

Initial Steps

Review campus pillars, focus areas, and goals on website

Complete the Campus Support & PD Form at

https://forms.office.com/r/yL 99ALUNkd

The UTSA COEHD Dual Language Research Committee reviews your proposal.

Contact

Dr. Juanita Santos, Executive Director juanita.santos@utsa.edu

Dr. Sarah De La Garza, Assistant Director sarah.delagarza2@utsa.edu

After review,

Dr. De La Garza will email lead facilitator/provider a Notification Letter and schedule a virtual meeting with campus principal(s).

Dr. De La Garza contacts partner representative to determine if district approval is needed. Typically, the campus principal approves all professional development.

Dr. De La Garza facilitates communication between campus principals and facilitator/provider/professor.

Dr. De La Garza contacts the facilitator/provider/professor on district's decision to provide campus support or professional development.

Facilitator/provider/professor works with the principal to determine timeline for informational meetings and parent, student, teacher consents (if applicable).

Upon completion, facilitator/provider/professor will provide brief report of outcomes with 1882 campus and university.