with a grade of C- or above, the Diocese of Sioux City reserves the right to end the agreement and terminate the candidate's participation in the program.

For additional details contact:

Patty Lansink
Superintendent of Schools
Diocese of Sioux City

712-233-7535 or pattyl@scdiocese.org

Diocese of Sioux City

Application for ESL Endorsement Grant

Name: _____ Phone: (____) _____		
Last	First	MI
Address: _____		
Street	Apt #	

City	State	Zip
E-mail Address: _____		

Please list name of school at which you are employed: _____

How many years have you been employed at this school? _____

Do you have a current Iowa teaching license? ____ Yes ____ No		
		If 'yes', please
complete the following:		
Folder No. _____	License Type _____	
Expiration Date _____		

Education:

	Name of School	City & State	Major Course of Study	Years Attended	Degree Obtained?
College or University					
College or University					

Professional Teaching: Please complete this section of the application even if a resume is being submitted. Include all educational employment. Attach separate sheet if necessary.

Years	School	Grade/Subject/Position	Immediate Supervisor	Phone / e-mail address	Reasons for Leaving?

Please explain any gaps in your employment history: _____

Have you failed, or refused to fulfill, a contract of employment entered into with any school system?
 ____ Yes ____ No

Have you ever been terminated or asked to resign from any job?
 ____ Yes ____ No

Please explain any yes answer: _____

Are you under contract for the upcoming school year? ____ Yes ____ No

Professional References (2):

Name		Title	Employer / City	Daytime phone
First	Last			

By signing this application, I agree that if selected, I will serve a Catholic school in the Diocese of Sioux City for 3 years after the completion of the ESL endorsement program at an accredited college or university.

 Applicant's Signature

 Date

FOR OFFICE USE ONLY:

Teacher Name and School: _____

Approved ESL endorsement program: _____

Program acceptance date: _____

Program start date: _____

Program completion date: _____

Final transcripts submitted (date): _____

School employment verification (forms provided on page 8)

- Year 1 _____
- Year 2 _____
- Year 3 _____

Diocese of Sioux City

Catholic School Employment Verification Form

This form shall be used to verify employment in a Catholic school in the Diocese of Sioux City for the 20____ - 20____ school year. The employee listed below has successfully served as a classroom teacher and has fulfilled all contractual obligations for this current school year.

Employee: _____

School: _____

Principal Signature

Date