



Organization: SANTA FE ISD  
 Campus/Site: N/A  
 Vendor ID: 1746000028

County District: 084909  
 ESC Region: 04  
 School Year: 2023-2024

SAS#: ETHSAA24

2024-2026 Grow Your Own High School Education and Training

General Information  
 GS2000 - Certify and Submit

Due: 04/01/2024 11:59 PM  
 Application Status: Submitted

Amendment #: 00  
 Version #: 01

Description	Required	Status	Last Update
<b>General Information</b>			
GS2100 - Applicant Information	*	Complete	03/20/2024 12:51 PM
GS2300 - Negotiation Comments and Confirmation		New	
<b>Program Description</b>			
PS3013 - Program Plan	*	Complete	04/01/2024 09:16 AM
PS3014 - Program Narrative	*	Complete	04/01/2024 06:33 PM
<b>Program Budget</b>			
BS6001 - Program Budget Summary and Support		New	
BS6101 - Payroll Costs		New	
BS6201 - Professional and Contracted Services		New	
BS6401 - Other Operating Costs		New	
BS6501 - Debt Services		New	
BS6601 - Capital Outlay		New	
<b>Provisions Assurances and Certifications</b>			
CS7000 - Provisions, Assurances and Certifications	*	Complete	04/01/2024 05:49 PM

Certification and Incorporation Statement

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable Federal and State laws and regulations; application guidelines and instructions; the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules submitted. It is understood by the applicant that this application constitutes an offer and, if accepted by the Texas Education Agency or renegotiated to acceptance, will form a binding agreement.

Authorized Official

Select Contact:  or

First Name: Carol Initial: R Last Name: Dillon Title: Executive Director, Career&Technical Ed  
 Phone: 409-925-9012 Ext: E-Mail: Renea.Dillon@sfsd.org

Submitter Information

First Name: Carol Last Name: Dillon  
 Approval ID: carol.dillon Submit Date and Time: 04/01/2024 06:34:16 PM



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**2024-2026 Grow Your Own High School Education and Training**

**General Information  
 GS2100 - Applicant Information**

**Part 1: Organization Information**

A. Applicant		
Organization Name: SANTA FE ISD		
Mailing Address Line 1: P O BOX 370		
Mailing Address Line 2:		
City: SANTA FE	State: TX	Zip Code: 77510

B. Unique Entity Identifier (SAM)
UEI (SAM):

**Part 2: Applicant Contacts**

A. Primary Contact			Select Contact:	Select One ▼	or	Add New Contact
First Name: Carol	Initial: R	Last Name: Dillon				
Title: Executive Director, Career&Technical Ed						
Telephone: 409-925-9012	Ext.:	E-Mail: Renea.Dillon@sfsd.org				

B. Secondary Contact			Select Contact:	Select One ▼	or	Add New Contact
First Name: Margaret	Initial:	Last Name: Gordon				
Title: Grant Administrator						
Telephone: 409-925-9034	Ext.:	E-Mail: margaret.gordon@sfsd.org				



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan

#### A. Standard Statutory/Program Assurances

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.

- The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines.
- The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 Texas Administrative Code (TAC) 206, 1 TAC Chapter 213, Federal Section 508 standards, and the Web Content Accessibility Guidelines (WCAG) 2.0 level AA.

#### B. TEA Program Assurances Regarding the Memorandum of Understanding

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.

- a. By May 31, 2024, the LEA must have a signed letter of commitment or MOU for all Education & Training teachers that receive a stipend through the Grow Your Own Grant. At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Agreement to serve as an Education and Training teacher of record for the full two-year grant timeline iii. Total stipend amount that the teacher will receive iv. Stipend payment schedule (disbursed over the two-year grant timeline and no earlier than Fall 2024) and payment process for the teacher recipient
- b. If using grant funding for field site teacher stipends, the LEA must have a signed agreement for all field site teachers that receive a stipend through the Grow Your Own Grant.
- c. If implementing dual credit Education and Training courses, by May 31, 2024, the LEA must have a signed letter of commitment or MOU for the partnering Institution of Higher Education (IHE). At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Length of agreement for IHE partnership
- d. The LEA will retain documentation locally of each MOU and submit it to TEA upon request.

#### C. TEA Program Assurances Regarding the Education and Training Course Implementation (must be included in MOUs)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.

- a. The LEA assures that each high school campus within the participating LEA will implement at least the Instructional Practices and/or Practicum courses in the Education and Training course sequence in 2024-2025, and at least both stated courses in 2025-2026, with the teachers receiving the stipend as teachers of record for both courses or either course. i. For example, the LEA selects an eligible, non-dual credit Education and Training teacher to receive a stipend through the Grow Your Own grant. The LEA pays the teacher a stipend disbursed over the two-year grant timeline starting in Fall 2024. The teacher stipend recipient serves as the teacher of record for Instructional Practices in 2024-2025 and both Instructional Practices and Practicum in 2025-2026.
- b. To receive a stipend for teaching dual credit, an Education and Training teacher must hold a master's degree in an education-related field and be the teacher of record for at least one dual credit course section in 2024-2025 and two dual credit course sections in 2025-2026 within the Education and Training course sequence.
- c. All LEA high schools must establish and/or grow a chapter of a Career and Technical Student Organization (CTSO) that supports the Education and Training career cluster through either the Texas Association of Future Educators (TAFE) or Family, Career and Community Leaders of America (FCCLA) and participate in at least one competitive event per year.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan

#### D. TEA Program Assurances Regarding Education and Training Supports (must be included in MOUs)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. The LEA assures that all LEA high schools participate in a TEA-led virtual workshop in Summer 2024. All Education and Training teacher stipend recipients, principals, counselors, and LEA grant managers must attend. Participants who attended any previous Grow Your Own Summer Institutes must still attend.
  - b. The LEA assures that each Education and Training teacher stipend recipient will pilot the TEA Education and Training curriculum. If they are using a dual credit or different high-quality curriculum, the LEA must provide the corresponding scope and sequence(s) and/or evidence of course offerings.
  - c. The LEA assures that each Education and Training teacher stipend recipient will receive TEA implementation supports and coaching by participating in online collaborative communities to be scheduled by TEA, not to exceed 6 hours per semester.
  - d. The LEA assures that Education and Training teacher stipend recipients participate in surveys and, if requested, focus groups not to exceed 1 hour per semester and administered by TEA to receive input on the Education and Training programming.
  - e. LEA grant managers shall support Practicum in Education and Training implementation, including but not limited to student scheduling, identifying field sites and field site teachers, and coordinating student transportation to field sites.

#### E. TEA Program Assurances Regarding Performance Reporting

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. LEAs shall develop a marketing and recruitment plan to increase enrollment in high school Education and Training courses. Upon request, all LEA high schools will submit their plan for marketing and student recruitment to TEA each year.
  - b. The LEA must, upon request, submit reports on progress towards performance measures to TEA. If requested, LEAs must participate in focus groups and surveys to give input on the Education and Training programming.
  - c. By May 31, 2024, all grant-funded teachers must be identified and submitted to TEA.

#### F. TEA Program Assurances Regarding Amendments (See the General and Fiscal Guidelines, Amending the Application)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. If a teacher is unable to continue with the grant program, LEAs must file an application amendment and provide TEA with an update of the new amount of teacher stipend recipient(s) within 30 days of notification.
  - b. LEAs must file application amendments within 7 days of a request from TEA.

#### G. TEA Program Assurances Regarding Eligibility Requirements of Stipend Recipients

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required. The LEA assures that it will select stipend recipients according to the following eligibility requirements:
- 1. Non-dual credit teachers of record for Principles of Education and Training, Instructional Practices, and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year. c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities.
  - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year.
  - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities. e. Teachers receiving the dual credit stipend must hold a master's degree with 18 credit hours in education and be able to be approved by the partner IHE as a dual credit instructor.
  - 3. Education and Training field site teachers a. Teachers who, along with the Education and Training stipend teacher recipient, jointly directs and supervises high school Education and Training students participating in Instructional Practices and/or Practicum in Education and Training courses. b. Teachers must show measurable evidence of student achievement within a diverse student population.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

Please include complete responses for each question below.

#### A. Summary of Program

1. Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the Grow Your Own grant will address the LEA's teacher pipeline needs.

To meet SFISD's mission to achieve excellence through continuous improvement, SFISD must overcome its challenge in hiring certified, engaging teachers. In addition to struggling with traditional math and science shortages, as a small district, we also struggle to find male, Spanish, CTE, Fine Arts, Bilingual and Special Ed teachers and Aides. We file a Bilingual Education Exception with TEA annually because we do not have applicants for our bilingual positions. There is a nearly 15% gap between our Hispanic student population and our Hispanic teachers, and a 30% gap between our male student population and male teachers. Long term subs fill Fine Arts vacancies on 2 campuses and 7 subs fill Aides vacancies across the district. To help with these struggles, we started a new Education & Training (E&T) program of study in 2024. One goal with this grant is to provide a stipend to our teacher to implement strategies to increase enrollment in our new E&T Program of Study. We will also cover student membership, conference, and competition costs to increase TAFE membership, which helps recruit more students to return to teach in high-needs areas in our district. Students earning their Educational Aide certificate will be eligible for hire to help them earn while they learn to become full-time teachers, filling our Aide vacancies with better prepared employees, and allowing the district continue providing support to them as they pursue postsecondary ed and teacher certification.

#### B. Qualifications and Experience for Key Personnel

1. Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed. Include each of the following individuals and a description of each role: the LEA's grant manager, LEA leaders involved in program implementation, the campus principals, college/career counselors, and teachers of participating Education and Training high schools, and any other personnel responsible for implementation the grant.

\*GRANT MANAGER- Existing- Requires Masters Degree with administrative experience with state and federal grants - Monitors spending, draw downs, and grant reporting for compliance  
\*CTE DIRECTOR- Existing- Requires Masters Degree with a minimum of 3 years teaching and 3 years administrative experience- Manages Grant Implementation; Oversees Program of Study; Supports development of marketing materials; Facilitates training, internships, and postsecondary partnerships; Facilitates Advisory Board meetings; Ensures adequate funding for E&T instruction;  
\*HIGH SCHOOL PRINCIPAL- Existing- Requires Masters Degree with a minimum of 3 years administrative experience- Designs master schedule to facilitate student field site internships, provides release time for teacher training; chooses best opportunities for on-campus internships  
\*JUNIOR/ELEMENTARY SCHOOL PRINCIPALS (4)- Existing- selects the best mentors for on-campus internships; supports field site mentor training; facilitates communication (positive and negative) between field-site mentors and E&T teacher.  
\*E&T TEACHER-Existing- Provide quality instruction, sponsors TAFE, supervises students' field site training; develops co-curricular activities to support college and career development activities for students.  
\*COUNSELORS  
\*FIELD SITE MENTORS-Existing-Requires a minimum of two years teaching experience and a majority of TTESS areas scores are "Accomplished" or "Distinguished" with no "Developing" or "Improvement Needed" scores.

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

N/A



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### C. Goals, Objectives and Strategies

1. Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? Include a description of the talent management strategy including your LEA's approach to recruiting, hiring, and retaining qualified teachers, related to those goals/objectives.

- \*GOAL #1: Increase enrollment in the Education and Training Program of Study by 25% annually, thereby increasing students graduating as CTE completers and earning the Education Aide certificate.
  - a. Develop Marketing Materials that target high school students to promote the classes campus-wide
  - b. Have student ambassadors visit the Principles of Human Services and Human Growth classes twice in the fall to do activities that encourage students to continue in the Education & Training Program of Study
  - c. Visit the General Employability Skills earlier in the school year to make the E&T program of study stand out
  - d. Increase social media presence
  - e. Add the 4th level course (Practicum in Education & Training) to the Program of Study
- GOAL #2: Increase TAFE membership and the number of students participating in leadership and competitive opportunities annually
  - a. Attend Fish Camp prior to the beginning of school
  - b. Have set days for members to wear TAFE shirt
  - c. Visit other courses to recruit
- \*GOAL #3: Increase Bilingual enrollment in the Education & Training classes from 11% to 25% of total enrollment
  - a. Include pictures of Hispanic students in marketing materials
  - b. Translate Marketing Materials into Spanish
  - c. Mail marketing materials to students who have Spanish as their primary home language
  - d. Include at least 1 bilingual student in the E&T Ambassadors to recruit students

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

- \*GOAL #4: Add Male students to the enrollment in Instructional Practices and Practicum in Education and Training.
  - a. Include pictures of male students in marketing materials.
  - b. Create a lesson for students to interview male teachers and highlight them on social media
  - c. Connect with teachers who coach male sports/Fine Arts to identify students who might be interesting in teaching/coaching and market the program to them.
  - d. Include at least 1 male student to the Education & Training Ambassadors to recruit students.
- \*GOAL #5: Maintain a plan that encourages graduates to earn their degree and teaching certificate return to Santa Fe ISD in high need areas.
  - a. Rotate student interns through high need areas
  - b. Have Human Resources present to classes on high-need areas and hiring processes.
  - c. Provide a letter of Intent for priority interviewing to each student earning the Education Aide I certificate.
  - d. Encourage students to begin academic dual credit to speed up their college education, emphasizing the new FAST program.
  - e. Begin developing a plan for dual credit courses leading to an Associate of Arts in Teaching beyond academic dual credit.
  - f. Maintain a distribution list to keep graduates apprised of SFISD's talent management plan strategies, including
    - locations of Internship/Job Fairs SFISD attends
    - paid internships for clinical teachers
    - extensive onboarding sessions
    - retention bonuses
    - new teacher mentoring
    - numerous employee appreciation events

#### D. Performance and Evaluation Measures

1. Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

1. Santa Fe HS (SFHS) will annually increase students enrolling in E&T courses by 25% each year based on enrollment at Fall PEIMS snapshot date starting with 2024 baseline data of 9 students. If enrollment goals are not met prior to the first week of school, the teacher will meet with counselors to identify other students who may be interested and will contact those students directly before school begins.
  2. SFHS will increase students graduating with a CTE Completion Code of 7 in the E&T Program of Study, with baseline data of 2023-0 completers and 2024-4 completers using the PDM3-404-002. Historical data on each student enrolled will be reviewed at the beginning of the year to identify students who may not have completed all prerequisite courses and counselors will be contacted to adjust schedules when possible.
  3. SFHS will maintain Hispanic enrollment equal to or higher than Hispanic student enrollment district wide each year of the grant. 2024 baseline data: 2024-4/9 Hispanic students (44%) (per Skyward), compared to 25% districtwide at Fall PEIMS snapshot.
  4. SFHS will enroll males in E&T classes, with a goal of 10% male enrollment in 2024-25 and 20% in 2025-26.
  5. SFHS will enroll at least 2 Bilingual students in E&T classes each year.
- The advisory board meetings will include a review performance outcomes for this grant and will include input for improvement/adjustment based on annual outcome data. Student focus groups will be added if outcomes are not met.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### E. Budget Narrative

1. Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs. This question has been broken into two sections. Please enter "NA" for the second section if the additional space is not needed. Outline the proposed budget and amounts for funding the grant program through the following allowable uses: a. Education and Training stipend(s) disbursed over the two-year grant timeline and no earlier than Fall 2024 b. Education and Training field site teacher stipend(s) disbursed within the first, second, or both years of the grant timeline (specify accordingly) and no earlier than Fall 2024

Being awarded the GYO grant will greatly help our new Education & Training program. There is no compensation, either through a stipend or planning period, for our teacher to attend any professional development or to work with field site mentors. Nor are we currently able to provide additional days over the summer for teachers to work on planning for the internships for her new students. By providing the \$2750 annual stipend to the teacher for the next two years, we will be able to compensate the teacher for before/after-hours work to recruit for the Program of Study and design successful students' internships, including improved field-site mentor training. The allowable \$2000 per high school for field site mentors will be divided among the mentors equally each year (\$1000 in Year 1 and \$1000 in Year 2) in return for attending additional training and communicating with the E&T teacher about student performance. It is our hope and funding improves in our soon-to-be-fast-growing district based on the number of subdivisions platted in our boundaries, we will be able to continue the stipend or add the additional days to our E&T teachers work calendar. We also hope to add the stipend or pay for the field-site teachers' training in our permanent budget sometime in the near future as our district grows.

2. c. Implementation costs, limited to: i. Student transportation to and from E&T field sites for Instructional Practices and/or Practicum courses ii. CTSO event/conference participation, membership fees, and travel costs iii. Substitute coverage for teachers to participate in implementation supports and CTSO activities d. Additional funding for high schools: i. Without existing E&T courses in the 2023-2024 school year, or ii. Implementing dual credit E&T courses beginning in the 2024-2025 school year

SFISD provides \$1200 for supplies for all E&T and Human Services courses, but is unable to fund any student memberships or travel, which means that our students must do a lot of fundraising, competing against all other student organizations in a low-income community. The district covers the sponsor's travel expenses (including substitutes required for competition and leadership events) and a \$1500 stipend for the TAFE sponsor, which doesn't begin to cover the time and effort planning for and attending all of their leadership and competition events and community service. The district covers the cost of transportation to and from the field sites for our E&T students and for TAFE members to travel to competitive events, but not to career development or leadership events. As part of our implementation costs in getting our E&T program and our TAFE chapter running strongly, we will use grant funds to pay for substitutes for additional TAFE travel and for the teacher to be able to work with field-site teachers during their conference periods to review and improve student progress. Remaining funds allowed in the implementation category will used to pay for TAFE expenses, including student membership fees, competition fees, and student travel to TAFE non-competitive events. Additionally, one of our TAFE students will be an area officer, so this grant will also be used to support the substitute coverage and travel costs for area meetings for our sponsor and TAFE Area Vice President.





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### Program Description PS3014 - Program Narrative

#### F. Request for Grant Funds

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. If awarded, you will be required to budget your planned expenditures in the budget schedules provided by eGrants during negotiations.

1. Payroll Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

Total-\$8,500  
\$5,500 will be used to pay a stipend to the E&T teacher for the 2024-25 and the 2025-26 school years (\$2,750 per year)  
\$2,000 will be split over the two years (\$1,000 per year) and divided equally among the field site mentors to cover their training and meetings with the E&T teacher.  
\$1,000 (\$500 per year) will be used to cover the cost of substitutes for the E&T teacher to meet with field site teachers during their conference periods, to attend additional TAFE events that she has been unable to attend previously, and/or to meet with postsecondary partners to build new partnerships.

2. Professional and Contracted Services-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$0

3. Supplies and Materials-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$0

4. Other Operating Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

Total \$4,000  
Up to \$1,730 per year will be used to cover the costs of student travel to TAFE events. Students are currently responsible for all costs associated with non-competitive area CTSO events, all membership and registration costs for area events, and even all state travel connected with national events. With our district boundaries containing over 50% free/reduced lunch-eligible families, fundraising is difficult for many of our students. This grant will be used to cover the costs of affiliating with TAFE, the fees for competitions, hotel costs not covered by the district, and bus costs for all TAFE travel not related to competition. This will allow our TAFE students to participate in more TAFE events that they were not able to participate in this year. Up to \$270 per year will be used for indirect costs.

5. Capital Outlay-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$0

6. Total Grant Award Requested- Be sure to include the sum of the amounts in all class/object codes and any administrative costs in this total. Only a dollar amount will be accepted for this answer.

12,500



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### G. Additional TEA Program Requirements

1. Stipend Recipient Recruitment: Describe the plan to recruit Education and Training teachers and field site teachers who are interested and eligible in participating in the program and receiving stipends. The plan must include strategies to equitably recruit diverse individuals and identify individuals with potential criteria including a demonstrated track record of success and/or achievement, involvement in student organizations and/or school activities, strong evaluation ratings, and strong relationships with students.

Santa Fe ISD started the Family & Community Services / Education & Training pathway during the 2022-2023 school year with the Level 1 and Level 2 courses common to both Programs of Study (Principles of Human Services and Human Growth and Development). This required the hiring of two new teachers plus adding Human Growth and Development to a current teacher. Our positions were posted on the districts HR web page, emailed to surrounding districts for recommendations of any applicants they may have had. For the sections to be covered by in-house teachers, an email was sent to all high school teachers to find interest and willingness to become certified in the appropriate area. We were lucky to get two very experienced people as new hires. Our junior high teacher, who teaches our Level 1 class, has a background in Family & Community Services, and quickly changes her alternative certification program to Family & Consumer Science. Our second applicant had extensive experience in developing and growing an Education & Training program and TAFE organization at her high school, but needed to move to our area for family reasons. As our 3rd pathway teacher, we were able to choose a diverse, Hispanic teacher, to teach Human Growth and Development at the high school. All three teachers are loved by their students, demonstrated by the high school teachers having been selected as teachers of the month by their students.

2. Program Implementation Support: Describe the types of support that will be provided to Education and Training teacher stipend recipients to ensure successful implementation of the curriculum and program. The definition of successful programming should align with the major goals/objectives of the program.

SFISD works hard to support teachers in every way possible and finds sponsors for various "appreciation activities." More specifically, for our E&T program, ADVISORY BOARD: The CTE director schedules advisory committee meetings, inviting additional partners from postsecondary education and human resources for the teachers to meet with. Meetings are held on Professional Development days so that teachers do not have to stay after hours to attend PROFESSIONAL DEVELOPMENT: 1) Teacher attended the 2024 FCSTAT summer conference program of study and CTSO updates. 2) The CTE director & teacher partnered to develop training for field site teachers, which will be updated this summer with best practices learned this year MASTER SCHEDULING: Internship class period is scheduled 1st to avoid field-site "duty times" & other conflicts FACILITIES: Grant funds were found to create an "elementary teaching lab" for the E&T students to practice teaching, complete with reading corners, flexible classroom furniture, rocking stools, and glass boards for small group instruction. This saved the teacher a great deal of time having to rearrange her room between class periods for different classes to be taught WBL VISIT TIMES: Through this grant, we will be able to provide additional substitutes for the E&T to visit with field site mentors DATA: Perkins V data review to identify student and program needs



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SAS#: ETHSAA24

**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6001 - Program Budget Summary and Support**

**Statutory Authority: GAA, Article III, Rider 39, 88th Texas Legislature: Educator Quality and Leadership 40. Educator Quality and Leadership.**

**Part 1: Available Funding**

[View List of SSA Members](#)

Available Funding	
Description	2024-2026 Education & Training
1. Fund/SSA Code	429
2. Planning Amount	
3. Final Amount	\$0
4. Carryover	
5. Reallocation	
<b>Total Funds Available</b>	

**Part 2: Budget Summary**

A. Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. Consolidated Administrative Funds		<input type="radio"/> Yes <input type="radio"/> No
2. Payroll Costs	6100	
3. Contracted Professional and Services	6200	
4. Supplies and Material	6300	
5. Other Operating Costs	6400	
6. Debt Services	6500	
7. Capital Outlay	6600	
8. Operating Transfers Out	8911	
<b>Total Direct Costs</b>		
9. Indirect Costs		
<b>Total Budgeted Costs</b>		
<b>Total Funds Available Minus Total Costs</b>		
10. Payments to Member Districts of SSA	6493	

**B. Pre-Award Costs**  
 Part 2B Pre-Award Costs is hidden because it does not apply to the funding source(s) for this grant application.



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6001 - Program Budget Summary and Support**

**C. Breakout of Direct Admin Costs**

Enter amounts in Direct Admin Costs fields if applicable.

Description	Class/ Object Code	2024-2026 Education & Training		
		Program Costs	Direct Admin Costs	Total Costs
1. Payroll Costs	6100			
2. Professional and Contracted Services	6200			
3. Supplies and Material	6300			
4. Other Operating Costs	6400			
5. Debt Services	6500			
6. Capital Outlay	6600			
7. Operating Transfers Out	8911			
<b>Total</b>				



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6101 - Payroll Costs**

**Part 1: Total Payroll Costs**

Payroll costs entered on BS6001	
Total Payroll Costs	2024-2026 Education & Training

**Part 2: Number and Type of Positions**

A. Administrative Support or Clerical Staff	
Position Type	2024-2026 Education & Training
1. Administrative support or clerical staff (integral to program)	

B. LEA Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

C. Campus Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

**Part 3: Substitute, Extra-Duty, Benefits**

Substitute, Extra-Duty, Benefits	
1. For schoolwide personnel (includes staff salary, extra-duty pay/beyond normal hours, and substitutes for staff positions at schoolwide campuses)	<input type="checkbox"/>
2. Extra duty pay/beyond normal hours for positions not indicated above	<input type="checkbox"/>
3. Substitutes for public and charter school teachers not indicated above	<input type="checkbox"/>
4. Stipends for positions not indicated above	<input type="checkbox"/>

**Part 4: Confirmation of Payroll Requirements**

Confirmation of Payroll Requirements	
1. <input type="checkbox"/> The grantee certifies the federally funded portion of this position and duties are reasonable, necessary, allowable and allocable under the applicable federal fund source. The grantee further certifies that it is in compliance with the federal supplement, not supplant provision applicable to each federal fund source. The grantee assures the grant-funded portion of this position and duties meet the purpose, goals, and objectives of the federal fund source. Documentation must be maintained locally by the grantee that clearly demonstrates the allowable and supplemental nature of the position, as required by each federal fund source, and will provide such documentation to TEA upon request.	



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6201 - Professional and Contracted Services**

**Part 1: Professional and Contracted Services**

Budgeted Costs		
Description	Class/Object Code	2024-2026 Education & Training
1. Rental or Lease of Buildings, Space in Buildings, or Land	6269	
2. Professional and Consulting Services	6219 6239 6291	
<b>Subtotal Professional and Contracted Services Costs</b>		
<b>Remaining 6200 Costs That Do Not Require Specific Approval</b>		
<b>Total Professional and Contracted Services Costs</b>		

**Part 2: Direct Administrative Costs**

Part 2 Breakout of Direct Administrative Costs is hidden because it does not apply to the funding source(s) for this grant application.

**Part 3: Itemized Professional and Consulting Services**

Itemized Professional and Consulting Service (6219, 6239, 6291)	
Description	2024-2026 Education & Training
1. Service: <input type="text"/>	
Specify Purpose: <input type="text"/>	
<input type="button" value="Add Item"/> <input type="button" value="Delete Item"/>	
<b>Total Professional and Consulting Services Costs</b>	



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6401 - Other Operating Costs**

**Part 1: Other Operating Costs**

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. <b>Out-of-State Travel for Employees</b> LEA must keep documentation locally.	6411	
2. <b>Travel for Students to Conferences (does not include field trips)</b> Requires pre-authorization in writing.	6412	
3. <b>Educational Field Trips</b> LEA must keep documentation locally.	6412 6494	
4. <b>Stipends for Non-employees other than those included in 6419</b> Requires pre-authorization in writing.	6413	
5. <b>Travel Costs for Officials such as Executive Director, Superintendent, or Board Members</b> Allowable only when such costs are directly related to the grant. If Out-of-State Travel, LEA must keep documentation locally.	6411 6419	
6. <b>Non-Employee Costs for Conference</b> Requires pre-authorization in writing.	6419	
7. <b>Hosting Conferences for Non-Employees</b> LEA must keep documentation locally.	64xx	
<b>Subtotal Other Operating Costs</b>		
<b>Remaining 6400 Costs That Do Not Require Specific Approval</b>		
<b>Total Other Operating Costs</b>		

**Part 2: Direct Administrative Costs**

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2024-2026 Grow Your Own High School Education and Training

Program Budget  
 BS6501 - Debt Services

Part 1: Subscription-Based Information Technology Arrangement (SBITA) and Capital Lease Liability Costs

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. SBITA Liability - Principal	6514	
2. SBITA Liability - Interest	6526	
3. Capital Lease Liability - Principal	6512	
4. Capital Lease Liability - Interest	6522	
5. Interest on Debt	6523	
<b>Total Debt Service Costs</b>		

Part 2: Description of SBITA

**Subscription**

1. SBITA Description:

Subscription Cost:

Fund Source:  Select One ▼ Contract Start Date:  Contract End Date:

Part 3: Description of Property

**Property**

1. Property Description:

Property Value:

Fund Source:  Select One ▼ Contract Start Date:  Contract End Date:





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### 2024-2026 Grow Your Own High School Education and Training

### Program Budget BS6601 - Capital Outlay

#### Part 1: Capital Expenditures

Budgeted Costs	
Description	2024-2026 Education & Training
1. Library Books and Media (Capitalized and Controlled by Library)	
2. Capital Expenditures for Additions, Improvements, or Modifications to Capital Assets Which Materially Increase Their Value for Useful Life (not ordinary repairs and maintenance)	
3. Furniture, Equipment, Vehicles or Software Costs for Items in Part 2	
<b>Total Capital Outlay Costs</b>	

#### Part 2: Furniture, Equipment, Vehicles or Software

**Items**

1. Generic Description:  Number of Units:

Fund Source:  Total Costs:

Describe how the item will be used to accomplish the objective of the program:



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## 2024-2026 Grow Your Own High School Education and Training

### Provisions Assurances CS7000 - Provisions, Assurances and Certifications

Provisions, Assurances and Certifications	
1. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General and Fiscal Guidelines.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">General and Fiscal Guidelines</a>
2. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program Guidelines.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">Program Guidelines</a>
3. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General Provisions and Assurances requirements.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">General Provisions and Assurances</a>
4. <input checked="" type="checkbox"/> I also certify my acceptance and compliance with all Debarment and Suspension Certification requirements.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">Debarment and Suspension Certification</a>
5. Choose the appropriate response for Lobbying Certification:	
a. <input checked="" type="checkbox"/> I certify this organization does not spend federal appropriated funds for lobbying activities and certify my acceptance and compliance with all Lobbying Certification requirements.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">Lobbying Certification</a>
b. <input type="checkbox"/> This organization spends non-federal funds on lobbying activities and has attached the required OMB Disclosure of Lobbying Activities form, as described below.	
Instructions for completing and attaching the <a href="#">Disclosure of Lobbying Activities</a> form. <ul style="list-style-type: none"> <li>Print and sign the form.</li> <li>Scan the signed form and save it to your desktop.</li> <li>Click the <b>Attach Files</b> icon on the Table of Contents page to attach your signed form to this eGrants application.</li> </ul>	
6. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program-Specific Provisions and Assurances requirements.	<a href="#" style="background-color: #0056b3; color: white; padding: 2px 10px; border-radius: 5px; text-decoration: none;">Program-Specific Provisions and Assurances</a>

# SSA Funding Report

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Region	County District	Organization	ADC Submitted Date								
				R:	R:	R:	R:	R:	R:	R:	R:
<b>Total:</b>				R: \$0	R: \$0	R: \$0	R: \$0	R: \$0	R: \$0	R: \$0	R: \$0