# 2022-2023 Summer Career and Technical Education Grant
## Letter of Interest (LOI) Application Due 11:59 p.m. CT, November 16, 2022

**NOGA ID** [                    ]

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.**

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

Application stamp-in date and time

TEA must receive the application by **11:59 p.m. CT, November 16, 2022**.

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

Pre-award costs permitted from: **Not Permitted**

## 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): NA

## Applicant Information

Organization: Beaumont ISD | CDN: 123910 | Campus: Career Center | ESC: 5 | UEI: 74-6000317

Address: 3395 Harrison Ave. | City: Beaumont | ZIP: 77706 | Vendor ID: 1746000317

Primary Contact: Shamine Cormier | Email: scormi1@bmtisd.com | Phone: 409-617-5755

Secondary Contact: Donna Prudhomme | Email: dprudho@bmtisd.com | Phone: 409-617-5247

## 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: Shannon Allen Ed.D | Title: Superintendent of Schools

Email: spier@bmtisd.com | Phone: 409-617-5001

Signature: [                    ] | Date: 11/16/22

## 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 a special collection process run by TEA.

☒ 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.

Focus Area 1: Beaumont ISD will provide a free, 4-day career exploration camp to our current 6th, 7th, and 8th-grade students. Students will have the opportunity to explore various Programs of Study at our Career and Technical Education Center. Students will explore Agriculture, Healthcare, Diesel & Heavy Equipment, Culinary, Audio/Video Production, and STEM. Offering a Career Exploration Camp allows students to explore career pathways and be able to make a more informed decision about their selected Program of Study.

Campers will be challenged to move beyond their comfort zone and develop their leadership potential. Students will participate in interactive, fast-paced, hands-on activities that allow them to explore. Each session is designed to build self-confidence, critical thinking, and leadership skills which help prepare our students for high school and beyond.
In Video Production and Acting, students will explore filmmaking, animation, and storytelling by creating their own short commercials. Students will learn the latest techniques with professional equipment during their sessions.
Our mission is to provide students of all ages with the academic and technical skills, knowledge, and training necessary to succeed in future careers and become productive lifelong learners.

## 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.

## 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 |
|---|---|
| BISD CTE Instructors (Existing) - Provide instruction and hands-on interactive experiences. | Current Beaumont ISD Program of Study Instructor for their Program of Study |
| Beaumont ISD Project Coordinator (Existing) Assist with managing the daily operations at two work sites (Career & Technical Education Center and Agriculture Science Center and Farm). | Must currently work in Beaumont ISD as a CTE Teacher. |
| Student CTE Educational Aide (Proposed) Senior Level CTE students will assist the Program of Study Instructor with preparing, and implementing daily hands-on Interactive experiences.  Assist | Advanced CTE students who have successfully passed their 9th and 10th grade CTE courses. |
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## 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 |
|---|---|
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## 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?

The goals of our Career Exploration Camp are to
Increase awareness of Programs of Study we offer in Beaumont ISD which are high-demand, high-wage, and high-skill training programs.
Strengthen student engagement in all CTE programs of Study.
Help our middle school students make a more informed decision regarding their 4-year planning in the 8th grade

Objectives: The first 175 students to register will be admitted to attend. 100 students will attend the Career and Technical Education Center. 75 students will attend camp at the BISD Agricultural Science Center and Farm.
Provide Leadership Development
Provide Interactive activities
Offer fun & engaging trips and tours
Sessions are conducted by our Beaumont ISD CTE Instructors and inside their labs at the Career and Technical Education Center. Students attend a 4-day camp from 8:00 am to 2:00 and will rotate every 45 minutes. Students will participate in interactive, fast-paced, hand on activities designed around all Programs of Study. All students will explore all Programs of Study available. Students will assume the role of an EMT specialist, filmmaker, mechanical engineer, and chef.
Healthcare- The student will assume the role of an Emergency Medical Technician and learn to take vital signs and a patient's history during a patient care simulation. Hands-on opportunities allow students to try their hand at emergency first aid and pediatric emergency care.
Audio/Video Technology - Students will explore filmmaking, animation, and storytelling by creating their own short films. Hands-on activities are designed to help students explore ways in which artists are using technology to create immersive and interactive experiences utilizing the latest technology.
Students who have 100% attendance will receive a completion certificate and a reward.

## 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?

## 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.

Students will register via Google Forms which will require a student ID # so that Demographic Information can be assessed.
The spreadsheet will include the total number of students enrolled.
Students will be given an individualized QR Code on the back of their badge.
Each morning, when the students enter the building, we will scan their QR codes and track daily attendance.
We will track and evaluate attendance data daily.
Some other tools used to measure performance consist of hands-on lab experiences, quizzes, and Xello Matchmaker Assessment.
All data related to PEIMS will be submitted following the Camp.

## 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.

## 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.

We will pay 9 teachers a stipend for instructing the students, 3 staff administrators to oversee daily safety and operations, and 9 student interns to assist our Instructors in implementing fast-paced, hands-on experiences for our students. All personnel will have two preparation days before the camp. Due to the nature of the camp, personnel will need 30 minutes before and 1 hour after the camp to sanitize equipment and re-prep their labs. All personnel will work May 31st, June 1st, June 6, 7, 8, and 9th from 7:30 to 2:30.

Staff Administrators: 7 hours per day X 40 per hour = $280 per day X 6 = $1680 X 2 = $3,360
Staff Teachers:  7 hours per day X $40 per hour =  $280 per day X 6 days =  $1680 X 3 = $5,040
Student CTE Educational Aide: 7 hours per day X  $10 per hour = $70 per day X 6 = $420 X 5 = $2,100
Total Payroll = $10,500

Material, supplies, and career experiences -$5,000
Camp T-shirts - $ 1,980
In the future, we plan to offset the cost by offering a practicum experience for our level 3 CTE students. This will be an unpaid experience. Practicum experiences are already solidified for the 2022-23 school year.
We will continue to search for other sources of funding to supplement our payroll expenses.

## 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.

## Program Requirements

1a. Needs Assessment (Focus Area 1)

Currently, our student completer rate is low. We desire to increase our Secondary CTE Completer rate. Each year, there's an overwhelming amount of students seeking to switch their Program of Study, which affects our accountability and funding. The Career Exploration Summer camp will assist in the increase of our CTE completion rate. Students will explore various Programs of Study, document in Xello, and present to counselors. Students who are educated about CTE are more likely to remain and thrive in their chosen Program of Study. The students will leave more educated about what Programs of Study are and the requirements to become a completer. The official year for rating begins in the 2023-24 school year. Starting now prepares a stronger workforce for tomorrow.

1b. Needs Assessment (Focus Area 2)

**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 be engaged and supported in this focus area.

Program of Study- Animal Science and Plant Science
Program of Study - Culinary Arts
Program of Study: Cosmetology
Program of Study - Diesel & Heavy Equipment (Automotive Technician)
Program of Study: Digital Communication (Video Production)
Program of Study: Engineering (STEM)
Program of Study - Healthcare Diagnostics -Emergency Medical
Technician (EMT) / Pharmacy Technician (PHERA)

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

**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**

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