



**2020-2021 Additional Days School Year Planning and Execution Program
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 27, 2020**

NOGA ID

Authorizing legislation

Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

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

TEA must receive the application by **11:59 p.m. CT, April 27, 2020**.

Application stamp-in date and time

Grant period from

May 15, 2020-September 30,2021

Pre-award costs permitted from

Not Applicable

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. All required attachments as discussed in Program Guidelines

Amendment Number

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

Applicant Information

Organization CDN Campus ESC DUNS

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- | | |
|---|---|
| <input type="checkbox"/> LOI application, guidelines, and instructions | <input type="checkbox"/> Debarment and Suspension Certification |
| <input type="checkbox"/> General and application-specific Provisions and Assurances | <input type="checkbox"/> Lobbying Certification |

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**

The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant provides assurance that they accept and will comply with [Every Student Succeeds Act Provisions and Assurances](#) requirements

Voluntary Summer Learning Cohort Assurances (required for Voluntary Summer Learning applicants only):

- 1. Participants will utilize Additional Days School Year funding to implement a summer learning program including at least 25 additional days with 360 operations minutes per day, and 180 instructional minutes per day dedicated to math and reading.
- 2. Program days will include additional enrichment activities such as arts, science exploration, and sports.
- 3. The Voluntary Summer Learning program will be first implemented in the summer of 2021.
- 4. Instructional minutes of summer program will be taught by a certified Texas teacher.
- 5. Teachers will be assigned students in a grade level they have taught previously during the school year. Participants will develop a rigorous selection process to recruit high performing and motivated teachers.
- 6. Participants will participate in all required data collections, including implementing interim assessments to evaluate student progress and summer slide.

Statutory/Program Assurances (Cont.)

Full Year Redesign Cohort Assurances (required for Full Year Redesign Cohort applicants only):

- 1. Participants will utilize Additional Days School Year funding to implement a summer learning program including at least 25 additional days with 360 operations minutes per day, and 180 instructional minutes per day dedicated to math and reading.
- 2. Participants will design a calendar with additional days on the front-end of the school year (e.g., start school year in July) so a 210-day program can be completed in time for STAAR test.
- 3. Participants will start the Full Year Redesign in the summer of 2021 as part of the 2021-2022 school year.
- 4. Participants will typically target all students on the campus for a full 210-day calendar, with a minimum of a full classroom participating in the 210-day program.
- 5. Participants will design programming to ensure students participating in the 210-day program will remain with the same teacher during the 210-day school year.
- 6. Participants will participate in all required data collections, including implementing interim assessments to evaluate student progress and summer slide.

Statutory/Program Requirements

Please select the type of cohort being applied for. Select only one of the following:

Check this box if applying for the Full Year Redesign Cohort

Check this box if applying for the Voluntary Summer Learning Cohort

1. ADSY Program Design: Why does the district want to join the Additional Days School Year (ADSY) Planning and Execution Program? Please specify whether the district is applying as a Voluntary Summer Learning Cohort or a Full Year Redesign district.

Statutory/Program Requirements (Cont.)

2. ADSY Program Design: Describe the type of programming the district anticipates implementing as a part of the ADSY Program. For instance, a district may include proposed plans around instructional approach, operational design, target students, etc. Districts are advised to review Cohort Requirements in the application for reference.

3. ADSY Program Design: Describe any prior experience with summer learning programs, extended learning time, or large change management initiatives within the district and include any relevant takeaways from implementing those programs that will be helpful in the implementation of ADSY.

Statutory/Program Requirements (Cont.)

4. Commitment and Intent from Leadership: Please describe the primary district advocates and why they are committed to the ADSY Program. Please include any examples of evidence that supports this claim.

5. Commitment and Intent from Leadership: What components of the Planning and Execution requirements does the district believe will be most helpful in leading to a successful program and why?

Statutory/Program Requirements (Cont.)

6. Pilot Approach and Campus Selection: List the schools the district is selecting to implement ADSY and include a rationale as to why each school was selected. Include information as to why each school is suited for the specific cohort in which the district is applying.

7. Pilot Approach and Campus Selection: What problem is the district/school attempting to solve by launching the ADSY Program and how does additional days help solve the root cause of the problem? Please specify by school as needed.

Statutory/Program Requirements (Cont.)

7. Pilot Approach and Campus Selection: Response continued.

8. ADSY Program Support: Project Manager - Who will lead this work at the district by serving as the ADSY Project Manager, and why is this person right for this role? Include information about the experience, background, and ability to drive student results of the ADSY Project Manager. If a Project Manager has not been identified, please provide information about how you will identify and select an ADSY Program Manager.

Statutory/Program Requirements (Cont.)

9. ADSY Program Support: Project Manager – Please describe where within the district’s organization structure the ADSY Project Manager will reside and the rationale for this placement. Please include information about how this will allow the Program Manager to facilitate ADSY program decisions, obtain cross-division support and access leadership to remove barriers.

10. ADSY Program Support: Steering Committee – Who will advise this work at the district by serving on the ADSY Steering Committee and why are these individuals right for this role? Please Include information about the experience, background, and cross-functional nature of the committee as well as how the committee will be governed.

Statutory/Program Requirements (Cont.)

10. ADSY Program Support: Steering Committee – Response continued.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group Barrier

Group Barrier

Group Barrier

Group Barrier



**2020-2021 Additional Days School Year Planning and Execution Program
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 27, 2020**

NOGA ID [Redacted]

Authorizing legislation

Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

This LOI application must be submitted via email to **loiapplications@tea.texas.gov**.

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

TEA must receive the application by **11:59 p.m. CT, April 27, 2020**.

Application stamp-in date and time

Grant period from

May 15, 2020-September 30,2021

Pre-award costs permitted from

Not Applicable

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. All required attachments as discussed in Program Guidelines

Amendment Number

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

Applicant Information

Organization CDN Campus ESC DUNS

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Application Part 2: 2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

IMPORTANT NOTICE: Application Part 2 is not compatible with Google Docs.

Complete the supporting budget worksheets first, i.e., 6100, 6200, 6300.... The Program Budget Summary worksheet is linked to and will auto-populate with the amounts you entered on the respective supporting budget worksheets. All budgeted amounts must be entered in whole dollar amounts. **Do not enter any cents.**

On each supporting budget worksheet, complete the Total Program Costs and Total Direct Admin Costs lines. Together these lines must equal the Grand Total otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.

If pre-award costs are allowable, budget all pre-award costs in the Pre-Award Cost column on the appropriate supporting budget worksheet(s).

Payroll 6100

Complete this worksheet to request payroll costs. Do not request funds for consultants or contractors on this worksheet; those funds should be requested on the Professional and Contracted Services 6200 worksheet.

Professional and Contracted Services 6200

Complete this worksheet to request professional services, consulting services, and contracted services.

Supplies and Materials 6300

Complete this worksheet to request supplies and materials.

Other Operating Costs 6400

Complete this worksheet to request other operating costs. Be sure to comply with documentation requirements, where applicable.

Capital Outlay 6600

Complete this worksheet to request capital outlay costs.

Capital outlay means funds budgeted or expended to purchase capital assets, such as equipment, or expenditures for the acquisition cost of capital assets. Capital assets are tangible or intangible assets having a useful life of more than one year, which are valued at \$5,000 or greater per unit, or the applicant's capitalization level, whichever is less. Capital outlay may include expenditures to make improvements to capital assets that materially increase their value or useful life.

Budget Summary

This worksheet auto-populates from the supporting budget worksheets for Program Costs, Direct Admin Costs, and Pre-award Costs, if applicable. There are only a few fields that may require input from the grantee, if applicable, such as indicating *Consolidate Administrative Funds*, *Indirect Costs*, *Shared Services Arrangement*, or the *Administrative Cost Calculation*.

Consolidate Administrative Funds - If applicable, click on the cell, then click on the arrow that appears. Select "Yes, No or N/A" from the drop down selection.

Indirect Costs - Refer to the Maximum Indirect Cost Handbook to calculate the maximum indirect costs that may be claimed for the grant and enter the amount of indirect costs budgeted for this grant on line 7 under the Total Budgeted Cost column.

[Maximum Indirect Cost Workbook](#) link.

Shared Services Arrangement - If applicable, enter amount of payments to member districts on line 9.

Direct Administrative Cost Calculation - Enter the Total of All Budgeted Costs from line 8 on line 10 to determine the maximum amount allowable for direct administrative costs.

For further guidance, refer to the [Budgeting Costs Guidance Handbook](#) .

Application Part 2:

2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or Vendor ID:		105902	Amendment #:	
Payroll Costs (6100)				
Employee Position Title		Estimated # of Positions 100% Grant Funded	Estimated # of Positions Less than 100% Grant Funded	Grant Amount Budgeted
Academic/Instructional				
1	Teacher			\$ -
2	Educational Aide			\$ -
3	Tutor			\$ -
Program Management and Administration				
4	Project Director		1	\$ 62,000
5	Project Coordinator			\$ -
6	Teacher Facilitator			\$ -
7	Teacher Supervisor			\$ -
8	Secretary/Admin Assistant			\$ -
9	Data Entry Clerk			\$ -
10	Grant Accountant/Bookkeeper			\$ -
11	Evaluator/Evaluation Specialist			\$ -
Auxiliary				
12	Counselor			\$ -
13	Social Worker			\$ -
14	Community Liaison/Parent Coordinator			\$ -
Education Service Center (to be completed by ESC only when ESC is the applicant)				
15	ESC Specialist/Consultant			\$ -
16	ESC Coordinator/Manager/Supervisor			\$ -
17	ESC Support Staff			\$ -
18	ESC Other: (Enter position title here)			\$ -
19	ESC Other: (Enter position title here)			\$ -
20	ESC Other: (Enter position title here)			\$ -
Other Employee Positions				
21	(Enter position title here)			\$ -
22	(Enter position title here)			\$ -
23	Subtotal Employee Costs:			\$ 62,000
Substitute, Extra-Duty Pay, Benefits Costs				
24	6112 - Substitute Pay			\$ 1,500
25	6119 - Professional Staff Extra-Duty Pay			\$ 2,000
26	6121 - Support Staff Extra-Duty Pay			\$ 500
27	6140 - Employee Benefits			\$ 14,000
28	61XX - Tuition Remission (IHEs only)			\$ -
29	Subtotal Substitute, Extra-Duty Pay, Benefits Costs:			\$ 18,000
30	Grand Total:			\$ 80,000
31	Total Program Costs*:			\$ 80,000
32	Total Direct Admin Costs*:			\$ -
*Complete the Total Program Costs (line 31) and Total Direct Admin Costs (line 32) lines. The sum of these lines must equal the Grand Total (line 30) otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.				

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

FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate):	By TEA staff person:

Application Part 2: 2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or Vendor ID: 105902		Amendment #: 0	
Professional and Contracted Services (6200)			
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. Please provide a brief description for the service and purpose.			
Description of Service and Purpose		Grant Amount Budgeted	
1	6269 - Rental or lease of buildings, space in buildings, or land Specify purpose:	\$	-
2	Service: Specify purpose:	\$	-
3	Service: Specify purpose:	\$	-
4	Service: Specify purpose:	\$	-
5	Service: Specify purpose:	\$	-
6	Service: Specify purpose:	\$	-
7	Service: Specify purpose:	\$	-
8	Service: Specify purpose:	\$	-
9	Subtotal of professional and contracted services requiring specific approval:	\$	-
10	Remaining 6200 - Professional and contracted services that do not require specific approval.	\$	90,000
11	Grand Total:	\$	90,000
12	Total Program Costs*:	\$	90,000
13	Total Direct Admin Costs*:	\$	-
*Complete the Total Program Costs (line 12) and Total Direct Admin Costs (line 13) lines. The sum of these lines must equal the Grand Total (line 11) otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.			

FOR TEA USE ONLY	
Changes on this page have been confirmed with: Via telephone/fax/email (circle as appropriate)	On this date: By TEA staff person:

Application Part 2: 2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or Vendor ID: 105902		Amendment #: 0	
Supplies and Materials (6300)			
Expense Item Description		Grant Amount Budgeted	
1	Remaining 6300 - Supplies and materials that do not require specific approval:	\$	6,000
2	Grand Total:	\$	6,000
3	Total Program Costs*:	\$	5,000
4	Total Direct Admin Costs*:	\$	-
<p>*Complete the Total Program Costs (line 3) and Total Direct Admin Costs (line 4) lines. The sum of these lines must equal the Grand Total (line 2) otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.</p>			

FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate):	By TEA staff person:

Application Part 2:

2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or Vendor ID: 105902		Amendment #: 0
Other Operating Costs (6400)		
Expense Item Description		Grant Amount Budgeted
1	6411 - Out-of-state travel for employees. Must be allowable per Program Guidelines and grantee must keep documentation locally.	
2	6412 - Travel for students to conferences (does not include field trips). Requires pre-authorization in writing. Specify name and purpose of conference:	\$ -
3	6412/6494 - Educational Field Trip(s). Must be allowable per Program Guidelines and grantee must keep documentation locally.	\$ -
4	6413 - Stipends for non-employees other than those included in 6419.	\$ -
5	6419 - Non-employee costs for conferences. Requires pre-authorization in writing.	\$ 2,000
6	6411/6419 - Travel costs for officials such as Executive Director, Superintendent, or Local Board Members. Allowable only when such costs are directly related to the grant. Must be allowable per Program Guidelines and grantee must keep out-of-state travel documentation locally.	\$ 6,000
7	6495 - Cost of membership in civic or community organizations. Specify name and purpose of organization:	\$ -
8	64XX - Hosting conferences for non-employees. Must be allowable per Program Guidelines, and grantee must keep documentation locally.	\$ -
9	Subtotal of other operating costs (6400) requiring specific approval:	\$ 8,000
10	Remaining 6400 - Other operating costs that do not require specific approval.	\$ 17,000
11	Grand Total:	\$ 25,000
12	Total Program Costs*:	\$ 25,000
13	Total Direct Admin Costs*:	\$ -
<p>*Complete the Total Program Costs (line 12) and Total Direct Admin Costs (line 13) lines. The sum of these lines must equal the Grand Total (line 11) otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.</p>		

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

FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Application Part 2: 2020-2021 Additional Days School Year Planning and Execution Program
Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or Vendor ID:		105902	Amendment #:		0
Capital Outlay (6600)					
Description and Purpose		Quantity	Unit Cost	Grant Amount Budgeted	
6669 - Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	\$	-
66XX - Computing Devices, capitalized					
2	(Enter description and brief purpose)		\$ -	\$	-
3			\$ -	\$	-
4			\$ -	\$	-
5			\$ -	\$	-
6			\$ -	\$	-
7			\$ -	\$	-
8			\$ -	\$	-
9			\$ -	\$	-
66XX - Software, capitalized					
10	(Enter description and brief purpose)		\$ -	\$	-
11			\$ -	\$	-
12			\$ -	\$	-
66XX - Equipment, furniture, or vehicles					
13	(Enter description and brief purpose)		\$ -	\$	-
14			\$ -	\$	-
15			\$ -	\$	-
66XX - Capital expenditures for additions, improvements, or modifications to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance)					
16	(Enter description and brief purpose)			\$	-
17	Grand Total (sum of all lines):			\$	-
18	Total Program Costs*:			\$	-
19	Total Direct Admin Costs*:			\$	-
<p>*Complete the Total Program Costs (line 18) and Total Direct Admin Costs (line 19) lines. The sum of these lines must equal the Grand Total (line 17) otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.</p>					



FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Application Part 2: 2020-2021 Additional Days School Year Planning and Execution Program

Authorized by: Title IV, Part A, Section 4107; Texas Education Code Sec. 48.0051 INCENTIVE FOR ADDITIONAL INSTRUCTIONAL DAYS

County District Number or vendor ID:	105902	Amendment #	0
Grant Period:	May 15, 2020 to September 30, 2021.	Fund Code/ Shared Services Arrangement:	289/379

Description and Purpose	Source of Funds			
	Class/ Object Code	Program Cost	Direct Administrative Cost	Total Budgeted Cost
1 Payroll Costs	6100	\$ 80,000	\$ -	\$ 80,000
2 Professional and Contracted Services	6200	\$ 90,000	\$ -	\$ 90,000
3 Supplies and Materials	6300	\$ 5,000	\$ -	\$ 5,000
4 Other Operating Costs	6400	\$ 25,000	\$ -	\$ 25,000
5 Capital Outlay	6600	\$ -	\$ -	\$ -
Consolidate Administrative Funds			No	
6	Total Direct Costs:	\$ 200,000	\$ -	\$ 200,000
7	*Indirect Costs:			\$ -
8	Total of All Budgeted Costs :	\$ 200,000	\$ -	\$ 200,000
Shared Services Arrangement				
9	6493	Of All Budgeted Costs, how much will be passed to member districts of SSAs?	\$ -	\$ -
Direct Administrative Cost Calculation				
10	Total of All Budgeted Costs (line 8):			\$ 200,000
11	Direct Administration Cap per Program Guidelines (XX%):			0.05
12	Maximum amount allowable for direct administrative costs:			\$ 10,000

**For current year indirect cost rates, please visit the Federal Fiscal Compliance and Reporting [Indirect Cost Rates](#) page.*

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. 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. Indirect costs claimed are part of the total grant award amount, not in addition to the grant award amount. Do not submit an amendment solely for the purpose of budgeting indirect costs.

To calculate the maximum indirect cost, please use the [Maximum Indirect Costs Worksheet](#) on the Grants Administration Division's Administering a Grant page.

FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Additional Days School Year Planning Program
District or Charter School Network Information Form

Additional Days School Year Planning and Execution Program

District or Charter School Network Information Form

Voluntary Summer Learning Cohort (*Self-Funded*)

Attachment 1

**This tab should only be completed by Voluntary Summer Learning Cohort applicants as described in the Program*

Overview

Letter of Interest for 2020-2021 ADSY Planning and Execution Program

Instructions	
<ul style="list-style-type: none"> • Please submit the requested district or charter school information including information regarding the proposed campuses for Additional Days School Year • Input information relevant to the topic in column into column B (light blue cell) and follow the instructions in the cell; add additional schools as relevant below school A • Incomplete subsections or incorrect information are cause for rejection from this request for Letter of Interest • In the case of more than 5 intended schools, please submit the below information as an appendix to the Letter of Interest • Please use the box in row 153 to note any special circumstances that these fields do not capture • Please reach out to ADSY@tea.texas.gov with any questions about this document 	
Application	
Please confirm this application is for a <i>self-funded</i> Option 1 Cohort (Summer Learning Program) opportunity	Applicant Response Choose "Yes" or "No"
Does your district intend to ensure all ADSY participating campuses have a regular academic year calendar of at least 180 instructional days by the 2021-2022 school year?	Choose "Yes" or "No"
Does your district intend to implement a full day voluntary summer learning program for a minimum of 25 days in the 2021-2022 school year?	Choose "Yes" or "No"
District or Open Enrollment Charter School Information	
District or Charter School Name	Applicant Response Enter Text Response
District or Charter School Network ID Number	Enter Numeric Response
Personnel	
Superintendent Name	Enter Text Response
LOI Author Name	Enter Text Response
LOI Author Title	Enter Text Response
LOI Author Phone	Enter Phone Number
LOI Author E-mail Address	Enter Email Address
District ADSY Project Manager Name	Enter Text Response
District ADSY Project Manager Title	Enter Text Response
District ADSY Project Manager Email Address	Enter Phone Number
District ADSY Project Manager Phone Number	Enter Email Address
District Details	
District Overall Performance - Numeric Grade Only	Enter Numeric Response
Total Students in District	Enter Numeric Response
Total Students Anticipated to Participate in Additional Days School Year in 2021-2022 School Year	Enter Numeric Response
District Classification (Rural, Urban, Suburban)	Enter Text Response
Education Service Center Region	Enter Numeric Response
Formative or interim assessment planning to be used for ADSY grade levels, if known (NWEA MAP, Renaissance Star, STAAR Interims, etc...)	Enter Text Response
Current Student Information System (SIS) in use throughout district (TxEIS, PowerSchool, Skyward, iTCCS, District-made system, etc...)	Enter Text Response
List all other TEA programs in which the district is currently involved (i.e. Lone Star Governance, System of Great Schools, Blended Learning Grant Program etc...)	Enter Text Response
If awarded this grant in May 2020, when does the district expect to be able to contract with technical assistance providers, given district procurement policies ?	Enter Date (mm/dd/yy)
Is the district a District of Innovation?	Choose "Yes" or "No"
If district is a District of Innovation, what year was the plan implemented?	Enter Text Response
If district is a District of Innovation, is the requirement for first day of school waived?	Choose "Yes" or "No"
Does the applicant and relevant district and school stakeholders commit to attending the ADSY Kickoff Summit in summer of 2020? (<i>Date and location will be shared as soon as is available</i>)	Choose "Yes" or "No"
School Details	
Elementary (or Lower) School A	
Campus A Name	Applicant Response Enter Text Response
Campus A ID Number	Enter Numeric Response
Campus A Address	Enter Address
Campus A Total Students	Enter Numeric Response
Lowest Grade at Campus A (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus A (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus A Principal Name	Enter Text Response
Campus A Principal Email Address	Enter Email Address
Campus A Principal Phone Number	Enter Phone Number

Additional Days School Year Planning Program
District or Charter School Network Information Form

Campus A ADSY Project Manager	Enter Text Response
Campus A ADSY Project Manager Title	Enter Text Response
Campus A ADSY Project Manager Email Address	Enter Email Address
Campus A ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus A Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School B (if applicable)	
Campus B Name	Enter Text Response
Campus B ID Number	Enter Numeric Response
Campus B Address	Enter Address
Campus B Total Students	Enter Numeric Response
Lowest Grade at Campus B (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus B (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus B Principal Name	Enter Text Response
Campus B Principal Email Address	Enter Email Address
Campus B Principal Phone Number	Enter Phone Number
Campus B ADSY Project Manager	Enter Text Response
Campus B ADSY Project Manager Title	Enter Text Response
Campus B ADSY Project Manager Email Address	Enter Email Address
Campus B ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus B Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School C (if applicable)	
Campus C Name	Enter Text Response
Campus C ID Number	Enter Numeric Response
Campus C Address	Enter Address
Campus C Total Students	Enter Numeric Response
Lowest Grade at Campus C (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus C (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus C Principal Name	Enter Text Response
Campus C Principal Email Address	Enter Email Address
Campus C Principal Phone Number	Enter Phone Number
Campus C ADSY Project Manager	Enter Text Response
Campus C ADSY Project Manager Title	Enter Text Response
Campus C ADSY Project Manager Email Address	Enter Email Address
Campus C ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus C Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School D (if applicable)	
Campus D Name	Enter Text Response
Campus D ID Number	Enter Numeric Response
Campus D Address	Enter Address
Campus D Total Students	Enter Numeric Response
Lowest Grade at Campus D (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus D (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus D Principal Name	Enter Text Response
Campus D Principal Email Address	Enter Email Address
Campus D Principal Phone Number	Enter Phone Number
Campus D ADSY Project Manager	Enter Text Response
Campus D ADSY Project Manager Title	Enter Text Response

Additional Days School Year Planning Program
District or Charter School Network Information Form

Campus D ADSY Project Manager Email Address	Enter Email Address
Campus D ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus D Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School E (if applicable)	
Campus E Name	Enter Text Response
Campus E ID Number	Enter Numeric Response
Campus E Address	Enter Address
Campus E Total Students	Enter Numeric Response
Lowest Grade at Campus E (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus E (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus E Principal Name	Enter Text Response
Campus E Principal Email Address	Enter Email Address
Campus E Principal Phone Number	Enter Phone Number
Campus E ADSY Project Manager	Enter Text Response
Campus E ADSY Project Manager Title	Enter Text Response
Campus E ADSY Project Manager Email Address	Enter Email Address
Campus E ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus E Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
<i>If necessary, provide additional context including former campus names for accountability purposes or alternative campus approaches, if applicable</i>	

Additional Days School Year Planning Program

District or Charter School Network Information Form

Additional Days School Year Planning and Execution Program

District or Charter School Network Information Form

Full Year Redesign Cohort (*Grant Funded*)

Attachment 1

**This tab should only be completed by Full Year Redesign Cohort applicants as described in the Program Overview*

Letter of Interest for 2020-2021 ADSY Planning and Execution Program

Instructions	
<ul style="list-style-type: none"> • Please submit the requested district or charter school information including information regarding the proposed campuses for Additional Days School Year • Input information relevant to the topic in column into column B (light orange cell) and follow the instructions in the cell; add additional schools as relevant below school A • Incomplete subsections or incorrect information are cause for rejection from this request for Letter of Interest • In the case of more than 5 intended schools, please submit the below information as an appendix to the Letter of Interest • Please use the box in row 153 to note any special circumstances that these fields do not capture • Please reach out to ADSY@tea.texas.gov with any questions about this document 	
Application	
Please confirm this application is for a <i>grant-funded</i> Full Year Redesign opportunity	Applicant Response Yes
Does your district intend to ensure all ADSY participating campuses have a regular academic year calendar of at least 180 instructional days by the 2021-2022 school year?	Yes
Does your district intend to implement a full academic redesign by operating a 210 day calendar with a daily increase in student brain breaks and teacher planning by decreasing daily instructional time and extending it throughout the 210 day calendar?	Yes
District or Open Enrollment Charter School Information	
District or Charter School Name	San Marcos CISD
District or Charter School Network ID Number	105902
Personnel	
Superintendent Name	Michael Cardona
LOI Author Name	Nicole Dray
LOI Author Title	Executive Director of Innovative & Special Prog
LOI Author Phone	512-393-6929
LOI Author E-mail Address	nicole.dray@smcisd.net
District ADSY Project Manager Name	Lucy Wilder
District ADSY Project Manager Title	ADSY Program and Grant Manager
District ADSY Project Manager Email Address	lucy.wilder@smcisd.net
District ADSY Project Manager Phone Number	512-557-6901
District Details	
District Overall Performance - Numeric Grade Only	77
Total Students in District	8224
Total Students Anticipated to Participate in Additional Days School Year in 2021-2022 School Year	1113
District Classification (Rural, Urban, Suburban)	Suburban
Education Service Center Region	13
Formative or interim assessment planning to be used for ADSY grade levels, if known (NWEA MAP, Renaissance Star, STAAR Interims, etc...)	NWEA MAP, STAAR, Interim Assessments
Current Student Information System (SIS) in use throughout district (TxEIS, PowerSchool, Skyward, iTCCS, District-made system, etc...)	PowerSchool
List all other TEA programs in which the district is currently involved (i.e. Lone Star Governance, System of Great Schools, Blended Learning Grant Program etc...)	TEA READ Grant, Lone Star Governance, Effective School Framework
If awarded this grant in May 2020, when does the district expect to be able to contract with technical assistance providers, given district procurement policies ?	Jun-20
Is the district a District of Innovation?	No
If district is a District of Innovation, what year was the plan implemented?	Enter Text Response
If district is a District of Innovation, is the requirement for first day of school waived?	Choose "Yes" or "No"
Does the applicant and relevant district and school stakeholders commit to attending the ADSY Kickoff Summit in summer of 2020? (<i>Date and location will be shared as soon as is available</i>)	Yes
School Details	
No Response needed in this cell.	
Elementary (or Lower) School A	
Applicant Response	
Campus A Name	Mendez Elementary
Campus A ID Number	105902108
Campus A Address	P.O. Box 1087, San Marcos, TX 78667-1087
Campus A Total Students	508
Lowest Grade at Campus A (i.e. "PK-3" for 3 year old Pre-K)	K
Highest Grade at Campus A (i.e. "5" for 5th grade)	5
2019-2020 Total Instructional Days	173
Anticipated 2020-2021 Total Instructional Days	173
2019-2020 First Day of School	8/26/2019
Personnel	
Campus A Principal Name	Karen McGowan
Campus A Principal Email Address	karen.mcgowan@smcisd.net

Additional Days School Year Planning Program

District or Charter School Network Information Form

Campus A Principal Phone Number	512-393-6060
Campus A ADSY Project Manager	Lucy Wilder
Campus A ADSY Project Manager Title	ADSY Project Manager
Campus A ADSY Project Manager Email Address	lucy.wilder@smcisd.net
Campus A ADSY Project Manager Phone Number	512-557-6901
School Details	
Performance Results and Economic Indicators	
Campus A Overall Performance - Numeric Grade Only	72
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	86%
Elementary (or Lower) School B (if applicable)	
Campus B Name	Travis Elementary
Campus B ID Number	105902105
Campus B Address	P.O. Box 1087, San Marcos, TX 78667-1087
Campus B Total Students	605
Lowest Grade at Campus B (i.e. "PK-3" for 3 year old Pre-K)	K
Highest Grade at Campus B (i.e. "5" for 5th grade)	5
2019-2020 Total Instructional Days	173
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response173
2019-2020 First Day of School	8/26/2019
Personnel	
Campus B Principal Name	Scott Masini
Campus B Principal Email Address	scott.masini@smcisd.net
Campus B Principal Phone Number	512-393-6450
Campus B ADSY Project Manager	Lucy Wilder
Campus B ADSY Project Manager Title	ADSY Project Manager
Campus B ADSY Project Manager Email Address	lucy.wilder@smcisd.net
Campus B ADSY Project Manager Phone Number	512-557-6901
School Details	
Performance Results and Economic Indicators	
Campus B Overall Performance - Numeric Grade Only	56
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	84%
Elementary (or Lower) School C (if applicable)	
Campus C Name	Enter Text Response
Campus C ID Number	Enter Numeric Response
Campus C Address	Enter Address
Campus C Total Students	Enter Numeric Response
Lowest Grade at Campus C (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus C (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus C Principal Name	Enter Text Response
Campus C Principal Email Address	Enter Email Address
Campus C Principal Phone Number	Enter Phone Number
Campus C ADSY Project Manager	Enter Text Response
Campus C ADSY Project Manager Title	Enter Text Response
Campus C ADSY Project Manager Email Address	Enter Email Address
Campus C ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus C Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School D (if applicable)	
Campus D Name	Enter Text Response
Campus D ID Number	Enter Numeric Response
Campus D Address	Enter Address
Campus D Total Students	Enter Numeric Response
Lowest Grade at Campus D (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus D (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus D Principal Name	Enter Text Response
Campus D Principal Email Address	Enter Email Address
Campus D Principal Phone Number	Enter Phone Number
Campus D ADSY Project Manager	Enter Text Response

Additional Days School Year Planning Program

District or Charter School Network Information Form

Campus D ADSY Project Manager Title	Enter Text Response
Campus D ADSY Project Manager Email Address	Enter Email Address
Campus D ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus D Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
Elementary (or Lower) School E (if applicable)	
Campus E Name	Enter Text Response
Campus E ID Number	Enter Numeric Response
Campus E Address	Enter Address
Campus E Total Students	Enter Numeric Response
Lowest Grade at Campus E (i.e. "PK-3" for 3 year old Pre-K)	Choose Numeric Response
Highest Grade at Campus E (i.e. "5" for 5th grade)	Choose Numeric Response
2019-2020 Total Instructional Days	Enter Numeric Response
Anticipated 2020-2021 Total Instructional Days	Enter Numeric Response
2019-2020 First Day of School	Enter Date (dd/mm/yy)
Personnel	
Campus E Principal Name	Enter Text Response
Campus E Principal Email Address	Enter Email Address
Campus E Principal Phone Number	Enter Phone Number
Campus E ADSY Project Manager	Enter Text Response
Campus E ADSY Project Manager Title	Enter Text Response
Campus E ADSY Project Manager Email Address	Enter Email Address
Campus E ADSY Project Manager Phone Number	Enter Phone Number
School Details	
Performance Results and Economic Indicators	
Campus E Overall Performance - Numeric Grade Only	Enter Response
Percent of Students at Campus A Eligible for Free or Reduced Price Lunch	Enter Percent
If necessary, provide additional context including former campus names for accountability purposes or alternative campus approaches, if applicable	



Attachment II: ADSY Planning and Execution Program Assurances

The table below outlines the cohort criteria for both the Voluntary Summer Learning Cohort and the Full Year Redesign Cohort of the ADSY Planning and Implementation Program. By signing this document, the district representative agrees to implement an Additional Days School Year utilizing each of the criteria outlined in their respective cohort.

Cohort Criteria	Voluntary Summer Learning Cohort	Full Year Redesign Cohort
Instructional Criteria	Summer learning experiences must: <ul style="list-style-type: none"> include at least 25 days include at least 360 operational minutes (6 hours) per day include at least 180 instructional minutes (3 hours) dedicated to math and reading per day include additional enrichment activities such as arts, science exploration, and sports 	<ul style="list-style-type: none"> Design a cohesive 210-day program Update daily master schedule to increase planning time for teachers and enrichment time for students Add additional days on front-end of school year (e.g., start school year in July) so a 210-day program can be completed in time for STAAR test
Implementation Date	<ul style="list-style-type: none"> Voluntary Summer Learning program to be first implemented in the summer of 2021 	<ul style="list-style-type: none"> Full Year Redesign to start in the summer of 2021 as part of the 2021-2022 school year
Target Students	<ul style="list-style-type: none"> Campuses may target a subset of students or all students on a campus for the summer learning experience 	<ul style="list-style-type: none"> Campuses typically target all students on the campus for a full 210-day calendar Campuses may offer a 180-day track and a 210-day track within a school There must be at least a full classroom of students participating in the 210-day track to make option feasible
Target Teachers	<ul style="list-style-type: none"> Instructional minutes of summer program must be taught by a certified Texas teacher Teachers must be assigned students in a grade level they have taught previously during the school year Participants must develop a rigorous selection process to recruit high performing and motivated teachers 	<ul style="list-style-type: none"> Students participating in 210-day program must remain with the same teacher during the 210-day school year
Additional Notes	Please note: The criteria outlined above exceed the requirements to obtain HB3 additional days funding. However, they have been developed to align with existing research on how summer learning leads to improved student outcomes and are therefore required by districts applying to this application to participate in the ADSY cohort.	

Michael Doyle

 Printed Name

 Signature

San Marcos CISD

 District Name
 04/24/2020

 Date

Full Year Redesign

 Director of Federal Programs

 Title

Note: This form must be signed by an authorized district official on record with TEA Grants.

Lucille A. Wilder
Cell: 512.557.6901
Email: lucy.wilder@smcisd.net

ADSY Program Manager

- Training/Coaching ● Curriculum Design ● Strategic Planning/Implementation

Excels at creating an environment that is conducive to effective learning by building strong personal relationships, creating engaging training material, and collaborating with peers. Sets goals and monitors progress of the team to create modifications to meet individual needs and effectively improve chances of success. Motivated professional contributing proven expertise in the following areas:

- Curriculum Design
- Training/Coaching
- Team Leadership
- Vision/Mission Planning
- Employee Relations
- Quality Management
- Special Projects

ACHIEVEMENTS

Training/Coaching – Provided extensive training of district employees in best practices and implementation of district expectations. Provided materials and instructional strategies for the implementation of new ELAR TEKS. Modeled exemplary lessons for staff in reading, guided reading, phonics, math, science, and writing. Provided materials and instructional strategies for the implementation of the new Math TEKS for grades K-2.

Curriculum Design – Developed curriculum documents for 6 elementary K-5 campuses in Reading, Math, and Science such as Scope and Sequence documents, guidelines for assessments, and documents for the implementation of district expectations.

Quality Management- Provided training for new teachers to meet the expectations of district expectations of quality instruction. Provided feedback on lesson plans on a bi-weekly basis.

Team Leadership - Communicated with the administration and the teachers to set goals and to study assessment data to drive instructional practice. Collaborated with instructional coaching team to provide training and support for teachers.

Vision/Mission Planning – Collaborated with administration to develop goals and action plans for supporting staff.

Employee Relations – Built strong relationships with staff members through collaborative work and coaching conversations.

Special Projects – Administered reading assessments to struggling students and advised teachers in explicit phonological awareness and phonics instruction in order to resolve learning issues. Coordinated District-wide Family Math Night, Mentored new teachers. Held the positions of Cooperating teacher, DARE coordinator, Student Council Sponsor, and Pep Squad Sponsor

EDUCATION

- Bachelor of Arts in Elementary Education, Louisiana Tech University
- Masters Ed, Texas State University
- Principal Certification, Lamar University

CERTIFICATIONS

- Standard, Grades 1-8 Self-Contained
- Legacy Master Mathematics Teacher K-4, 2014
- Principal Certification, 2018
- Legacy Master Reading Teacher K-12, 2019

PROFESSIONAL EXPERIENCE

San Marcos CISD, San Marcos, TX

Elementary Instructional Coach

2005 - Present

- Trained, and mentored up to 30 elementary school teachers in both a self-contained and departmentalized system.
- Collaborated with colleagues to create engaging lessons and materials to effectively increase the opportunities for students' success on state testing and educational advancement.
- Developed District level Scope and Sequence documents and supporting documents
- Provided pre-school training for new employees to the district
- Provided district and campus level professional development
- Lead collaborative planning and data analysis with grade level teams in PLCs

San Marcos CISD, San Marcos, TX

Classroom Teacher 4th grade self-contained

2001 - 2005

- Maintained strong working relationships with students, parents, and colleagues through timely personal, phone, and electric communication.
- Collaborated with colleagues to create engaging lessons and materials to effectively increase the opportunities for students' success on state testing and educational advancement.
- Monitored student progress through classroom performance and benchmark data to adjust instruction to increase student success through small group instruction and alterations to instructional focus.
- Monitored and trained student teachers.

Killeen ISD, Killeen, TX

Classroom Teacher, 6th Grade ELA departmental and 6th grade Science

2000 - 2001

- Maintained strong working relationships with students, parents, and colleagues through timely personal, phone, and electric communication.
- Collaborated with colleagues to create engaging lessons and materials to effectively increase the opportunities for students' success on state testing and educational advancement.
- Monitored student progress through classroom performance and benchmark data to adjust instruction to increase student success through small group instruction and alterations to instructional focus.

Brandon Middle School, Brandon MS

Classroom Teacher, 6th grade ELA departmental

1996-2000

- Maintained strong working relationships with students, parents, and colleagues through timely conversations.
- Collaborated with colleagues to create engaging lessons and materials to effectively increase the opportunities for students' success on state testing and educational advancement.
- Monitored student progress through classroom performance and benchmark data to adjust instruction to increase student success through small group instruction and alterations to instructional focus.

Mitchell Memorial Elementary School, Columbus, MS

1984-1996

Classroom Teacher, 6th grade self-contained

- Maintained strong working relationships with students, parents, and colleagues through timely conversations.
- Coordinated the DARE program on the campus.
- Collaborated with counselor to implement Career Day activities.
- Collaborated with colleagues to create engaging lessons and materials to effectively increase the opportunities for students' success on state testing and educational advancement.
- Monitored student progress through classroom performance and benchmark data to adjust instruction to increase student success through small group instruction and alterations to instructional focus.
- Monitored and trained student teachers.

St. Mary Catholic School, Columbus, MS

1982-1987

Classroom Teacher, 4th, 5th, and 6th grade ELA departmental

- Maintained strong working relationships with students, parents and colleagues through personal conversations.
- Initiated and sponsored the Student Council.
- Established computer workstations in the classroom

Rapides Parish, LA

1981-1982

Classroom Teacher, 4th-5th grade combination self-contained

Grant Parish, LA

1980-1981

Classroom Teacher, 7th and 8th grade Science, 7th grade Literature

DeSoto Parish, LA

1978-1980

Classroom Teacher, 4th grade Math and Science



San Marcos Consolidated Independent School District

P.O. Box 1087 | San Marcos, Texas 78667-1087 | OFFICE 512.393.6700 | FAX 512.393.6787

April 23, 2020

ADSY PEP Grant Committee,

The opportunity to apply for the ADSY PEP Grant program is an exciting one for San Marcos CISD. A progressive and future forward team of professional educators leads the district, and we confront both universal and unique local problems. We have been on a journey to establish ourselves as a district of choice by tapping into the unique communities of each school, and tailoring programs and instructional designs to meet the needs and desires of each. In order to achieve this, we have worked closely with families, staff, and community members through Community Learning Exchanges (CLEs). The Community Learning Exchange is a framework for engaging all stakeholders at high levels to ensure the voices of each schools' families are heard within the context of specific problems of practice. In other words, we engage our families and community members in a process of problem finding and solving. This has resulted in unique programs across our district.

As the Executive Director of Innovative and Special Programs, it is my pleasure to initiate, facilitate, and engage stakeholders in the instructional design processes beginning with critical conversations through the CLEs. The opportunity to redesign the school calendar and school days of both Mendez and Travis Elementary Schools is an exciting one. The willingness of each principal and their staffs is encouraging, and the support of Superintendent Cardona and Deputy Superintendent Monica Ruiz-Mills is tremendous. My role in the ADSY PEP Grant program will be to provide cabinet level support, advocacy, and direction for the ADSY Program Manager and both school principals and their teams. Together, we will form a rock star steering committee to inform the design work as we engage in ADSY Grant related summits, convenings, and trainings.

The opportunity to engage in high-level planning with the guidance and support of the ADSY PEP Grant program will serve us immensely as we work to improve outcomes for two schools with the greatest challenges. We keep our eyes focused on that which we can change for the betterment of our students, and providing additional time in school, additional opportunities for play, and increased focus on teacher best-practices, including collaboration, will most certainly yield significant positive outcomes. Thank you for this exciting opportunity, and for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Nicole Dray". The signature is fluid and cursive.

Nicole Dray
Executive Director of Innovative and Special Programs.



San Marcos Consolidated Independent School District

Mendez Elementary | P.O. Box 1087 | San Marcos, Texas 78667-1087 | OFFICE 512.393.6060

April 24, 2020

ADSY PEP Grant Committee,

It is with great excitement that I submit this letter of support as the principal of Mendez Elementary for the ADSY PEP Grant. Mendez Elementary is a wonderfully unique school with a team of educators and students and their families who function as much as a family as a group of teachers and learners. We approach each new school year as a journey, one which we dedicate ourselves to fervently.

Mendez Elementary has 508 students in Kindergarten through 5th grade, 25% of whom are bilingual and served through our two-way dual language program, and approximately 12% receive special education services. While we enjoy many celebrations together, we also face tremendous challenges. Of our 508 students, over 86% are economically disadvantaged, and nearly 55% are considered at-risk, which as we know can equate to educational disadvantage. In 2019, our overall school grade was a C, with a score of 72, compared to our district score of 77. We did not meet our targets in academic achievement for ELA/Reading or Math but did meet targets for growth in ELA/Reading with a score of 66 (target 66), and Math with a score of 73 (target 71). This school year, we have focused intently on improving educator practices and core instruction, yet we fear the COVID-19 crisis will have a significant impact on our students both academically and emotionally. Prior to this crisis, many of our students and their families experienced two devastating floods. While they demonstrate incredible resiliency, these crises do not leave our students unscarred.

Time in school, time on task, and the quality of our instruction is critical. Mendez Elementary teachers teach their hearts out, and we pack our school days full of rigorous academics. We also focus intently on the social emotional wellness of our students and staff. However, we believe a shift in our daily operations along with additional school days, we can better meet the academic needs of our students, the professional needs of our staff, and the social-emotional needs of all of us. The challenges our students face are many, and our families are heavily school dependent. As such, it is our desire to extend our school year for all students to 210 school days through Full Year Redesign, and the support of the ADSY PEP Grant would be a tremendous benefit to us as we work diligently to design a high-quality pilot program. My team and I are highly committed and eager to work together with the district and Travis Elementary through the planning and implementation of the Full Year Redesign process.

Thank you for considering us for this tremendous opportunity.

Sincerely,

Karen McGowan
Principal, Mendez Elementary



San Marcos Consolidated Independent School District

P.O. Box 1087 | San Marcos, Texas 78667-1087 | OFFICE 512.393.6700 | FAX 512.393.6787

April 24, 2020

ADSY PEP Grant Committee,

I am pleased to write this letter of support and commitment for the ADSY PEP Grant for San Marcos CISD. In the four years I have served as SMCISD's Superintendent of Schools, we have worked to reimagine school through various innovations and initiatives with tremendous support from the San Marcos community. The San Marcos community has weathered many storms, including major floods that destroyed homes and livelihoods, and now like all communities across the globe, the devastating effects of COVID-19. Combined with our high rate of poverty (74%), our challenges are many. We have met these challenges with resilience and perseverance. Our efforts to provide instructional continuity through every trial have steered us to this next step of full year redesign.

We are committed to responsive practices based on research indicating students benefit from summer learning, as well as overall continuous improvement. As such, the next step we must take is to increase time in school and time on task. Through the Full Year Redesign Cohort, we will:

- Establish a steering committee with representation from key district leadership, campus leadership, and community members and parents to engage in full year redesign beginning spring 2020
- Design a cohesive 210-day program to begin Summer 2021 as part of the 2021-2022 school year, including related changes to transportation, food service, maintenance, and staffing, and school finance plans to support the new model
- Identify incentives to maximize student attendance
- Commit to participating in all ADSY summits and related trainings
- Redesign daily school schedules at Mendez and Travis elementary schools to increase planning time for teachers and play and enrichment time for students
- Adjust the scope and sequence and instructional resources
- Add additional days on the front-end of the school year (July) so the 210-day program can be completed in time for STAAR testing
- Ensure both Travis and Mendez elementary schools target all students on their campuses for the full 210-day calendar
- Ensure students will remain with the same teacher during the 210-day calendar
- Obtain board approval for the new academic calendar, adjustments to instructional days, impact to teacher salary schedules, etc.
- Adhere to all statutory and fiscal guidelines and requirements of the grant

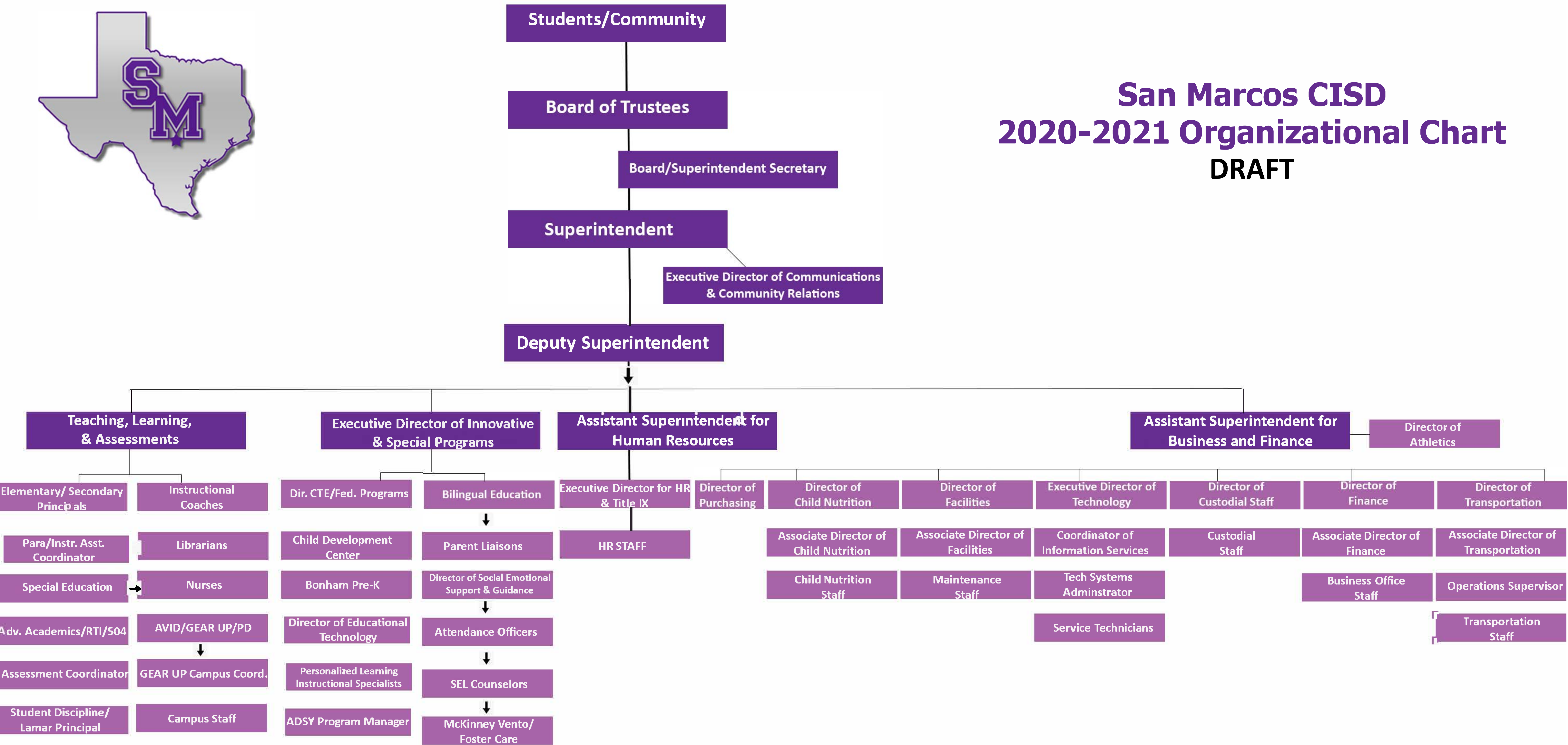
Thank you for this opportunity and for your consideration.

Sincerely,

Michael Cardona
Superintendent of Schools



San Marcos CISD 2020-2021 Organizational Chart DRAFT





San Marcos Consolidated Independent School District

P.O. Box 1087 | San Marcos, Texas 78667-1087 | OFFICE 512.393.6700 | FAX 512.393.6787

April 19, 2020

ADSY PEP Grant Committee,

It is my privilege to submit this letter of support as the district employee who will serve as ADSY Program Manager. I joined San Marcos CISD in 2001 and have served as both a campus and a district level instructional coach. I began my instructional coach work at Travis Elementary before moving to a district level position. As a district instructional coach, I served both Travis and Mendez Elementary Schools. I have built strong, positive relationships with the teachers, students, administrators, and families of both schools, and it is my sincere desire and privilege to be provided the opportunity to lead the ADSY PEP Grant program for the district, beginning with design and pilot implementation at Travis and Mendez. My experience with strategic planning, along with my instructional expertise and experience will serve me and the district well as we embark on this exciting school redesign program.

I have served in design capacities throughout my coaching career, including curriculum design, master scheduling, PLC implementation, campus and district improvement design teams, program evaluation teams, and various other initiatives. I wholeheartedly support the district and campuses efforts to provide additional support through a 210-day school calendar focused on high quality instruction, social-emotional responsive daily scheduling, and continuous improvement of adult practice through increased collaboration and planning time for teachers.

The San Marcos community has been my home since 2001, and I am proud to be a part of this progressive and dedicated district. I look forward to the opportunity to establish a steering committee of stakeholders from the district, both schools, and the community. Together, we are committed to ensuring all students reach their highest potentials.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads 'Lucy Wilder'. The signature is written in a cursive, flowing style.

Lucy (Lucille) Wilder



San Marcos Consolidated Independent School District

Travis Elementary | P.O. Box 1087 | San Marcos, Texas 78667-1087 | OFFICE 512.393.6450

April 24, 2020

ADSY PEP Grant Committee,

It is my privilege to submit this letter of support for the ADSY PEP Grant. I joined Travis Elementary as principal in Fall 2018, and I am both eager and thrilled to express my and my school community's great interest in the opportunity to plan for and implement expansion of our school calendar to 210 days, along with redesign of our instructional program for the benefit of our beloved scholars.

We are a Kindergarten through 5th grade school and serve 605 students this school year. The school's academic achievement has steadily declined over the last several years, and in Spring 2019 we scored 56 in student achievement, with an overall F school grade. We did not become an F rated school overnight, and we will not become an A overnight. We face significant challenges; however, we have rallied together, staff, scholars, and families, unified in our mission to ensure each of our scholars reaches their highest potential. We genuinely believe every child is exceptional and has the right to nothing but the absolute best educational opportunities. This school year has been one of great reflection and focus as we have targeted improvement efforts through the Effective School Framework processes, improved our Professional Learning Communities with a focus on formative data to inform our instruction, and shifts in our culture to a deep level of ownership and collaboration.

Our interest in pursuing participation in the ADSY PEP Grant program centers around our commitment to continuous improvement. While our efforts this school year have been tremendous, we must take bold action to eliminate and get ahead of our scholar's academic and social-emotional gaps. Our school community is significantly economically challenged with 84% of our scholars experiencing poverty. Additionally, our families have experienced significant traumas with two major floods in recent years, and now COVID-19, which will undoubtedly have devastating effects. Our scholars and educators bring their best selves to school, and we believe wholeheartedly that additional time, along with our improved academic culture and our whole-child approach will yield significant successes.

As such, I reiterate our desire to extend our school year for all students to 210 school days along with reimagined daily schedules to maximize social emotional wellness, teacher collaboration and planning, and high-quality academics. My team and I are committed to this work, to partnering with Mendez Elementary, district leaders, and Travis stakeholders through the planning and implementation of full year redesign. Thank you for your consideration.

Sincerely,

Scott Masini
Principal, Travis Elementary