

**MEMORANDUM**

**TO:** Local Education Agency Superintendents

**FROM:** Dr. Scott Syverson, Chief Talent Officer

**DATE:** June 20, 2017

**SUBJECT:** HEA 1001 Teacher Appreciation Grant – Policy Submission

Per IC 20-43-10-3.5(c), the following Teacher Appreciation Grant (TAG) eligibility requirements apply to all local education agencies (LEAs), including school corporations as well as charter schools and virtual charter schools. The TAG Guidance Memo may be found [here](#) under 2017 IDOE Legislative Guidance.

During the state fiscal year in which the TAG is awarded, the LEA must have:

- Adopted an annual policy concerning the distribution of the TAG;
- Submitted the policy to the IDOE for approval by September 15, 2017; and
- Received approval of the policy.

**School Corporations:** Submit the staff performance evaluation plan and TAG policy together as a single document to the DOE Online by September 15, 2017.

**Charter Schools:** Submit the TAG policy to [charterTAG@doe.in.gov](mailto:charterTAG@doe.in.gov) by September 15, 2017.

The Office of Educator Effectiveness staff will review all policies upon receipt and provide notification of approval as warranted.

\*\*Be on the lookout for sample policy documents from outside organizations, such as, ISBA and NEOLA.