



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

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):

Applicant Information

Organization CDN Campus ESC UEI

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
Dr Sylvia Mitchell (Apr 21, 2023 19:55 CDT) Date

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.

The LEA BakerRipley Community Schools (101853) will support the campus Ripley House Middle School (101853042) in developing a Targeted Improvement Plan and implementing the plan to support improvements in instruction and data-driven instruction.

The support provided by the LEA will include the following components:

- 1. Weekly One-On-One Meetings with the Campus Leadership Team and Principal. Weekly meetings will take place with the Asst. Superintendent of School Administration and with the Asst. Superintendent of Teaching and Learning, to ensure any barriers to implementation of the plans are addressed quickly. The weekly meetings often include instructional rounds to conduct walk throughs, gather data, provide feedback and support of teachers and instructional staff including action items.
- 2. Monthly Planning Meetings with the District Leadership Team . The District leadership team communication supports Teacher Training and Coaching to ensure alignment of Teacher support, training, walk throughs, and evaluations with the ESF Framework.
- 3. Financial Administrative Support. The Superintendent, the Director of Business Services & PEIMS, and the Business Services Manager will provide administrative support to the program.
- 4. Grant Support. Grant Support such as amendments and check-ins will be provided through the Asst. Director of Grant Development and Compliance.
- 5. Teacher Walk Through, Coaching, and Evaluation Support. The district systems are aligned with ESF Framework. The LEA will provide teacher walk through and evaluation support using the existing LEA framework for teacher walk throughs, coaching, and evaluation which is aligned with the ESF Framework and diagnostic processes.

Ripley House Middle School will work with the TIL Texas Instructional Leadership team at Region 4 to conduct a thorough diagnostic using the ESF Effective Schools Framework tool and questions.

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 BakerRipley Community Schools will (a) monitor the Ripley House Middle School Targeted Improvement Plans upon submission and (b) implement additional actions as needed to meet barriers and challenges throughout implementation between July 2023 and September 2025 through the regular meeting schedules of the Ripley House MS Principal with the Asst. Superintendent of School Administration, the Asst. Superintendent of Teaching and Learning, and the Teacher Development Officers (TDO).

The campus monitoring will include weekly data collection and analysis of academic, socio-emotional, Math, Reading, Social Studies, Science, teacher observation and walk through data as well as campus culture data such as discipline referrals, grades, and attendance data. The Ripley House MS campus in 2023-2024 and 2024-2025 will implement a sequence of annual formative and summative academic assessments including Beginning of Year (BOY), Middle of Year (MOY), and End of Year (EOY) to simulate STAAR as well as regular MAP Measures of Academic Progress academic assessments to measure growth.

The conversations that the Principal and Campus Leadership have with the LEA Support teams will revolve around high leverage ESF-aligned topics connected to the TIL ESC4 Technical Assistance training and coaching while fully respecting and deepening the current campus systems. Using the ESF Diagnostic that the Campus Principal completed with his staff, we know that the highest need areas are the lesson alignment and formative assessment. This will be the focus in YR1. The next highest need is data driven instruction which will be the focus in YR2.

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.

Ripley Middle School Principal and staff are highly motivated to elevate their own skills and talents to raise their knowledge and competencies through systematic, intentional conversations, work and actions aligned to the Effective Schools Framework and with collaborative support from the TIL Team at ESC Region 4.

The LEA will modify, as needed, policies and practices to provide operational flexibility so that the Effective Schools Framework Essential Actions and aligned Targeted Improvement Plan can be implemented successfully.

Our District Leadership including Dr. Sylvia Mitchell, Jennifer Richard, Joel Munoz, and Kathryn Huntsman all have extensive experience in high need and turnaround schools.

Dr. Sylvia Mitchell, Superintendent of BakerRipley Community Schools, served many years as a Principal of turnaround schools with great success. Her background as a Teacher and Principal give her the type of experience that prioritizes people and well-being which leads to staff satisfaction and performance.

Jennifer Richard, Asst. Superintendent of Teaching and Learning, served as the Principal of Ripley Elementary School for 3 years. Prior to her tenure at Ripley Elementary, Jennifer served as a Teach For America Instructional Coach for many years after having served as an Elementary Teacher. Jennifer’s expertise in literacy, language development, language acquisition and Early Childhood allows her an incredible depth of relevant experience to support this initiative.

Joel Munoz, Asst. Superintendent of Administration, served as the Ripley House MS Principal for several years before transitioning to the position of Head of Schools to supervise Principals. Mr. Munoz was then promoted to Asst. Superintendent of Administration to further his expertise in leadership and leadership support. Joel has over 18 years experience in public education in high-need areas. His background teaching Math and Science for 6 years and a Principal for 6 years prior to moving into Administration means that he is well-prepared for supporting and mentoring the Ripley Middle School Principal.

Kathryn Huntsman, Asst. Dir. Grant Dev. and Compliance, has served in high-need charter schools since 2004. She was the Project Director for a Teacher Incentive Fund (TIF) Cohort 2 school improvement program which led to her district raising from 0 Recognized schools to 5 Recognized schools within 2 years. She has also managed DATE, TEEG, High Quality Pre-K, Technology Lending, TEA Reading Coach, ED Skills for Success and many other grant programs. Her expertise in Grants and school improvement uniquely qualify her to support BakerRipley Community Schools to success in their endeavors.

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.

The BakerRipley Community School 2023-2025 Title I, 1003 ESF Focused Support Grant Budget includes the following:

Personnel: Stipends for Campus Leadership and Instructional Leadership Team extra duty time in training with ESC4 and in coaching.

Supplies: Books and materials associated with the TIL, ESF Implementation, and training.

Contracted Services: Contract with ESC4 TIL Teacher Instructional Leadership training sequence as outlined in the Memo of Understanding.

YEAR 1

Personnel including Fringe: \$6,340 stipends and extra duty paid in December and May

Supplies: \$1,000

Contracted Services: with Region 4 - \$37,160 inclusive of the following: TIL Professional Development - \$17,325; TIL Implementation \$6,600; TIL One-on-One Coaching \$9,900; Books, Materials, Mileage \$3,339

Other: \$3,000 Professional Development budget to attend individualized and team PD.

Indirect Cost: \$2,500

YEAR 2

Personnel including Fringe: \$9,200 stipends and extra duty paid in December and May

Supplies: \$1,000

Contracted Services – with Region 4 - \$33,300 inclusive of the following: TIL Professional Development - \$12,375; TIL Implementation \$6,600; TIL One-on-One Coaching \$9,900; Books, Materials, Mileage \$2,424

Other: \$4,000 Professional Development budget to attend individualized and team PD.

Indirect Cost: \$2,500

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.

BakerRipley Community Schools (LEA) worked with the Campus Leader, Mr. Tommie Lee, and his team in the development of this application for funding.

The Campus Leader is the driver of this initiative to ensure that all activities and expenditures support his and his campus's vision and direction. To support this direct connection, we will list the Campus Principal as the POC on the grant application.

The Campus Leader has flexibility to adjust the budget and program to support the school through the consultative process with ESC Region 4 and through the ongoing support provided through the Grants team, the District leadership team, the Superintendent, and the Asst. Superintendents.

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


ESF Focused Grant 2023-2025

Final Audit Report

2023-04-22

Created:	2023-04-22
By:	Kathryn Huntsman (khuntsman@bakerripley.org)
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 Document created by Kathryn Huntsman (khuntsman@bakerripley.org)

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 Signer smitchell@bakerripley.org entered name at signing as Dr Sylvia Mitchell

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 Document e-signed by Dr Sylvia Mitchell (smitchell@bakerripley.org)

Signature Date: 2023-04-22 - 0:55:42 AM GMT - Time Source: server

 Agreement completed.

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