

Montgomery County Faculty Fellows

School Resource Guide



A state-funded grant project aimed at increasing CCP credentialed staff in high schools across Montgomery County



Step 1

Advertise/Apply

- ✓ Share information with staff. Place an emphasis on pathway areas.
- ✓ Share unmet needs with MCESC
- ✓ Ensure that all interested parties apply no later than:
 - May 10th for summer
 - August 1 for fall

Step 2

Registration

- ✓ Ensure staff member has a plan to meet their required coursework.
- ✓ Develop a process for document collection each semester.
- ✓ Work with treasurer to create payment and reimbursement plan
 - tuition, books
 - transcripts





Step 3

Reimbursement

- ✓ Reimbursement will be sent directly to the districts.
- ✓ In order to be reimbursed:
 1. Copy of bill from WSU
 2. Copy of check sent to WSU
 3. Invoice for total to MCESC
 4. Copy of transcript showing course grade
- ✓ Send all documentation to ashley.overman@mcesc.org

Assistance

Please contact us

-  Ashley Overman
College Access Coordinator
Montgomery County ESC
-  937-225-4603 ext 3036
-  ashley.overman@mcesc.org
-  www.mcesc.org
 - Search "Faculty Fellows"

