

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

NOGA ID

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 loia.licia@tea.state.tx.us.

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 .m. CT, April 21, 2023.

Grant period from **July 3, 2023-September 30, 2025**

Pre-award costs permitted from **Additional**

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 applications MUST be submitted online through the TEA Grants Opportunities page for EACH CAMPUS on behalf of each head of school.

Amendment Number

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

Authorized Official

Applicant Information

Email

Organization CDN ESC UEI Signature

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email

State 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.
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CDN Vendor ID

Amendment #

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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.

COCISD will adhere to a systemic and sustainable approach to school improvement, focusing on strong school leadership and planning, high-quality instructional materials and assessments, effective instruction, and positive school culture. We are committed to utilizing grant funds to provide support and resources to each campus to implement the next steps in each campus ' s Targeted Improvement Plan. After analyzing various diagnostic data, all campuses, including the ESF Self-Assessment tool and ESF Diagnostic, will identify the two highest-need areas for capacity support. COCISD district leaders will assist campus leaders in planning and implementing their improvement plans.

We will continue a district-wide improvement plan by supporting High-Quality Instructional Materials (HQIM) at all campuses. In addition, we will continue to provide oversight, professional learning, and coaching as we build capacity in our ters wx,w200lent ot.. lity in

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 LEA will complete monthly or bi-monthly visits, with a set, but flexible agenda, to monitor Targeted Improvement Plan implementation. These visits will include progress on specific actions outlined in each campus's TIP, discussion and action plans to reduce or eliminate barriers and challenges, and the next critical steps. Notes from the meeting will include discussion points, next steps, the responsible party, and what resources and support the campus needs from the LEA. After the first year of the grant cycle, the TIP meeting will focus on additional actions to decrease or eliminate overarching barriers or challenges. In addition, the Principal supervisors will provide constant support and coaching and bring in other outside assistance or resources as needed.

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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.

Our focus has been and will continue to be on capacity building of our campus leaders, teacher leaders, teachers, and staff. Our proposed budget will support the district initiatives that align with Lever 4: HQIM and Assessments, Lever 3: Positive School Culture, and Lever 5: Effective Instruction. As a leadership team, we have created a plan to build a foundation for positive school culture and high expectations for all students and staff. We want to budget the ESF/TIL training for Lever 3 with ESC 6. Throughout our training, we will utilize funds to ensure all supplies, materials, and needed extra resources are provided to each campus. We would like to pair this work with other consultants to bring a robust and systematic social-emotional/positive culture program to our teachers, parents, and students. For our work in Lever 5: Effective Instruction, we want to continue our professional learning of best practices, implement our HQIM and instructional strategies to maximize learning and build our campus administrator's capacity on observation and feedback using T-TESS. This will also enhance our work with TIA as the principals and APs become more calibrated in using T-TESS for formal and informal observations. We will adjust support as needed and provide the supplies and materials required as we monitor the progress of our plan. Should travel to see an " exemplar " system be warranted, the team would like to visit successful schools to see effective instruction and administrators providing effective and actionable feedback. The proposed budget will be strictly aligned with meeting our goals of overall school improvement, teacher and leader capacity building, and increased student achievement.

In addition to quarterly budget meetings, the LEA will work with campus leaders during our monthly or bi-monthly meetings to align grant funding directly to the actions outlined in each campus ' s TIP. The LEA will provide several vetted options and guidance to campus leaders that will assist in meeting the goals of the TIP.

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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.

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