



# APPLICATION 2018

District/ESD/Community college

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Name of person submitting application

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Title

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Email address

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Phone

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This application also functions as your board's intent to participate. It is due to OSBA by June 1, 2018. OSBA will announce selected applicants by July 1, 2018.

Boards selected through the Promise Scholarship Program (PSP) application process are making a significant commitment of time to training and/or project work. Selected boards that complete all aspects of the program (as described below) will receive either \$2,500 or \$5,000 of scholarship money to distribute to one or more students.

Boards may choose to participate in the full PSP program, or the half program. Each program is described below.

# Full PSP Program:

This program is ideal for boards that have not completed OSBA’s Basic and Intermediate Roles and Responsibilities trainings in the last 12 months, or that have had significant turnover on the board since last completing the training. It may also be ideal for boards that wish to develop/revise a board operating agreement, a board self-evaluation, or the superintendent/president evaluation process, and/or that desire to invest deeply in their own professional development.

Boards applying for this program must be willing to commit to 18 hours of professional development/project work. **PSP sessions must be scheduled as stand-alone special meetings and are not to be combined with other board business.** Boards that complete the program will earn a \$5,000 scholarship to distribute to one or more students.

A sample program outline is below:

SESSION	TOPIC	TIME COMMITMENT
Session 1	Facilitated assessment of board training needs, setting expectations, designing project goals and outcomes, scheduling future sessions	Approx. 3 hours
Session 2	Basic Roles and Responsibilities	Approx. 3 hours
Session 3	Intermediate Roles and Responsibilities	Approx. 3 hours
Session 4	Project session 1 <i>(with District Leadership Team)</i>	Approx. 3 hours
Session 5	Project session 2 <i>(with District Leadership Team)</i>	Approx. 3 hours
Session 6	Final project session <i>(with District Leadership Team)</i>	Approx. 3 hours

# HALF PSP PROGRAM:

This program may be ideal for boards that have recently completed OSBA’s Basic and Intermediate Roles and Responsibilities trainings and have had no significant turnover on the board since last completing the training. It may also be ideal for boards that wish to expand on a previous PSP project or complete a different project, or that have less time to commit to the board’s professional development.

Boards applying for this program must be willing to commit to 12 hours of professional development/project work. **PSP sessions must be scheduled as stand-alone special meetings and are not to be combined with other board business.** Boards that complete the program will earn a \$2,500 scholarship to distribute to one or more students.

A sample program outline is below:

SESSION	TOPIC	TIME COMMITMENT
Session 1	Facilitated assessment of board needs for project, setting expectations, designing project outcomes, scheduling future sessions	Approx. 3 hours
Session 2	Project session 1 <i>(with District Leadership Team)</i>	Approx. 3 hours
Session 3	Project session 2 <i>(with District Leadership Team)</i>	Approx. 3 hours
Session 4	Final project session <i>(with District Leadership Team)</i>	Approx. 3 hours

Prior to the first PSP session, your PSP facilitator will administer a SurveyMonkey survey to all board members. The results of this survey will help guide the discussion about board needs and project goals during the first PSP session.

# BOARD PROJECT

Each participating board must complete a board project (to be approved by OSBA's Director of Board Development). The board project must be:

- Designed to impact student achievement for all students
- Relate to a potential, proposed or newly-adopted district initiative

(Examples of this might include a districtwide implementation of AVID or Restorative Justice, or building a long-term monitoring plan for a newly-adopted strategic plan and setting board goals.)

The first session of the PSP will be planning the project and learning how the principles of distributed leadership may apply. The superintendent/president may be asked to build a District Leadership Team (DLT) to meet with the board for project sessions.

The project sessions will be co-created with the OSBA facilitator and will address the five roles of the board, as outlined in the Iowa Lighthouse research:

1. Learn as a board team
2. Set clear expectations
3. Provide support to ensure success
4. Hold the system accountable
5. Build the community will to succeed

# OTHER REQUIREMENTS

The board must submit evidence that the board has formally agreed to apply for and, if selected, participate in the Promise Scholarship Program as described in this application.

During the eligibility period (7/1/18 - 6/30/19), you must submit documentation of the following:

1. Completed superintendent/president evaluation
2. Completed board self-evaluation

# PRICING

PROGRAM	COST
Full PSP Program <i>(minimum 6 sessions; 18 hours)</i>	\$2,400 plus travel expenses <i>(mileage, meals and hotel, if applicable)</i>
Half PSP Program <i>(minimum 4 sessions; 12 hours)</i>	\$1,600 plus travel expenses <i>(mileage, meals and hotel, if applicable)</i>
Additional project session <i>(if needed)</i>	No workshop cost; expenses only <i>(mileage, meals and hotel, if applicable)</i>

# APPLICATION AND ACKNOWLEDGEMENTS

Please use the space below to respond to the following questions:

1. Identify whether the board is applying for the full PSP program or the half program.
  
  
  
  
  
  
  
  
  
  
2. Describe why the board wants to participate in the PSP.

3. Describe how the board will use its participation in the PSP to impact student achievement.

4. List the board's professional development activities within the last 24 months.

**Please read and initial each item below:**

\_\_\_\_\_ I acknowledge that I have read and understand all parts of the application.

\_\_\_\_\_ The board has formally agreed to apply for and participate in the PSP. A copy of the resolution, motion and/or board minutes is included as documentation.

\_\_\_\_\_ The board understands the time commitment involved in the PSP and has agreed to schedule PSP sessions with the facilitator as stand-alone special meetings (not combined with other agenda items). The board has agreed to devote approximately three hours to each session.

\_\_\_\_\_ The board has agreed to complete all project requirements by June 30, 2019.

\_\_\_\_\_ The board understands that all requirements of the PSP must be met before the district is awarded the \$5,000 or \$2,500 scholarship funds.

\_\_\_\_\_  
Signature of board chair

\_\_\_\_\_  
Date

# PSP CHECKLIST

Use this checklist to check your progress on the PSP.

- Application submitted by 6/1/2018. Included:
  - Completed application form and acknowledgements page
  - Board chair signature
  - Copy of minutes and/or resolution/motion documenting the board vote to apply for and participate in the PSP
  
- Basic Roles and Responsibilities training completed  
(full program): \_\_\_\_\_
  
- Intermediate Roles and Responsibilities training completed  
(full program): \_\_\_\_\_
  
- Initial PSP session completed: \_\_\_\_\_
  
- Session #2 completed: \_\_\_\_\_
  
- Session #3 completed: \_\_\_\_\_
  
- Session #4 completed: \_\_\_\_\_
  
- Session #5 completed (full program): \_\_\_\_\_
  
- Session #6 completed (full program): \_\_\_\_\_
  
- Superintendent/president evaluation completed, and documentation sent to OSBA: \_\_\_\_\_
  
- Board self-evaluation completed, and documentation sent to OSBA: \_\_\_\_\_