



**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 **July 3, 2023-September 30, 2025**
 Pre-award costs permitted from **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 **Hempstead ISD** CDN **237902** Campus **HES, HMS, HHS** ESC **04** UEI **V9Z1DWMA4QR7**
 Address **1440 13th Street** City **Hempstead** ZIP **77445** Vendor ID **1746001076**
 Primary Contact **Erin Meadows** Email **meadowse@hempsteadisd.org** Phone **979-826-3304**
 Secondary Contact **Brittany Anderson** Email **andersonb@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 Oneil** Title **Superintendent**

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

Signature  Date **04/13/2023**

Shared Services Arrangements

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

Number of Campuses Included in this Application

Pathway 1	<input type="text" value="3"/>
Pathway 2	<input type="text" value="0"/>

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.

Hempstead ISD will support campuses engaging in this ESF grant opportunity. The district takes a wraparound support approach grounded in professional development and collaborative/coaching meetings. The purpose of the scheduled meetings will be to guide plans and adjust the support each campus may need to reach the goals set by the campus. Each session will serve as an opportunity for district staff to support the campus; therefore, the sessions will include the principal supervisor and members of the C&I team, in addition to the campus leadership staff. The monthly support meetings will follow a mini cycle within the targeted improvement plan timeline. During the sessions, the principal supervisor will monitor and assess the implementation of current action items. Based on our work for the 2022-2023 school year, support in identifying barriers is a significant need. The team will then be able to identify new action steps to support progress. Campus teachers will partner with the campus leadership team members to develop teacher action plans supporting more extensive campus action plans. All campuses that will administer this grant have already practiced using the TEA Targeted Improvement Plan during the 2022-2023 school year via Plan4Learning. This platform is also used to complete the campus improvement plans. Hempstead Elementary and Hempstead High School have been through the ESF Diagnostic process within the last six months. Hempstead Middle School has completed a self-assessment in preparation for this grant application. The district will support gathering evidence and work with Region 4 to facilitate the diagnostic process. Continuing our efforts into 2023-2024 utilizing the same accountability system will only accelerate our results.

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.

Each campus involved in the grant will align their calendars with the principal supervisor and identified members of C&I to have monthly check-in meetings collaborating on the actions in their improvement plan and monitoring meetings with their partnered technical support member. Like the current TEA TIP, the agenda and discussions will be guided by the progress monitoring questions that support reflection on current action items and move toward the next steps and adjustments. Each of the described checkpoints will create an opportunity for proactive monitoring. As checkpoints do not result in desired outcomes, the committee can act quickly to address any necessary adjustments moving forward so that the campus is still on track to reach the year-end goals. The system will support campus-level sustainability. Consistency will be critical, and it will take the entire 2-year grant cycle to ensure that the campus improvement cycle is at the core of all the campus decisions. The campus and district will evaluate the first year of implementation during the summer of 2024. The campuses will reflect on their work towards the first-year goals and make adjustments for the following year. Adjustments to the TIP plan will be made at this time. Collaboration meetings will include data reviews of student achievement data to identify things that are working and need to be adjusted. The continuous improvement cycle will be implemented throughout the 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 and aligned Targeted Improvement Plan.

Hempstead ISD will rely on the collaboration meetings with the Principal, Region 4 ESC Consultant, Superintendent, principal supervisor, director of Bilingual/ESL, and C&I staff. These stakeholders will hold quarterly oversight meetings to keep track of campus support needs to establish operational flexibility. This practice is currently in place with all of our campuses. Outcomes of these meetings allow the district to specifically support the campus by assisting in making staffing adjustments, budgeting allocations, and procurement of resources to implement their plan and data analysis for the various elements of their TIP plan. The Effective Schools Framework will and has always served as the structure and guide during oversight discussions paired alongside the campus plan to make the best decisions so that the campus can fulfill the actions in the improvement plan and achieve its goals. The oversight committee collaboration intends to remove barriers from the campuses and provide support in a timely fashion to enable full and effective implementation of the ESF essential actions aligned with the improvement plan. Key decision-makers, including the principal supervisors, are intentionally included in these meetings to facilitate the work and support from a policy and practice perspective.

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.

Hempstead ISD grant leadership team, led by the assistant superintendent, built the ESF Focused Support Grant budget in accordance with grant guidelines. The budget is designed to support Hempstead Elementary School, Hempstead Middle School, and Hempstead High School under Pathway 1 - participation in the regional education service center Essential Action Lever Support (EALS) with a focus on administration support and Texas Instructional Leadership (TIL) cohort with a focus on lesson alignment and formative assessment. Hempstead will enter into a partnership with Region 4 Education Service Center. The total budgeted cost of that consulting partnership for three campuses is \$95,000 (EALS- \$45,000/TIL- \$50,000). An additional \$185,000 is budgeted for Region 4 ESC consulting services identified as needed for each of the three participating campuses. The district's assistant superintendent, as project manager, will work closely with each campus leadership team, with the campus needs assessments as a guide, to identify and prioritize unique needs. Other funding sources will support TEKS-aligned supplemental instructional supplies and resources that support program goals and target student achievement. \$10,000 will be allocated to the Grant Program Manager to monitor the grant program. Finally, \$10,000 is budgeted for travel costs for the three campuses for travel expenses for TEA-required events and district-directed trips to support the Effective Schools Framework. Two participating campuses - Hempstead Elementary and Hempstead High School - currently receive School Improvement funding. The grant leadership team, led by the Assistant Superintendent of Learning and Leading and the Department of Curriculum & Instruction, will meet regularly throughout the grant period to assess program progress and budget implementation. Central leaders will be in regular communication with participating campus leadership to monitor progress and spending and will make adjustments, as necessary, in line with district procedures and grant guidelines.

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.

Hempstead ISD will coordinate federal, state, and local resources to support each of the district's identified campuses in implementing a sustainable program to ensure long-term successful student achievement. The district has a strong grant management infrastructure. The grant manager works alongside the Department of Curriculum & Instruction and the Chief Financial Officer. All purchases go through a two-step approval process. The grant manager reviews the submitted requisitions to ensure that all spending complies with federal, state, local, and grant guidelines. The Chief Financial Officer is the next level of approval to ensure that nothing was missed during the initial evaluation. The Assistant Superintendent of Learning and Leading also works closely with campus leaders to ensure that budgets are designed and used to support positive student outcomes directly. Hempstead ensures that all funds from this grant program will be used to carry out strategic and targeted activities for the three participating campuses that support the Effective Schools Framework. All grant activities will supplement, and not supplant, current activities, initiatives, and funding.

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

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