

2007-2008 TTR Q&A

In an effort to train as many teachers as possible with the available funds, TEA began an approval cycle in 2005-2006 that allowed teachers to be reimbursed for training only two years in a row. Though valuable for teachers, the complexities of this system created confusion for district personnel and inefficiencies for TEA's administration of the program. For those reasons, we will be transitioning over the course of 2008-2009 to any every-other-year approval for all teachers. This means that teachers approved for reimbursement in 2008 may apply in 2010 and again in 2012. *TEA recognizes the value of training two years in a row and urges districts to plan ahead so that the needed training can continue through the use of district funds and/or campus awards.*

Because transition years, when two sets of rules both may apply to specific situations, can be confusing, Advanced Academics program staff have created the following questions and answers to guide you. Should you have additional questions, please feel free to contact us at gted@tea.state.tx.us or at 512-463-9581.

1. I was reimbursed in 2007. Am I eligible again in 2008?

ANSWER: Only if this is the first or second time you've attended training for this course.

2. If I am reimbursed in 2008, can I apply again in 2009?

ANSWER: No.

TEA recognizes that many circumstances could exist that would make two consecutive years of training beneficial or even crucial; however, we must work with limited funds and rapid growth of the program and strive to train as many new teachers as possible. Under no circumstances will a teacher be eligible for two years of training reimbursement in a row from state funds. Districts should budget local funds to cover the expense of additional training.

3. if I change districts, would I be eligible two years in a row?

ANSWER: No.

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4. If I teach a course that is not listed on the "Approved Courses" spreadsheet, am I eligible for reimbursement?

ANSWER: *Probably not, but since not every circumstance can be foreseen, you can apply for an exception, providing justification for the exception, and your application will be considered individually. Exception requests should be e-mailed to gted@tea.state.tx.us.*

5. If the course I teach is listed on the TTR “Approved Courses” spreadsheet, am I automatically eligible for reimbursement?

ANSWER: *No. You must meet all other requirements AND have your district coordinator/campus principal’s approval. Some districts have additional requirements which must be met beyond those established by the state.*

6. I was not reimbursed in 2007. Am I eligible in 2008?

ANSWER: *Yes, as long as you meet the other requirements.*

7. Can teachers be added to the campus/district spreadsheet application after the posted deadline?

ANSWER: *No.*

8. If the spreadsheet application is submitted with errors, can the campus/district submit corrections?

ANSWER: *Yes, but please contact the Advanced Academics Unit prior to submitting updated data. Also, please remember that additional teachers may not be added to the spreadsheet after the posted deadline.*

9. If multiple teachers attend the same training, how can we prove tuition amount?

ANSWER: *If multiple teachers attend the same training, the invoice for the training tuition must be itemized by each teacher.*

10. What if the training I attend includes accommodations in the fee?

ANSWER: *TEA needs a breakdown of the invoice charges showing the exact tuition amount. Please request this from the institute offering the training.*

11. What if I attend an out-of-state or out-of-country training?

ANSWER: *If the training meets all other requirements, you may still be reimbursed in an amount not to exceed \$450.*

12. Will the district/campus receive confirmation of the applications that are submitted?

ANSWER: The district/campus contact person who submits the data to TEA will receive an e-mail confirmation within 5 business days of the date the data is received by TEA. Note: This does not mean the teachers submitted are approved; it only means the data was received by TEA.

13. If a teacher attends multiple trainings, which training should be submitted for reimbursement?

ANSWER: Submit a TTR request for the training that is most relevant to the teacher's position for the 2008-09 school year. Under no circumstances can a teacher be reimbursed for two trainings in one year. Please do not submit multiple requests per teacher.