



## 2020-2021 Technology Lending Grant

COMPETITIVE GRANT Application Due 5:00 p.m. CT, January 9, 2020

NOGA ID

Authorizing legislation

General Appropriations Act, Article III, Rider 8, 86th Texas Legislature; TEC 32.301

Applicants must submit one original copy of the application and two copies of the application (for a total of three copies of the application). All three copies of the application MUST bear the signature of a person authorized to bind the applicant to a contractual agreement. **Applications cannot be emailed.** Applications must be received no later than the above-listed application due date and time at:

Document Control Center, Grants Administration Division

Texas Education Agency

1701 N. Congress Avenue

Austin, TX 78701-1494

Grant period from

April 6, 2020 to August 31, 2021

☒ Pre-award costs are not permitted.

### Required Attachments

Applicants must submit a locally-approved technology plan that is valid for the 2020-2021 school year.

### Amendment Number

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

### Applicant Information

Organization May ISD CDN 025-905 Vendor ID 75-1613852 ESC 15 DUNS 184191302

Address 3400 CR 411 East City May ZIP 76857 Phone 254-259-2091

Primary Contact Natalie Steele Email natalie.steele@mayisd.org Phone 254-259-2131

Secondary Contact Steve Howard Email steve.howard@mayisd.org Phone 254-259-2091

### 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 grant application, as applicable, and that these documents are incorporated by reference as part of the grant application and Notice of Grant Award (NOGA):

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Grant application, guidelines, and instructions | <input checked="" type="checkbox"/> Debarment and Suspension Certification      |
| <input checked="" type="checkbox"/> General Provisions and Assurances               | <input checked="" type="checkbox"/> Lobbying Certification                      |
| <input checked="" type="checkbox"/> Application-specific Provisions and Assurances  | <input checked="" type="checkbox"/> ESSA Provisions and Assurances requirements |

Authorized Official Name Steve Howard

Title Superintendent

Email steve.howard@mayisd.org

Phone 254-259-2091

Signature

Date

Grant Writer Name Peggy York

Signature

Date

☐ Grant writer is an employee of the applicant organization.

☒ Grant writer is not an employee of the applicant organization.

RFA # 701-20-110 SAS # 469-20

2020-2021 Technology Lending Grant

Page 1 of 10

701-20-110-184

2020-021338

**Shared Services Arrangements****X** SSAs are **not permitted** for this grant.**Identify/Address Needs**

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
Need to purchase additional handheld devices in order to have a 1:1 lending program at May High School.	Technology Lending Program (TLP) grant will provide MISD with the financial resources to purchase handheld devices for 100% of the 7th -12th grade students to use at school and home.
Need for 100% of the handheld devices to access the Internet and online instructional materials while at a students home in order for student to engage in project-based learning.	100% of the laptops will come equipped with access to the Internet through WiFi and 3G/4G so students can access the Internet while at home to access the online instructional materials used at school.
Need to improve academic performance among all students, especially the 63.9% who are identified as economically disadvantaged, 39.1% at-risk and 10.1% highly mobile.	The instruction and curriculum will combine laptops with TEKS aligned technology-based supplemental curriculum as part of a targeted effort to improve student achievement among ALL students in the core content areas as measured by assessments.

**SMART Goal**

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

May ISD identified the following SMART goals for this 7-12 grade high school lending program.  
 May 2020 -- Technology Implementation - Order and inventory the handheld devices for the 7-12 lending program.  
 August 2020-- Student Use -- Students begin checking out devices from library on a daily basis to extended learning into the home.  
 September 2020 to August 2021 -- Educational Outcomes -- The May High School Lending program will provide new extended learning experiences by tracking the 1) number of students who check out a device for learning at home and 2) the number of digital instructional materials used.

**Measurable Progress**

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

**First-Quarter Benchmark**

Benchmark -- Technology Director order handheld devices, inventory and set up in library for checkout and 2) Identify students who need Internet at home.

Measurable Progress: 100% of the handheld devices are in the library and ready for checkout by high school students.

**Measurable Progress (Cont.)****Second-Quarter Benchmark**

Benchmark: Student participation in checking out devices for home use.

Measurable Progress: 80% of high school students are expected to checkout devices for home use by the end of the first-quarter.

**Third-Quarter Benchmark**

Benchmark: High School Principal and teachers track the number of digital instructional materials used and measure proficiency in the Technology Application TEKS.

Measurable Progress: 95% of high school students will use digital instructional materials and 70% of high students are expected to make gains on STAAR and End of Course Assessments.

**Project Evaluation and Modification**

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks or summative SMART goals do not show progress, describe how you will use evaluation data to modify your program for sustainability.

The Technology Team will meet monthly to determine the extent to which the lending program activities are being implemented as planned; how effective the activities are in meeting the stated goals and objectives; and what impact the project is having on the program participants. As part of the evaluation process, the Team will continuously:

- 1) Solicit feedback.
- 2) Monitor the extent to which activities of the project were implemented as planned.
- 3) Assess the effectiveness of the activities in achieving the goals and objectives of the project and in meeting performance measurements.
- 4) Monitor and assess the impact of the project activities on all participants.
- 5) Extent to which the performance targets were met.
- 6) Provide ongoing monitoring which leads to reflective thinking, program change and continuous improvement.

MISD Administrators firmly believe that no district or campus programs, activities, policies or procedures are a sacred cow AND all can be changed based upon the findings of student data.

The Technology Team will make refinements to the program activities, curriculum, instruction, assessments, facilities, technology, professional development, budgeting and parent involvement as needed based on student data. All changes made at Technology Team meetings will be communicated to the teachers at monthly campus meetings. At these campus meetings, the administrators will articulate clear expectations, roles and responsibilities and keep all teachers informed of all grant timelines and activities and will solicit comments, suggestions and feedback from the teachers to ensure continuous improvement in the operation of the project. In addition to face-to-face meetings, administrators will also communicate with teachers online through emails and the MISD website.

**Statutory/Program Assurances**

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee 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 grant 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 Statutory Requirements and TEA Program Requirements as noted in the 2020-2021 Technology Lending Grant Program Guidelines.
- ☒ 4. The applicant provides assurance to adhere to all Performance Measures, as noted in the 2020-2021 Technology Lending Grant Program Guidelines, and shall provide the Texas Education Agency, upon request, any performance data necessary to assess the success of the program.
- ☒ 5. The applicant provides assurance that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
- ☒ 6. The applicant provides assurance that it will provide access to lending technology and residential access to the internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or internet service for learning at home.
- ☒ 7. The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
- ☒ 8. The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
- ☒ 9. The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
- ☒ 10. The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
- ☒ 11. The applicant assures that it will show evidence of a current local technology plan on participating campuses by submitting an attachment of the LEA's locally-approved technology plan.
- ☒ 12. The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.

**Statutory Requirements**

1. Describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices.

At the present time there are less than 80 laptops for 145 students in grades 7-12 to share.

Due to the small size of May ISD the district has limited funding available. The district receives a few thousand dollars each year in combined Instructional Materials Allotment (IMA) funds and Title II Part D funds. Furthermore the district received limited property tax funds. Most properties are agriculture properties and have reduced taxes through the ag-exemption laws. With limited funding the district does not have the financial resources to purchase technology devices for home use.

May ISD is not using funding through the Instructional Materials Allotment (IMA) to purchase lending equipment. Funds provided under the IMA are insufficient for May to purchase enough lending technology for every student who needs dedicated access to a device. Instead May ISD is using the Technology Lending Program to purchase lending equipment.

Though May is only using Technology Lending Program funds to purchase the lending equipment, it is important to note that May has a successful history of coordinating and maximizing their technology dollars from a variety of funding sources to better serve the needs of their teachers and students. The district will leverage funds from the Technology Lending Program grant, E-Rate, local tax revenues, Texas Technology Allotment, the Instructional Materials Allotment (IMA), Title I, Part A; Title II, Part A; and compensatory funds. It is these funds that are used to purchase technology infrastructure, technology components for classrooms, online curriculum, and diagnostic assessments. By leveraging these funds with the Technology Lending Program funds, May can put technology and digital content into the hands of students 24/7 for on-demand access to information to ensure that this technology lending program is an integral part of each students' own journey to academic success and digital citizenship.

It is important to note that May ISD will use Technology Lending grant funds ONLY to supplement the level of services and NOT supplant state mandates NOR divert state or local funds as a result of this grant project.

**Program Requirements**

1. Describe a plan for providing internet access to student residences, residential center, and/or on buses that transport students for whom a single ride lasts, on average, at least an hour for students with the highest need for off-campus internet access.

The administrators and technology director developed a comprehensive plan to provide Internet access to the homes of students in need. First, they conducted an initial assessment to determine that 10 high school students do not have Internet access including dial-up Internet access or DSL.

MISD currently uses AT&T's 3G/4G plan for the districts' cell phones for administrators and will use AT&T as the Internet provider for those students who do not have Internet at home. If a student lives in a rural and remote area where AT&T's 3G/4G service is not accessible then the district will work directly with the students' and their parents on a case-by-case basis to determine the best way to provide the student with home access.

It's important to note that all laptops purchased for the lending program will be come equipped with the technology needed for on-demand access to the Internet through WiFi for access while at school and home and 3G/4G service for those students who don't have Internet at home.

**Program Requirements**

2. Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es).

This lending project was developed to align laptops with the existing technology-based instruction and online math, ELA, science, social studies and college readiness digital curriculum. Through the lending program, the high school students will have access to this same curriculum that is used during the school day. Specifically, the lending program will extend classroom learning to the home to:

- Create a 21st century learning environment at home with an immersion of laptops, access to the Internet and online digital instructional materials.
  - Offering new and extended-learning opportunities 24 hours a day, 7 days a week.
  - Access innovative text, graphics, images, sound and video into the project-based enrichment lessons to provide individual instruction, especially for those students with learning disabilities.
  - Access to innovative teaching methods that will allow for great levels of student interest, inquiry, analysis, collaboration, creativity, and content production.
  - Use innovative technology-based teaching strategies to build technology literacy, and build background knowledge in the core curriculum areas of ELA, math and science.
  - Use innovative technology-based teaching and learning strategies will provide differentiated instruction for diverse learners, some of who will need academic acceleration or remediation on a daily basis
  - Access innovative technology-based teaching and learning strategies are aligned with State challenging standards including the core curriculum TEKS, Technology Application TEKS, STAAR assessments and College-Readiness.
- MISD has approved a number of policies and procedures that are in place as part of the campus technology lending program. Students will receive instruction on internet safety, privacy & security, relationships & communication, cyberbullying, digital footprint & reputation, self-image & identity, information literacy, and creative credit & copyright. Students who violate the lending policies and procedures will lose their checkout privileges.

3. Describe how the district is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s).

May ISD will use following digital content during the timeframe of this grant and beyond: Discovery Education, Edmodo, Pearson and SAT/ACT test prep.

The above-mentioned online curriculum is accessible in the classrooms, throughout the campus, and at home using the new laptops. The online curriculum will be integrated into the curricula and instruction by the teachers to address differentiated instruction needs for the diverse learners, some of who will need academic remediation, acceleration, extended learning and enrichment on a daily basis to build background knowledge in math, science, social studies, ELA and college readiness to reach challenging academic standards. Other technology components such as whiteboards will also be integrated into the curricula and instruction for the teacher to use for individualized instruction, specifically, the above-mentioned electronic instructional materials will be:

- Infused into classroom and home lessons and aligned to TEKS curriculum standards
- Include student assessment strategies that leverage technology components
- Use for teaching and learning across the core curriculum
- Used to support problem based learning in the classroom and at home
- Used to support the development of higher order thinking skills, multiple intelligences, differentiated instruction, and brain-based learning.

**Program Requirements (Cont.)**

4. Describe how infrastructure and technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es).

A strong technical support system is in place within May ISD. Students receive ongoing infrastructure and technical support from the Technology Director. He will be responsible for providing students with daily assistance on how to use, operate, and troubleshoot the mobile devices. He will ensure students are able to access online digital instructional materials and the Internet while at school and at home.

The Technology Director will provide technical support as he will ensure all digital instructional materials are accessible at school and through the loaned device. He will ensure the laptops are interoperable with other technology components in the classroom and throughout the school campus, and will ensure students have Internet access while at home. He will manage the local WiFi network, be responsible for maintaining and accounting for all equipment, and provide the teachers and students with ongoing technical and pedagogical support. The Technology director will provide teachers and students with ongoing technical support by maintaining the existing local/wide area networks and teachers will receive technical support on how to use their handhelds and access online resources anytime, anywhere.

The Technology Director will also support the students' use of mobile devices with routine maintenance and software updates to ensure successful implementation of the lending program. In addition to supporting students' use of mobile devices, the Technology Director is also responsible for maintenance and support of the Internet and local area network, which includes wiring, switches, hubs and routers. This includes basic making software upgrades to the infrastructure, basic troubleshooting, replacing old and obsolete equipment, and planning for future upgrades and network expansion.

5. Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition.

Administering grants on-time, within budget and according to fidelity is important to MISD.

- The Superintendent will have final oversight and decision-making over the program and will meet with the principal, technology director and business manager on a regular basis to ensure the project activities are occurring on-time, within-budget and according to fidelity.
- The Principal will conduct classroom observations and review lesson plans to ensure teachers are integrating the devices, online curriculum and resources, and the Internet into the daily curriculum and instruction.
- Technology Director will purchase laptops and the data plan when the project period begins. Once the laptops arrive they will be insured. He will ensure all digital instructional materials are accessible, and are interoperable with other technology components in the classroom and school. He will manage the local WiFi network, be responsible for accounting for all equipment, keep the equipment in good working condition, and provide the teachers and students with ongoing technical support.
- Business Manager will be responsible for the financial management of the grant and will maintain all financial according to local and TEA guidelines.
- The Technology Director will ensure a Technology Lending Agreement is signed by parents of each participating student AND will ensure students' mastery of the grade appropriate Digital Citizenship strand of the Technology Application TEKS.
- The check-out and check-in process will be a very important piece of this project. The librarian will have a form to document the students' name, the date of the check-out, the serial number of the mobile device, and will have a place for the student to sign the form. The same librarian will be responsible for assigning a student a mobile device using the mobile device checkout form. The procedures for maintenance of the technology lending equipment are outlined in the MISD Internet, Acceptable Use and Technology Lending Agreement policy.
- May ISD fully understands that grant funds cannot be used to replace lost, stolen or damaged equipment.

**Campus Name and Identification Information (can change to another title)**

Enter the Campus Name and Campus Identification Number (CID) of the participating campus(es). Please use the exact name and CID from the 2018-2019 Campus Report data from the Texas Student Data System Public Education Information Management System (TSDS PEIMS) accessible on the TEA website at <https://tea.texas.gov/2019accountability.aspx>. Use the downloadable [overview of statewide ratings](#) data available in Microsoft Excel. If the campus name has changed (but not the CID), include the new name in parenthesis. If both the campus name and the CID do not match the referenced eligibility list, the campus is not eligible.

1. Campus Name	May High School	Campus Number	25,905,001
2. Campus Name		Campus Number	
3. Campus Name		Campus Number	
4. Campus Name		Campus Number	
5. Campus Name		Campus Number	
6. Campus Name		Campus Number	
7. Campus Name		Campus Number	
8. Campus Name		Campus Number	
9. Campus Name		Campus Number	
10. Campus Name		Campus Number	



**Request for Grant Funds**

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. During negotiation, you will be required to budget your planned expenditures on a separate attachment provided by TEA.

**PROFESSIONAL AND CONTRACTED SERVICES (6200)**

Data plan and/or home Internet Access	4,000

**SUPPLIES AND MATERIALS (6300)**

Hand-held devices for use at school and the home lending program	46,000
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**OTHER OPERATING COSTS (6400)**


**CAPITAL OUTLAY COSTS (6600)**


Total Direct Costs 50,000

Indirect Costs 0

TOTAL BUDGET REQUEST (Direct Costs + Indirect Costs) 50,000

**Appendix I: Negotiation and Amendments** (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 of the TEA website and may be mailed OR faxed (not both). **To fax:** one copy of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to either (512) 463-9811 or (512) 463-9564. **To mail:** three copies of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to the address on page 1. More detailed amendment instructions can be found on the last page of the budget template.

*You may duplicate this page*

**Negotiated/Amended Section**

For amendments: Choose the section you wish to amend from the drop down menu.

**Negotiated Change/Amendment**

For amendments: Describe the changes you are making and the reason for them. Always work with the most recent negotiated or amended application. If you are requesting a revised budget, please include the budget attachments with your amendment.

FOR TEA USE ONLY  
Changes confirmed with \_\_\_\_\_ on this date \_\_\_\_\_  
Via phone/fax/email by TEA staff person \_\_\_\_\_

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