

## Choctaw-Nicoma Park Schools 2025 Oklahoma Teacher Empowerment Program

The Oklahoma Teacher Empowerment Program (OTEP) is state-funded through the Oklahoma Education Lottery Trust Fund. The program allows up to 10% of each district's certified classroom teachers to receive stipends ranging from \$3,000 to \$10,000 based on certificate designation. The CNP district will apply for these funds each year and designate teachers as long as the funding is available. The OTEP program focuses on classroom teachers, and the state has excluded certain groups from participation, including administrators, counselors, media specialists, reading specialists, non-certified teachers, athletic directors, and other non-certified staff. This list may not be comprehensive.

Choctaw-Nicoma Park Schools can select and designate a maximum of 48 classroom teachers as advanced, lead, and master teachers once each school year. Each designated teacher will receive a stipend and must work additional contract time based on the designation. District-level staff members will facilitate the additional contract time for professional growth and the benefit of the district. Activities must supplement district initiatives and not supplant work already being done. 1 day = 7.92 hours

Designation	Stipend Amount	Required additional time
Advanced	\$3,000	5 days/ 39.6 hours
Lead	\$5,000	10 days/ 79.2 hours
Master	\$10,000	15 days/ 118.8 hours

Teachers receiving a certificate designation are guaranteed the full stipend amount for the year if they continue to work in the district and fulfill the additional contract time requirement. Stipends will be paid in the June pay period. Designated teachers must sign a contract agreeing to complete all required extra time.

Designated teachers must reapply each year and may stay at the "advanced or lead" designation for a maximum of two consecutive years. Designated teachers must begin at the "advanced" level. Teachers selected as "lead" or "master" may not decline in their designation in consecutive years.

The selection criteria, designation of advanced, lead, or master teachers, and associated stipends shall not be subject to collective bargaining.

This program is open to all CNP-certified teachers who meet the minimum qualifications in the rubric below for each designation category.

Qualification Rubric			
REQUIRED CRITERIA	ADVANCED (Level 1)	LEAD (Level 2)	MASTER (Level 3)
<b>Years of Career Experience</b>	Minimum of 3 years certified classroom teaching experience	Minimum of 5 years certified classroom teaching experience	Minimum of 7 years certified classroom teaching experience
<b>Years of District Experience</b>	Minimum of 2 years certified teaching experience in CNP schools	Minimum of 3 years certified teaching experience in CNP schools	Minimum of 4 years certified teaching experience in CNP schools
<b>OTEP Experience</b>	N/A	Currently serving as an ADVANCED teacher	Currently serving as a LEAD teacher
<b>TLE Evaluation Results</b>	Earned a superior or highly effective rating on most recent summative TLE evaluation	Earned a superior or highly effective rating on most recent summative TLE evaluation	Earned a superior or highly effective rating on most recent summative TLE evaluation

### **Application**

To apply, certified educators must submit a Cover sheet and a paper portfolio. All identifying information in the portfolio should be redacted. The portfolios will be numbered and identified on the cover sheet before being submitted to the selection committee. The portfolio should include evidence in each of the following areas:

- Teacher Leadership (committees, volunteer, or leadership service)
- Professional development (training beyond site/district-required training, leading PD at the site, district, state, or national level)
- Awards and recognitions
- Additional certifications (National Board Certification, Master's Degree, LETRS, Google, Code.org, Magic School, etc.)
- Student performance (quantitative performance or growth of students for the previous school year)

A panel will review each numbered portfolio and score each of the five sections based solely on the information provided. The panel may include:

- Retired educators
- External experts
- Former Site Teachers of the Year
- Patrons or community members

CNP Portfolio Selection Rubric		
Category	Description	Points possible
Teacher Leadership	State or national committees District committees Site committees Other leadership services in our school district	20
Professional Development	Lead PD at the site, district, state, or national level Attended PD beyond the district-required training	20
Awards or Recognitions	State or national awards District awards Site awards or recognitions Principal Letter of Recommendation	20
<i>Additional Certifications</i>	<i>National Board Certification</i> LETRS, Google, Code.org, Magic School, etc.	20
Student Performance	Quantitative performance or growth of students in the previous school year	20

**Timeline**

Teachers seeking an OTEP designation for the 2024-2025 school year will submit a portfolio to the District Office of Academic Affairs before Wednesday, April 30th, 4 PM. The deadline for the 2025-2026 school year will be August 30th at 4 PM.

If more than 10% of district teachers qualify, priority will be given based on rubric scores and years of experience.

Teachers will be notified of their selection once the state has approved the funding.

Teachers who receive a certificate designation will sign a contract and work their additional time before June 30. Stipends will be paid in the June paycheck.

### **Expectations**

Program participants' additional contract days may include:

- Leading professional development sessions during district-wide PD days
- Curriculum development in collaboration with district teams (pacing guides, lesson plans, etc)
- Receiving and leading additional training on district-purchased curriculum (textbook materials, software programs, etc.)
- Creating training materials or videos for new teachers to be shared on the district website
- LETRS training
- Hosting a new teacher academy at your school site
- Creating common formative assessments and test review materials to be shared on the district website
- Organizing Google Hub materials by grade level
- Creating new curriculum materials for SPARK or other RTI interventions
- Training on a new district-supported software to become a trainer
- Creating custom chatbots in Magic School AI to share across the district
- Researching and applying for district grants
- Providing high-dosage tutoring for an at-risk group
- Hosting a parent academy to help parents navigate district technology: *PowerSchool, ClassLink, Google Classroom, EDGE coursework, etc.*
- Subject area content training and mentorship for non-certified teachers
- Support the site principal in organizing parent outreach events such as a back-to-school night, enrollment night, reading or math night, STEM night, etc.
- Creating an online ACT prep program that is available on the district website
- Creating and leading learning sessions on district virtual learning days
- Developing mentor teacher program materials.

Additional ideas will be considered. Program participants may submit a proposal for how they would like to spend their extra contract days. Proposals should be submitted to the District Office of Academic Affairs.