



2021-2022 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, March 28, 2022

NOGA ID [REDACTED]

Authorizing legislation **General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)**

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

Application stamp-in date and time

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, March 28, 2022**.

Grant period from **April 29, 2022-September 30, 2022**

Pre-award costs permitted from **Award Announcement Date**

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for for additional attachment information.

Select Focus Area (Applicants May Select One or Both Focus Areas)

- Focus Area 1: Career and Technical Education Course
- Focus Area 2: Work-Based Learning Experiences

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds): [REDACTED]

Applicant Information

Organization **Mount Calm ISD** CDN **109910** Campus **Mount Calm HS** ESC **12** DUNS **024943755**

Address **200 North Coates East** City **Mount Calm** ZIP **76673** Vendor ID **746001758**

Primary Contact **James E Wright II** Email **james.wright@mtcalmisd.org** Phone **2549932611**

Secondary Contact **Mandi Wilson** Email **mandi.wilson@mtcalmisd.org** Phone **2549932611**

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. 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 certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name **James E Wright II** Title **Superintendent**

Email **james.wright@mtcalmisd.org** Phone **2549932611**

Signature  Date **March 28, 2022**

Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**

- The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

Statutory/Program Assurances

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

Check each of the following boxes to indicate your compliance.

1. 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.
2. 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.
3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2021-2022 Summer Career and Technical Education Grant Program Guidelines.
4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2022 Summer Career and Technical Education Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
5. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
6. The applicant provides assurance to provide data to TEA on student completion of courses through a special collection process run by TEA.
7. 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 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

Summary of Program

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 program will address the mission and needs. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Mount Calm ISD is a rural school district in Central Texas. For this grant, we hope to partner with a neighboring school district, either or both: Penelope ISD and Hubbard ISD, to provide a CTE Summer Bridge Program to students from both school districts. All three of the districts face similar challenges due to our rural settings and small schools. Our mission is to create a supportive learning environment that empower students by providing a learning experience that foster creativity and innovation. The District accepts the responsibility for preparing students in a changing world. Our district leaders and school board members are committed to offering CTE Programs of Study which are alligned with regional labor needs and workforce projections. At this time, our need is to provide opportunities to to accelrate student opportunities to endter and complete programs of study related to the Culinary Arts and Welding Career Clusters. We are a small high school and it is challenging to offer full programs of study for all students due to scheuling conflicts. Our purposed summer program will allow students to begin programs of study by taking level 1 classes over the summer months which will free up time in schedules dring the year to take level 2-4 courses.

We will use these grant funds to provide a five to six week summer bridge program allowing students to take one of two courses: Introduction to Welding (Focus Area 1) and Introduction to Culinary Arts (Focus Area 1). The program will target incoming 8th, 9th and 10th grade students from Mount Calm ISD, Penelope ISD and Hubbard ISD who are interested in enrolling in one of the related programs of study. We will target enrolling 20 Students (10 for each course). This number will depend if we partner with one or both districts. Students will earn course credit and have the opportunity to earn either the OSHA-10 or 30 Hour Certification while enrolled in the Intro to Welding course, and their Texas Food Handlers License while enrolled in the Intro to Culinary course.

Qualifications and Experience for Key Personnel

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.

Title and Responsibilities of Position	Required Qualifications and Experience
SUPERINTENDENT – Responsible for supervising the grant program and ensuring all data is reported back to TEA as required (existing position)	Minimum of a Masters Degree in Education or a related field. Experience: At least 3 years of experience in being a Superintendent.
PROJECT DIRECTOR – Responsible for overseeing the both Focus Area programs and ensuring all performance measures as cited are met.	Minimum of a Bachelors Degree in Education or a related field. Experience with managing programs, grants, personnel, and budgets.
DISTRICT STAFF – Will be responsible for teaching, supporting, and communicating the targeted CTE programs of study. (existing position)	Ability to offer the targeted CTE programs of study. Must have at least 3 years of prior experience and knowledge in programs of study being taught

Goals, Objectives, and Strategies

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

GOALS AND OBJECTIVES - Our goal is to provide a summer bridgew program designed to onboard students into CTE Programs of study related to Culinary Arts and Manufacturing (Welding). We also aim to provide certification oppourtunities for students as part of the program. Our goals are: By August 2022, at least 10-20 students (this number depends on if we partner with one neighboring district or two) will earn course credit in an Introcution-level course. Additionally at least 75% of these students will earn their OSHA 10, OSHA 30 or Texas Food Handlers Licnese. Another goal is to have at least 75% of summer program participants register for the next course in their chosen programs of study. A long term goal of Mount Calm ISD is to increase the overall number and percentage of CTE Program Concentrators and Completers. Offering Level 1 courses during the summer will allow us to begin making progress toward our goal of having CTE students earn more CTE credits while in High School. We will meet these goals and objectives by ensuring our leadership is equipped to support the CTE Summer Bridge Program. We will utilize our website and social media pages to spread awareness about the objective, mission and activities. We will ensure students are enrolled in the course in a time plan for the summer by beginning recruitment and enrollment as soon as the grant award is announced. We will ensure sutdent success in each CTE Course by Equipping the CTE teacher leading the course with instrucional materials and supplies to provide instruction. The teachers will be supported by Mount Calm ISD administrators, if needed, to ensure students master the content.

Performance and Evaluation Measures

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. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

The CTE Summer Bridge Program will be focused on student outcomes and evaluated based on several performance measures and data points. We will collect data on the demographics of students who enroll in, participate in, and complete the program, including grade level, race/ethnicity, and economically disadvantaged status, as well as whether they have been identified as in need of special education services. We will utilize other data collected for PEIMS to provide analysis numbers for district leadership, all of our school boards, and TEA grant reporting requirement. Our goals for the summer program are that at least 20 students will earn course credit in an Introduction-level course by August 1. Additionally at least 75% of these students will earn their OSHA 10, OSHA 30 or Texas Food Handlers Licnese by August 1. Another goal is to have at least 75% of summer program participants register for the next course in their chosen programs of study for the 2022-2023 school year. We will provide additional services to students who need additional support, such as tutoring and mentoring sessions with the course teacher. There will be formative quizzes and summative exams delivered during each course, in addition to a pre-test, mid-course test and post test. These assessments will be used to guide instruction, determine intervention needs, and evaluate TEKS mastery for course credit. The data will be both qualitative and quantitative and will provide insight on whether our goals, learning objecties and student outcomes were successfully met.

Budget Narrative

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. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

FOCUS AREA ONE:

Grant funding will be used to pay supplemental payment to the CTE teachers to teach the summer sections of welding and culinary arts, and supplies for the welding and culinary arts courses. Grant funding will also help with student and teacher travel to welding and culinary job sites within the state. This will allow our rural students to expand their knowledge and see real world application in welding and culinary arts.

Program Requirements

1. **Focus Area 1:** Applicants must specify which program(s) of study and the CTE course(s) in the program(s) of study that will be offered (see <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/cte-programs-of-study> for a list of the approved statewide programs of study). Include the number of students who be engaged and supported in this focus area.

This grant will allow us to offer a CTE Summer Bridge program for students from Mount Calm ISD, Penelope ISD and Hubbard ISD. The program will last five to six weeks in duration and ideally enroll 20 students (10 students per course) to take Introduction to Welding (PEIMS Service ID 13032250) or Introduction to Culinary Arts (PEIMS Service ID 13022550). Ultimately, it is our goal to have students continue in one of the following programs of study: Welding or Culinary Arts.

The primary goals of the program are the following: increase interest and enrollment in the programs of study at Mount Calm ISD; accelerate students' ability to complete a program of study in high school; increase CTE awareness and preparedness in incoming 8th, 9th and 10th grade students.

Mount Calm ISD currently offers the programs of study Welding and Culinary Arts. For each we have aligned our course offering and sequencing to match TEA's recommendations based on the program of study one-page resource documents at <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/approved-cte-programs-of-study>

2. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

NA

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment

