



2022-2023 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, November 8, 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.

Application stamp-in date and time

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, November 8, 2022**.

Grant period from **March 1, 2023-September 30, 2023**

Pre-award costs permitted from **Award Announcement Date**

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): [Redacted]

Applicant Information

Organization **Laredo Independent School District** CDN **240901** Campus [Redacted] ESC **1** UEI **057570640**

Address **2400 San Bernardo Ave.** City **Laredo** ZIP **78043** Vendor ID **1746001580**

Primary Contact **Rogelio Garcia** Email **rogarcia@laredoisd.org** Phone **956-273-1861**

Secondary Contact **Scott Roberts** Email **sroberts@laredoisd.org** Phone **956-273-1268**

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 **Sylvia G. Rios** Title **Superintendent**

Email **sgrios@laredoisd.org** Phone **956-273-1401**

Signature  Date **10-25-22**

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 the Fall PEIMS Collection process.
- 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.

N/A

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.

Laredo ISD is comprised of 33 campuses which service the needs of 22,015 students according to the 2020-2021 Texas Academic Performance Report (TAPR) & indicates 99.6% Hispanic, 52.9% limited English proficient, 69.3% at-risk of dropping out, 96.6% economically disadvantaged & 93.82% of children receive free/reduced lunch. The overall mission is to prepare students to be highly successful, critical thinkers and effective problem solvers who are confident, self-motivated, and actively involved in our local and global community. In a comprehensive effort to improve & achieve foundational elements necessary for the development of CTE courses or programs that address the mission & needs of Laredo ISD, the CTE Department has opted to implement & develop Focus Area 2 where the students that have completed their CTE program work-based requirements will be given priority status for interviews & have an opportunity for the Summer CTE work-based learning initiative. The program objectives include identified critical success factors (CSF's) to create situational awareness in key areas for targeted need that provides a career pathway for our students to contribute to our local & regional job growth, provides training for a skilled workforce, & provides for student training preparing them for High Demand job vacancies in our isolated region of South Texas in a High Demand job market. Students as part of the CTE program go & complete their practicum with an internship as part of their curriculum to complete the final phase of their program requirements. The business partner Laredo Independent School District (Laredo ISD) will typically offer that student at least a part-time position over the course of the summer initiative. A student is assigned to a department of their choice in an area or field of their choosing & assigned a mentor while completing their internship requirement & in some cases students are given a mentor that is a previous graduate of the program meaning they are well aware of what the students opportunities are & what to expect while in the program from personal experiences. Our CTE mission is to provide all participating students access to educational & work-based training programs & that our students receive first priority in interviewing for positions in which our students are qualified for that will be available upon the student's completion of program requirements. The establishment of a work-based learning framework with flexible scheduling includes real-world experiences connecting the classroom to learning that ultimately provides for students being exposed to their desired career options. Our commitment & focus on academic excellence allows for our under-served & economically disadvantaged community to embrace challenges as opportunities to achieve & maintain high academic standards through best practices & embedding work-based learning experiences that inspire a rich & productive learning environment regardless of socio-economic backgrounds of our student population. Therefore, our work-based learning program will ensure students have opportunities to experience and the credentials to pursue meaningful careers after high school.

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
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A

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
Business, Industry, & Community Partnership Coordinator	This position will have direct oversight of the program with 20 + years experience and education in teaching, mentoring, /counseling and/or administration of CTE and Work-based training initiatives.
CCRM Executive Director, Assist. Superintendents for C&I, Business/Industry Partners, District Departments (Plant Facilities, HR, Finance, etc.)	These existing positions will have direct selection and placement of students with 25 + years experience and education in district administration and personnel/resource management and district operations and industry partners.
Department Directors, Principals, Assistant Principals	These existing positions will have supervision and placement of students with in departments having 10-25 + years experience and education in district administration and personnel/resource management and district operations.
Department Supervisors and Managers	These existing positions will have direct supervision/management of students having 5-25 + years experience in supervision and management of personnel/resource/time management and district operations.
CTE Certification Specialist	The existing positions will work directly with students having 25 + years experience in department and district operations providing hands-on work-based experiences.

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?

N/A

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?

The program objectives include the Effective Schools Framework to create situational awareness in key areas of targeted need that provides a career pathway for students to contribute to local & regional job growth, provides training for a skilled workforce, & provides student training preparing them for High Demand job vacancies in our isolated region of South Texas. The Effective Schools Framework is grounded in evidence-based research include: (1) Improving Student Academic Performance; (2) Increasing the Use of Quality Data to Drive Instructional & work-based practices; (3) Increasing Leadership Effectiveness; (4) Increasing Learning Time; (5) Increasing Parent/Stakeholder Involvement; (6) Improving School Climate; & (7) Increasing Teacher Quality. The goals are a) Provide operational flexibility & sustained support that integrates work-based learning and CTE program objectives as an integral part of the Summer CTE work-based learning initiative; b) Implement effective strategies to support students with disabilities in the least restrictive environment & ensure limited English proficient students acquire language skills to master academic & work-based communication skills; c) Integrate initiatives that aim to build CTE capacity to support student achievement & college/career readiness as strong levers for addressing economic disparities; & d) Enhance cooperative learning integrating culturally related topics promoting cultural change, raising student expectations, & increasing student accountability, time-management, & work-based experiences. The activities/strategies include Use collaborative planning time, use formative, & summative data to improve program effectiveness; Use accountability measures to instill accountability in students through active participation & communication; evaluate student success & concerns in order to modify program; offer specialized training & opportunities.

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.

N/A

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.

Establish work-based learning framework will be used to ensure effectiveness of project objectives & strategies under the Summer CTE work-based learning initiative Focus Area 2. The identified performance measures include real-world experiences that connect the classroom to learning & ultimately provide students exposure to career options at no cost for participating. Laredo ISD will give priority status to students for interviews that have completed CTE program work-based requirements & meet minimum job qualifications. The performance and evaluation measures include: 1. Data reports and special data collection of projected enrollment & student demographics of students participating in the Summer CTE work-based learning initiative;; 2. Approved work-based learning model, implementation plan, and departments involved in offering student opportunities for the Summer CTE work-based learning initiative; 3. Application guidelines and job descriptions for student positions; 4. Recruitment plan including methods, materials, & activities; 5. Number/percentage of students hired along with the total and average hours worked while engaged in the Summer CTE work-based learning initiative; 6. Number/Percentage of students completing Summer CTE work-based learning initiative; 7. Total and average hourly earnings of students engaged in the Summer CTE work-based learning initiative; 8. Student work performance evaluations and evidence of training plans for each student; & 9. Review of program level data throughout the project along with data related to PEIMS. The action planning will incorporate identified critical success factors (CSF's) to create situational awareness in key areas for targeted growth critical to state, regional, & local economies, & student academic success & will provide resources needed for students to become successful & the program to have access & availability to the latest technologies, labor market, & career information. This Summer CTE work-based learning model will provide a seamless transition between high school, college, and the workforce by closing the gaps that inherently effect student academic performance, college/career readiness, & future employment opportunities. The milestones of the Summer CTE work-based learning initiative include offering a multi-facted work-based learning model whereby all CTE related departments within Laredo ISD offer student in each CTE program opportunities to work in the area of interest and area in which they have received CTE dual/credit certifications and/or industry certification.

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.

N/A

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.

The funds will be expended on the Summer CTE work-based learning initiative under Focus Area 2 & strategies to support the improvement of student college, career, and/or military preparedness, instructional delivery and content competency of work-based initiatives, seek to improve improve high school graduation rates, improve at-risk student academic achievement, improve student attendance rates, student post secondary, career, and military readiness. The program funds will be applied to expanding the current summer CTE work-based initiatives to include additional staffing, increase the number of available positions for students seeking to apply for the Summer CTE work-based learning initiative, supplies & materials, travel, and work-based training opportunities at Laredo ISD. The feedback and continuous improvement plan includes activities for continuous improvement to ensure each Critical Success Factor and Milestone is met and are part of the value-added evaluation process. The milestones for each CSF are tied to a continuous feedback and improvement model that include, but are not limited to, a) Ensuring the Summer CTE work-based learning initiative is research-based; b) Ensuring the Summer CTE work-based learning initiative under Focus Area 2 is vertically and horizontally aligned to grade level and federal/state/local laws, policies, and standards; c) Provides formative, interim, and progress monitoring assessment components contained within Summer CTE work-based learning initiative, as relevant; e) Provides intensive assistance and related student supports that are built-in components of the Summer CTE work-based learning initiative; f) Provides unique and specific needs to specific subpopulations that address levels that are highly visible and effective; and g) Have provision for appropriate academic interventions, business/community partnerships and supports for students. Additionally, The feedback and continuous improvement plan will provide for the identification and corrective actions to address program deficiencies to ensure continual improvement based on proposed versus actual implementation associated with high-growth, high-demand and emerging occupations in the Summer CTE work-based learning initiative under Focus Area 2.

Program Requirements

1a. Needs Assessment (Focus Area 1): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has that hinders the completion of courses within programs of study. (For example: describing scheduling conflicts, specific program of study teacher availability, etc.)

N/A

1b. Needs Assessment (Focus Area 2): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has to offer work-based learning opportunities. (For example: describing transportation limitations, describing scheduling conflicts, or specific program of study teacher availability, etc.)

The business/industry partner will be Laredo ISD due to the multi-faceted operations that provide our students a variety of CTE work-based opportunities in their fields of study whether their chosen pathway is construction, plumbing, electrical, HVAC, welding, architecture, mechanics, engineering, communications, teaching, administrative services such as finance, accounting, payroll, human resources, safety and security, nursing and health services, culinary arts, technology services, instructional technology, and/or fine arts.

The number of planned students to be selected for the Laredo ISD Summer CTE work-based learning initiative under Focus Area 2 will be 26 students assigned to various departments throughout the district for 4 hours per day. These students will have their choice of career-path options based on their current CTE course-work and certification programs throughout the districts multi-faceted operations in various departments under the supervision of department staff member assignment and director, supervisors, and managers. The work-based learning model will provide a seamless transition between high school, college, career, and/or military by closing the gaps that inherently effect student career opportunities, academic performance, college/career/military readiness.

The introduction of advanced technology, simulation, and training tools that are uniquely relevant to help students understand the concepts and skills associated with high-growth, high-demand, high-wage, & emerging occupations will seek to increase student participation and awareness of related careers through the opportunity to engage in the Summer CTE work-based learning initiative. This work-based learning model will build organizational capacity & provide greater operational flexibility & opportunities for sustained strategies to create additional opportunities and/or programs that align to student academic and career success.

Program Requirements, cont'd.

2. **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 will be engaged and supported in this focus area.

N/A

3. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, applicants will need to specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

LISD has creating advisories in 11 of the 14 career clusters. Hosting advisories has created partnerships for work based learning opportunities for our students. Some of our existing partners, such as Prestige Air Conditioning has even hired some of our HVAC student interns. We have made strides in the human services programs of study including cosmetology and barbering salons that wish to participate with internships for our students and help them complete the necessary contact hours to test for licensure. Home builder companies such as Ariva Home Builders have also reached out for opportunities for internships. Additionally our plan is to continue our internship partnerships with Habitat for Humanity for our PTECH architecture and construction students. Even our internal school district departments such as police, child nutrition, operations, instructional television, human resources, finance and technology are always in need of student interns. The plan will be to provide paid intenships to no less than 30 students and place them in all fields/sites listed above. A group of students will be assigned to a coordinating teacher, who will create work plans for each student and visit the internship sites and meet with the students' supervisors.

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