

Region 10 Education Service Center Standard Application System (SAS)

2012–2013 Technology Lending Program Grant			
Program authority:	Texas Education Code, Subchapter E, Technology Lending Program Grants, Sections 32.201-32.205	FOR ESC 10 USE ONLY. Place date received here.	
Grant period:	September 4, 2012 to August 31, 2013		
Application deadline:	5:00 p.m. Central Time, Wednesday, August 1, 2012	Write NOGA ID here.	
Schedule #1—General Information			
Part 1: Applicant Information			
Organization name		Vendor ID #	Mailing address line 1
Cedar Hill Independent School District		75-6000346	285 Uptown Blvd
Mailing address line 2		City	State
Building 300		Cedar Hill	TX
			ZIP Code
			75104
County-District #	ESC Region #	Total District Enrollment	
057904	10	8,170	
Primary Contact			
First name	M.I.	Last name	Title
Kyle		Berger	Executive Director of Technology
Telephone #	Email address		FAX #
972-291-1581, ext. 4076	kyle.berger@chisd.net		972-291-5231
Secondary Contact			
First name	M.I.	Last name	Title
Homer		Carter	Chief Academic Officer
Telephone #	Email address		FAX #
972-291-1581	homer.carter@chisd.net		972-291-5231
Part 2: Certification and Incorporation			
<p>I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. It is understood by the applicant that this application constitutes an offer and, if accepted by Region 10 Education Service Center or renegotiated to acceptance, will form a binding agreement.</p>			
Authorized Official:			
First name	M.I.	Last name	Title
Horace		Williams	Superintendent
Telephone #	Email address		FAX #
972-291-1581	Horace.williams@chisd.net		972-291-1581
Signature			Date signed
<i>Only the legally responsible party may sign this application.</i>			

Schedule #1—General Information (cont.)

Submittal information:	Applicants are encouraged to submit electronically via the TLPG page on Region 10 ESC’s web site. Applicants may submit two hard copies in lieu of electronic submission. All applications must be received no later than the aforementioned time and date at this address: Region 10 Education Service Center 400 East Spring Valley Road Richardson, TX 75081-5101
Contact information:	PROGRAM MANAGER: Craig Gray EMAIL: TLPG@region10.org PHONE: (972) 348-1100

Schedule #1—General Information (cont.)

County-district number: 057904 Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

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

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

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	X	X
2	Provisions and Assurances	X	N/A
3	Certification of Shared Services Arrangements	N/A	N/A
4	Request for Amendment	N/A	X
5	Program Executive Summary	X	
6	Program Budget Summary	X	
7	Payroll Costs (6100)	N/A	N/A
8	Professional and Contracted Services (6200)		
9	Supplies and Materials (6300)		
10	Other Operating Costs (6400)		
11	Capital Outlay (6600/15XX)		
12	Demographics and Participants to Be Served with Grant Funds	X	
13	Needs Assessment	X	
14	Management Plan	X	
15	Project Evaluation	X	
16	Responses to Statutory Requirements	X	
17	Responses to Region 10 ESC Requirements	X	

Schedule #2—Provisions and Assurances

County-district number: 057904

Amendment # (for amendments only):

Acceptance of and Compliance with Provisions and Assurances

By marking an X in the box below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following provisions and assurances.

X	Acceptance and Compliance
	I have read all of the provisions and assurances and certify my acceptance of and compliance with all General Provisions and Assurances and with all Program-Specific Provisions and Assurances listed below.

Program-Specific Provisions and Assurances

#	Provision/Assurance
1.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding sources are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
2.	The applicant assures that it will provide equitable access to lending technology and residential access to the Internet for all students, including economically disadvantaged students and students with disabilities.
3.	The applicant understands that all equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
4.	The applicant assures that infrastructure and technical support are adequate to support students' use of devices provided through the grant at participating campuses.
5.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
6.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
7.	The applicant assures that it will obtain a <i>Technology Lending Agreement</i> signed by the parents/guardian of each participating student and by the student.
8.	The applicant assures it has an approved 2011-2012 technology plan on file with TEA. Applicant understands that if an approved 2011-2012 technology plan is not on file with TEA at the time the application is submitted to Region 10 ESC on the application due date, the application is not eligible to be funded.
9.	The applicant assures that technology lending and use of digital content are incorporated into the district's/open enrollment charter school's technology plan, beginning with at least the 2012-2013 school year, if not before.
10.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content, or that appropriate professional development will be provided no later than within the first three months of the grant period (i.e., September 4, 2012 – November 30, 2012).
11.	Applicant assures that a minimum of 75% of the funds awarded will be spent within the first three months of the grant period (i.e., September 4, 2012 - November 30, 2012), and that 100% of the funds will be expended no later than the end of the 6th month of the grant period (i.e. February 28, 2013. Applicant understands any funds not expended by February 28, 2013, may be recaptured by Region 10 ESC and awarded to the next highest ranking applicants, unless prior approval has been given for extenuating circumstances.

[Schedule #4](#)—Request for Amendment

County-district number: 057904

Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by Region 10 ESC and issued a Notice of Grant Award (NOGA). **Do not complete this schedule with the original grant application.** Refer to Schedule Instructions, for information on what schedules must be submitted with an amendment.

An amendment may be submitted electronically at the TLPG web site or by mail or fax. Do not submit the same amendment by more than one method. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit two copies of each schedule pertinent to the amendment to the following address: Region 10 ESC, 400 East Spring Valley Road, Richardson, TX 75081-5101.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to the following fax number: (972)-348-1377.

The last day to submit an amendment to Region 10 ESC is listed in the **Program Guidelines**, Grant Timeline. An amendment is effective on the day Region 10 ESC receives it in substantially approvable form. All amendments are subject to review and approval by Region10 ESC.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to do any of the following. Mark an X in the appropriate boxes to indicate the reason(s) for the amendment.

1. Add a class/object code not previously budgeted on Schedule #6—Budget Summary.
2. Increase or decrease the amount approved in any class/object code on Schedule #6—Budget Summary (i.e., 6100–6600) by more than 25% of the total approved budget.
3. Add a new line item on any of the supporting budget schedules (i.e., Schedules #7-11).
4. Increase or decrease the number of positions approved on Schedule #7—Payroll Costs.
5. Add a type of position not initially approved.
6. Add a new item of computer hardware/equipment (not capitalized) on Schedule #9—Supplies and Materials.
7. Add a new item or increase the approved quantity of capital outlay item(s) ≥ \$5,000 for articles costing \$5,000 or more on Schedule #11—Capital Outlay.
8. Add a new item of capital outlay items for articles costing less than \$5,000 on Schedule #11—Capital Outlay.
9. Reduce funds allotted for training costs.
10. Request or receive additional funding, as applicable to grant program.
11. Change program scope or objectives.

Part 3: Revised Budget

Complete this part if the application is being amended for reasons 1-10, above.

			A	B	C	D
#	Schedule #	Class/ Object Code	Total from Previously Approved Budget	Amount Deleted	Amount Added	New Total
1.	Schedule #7: Payroll	6100	\$	\$	\$	\$
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost (N/A %):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

Schedule #4—Request for Amendment (cont.)

County-district number: 057904

Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

[Schedule #5](#)—Program Executive Summary

County-district number: 057904

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Be sure to address fundamental issues such as which subject areas and grade levels you are using digital content; how you will prioritize campuses most in need of lending technology; how you will provide equitable access to lending technology and Internet access for all students, including economically disadvantaged students and students with disabilities; and how this lending program facilitates the accomplishment of the objectives of your district's technology plan. Your response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Overview: The Cedar Hill ISD will implement a technology lending program to loan students the equipment necessary to access and use electronic instructional materials adopted by the participating schools – Bessie Coleman Middle School (grades 7-8), Permenter Middle School (grades 7-8), Ninth Grade Center (grade 9), Cedar Hill High School (grades 10-12), and Cedar Hill Collegiate High School (grades 9-12). The goal of the program is to ensure that **all students**, including economically disadvantaged students, have access to a personal technology device. The district will enhance its current Bring Your Own Device (BYOD) initiative to provide equipment necessary for students to access and use electronic instructional materials to improve academic performance.

Subject/grade: The initiative will target students in grades 7-12 in all foundational subject areas, including English Language Arts and Reading, Mathematics, Science, and Social Studies. The district currently uses Safari Montage for digital instructional delivery. The program provides a single interface for accessing all visual resources from inside the school district intranet or from home. The Safari Montage system clearly aligns with the district's BYOD initiative by providing mobile device integration with greater accessibility from any device with internet connectivity.

Prioritization of campuses: Prior to implementation of the BYOD initiative, the district conducted a needs assessment of technology needs of students in grades 7-12. Results indicated that almost 40% of students in high school have no laptop or tablet device available. Similar numbers were recorded for students in grades 7-9. Although cell phones may be available for use, there appeared to be periodic interruption of cell phone service due to economics that would negatively affect the student's continued access to digital instructional material. Based on the survey results, the district selected the campuses serving students in grades 7-9 to implement a technology lending program and ensure access to devices for instructional purposes for all students.

Equitable access: The Cedar Hill ISD serves an academically, culturally, and racially diverse student population and is committed to equal access and treatment for all children, employees, and the general public. With respect to this commitment, our operational policy of nondiscrimination guides and governs decision making at all levels. In accordance with Cedar Hill ISD Board Policy GA Legal, the district takes all steps to ensure equitable access to, and participation in its local, state, and federally-assisted program for students, teachers, and other program beneficiaries. In addition, equitable access is specifically addressed in the Long Range Technology Plan. Objective 3.2 of the plan outlines the goal to provide access to technology resources outside the school day by providing computers to economically disadvantaged households. The Technology Lending Program will be available to all students, regardless of economics, gender, race, national origin, color, or disability

Alignment with technology plan: The district's Long Range Technology Plan clearly outlines objectives for ensuring that students have the necessary skills to compete in a technology-driven world. According to the plan "Technology has become a vital component of the educational process and gives educators new tools to transform teaching and learning. To ensure effective use of technology and compliance with federal and state requirements, a coordinated plan was developed that defines a common vision for the role of technology in the instructional program". In that regard, Objective 1.4 of the plan states "The District will strive to provide the resources needed to 100% of the campuses in order to expand innovative instructional strategies and meet the needs of the students", with the specific goal being to increase the number of students available for student access.

The project will leverage existing resources, including district funding sources for equipment and personnel, to ensure maximum benefit to all students on the participating campuses.

[Schedule #6](#)—Program Budget Summary

County-district number: 057904	Amendment # (for amendments only):
Program authority: Texas Education Code, Subchapter E, Sections 32.201-32.205	
Project period: 09/04/2012 - 08/31/2013	Fund code: 429

Part 1: Budget Summary					
Schedule #	Title	Class/ Object Code	Direct Program Cost	Direct Admin Cost	Total Budgeted Cost
Schedule #7	Payroll Costs (6100)	6100	\$	\$	\$
Schedule #8	Professional and Contracted Services (6200)	6200	\$	\$	\$
Schedule #9	Supplies and Materials (6300)	6300	\$	\$	\$
Schedule #10	Other Operating Costs (6400)	6400	\$	\$	\$
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$	\$	\$
Total direct costs:			\$	\$	\$
Percentage% indirect costs:			N/A	N/A	N/A
Grand total of budgeted costs (add all entries in each column):			\$	\$	\$

[Schedule #8](#)—Professional and Contracted Services (6200)

County-district number: 057904		Amendment # (for amendments only):
Description of Items		Grant Amount Budgeted
6249	Contracted maintenance agreements	\$
6259	Residential Internet access for students	\$
6299	Other – Describe:	\$
Total Professional and Contracted Services (6200)		\$

[Schedule #9](#)—Supplies and Materials (6300)

Technology Hardware—Not Capitalized						Grant Amount Budgeted
#	Type	Purpose	Quantity	Unit Cost		
6399	1				\$	\$
	2				\$	
	3				\$	
	4				\$	
	5				\$	
6399	Technology software—Not capitalized					\$
	Other – Describe:					
Grand Total Supplies and Materials (6300):						\$

[Schedule #10](#)—Other Operating Costs (6400)

Description of Item		Grant Amount Budgeted
6429	Insurance for Lending Equipment:	\$
	Other – Describe:	\$
Grand Total Other Operating Costs (6400)		\$

[Schedule #11](#)—Capital Outlay (6600/15XX)

County-District Number: 057904		Amendment number (for amendments only):		
#	Description/Purchase	Quantity	Unit Cost	Grant Amount Budgeted
66XX/15XX—Technology hardware, capitalized (15XX is only for use by charter schools sponsored by a nonprofit organization)				
1			\$	\$
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
66XX/15XX—Technology software, capitalized (15XX is only for use by charter schools sponsored by a nonprofit organization)				
11			4	\$
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
Grand Total Capital Outlay (6600/15XX)				\$

[Schedule #12](#)—Demographics and Participants to Be Served with Grant Funds

County-district number: 057904

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total To Be Served (Total from Schedule 12 Part 2):

Category	Number	Percentage of All Students To Be Served
All Students		NA
Economically Disadvantaged		%
Students with Disabilities		%
Limited English Proficient (LEP)		%

Schedule #12—Demographics and Participants to Be Served with Grant Funds (cont.)

County-district number: 057904

Amendment # (for amendments only):

Part 2: Students to Be Served with Grant Funds. List each campus that will be served by the grant and enter the number of students in each grade projected to be served under the grant program.

Campus Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Bessie Coleman MS								234	238					472
Permenter MS								408	383					791
Ninth Grade Center										569				569
Cedar Hill HS											691	503	542	1,736
Cedar Hill Collegiate HS										103	79	89		271
TOTAL:								642	621	672	770	592	542	3,839

Part 3: Teachers to Participate In The Grant Program. Enter the number of teachers, by grade, projected to participate in the grant program.

Campus Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Bessie Coleman MS								8	8					16
Permenter MS								10	11					21
Ninth Grade Center										22				22
Cedar Hill HS											20	19	19	58
Cedar Hill Collegiate HS											3	3	3	9
TOTAL:								18	19	22	23	22	22	126

Schedule #13—Needs Assessment

County-district number: 057904

Amendment # (for amendments only):

A needs assessment is a systematic process for identifying and prioritizing needs. Describe your needs assessment process, including a description of how campuses, subject areas, and grade levels were prioritized. Describe the needs that exist, including a general description of technology lending equipment currently available to students, as well as data that supports the number of students needing equitable access to lending equipment and residential access to the Internet. Your response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

According to an *eSchool News* article (*Integrating Digital Content Into the Classroom* February 2011), research indicates that digital resources provide powerful tools to supplement instruction. “When used correctly, these resources can open students' eyes to new perspectives on the curriculum and awaken an interest in learning that will stay with students for their entire lives. Yet, despite the availability of these digital resources and the promise they hold for education, teachers and students still are not using them to their full potential. A number of barriers exist that prevent the more widespread use of digital materials to supplement instruction. For starters, all students do not have access to technology during the school day or after school at home and teachers often lack the training to integrate these resources effectively into their instruction”.

A student survey was conducted in April 2012 for students in grades 5-12. The goal of this survey was to benchmark students' current mobile device ownership, device type, and connectivity plans. In addition, students were also asked about home internet access. The following is based on survey results:

	Bessie Coleman (grades 7-8)*	Permenter (grades 7-8)*	Ninth Grade Center (grade 9)	CH High School and Collegiate Academy - combined for survey (grades 10-12)
% Economically disadvantaged (2011 AEIS)	73%	73%	57%	56%
% with no laptop or tablet/pad device	22%	24%	32%	38%

*Middle school students indicated that they did not understand the question, so their percentages are probably higher than the survey reflects.

[Schedule #14](#)—Management Plan

County-district number: 057904

Amendment # (for amendments only):

Part 1: Coordinator Qualifications. Describe the qualifications and experience of the person who will coordinate the grant project at the district level. Also describe the qualifications and experience of the person who will coordinate the project on each campus. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Kyle Berger has 12 years K-12 IT management experience and is currently the Executive Director of Technology for Cedar Hill ISD. Mr. Berger was recognized as the Technology Director of the Year for the state of Texas in 2009 by TCEA, the largest technology in education organization in the state.

He is a member of the HP K-12 board of advisors for product development in education. Many of his works have been published. He has written numerous articles for Tech & Learning Magazine, District Administrator Magazine, and *THE Journal* - Technological Horizons in Education, the educational technology magazine for K-12 district leaders. Mr. Berger is featured in the book *A Guidebook for Change 2010* by Intel /Tech & Learning magazine and HP. He is a speaker nationwide on the topics of K-12 technology, BYOD (bring your own device), as well as one-to-one computing.

Mr. Berger will provide district level management of the Technology Lending Program and will coordinate the campus librarians, who will responsible for the check-out process on each campus.

Part 2: Objectives, Activities, and Timeline. Summarize the major objectives and activities of the planned project, along with projected timelines. If you will provide professional development for teachers in the use of digital content, provide the timeline for professional development for teachers. Your response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Objective	Activities	Begin Activity	End Activity
Establish student and teacher need (pre-grant award activities)	Conduct needs assessment survey	04/02/2012	04/19/2012
	Analyze data to identify campus needs	04/20/2012	04/30/2012
	Offer professional development (PD) on BYOD and training on digital content	06/05/2012	06/12/2012
	PD on effectively using devices in the classroom and integration/training on digital content instructional delivery	08/13/2012	Ongoing
	Convene teacher/librarian team to develop check out procedures	08/13/2012	08/20/2012
Integrate digital instructional materials and resources by providing equipment for the technology lending program and facilitating implementation procedures that guarantee equitable access for all students	Train staff on check out procedures	08/28/2012	09/04/2012
	Order equipment for student use	09/04/2012	09/07/2012
	Load instructional material on devices and enter equipment into library inventory tracking system	09/19/2012	09/26/2012
	Conduct parent and student orientation on program responsibilities; collect signed responsibility contracts	10/01/2012	10/11/2012
	Make devices available for check out	10/15/2012	Ongoing
Monitor the effects of the program on the instructional outcomes and solicit stakeholder feedback to ensure continuous improvement	Provide monthly reports on student use	10/15/2012	Ongoing
	Monitor academic performance	10/15/2012	Ongoing
	Meet with teachers/librarians to assess program effectiveness	11/1/2012	Monthly
	Survey students/parents to determine program effectiveness	11/1/2012	Bi-monthly
Manage the program to achieve objectives on time and within budget	Conduct asset management review to determine location/condition of technology	11/1/2012	Monthly
	Correlate PEIMS data and check out statistics to document equitable access	09/04/2012	08/31/2013
	Submit all expenditure and program reports as required by Region 10 ESC	12/31/2012	09/30/2013

Schedule #14—Management Plan)

County-district number: 057904

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization will use to monitor the project on participating campuses on an ongoing basis and to provide for feedback and continuous improvement. Include a description of how participating campuses will provide feedback to the grant coordinator and how any adjustments made to the project will be communicated to participating campuses. Your response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Student surveys

Check out statistics

Teacher and staff surveys

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

Bring Your Own Device - Cedar Hill Independent School District is committed to aiding students and staff in creating a 21st century learning environment. We are piloting a new policy which will aid in this goal. Beginning in April of 2012, students at the Ninth Grade Center were able to access our wireless network with their personal devices (laptops, netbooks, tablets, smart phones, etc) during the school day. To ensure student safety, the Acceptable Use Policy for CHISD remains in effect even when students are using their own device. Each time they attempt to access the network at school they will be prompted to accept the terms of service which include the AUP. Violating the terms of the AUP will be a student code of conduct violation and will be dealt with on the campus with a campus administrator.

The success of the Ninth Grade Center pilot program and the inquiries from other campuses about the initiative is an indicator of the commitment other schools will have to using the lending program to make technology available to all students.

[Schedule #15](#)—Project Evaluation

County-district number: 057904

Amendment # (for amendments only):

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

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.		1.	
		2.	
		3.	
2.		1.	
		2.	
		3.	
3.		1.	
		2.	
		3.	
4.		1.	
		2.	
		3.	
5.		1.	
		2.	
		3.	

Part 2: Data Collection for Performance Measures. The applicant agrees to collect and report the data for the performance measures stated in the **Program Guidelines**, Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

Part 3: Ongoing Problem Correction (Formative Evaluation). Describe the ongoing processes that will be used to identify and correct any problems that may occur during the grant period. Describe how you will analyze the strengths and weaknesses of the program on an ongoing basis to strengthen or improve it. Your response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Schedule #16—Responses to Statutory Requirements

County-district number: 057904

Amendment # (for amendments only):

Statutory Requirement 1: Describe how the funds will be used to design and implement a technology lending program, or to expand on an existing lending program, to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Cedar Hill ISD supports the long range goals of the Texas Long Range Plan for Technology (LRPT), which provides a roadmap for educational technology through 2020. The plan illuminates “the 21st Century learner’s need to engage in real world learning, supported by modern digital tools through anywhere, anytime connectivity. The LRPT provides that all learners will have access to relevant technologies, tools, resources, and services for individualized instruction 24 hours a day, 7 days a week (24/7)”.

The district will purchase technology that can be checked out by students at the middle and high school campuses and will be coordinated by the campus librarians and overseen by the district’s Technology Director. The program will enhance the Bring Your Own Device initiative by providing equipment to students who lack adequate technology resources and accessibility at home. The district will loan students the equipment essential to access and use electronic instructional materials, with the overall goal being to ensure all students, including economically disadvantaged students, can take advantage of technology outside the school as well as inside the school by providing them with the tools to learn in a digital environment.

[Schedule #17](#)—Responses to Region 10 ESC Requirements

County-district number: 057904

Amendment # (for amendments only):

Program Requirement 1: Provide the grade levels and foundation subject areas for which the district/open-enrollment charter school has adopted and will be using digital content during the timeframe of this grant. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The initiative will target students in grades 7-12 in all foundational subject areas, including English Language Arts and Reading, Mathematics, Science, Health, and Social Studies.

The district currently uses Safari Montage for digital instructional delivery. The program provides a single interface for accessing all visual resources from inside the school district intranet or from home. The Safari Montage system clearly aligns with the district's Bring Your Own Device (BYOD) initiative by providing mobile device integration with greater accessibility from any device with internet connectivity. The SAFARI Montage 7-12 Core Content Package (2012) includes nearly 2,000 fully searchable and segmented video titles as well as 219 audio, 146 documents, 15,843 still images and 27 web links. Hand-picked for their quality and relevance to the 7-12 curriculum, the titles come from premier educational publishers, such as A&E Home Video, BBC, PBS, Disney Educational Productions, National Geographic, Monterey Home Video, Cerebellum and more, as well as the award-winning programs from Schlessinger Media.

Each foundational subject is correlated to Common Core and Texas Essential Knowledge and Skills (TEKS) State Standards, and includes extensive, standardized metadata to ensure that teachers can find exactly the clips they need to support digital media distribution to support the technology-driven teaching and learning process.

The Technology Lending Program will supplement the BYOD initiative by providing additional technology to students on a check-out basis. The equipment will be available to all young people in grades 7-12, including economically disadvantaged and disabled students.

Program Requirement 2: Describe how the district/open-enrollment charter school will prioritize campuses with the highest need for a technology lending program. Also describe how it will ensure equitable access to lending equipment and residential access to the Internet among all students, including economically disadvantaged students and students with disabilities. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

As a result of the spring 2012 survey of accessibility and use, the district identified the middle and high school campuses as being most in need of technology that can be loaned out to students for instructional purposes.

[Schedule #17](#)—Responses to Region 10 ESC Program Requirements (cont.)

County-district number: 057904

Amendment # (for amendments only):

Program Requirement 3: Describe how the grant will be administered on participating campuses using non-grant funds, including a description of how the check-out and check-in process will operate, how teachers will coordinate among themselves for their students to check out equipment or devices in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Technology will be purchased and inventoried according to district policy.

[Schedule #17](#)—Responses to Region 10 ESC Requirements (cont.)

County-district number: 057904

Amendment # (for amendments only):

Program Requirement 4: Describe how existing and/or planned infrastructure and technical support will support students' use of the devices provided through the grant. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In addition to the technology device, students will be provided internet access to supplement instructional use. The lending equipment will have capabilities for wireless connectivity. Personal laptops or other personal devices (smart phones etc), will detect a wireless connection when students are near. The device will ask you if you would like to join the network. When prompted, students may choose CHISD_BYOD from the list. When using either the loaned out equipment or personal devices, once students choose the network, they will be prompted to accept the district's terms of service before connecting to the internet.

Program Requirement 5: Describe professional development for teachers in the use of digital content that has already occurred or will be occurring no later than during the first three months of the grant period (i.e., September 4, 2012 – November 30, 2012). Note: Any professional development that is provided during the first three months of the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Description of digital content PD

[Schedule #17](#)—Responses to Region 10 ESC Requirements (cont.)

County-district number: 057904

Amendment # (for amendments only):

Program Requirement 6: Describe how the district/charter school will account for the technology lending equipment according to local policy for how it typically accounts for such equipment, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

For asset management purposes, the equipment will be loaded with a tracking device.

Program Requirement 7: Describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

While on the CHISD network access will be provide with the districts wireless network that is available at all campus locations. When offsite from CHISD the leading devices will utilize the Verizon 4g wireless network to access the internet and other services. This access is for any time any where access for the students.

[Schedule #17](#)—Responses to Region 10 ESC Requirements (cont.)

County-district number: 057904

Amendment # (for amendments only):

Program Requirement 8: Describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the students. The agreement must address responsible use and care of equipment, responsible use of the district’s digital resources, and responsible use of the Internet. The agreement may incorporate an existing Responsible Use Policy by reference. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Director, in collaboration with campus librarians and district-level personnel, will develop a Technology Lending Agreement to be signed by parents or guardians of students and by the students checking out the equipment. Prior to signing the Agreement parent or guardian and students will participate in a training session to discuss the goals and district requirements of the program, including prohibited use of equipment for purposes other than instructional support. The equipment will be inspected with the borrower present to ensure that it is in proper working order and the borrower will be instructed on how to properly use the equipment.

Parents will understand that the borrower agrees to return the equipment and any and all accessories, including peripherals, cables, cases, software, documentation on an agreed upon date. When returning the equipment, the borrower agrees to remain present for inspection of the equipment to ensure that it is in proper working order and not otherwise damaged. If the equipment is not returned within three (3) business days of the due date, the equipment will be considered lost and the borrower will be billed for the full replacement cost.

Program Requirement 9: If the district/open-enrollment charter school has already purchased, or is also purchasing, lending equipment through other funding sources such as the IMA, describe how equipment from all fund sources will be used in a cohesive manner to support your efforts to ensure all students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district is currently not purchasing lending equipment through other funding sources.