



COMMONWEALTH of VIRGINIA  
Department of Education

**DATE:** July 27, 2018  
**TO:** Division Superintendents  
**FROM:** James F. Lane, Superintendent of Public Instruction  
**SUBJECT:** **Application for the 2018-2019 Science, Technology, Engineering, and Mathematics (STEM) Teacher Recruitment and Retention Incentives**

The 2018 General Assembly, Special Session I, appropriated funding to attract, recruit, and retain high-quality diverse individuals to teach science, technology, engineering, or mathematics (STEM) subjects in Virginia middle and high schools experiencing difficulty in recruiting qualified teachers. Interested school divisions must submit to the Department of Education the attached application, including the number of STEM vacancies by school. If approved for funding, the division must advertise the incentives for eligible vacancies and award such funds in accordance with requirements outlined by the General Assembly. Priority for distribution of these incentives shall be to school divisions experiencing the most acute difficulties in recruiting qualified teachers, as determined using Department of Education criteria.

School divisions approved for funding shall advertise the incentive for eligible vacancies and award such funds to eligible teachers. For a teacher to be eligible, he or she must be employed full-time in a Virginia school division, assigned to a teaching position in a corresponding STEM subject area in a hard-to-staff school, and have an active renewable Virginia teaching license with one or more of the following endorsements:

- Biology;
- Chemistry;
- Earth Science;
- Mathematics;
- Mathematics-Algebra I;
- Middle Education 6-8: Mathematics;
- Middle Education 6-8: Science;
- Physics; or
- Technology Education.

An eligible teacher will receive a \$5,000 incentive award after the completion of the first, second, and third year of teaching STEM at a hard-to-staff school with a satisfactory performance evaluation and a signed contract in the same school division for the following school year. **The maximum incentive award for each eligible teacher is \$15,000.** The incentive awards are taxable to the recipient, and the school division is responsible for ensuring all taxes are remitted.

**Applications for the 2018-2019 STEM teacher recruitment and retention incentive awards must be received by the Virginia Department of Education no later than August 10, 2018.** Applications are to be submitted by email to [Rosette.Atkins-Brown@doe.virginia.gov](mailto:Rosette.Atkins-Brown@doe.virginia.gov) ✉.

Please note that for individuals approved for a STEM continuing award prior to July 1, 2018, the criteria and grant amounts provided in Chapter 836 of the 2017 Acts of Assembly will continue to apply. All incentive awards are contingent upon available funding.

If you have any questions, please do not hesitate to contact Dr. Kendra A. Crump, Director of Licensure and School Leadership, at (804) 371-2471 or [Kendra.Crump@doe.virginia.gov](mailto:Kendra.Crump@doe.virginia.gov) ✉.

JFL/kac

**Attachments:**

- A. [Application For The Science, Technology, Engineering, And Mathematics \(Stem\) Teacher Recruitment And Retention Incentives](#) (Word)
- B. [Excerpts From The 2017 And 2018 Appropriation Act For Science, Technology, Engineering, And Mathematics \(Stem\) Teacher Recruitment And Retention Incentives](#) (Word)

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