



**2023-2025 Title I, 1003 ESF-Focused Support Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 21, 2023**

NOGA ID [Redacted]

Authorizing legislation: Elementary and Secondary Education Act (ESEA), P.L. 114-95, Section 1003, School Improvement

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, 2023**.
 Grant period from [Redacted] **July 3, 2023-September 30, 2025**
 Pre-award costs permitted from [Redacted] **Award Date**

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 Attachment
 3. Pathway 2: Pathway 2 Supplemental Attachment
 4. Memo of Discussion
- 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): [Redacted]

Applicant Information

Organization: Silsbee ISD | CDN: 100904 | Campus: Elem and MS | ESC: 5 | UEI: HJ3VY5KB5z75
 Address: 415 HWY 327 W | City: Silsbee | ZIP: 77656 | Vendor ID: [Redacted]
 Primary Contact: Gregg Weiss | Email: gregg.weiss@silsbeeisd.org | Phone: 4099807800
 Secondary Contact: Jeff Burnthorn | Email: jeffrey.burnthorn@silsbeeisd.org | Phone: 4099807819

Certification and Incorporation

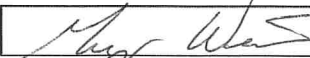
I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized 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: Gregg Weiss | Title: Superintendent

Email: gregg.weiss@silsbeeisd.org | Phone: 409-980-7800

Signature:  | Date: 4-21-23

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 2023-2025 Title I, ESF-Focused Support Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2025 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. The applicant will identify a campus leader, on each awarded campus, who will be responsible for managing the grant project.

Statutory/Program Assurances, cont'd.

- 10. The applicant will provide access to TEA and its Vetted Improvement Partners for on-site visits to the district and campus(es) as appropriate.
- 11. 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 Targeted Improvement Plan, and submission of funding and pathway progress reports.
- 12. The applicant provides assurance it will provide awarded campuses access to grant funding and funding information in a timely manner, so that funding can be used to meet the needs and action steps of the campus during the grant period.

Summary of Program

1. Describe how the LEA will support campus(es) in carrying out school improvement activities, including how the LEA will help develop a Targeted Improvement Plan for the eligible campus(es) selected for this grant.

Silsbee ISD is fully committed to supporting the success of the Elementary and Middle School campuses. This past year the district participated in the Effective Schools Framework model through our Targeted Improvement Plan with both of these campuses. The district conducted a Needs Assessment and solicited input from a wide-variety of stakeholders and data sets to inform the creation of our current Targeted Improvement Plan. The plan would be to utilize this same strategy of surveying stakeholders and reflecting on a variety of data to insure the TIP addresses specific, high-yield campus needs.

Currently, each campus holds a weekly Targeted Improvement Plan meeting with a variety of stakeholders including the Principal, Instructional Coordinators, DCSI, and more. The purpose of these meetings is to regularly analyze campus formative data, identify progress on action steps, measure progress towards our goals, and make any necessary adjustments to improve performance. The meetings are organized, well attended, and documented. The meetings also serve to improve campus culture by providing an opportunity for input, common vocabulary, and established campus goals. The campuses would continue to use these weekly TIP meetings to carry out school improvement activities related to the ESF-Focused Support Grant. Finally, there is a connection between the action steps, goals, and feedback identified in the TIP meetings and the conversation, trainings, and focus of our Professional Learning Community (PLC) meetings with teachers. This insures that the initiatives are fully implemented at the classroom level and that the leadership team is receiving feedback and input directly from the teachers.

For planning purposes, the Superintendent, Assistant Superintendent, and the Executive Director of Secondary and School Services met with Karen Ford (TIL Lead) and Cindy Moss (TIL Program Coordinator) from Region 5 ESC on April 12, 2023. The purpose of the meeting was to discuss Silsbee ISD's interest in identifying the positive attributes and the process of becoming a TIL cohort member. During the meeting we completed the Texas Instructional Leadership Readiness Assessment for the elementary and middle school campuses. The results showed we were lowest in the areas of Effective Instruction (5.1) and Positive School Culture (3.1). The district will look to focus on improving observation and feedback process to address Level 5.1 and better align and communicate a common vision, mission, and goals to improve Level 3.1.

2. Describe how the LEA will monitor schools receiving the ESF-Focused Support Grant, including how the LEA will: (a) Monitor Targeted Improvement Plans upon submission and during implementation, and (b) Implement additional actions as needed to meet barriers and challenges, after the first year of the grant cycle.

The District Superintendent, Executive Director of Secondary Learning, Assistant Superintendent, Director of Elementary Curriculum, Director of Principal Leadership, Campus Principals, and Instructional Coordinators will be responsible for monitoring the ESF-Focused Support Grant throughout the planning, implementation, and follow-up process. Additionally, the ESF-Focused Support Grant will be monitored and implemented in conjunction with our regular Targeted Improvement Plan process. The instructional team will assess the progress on the plan on a regular basis and make adjustment and changes accordingly to improve the plan and the process. This will be done through a variety of methods such as the monitoring of curriculum, instructional strategies, differentiated instruction, formative assessments, and evidence-based feedback. Furthermore, the team will conduct classroom observations, professional learning community meetings, and meetings with the Region 5 ESC TIL team.

The district will utilize a Program Coordinator (Director of Principal Leadership) to facilitate, monitor, coach, and support Principals through the Texas Instructional Leadership program and support the efforts of the Targeted Improvement Plan for each campus. The Program Coordinator would be responsible for participating in TIL trainings, meeting with Principals regularly to review data and progress towards campus goals, create campus-wide systems based on best practices outlined in TIL, observe and give feedback for principals on all campuses. The Director of Principal Leadership will utilize 25%-50% of their time and effort to the Program Coordinator role in support of the TIL and ESF-Focused Support Grant.

We found the strategies and practices of ESF to be helpful and have laid a positive foundation for change and growth on the campuses. A critical component of this growth was improvement of our Professional Learning Community processes and the creation of district-wide expectations for instructional best practices including many Teach Like a Champion components such as Exit Tickets and Do-Nows.

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 and aligned Targeted Improvement Plan.

The district's goal is to increase our overall leadership capacity by developing clear roles and responsibilities, providing rich professional development for instructional leaders, and creating a district wide culture of growth and academic excellence. The district wants all students in the district to have access to TEKS-aligned curriculum, rigorous assessments and resources, and a positive learning environment in every classroom. Part of the Targeted Improve Plan for each campus outlines how the district will improve the instructional practices and programs with meaningful and relevant feedback. District culture, systems, and professional development will support the growth of campus and instructional leaders.

As stated earlier, the weekly TIP meetings are a critical part of the flexibility and overall success of the plan. In these meetings, stakeholders will analyze formative data, give feedback on the implementation of the plan, make necessary adjustments, and create systems to monitor, collect data, and give feedback. This creates a loop of observation and feedback that leads to sustainable and consistent growth across the campus.

Budget Narrative

1. Describe how the proposed budget will meet the needs and goals of the program, including staffing, supplies and materials, contracts, travel, etc. Include a short narrative describing how adjustments will be made in the future to meet needs.

Silsbee ISD believes becoming a member of the Texas Instructional Leadership cohort will help administration, instructional coordinators, teacher leaders, and teachers improve in the areas of Lever 3.1 (Aligned Vision, Mission, and Goals) and Lever 5.1 (Effective Classroom Routines and Instructional Strategies). Increasing our knowledge in these areas will increase student performance. The ESF-Focused grant will be used to partner with Region 5 ESC personnel to bring trainings, support, and best practices to the district.

The grant will allow the district to contract with the TIL team at Region 5 ESC to improve the leadership capacity and systems at Silsbee Elementary and EJM Silsbee Middle School. The cost of the Texas Instructional Leadership program is \$20,000. In addition to the program costs for TIL, the campuses would also require a budget of \$2,000 for supplies and materials to help implement, observe, and give feedback on the strategies across the campus.

Additionally, the district would plan to use funding to address needs in Lever 3 (Positive School Culture) by partnering with the Flippen Group, LLC to bring the Capturing Kids Hearts program to the campuses with the intent to improve positive culture across the campuses, improve student behavior, and better align, communicate, and implement our mission, vision, and goals. The cost of this training is \$54,300 for each campus. In addition to the program costs for Capturing Kids Hearts, the campuses would also require a budget for supplies and materials to help implement, observe, and give feedback on the strategies across the campus.

The remaining part of the budget would be used to support the TIL Program Coordinator position. This position would be responsible for facilitating, monitoring, coaching, and supporting Principals through the Texas Instructional Leadership program and support the efforts of the Targeted Improvement Plan for each campus. The Program Coordinator would be responsible for participating in TIL trainings, meeting with Principals regularly to review data and progress towards campus goals, work with principals to create campus-wide systems based on best practices outlined in TIL, and observe and give feedback for principals on all campuses. The Director of Principal Leadership will utilize 25%-50% of their time and effort to the Program Coordinator role in support of the TIL and ESF-Focused Support Grant.

Adjustments to the budget throughout the school year by the Principal through the weekly Targeted Improvement Plan meetings. These budget amendments would be made based on data trends, stakeholder input, and changes in campus needs. Any adjustments would be proposed and initiated by the campus Principal. The Program Coordinator and Director of Federal Programs will work with the campus Principal to insure that all grant guidelines and best practices are being considered with any budget adjustments. The adjustments would be documented through official amendments to the grant proposal and backed up with appropriate data.

Budget Narrative, cont'd.

2. Describe how the LEA will ensure campus leaders have direct access to grant funding to ensure alignment to the Targeted Improvement Plan.

Generally, the majority of all Federal grants are used to improve student achievements and outcomes such as Title funds that are available and used at the campus level. The campus Principal will be in charge of determining spending of these grant funds. The district currently has a Director of Federal Programs that will support the school improvement implementations and funding of the Targeted Improvement Plan. The district will also have a Program Coordinator in place to help facilitate and support the plans, meetings, implementation, and follow up with TEA and the Region 5 ESC.

Principals will have direct access to the grant funding through their weekly TIP meetings. During these meetings, funding data will be disclosed and examined so that decisions can be made as to how and where to direct those funds. The DCSI and Program Coordinator will be present to help facilitate this process and insure that funds are being used in accordance with the grant rules. Additionally, the Director of Federal Programs will support that effort to insure funds are being used effectively and appropriately.

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	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
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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
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