



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

NOGA ID

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.

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**

Application stamp-in date and time

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 Jasper Independent School District CDN 121904 Campus Jasper High School ESC 5 DUNS 080853849

Address 128 Park St. City Jasper ZIP 75951 Vendor ID 1746001456

Primary Contact Amy Haden Email amy.haden@jasperisd.net Phone (409) 382-1026

Secondary Contact Tracy Armstrong Email trarmstrong@jasperisd.net Phone (409) 382-1011

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 John Seybold Title Superintendent

Email jseybold@jasperisd.net Phone (409) 384-2401

Signature *John Seybold* Date March 28, 2022

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Amendment #

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.

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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.**

Jasper ISD is applying for Focus Area 1 and 2 of the Summer CTE Grant on behalf of the Deep East Texas College and Career Academy (DETCCA), a consortium of six school districts. Our mission is to serve over 7,000 students in deep East Texas to meaningfully increase college and career educational opportunities through college credits and stackable certifications. Our need is to provide innovative programs to engage students and prepare them for high-wage, in-demand jobs in our region. This grant serves our mission and needs by providing funding for innovative programs, including an EMT course that students often don't have time to take during the school year (FA1) and a summer internship to provide hands-on, real world work experience for our Networking Systems program (FA2). Both Focus Area programs will be open to students from Jasper ISD, Burkeville ISD, Newton ISD, Kirbyville CISD, Woodville ISD, and Spurger ISD. Brookeland ISD will also be involved in the Focus Area 1 program.

FOCUS AREA 1: Jasper ISD will host an EMT Bootcamp for 20 incoming 12th grade students who are currently enrolled in our Emergency Services program of study. This program will allow students to earn credit for the Emergency Medical Technician-Basic class (PEIMS Service ID #N1303015), including 68 clinical hours at local ambulance services and the hospital, which are required in order for them to earn the Emergency Medical Technician-Basic certification. This certification is required by all local employers (firefighting, health care) to be eligible for employment. Students in this program typically don't have time to take this class during the regular school year due to the rigorous program of study and requirement to take both Firefighter I and II during their junior and senior year. Offering this course will allow our students to take the EMT-Basic certification exam once they turn age 18 and thus be eligible for employment immediately after high school graduation.

FOCUS AREA 2: Jasper ISD will host a work-based learning program for 12 incoming 10th-12th grade students who are currently enrolled in our Networking Systems (IT) program of study. This program will allow students to earn credit for Career Preparation I and complete a four-week paid internship. Students will master the content in Career Preparation through daily instruction from a teacher each morning. Late mornings and afternoons will be spent completing internship responsibilities for the students' home school district's IT department. We will serve 2 students from each of our 6 member districts (12 students total). The students will intern with each district IT Department to complete imaging, unit and device assembly, and software installation for the district-owned laptops and desktop computers. This will allow students to apply the academic knowledge learned through the program of study to a real world environment with computers that will be used by students and staff in the 2022-23 school year.

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

EMT Instructor, will lead instruction of the EMT-Basic course and facilitation of clinical hours for students (grant funded position)

Credentialed by Lamar Institute of Technology to teach the EMT-Basic course and skills for certification; Experience working with high school students for career preparation

EMT Assistant Teachers, 3 teachers who will assist the EMT Instructor in monitoring student progress and clinical hours (existing position)

Knowledge and understanding of EMT requirements and student application of skills; Experience working with high school students for career preparation

Grant Managers, 2 district employees who will each oversee a focus area of the grant to monitor activity and funds (existing positions)

Experience implementing and facilitating cross-district programs across DETCCA; Experience providing support for teacher effectiveness

Justin White, (Jasper ISD IT Department), will lead instruction of Career Preparation and facilitation of 12 internships across 6 districts (existing position)

Knowledge and understanding of Networking Systems, IT, and district technology; Experience working with high school students for career preparation

Technology Directors, 6 partner school districts, will facilitate Career Preparation and lead 2 interns from each of their districts (existing positions)

Knowledge and understanding of Networking Systems, IT, and district technology; Experience working with high school students for career preparation

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.**

Jasper ISD's primary objective is to offer innovative summer programs for students in DETCCA (6 school districts) aligned with our CTE programs of study in Emergency Services (FA1) and Networking Systems (FA2), as well as regional labor market demand leading to high-wage jobs. Our goal is to serve a total of 32 students and equip them with valuable career preparation and readiness skills. A long-term goal which will be supported through the summer programs is increasing the number of CTE Concentrators and Completers in our Networking Systems and EMT programs of study. We will meet these goals and objectives by ensuring our leadership is equipped to support the programs and recruiting students to enroll as soon as the grant award is announced.

FOCUS AREA 1: By August 31, 2022 our goal is for all 20 EMT students (100%) to have completed the EMT-Basic course and 68 hours of clinical training at the local ambulance services and hospital. Our goal is for all 20 students (100%) to take and pass the EMT-Basic certification once they turn age 18 (estimated by August 2023). We will provide the EMT instructor with 3 assistant teachers to facilitate the course and supervise clinical placements. The staff will be equipped with instructional materials to effectively teach the course content.

FOCUS AREA 2: By August 31, 2022 our goal is for all 12 Networking Systems students (100%) to have completed Career Preparation and the four-week, paid internship. We will support the program by providing a teacher and a dedicated internship supervisor for each of our 6 school districts (2 student interns per district). Internship Readiness Assessments/Training Plans will drive our determination of student outcomes and student growth in both technical and soft skills over the course of the internship.

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.**

DETCCA will collect data on the demographics of students who enroll in, participate in, and complete each summer program (FA1, FA2), including grade level, race/ethnicity, 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, and each of our school boards. We will ensure that students receive needed wraparound supports (tutoring, coaching, mentorship, transportation, meals) throughout the duration of each program. Our commitment to evaluating student outcomes is consistent with DETCCA goals and the purpose of the program: to provide meaningful career preparation and readiness skills to students.

FOCUS AREA 1: Our goal is to have all 20 (100%) students who participate in the program receive course credit for Emergency Medical Technician-Basic course (PEIMS Service ID #N1303015) by August 31, 2022 and be prepared to pass the EMT-Basic certification exam once they turn age 18 (estimated by August 2023). There will be formative quizzes and summative exams delivered during the course. These assessments will be used to guide instruction, determine intervention needs, and evaluate TEKS mastery for course credit. We will also measure student learning objectives and outcomes in the 68-hour clinical placements based on EMT-Basic requirements. We will administer a feedback protocol with our clinical business partners regarding our students behavior and performance to gather and analyze this data for future improvements.

FOCUS AREA 2: Our goal is to have all 12 (100%) students who participate in the program to earn credit in the Career Preparation I (PEIMS Service ID # 12701300) course and complete the four-week internship by August 31, 2022. Formative assessments will be utilized during the Career Preparation I component of the program to gauge the readiness of students to complete various tasks during the hands-on, work-based learning component of the program. Competency-based evaluations will be utilized as part of the training plan to record student ability and competency to perform various tasks while on the job. Customized training plans will drive our determination of student outcomes and student growth in both technical and soft skills over the course of the internship. The internship supervisors will meet weekly, at a minimum, with each intern to identify areas of strength and areas where the intern requires additional support and coaching.

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Amendment # **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.**

Jasper ISD offers robust CTE programs of study through the DETCCA collaborative. CTE courses are hosted at the Education and Technology Center at Jasper ISD and open to enrollment to our 6 member school districts. The Emergency Services program is also open to enrollment to a 7th school district, Brookeland ISD. This summer program will focus on offering the EMT-Basic course for Emergency Services students (FA1) and Career Preparation/paid internships for IT Networking Systems students (FA2). We currently allocated funding to support these rigorous programs of study during the school year. We do not currently allocate local funding to provide paid summer internships, nor a summer EMT class.

FOCUS AREA 1: Local funds will be utilized to provide lab equipment for student learning during the EMT-Basic class. This grant will fund the following: Payroll (6100): \$23,809 has been budgeted in this category to provide extra-duty pay to the assistant teachers who will be assisting the EMT instructor, as well as the grant manager who will be supporting the clinical placements, course instruction, and business office/fiscal agent. Funds will pay for a paraprofessional to monitor the Education and Technology Center during course time, which is required by district safety protocol, and suburban/bus drivers to pick up students from our partner school districts. Employees will be paid hourly to drive students to their clinical placements and partner school districts. Required benefits contributions have also been accounted for in this calculation. Professional & Contracted Services (6200): \$12,600 has been budgeted in this category to 1) pay a contracted services provider to provide program design/general project management and data collection and analysis support, 2) pay the EMT instructor (employee of Lamar Institute of Technology) to teach the EMT-Basic class and facilitate clinical placements, and 3) fees required for the students to take the EMT certification, including submit license paperwork. Supplies & Materials (6300): \$6,591 has been budgeted in this category to procure instructional materials and supplies for the EMT-Basic course. A small portion of the funds have been budgeted for the procurement of uniforms for the students to wear during their clinical placements in order to differentiate them from employees or patients and be incompatible with clinical placement business requirements. Other Operating Costs (6400): \$5,000 has been budgeted in this category to cover any transportation expenses incurred as part of offering the program to students from the 7 participating school districts. Capital Outlay (6600): \$0 has been budgeted for capital expenditures as no large equipment is necessary for the completion of this summer program. Indirect Costs: \$2,000 has been budgeted for indirect costs.

FOCUS AREA 2: Local funds will be utilized to provide IT supplies and materials for student learning during the internship program. Local funds will be utilized to provide the majority of transportation for this focus area. This grant will fund the following: Payroll (6100): \$7,718 has been budgeted in this category to provide extra-duty pay to the lead teacher for Career Preparation I and internship facilitator (Jasper ISD employee and IT expert), as well as the grant manager who will be supporting the 6 school district internship placements, course instruction, and business office/fiscal agent. Required benefits contributions have also been accounted for in this calculation. Professional & Contracted Services (6200): \$38,700 has been budgeted in this category to 1) pay a contracted services provider to provide work-based learning support, general project management support, and data collection and analysis support, 2) pay an IT internship supervisor for the other 5 participating school districts as a contractor to oversee their district's interns (2 interns per district, 6 districts total), and 3) provide student intern pay (\$1,100 each for 12 interns for the 4-week internship). Supplies & Materials (6300): \$2,050 has been budgeted in this category to procure instructional materials for the Career Preparation I course to be delivered virtually to the students from all 6 districts. A small portion of the funds have been budgeted for the procurement of shirts for the students to wear during their internship placements in order to differentiate them from employees or summer school students. Other Operating Costs (6400): \$100 has been budgeted in this category to cover any transportation expenses incurred through the internship program that are unable to be covered by local funds. Capital Outlay (6600): \$0 has been budgeted for capital expenditures as no large equipment is necessary for the completion of this summer program. Indirect Costs: \$1,432 has been budgeted for indirect costs.

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Amendment # **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.

Jasper ISD, as part of the DETCCA, offers a robust program of study in Emergency Services (Law and Public Services Career Cluster). The program of study follows the course sequence of: Principles of Law, Public Safety, Corrections, and Security (Level 1 course), Disaster Response (Level 2 course), Firefighter I (Level 3 course), and Firefighter II (Level 4 course). Each of these courses are important for student preparation to be hired as a firefighter/ EMT, which is a high-demand, high-wage occupation for our region. However, all local ambulance and fire departments require that applicants have at least the Emergency Medical Technician-Basic (EMT-Basic) certification to be eligible for employment. Our summer program will offer the EMT-Basic course (a Level 3 CTE) course, which includes the 68 clinical hours (ambulance, hospital) to be eligible to take the EMT-Basic certification. This program will prepare students to take and pass the certification as soon as they are eligible (must be age 18 to take the exam). Students may take this course during their senior year of high school, but many do not have space in their schedule to take it during the regular school year. This will provide the opportunity for 20 students from 7 school districts in our area (6 DETCCA districts and 1 district in the taxing entity of our CTE center) to complete the course and 68 clinical hours. We will be targeting enrollment of incoming 12th grade students.

The course will be taught by an EMT instructor from our IHE partner, Lamar Institute of Technology. It will include 4 weeks of classroom instruction and 68 hours of clinical work (estimated 6 weeks total), meeting the minimum hours required for certification eligibility. Students will complete clinical hours at one of two ambulatory services and the local hospital. Students will also develop skills in the ambulance lab at DETCCA's Education and Technology Center at Jasper ISD.

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.

We will be offering a work-based learning program centered on paid student internships and the Career Preparation I course content. We plan to serve 12 students through this program. The intent is to enroll 2 students from each of the 6 DETCCA member school districts. Each school district will serve as the business partner and internship provider for their student interns. These school districts will include: Jasper ISD, Burkeville ISD, Newton ISD, Kirbyville CISD, Woodville ISD, and Spurger ISD. Each of the interns will log in to the Career Preparation I course (virtually taught by a Jasper ISD teacher) each morning, then they will go to their home school district's technology department to complete internship responsibilities in the late morning and afternoon. Each DETCCA school district has 1-to-1 computing devices, totaling over 7,000 student computers that must be wiped and updated (software installation and imaging), as well as new units that must be assembled over the summer. Student interns will be responsible for supporting the IT/Technology Department staff at each district to complete this important project. The internship will require students to apply academic knowledge to their responsibilities in a real-world setting. It will also require them to learn new information about software and IT processes. Students will develop and practice both technical and soft employability skills, including collaboration, communication, and teamwork. We will be targeting enrollment of incoming 10th-12th grade students for the internship. Jasper ISD, as part of the DETCCA, offers a robust program of study in Networking Systems (Information Technology career cluster). The program of study follows the course sequence of: Principles of Information Technology (Level 1 course), Computer Maintenance (Level 2 course), Networking (Level 3 course), and Computer Technician Practicum (Level 4 course). Networking Systems and Information Technology is a high-demand, high-wage industry for our region.

CDN

Vendor ID

Amendment #

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