



**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**

Application stamp-in date and time

This LOI application must be submitted via email to [loiapplications@tea.texas.gov](mailto: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**.

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

**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.

Raymondville ISD plans to apply for the Full Year Redesign Cohort as part of the Additional Days School Year (ADSY) Planning and Execution Grant Program. The reason why the district wants to join the ADSY program would be to assist with the following:

- To decrease in the loss of learning experienced in the summer- Time is a necessary asset to the district. That being said, the district has limited and few available opportunities to offer students during the summer. The district currently does not have enough local funding to offer students a six-week academic/enrichment program, unlike those offering a 21st CCLC summer program. As research indicates, the lapse of instructional time hinders the capabilities of students to retain the academic information given during the school year. (Source: Cooper, H., Borman, G., and Fairchild, R. (2010). "School Calendars and Academic Achievement"). Therefore, with this additional time during the summer, not only will an increase in academic retention be seen, but an increase in STAAR Test scores will occur as well.
- To increase Reading test scores. Currently, 3rd Grade, 4th Grade, and 5th Grade students score worse on the STAAR test than the average for the State. The following scores are for students who are at "Approaches Grade Level or Above" on the STAAR and demonstrate one of the reasons why the district wants to join the program: 72% of students in 3rd Grade (State: 76%); 73% of students in 4th grade (State: 75%); and 74% of students in 5th Grade (State: 86%). With the ADSY Grant, the district will be able to incorporate additional academic instruction for students, which will assist in increasing test scores.
- To administer an academically fun and challenging learning environment- By implementing an academically challenging yet fun environment, students will be more likely to participate in classroom enrichment activities. These enrichment activities could include a vast range of activities such as: computer programming, acting as the teacher for the day, and music lessons. All of which, would ensure that students are not losing the academic information learned throughout the school year.

**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.

The type of programming the district plans to implement is an approach that involves an instructional approach and identifies target students for the program. The district will utilize this grant to target students in grades PK-2, with a scale-up model that will later include grades 3-5. Students that will be selected include: English Language Learners (ELL), At-Risk, and Economically Disadvantaged. For the instructional approach, the district will utilize various efforts to ensure that the lack of academic achieve in Reading Test scores. As referenced above, the campus currently has students in grades 3-5 performing sub-par on Reading STAAR tests in comparison to that of the state’s average. The district plans to utilize these summer enrichment activities to ensure that students are performing to state average.

During these summer activities, the campus will administer activities that will follow significant instructions or even administer short quizzes to ensure that the students are understanding the academic instruction. Moreover, the instructional approach will include teachers getting together with additional planning time allotted to create lesson plans and instruction that is personalized to students’ needs. The targeted students for this program would be students that are economically disadvantage at the campus. Currently, the campus has a 94.3% student Economically Disadvantaged Rate at the campus. This is much higher in comparison to the State’s average of 60.6%. Additionally, the At-Risk percentage is 66.7%, which is much higher than the State’s average of 50.1% (Source: 2018-19 TAPR). Therefore, with this grant the campus will have a focus on assisting these students in receiving the assistance they need in order to become successful.

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.

The district does not currently operate a TEA-awarded summer grant program such as a 21st Century Community Learning Center (21st CCLC). However, this doesn’t mean the district does not have the experience required to run a successful ADSY Grant Program. Currently, the district is implementing a Community Youth Development grant funded by the Department of Family Protective Services. This program is utilized by the district to provide an afterschool program and 6 weeks of summer learning instruction to students who meet grant eligibility requirements. The district serves 700 youth through this grant with programs like Youth Leadership Development, Mentoring, Life Skills, and Academic Enrichment. Additionally, the district also provides academic opportunities to students during non-school hours. This is currently provided to students during school holidays such as: Christmas, Thanksgiving, and Spring Break. During these holidays, the district employs certified instructors to supervise and provide supplemental instruction activities to students in need. Through this experience and through a quality staff selection process, the district has been able to acquire personnel that is highly educated and fit to supervise the initiative of this grant. Additionally, through previous grant awards, district staff have learned how to adhere to grant guidelines while still meeting the goals and objectives of the program. This experience is demonstrated through the following grants that the district has received: 2018-2019 Technology Lending Grant, 2019-2020 P-TECH Planning Grant, 2019-2021 Safety and Security, and 2019-2022 Blended Learning Grant Program-Planning Grant. To wrap up, through numerous implemented grant programs and previously implemented after school programs, the district has been able to takeaway vital components and best practices to run a successful ADSY Grant. Some of the things the district has already been able to take into consideration when running these kinds of grant programs include: transportation, personnel responsible for monitoring/teaching students, and staffing required to oversee the expense of grant funds.

**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.

The district leadership includes the: Superintendent, Campus Principal, and Special Programs Director. These three individuals are primary district advocates that are fully committed to the implementation of the ADSY Program. To express their support for this program, each of these individuals have written a letter of support as evidence to their demonstration of support.

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?

The district has a new Superintendent by the name of Stetson Roane that started his employment with Raymondville ISD in July 2017. This individual, along with Benjamin Clinton, Deputy Superintendent, are out of the box thinkers. Since they're partnership together, they have been able to acquire numerous grants such as the: Jobs and Education for Texas (JET) Grant, Dual Credit Career and Technical Education Grant, Technology Lending Grant, P-TECH Planning Grant, Safety and Security, and Blended Learning Grant Program-Planning Grant.

These two key leaders of the district, along with the other district stakeholders, believe this grant program will assist the district in providing a safe and academically suitable learning environment for students in need.

- To ensure this occurs, the district will ensure that the following key components of the grant are implemented:
- Implementing a Steering Committee that has authority and decision-making flexibility. (Planning Phase)
  - Working with TEA-vetted vendors to adhere to Design & Implementation, Finance & Operations, and Academic components. (Planning Phase)
  - Creating a Master Schedule that involves additional planning time and enrichment time. (Planning Phase)
  - Using the metrics to track student performance. (Execution Phase)
  - Engaging students and staff regularly to ensure adjustments are be made when necessary. (Execution Phase)
  - Reflecting upon the Strategic Plan that was created to utilize it as a blueprint for the program. (Execution Phase)

**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.

The district selected L.C Smith Elementary as the targeted school to implement the ADSY Grant program. The rationale as to why this school is suited for this grant cohort is because it is the campus with the most in need, as well as, the type of individuals that work there. These individuals have valuable experience in grant implementation.

This is seen through the implementation of numerous grants, some of those which can be seen on question #5. This experience makes the campus uniquely suited to implement a grant program that has many requirements, such as the ADSY Grant. The needs for this campus can be seen below:

- The campus has a 94.3% student Economically Disadvantaged (ED) Rate at the campus. This is much higher in comparison to the State’s average of 60.6%, as well as, higher than Raymondville ISD’s 2nd elementary (Pittman Elementary), which only has an ED rate of 88.7%. (Source: 2018-19 TAPR)
- The campus has an At-Risk percentage of 66.7%, which is much higher than the State’s average of 50.1% and Pittman Elementary’s average of 51.6%. (Source: 2018-19 TAPR)
- Currently, 3rd Grade, 4th Grade, and 5th Grade students score worse on the STAAR test than the average for the State. The following scores are for students who are at “Approaches Grade Level or Above” on the STAAR and demonstrate one of the reasons why the district wants to join the program: 72% of students in 3rd Grade (State: 76%); 73% of students in 4th grade (State: 75%); and 74% of students in 5th Grade (State: 86%). This is the exact opposite of Pittman Elementary, which averages higher test scores than the state in each of the aforementioned categories. (Source: 2018-19 TAPR)
- Only 6.7% of the population surrounding the campus have a bachelor’s degree. This is much lower than the State’s average of 30.3% (Source US Census Bureau).

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.

By launching the ADSY Grant Program, the district is hoping to increase student test scores, specifically those in Reading (Problem). As stated above, the district currently has students in grades 3-5 that all on average score worse than the State.

This district believes that this is caused because of low educational attainment in the area (Root Problem). Unfortunately, only 6.7% of the population surrounding the campus have a bachelor’s degree. This is much lower than the State’s average of 30.3%. With this low educational attainment of individuals, students usually don’t have a strong influence of education in their early years.

To solve this problem, the district will create a master schedule that includes additional academic instruction for students (how to solve problem). This master schedule will include a 210-academic program for students in grades PK-2. Additionally, this master schedule will include additional time for teachers to plan activities that suit student needs and/or attend professional development training. By attending trainings and creating individualized student lesson plans, the campus will be able to address the current problem seen at the campus.



**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.

The district has selected Frank Garcia as the ADSY Project Manager. The reason why this person is right for the role is because of his experience, background, and ability to drive student results. More detailed information about how this individual meets the criteria can be seen below:

- Driving Student Results- Founding principal of Raymondville Options Academic Academy, where he recovered hundreds of students at risk of dropping.
- Experience- 14 years as a principal, including at 3 years at LC Smith Elementary.
- Background- Member of the Community and a graduate of Raymondville High School. Mr. Garcia is actively engaged in community activities and understands the needs of Raymondville ISD students and their families.

With the information that is listed above, the district believes that Mr. Garcia has the ability to successfully act as a Project Manager for the ADSY Grant Program.

**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.

The ADSY Project Manager will reside as the third in command for district personnel, which can be seen in the attached organizational chart. The rationale for this placement is to ensure this individual has the decision-making flexibility required to implement a successful program.

This high of a rank in the district personnel will enable the Project Manager to:

- Facilitate ADSY Program Decisions: The PM will have the authority to make decisions on an as needed basis. He will have the authority to make day-to-day program decisions without requiring prior approval. This will be a huge asset to the campus in meeting all grant goals and objectives within the allotted timeframe.
- Obtain Cross-Division Support: This individual will be higher ranked than most of the individuals in other departments, which will assist the process in receiving answers or support from departments such as: Business Office, Transportation, Cafeteria, etc.
- Access to Leadership: The PM will have personal cell phone numbers and emails to both the district Superintendent and Deputy Superintendent. These two individuals will assist the PM in answering any questions or problems that arise during the grant. This direct line to individuals will not only increase the pace at which the grant is implemented but also remove any authoritative barriers that may arise from other departments.

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.

This committee will be governed by the highest individuals in command within district personnel, the district Superintendent and Deputy Superintendent (How it is Governed). The reason for this is because these individuals will be able to put into practice any suggestions that are made during the meetings. Additionally, they will be able to provide a reasoning as to why the current policies and procedures are in place. Lastly, since they have access to all district employees, they will be able to relay any pertinent grant information to them, including best practices and procedures, as soon as they are determined.

The district will create a Steering Committee that includes the following individuals: Deputy Superintendent, Principal, Counselor, Nurse, Teacher, and Community Members. The reasons why these individuals will be right for this role can be seen below:

- Deputy Superintendent- Will have a minimum of 10 years of experience as a school administrator and will have assisted the district in implementing over 25 grants.
- Counselor - Will have a minimum of 10 years of experience as an educator. This individual will assist stakeholders in addressing student emotional needs.
- Nurse - Will have a minimum of 5 years of experience in serving as a nurse. This will ensure safety for students throughout the grant.
- Teachers - Will have a minimum of 3 years of teaching experience and will be tasked with assisting the committee in obtaining a better understanding of the student population.
- Community Members (Parent) - Will have at least one student in the program and provide the committee a parent’s point of view on the program.



**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 | <input type="text"/> | Barrier | <input type="text"/> |
| Group | <input type="text"/> | Barrier | <input type="text"/> |
| Group | <input type="text"/> | Barrier | <input type="text"/> |
| Group | <input type="text"/> | Barrier | <input type="text"/> |

**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).

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**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.

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**Professional and Contracted Services 6200**

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

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**Supplies and Materials 6300**

Complete this worksheet to request supplies and materials.

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**Other Operating Costs 6400**

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

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**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.

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**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:   |   | 245-903                                    | Amendment #:   |                       |
|--|---|--|--|-----------------------|
| <b>Payroll Costs (6100)</b>  |   |  |  |                       |
| Employee Position Title  |   | Estimated # of Positions 100% Grant Funded | Estimated # of Positions Less than 100% Grant Funded | Grant Amount Budgeted |
| <b>Academic/Instructional</b>  |   |  |  |                       |
| 1  | Teacher   |  |  | \$ -                  |
| 2  | Educational Aide  |  |  | \$ -                  |
| 3  | Tutor   |  |  | \$ -                  |
| <b>Program Management and Administration</b>   |   |  |  |                       |
| 4  | Project Director  |  | 1  | \$ 50,000             |
| 5  | Project Coordinator   |  |  | \$ -                  |
| 6  | Teacher Facilitator   |  |  | \$ -                  |
| 7  | Teacher Supervisor  |  |  | \$ -                  |
| 8  | Secretary/Admin Assistant                                   | 1  |  | \$ 30,000             |
| 9  | Data Entry Clerk  |  |  |                       |
| 10   | Grant Accountant/Bookkeeper                                 |  |  | \$ -                  |
| 11   | Evaluator/Evaluation Specialist                             |  |  | \$ -                  |
| <b>Auxiliary</b>   |   |  |  |                       |
| 12   | Counselor   |  |  | \$ -                  |
| 13   | Social Worker   |  |  | \$ -                  |
| 14   | Community Liaison/Parent Coordinator                        |  |  | \$ -                  |
| <b>Education Service Center (to be completed by ESC only when ESC is the applicant)</b>  |   |  |  |                       |
| 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)                      |  |  | \$ -                  |
| <b>Other Employee Positions</b>  |   |  |  |                       |
| 21   | (Enter position title here)                                 |  |  |                       |
| 22   | (Enter position title here)                                 |  |  | \$ -                  |
| 23   | <b>Subtotal Employee Costs:</b>                             |  |  | <b>\$ 80,000</b>      |
| <b>Substitute, Extra-Duty Pay, Benefits Costs</b>  |   |  |  |                       |
| 24   | 6112 - Substitute Pay                                       |  |  | \$ -                  |
| 25   | 6119 - Professional Staff Extra-Duty Pay                    |  |  | \$ 12,500             |
| 26   | 6121 - Support Staff Extra-Duty Pay                         |  |  | \$ -                  |
| 27   | 6140 - Employee Benefits                                    |  |  | \$ 18,400             |
| 28   | 61XX - Tuition Remission (IHEs only)                        |  |  | \$ -                  |
| 29   | <b>Subtotal Substitute, Extra-Duty Pay, Benefits Costs:</b> |  |  | <b>\$ 30,900</b>      |
| 30   | <b>Grand Total:</b>   |  |  | <b>\$ 110,900</b>     |
| 31   | <b>Total Program Costs*:</b>                                |  |  | <b>\$ 110,900</b>     |
| 32   | <b>Total Direct Admin Costs*:</b>                           |  |  |                       |
| *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: 245-903   |   | Amendment #: 0               |
| <b>Professional and Contracted Services (6200)</b>   |   |                              |
| <b>NOTE:</b> 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. |   |                              |
| <b>Description of Service and Purpose</b>  |   | <b>Grant Amount Budgeted</b> |
| 1  | 6269 - Rental or lease of buildings, space in buildings, or land<br>Specify purpose:  | \$ -                         |
| 2  | Service: Technical Assistance Services<br>Specify purpose: Contract and engage with requested vendors in the summer.                          | \$ 180,000                   |
| 3  | Service: Professional Development (PD)/On-site Visits<br>Specify purpose: To conduct on-site visits and receive PD for teachers PK-5 or Admin | \$ 9,100                     |
| 4  | Service:<br>Specify purpose:  | \$ -                         |
| 5  | Service:<br>Specify purpose:  | \$ -                         |
| 6  | Service:<br>Specify purpose:  | \$ -                         |
| 7  | Service:<br>Specify purpose:  | \$ -                         |
| 8  | Service:<br>Specify purpose:  | \$ -                         |
| 9  | <b>Subtotal of professional and contracted services requiring specific approval:</b>  | <b>\$ 189,100</b>            |
| 10   | Remaining 6200 - Professional and contracted services that do not require specific approval.  | \$ 9,900                     |
| 11   | <b>Grand Total:</b>   | <b>\$ 199,000</b>            |
| 12   | <b>Total Program Costs*:</b>  | <b>\$ 199,000</b>            |
| 13   | <b>Total Direct Admin Costs*:</b>   | <b>\$ -</b>                  |
| *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. |   |                              |

|   |                      |
|---|----------------------|
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**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: 245-903  |  | Amendment #: 0               |               |
| <b>Supplies and Materials (6300)</b>  |  |                              |               |
| <b>Expense Item Description</b>   |  | <b>Grant Amount Budgeted</b> |               |
| 1   | Remaining 6300 - Supplies and materials that do not require specific approval: | \$                           | 62,600        |
| 2   | <b>Grand Total:</b>  | <b>\$</b>                    | <b>62,600</b> |
| 3   | <b>Total Program Costs*:</b>   | <b>\$</b>                    | <b>62,600</b> |
| 4   | <b>Total Direct Admin Costs*:</b>  | <b>\$</b>                    | <b>-</b>      |
| <p><b>*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.</b></p> |  |                              |               |

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**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: 245-903   |  | Amendment #: 0               |               |
| <b>Other Operating Costs (6400)</b>  |  |                              |               |
| <b>Expense Item Description</b>  |  | <b>Grant Amount Budgeted</b> |               |
| 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.<br>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.  | \$                           | -             |
| 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. | \$                           | 10,000        |
| 7  | 6495 - Cost of membership in civic or community organizations.<br>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  | <b>Subtotal of other operating costs (6400) requiring specific approval:</b>   | \$                           | <b>10,000</b> |
| 10   | Remaining 6400 - Other operating costs that do not require specific approval.  | \$                           | 17,500        |
| 11   | <b>Grand Total:</b>  | \$                           | <b>27,500</b> |
| 12   | <b>Total Program Costs*:</b>   | \$                           | 27,500        |
| 13   | <b>Total Direct Admin Costs*:</b>  | \$                           | -             |
| <p><b>*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.</b></p> |  |                              |               |

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

|   |                      |
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**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:   |  | 245-903  | Amendment #: |                       | 0 |
|--|--|----------|--------------|-----------------------|---|
| <b>Capital Outlay (6600)</b>   |  |          |              |                       |   |
| Description and Purpose  |  | Quantity | Unit Cost    | Grant Amount Budgeted |   |
| <b>6669 - Library Books and Media (capitalized and controlled by library)</b>  |  |          |              |                       |   |
| 1  |  | N/A      | N/A          | \$                    | - |
| <b>66XX - Computing Devices, capitalized</b>   |  |          |              |                       |   |
| 2  | (Enter description and brief purpose)  |          | \$ -         | \$                    | - |
| 3  |  |          | \$ -         | \$                    | - |
| 4  |  |          | \$ -         | \$                    | - |
| 5  |  |          | \$ -         | \$                    | - |
| 6  |  |          | \$ -         | \$                    | - |
| 7  |  |          | \$ -         | \$                    | - |
| 8  |  |          | \$ -         | \$                    | - |
| 9  |  |          | \$ -         | \$                    | - |
| <b>66XX - Software, capitalized</b>  |  |          |              |                       |   |
| 10   | (Enter description and brief purpose)  |          | \$ -         | \$                    | - |
| 11   |  |          | \$ -         | \$                    | - |
| 12   |  |          | \$ -         | \$                    | - |
| <b>66XX - Equipment, furniture, or vehicles</b>  |  |          |              |                       |   |
| 13   | (Enter description and brief purpose)  |          | \$ -         | \$                    | - |
| 14   |  |          | \$ -         | \$                    | - |
| 15   |  |          | \$ -         | \$                    | - |
| <b>66XX - Capital expenditures for additions, improvements, or modifications to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance)</b>  |  |          |              |                       |   |
| 16   | (Enter description and brief purpose)  |          |              | \$                    | - |
| 17   | <b>Grand Total (sum of all lines):</b> |          |              | \$                    | - |
| 18   | <b>Total Program Costs*:</b>           |          |              | \$                    | - |
| 19   | <b>Total Direct Admin Costs*:</b>      |          |              | \$                    | - |
| <p><b>*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.</b></p> |  |          |              |                       |   |



|   |                      |
|---|----------------------|
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**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: | 245-903                             | 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/<br>Object<br>Code                                  | Program Cost  | Direct<br>Administrative<br>Cost | Total Budgeted Cost |
| 1 Payroll Costs                               | 6100  | \$ 110,900  | \$ -                             | \$ 110,900          |
| 2 Professional and Contracted Services        | 6200  | \$ 199,000  | \$ -                             | \$ 199,000          |
| 3 Supplies and Materials                      | 6300  | \$ 62,600   | \$ -                             | \$ 62,600           |
| 4 Other Operating Costs                       | 6400  | \$ 27,500   | \$ -                             | \$ 27,500           |
| 5 Capital Outlay                              | 6600  | \$ -  | \$ -                             | \$ -                |
| Consolidate Administrative Funds              |   |   | N/A                              |                     |
| 6   | <b>Total Direct Costs:</b>                                | <b>\$ 400,000</b>   | <b>\$ -</b>                      | <b>\$ 400,000</b>   |
| 7   | *Indirect Costs:  |   |                                  | \$ -                |
| 8   | <b>Total of All Budgeted Costs :</b>                      | <b>\$ 400,000</b>   | <b>\$ -</b>                      | <b>\$ 400,000</b>   |
| <b>Shared Services Arrangement</b>            |   |   |                                  |                     |
| 9   | 6493  | Of All Budgeted Costs, how much will be passed to member districts of SSAs? | \$ -                             | \$ -                |
| <b>Direct Administrative Cost Calculation</b> |   |   |                                  |                     |
| 10  | Total of All Budgeted Costs (line 8):                     |   |                                  | <b>\$ 400,000</b>   |
| 11  | Direct Administration Cap per Program Guidelines (XX%):   |   |                                  | 0.05                |
| 12  | Maximum amount allowable for direct administrative costs: |   |                                  | <b>\$ 20,000</b>    |

*\*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.*

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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"> <li>Please submit the requested district or charter school information including information regarding the proposed campuses for Additional Days School Year</li> <li>Input information relevant to the topic in column into <b>column B</b> (light blue cell) and follow the instructions in the cell; add additional schools as relevant below school A</li> <li>Incomplete subsections or incorrect information are cause for rejection from this request for Letter of Interest</li> <li>In the case of more than 5 intended schools, please submit the below information as an appendix to the Letter of Interest</li> <li>Please use the box in row 153 to note any special circumstances that these fields do not capture</li> <li>Please reach out to ADSY@tea.texas.gov with any questions about this document</li> </ul> |  |
| Application   |  |
| Please confirm this application is for a <i>self-funded</i> Option 1 Cohort (Summer Learning Program) opportunity   | Applicant Response<br>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<br>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 <b>interim assessment</b> planning to be used for ADSY grade levels, if known (NWEA MAP, Renaissance Star, STAAR Interims, etc...)   | Enter Text Response                        |
| Current <b>Student Information System (SIS)</b> in use throughout district (TxEIS, PowerSchool, Skyward, iTCCS, District-made system, etc...)   | Enter Text Response                        |
| List all <b>other TEA programs</b> 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 <b>procurement policies</b> ?   | 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 <b>ADSY Kickoff Summit</b> 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<br>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      |
| <b>School Details</b>   |                         |
| <b>Performance Results and Economic Indicators</b>                              |                         |
| Campus A Overall Performance - Numeric Grade Only                               | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | Enter Percent           |
| <b>Elementary (or Lower) School B (if applicable)</b>                           |                         |
| 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)   |
| <b>Personnel</b>  |                         |
| 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      |
| <b>School Details</b>   |                         |
| <b>Performance Results and Economic Indicators</b>                              |                         |
| Campus B Overall Performance - Numeric Grade Only                               | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | Enter Percent           |
| <b>Elementary (or Lower) School C (if applicable)</b>                           |                         |
| 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)   |
| <b>Personnel</b>  |                         |
| 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      |
| <b>School Details</b>   |                         |
| <b>Performance Results and Economic Indicators</b>                              |                         |
| Campus C Overall Performance - Numeric Grade Only                               | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | Enter Percent           |
| <b>Elementary (or Lower) School D (if applicable)</b>                           |                         |
| 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)   |
| <b>Personnel</b>  |                         |
| 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      |
| <b>School Details</b>   |                         |
| <b>Performance Results and Economic Indicators</b>  |                         |
| Campus D Overall Performance - Numeric Grade Only   | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b>   | Enter Percent           |
| <b>Elementary (or Lower) School E (if applicable)</b>   |                         |
| 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)   |
| <b>Personnel</b>  |                         |
| 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      |
| <b>School Details</b>   |                         |
| <b>Performance Results and Economic Indicators</b>  |                         |
| Campus E Overall Performance - Numeric Grade Only   | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b>   | 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"> <li>• Please submit the requested district or charter school information including information regarding the proposed campuses for Additional Days School Year</li> <li>• Input information relevant to the topic in column into <b>column B</b> (light orange cell) and follow the instructions in the cell; add additional schools as relevant below school A</li> <li>• Incomplete subsections or incorrect information are cause for rejection from this request for Letter of Interest</li> <li>• In the case of more than 5 intended schools, please submit the below information as an appendix to the Letter of Interest</li> <li>• Please use the box in row 153 to note any special circumstances that these fields do not capture</li> <li>• Please reach out to ADSY@tea.texas.gov with any questions about this document</li> </ul> |   |
| Application   |   |
| Please confirm this application is for a <i>grant-funded</i> Full Year Redesign opportunity   | Applicant Response<br>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   | Applicant Response<br>Raymondville ISD  |
| District or Charter School Network ID Number  | 245-903   |
| Personnel   |   |
| Superintendent Name   | Stetson Roane   |
| LOI Author Name   | Benjamin Clinton  |
| LOI Author Title  | Deputy Superintendent   |
| LOI Author Phone  | (956) 689-8176  |
| LOI Author E-mail Address   | <a href="mailto:clintonb@raymondvilleisd.org">clintonb@raymondvilleisd.org</a>  |
| District ADSY Project Manager Name  | Frank Garcia  |
| District ADSY Project Manager Title   | Special Programs Director   |
| District ADSY Project Manager Email Address   | garciaf@raymondvilleisd.org   |
| District ADSY Project Manager Phone Number  | 956-689-8181  |
| District Details  |   |
| District Overall Performance - Numeric Grade Only   | 88  |
| Total Students in District  | 2050  |
| Total Students Anticipated to Participate in Additional Days School Year in 2021-2022 School Year   | 440   |
| District Classification (Rural, Urban, Suburban)  | Other Central City Suburban   |
| Education Service Center Region   | 1   |
| Formative or <b>interim assessment</b> planning to be used for ADSY grade levels, if known (NWEA MAP, Renaissance Star, STAAR Interims, etc...)   | STAAR Interims  |
| Current <b>Student Information System (SIS)</b> in use throughout district (TxEIS, PowerSchool, Skyward, iTCCS, District-made system, etc...)   | Skyward   |
| List all <b>other TEA programs</b> in which the district is currently involved (i.e. Lone Star Governance, System of Great Schools, Blended Learning Grant Program etc...)  | Blended Learning Grant Program, P-TECH Planning Grant, Technology Lending Grant, Perkins Reserve Grant, and Summer CTE Grant. |
| If awarded this grant in May 2020, when does the district expect to be able to contract with technical assistance providers, given district <b>procurement policies</b> ?   | 6/15/2020   |
| Is the district a District of Innovation?   | Yes   |
| If district is a District of Innovation, what year was the plan implemented?  | 2019  |
| If district is a District of Innovation, is the requirement for first day of school waived?   | No  |
| Does the applicant and relevant district and school stakeholders commit to attending the <b>ADSY Kickoff Summit</b> in summer of 2020? ( <i>Date and location will be shared as soon as is available</i> )  | Yes   |
| School Details  |   |
| <b>No Response needed in this cell.</b>   |   |
| Elementary (or Lower) School A  |   |
| Applicant Response  |   |
| Campus A Name   | L.C. Smith Elementary   |
| Campus A ID Number  | 245-903-105   |
| Campus A Address  | 700 North 1st Street  |
| Campus A Total Students   | 493   |
| Lowest Grade at Campus A (i.e. "PK-3" for 3 year old Pre-K)   | PK  |
| Highest Grade at Campus A (i.e. "5" for 5th grade)  | 5   |
| 2019-2020 Total Instructional Days  | 170   |
| Anticipated 2020-2021 Total Instructional Days  | 180   |
| 2019-2020 First Day of School   | 8/26/2019   |
| Personnel   |   |
| Campus A Principal Name   | Mrs. Sylvia Ramos   |



Additional Days School Year Planning Program

District or Charter School Network Information Form

|   |  |
|---|--|
| Campus A Principal Email Address  | <a href="mailto:sramos@raymondvilleisd.org">sramos@raymondvilleisd.org</a> |
| Campus A Principal Phone Number   | (956) 689-8172 ext:4400  |
| Campus A ADSY Project Manager   | Frank Garcia   |
| Campus A ADSY Project Manager Title   | Special Programs Director  |
| Campus A ADSY Project Manager Email Address                                     | garciaf@raymondvilleisd.org  |
| Campus A ADSY Project Manager Phone Number                                      | 956-689-8181   |
| <b>School Details</b>   |  |
| <b>Performance Results and Economic Indicators</b>                              |  |
| Campus A Overall Performance - Numeric Grade Only                               | 77   |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | 95%  |
| <b>Elementary (or Lower) School B (if applicable)</b>                           |  |
| 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)  |
| <b>Personnel</b>  |  |
| 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   |
| <b>School Details</b>   |  |
| <b>Performance Results and Economic Indicators</b>                              |  |
| Campus B Overall Performance - Numeric Grade Only                               | Enter Response   |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | Enter Percent  |
| <b>Elementary (or Lower) School C (if applicable)</b>                           |  |
| 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)  |
| <b>Personnel</b>  |  |
| 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   |
| <b>School Details</b>   |  |
| <b>Performance Results and Economic Indicators</b>                              |  |
| Campus C Overall Performance - Numeric Grade Only                               | Enter Response   |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b> | Enter Percent  |
| <b>Elementary (or Lower) School D (if applicable)</b>                           |  |
| 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)  |
| <b>Personnel</b>  |  |
| Campus D Principal Name   | Enter Text Response  |
| Campus D Principal Email Address  | Enter Email Address  |
| Campus D Principal Phone Number   | Enter Phone Number   |

Additional Days School Year Planning Program

District or Charter School Network Information Form

|  |                         |
|--|-------------------------|
| Campus D ADSY Project Manager  | Enter Text Response     |
| 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      |
| <b>School Details</b>  |                         |
| <b>Performance Results and Economic Indicators</b>   |                         |
| Campus D Overall Performance - Numeric Grade Only  | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b>  | Enter Percent           |
| <b>Elementary (or Lower) School E (if applicable)</b>  |                         |
| 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)   |
| <b>Personnel</b>   |                         |
| 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      |
| <b>School Details</b>  |                         |
| <b>Performance Results and Economic Indicators</b>   |                         |
| Campus E Overall Performance - Numeric Grade Only  | Enter Response          |
| Percent of Students at Campus A Eligible for <b>Free or Reduced Price Lunch</b>  | Enter Percent           |
| <b><i>If necessary, provide additional context including former campus names for accountability purposes or alternative campus approaches, if applicable</i></b> |                         |
|  |                         |




**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   |
|-------------------------------|--|---|
| <b>Instructional Criteria</b> | Summer learning experiences must: <ul style="list-style-type: none"> <li>include at least 25 days</li> <li>include at least 360 operational minutes (6 hours) per day</li> <li>include at least 180 instructional minutes (3 hours) dedicated to math and reading per day</li> <li>include additional enrichment activities such as arts, science exploration, and sports</li> </ul> | <ul style="list-style-type: none"> <li>Design a cohesive 210-day program</li> <li>Update daily master schedule to increase planning time for teachers and enrichment time for students</li> <li>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</li> </ul> |
| <b>Implementation Date</b>    | <ul style="list-style-type: none"> <li>Voluntary Summer Learning program to be first implemented in the summer of 2021</li> </ul>  | <ul style="list-style-type: none"> <li>Full Year Redesign to start in the summer of 2021 as part of the 2021-2022 school year</li> </ul>  |
| <b>Target Students</b>        | <ul style="list-style-type: none"> <li>Campuses may target a subset of students or all students on a campus for the summer learning experience</li> </ul>  | <ul style="list-style-type: none"> <li>Campuses typically target all students on the campus for a full 210-day calendar</li> <li>Campuses may offer a 180-day track and a 210-day track within a school</li> <li>There must be at least a full classroom of students participating in the 210-day track to make option feasible</li> </ul>                |
| <b>Target Teachers</b>        | <ul style="list-style-type: none"> <li>Instructional minutes of summer program must be taught by a certified Texas teacher</li> <li>Teachers must be assigned students in a grade level they have taught previously during the school year</li> <li>Participants must develop a rigorous selection process to recruit high performing and motivated teachers</li> </ul>              | <ul style="list-style-type: none"> <li>Students participating in 210-day program must remain with the same teacher during the 210-day school year</li> </ul>  |
| <b>Additional Notes</b>       | 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.  |   |

Mr. Stetson Roane

*Printed Name*

  
*Signature*

Raymondville ISD

*District Name*

04-24-20

*Date*

Full Year Redesign Cohort

*Cohort Selection*

Superintendent

*Title*

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



*Raymondville ISD, it all starts here.*

April 24, 2020

Raymondville ISD  
419 FM 3168  
Raymondville, Texas 78580

**Re:** Additional School Days Grant Program

Mr. Brian Dorian:

On behalf of Raymondville ISD, I, Stetson Roane, write this letter in support of the district's 2020-2021 Additional Days Plan and Execution Grant application submission. I strongly support the application and its focus to add additional instructional days to our school calendar.

For the 2020-2021 school year, Raymondville ISD created three (3) main goals. These goals include:

1. All students will develop their social skills, academic abilities, and express individual talents through challenging, learner centered experiences;
2. All students will have a safe, collaborative, learner-centered environment; and
3. All students will benefit from community collaboration.

With the increase in days, students will have access to additional academic and enrichment opportunities. This falls directly in line with the district's first goal of developing students' social skills and academic abilities. With enrichment activities being provided continuously, students will have more interaction with other students in a social setting and be able to improve their social skills.

Additionally, with additional days being offered, students will have more time with teachers and receive hands-on instruction that they usually wouldn't be able to receive in a reduced academic school year.

Feel free to reach out at me at (956) 689-8176, ext:4100, should you have any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Stetson Roane". The signature is fluid and cursive, written in a professional style.

Mr. Stetson Roane  
Superintendent

*L.C. Smith Elementary*

700 North 1<sup>st</sup> Street  
Raymondville, TX 78580  
956-689-8172

April 24, 2020

Raymondville ISD  
419 FM 3168  
Raymondville, Texas 78580

Mr. Brian Dorian:

I, Sylvia Ramos, am the Principal of Raymondville ISD's L.C. Smith Elementary. The location of my campus is 700 North 1st Street, Raymondville, Texas 78580. I am writing to express my support for the district's 2020-2021 Additional Days Plan and Execution Grant.

During the 2020-2021 ADSY Grant, our district will go through a year-long planning process to prepare for the implementation of a school year that includes additional academic days. Throughout the grant term on this planning phase, our campus will select and designate an individual to act as a Project Manager, as well as, work with TEA's selected technical assistance vendors to assist with Design and Implementation, Finance & Operations, and Academics components. As the Principal of the campus, I will assist the selected Project Manager by advocating and helping to implement this grant program.

Please feel free to contact me at (956) 689-8176 with any questions you may have regarding this letter of support.

Respectfully,



Sylvia Ramos

L.C. Smith Elementary

## RESUME

Frank L. Garcia  
Raymondville, TX 78580  
956-689-8178

### EDUCATION AND CERTIFICATION:

|  |      |
|--|------|
| Bachelor of Science in Animal Science        | 1978 |
| Certified Teachers in Production Agriculture | 1993 |
| Masters in Agriculture Education             | 1997 |
| Mid Management – Principal                   | 2003 |
| Superintendent Certification                 | 2017 |

### EXPERIENCE:

|  |           |
|--|-----------|
| Agriculture Science Instructor Santa Maria ISD | 1993-2002 |
| Principal High School Santa Maria ISD          | 2003-2005 |
| Principal Elementary Raymondville ISD          | 2006-2008 |
| Principal High School Raymondville ISD         | 2008-2010 |
| Raymondville Options Academic Academy          | 2010-2019 |
| Principal High School Raymondville ISD         | 2017-2019 |

### PRESENTATIONS AND RECOGNITIONS:

Presented at School Improvements Conference – Houston, TX      January 2006

Best Practices Effective Strategies

Recognized by Diana Polland Coordinator School Improvement Resource Center (SIRSC)

Recognized December 6, 2005 by The Texas Business and Education Coalition and Just for the Kids Honor Roll at an Awards Reception in Austin, Texas for Consistent performance over three years.

Recognized by Governor Rick Perry as well.

Recognized by the University of Texas – Pan American on March 21, 2006 for leadership and contribution to the Success of Students.





# Raymondville Independent School District

419 FM 3168, Raymondville, Texas 78580

(956) 689-8181 ext. 4116 • FAX: (956) 689-8188

April 24, 2020

Raymondville ISD  
419 FM 3168  
Raymondville, Texas 78580

Mr. Brian Dorian:

My name is Frank Garcia, I am currently the acting Special Programs Director for Raymondville ISD located at 419 FM 3168 Raymondville, Texas 78580. The reason that I am writing this letter is to offer my support in Raymondville ISD's 2020-2021 Additional Days Plan and Execution Grant program.

As the proposed Project Manager of this grant, I will be asked to perform new tasks and have different responsibilities. Some of activities that I will need to perform include, but are not limited to:

- Allocate at least 50% of my time to this project and directly manage campus implementation;
- Attend the ADSY Kickoff Summit;
- Attend monthly meetings with the Steering Committee;
- Attend cohort Community Learning Workshops; and
- Work on the development of the ADSY Strategic Plan.

With implementation phase of this grant, our campus will be able to increase the amount of enrichment activities provided.

Please feel free to contact me at (956) 689-8176 with any questions you may have regarding this letter of support.

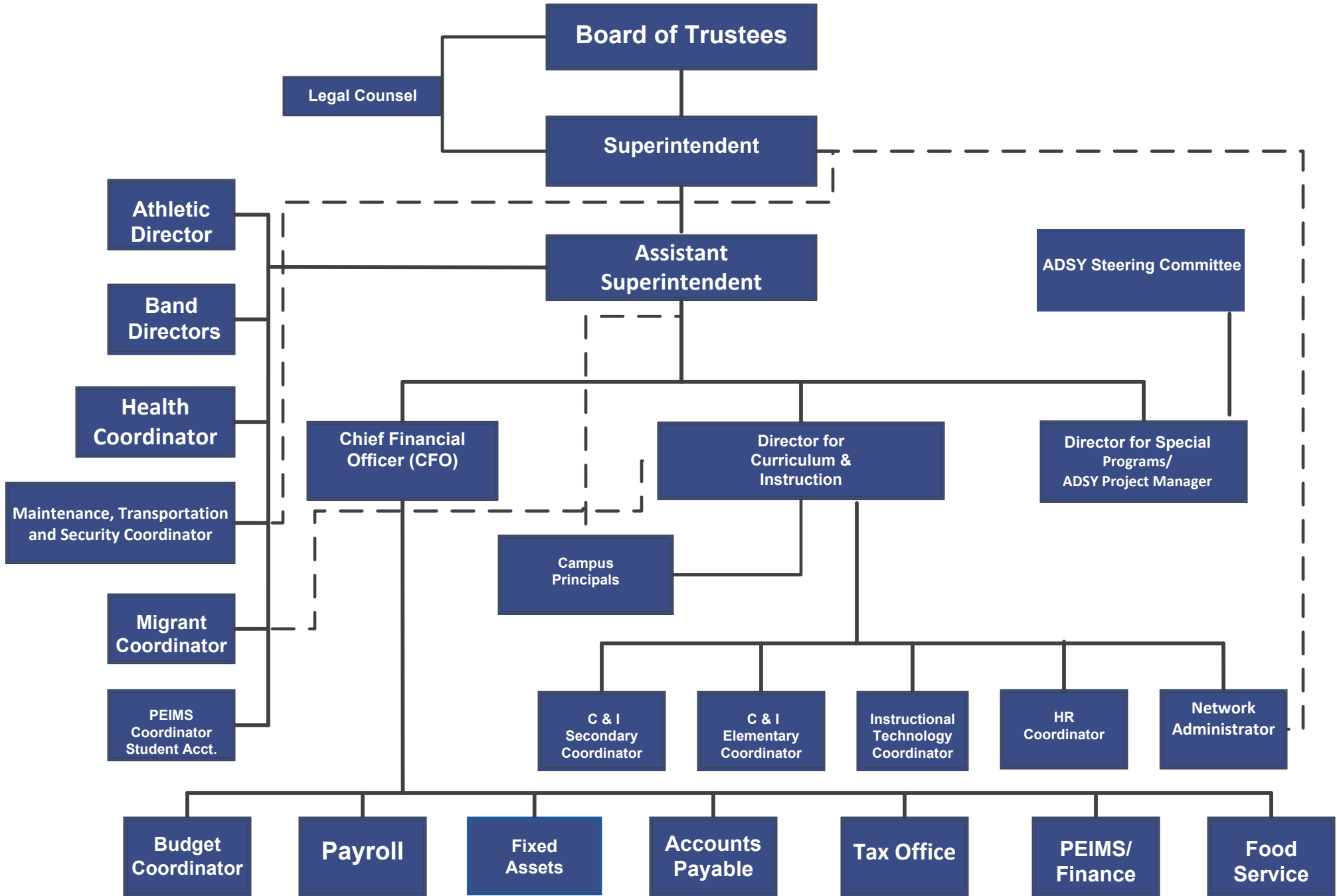
Respectfully,

A handwritten signature in blue ink, appearing to read 'Frank Garcia', written over a vertical line that extends from the signature down to the typed name below.

Frank Garcia

Special Programs Director

# Raymondville Independent School District Proposed 2020-2021 Organizational Chart



Any other duties as assigned.  
Proposed 11/4/2019