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NOTICE OF AWARD
February 21, 2011

Waskom ISD is hereby awarded \$1625 in Tech Prep funds to be used in accordance with the allowable uses of the funds as identified in the Request for Applications, that is to take students on tours of technical programs arranged with one or more of the four community colleges in our College Tech Prep of East Texas region. This award is contingent on TEA's report of PEIMS numbers confirming the number of students coded as Tech Prep in PEIMS Code 3. The award is also contingent on the tour being arranged with one of the technical administrators of the four community colleges named in the Request for Applications. Tours scheduled through other departments at the community college, such as the Admissions or Recruitment offices, are not eligible for reimbursement.

The cost of a tour may include:

- the bus expense rate used by the district for all student group bus usage,
- the cost of substitute teachers for those teachers accompanying the student tour, as long as the ratio of students to district personnel is reasonable,
- the cost of travel for personal or district cars used by district personnel accompanying the student tour as long as the ratio of students to district personnel is reasonable.

The tours may include all students, both academic only and CTE/academic. There is not a maximum number of students who may go on the tour. The tour may include multiple colleges on the same tour. Tours must be completed by the end of April 2011.

After the district has completed at least one tour, the district may use any remaining funds for allowable Tech Prep expenses.

Upon receipt of the following items, the reimbursement funds will be disbursed:

- Agenda or Minutes of Waskom ISD Board meeting indicating that the Board has been apprised of this award
- Completed List of Articulated Courses offered in fall and spring with approximate number of students in each articulated class
- Documentation for expenditures for the above-listed allowable expenses no later than May 31, 2011. (YOU WILL NOT RECEIVE REMINDERS. AFTER MAY 31, THE FUNDS WILL BE DISENCUMBERED AND ALLOCATED TO OTHER BUDGET ITEMS.)


Doris Sharp, Executive Director

Copies to: Superintendent
High School Principal
High School CTE Staff

COLLEGE TECH PREP OF EAST TEXAS