



**2022-2023 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, November 16, 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, November 16, 2022**.

Grant period from **March 1, 2023-September 30, 2023**

Pre-award costs permitted from **Not Permitted**

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): **N/A**

Applicant Information

Organization **Rosebud-Lott Independent School District** CDN **073905** Campus **Rosebud-Lott HS** ESC **12** UEI [Redacted]

Address **1789 US Hwy 77** City **Lott** ZIP **76656** Vendor ID **1741672405**

Primary Contact **James Rosebrock** Email **rosebrock@rlisd.org** Phone **254-583-4510**

Secondary Contact **Shanna Howell** Email **showell@rlisd.org** Phone **254-583-4510**

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 Rosebrock** Title **Superintendent**

Email **rosebrock@rlisd.org** Phone **254-583-4510**

Signature *James Rosebrock* Date **11/14/2022**

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 2022-2023 Summer Career and Technical Education Grant Program Guidelines.
4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2022-2023 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 (Focus Area 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 program will address the mission and needs.

N/A

Summary of Program (Focus Area 2)

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.

Rosebud-Lott ISD is seeking grant funding from The Texas Education Agency to develop a paid internship program for welding students. The goal of Rosebud-Lott ISD is to provide quality, experiential learning opportunities for students. Our district mission is to create a supportive learning environment that nurtures self-esteem and physical well being, while enabling students to reach their fullest academic and social potential. Our high school launched a P-TECH in Fall 2022 and one of the pathway options is welding. This summer learning experience will directly support our welding P-TECH students along with non-P-TECH students.

Students in the summer program will serve as interns for Rosebud-Lott ISD and will receive stipends for the projects they complete for the school district and local community members. Specifically, summer interns will repair animal cages and enclosures for the Marlin Animal Shelter, repair handrails for the City of Rosebud, and may design decorative flag poles for the City of Rosebud. If time allows, interns will design and build benches for the elementary school and design and build metal trash containers for the district's athletic facilities.

We will target enrollment for this summer's CTE Internship Program for incoming 11th-12th grade students who have taken multiple welding courses. Ideally, students who have earned welding certifications and credentials will be selected as interns.

The applied agricultural engineering student interns will complete projects for the school district, including designing and building benches and tables for our campuses. Our goal is to serve 12 students through this summer program. The program will run for 20 days, with the first few days being an Internship Preparation Bootcamp and the remaining time focusing on the internship work/project completion. Our goal is that each intern will earn a stipend of \$1,200 for their work and effort. Students will work approximately four hours each day during the program. The half-day format will allow our students to participate in other school functions as well as complete their internship.

Qualifications and Experience for Key Personnel (Focus Area 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.

Title and Responsibilities of Position	Required Qualifications and Experience
N/A	
N/A	
N/A	
N/A	
N/A	

Qualifications and Experience for Key Personnel (Focus Area 2)

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
Kenneth Benson, Welding Instructor and Student Internship Supervision (existing position)	Certified to teach CTE courses; Certified welding instructor; experience managing student learning experiences with local partners
Mallory Day, Agriculture Teacher and Welding Instructor (existing position)	Certified to teach CTE courses; Certified welding instructor; experience managing student learning experiences with local partners
Jerrod Barton, Principal, Instructional Leadership and Monitoring of Teachers Over Summer (existing position)	High school principal; experience overseeing summer programs and state-funded grant implementation
Shanna Howell, Grant Manager (existing position)	District administrator; experience implementing state grant-funded programs; knowledge of appropriate use of grant funds
James Rosebrock, Superintendent, Program Oversight and Leadership (existing position)	Experience implementing and monitoring state and federal grants; Strong understanding of work-based learning and district goals

Goals, Objectives, and Strategies (Focus Area 1)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

N/A

Goals, Objectives, and Strategies (Focus Area 2)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

Rosebud-Lott's primary goal is to offer a Summer CTE Internship Program for students in our welding program of study. Students will be interns for the school district and be responsible for completing various summer projects for the school district and surrounding organizations. This will allow students to apply academic and classroom knowledge while gaining real world experience. We aim to provide our welding students with authentic learning experiences to help them develop and hone their welding skills during the summer months. We aim to partner with actual organizations such as the City of Rosebud and the Marlin Animal Shelter to allow our students to complete projects of value for our community. Our welding students are capable of mending animal cages in need of repair, fixing handrails for the city, and building items of need such as benches or trash cans.

By August 2023, 12 students (100%) will have fulfilled their internship responsibilities. All students (100%) will have actively contributed to the internship project, as measured by internship supervisor feedback (internship supervisors will be district employees) and Internship Training Plan completion.

A secondary goal is to support our new P-TECH which just launched in 2022. One of the P-TECH pathways available to students is welding. We aim to provide authentic work-based learning opportunities to our P-TECH students. This summer program is just one additional way for our students to gain hands-on experience.

We will meet these goals and objectives by equipping our leadership to support the summer program, ensuring that staff are able to promote the opportunity to students who will benefit from the experience, and beginning the recruitment process once grantees are announced. We will support the teachers/internship leads by providing necessary instructional materials and instructional support.

Performance and Evaluation Measures (Focus Area 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.

N/A

Performance and Evaluation Measures (Focus Area 2)

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.

Rosebud-Lott ISD's Summer CTE Internship 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 TSDS PEIMS to provide analysis numbers for district leadership, our school board, and TEA grant reporting requirements.

We will provide additional services to students who need additional support, such as tutoring and mentoring sessions with the teacher/supervisor. We must provide wraparound services like these in order to provide an equitable setting for all students, some of whom are from economically disadvantaged households. Data on all of these services will be collected by the teacher and the counselor to evaluate student need and intervention. During the internship, an Internship Training Plan will be completed and we will conduct routine check-ins with students to ensure they are progressing towards their ultimate goal of completing their internship projects/responsibilities. The Training Plan will specify student demonstration of employability skills valuable across many occupations and industries. These assessments will be used to guide instruction, determine intervention needs, and evaluate welding skills and competency.

Budget Narrative (Focus Area 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.

N/A

Budget Narrative (Focus Area 2)

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.

Payroll (6100): \$5,000 has been budgeted to pay extra duty pay to two teachers who will supervise and instruct interns over the summer grant period. \$2,200 has been budgeted to pay for two bus drivers to run routes to pick up students and take them home at the end of the day. Funds have also been allocated for employee benefits contributions.

Professional & Contracted Services (6200): \$14,400 has been allocated for student/intern stipends for their work during the summer program. For budgeting purposes, we are planning on paying interns \$60 per day for 20 days of work at 4 hours per day. Funds have also been allocated to pay a provider to assist the district with data collection, analysis, and reporting associated with the program.

Supplies and Materials (6300): Approx. \$17,000 has been budgeted to buy consumable welding materials and supplies which will be used by the interns to complete summer projects.

Other Operating Costs (6400): \$2,500 has been budgeted for transportation (likely a small bus). \$2,500 has been budgeted for other operating costs which may arise during the summer program.

Capital Outlay (6600): \$0 has been allocated for capital outlay. The district has welding equipment already.

Indirect Costs: \$0

TOTAL REQUEST: \$50,000

Program Requirements

1a. Needs Assessment (Focus Area 1)

N/A

1b. Needs Assessment (Focus Area 2)

As a member of the Texas Regional Pathways Network, we value work-based learning and desire for our students to have the opportunity for paid learning experiences when possible. Therefore, we plan to pay students (via stipends) through this internship program to enroll those students who otherwise would not be able to afford forgoing summer employment elsewhere. Without this grant, we may not be able to provide this summer program. Courses in Welding are offered during the school year at no cost to students but are not currently offered during the summer. We hope that, through this opportunity, we will provide data showing return on investment for future internship funding possibilities from our community and school board. We believe this program will help to serve students receiving special education services and also support engaging female students in welding.

Rosebud-Lott ISD is a rural school district and many businesses are located in cities 20-30 miles away such as Waco and Temple. Offering work-based learning experiences during the school year is a challenge due to master schedule constraints, travel time, and distance to learning sites. Offering summer work-based learning opportunities provides greater flexibility for our students and our staff. With students working most of the day, they will have adequate time to really focus on their projects which may not happen during the traditional school year.

Workforce Solutions for the Heart of Texas' Targeted Occupations List includes Welders, Cutters, Solderers, and Brazers (51-4121). Our proposed summer program is aligned with regional labor market demand and leads to living wage jobs with strong career pathway growth.

Program Requirements, cont'd.

2. **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.

N/A

3. **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.

Rosebud-Lott ISD will serve as the host/provider for the internships and will be the employer of record. The internship will require approx. 80 hours of work/commitment from our students. We will serve 12 students through this program. The internship will allow students to work independently and in teams to repair objects for local organizations and/or build new items such as benches and metal trash cans for the community. In addition to improving their welding skills, students will learn communication, collaboration, problem solving skills and teamwork during this program.

The Summer CTE Internship Program will be available to a total of 12 students (ideally students in grades 11-12). P-TECH welding students may be prime candidates for the internships due to their advanced skill set. Our leadership team will collaborate with one another to promote this opportunity to students from both P-TECH and non-P-TECH programs.

We will collaborate with the City of Rosebud and the Marlin Animal Shelter to provide authentic learning experiences to our students. The City of Rosebud needs handrails repaired throughout the city and the Marlin Animal Shelter needs animal cages and enclosures repaired. Our welding students are capable of performing the needed repairs. It is a win-win situation for our students and the local organizations. Students will also build items for the school district itself such as benches and metal trash cans.

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