Texas Education Agency
Standard Application System (SAS)

2018–2019 Technology Lending

Program authority:	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section 32.301	FOR TEA USE ONLY Write NOGA ID here:
Grant Period:	May 1, 2018, to August 31, 2019	
Application deadline:	5:00 p.m. Central Time, February 6, 2018	
Submittal information:	Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address: Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494	RECEIVED TEXAS EDUCATION AGENCY 2018 FEB -6 PM 1:29 DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION
Contact information:	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #		Amendment #
Evolution Academy Charter School	**057-834**		**N/A**

Vendor ID #	ESC Region #	
	10	

Mailing address		City	State	ZIP Code
1101 S Sherman Street		Richardson	TX	75081-4852

Primary Contact

First name	M.I.	Last name	Title
Cynthia	**A**	**Trigg**	**Chief Executive Officer**
Telephone #	Email address		FAX #
972-907-3755	**cynthia.trigg@evolutionacademy.org**		**972-907-3605**

Secondary Contact

First name	M.I.	Last name	Title
Jeff	**L**	**Robinson**	**Financial Specialist**
Telephone #	Email address		FAX #
972-907-3755	**jeff.robinsson@evolutionacademy.org**		**972-907-3605**

Part 2: Certification and Incorporation

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 further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.

Authorized Official:

First name	M.I.	Last name	Title
Cynthia	**A**	**Trigg**	**Chief Executive Officer**
Telephone #	Email address		FAX #
972-907-3755	**cynthia.trigg@evolutionacademy.org**		**972-907-3605**

Signature (blue ink preferred)   Date signed

Cynthia A. Trigg   2/6/18

Only the legally responsible party may sign this application.

701-18-103-173

Schedule #1—General Information	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	**Amended**
1	General Information	☒	☒
2	Required Attachments and Provisions and Assurances	☒	N/A
4	Request for Amendment	N/A	☒
5	Program Executive Summary	☒	☐
6	Program Budget Summary	☒	☐
8	Professional and Contracted Services (6200)	☒	☐
9	Supplies and Materials (6300)	☒	☐
10	Other Operating Costs (6400)	☒	☐
11	Capital Outlay (6600)	☒	☐
12	Demographics and Participants to Be Served with Grant Funds	☒	☐
13	Needs Assessment	☒	☐
14	Management Plan	☒	☐
15	Project Evaluation	☒	☐
16	Responses to Statutory Requirements	☒	☐
17	Responses to TEA Requirements	☒	☐

*IMPORTANT NOTE FOR COMPETITIVE GRANTS: Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.
Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
X	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
X	I certify my acceptance of and compliance with the program guidelines for this grant.
X	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
X	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

X   I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
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 assures 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.
4.	The applicant assures 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
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	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).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	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.
9.	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.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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Schedule #4—Request for Amendment

County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Grants Administration Division, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-9564.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend the Application" guidance posted in the Amendment Submission Guidance section of the Grants Administration Division Administering a Grant page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

#	Schedule #	Class/ Object Code	A Grand Total from Previously Approved Budget	B Amount Deleted	C Amount Added	D New Grand Total
1.	Schedule #8: Contracted Services	6200	$	$	$	$
2.	Schedule #9: Supplies and Materials	6300	$	$	$	$
3.	Schedule #10: Other Operating Costs	6400	$	$	$	$
4.	Schedule #11: Capital Outlay	6600	$	$	$	$
5.	Total direct costs:		$	$	$	$
6.	Indirect cost (%):		$	$	$	$
7.	Total costs:		$	$	$	$

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Schedule #4—Request for Amendment (cont.)			
County-district number or vendor ID: **057-834**		Amendment # (for amendments only):	
Part 4: Amendment Justification			
Line #	Schedule # Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Evolution Academy Charter School 057-834-001 - Richardson
Evolution Academy Charter School 057-834-003 - Beaumont
Evolution Academy Charter School 057-834-004 - Houston

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

Project Design - The Evolution Academy Charter School (EACS) *Technology Lending Program Grant (TLPG)* will focus on **all of our students – 9th - 12th grade students** (approximately **809 students**). Evolution Academy Charter School consists of three (3) campuses – with **809 students** and **567 of these students or 71%** are classified as *"economically disadvantaged"* and **725 or 90.4%** are classified as *"at-risk"*. We feel that the design of our proposed project includes processes and activities that are of sufficient quality and scope to ensure **equitable access and participation** among all eligible participants while maximizing the utilization of equipment and resources.

The district's TLPG grant will focus on all of our campuses and all of our students in grades 9-12 and all content areas. EACS services students in gaining their high school diploma or GED. Our students are mostly students who have failed to succed at other schools.

The following chart is a representation the **district's STAAR results for grades 9-12 End of Course STAAR scores**, our economically disadvantaged and ELL students' scores are well below the state average:

Grade Level	State Average	District Average	African American	Hispanic	White	Sp Ed	Eco Dis
English I	64%	24%	20%	27%	36%	-	25%
English II	66%	30%	23%	37%	47%	-	28%
Algebra I	83%	37%	32%	37%	48%	-	38%
Biology	86%	55%	56%	53%	50%	39%	55%
US History	91%	70%	68%	67%	82%	43%	67%
Dropout Rate	2.0%	24.1%	22.3%	27.7%	19.8%	26.9%	22.2%
Graduated – 4 year	89.1%	29.9%	36.3%	26.3%	19.1%	34.4%	36.6%

Using TLPG grant funds, the district will provide access to laptop and tablet computers for students in grades 9th-12th grades to implement a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. This will allow students to have access to relevant technologies, tools, resources, and services for personalized learning 24 hours a day, 7 days a week (24/7).

The program will also provide new teaching and learning practices in the classroom that extend to home and encourage teachers to incorporate innovative models to meet the needs of students and prepare students for college and careers. Technology enables learning opportunities and student productivity that extends beyond the walls of the classroom, and this transformation requires appropriate technology, electronic instructional materials and resources, and connectivity to access these resources.

If funded, EACS will be able develop the following practices and polices:
- Curriculum redesign to incorporate new technology and electronic instructional materials;
- Classroom instructional strategies that include student devices for learning at school and at home;
- Policies to address the use of technology to support school and home use;

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

- Professional development goals and activities that incorporate the use of technology for instruction and learning opportunities; and
- Programs to check-out and use technology and to provide Internet access.

The district can also move forward with the implementation of electronic instructional materials for all content areas while ensuring access for students through loaned equipment for learning at school and at home. We have a very small limited number of devices that we check out to students, demand is very high and devices are very limited. The district will provide home internet access for students who do not have access at home. _The district's proposed program will be coordinated with similar or related efforts using existing resources and facilities and with other appropriate community, state, and federal resources to maximize the effectiveness of grant funds. (3 points)_

The district considers it a top priority to provide students with needed technology equipment due to the large percentage of low SES students (Free and reduced lunch students). Due to lack of available funding, we have been unable to replace older technology equipment. Many of the district's laptops available for student checkout have failed within the last year and need to be replaced. The district does not have sufficient funds to implement a lending program without TLPG grant funds. Funds provided under the Instructional Materials Allotment (IMA) or other funding sources are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.

The digital content providers include Learning.com and e2020 for math and science, Technology, Reading by Pearson Glencoe Literature and e2020for reading/language arts, math, science and social studies. We selected EasyTech Texas bundle from Learning.com because it has a complete Technology Apps curriculum aligned to TEKS; Units for new TEKS including Creativity and Innovation; Research and Information Fluency; Critical Thinking and Problem Solving; Communication and Collaboration; Decision Making and Digital Citizenship; Prescriptive keyboarding; Online safety instruction and reporting for E-Rate compliance; Pacing and implementation guides and models; Grade appropriate integration projects for math, social studies, science, language arts and cross-curricular studies; STAAR practice tests; pre- and post- assessment of technology proficiency; Parent resources; and On-demand Training, Support and Professional Development. CINCH was adopted because of its digital content for Science. It also offers: Extensive and flexible teaching resources; Interactive eBooks for all lessons that include community-building tools; Animations and videos illustrating scientific concepts; Virtual labs for extra practice and lab data sheets to record the scientific process; Assessment-based, teacher-driven individualized instruction; Individualized instruction for on-target teaching; Built-in teaching support and professional development; and Creative teaching ideas. We have already been using McGraw-Hill Education Company's Glencoe Literature.

EACS staff has been trained on all locally adopted technology as it relates to their teaching assignment when the technology is implemented. Ongoing training continues as hardware/software evolves or is revised. The district utilizes the Education Service Center and the Texas Computer Education Association for training. The district also employees a full-time Technology Director who provides ongoing technology training to staff at point of need.

Evolution Academy Charter School will be requesting $49,500 to serve 809 students which is about $56 per student. _The costs reflected in the district's budget are appropriate for the results expected. (7 points)_ Due to the grant requirements, the district will only be requesting Internet capable laptops in our budget. All _district expenditures and activities are supplemental to and do not supplant or duplicate services currently provided. (3 points)_

The district does have a current Technology Plan submitted on TEA ePlan.

The district's long-range technology plan is for each EACS campus to reach the **"Target Tech"** stage. The first step needed to obtain the "Target Tech" state is - _**Students per computer ratio: One student per computer.**_ This grant program funding will facilitate the accomplishment of EACS's objectives in our District Technology Plan.

The objectives, strategies, activities, and desired results of our TLGP program are clearly specified and are measurable. (4 points)

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Schedule #6—Program Budget Summary

County-district number or vendor ID: **057-834**			Amendment # (for amendments only):		

Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section, 32.301

Grant period: May 1, 2018, to August 31, 2019			Fund code: 410		

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	$9,000	-	$9,000
Schedule #9	Supplies and Materials (6300)	6300	40,500	-	40,500
Schedule #10	Other Operating Costs (6400)	6400	0	-	0
Schedule #11	Capital Outlay (6600)	6600	0	-	0
Total direct costs:			$49,500	-	$49,500
Percentage% indirect costs (see note):			N/A	-	
Grand total of budgeted costs (add all entries in each column):			**$49,500**	-	**$49,500**

Administrative Cost Calculation

Enter the total grant amount requested:	$49,500
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$7,425

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)		
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):	
NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.		
Professional and Contracted Services		
#	**Description of Service and Purpose**	**Grant Amount Budgeted**
1	Internet Service – Data Plan – 30 devices - $25 per month	$9,000
2		$
3		$
4		$
5		$
6		$
7		$
8		$
9		$
10		$
11		$
12		$
13		$
14		$
a.	Subtotal of professional and contracted services:	$9,000
b.	Remaining 6200—Professional and contracted services that do not require specific approval:	-
	(Sum of lines a and b) Grand total	**$9,000**

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #9—Supplies and Materials (6300)	
County-District Number or Vendor ID: **057-834**	Amendment number (for amendments only):
Supplies and Materials Requiring Specific Approval	

		Grant Amount Budgeted
6300	Total supplies and materials that do not require specific approval: Personal computing devices 135 @ $300 = $40,500	$40,500
	Grand total:	**$40,500**

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: **057-834**	Amendment number (for amendments only):	
Expense Item Description		**Grant Amount Budgeted**
6400	Operating costs that do not require specific approval:	$
	Grand total:	**$0**

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #11—Capital Outlay (6600)

County-District Number or Vendor ID: 057-834			Amendment number (for amendments only):	
#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
66XX—Computing Devices, capitalized				
1			$	$
2			$	$
3			$	$
4			$	$
5			$	$
6			$	$
7			$	$
8			$	$
9			$	$
10			$	$
66XX—Software, capitalized				
11			$	$
12			$	$
13			$	$
14			$	$
15			$	$
16			$	$
17			$	$
66XX—Equipment, furniture, or vehicles				
18			$	$
19			$	$
20			$	$
21			$	$
22			$	$
23			$	$
24			$	$
25			$	$
26			$	$
27			$	$
			Grand total:	$0

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 057-834	Amendment # (for amendments only):

Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	567	71%	
Limited English proficient (LEP)	50	6.3%	
Disciplinary placements	DNA	0%	
Attendance rate	NA	85%	
Annual dropout rate (Gr 9-12)	NA	29%	

Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type:	Public	X Open-Enrollment Charter	☐ Private Nonprofit	☐ Private For Profit	☐ Public Institution

Students

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
-	-	-	-	-	-	-	-	-	-	184	200	236	189	809

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Schedule #13—Needs Assessment	
County-district number or vendor ID: 057-834	Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district utilized local discretion in planning and designing the Evolution Academy Charter School *Technology Lending Program Grant (TLPG)* grant program to support the unique needs of our students and to carry out the legislative intent supported by the Texas Education Code (TEC), Subchapter E, Technology Lending Program Grants, Sections 32.201-.205.

Assessment Process: A comprehensive needs assessment is performed each school year through a locally-developed assessment instrument, as well as surveys and interviews of the teachers and administrators of our district, review of the district and campus improvement plans, the district metrics provided by the Texas STaR Chart and the results of required testing. The needs assessment process is designed to analyze the current status of technology resources and technology integration in the district, and to identify future needs. Items analyzed during the assessment include the adoption of technology into the curriculum, equitable access to technology resources, ongoing professional development, the district's technology infrastructure, and available software and applications. This assessment process identified the current needs of our existing lending program and helped us to prioritize those needs that would derive the greatest benefit by both direct and indirect means.

The needs assessment process was designed and reviewed by charter and campus administrators. These individuals are responsible for determining the effectiveness of the assessment produced and ensuring the results clearly identify the gaps and weaknesses of the charter. The stakeholders (Superintendent, Director of Student Finance, Director of Student Services, Director of Technology, Principals, Assistant Principal and other Personnel) will meet on a quarterly basis, or as needed, to ensure all policies and procedures are being properly assessed. If areas of weaknesses are identified, the stakeholders will review the process and will modify it to include the unaddressed areas or needs. Any significant changes will be presented to the Board Members and TEA for approval. *The level of involvement and commitment to our program of all participants, including management, staff, collaborators and partners, is sufficient to ensure the successful implementation of the program goals, objectives, and activities. (4 points)*

The following are EACS's technology needs according to our District Technology Plan:

Instructional Needs:
- Increased focus on technology integration in all content areas
- Professional development opportunities for all employees
- Standardized TEKS-based software and electronic resources
- Increased distance learning opportunities
- Increased community access to district technology resources
- Provide a device so that students can access content materials online 24/7

Technical/Hardware Needs:
- Replacement of obsolete equipment and resources
- Continue to protect the district's computers and files with virus protection software
- Additional wireless capabilities
- Regular network upgrades to maintain speed and reliability
- Ability to provide home Internet access
- Ability to provide students with devices including Internet to take home

EACS is focusing on **809 students**, in **grades 9-12.** We will include all content areas. The district feels that the *details of the needs assessment methodology are provided, and the magnitude or severity of the problem to be addressed by the proposed program is significant. (10 points)*

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	EACS needs to improve student learning and student academic performance by implementing a Technology Lending Program.	To meet the needs of our all our students, EACS will establish a Technology Lending Program to facilitate and improve access for all. The Technology Lending Program will facilitate the EACSs goals by assuring that all students have equitable access to the technology regardless of economic status.
2.	EACS needs to improve the quality, effectiveness and efficiency of student learning.	Tablet/Netbooks/chromebook/laptops with Internet capabilities, for all 9th, 10th, 11th and 12th grade teachers and students to use for classroom and out of classroom at home activities
3.	EACS need to provide professional development for staff and orientation for students and parents	By systematically transforming campus administrative practices to improve quality, effectiveness, and efficiency, and to use the enhanced educator and administrative quality and effectiveness to improve student learning and student academic performance, especially the learning and academic performance of economically disadvantaged students.
4.	EACS needs to improve the quality, effectiveness and efficiency of student academics.	Evolution Academy will use technology in support of student learning in key content areas. For example, process writing goals will be supported with laptop computers and webbing tools. Technology will be utilized in the math curriculum in areas such as data organization and interpretation or exploration of mathematical concepts. Also, professional development activities will focus on the four content areas.
5.	EACS need to increase teacher capacity in technology	Technology will also facilitate developmentally appropriate learning experiences by providing information in a variety of ways and at a variety of levels. The District will fund wireless mobile computing devices, software, online resources, and other appropriate learning technologies. *As the result of a our assessment effort, specific needs have been identified and strategies to address those needs have been described. (10 points)*

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Schedule #14—Management Plan

County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	CEO/Superintendent	She is responsible for providing district level support for the implementation and final accountability for program implementation. The superintendent is also responsible for the contract between the district and the service providers.
2.	Campus Principals	The campus principals will be providing day to day campus level support and accountability for the grant project implementation, as well as provide oversight for all other campus staff and the Project Manager.
3.	Project Manager/ Financal Specialist	This position will bring a great deal of experience in educator excellence innovation programs to the district's grant program. The Project Manager will facilitate activities, provide ongoing progress monitoring, continually analyze results and facilitate program corrections as needed.
4.		*EACS qualifications and experience of program personnel are of sufficient quality and depth to ensure successful implementation. (5 points)*

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Improve academic achievement in all content areas.	1.	Increase STAAR Percent at Level III/Advanced all grades for all content areas by 2% by the end of Year 1.	05/01/2018	08/31/2019
		2.	Increase STAAR Percent at Level III/Advanced all grades for all content areas by 2% by the end of Year 2.	05/01/2018	08/31/2019
		3.	Increase graduation rates, dual enrollment and RHSP/DAP graduates in Years 1 and 2.	05/01/2018	08/31/2019
2.	Provide students with Internet capable devices through a Lending Program to access online instructional materials.	1.	Provide students in grades 1-12 with Internet capable devices to take home or use at school through a lending program within 90 days of grant award.	05/01/2018	08/31/2019
		2.	Provide training to students and parents on the lending program within 90 days of grant award.	05/01/2018	08/31/2019
3.	Develop a Technology Lending Program Policy	1.	Develop a lending program policy for all students, parents, and staff to sign within 90 days of grant award.	05/01/2018	08/31/2019
		2.	Provide training to parents and students on the lending program within 90 days of grant award.	05/01/2018	08/31/2019
		3.			
4.	Provide PD to staff	1.	Through local funding, train all staff regarding the technology lending program within 90 days of grant award.	05/01/2018	08/31/2019
5.	Develop policies to address the lending program	1.	Using local funding, develop policies and procedures regarding the use of technology and the devices regarding the lending program.	05/01/2018	08/31/2019

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

Schedule #14—Management Plan (cont.)	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The process and procedures for monitoring the Evolution Academy Charter School Technology Lending Program on all three participating campuses will consist of ongoing, communication between the Technology Leadership Team, Grant Coordinator, Administrative Team, Teachers/Staff, Students, Parents and Community Partners. "Tech for 10" sessions will be added to the agenda of our weekly staff and Parent meetings which are held once each semester. These meetings will be scheduled for to provide information regarding the technology lending program and data of usage and progress.

To provide for feedback and continuous improvement, the grant coordinator will monitor the overall district/campus use and progress of the devices and digital content through report findings to the technology leadership team, administrative team, and campus on a monthly basis.

Teachers will be responsible for monitoring classroom use and progress of the devices and digital content and completing a weekly grade level Usage and Progress Report. This report also allows teachers to share comments and suggestions with grant coordinator. Parents, staff members, and students will be surveyed to provide feedback. A Pre/Post survey will be given before technology is assigned and when it is returned. At the end of each six weeks, online surveys will be given to students, teachers, and parents using survey systems to quickly accumulate data and analyze it. All of the collected data will be used to ensure continuous improvement. Necessary adjustments are made after approval from the technology leadership team. Approved adjustments are shared by email and "Tech for 10" sessions.

The methods of EACS's evaluation provide for examining the effectiveness of program strategies. (2 points)

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

EACS has no existing programs that are similar or related to this planned project.

The three campuses and specific grade levels we have chosen for the TLPG program will remain committed to the project's success. Our staff will continue to ensure that ALL students, including economically disadvantaged and special education, participate in the TLPG program. _The management plan is designed to achieve the objectives of the proposed program on time and within budget, with appropriate timelines and milestones for accomplishing project tasks. (5 points)_

The District's Technology Plan Budget indicates the district technology budget for the next 3 years is about $75,000 per year. This funding consists of ERate funds, local funds, and Technology Allotment funds. This funding will continue to support our LAN, WAN, Internet access, staff development, maintenance, and new and updated equipment including equipment needed to support and/or continue the TLPG program.

The methods of EACS's evaluation include the use of objective performance measures and indicators of program accomplishment that are clearly related to the intended results of the project and will produce quantitative and qualitative data to the extent possible. (3 points)

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Schedule #15—Project Evaluation	
County-district number or vendor ID: 057-834	Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Grant evaluation documents: 90 Strategy Reports and Quarterly Reports	1.	Develop 90 Strategy Plans – to plan upcoming activities.
		2.	Develop Quarterly Reports – to report activities that were completed.
2.	End of course and/or End of semester tests. STAAR results.	1.	Review, analyze and report grade test results in January 2015 to gauge if students are on track including economically disadvantaged and special education students.
		2.	Review, analyze and report STAAR results in 2015 to gauge if students are on track including economically disadvantaged and special education students.
3.	Performance Measures	1.	Number and percent of students who checked out a device as part of the technology lending program by grade level.
		2.	Number and percent of eligible economically disadvantaged students participating in the technology lending program.
		3.	Number and percent of eligible economically disadvantaged students who had Internet access installed in their residences as part of the technology lending program.
4.	Performance Measures	1.	Number and names of courses using digital content on each participating campus.
		2.	Number and percent of teachers on participating campuses assigning work to students as a result of the technology lending program.

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Data collection methods and schedule - Data will be collected by four primary methods and EACS's *formative evaluation processes outlined in the application provide for the identification and correction of problems throughout the duration of the grant project (2 points) EACS's evaluation provide for examining the effectiveness of program strategies. (2 points)*

Collection Method	Description of Data Collection	Data Collection Schedule
Interviews and Focus Groups	Interviews with Project personnel, students, family, and community members. Purpose is to assess: a needs of individuals; b) how Project met needs; c) Project strengths and weaknesses; d) Project benefits; e) changes needed to better meet identified needs	Beginning, middle, and end of Project Activities. Completed 4 times per year.
Observation	Evaluators observe site activities using standard observational protocols.	8 times per year at each site
Surveys	Surveys based upon information required for Annual Performance report Indicators. Survey will follow up on issues from interviews and focus groups.	Surveys done 4 times per year per site.
Extant & Project Data	School and Project attendance, school.	Data collected monthly or as it is available.

The evaluation design includes processes for collecting data, including program-level data and student-level academic data (3 points)

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evolution Academy Charter School is not currently purchasing equipment or devices for a lending program. EACS assures that funds provided under the Instructional **Materials Allotment (IMA)** or other funding sources are **insufficient** to purchase enough lending technology for every student who needs dedicated access to a device.

Evolution Academy has been using multiple types of digital content for students in grades 9-12th in the subject areas of English Language Arts, Mathematics, Science, and Social Studies. As a result, our leadership team has approved the continuance of McGraw-Hill Education's Glencoe Literature which now contains a digital component for our instruction. It also has an ESL component for our LEP students. Along with formerly Education 2020, we have adopted the use Edgenuity which features a full Technology Curriculum that address's our states TEKS for students in grades 9-12, Math supplemental curriculum for grades9-12for science, and practice assessments for the STAAR tests for grades 9-12. Because there is a high need for lending technology at all three of our campuses in Beaumont, Houston and Richardson and the campus schedule to open in Port Arthur we have created a plan that will prioritize and include all students. Using assessment data and grades, we determined that English Language Arts and Math students would benefit most with having a dedicated 1:1 Tablet/Netbook to student ratio lent to them for the entire school year while other students would have access on a rotating basis.

Equitable access to lending technology and internet access for all students, including economically disadvantaged students and students with disabilities will be achieved by providing Tablet/Netbooks /laptops with unlimited Integrated Internet access on a rotating basis for student in grades 9-12. Students have a Tablet/Netbook/laptop with unlimited Integrated Internet access assigned to them. Our technology leadership team has also agreed to allow students to bring their own devices from home to use at school, as needed during specific instructional time. This ensures continuance of the Evolution Academy Technology Lending Program, student use and brings our district closer to our STaR Chart Target Tech goals.

All of the district's expenditures and activities are supplemental to and do not supplant or duplicate services currently provided. (3 points)

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evolution Academy Charter School, an open enrollment charter high school, will embrace proven methods for administration of the lending program and pedagogy for integrating the technology into the classroom from lessons learned by educational institutions who have pioneered this type of initiative. We realize the six critical areas for successful implementation: leadership, cost, network function, security, philosophical framework, and pedagogy. Our application will show how we will address all these areas as we show how we will meet the program and statutory requirements set forth by the grant application.

EACS has established specific objectives in our district technology plan. One such objective is to provide instructional software in the core subject areas (Mathematics, English/Language Arts, Science and Social Studies) for grades 9-12. Our vision aligns with the Texas Long Range Plan for Technology which illuminates the 21st Century learner's need to engage in real world learning, supported by modern digital tools through anywhere, anytime connectivity. EACS will begin an implementation to provide access to relevant technologies, tools, resources, and services for individualized instruction 24 hours a day, 7 days a week, for all students in the middle grades. Our goal is to alter our approach to education, incorporating those 21st Century skills into the curriculum so that students will learn to integrate technology into their own educational endeavors.

The EACS Technology Plan provides strategies for meeting our goal to impact achievement and ensure literacy through technology integration into core curricula. Our plan to meet two such strategies, procurement of on-line textbooks and cross-curricular lesson plans utilizing technology, will be accomplished by a joint effort of the core curricular staff in utilizing a Learning Management System (LMS) to create a collaborative learning environment. Our goal to develop policies for implementation through innovative instructional strategies will also be met through cross-curricular planning and creation of this collaborative learning environment.

According to the 2017 Snapshot, sixty-seven percent (68%) of the student population at EACS can be classified as Economically Disadvantaged. Eighty-two percent (94%) of the student population can be classified as At-Risk. A recent needs assessment conducted through a written survey indicates that 75% of the students polled have access to the Internet from home, our PEIMS data shows that there may be a large number of students who do not have equitable access. At the beginning of the 2017-2018 school session, a needs assessment will be conducted with current students to determine which students are prohibited from participation in the learning community from home due to the absence of a device or Internet access.

To meet the needs of our all our students, EACS will establish a Technology Lending Program to facilitate in the learning community through anywhere, anytime connectivity with equitable access. Students who have been identified as Economically Disadvantaged or as Students with Disabilities will be given priority in receiving the equipment and services through the program.

The Technology Lending Program will facilitate the district's goals by assuring that all students have equitable access to the technology regardless of economic status.

EACS will address policies for the lending program within the student and staff policy manuals. In addition to check-out policies and lending agreements, students and parents will sign acceptable use policies as well as safety pledges and will keep logs of the usage of the devices during the first year of the grant. Parents and students will attend an orientation workshop on proper use of the equipment and Internet safety issues before a student is allowed to check out a tablet for the first time.

The district's proposed TLPG program is appropriate to and will successfully address the needs of the target population. (8 points)

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Schedule #17—Responses to TEA Program Requirements (cont.)	
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TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district plans to purchase a number of devices that have an unlimited data plan that can be used off campus, on buses, at libraries and at home. This will ensure that every student has the ability to use the internet without data limits and regardless of economic status. Evolution Academy Charter School will use data from device requests and usage reports to anticipate future needs.

These devices will remain on the campuses and will be available for checkout on an as needed basis. Teachers will complete an "Internet Device Request" form when students have an assignment or other classroom project to complete at home. Students who have a true educational need and are coded economically disadvantaged will have highest priority in taking home an internet access device.

The district will purchase devices with available MiFi Internet service for home Internet access and when not connected to the district's wireless network. We will provide training and instructions as to how to use these Internet service devices. Equipment will be offered to our economically disadvantaged and special education students first. Students and parents will sign agreements so that these Internet devices are used properly and for the intent of the program. These devices will be monitored by the technology department.

There will be a lending program policy and procedure that will be in place for training, eligibility requirements, etc.

For sustainability purposes after the grand funding ends, the district will use ERate funds, local funds or other grant funds to sustain the Internet costs.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 057-834	Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Identifying Curricula and Teaching Strategies - Evolution Academy has identified strategies that experience has shown to be useful to district leaders in the promotion of curricula and teaching strategies that integrate technology. Districts are now realizing that the ideal time to plan for the integration of technology is during curriculum-specific revision cycles. While revising the curriculum in a specific subject area, the Evolution Academy Curriculum Committee will also specifically be responsible for looking into the selection of technologies and teaching strategies to support teaching and learning in the subject area. Additionally, an individual experienced with the application of technology in the particular curriculum area will also serve on the Committee. Decisions on curriculum can then reflect the selection of printed materials, software, and online resources.

Promoting Curricula and Teaching Strategies - Evolution Academy will adopt both a policy-oriented and support-oriented approach to promoting curricula and teaching strategies that integrate technology. These approaches will set the parameters for decisions made by Evolution Academy teachers and include: adoption of specific curricula with technology components; inclusion of technology criteria in teacher (and principal) evaluation instruments; and inclusion of technology criteria in a teacher's individual professional development plan. Evolution Academy's support-oriented approaches are those that focus on encouragement of teachers by peers to examine and consider changing existing teaching practices.

EACS will provide an "intense" process for **professional development** of ALL administrators, counselors, librarians, and teachers at Evolution Academy. We will utilize subscription services, workshops, conferences, and other available resources for all administrative and instructional staff for professional development.

The district's *strategies and activities are of sufficient quality and depth to ensure accomplishment of the goals and objectives of the program according to the relevant statute. (5 points)*

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evolution Academy Charter School has adopted and will be using digital content for all students in grades 9-12 in the foundation areas of math, science, reading/language arts, social studies, and technology (TA-TEKS) for use during the timeframe of this grant. The digital content providers include Learning.com and e2020 for math and science , Technology, Reading by Pearson Glencoe Literature and e2020 for reading/language arts, math, science and social studies. We selected EasyTech Texas bundle from Learning.com because it has a complete Technology Apps curriculum aligned to TEKS; Lessons from mouse basics to basic HTML; Units for new TEKS including Creativity and Innovation; Research and Information Fluency; Critical Thinking and Problem Solving; Communication and Collaboration; Decision Making and Digital Citizenship; Prescriptive keyboarding; Online safety instruction and reporting for E-Rate compliance; Pacing and implementation guides and models; Grade appropriate integration projects for math, social studies, science, language arts and cross-curricular studies; STAAR practice tests; pre- and post- assessment of technology proficiency; Parent resources; and On-demand Training, Support and Professional Development.

CINCH was adopted because of its digital content for Science. It also offers: Extensive and flexible teaching resources; Interactive eBooks for all lessons that include community-building tools; Animations and videos illustrating scientific concepts; Virtual labs for extra practice and lab data sheets to record the scientific process; Assessment-based, teacher-driven individualized instruction; Individualized instruction for on-target teaching; Built-in teaching support and professional development; and Creative teaching ideas. We have already been using McGraw-Hill Education Company's Glencoe Literature. These digital content providers were selected because they all provide on-demand access to appropriate digital resources and technologies to complete activities that have been integrated into core content areas and provide learning opportunities beyond the classroom that are not otherwise available.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: **057-834**	Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district's infrastructure that will support students' use of the devices, when used on campus, provided through the grant is the following:

- 3 campuses, each with a local area network
- 95% wireless coverage throughout the campus
- 10/100 speed to the desktops
- Gigabyte backbone to all network switches
- Network file servers
- Email access for staff and students

EACS has Spectrum Fiber internet to both 1101 and 1099 and both campuses have Wi-Fi access and file servers in Richardson.

The Houston campus has a file server and has Comcast broad band internet.

Beaumont campus has Comcast internet and Wi-Fi and it's on file servers. All internet services are more than adequate to support students' use of computers in use.

The district also has a Technology Director who will provide technical support as needed.

The design of our proposed program reflects up-to-date knowledge from scientifically based research and effective practice. (4 points)

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Schedule #17—Responses to TEA Program Requirements (cont.)

| County-district number or vendor ID: 057-834 | Amendment # (for amendments only): |

TEA Program Requirement 6: 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. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evolution Academy Charter School's campuses will all be participating in the 2017-2018 Technology Lending Program Grant using grant funds. The check-out and check-in process will operate in a systematic and organized manner. After all devices and coordinating peripherals have been inventoried and equipped with security devices, students and their parent(s) or guardian(s) will be required to attend an orientation and training session before the device is checked out to the student. During the orientation and training session students and parents will both sign the Technology and Lending Agreement and Responsible Use Policy. The serial number of the digital device will be documented in a log and kept on file. The orientation and training session will be offered during the weekdays, evening, and by appointment for the convenience of our families. Students will be expected to bring the digital device to school in its' protective case on a daily basis, regardless of the length of time the device is lent. At the end of the year, the digital devices will be collected by the technology lending grant coordinator. The serial numbers will be matched and verified and the device will be kept under lock and key in a video monitored secured room.

The Technology Lending Grant Coordinator will able to support teachers with alternative devices or solutions if teachers are unable to reach a mutual agreement. Students will have a digital device assigned to them for the entire school year. To maintain the technology lending equipment in proper working condition, the grant coordinator with the assistance of Evolution Academy Technology Lending Program teacher coordinator designated at each campus, will provide Technology updates to staff during "Tech 10" sessions, perform random and quarterly inventory checks of student devices, and perform software/device maintenance and updates monthly or as needed. We will contract with an outside company to support us with future technical support and networking needs.

The Technology Lending Agreement will contain the EACS vision for the program - that our students would be among the learners who engage in real world learning, supported by modern digital tools through anywhere, anytime connectivity. The district's *strategies and activities are of sufficient quality and depth to ensure accomplishment of the goals and objectives of the program according to the relevant statute. (5 points)*

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evolution Academy Charter School's policy for the technology lending equipment will be consistent with its existing local policy for accounting for equipment and providing insurance. Within this policy, all technology equipment, peripherals and devices such as Netbooks, Netbook chargers and batteries are serialized for identification and inventory purposes. Serial numbers are checked each time equipment is serviced, requested for inspection, or turned in at the end of each school year. If a student does not have the Tablet/Netbook, battery or charger that was issued to them, he or she will be charged for a replacement. All Netbooks are secured with two separate security devices. One is visible and one is not. If the visible security device (the red tape on the bottom) looks as if it is coming off or is wearing off, students are required to report and bring it to his/her homeroom teacher. The homeroom teacher will notify the Technology Grant Coordinator to have it replaced. Any removal or tampering with either security device will be considered abuse. Evolution Academy Charter School will also subscribe to the LoJack® for Laptops by Absolute® Software because it has a dedicated Theft Recovery Team that works with local law enforcement to **recover** stolen laptops.

There will be consequences established for student who tamper or abuse equipment. Consequences will range from attendance at safe handling sessions presented by Technology Dept. up to loss of laptop use for a period time decided by the administration and technology department staff, including possible prosecution for criminal activity. Students will be expected to bring the digital device to school in its' protective case on a daily basis, regardless of the length of time the device is loaned.

The devices will be covered under our existing insurance policy. However, we will purchase the accidental damage plan for an additional level of protection against accidental damage.

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