



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Resolution of the Board of Trustees of the United Independent School District

Supporting the United College Assistance Now (UCAN) for Educators

**SUBMITTED BY:** Gloria S. Rendon

**OF:** Superintendent's Office

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** May 17, 2017

**RECOMMENDATION:** It is recommended that the Board approve the Resolution of the Board of Trustees of the United Independent School District Supporting the United College Assistance Now (UCAN) for Educators

**RATIONALE:**

**BUDGETARY INFORMATION:**

**POLICY REFERENCE & COMPLIANCE:**



**RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE UNITED INDEPENDENT SCHOOL DISTRICT  
SUPPORTING THE  
*United College Assistance Now (“UCAN”) for Educators***

**WHEREAS**, The United Independent School District (“UISD”), a political subdivision of the State of Texas, provides its high school students the opportunity to receive college course credit by participating in Dual Enrollment Courses, and

**WHEREAS**, UISD full-time teachers interested in teaching the Dual Enrollment Courses must not only meet State Certification teaching requirements but the Certification must be coupled with either a Master’s Degree from an accredited university in certain content areas, or a Masters Degree not conferred in the content areas but must have a minimum of eighteen (18) hours of college credit in the content area beyond their Master Degree; and

**WHEREAS**, UISD’s Curriculum and Instruction Department has targeted the following areas of Instruction to be deemed “content course areas” for teaching purposes in the Dual Enrollment Courses, those being in either (1) Art, (2) English, (3), Math, (4) Science, (5) Psychology, (6) Speech, (7) U.S. History, (8) Sociology, or (9) Business Information Management; Spanish; and other areas as determined by Administration; and

**WHEREAS**, UISD full time teachers wishing to participate in the UCAN for Educators Program must have classroom teaching experience in the content course areas as prescribed by the UISD’s Curriculum and Instruction Department and the Department of Human Resources; and

**WHEREAS**, the Board of Trustees has determined that a public purpose would be served in expending public funds to pay for *tuition and fees* to current UISD full-time teachers interested in participating in the UCAN for Educators Program” in order for these UISD teachers to be able to meet the educational requirements to teach in UISD’s Dual Enrollment Courses.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

Section 1. The United Independent School District Board of Trustees approves the United College Assistance Now (UCAN) for Educators Program which will provide for tuition and fees assistance to UISD Full Time Teachers interested in participating in the UCAN for Educators Program in order to receive the educational requirements needed to be able to teach

Dual Enrollment Courses.

Motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_,  
that the resolution above and foregoing be adopted.

For \_\_\_\_\_ Against \_\_\_\_\_

The above resolution was voted on at a regular meeting of the Board of Trustees held on  
the 17<sup>th</sup> day of May, 2017.

BY:

Judd Gilpin  
President of the Board

ATTEST:

Aliza Flores Oliveros  
Board Secretary



**UNITED INDEPENDENT SCHOOL DISTRICT**  
**United College Assistance Now (U-CAN) for Educators Program**  
**Content Area Master's Degree or 18 Hours Beyond Master's**  
**for Eligibility to Instruct Dual Enrollment Courses**

**Purpose**

In our mission to provide high quality instruction and foster the professional growth of our teachers, United Independent School District ("UISD") seeks exemplary teacher candidates to participate in postgraduate studies at Texas A&M International University (TAMIU).

The vision of this initiative is to prepare teachers at the classroom/campus levels who will serve to instruct dual enrollment courses to interested/qualifying UISD students.

**The Process**

Teacher candidates must submit:

1. Completed **UISD application**.
2. **Recommendation form** completed by the Principal or their designee.
3. **Resume** addressing the elements below:

Goal: The applicant will state their reason(s) for pursuing a Master's Degree or 18 hours in the content area dual- enrollment certification

- Employment history
- Educational background
- Courses taught
- Leadership experience
- Honors and awards
- Community service
- Consultant service
- Membership in professional organizations

**Timeline**

**May 1-17 - Interested candidates should research TAMIU process for acceptance into a graduate program.**

**May 18:** UISD will provide application documents through Human Resources.

**May 24:** DEADLINE for application documents to be submitted to the Human Resources Office.

**June 1:** District will notify applicants of their selection for this program.

**June 2:** Final admissions deadline for summer session 2017

**June 5:** First day of summer session 2017 classes

### **Selection Criteria**

Selection Criteria will be based on the following:

1. Acceptance into a graduate program at TAMIU.
2. Submittal of the UISD application, Reference Form and Resume to Human Resources.
3. In case there are more interested candidates than funds available for tuition and fees, candidates will be selected based on the elements listed above, and on a first-come/first-served basis determined by the time stamp on your application to Human Resources.



# UNITED INDEPENDENT SCHOOL DISTRICT

## HUMAN RESOURCES DEPARTMENT

301 Lindenwood Rd., Laredo, Texas 78045; (956) 473-6273; Fax (956) 473-6303; Toll Free 1-800-933-6013

### UNITED COLLEGE ASSISTANCE NOW (UCAN) APPLICATION FOR CURRENT U.I.S.D. EMPLOYEES

Complete this form when applying for the tuition assistance program to teach high school dual enrollment classes.

Date Application Submitted: \_\_\_\_\_

#### POSITION INFORMATION

Applying for: \_\_\_\_\_ Masters Degree Assistance \_\_\_\_\_ 18 hours beyond Masters Degree Assistance

Present Position: \_\_\_\_\_ Subject/Grade: \_\_\_\_\_ Campus/Dept.: \_\_\_\_\_

#### PERSONAL INFORMATION

Employee: \_\_\_\_\_ ID No.: \_\_\_\_\_  
Last Name First Name Middle Initial

Address: \_\_\_\_\_  
Street City State Zip Code

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_ Other: \_\_\_\_\_

#### EDUCATIONAL BACKGROUND

Name of Institution	Location	Dates From	Dates To	Graduation Date	University Level of Degree/Diploma	Major	Minor

Do you currently have a Masters Degree? \_\_\_\_\_ Yes \_\_\_\_\_ No

If "Yes", are you applying to earn 18 hours beyond a Masters degree in a specific content area? If "Yes", what content area are you applying for? \_\_\_\_\_

If you currently do not have a Masters Degree, have you applied or are you currently applying to be accepted into a Masters Degree Program at TAMU? \_\_\_\_\_ Yes \_\_\_\_\_ No

If "Yes", what content area are you applying for? \_\_\_\_\_

## GENERAL INFORMATION

Moral turpitude is an act of baseness, vileness or depravity in the private or social duties outside the accepted standards of decency and that shocks the conscience of an ordinary person, including, but not limited to theft, attempted theft, murder, rape, swindling and indecency with a minor. Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)?

Yes  No If yes, please attach statement of the nature of the offense:

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Have you ever been charged with, been convicted of, received deferred adjudication (probation), plead guilty or nolo contendere for an offense of capital murder, attempted murder, murder, voluntary manslaughter, involuntary manslaughter, indecency with a child, injury to a child or elderly or disabled individual, kidnapping, aggravated kidnapping, aggravated sexual assault of a child, aggravated robbery, or any felony where a deadly weapon was used or exhibited or for any felony related to the manufacture, delivery or possession of marijuana, a controlled substance, or dangerous drug?

Yes  No

*"Conviction" shall include probation or deferred adjudication (probation), a finding of guilt or acceptance by the court of a plea of guilty, or nolo contendere.*

*Conviction of a crime is not an absolute bar to employment. Pursuant to district policy, the district will review each application according to the criteria set forth in the district's DC (Local) policy.*

Have you ever been involuntarily terminated, asked to resign, or resigned due to employee misconduct from any previous employer?

Yes  No

If yes, please give the name of your prior employer, date and reason(s) for such action:

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Do you have a relative who is either a member of the United I.S.D. Board of Education or who is employed with the District?

Yes  No If yes, please give name of relative, relationship and position held:

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Why did you leave your last position?

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Are you presently legally authorized to work in the United States on a full-time basis for any employer?  Yes  No

Are you receiving retirement benefits from the Teacher Retirement System (TRS)?  Yes  No

## VERIFICATION

An applicant shall not be employed by the district if he or she fails to disclose information on the employment application or when questioned regarding any criminal conviction, crime, or deferred adjudication (or similar type of decree) or misrepresents any information regarding any such conviction, crime, or deferred adjudication (or similar type of decree).

I hereby certify that the above information to the best of my knowledge is true, accurate, and complete. **ANY FALSIFICATION OF THIS RECORD WILL BE SUFFICIENT CAUSE FOR DISQUALIFICATION.** Furthermore, it is understood that this application becomes the property of United I.S.D., which reserves the right to accept or reject it. I hereby give the District permission to make inquiries of references and former employers concerning my performance in the past and general character. References and personal information which becomes a part of this record are to be regarded as confidential and shall not be revealed to me.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## HUMAN RESOURCES DEPARTMENT – OFFICE USE ONLY

CH Clearance

Date

# UCAN Reference Form-Human Resources Department



Date: \_\_\_\_\_

Employee ID # \_\_\_\_\_

Applying For: \_\_\_\_\_ Masters Degree Assistance  
 \_\_\_\_\_ 18 hours above Masters Degree

Applicant Name: \_\_\_\_\_

The applicant listed above is applying for tuition assistance to teach in the dual enrollment program. He/She authorizes the party receiving this form to give full and complete information as may be requested by UISD. Thank you for your time and input.

What position does the applicant currently hold? \_\_\_\_\_

How long have you worked with the applicant? \_\_\_\_\_

What is your relationship to the applicant? (Supervisor, Other) \_\_\_\_\_

	1 (Low)	2	3	4	5 (High)	N/A	Comments
1. Attendance/Punctuality							
2. Dependability							
3. Willingness to Work Hard (Self-Discipline)							
4. Communication Skills							
5. Ability to Plan and Organize							
6. Knowledge in Field of Work							
7. Rapport with Co-Workers/Supervisor(s)/Students							
8. Commands Confidence and Respect							
9. Initiative/Personal Motivation							
10. Stress Tolerance							
11. Handles Discipline Matters in a Fair and Consistent Manner							
12. Communicates Student's Successes and Concerns to Parents							
13. Maintains Positive Rapport with Students							
14. Uses a variety of Instructional Methods							

How would you rate applicant's job performance (on a scale of 1-10, 10 being the highest)? \_\_\_\_\_

Would you recommend this applicant to teach rigorous college-level courses as an adjunct faculty?      Yes                      No

Do you know of any reason why the applicant should not be accepted into the UCAN program?      Yes                      No

Additional Comments: \_\_\_\_\_

Please Print Your Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Campus: \_\_\_\_\_

*UISD is an equal Opportunity Employer. It is the policy of the United Independent School not to discriminate on the basis of race, color, national origin, sex, age or disability in the Career and Technology program, services, or activities as required by the Title VI of the Civic Rights Act of 1964; as amended. Please address concerns to Rita Garner, Title IX Coordinator, 201 Lindenwood Drive, Laredo, TX 78045, (956) 473-6351 or Emma Leza, ADA/Section 504 Coordinator, 4410 State Hwy. 359, Laredo, TX 78045, (956) 473-2000.*