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	Place date stamp here:
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 2018 FEB -6 PM 2:07 TEXAS EDUCATION AGENCY 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 #
Mineral Wells ISD	4830950			
Vendor ID #	ESC Region #			
	11			

Mailing address		City	State	ZIP Code
906 SW 5th Ave		Mineral Wells	TX	76067

Primary Contact

First name	M.I.	Last name	Title	
David		Oestreicher	Director of Technology	
Telephone #	Email address		FAX #	
940-327-5147	doestreicher@mwisd.net			

Secondary Contact

First name	M.I.	Last name	Title	
Janalee		Martin	Instructional Technology Spec.	
Telephone #	Email address		FAX #	
940-325-6404 x9980	jmartin@mwisd.net			

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
John		Kuhn	Superintendent
Telephone #	Email address		FAX #
940-325-6404	jkuhn@mwisd.net		

Signature (blue ink preferred)   Date signed

Only the legally responsible party may sign this application.

701-18-103-183

Schedule #1—General Information	
County-district number or vendor ID: 4830950	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)	See Important Note For Competitive Grants*	☐
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: 4830950	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
☒	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
☒	I certify my acceptance of and compliance with the program guidelines for this grant.
☒	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
☒	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: 4830950	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

☒ 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 #5—Program Executive Summary

County-district number or vendor ID: 4830950	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.

Mineral Wells Junior High
Mineral Wells High School

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.

MWISD will use this technology grant to provide equitable access to technology for students in our district. The district has over 70% free and reduced lunch. Providing technology for students will give them access to online resources, help them to be engaged, help transform learning by allowing types of work to be done that they cannot do now, and increase collaboration. This will lead to improved opportunities and outcome for these students. The technology grant aligns with the district vision statement to "design challenging, relevant learning experiences to prepare students for our ever-changing global community."

Prior to 2017, MWISD did not have any type of computer refresh plan, no device standards, best practices were not being implemented, and there was no active focus on instructional technology to help teachers use technology effectively. Since then, standards have been set and best practices have been implemented and continue to expand. A refresh plan is being implemented. An instructional technology specialist position was created starting this school year and we are already seeing the benefits of this role in classrooms as teachers are trying to implement technology more. I share this to show how neglected technology and instructional technology had been at MWISD for many years and how receiving this technology lending grant will make a difference for student access to technology to help move the district forward. The potential to make a difference is large. The needs are great and the socio-economic status of our students means public education will shape what their future becomes and can help them break cycles of poverty through education, skills, and desire.

In the 2018-2019 school year, MWISD will be providing Chromebooks to 8th and 9th grade students using local funds. This grant will allow us to supplement this plan by providing Chromebooks to additional grades that will not receive devices in 2018-19 otherwise. We will be able to supplement the existing device program by adding 7th grade and 10th grade students to be able to receive devices as well by using this grant.

MWISD is already starting a program to make internet hot spots available for students to check out from the school library for periods of time. This provides internet access when it is needed for homework or for a project for students without internet access at home. While our grant application does not ask for funding for this, I share it to show that we are trying to address all of the aspects of a student's technology need.

The budgeting numbers are based on the Chromebook device costs that we have received by doing a multi-year competitive bid for computing devices. We also have investigated many models of carrying cases and chosen one with a good value.

Mineral Wells Junior High is 73.5% free and reduced lunch and Mineral Wells High School is 58.5% free and reduced lunch on the 2016-17 TEA school report cards. In addition, scores on state tests at both schools are below the state averages. By providing technology to students, we can give them access and opportunities they will not have otherwise. Also, access to technology allows teachers to reach and teach students in new ways that appeal to 21st century learners. Students in MWISD need opportunities to have the same access to technology that students in wealthier districts do. Low property values contribute to decreased funding and the inability to support ongoing bonds for technology.

Due to our large free and reduced lunch population, of which most are free, MWISD knows that our students have a high level of needs. We will continue to assess needs based on our increasing free and reduced levels as well as

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surveying students or parents about access to technology. The district's Special Programs department manages data related to student needs.

The grant program itself will be managed by the Director of Technology and the Instructional Technology Specialist. The campus technicians will be responsible for the inventory process, distributing devices, and the support and repair processes for the devices. The Instructional Technology Specialist will be responsible for ongoing professional development for the teachers at these campuses. We have already been focusing this school year on PD for the teachers a great deal as we know that putting out devices does no good if they are not being used and being used in a manner that engages students, transforms learning, and encourages collaboration.

We will measure the success of the grant and other programs in several ways. First, we will look at quantifiable data such as absences and discipline referrals. It is difficult to tie academic increases to technology use since they are affected by so many factors, but we will look at scores as well. Second, we will gather quantitative evidence of success. This includes observations from walkthroughs, feedback from teachers, and seeing how student work, behavior, or attitudes change over time as they use the devices. Third, surveys will be used to gather teacher and student feedback.

The data and information provided with this application will provide all the information required for statutory and TEA requirements. We will include the necessary data, plans, and other information required by all sources and organizations.

MWISD is in the start of a transformation to meet the needs of 21st century learners. A key component of students using technology is actually having access to devices. This grant can help make that a reality for our students. The current superintendent of MWISD, John Kuhn, is a strong supporter of the technology direction and initiatives and has worked with the CFO so that the Technology department has the annual funds needed to support this grant after the initial grant funding terminates.

Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 4830950	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.

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Schedule #6—Program Budget Summary					
County-district number or vendor ID: 4830950				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	$0	$0	$0
Schedule #9	Supplies and Materials (6300)	6300	$0	$0	$0
Schedule #10	Other Operating Costs (6400)	6400	$0	$0	$0
Schedule #11	Capital Outlay (6600)	6600	$98,950.60	$0	$98,950.60
Total direct costs:			$98,950.60	$0	$98,950.60
Percentage% indirect costs (see note):			N/A	$0	$0
Grand total of budgeted costs (add all entries in each column):			**$98,950.60**	**$0**	**$98,950.60**

Administrative Cost Calculation	
Enter the total grant amount requested:	$98.950.60
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:	$14,842.59

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: 4830950	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	N/A	$0
2		$
3		$
4		$
5		$
6		$
7		$
8		$
9		$
10		$
11		$
12		$
13		$
14		$
	a. Subtotal of professional and contracted services:	$0
	b. Remaining 6200—Professional and contracted services that do not require specific approval:	$0
	(Sum of lines a and b) 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 #9—Supplies and Materials (6300)		
County-District Number or Vendor ID:	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:	$0
	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 #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 4830950	Amendment number (for amendments only):	
Expense Item Description		**Grant Amount Budgeted**
6400	Operating costs that do not require specific approval:	$0
	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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#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
**Schedule #11—Capital Outlay (6600)**				
County-District Number or Vendor ID: 4830950	Amendment number (for amendments only):			
66XX—Computing Devices, capitalized				
1	HP 11.6" G5 EE Chromebook	460	$188.75	$86,825.00
2	Bump Armor TR100 cases for Chromebooks	460	$26.36	$12,125.60
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:	$98,950.60

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: 4830950	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	304	66.0%	Combined data for 7th and 10th grades only based on campus percentages
Limited English proficient (LEP)	19	4.1 %	Combined data for 7th and 10th grades only based on campus percentages
Disciplinary placements	DNA	DNA	DNA
Attendance rate	NA	95.0%	Combined data for 7th and 10th grades only based on campus percentages
Annual dropout rate (Gr 9-12)	NA	.5%	For High School

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	☐ 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
								230			230			460

Schedule #13—Needs Assessment	
County-district number or vendor ID: 4830950	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 grant will be used to purchase devices for 7th grade students at Mineral Wells Junior High and 10th grade students at Mineral Wells High School. Mineral Wells Junior High is 73.5% free and reduced lunch and Mineral Wells High School is 58.5% free and reduced lunch on the 2016-17 TEA school report cards. Due to our large free and reduced lunch population, of which most are free, MWISD knows that our students have a high level of needs.

Many students from the district do not continue on to higher education such as college or trade programs. The proper use of technology can help prepare students for their future by teaching not only technical skills, but soft skills such as problem solving, creating, collaboration, data analysis, and more. As they learn these skills, they will also have a greater desire and confidence to be able to improve their future. The socio-economic demographics means that many students do not have access to technology devices at home and in some cases even internet access. Our goal is to provide all students with equal opportunities regardless of their situation. The only way to do this is to be sure they all have access to a device regardless of their circumstances.

We have chosen 7th and 10th grades for this grant because the district will be providing devices to 8th and 9th grade students next year. By adding 7th and 10th grades, we get a large consecutive block of four grades. Junior High and High School students are capable of doing more involved work and higher level work and are getting closer to graduating so need to be prepared for their future.

In addition, scores on state tests at both schools are below the state averages. Mineral Wells High School has 65% across all subjects for approaches or meets grade level or above on STAAR compared to the state's 75%. Mineral Wells Junior High School has 67% across all subjects for approaches or meets grade level or above on STAAR compared to the state's 75%. However, when you look specifically at reading and math, the High School has 54% and 59% respectively compared to the state's 72% and 79% respectively. When you look specifically at reading and math, the Junior High School has 76% and 69% respectively compared to the state's 72% and 79% respectively.

The use of technology can help students in ways that can influence and impact test scores. Real world work, access to videos to learn in different ways, and new digital tools and digital textbooks can help the students learn in ways that meet all types of learning styles.

By providing technology to students, we can give them access and opportunities they will not have otherwise. Also, access to technology allows teachers to reach and teach students in new ways that appeal to 21st century learners. Students in MWISD need opportunities to have the same access to technology that students in wealthier districts do. Low property values contribute to decreased funding and the inability to support ongoing bonds for technology.

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: 4830950	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.	Due to the lack of classroom computing standards and no refresh plans, students have little access to technology on a daily basis and when they do, the numbers are often limited or restricted to brief visits to a lab. Access to technology is a large need.	By providing a Chromebook to each 7th and 10 grader with this grant, we are enabling these students to have full time access to a computing device. This will allow them to do work and access resources in ways not possible without access.
2.	Provide equal opportunities to all students regardless of their socio-economic status. Also, to provide students with the same access and benefits that students in larger wealthier districts have.	The grant allows us to bridge the digital divide by ensuring there are no haves and have nots but that all students in these grades have equal opportunities and access to the tools they need and that will benefit them.
3.	Enable students to develop and practice 21st century skills needed to thrive in the current and future workforce. This includes skills such as problem solving, creating, working with others, responsibility, and applying information.	The grant will allow students access to internet information and resources when it is needed. By having access to a device, teachers can assign work and projects that they could not do otherwise and this can begin to transform the classrooms and get students using and growing these 21st century workforce skills.
4.	We need to be able to provide immediate feedback to students to help them better understand how to adjust his/her own learning through self-examination of results and being able to know quickly what they need to review so that students can adjust their learning strategies and efforts accordingly to lead to better results.	The use of Chromebooks provided by this grant will enable teachers to provide quick feedback in a confidential and helpful manner. The feedback will be received instantly so students can apply it quickly to make their learning more efficient and productive.
5.	The world is much more global and collaboration needs to occur both near and far to provide opportunities to students for learning, collaboration, and team work.	The Chromebooks received in the grant will enable collaboration both near and far. Students can collaborate with each other on projects, peer reviews of work, and more. Also, they will have access to experts all over the world, virtual tours of distant museums and sites they cannot visit in person, and the ability to communicate with others in real time.

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Schedule #14—Management Plan					
County-district number or vendor ID: 4830950				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.	Director of Technology	10 years or more IT experience, including at least 4 years in K12, Bachelors degree or higher, understanding of instructional use of technology			
2.	Instructional Technology Specialist	Texas teaching certification, 3 or more years teaching, Bachelors degree or higher, proven track record of using technology in the classroom and understanding of instructional technology			
3.	Technicians	Computer support experience and skills, trouble shooting skills, good organization skills			
4.					
5.					

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.	Communication to parents and students	1.	Notify parents and students in 7th/10th grades next school year	05/01/2018	05/30/2018
		2.	Share forms and processes	05/01/2018	06/30/2018
		3.		XX/XX/XXXX	XX/XX/XXXX
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
2.	Teacher preparation	1.	School year professional development for teachers	05/01/2018	05/30/2018
		2.	Summer professional development opportunities for teachers	06/10/2018	08/15/2018
		3.	Laptops for 7th/10th grade teachers that do not have one yet	07/01/2018	08/15/2018
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
3.	Device purchase and setup	1.	Order devices	06/01/2018	06/20/2018
		2.	Receive and setup devices	07/01/2018	07/30/2018
		3.	Inventory devices	07/01/2018	07/30/2018
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
4.	Device deployment	1.	Deploy devices to students	08/01/2018	08/30/2018
		2.	Update inventory with assigned student name	08/01/2018	08/30/2018
		3.		XX/XX/XXXX	XX/XX/XXXX
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
5.	Ongoing teacher professional development, assessing project	1.	Ongoing teacher professional development	08/20/2018	05/30/2019
		2.	Observe classroom outcomes – walk throughs, surveys, data gathering	09/01/2018	05/30/2019
		3.		XX/XX/XXXX	XX/XX/XXXX
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
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.					

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Schedule #14—Management Plan (cont.)	
County-district number or vendor ID: 4830950	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.

We currently have several methods for assessing technology goals and objectives. The Technology Director and Instructional Technology Specialists walk classrooms at one or more schools each week to assess and view the use of technology in classrooms. Based on the walkthrough observations, questions can be asked, help or training offered, and data gathered on successes and needs. In addition, we can use analytical data from our Classlink single sign-on system to see how often and how much different educational technology systems are being utilized by students on a global or per campus basis. We also have a Technology Advisory Committee to get feedback from teacher and principal representatives. We also do surveys of teachers and students periodically. Campus data about scores, attendance, and discipline are also monitored.

We adjust our methods for monitoring goals and objectives as needed based on the quality and quantity of results being received. We communicate with campuses through principals as well as direct to teachers via email. We also periodically attend campus staff meetings to share updates with teachers in person.

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.

Currently, we will be providing 8th and 9th grade students with Chromebooks for the 2018-19 school year. This grant will allow us to double that by adding 7th and 10 graders. Many teachers in 8th grade also teach 7th grade students and many 9th grade teachers also teach 10th grade students so effectiveness is maximized with the addition of the two grades. The teachers can leverage what they learn in professional development across all their classes then and not just some classes.

In addition, we are starting an initiative this spring to have internet hot spots available for check out in the high school and junior high libraries. Students can check one out for several days at a time if they do not have internet access at home. Since many students do not have a computing device at home, the issuing of a Chromebook through this grant will allow them to have a device to use with the internet access.

The superintendent is committed to furthering the use of technology in the schools and provides support and backing for the device initiatives. We will also help participants remain committed by highlighting successes on an ongoing basis so teachers can see the great things their peers are doing and be motivated by it.

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Schedule #15—Project Evaluation			
County-district number or vendor ID: 4830950		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.	Walk throughs of classrooms to observe. Unannounced to see what is going on normally.	1.	Are Chromebooks out and being used? Goal is to see regular usage.
		2.	What type of work is being done? Where does the work fall within the SAMR model?
		3.	Are technology tools being used effectively to engage students?
2.	Teacher surveys	1.	Do teachers see successes and changes within their classroom?
		2.	Student assignments are evolving. (more real world skills)
		3.	Students are viewed as being more engaged.
3.	Student surveys	1.	Are students enjoying the use of technology in their classroom?
		2.	Do students feel engaged in their classrooms?
		3.	Do students feel that the technology use enhances their learning and teachers them 21st century skills and traits?
4.	Data analysis	1.	Track and compare absence data over time. Are absences decreasing?
		2.	Track and compare discipline referrals over time. Are they decreasing?
		3.	Standardized test scores. Look for correlations in changes to grant usage.
5.	Examine Classlink analytic data	1.	Track what online resources and systems are used more over time.
		2.	Track increases in online resource usage; see if effective tools are used
		3.	Use data to determine how much the Chromebooks are being used outside of school hours to access digital resources and systems.
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.			

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The data described in the evaluation design will be collected using unannounced walkthroughs of classrooms on a regular basis, surveys of teachers, surveys of students, data provided by TEA about scores on standardized tests, and analytical data from the Classlink single sign-on system. The walkthroughs are one of the best ways to collect data and observe the effectiveness of the program. We will be able to track data about who is being served by the program using our inventory system. The activities of handing out or picking up devices will be documented in our inventory system. Support activities such as repairs will be tracked with our helpdesk ticketing system.

We will be on the lookout especially for two types of problems. First, are the installed Chromebooks being used effectively. Based on the walkthroughs and surveys, we can adjust the professional development provided by the Instructional Technology Specialist to better meet needs or address weaknesses to lead to increased success. Second, we will be on the look out to be sure that the logistics of the grant program are being carried out in such a way that it is efficient and accurate in processes and accountability for devices. The processes can be updated if issues or inefficiencies are found.

In addition, we will use data about standardized tests to help measure student level academic data. While many factors contribute to score results besides the grant program, it can be helpful to track score data to note trends and to make correlations with data results to activities happening in the classrooms as a result of this grant.

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2018–2019 Technology Lending

Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 4830950	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.

As described in the executive summary, technology standards and access to devices in MWISD were very poor and had no concrete plans prior to 2017. Currently, MWISD provided 1:1 Chromebooks to 8th graders starting in January 2018. For the 2018-2019 school year 1:1 Chromebooks will be provided to 9th grade students. Local budget funds are tight and no bond funds are available for technology due to the low property values being unable to support large bonds. Some IMA funds are used to help increase the Technology department budget. Technology budgets are also having to be used to increase wireless access points to be able to support a larger number of devices at the Junior High and High School and this is a large expense.

Classrooms for 7th and 10th graders have very few computers in them, ranging from no computers to two or three computers. Also, a small number of Chromebook carts and computer labs are available for intermittent check-out use to serve 7th graders at the Junior High and grades 10-12 at the High School. The limited funds makes the large scale roll out of devices to students slow going and it will take many years to approach a decent level. This grant would be a huge benefit as it would add many more devices for students in a short time frame. The daily access to computing devices shifts the learning environment by enabling the frequent use of digital resources and the assignment of different types of work. It allows students to work more like people in the real world workforce.

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: 4830950	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.

The District vision sates "Mineral Wells Independent School District will design challenging, relevant learning experiences to prepare students for our ever-changing global community." Challenging and relevant work means giving students work that has real world application and teaches 21st century skills such as problem solving, creativity, and collaboration. Access to devices on a daily basis serves as a tool for enabling this type of work and makes available a vast world of resources and information. By doing these types of work, students are becoming better prepared for the current and future workforce and to become productive members of society and their communities.

The district also has a goal to provide all students with equal opportunities and to give them the same access and opportunities that students receive in larger or wealthier districts. Technology plays an important role since many students in our low income district do not have access to computing devices at home. By providing devices for all students in a grade, they are given an opportunity that many would not otherwise have. The grant program will help us expand this access to more grades.

One of the district goals is "Academic Competitiveness". The use of technology helps students compete academically with students in other districts and to be better prepared to move on to college or trade programs after graduating. They learn the skills desired by these institutions. Technology use gives them more exposure to information and creative abilities that allow them to compete better so that can help shape their future.

John Kuhn became superintendent of Mineral Wells ISD in July 2016. Since then, he has been a positive force in helping the teachers progress and be motivated to improve the quality of education for students. He encourages teachers and campuses and gives them the freedom to try new things. He is very supportive of technology use in the classroom and has been a very positive proponent of teachers having access to technology and he believes it can have a positive impact on students and their education.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 4830950	Amendment # (for amendments only):

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.

We know that in a district with such a high percentage of free and reduced lunch (over 70% district wide) there are many students without internet access at home. While some tasks can be done on Chromebooks without internet access, there is an incredible amount of information and resources that can only be accessed on the internet. Meeting this need for students is difficult for school districts as it is very costly to do so on a large scale. The MWISD Technology Department has been working on plans to meet this need and is committed to make an effort to do what is possible even if it is not perfect.

To this end, wireless hotspots are being obtained and an initial 25 will be received in February 2018. These hot spots will be stored in the library of the Junior High and High School so students can check them out for a few days at a time such as to work on projects and homework. We would like to expand the numbers of devices over time to meet demand better. We will be keeping records of check-outs of the hotspots so we can track the demand and the needs. One idea we have to help fund these hotspots is to have businesses sponsor a hot spot by donating funds for a year of service to the District. We will put a sticker on the hotspot with the contact information about who is sponsoring it. To do this, we have begun working with the Mineral Wells Chamber of Commerce to get the word out through their newsletters. It is also being posted on the District web site. Over the coming months we will be working to expand awareness of the sponsoring program to try and get more sponsors to help fund existing hotspots and to then increase the number of available hotspots.

Also, the MWISD library services is in process of creating a mobile book bus. We will work with them to have hotspots on the bus to provide internet access at the mobile bus.

Lastly, we are going to create a list of free public wifi access locations, such as the public library or businesses, and make it available to students. We also will be visiting the manager of the public library soon to discuss our plans and what access the library offers.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 4830950	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.

One of the large changes in the past several years is the explosion of digital textbooks and the extra abilities and content available with them. While the use of digital textbooks is useful, it brings up a new problem in that students need a way to access these digital textbooks so having an assigned device provides this access. MWISD uses many digital textbooks from companies such as Pearson and HMH.

In addition, the district uses a number of digital curriculum and academic digital systems such as Compass Learning, Read 180, or Discovery Education. Google G Suite has also been in use by teachers and students for a few years. In the past year the use of G Suite has increased much more as more professional development has been made available through our Instructional Technology Specialist.

The campuses also strive to provide a culture that teaches responsibility, accountability, respect, and a love for learning. A technology lending program helps students to learn responsibility and to be accountable. It also helps them to get a stronger love for learning by engaging them in their studies in ways that they find more appealing. Another aspect is the focus on the STEM areas. Technology use makes possible many STEM activities and provides access to tools for doing them.

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.

The growth of digital instructional materials continues to increase. More and more digital textbooks are added in each new instructional materials adoption. This year more textbook adoptions are taking place and additional digital textbooks will be added to the curriculum.

For example, Pearson textbooks are used heavily for math and social studies classes at the Junior High and High School and HMH textbooks are used for science and other subjects. These textbooks not only provide the text, but supplemental videos to help reinforce concepts, assignments to provide practice, and other means for teachers to supplement materials and to communicate with students better.

While these digital textbooks are beneficial, without guaranteed access to a device on a daily basis, teachers are limited to access that students can obtain at school. A device provided through this grant would enable the use of digital resources on a daily basis and at home so that students can better leverage the materials for review of concepts and for school work.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 4830950	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.

Wireless infrastructure is critical to support a large number of student devices. The challenge is being able to handle the density of devices in each classroom taking into account student issued devices, a teacher laptop, and bring your own device items on the guest wifi network.

In January 2018 we completed a large wireless upgrade at the Junior High that ensured strong wireless access by providing an access point in every classroom. We also added strong wifi capabilities in common areas such as the library, cafeteria, and gyms to handle large numbers of students congregating in these areas. The wifi coverage at the Junior High was spotty before the upgrade and could not support larger numbers of devices in all classrooms. The current wifi coverage is strong and able to handle as many devices as are needed at the school.

The High School currently is in need of wireless upgrades to handle large number of devices and to cover the classrooms and common areas well. This summer (summer of 2018) we will be doing a wireless upgrade at the High School similar to the Junior High to provide the same coverage and capabilities for the High School. This will provide strong wireless coverage to support future devices such as the grant program.

The High School has a technician dedicated to it full time. The Junior High shares a technician with an elementary school. During high need times, other technology staff come to assist these technicians as needed. They are able to provide the support for devices and to handle the processes related to the grant program.

We also leverage the Google Administration console to manage Chromebooks which saves time configuring the devices or changing settings on a larger scale. Classlink is a single sign-on system that provides rostering of student information and easier login to resources by leveraging single sign-on capabilities. This saves time and decreases frustration.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 4830950	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.

MWISD began issuing Chromebooks to 8th grade students in January 2018. To support this, a device agreement form was created that students and parents must sign showing their understanding of the terms. We charge a $25 per school year (pro-rated for partial years) device fee that covers repairs, such as a cracked screen, or lost/stolen devices. The campus can waive the fee for students that cannot afford it. We do not want the cost to keep anyone from accepting a device.

The handout process used is streamlined and quick. The Chromebooks are enrolled in advance and put into the protective cases before bringing brought to the campus. They are also put into the inventory system in advance. At the campus it is a quick process of taking the signed form and fee and recording the name of the student on a list of asset tag numbers to be updated in the inventory system afterward. The campus technician is responsible for the handout process. The process is so simple that campus office people help hand out devices at times. At the end of the school year, we will use a similar process to pick up the Chromebooks and label them with the student's name so we can issue the same unit to the same student the next year. They will then be stored in a secure location over the summer. As needed, other technology staff can help with the processes at the Junior High and High School.

If a repair or support is needed the student is sent to a lab paraprofessional who can take their broken Chromebook, document the issue and the student's contact information, and check them out a loaner Chromebook to use while theirs is repaired. The paraprofessional opens a technology support ticket to notify the technician and to track the issue which also provides us data about the number of support issues or breakages over time.

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.

We charge a $25 per school year (pro-rated for partial years) device fee that covers repairs, such as a cracked screen, or lost/stolen devices. The campus can waive the fee for students that cannot afford it. We do not want the cost to keep anyone from accepting a device. This form of self-insurance using a pool of funds is an efficient way to cover expenses while still helping students and parents to have a sense of responsibility.

We use a company called AG Repair to fix broken devices for issues such as broken screens where the cost of repair makes sense.

We will use our technology inventory system to keep track of the devices and who they are assigned to.

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