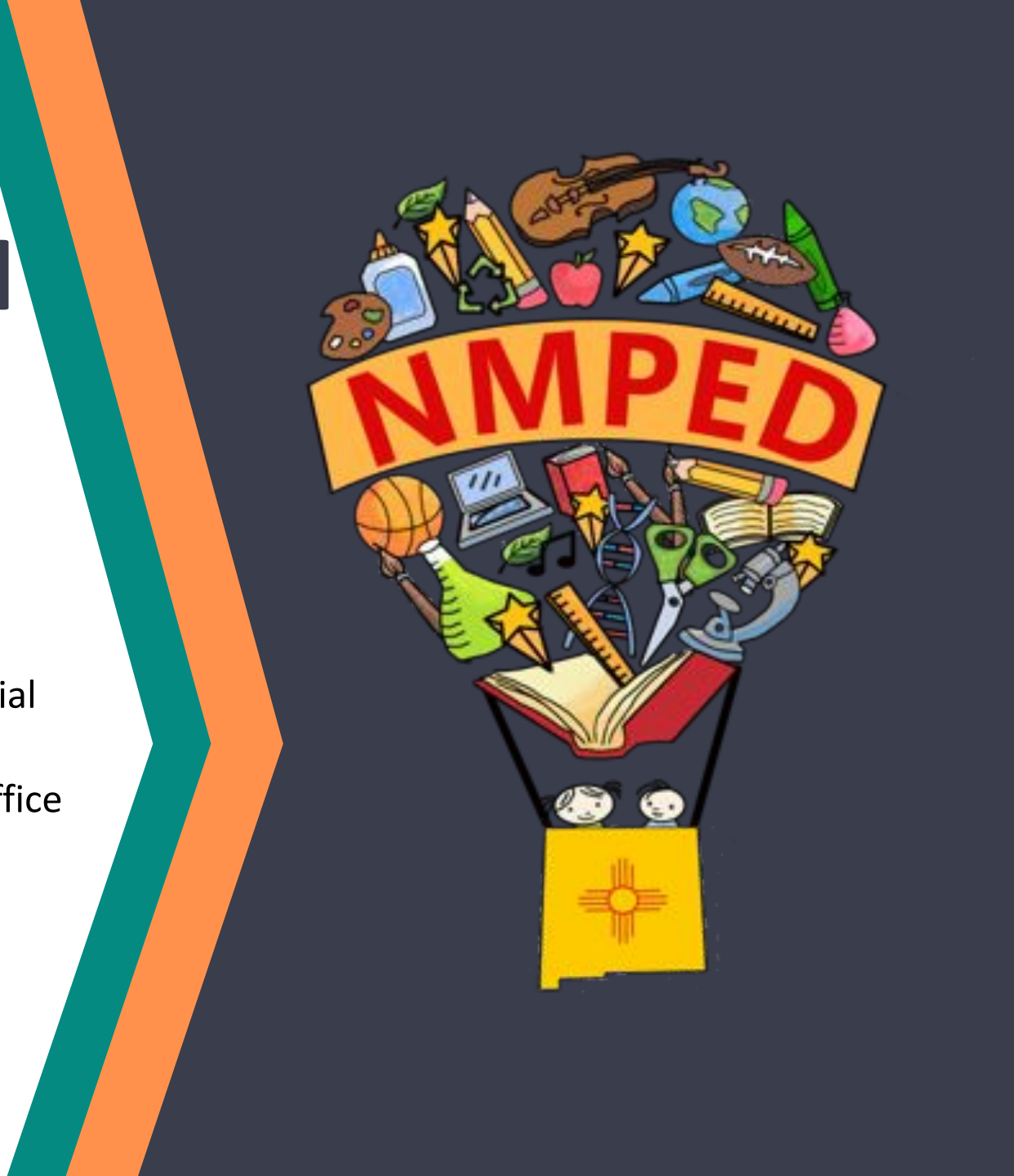


Hard to Staff Differential Payments Application

- ❖ Dr. Margaret Cage Ed. D., Director of the Office of Special Education (OSE)
- ❖ Dr. Tyre Jenkins Ed.D, Deputy Director of the Office of Special Education (OSE)
- ❖ Jessica Dinsmore MPA, Educational Administrator of the Office of Special Education (OSE)

Presentation Date(s)
July 25, 2024 2:00PM
July 26, 2024 9:00AM

Investing for tomorrow, delivering today.



Agenda

- Welcome & Introductions
- Hard to Staff Differential Payments Information
- Application Requirements
- LEA Requirements
- Scoring Rubric & Prioritization of Funding
- Questions/ FAQ



Attendance

**Please Scan the QR Code to Sign
In!**

**Your Attendance is Greatly
Appreciated!**



Hard to Staff Pay Differentials

- The Hard to Staff Pay Differential initiative aims to offer financial incentives to attract and retain certified special education teachers to positions that have been vacant, difficult to fill, or have experienced high turnover.
- Funding provided through HB2
- Prioritizing local education agencies (LEAs) with special education teacher positions that have been vacant for two or more school years.
- If funding permits:
 - Retention payments to all special education teachers across the state
 - Funding permitted assist with filling other special education vacancies including;
 - Educational Assistants
 - Service Providers



Special Education Teacher Differential Payments

- Payments for Certified Special Education Teachers for SY 24/25
 - \$10,000 total for SY 24/25
 - Two \$5,000 payments will be disseminated at the end of each semester (December & May)
 - Payments will go directly to teachers to decrease future MOE obligations of LEA's
- **Participating teachers must hold a special education teaching license from the State of New Mexico.**



Stipend Amount	Rule
\$5,000 (December)	Participant must work at least 75% of the instruction hours from August to December (or 1st half of the year depending on when the school year begins) according the instructional calendar of the district or charter school of employment
\$5,000 (May)	Participant must work at least 75% of the instruction hours from January to May (or when 2nd half of the year resumes) according the instructional calendar of the district or charter school of employment



**Hard to Staff
Pay Differential
LEA Application**



Application Information

Application Release Date:

August 15, 2024

Application Due Date:

September 30, 2024



Local Educational Agency (LEA) Requirements

- **Vacant Positions:** Must have at least one or multiple special education teacher position that are vacant
 - Non-certified staff members (long-term substitutes or educational assistants) may have been hired to fill these positions on a temporary basis, but a certified special education teacher was not hired.
- **Application Deadline:** Must complete the Hard-to-Staff Differential Payment Application by September 30, 2024.
- **Documentation:** Must provide all required documentation and information to the Office of Special Education (OSE) by the requested due date along with the application or shortly after by official request.

Application Sections

- Hard to Staff Differential Payment Application
 - 5 Sections
 - i. LEA Information
 - ii. LEA as a WHOLE Staffing Information
 - iii. Current School & Special Education Teacher Vacancy Information
 - iv. LEA Calendar Information
 - v. Statement of Work

The screenshot shows a web-based application form titled "Hard to Staff Differential Payment Application". At the top, it displays the user's email "jessica.dinsmore@ped.state.nm.us" with a "Switch account" link and a profile icon. Below this is a notice: "The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form". A red asterisk indicates required questions. The form contains several input fields: "Email *" with a placeholder "Your email"; "Name of LEA *" with a placeholder "Your answer"; "Address of LEA Central Office *" with a placeholder "Your answer"; and a section titled "Name(s) and Title(s) of Individual(s) Completing Application (required)" with a sub-instruction: "Enter all individuals who should be included in the division communication about the application and funding." Below this is a list of labels: "Name:", "Title of individual:", "Phone Number:", and "Email Address:", followed by a "Your answer" placeholder. The bottom of the form is partially visible, showing the start of another section with the label "Please add the following information below:".

Required Documents

- **CURRENT SCHOOL & SPECIAL EDUCATION TEACHER INFORMATION EXCEL DOCUMENT**
 - LEA's will be prompted to make a copy
 - **Save & Upload to Application**
- Two years of waiver request for non-certified special education staff positions
 - **Upload as a PDF to Application**

CURRENT SCHOOL & SPECIAL EDUCATION TEACHER VACANCY INFORMATION

For this section LEA's will need to upload 2 documents:

1. *Current School & Special Education Teacher Information Excel sheet (provided below)*
2. 2 years of waiver request for non-certified special education staff positions. Upload as a PDF document.

Using the excel sheet below provide the current schools and school information for schools with vacant special education teacher positions that have not been filled with a certified special education teacher for two or more school years.

Information required for each school:

For Each Provide:

1. School Name
2. Address
3. Phone Number
4. Administrator
5. Administrator Email

Position(s) Information

1. Special Education Teacher Position
2. Term of vacancy
3. Position history for last 2 school years (remained vacant, long-term non-certified substitute was hired, etc.)

[CURRENT SCHOOL & SPECIAL EDUCATION TEACHER INFORMATION EXCEL DOCUMENT](#)

The link above with prompt you to make a copy of the document, please save and add the requested information, once completed save and upload below.

File Upload: Please attach each file here and save the document as follows:*

LEA NAME_hard to staff application_24
and
LEA NAME_waiver request_24

Example
HappySchools_ hard to staff application_24
HappySchools_waiver request_24

[Add file](#)

Statement of Work

- Proposed strategy to guarantee that the designated school administrator(s) and Special Education teacher, recipients of the stipend, will actively engage in initiatives aimed at enhancing student performance and fostering positive outcomes for students with disabilities.
- Outline how your LEA intends to craft a quality mentoring program for teachers as part of this initiative to improve recruitment and retention efforts.



Rubric & Prioritization

- Hard to Staff Applications will be reviewed and scored utilizing the “Hard to Staff Application Rubric”
 - Scoring Section:
 - # of Vacant Special Education Teachers Positions
 - Engagement & Mentoring Strategy
 - Other Considerations
 - LEA Requirements
 - Teacher Licensure
 - Stipend Eligibility
- Funding priorities will follow the rubric explanations upon release of August 15, 2024.



Timeline

Time Frame	Activity
August 15, 2024 – September 30, 2024	<ul style="list-style-type: none">• Submit Application to Office of Special Education (OSE)
October 2024 – November 1, 2024	<ul style="list-style-type: none">• OSE Application Review• OSE will send stipend eligibility letters to LEA's who submitted applications
November 2024 – December 1, 2024	<ul style="list-style-type: none">• LEA's will select teachers to receive stipends and submit this information to OSE.
December 2024	<ul style="list-style-type: none">• OSE will conduct an employment verification• First round of stipends will be disseminated to LEAs• Stipends are paid to participating Special Education Teachers
February 1, 2025 – March 1, 2025	<ul style="list-style-type: none">• Retention Letters of Eligibility are sent out to LEA's
March 1, 2025 – April 1, 2025	<ul style="list-style-type: none">• OSE will conduct employment verification for participating special education teachers
April 1, 2025 - May 1, 2025	<ul style="list-style-type: none">• Second round of stipends will be disseminated to LEA's
May 1, 2025 – May 25, 2025,	<ul style="list-style-type: none">• Stipends are paid to participating and eligible special education teachers by May 25, 2025,

FAQ

- **Additional Questions? Scan the QR code to the right and let OSE know of any lingering questions or concerns**
- **FAQ will be posted to the website & sent to everyone in attendance here**



Questions

