



**2021-2023 Title I, 1003 ESF-Focused Support Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 21, 2021**

NOGA ID

Authorizing legislation

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, April 21, 2021**.

Grant period from
Pre-award costs permitted from

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
 2. Pathway 1: Pathway 1 Supplemental Pathway Attachment
 3. Pathway 2: Pathway 2 Supplemental Pathway Attachment
- NOTE: All applicants MUST submit an appropriate Supplemental Pathway Attachment for EACH CAMPUS on behalf of which the applicant is applying.**

Amendment Number

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

Applicant Information

Organization CDN Campus ESC DUNS
Address City ZIP Vendor ID
Primary Contact Email Phone
Secondary Contact Email Phone

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 Title

Email Phone

Signature Date

CDN

Vendor ID

Amendment #

Shared Services Arrangements

Shared services arrangements (SSAs) are NOT permitted for this grant.

Number of Campuses Included in this Application

Pathway 1

Pathway 2

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 2021-2023 Title I, ESF-Focused Support Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2023 Title I, ESF-Focused Support 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 they accept and will comply with the requirements of [Every Student Succeeds Act Provisions and Assurances](#).
- 6. 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.
- 7. Title I served Federally Identified campuses awarded this grant will engage in the Effective Schools Framework (ESF) continuous improvement process and create a plan to be submitted to TEA that addresses the selected pathway aligned to the Essential Actions (EA) from the ESF.
- 8. The applicant ensures it will notify the Vetted Improvement Program provider of intent to apply and, if awarded, will work in good faith with the Vetted Improvement Program.
- 9. For all pathways, the applicant will budget at least the minimum amount indicated in the Budget Object Code 6200 - Profession and Contracted Services.

RFA #

SAS #

Statutory/Program Assurances, cont'd.

- 10. The applicant will identify a campus leader, on each awarded campus, who will be responsible for managing the grant project.
- 11. The applicant will provide access to TEA and its Vetted Improvement Partners for on-site visits to the district and campus(es) as appropriate.
- 12. The applicant will attend and participate in grant orientation meetings, technical assistance meetings, other periodic meetings of grantees, and sharing of best practices through the TEA program office.
- 13. The applicant provides assurance it will participate in all grant requirements including but not limited to an ESF Self-Assessment, and ESF Diagnostic, developing a web-based improvement plan, submission of funding and pathway progress reports.

Summary of Program

1. Describe how the LEA will support campus(es) in carrying out school support and improvement activities, including how the LEA will develop a web-based improvement plan for the eligible campuses selected for this grant.

Irving ISD is committed to improving systems and processes at our comprehensive, targeted and additional targeted campuses by creating common language, a culture of continuous improvement and creating a system of aligned resources. We will support each campus and improvement activities by focusing on the following 3 areas:

Identifying Needs:

Gather current baseline data (ESF Self-Assessment, District Assessment Data, Surveys, Etc);

Review ESF priority focus areas to ensure alignment with campus data, needs of the students and utilization of research based best practices/resources; and

Meet with campus leadership teams and focus groups.

Developing a Plan for Each Campus:

Irving ISD will:

Partner with Region 10,

Synthesize collected data to create area(s) of focus,

Develop district level commitments, and

Develop campus based essential actions

Implementing and Monitoring the Plan (explained in greater detail in question #2):

Monitor Plan4Learning and Campus Scorecard,

Conduct Data Meetings every six weeks,

Conduct Walkthroughs every six weeks,

Provide On-going Feedback and Support every six weeks

Irving ISD will use 2 web-based improvement programs - (1) Plan4Learning, which will house strategic actions and quarterly progress monitoring and (2) Campus Scorecard, which will provide live data to all stakeholders. Campuses will receive ongoing professional learning & coaching support for programs (which will include timelines, exemplars and expectations). Principal Supervisors will monitor Plan4Learning and the Campus Scorecard to ensure timelines are met and content is authentic, aligned, and relevant.

2. Describe how the LEA will monitor schools receiving the ESF-Focused Support Grant, including how the LEA will: (a) Monitor a web-based improvement plans upon submission and during implementation, and (b) Implement additional action following unsuccessful implementation of such plan after the first year of the grant cycle.

Irving ISD (Principal Supervisors) will monitor schools by:

Meeting monthly to discuss progress towards improvement activities and review current data;

Conducting calibration walks at each campus;

Conducting learning walks at each campus;

Providing targeted, timely and ongoing feedback;

Developing and facilitating professional learning based on trends seen in walkthroughs, data meetings and campus self-assessments;

Participating in TIL Professional Learning and Coaching Opportunities;

Developing principal cohorts (ESF Professional Learning Community) where teams can share best practices, reflect and collaborate and participate in learning walks;

Developing a system where campus leaders will present progress, goals, and next steps to district leadership quarterly;

Principal Supervisors seeking grant spending coaching from Region 10;

Monitoring Plan4Learning (quarterly for formative reviews) and Campus Scorecards and providing feedback to campuses;

Providing feedback after campus data presentations; and

Meeting regularly with Region 10 to discuss progress, trends, and next steps

At the end of the first year of the grant cycle, Irving ISD will develop a committee/task force to:

Review each campus' progress towards prioritized areas of focus

Review action items and resources to ensure alignment

Conduct EOY meetings with each campus team using the Start, Stop, Keep, Continue process

Facilitate Principal Reflection and Feedback

Meet with campuses and Region 10 to modify plans (if necessary) prior to entering into the next school year.

Goals, Objectives, and Strategies, Performance and Evaluation

1. Describe how the LEA will modify, as appropriate, practices and policies to provide operational flexibility to the awarded campus, that enables full and effective implementation of the Effective Schools Framework Essential Actions aligned web-based Improvement Plan.

Our goal in Irving ISD is to ensure student achievement for all students. In order to achieve this goal, we must make decisions based on individual campus needs. We recognize the unique needs of low performing schools and will provide the flexibility to address these needs by developing a clear and consistent process for campus leaders which includes the development of a School Improvement Achievement Team.

The Achievement Team will consist of the following members:

- Campus Principal
- School Leadership
- Curriculum & Instruction
- Data, Assessment and Accountability
- Professional Learning
- Instructional Technology
- Federal Programs
- Human Resources

Members of the Achievement Team will be trained in the ESF Framework; will review each campus' action steps, will participate in data meetings and campus data presentations; will work intricately to ensure all campus needs are met in a timely and conducive manner; and will provide researched best practices/resources to meet the individual needs of each campus.

Goal of the Achievement Team: Serve as a guiding coalition for the awarded campuses. The Achievement Team will be abreast of innovative strategies, resources, and instructional best practices including being well versed in each campus' ESF essential actions.

The Irving ISD Achievement Team will:

- Review campus proposals for resources and materials;
- Review district policies and practices to ensure alignment to each campus' action items;
- Identify appropriate department members to provide ongoing service and support; and
- Make recommendations to the Superintendent (or designee) regarding potential policy changes, district initiative refinements, and/or budget adjustments

Irving ISD and the Achievement Team will utilize the information in each awarded campus ESF Self-Assessment/Diagnostic to serve as it' s foundational and driving source and will consult with Region 10 (VIP Partner) on a regular basis.

Budget Narrative

1. Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

The proposed budget will meet the needs of the program by:

Contracted Services: Partnership with Region 10 to Participate in a Vetted Improvement Program

Irving ISD Principals, Principal Supervisors and Campus Leadership Teams will participate in Texas Instructional Leadership (TIL) Program. TIL is a two year program which focuses on the following 4 ESF best practices:

Student Culture,

Lesson Alignment/Formative Assessment,

Observation & Feedback/Action Coaching, and

Data Driven Instruction

During the two years (July 2021-July 2023) campuses will participate in the following:

Training Sessions for Campus Leadership Teams, DCSI, Principals, and Principal Supervisors,

Campus Based Leadership Coaching, and

Cumulative Capstone Project

Staffing, Supplies and Materials

The funds from the ESF grant will be used to provide additional tutors (push-in and after school) to the awarded campuses. Tutors will provide individualized targeted support to students. Funds will also be used to provide teachers with extra duty pay which will provide compensation for professional learning sessions outside of contracted hours and before/after school targeted support for students. Lastly, funds will be used to purchase additional researched based instructional materials and resources for students.

Funds Allocated to Similar Programs

During the 2020 - 2021 school year, Irving ISD used funds from the School Continuity Grant to develop a partnership with Solution Tree to provide ongoing professional learning, leadership coaching and content training to principals and leadership teams. This partnership has been a great success for our campuses and for our leaders.

Also during the 2020 - 2021 school year Irving ISD used funds from the School Improvement Grant to provide tutors and additional resources to our Comprehensive Support Campus, John R. Good. Both the individualized targeted support and research based resources have been successful in aiding John R. Good in accomplishing their goals in their two ESF priority areas.

How adjustments will be made to meet future needs:

The School Improvement Achievement Team will actively monitor each awarded campus' progress towards goal attainment to ensure resources are effectively utilized and aligned to the needs of the students/campus.

The Irving ISD Achievement Team will:

Review campus proposals for resources and materials;

Review district policies and practices to ensure alignment to each campus' action items;

Identify appropriate department members to provide ongoing service and support; and

Make recommendations to the Superintendent (or designee) regarding potential changes, district initiative refinements, and/or budget adjustments

If adjustments are needed, the DCSI will meet with Region 10, the Principal Supervisor and the Principals to discuss next steps and plan refinement

Budget Narrative, cont'd.

2. Describe how the LEA will align other Federal, State, and local resources to carry out the activities supported with funds received under this grant.

The School Improvement Achievement Team will work together to ensure alignment of all resources, funds, and activities (Budgeting/Finance will be a standing item on the meeting agenda). By having a member from the following departments on the Achievement Team, Irving ISD is able to provide wrap around support and services to each campus.

- Campus Principal
- School Leadership
- Curriculum & Instruction
- Data, Assessment and Accountability
- Professional Learning
- Instructional Technology
- Federal Programs
- Human Resources

The DCSI and Principal Supervisors will develop a process for communication, refinement, and next steps to ensure all communication and support is timely and relevant.

In addition to meeting with the School Improvement Achievement Team, members of School Leadership, Curriculum and Instruction and Federal Programs will meet monthly to review the campus progress and needs. During these meetings, team members will review various data points to ensure alignment of resources and address any additional changes, needs, supports.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group Barrier

Group Barrier

Group Barrier

Group Barrier

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