



**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**.

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

Application stamp-in date and time

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 **Hempstead ISD** CDN **237902** Campus **001** ESC **4** UEI **V9Z1DWMA4QR**

Address **1440 13th Street/ PO Box 1007** City **Hempstead** ZIP **77445** Vendor ID **1746001076**

Primary Contact **Erin Meadows** Email **meadowse@hempsteadisd.org** Phone **979-826-3304**

Secondary Contact **Diana Wood** Email **woodd@hempsteadisd.org** Phone **979-826-3304**

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 **Herbert O'neil** Title **Superintendent**

Email **oneilh@hempsteadisd.org** Phone **979-826-3304**

Signature  Date **11/28/2022**

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 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.

Focus Area 1: Hempstead ISD would like to implement a new Program of Study: Welding and Brazing, in the fall of 2023. The program is being created due to community and student interest surveys, industry support, and based on the data presented in the Texas Workforce Development Area Profiles for the Gulf Region. Metalwork as an industry is projected to have a 20.2-24.9% growth in the Gulf Coast region by 2030. Welders, Structural Steel Workers, and Braziers are all designated as high-growth, high-wage careers by the Texas Workforce Commission in their October 2022 report on the Gulf Region.

Based on the data presented in our 2022-2023 Comprehensive Local Needs Assessment, our district is below the state average percent of CTE Completers. Texas averages 37%, and Hempstead ISD averages 28%. Another concern for our CLNA Committee was our 5S1 Attained Recognised Post Secondary Credential percentage. The Texas average was 19%, and Hempstead ISD was 1%.

To address these issues and assist students in securing a viable post-secondary credential, Hempstead ISD would like to create a Summer Bridge Program to allow students to start on the Welding pathway by taking Introduction to Welding over the summer. This bridge would allow rising sophomores to catch up on the pathway so they can participate in Work-Based Learning their senior year. The Summer Bridge Program will also allow motivated Freshmen to earn credit before the fall semester. This is critical for many students who often have to choose between participating in CTE coursework or athletics or band and miss the opportunity to become CTE Completers due to a delayed start on the pathway. Students in the class will have the opportunity to complete the NCCER Core Certification and test for the AWS D9.1 certification.

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.

Focus Area 2: Hempstead ISD would like to offer a paid summer internship program for students to participate in work-based learning. Based on Hempstead ISD's 2022-2023 Comprehensive Local Needs Assessment, students' access to transportation is the most significant limiting factor in their participation in work-based learning opportunities. The second most limiting factor is the number of class periods it takes to complete on a regular schedule. Many eligible students have completed their CTE pathways through Level 3 coursework but, due to remediation for EOC courses or participation in athletics, band, or theater, do not have enough open slots in their schedules for the work-based learning coursework. These issues have prevented students from participating in work-based learning aligned with their Program of Study.

Hempstead ISD would like to create a paid summer internship program to address these issues. The primary sponsor of the internship program would be Hempstead ISD. Students would work in a position related to their Program of Study. Agricultural Mechanics would work with the district Maintenance Department, Education and Training students would work with summer school students, Health Science students would work with the summer school nurses, and Animal Science and Veterinary students would work with our Vet med program to care for the program animals over the summer, etc. Students in the Program will complete an employability skills training series led by our WBL teacher (12-month contract). Through this Program, students will learn employability skills and complete 70 hours of paid internship. Students will have a mentor assigned to them in their internship departments to coach the students on job skills and identify areas of growth.

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
CTE Teacher- Teach the Introduction to Welding Course and Facilitate NCCER Core Training.	Certified Welder with 5+ years professional experience, Locally certified to teach CTE Courses, 1+ year teaching experience
Project Coordinator-Coordinate Curriculum, complete requisitions and order materials. Assist with reporting and fiscal reports.	Masters degree in Education, 10+ years experience, 3+ years in a leadership role
Project Director: Manage grant reporting and fiscal requirements. Oversee and ensure accurate reporting and submission of deliverables.	Masters degree in Education, 10+ years experience in a leadership role, 2+ years in grant management
NCCER Trainer: Complete NCCER Core training with students and assess them for certification	Certified NCCER Core Trainer

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
CTE Administrator/Project Coordinator: Develop partnerships for internship sites, process POs, Comply reports and assist with reporting	Masters Degree in Education, 3+ years in a leadership role.
WBL Coordinator/Teacher: provide learning opportunities for employability skills mastery and support student/employer needs at internship sites	CTE Certification, at least 3 years teaching experience. WBE Trained with documented CPE within 12 months of the program.
Internship Supervisor: oversees Work Based Learning experiences for students on behalf of the employer	Experience with district level project management, 3+ years site supervision experience
Project Director: Manage grant reporting and fiscal requirements. Oversee and ensure accurate reporting and submission of deliverables.	Masters degree in Education, 10+ years experience in a leadership role, 2+ years in grant management

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?

Goal #1- 15 students will earn high school credit for Introduction to Welding by the end of summer 2023.

Goal #2- Increase enrollment in Welding 1 by 20% by the end of summer 2023 compared to the enrollment at the beginning of summer 2023.

CTE Summer Bridge students will engage in a 4-week intensive summer course focused on mastering the Introduction to Welding TEKS and hands-on experimental learning.

The objectives of the program are:

- Foster a safety mindset in students (NCCER)
- Build foundational knowledge of metallurgy concepts (TEKS and Lab activities)
- Create an index of experiential learning moments that students can build on in future courses (Hands on Labs)
- Provide information about metalworking and welding as viable career options post graduation (Career research and Blinn College Visit)
- Introduce basic welding techniques (TEKS, zSpace Lab and Hands-on Labs, possible AWS D9.1 certification)

The plan will allow students to be CTE Completers and participate in Work-based Learning their Junior or Senior years. This is our district's first attempt at acceleration during summer school for a student earning initial CTE credit.

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?

Goal: By the end of summer 2023, 20 high school CTE students will engage in 70 hours of paid, work-based learning aligned with their primary program of study.

The objectives of the program are:

- Bolster employability skills through training and mentorship
- Encourage post-secondary exploration via trade school, college, and industry tours
- Practice interviewing skills with mock interviews
- Finalize a resume and cover letter
- Complete a personal finance project
- Pay students between \$12.00/hour for uncertified students and \$15.00/hour for certified students interning in their Programs of Study.

Hempstead ISD is anticipating 20-25 students participating in the Summer Internship Program. For HISD's first attempt at an internship program focusing on the students' CTE Program of Study, Hempstead ISD is committed to finding internal placements for 20 students. Long-term planning includes adding local businesses that will commit to participation. This application has attached a letter of support from our Chief Operations Officer.

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.

1) Student growth will be assessed on the following:

Pre-Assessments: NCCER Core pre-test, Intro to Welding Concept Pre-test (administered the first 2 days of the program)
 Formative Assessments: Journal Entries, Lab Reports, NCCER Unit quizzes, Skills Tests, Exit Tickets and weekly Employability skills rubrics. (Formative Assessments are administered daily through out the program)
 Summative Assessments: NCCER Certification test, Intro to Welding final exam, Final Skills Check, Career research project

2) Overall program evaluation will be based on the following:

- The percentage of students who successfully earn credit in the course
- The number of students who choose to enroll in Welding 1 for the fall of 2023 who were not previously enrolled in Welding 1 prior to the Summer Bridge Program
- The number of students who add Welding to their PGP for completion later in their high school careers
- Student exit surveys, Parent/Guardian surveys
- The number of certifications earned and the number of certifications attempted

All data including student demographics will be tracked on Excel spreadsheets and submitted via the special data collection as required.

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.

1) Student growth will be assessed on the following:

Pre-Assessments: NCCER Core pre-test, Intro to Welding Concept Pre-test (administered the first two days of the program)
 Formative Assessments: Journal Entries, Lab Reports, NCCER Unit quizzes, Skills Tests, Exit Tickets, and weekly Employability skills rubrics. (Formative Assessments are administered daily throughout the program) Summative Assessments: NCCER Certification test, Intro to Welding final exam, Final Skills Check, Career research project

2) Overall program evaluation will be based on the following:

- The percentage of students who successfully earn credit in the course
- The number of students who enroll in Welding 1 for the fall of 2023 who were not previously enrolled in Welding 1 prior to the Summer Bridge Program
- The number of students who add Welding to their PGP for completion later in their high school careers
- Student exit surveys, Parent/Guardian surveys
- The number of certifications earned and the number of certifications attempted. All data, including student demographics, will be tracked on Excel spreadsheets and submitted via special data collection as required.

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.

Hempstead ISD will use the awarded grant funds to implement a CTE Summer Bridge Program. HISD will compensate one teacher who will be off contract during the summer program (Summer School hourly rate of \$50 per hour (district approved rate) + Benefits x 23 days for 7 hours a day = \$8,260.) In addition, we have budgeted a stipend for the CTE Coordinator (Program Coordinator) and Grant Manager (Program Director) to supervise and oversee the program's day-to-day activities (\$3,500). Hempstead ISD will partner/contract with Blinn College to offer NCCER Training and assessment. (\$10,000) We have budgeted \$7,100 to purchase consumable and non-consumable supplies. The budget reflects a field trip to Blinn Technical Programs in Brenham, TX, for a tour of the welding program. (\$1000)

HISD will make adjustments as necessary to meet the needs of our students. For example, if the cost of classroom supplies is less than anticipated, but the field trip cost is more than anticipated, we will adjust the additional supplies and materials budget to cover the costs.

Currently, HISD does not have any initial credit summer school options. This grant will allow HISD to jumpstart our Welding Program of Study.

Important fiscal note: Per HISD procedures, all teacher and staff pay during summer school is considered "Extra Duty Pay" as it is outside their annual contracted duties.

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.

Hempstead ISD will pay a teacher (local funds-12 month contract) and a paraprofessional (\$22.30 per hour (Board approved summer school rate) x 28 days x 4 hours a day + benefits = \$2975) to act as the Teacher supervisors for the 25 students. In addition, we have budgeted a stipend for the CTE Coordinator (Program Coordinator) and Grant Manager (Program Director) to supervise and oversee the program's day-to-day activities (\$3,500). Internship Supervisors are current employees that work for HISD. These employees will receive a stipend to manage the groups of students during the work day. The stipend includes supervising the student workers, completing surveys, and providing feedback to students about their work and the program. (\$4,000) Most of the budget will pay the students during the internship. We are budgeting for 25 students. Certified students will make \$15 per hour if their internship utilizes their certification; uncertified students will make \$12 an hour. (\$12-15/hour x 70 hours x 25 students = approximately \$23,625. Supplies and materials will be consumable and non-consumable items such as safety gear, tools, and classroom supplies (\$4,500). The budget reflects field trip opportunities to visit industry partners and post-secondary training options. (\$1,000)

Many of our students need to work in the summer. This opportunity allows them to work in a high-wage, high-demand field, which provides work experience that can increase their chances of being hired post-graduation. HISD is the largest employer in our rural town. Hempstead High School does offer a career prep class during the school year. This program will be mutually beneficial for the students and the district. This grant will lay the foundation for a partnership between our students and our district that will be year-round.

HISD will make adjustments as necessary to meet the needs of our students. For example, if the cost of classroom supplies is less than anticipated, but the field trip cost is more than anticipated, we will adjust the additional supplies and materials budget to cover the costs. Important fiscal note: Per HISD procedures, all teacher and staff pay during summer school is considered "Extra Duty Pay" as it is outside their annual contracted duties.

Program Requirements

a. Needs Assessment (Focus Area 1)

Need #1: Metal Workers in the Gulf Coast Region

The program is being created due to community and student interest surveys, industry support, and based on the data presented in the Texas Workforce Development Area Profiles for the Gulf Region. Metalwork as an industry is projected to have a 20.2-24.9% growth in the Gulf Coast region by 2030. Welders, Structural Steel Workers, and Braziers are all designated as high-growth, high-wage careers by the Texas Workforce Commission in their October 2022 report on the Gulf Region.

Need #2: Opportunities for students to earn CTE Credit outside of the traditional school day

Another concern for our CLNA Committee was our 551 Attained Recognised Post Secondary Credential percentage. Based on the data presented in our 2022 Comprehensive Local Needs Assessment, our district is below the state average percentage of CTE Completers. Texas averages 37%, and Hempstead ISD averages 28%. The Texas average was 19%, and Hempstead ISD was 1%. Many students are forced to choose between participating in Band or Athletics and CTE because of the limited number of class periods they have available for electives.

1b. Needs Assessment (Focus Area 2)

Based on Hempstead ISD's 2022 Comprehensive Local Needs Assessment committee's SWOT analysis, students' access to transportation is the most significant limiting factor in their participation in work-based learning opportunities. The second most limiting factor is the number of class periods it takes to complete on a regular schedule. Many eligible students have completed their CTE pathways through Level 3 coursework but, due to remediation for EOC courses or participation in athletics, band, or theater, do not have enough open slots in their schedules for the work-based learning coursework. These issues have prevented students from participating in work-based learning aligned with their Program of Study.

Program Requirements, cont'd.

3. 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.

Program of Study: Manufacturing

Speciality: Welding

Course: Introduction to Welding TSDS PEIMS Code: 13032250

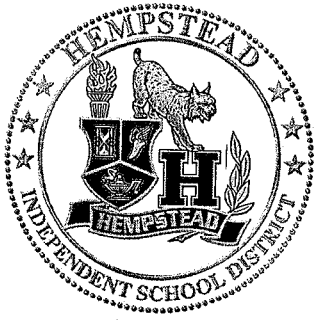
12-15 students

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.

Hempstead ISD will host interns in the following Programs of Study:
 Education and Training: Early Learning (Elementary School Summer School)
 Health Science: Healthcare Therapeutics (Summer School Nurses)
 Agriculture, Food and Natural Resources: Applied Agricultural Engineering (Maintenance teams)
 Agriculture, Food and Natural Resources: Animal Science (Vet Med)
 Business, Finance and Marketing: Accounting and Financial Services

HISD will utilize the WBL framework. We will align classroom work (weekly mini lessons) with applying technical and employability skills in a work setting and provide layers of support from internship supervisory and WBL Coordinator (CTE Teacher) including coaching and feedback.

Twenty-five students will participate in a total of 70 hours of internship each.



HEMPSTEAD

INDEPENDENT SCHOOL DISTRICT

P. O. Box 1007 • 1440 13th Street • Hempstead, TX 77445

Phone: 979.826.3304

Fax: 979.826.5510

November 15, 2022

Texas Education Agency
RE: RFA#701-23-103
Juanita Soto, Statewide CTE Coordinator
1701 N. Congress Avenue
Austin, Texas 78701

Dear Ms. Soto,

I am pleased to be writing in support of Hempstead ISD's application for the 2023 Summer Career and Technical Education Grant. I am the Chief Operations Officer for Hempstead ISD and my departments are committed to providing 18 internship opportunities for our Junior and Senior CTE Students during the summer of 2023.

In addition to hosting interns in our department next summer, we want to promote as many students as possible being placed into internships because we know what a valuable educational experience work based learning can be.

It is our most sincere hope that the positive work ethic of these students becomes known by our community and businesses.

Thank you for your consideration of HISD's application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Mullens', is written over a horizontal line.

Eric Mullens, M.Ed.
Chief Operations Officer
Hempstead Independent School District



Erin Meadows <meadowse@hempsteadisd.org>

Automatic reply: Hempstead ISD 22-23 Summer CTE Grant Application

1 message

loiapplications <loiapplications@tea.texas.gov>

To: Erin Meadows <meadowse@hempsteadisd.org>

Wed, Nov 16, 2022 at 3:05 PM

You are receiving this email because an application or other communication has been received by the TEA LOI Applications eMailbox:
loiapplications@tea.texas.gov

Please retain this email as documentation of the time and date your message was received.

If you have further questions, contact Grants Administration at 512-463-8525 and request to speak with Competitive Review Unit staff.