

Section: Narratives - Program Description

Introduction

Under the Governor's Emergency Education Relief (GEER) funds towards Continuity of Education for Career and Technical Centers Grants (GEER II Continuity of Education for Career and Technical Centers Grants), the Pennsylvania Department of Education (PDE) awards grants to Career and Technical Centers (CTCs) to address the impact that Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on CTCs across the state.

The GEER II Continuity of Education for Career and Technical Centers Grants must support effective continuity of education programs such as mitigation efforts, continuity of education, summer and other expanded programming, and industry credential assessments for students enrolled in CTCs negatively impacted by COVID-19 mitigation efforts.

***GEER II Continuity of Education for Career and Technical Centers Grants funds are not Perkins/Title I funds and as such, are not subject to Perkins/Title I rules.**

1. Please explain how the CTC will determine its most important educational needs as a result of COVID-19. (3000 characters max)

The administration will create a subcommittee. The subcommittee will review the progress and setbacks of the previous year. The committee will make recommendations of a priority list of the most important educational needs as a result of COVID-19.

2. Please explain the CTC's proposed timeline for providing mitigation efforts, continuity of education, summer and other expanded programming, and industry credential assessments for students. (3000 characters max)

We plan to implement programming that will lead to credential assessments for students. We will utilize the timeline of September 1, 2021 through May 31, 2022.

3. Please explain the extent to which the CTC intends to use GEER II Continuity of Education for Career and Technical Centers Grants funds for effective continuity of Career and Technical Education (CTE) programs. (3000 characters max)

The CTC intends to use GEER II Continuity of Education for Career and Technical Centers Grant funds for effective continuity of CTE programs. The funds will be used for technological support, asynchronous curriculum, software to provide opportunities for certifications, software to advance STEAM, software to address the learning gaps in ELA, as well as devices to support remote instruction.

4. Please describe how the CTC intends to assess and address student learning gaps resulting from the disruption in CTE services. (3000 characters max)

The students will use software purchased by the grant to do benchmark testing and diagnostic testing at the beginning of the year. The results will be able to provide teachers with information regarding the starting points of their students. The benchmarking will determine if the students are on grade level. The diagnostic testing will determine what grade level the students are functioning.

5. Please describe the CTC's proposed procedures for evaluating local COVID-19 impacts in relation to CTE programming and delivery. (3000 characters max)

Areas of emphasis should include:

- Documenting learning loss associated with extended school closure; and
- Outlining actions to assist students to earn industry credentials; and
- Detailing supports for vulnerable student populations and families.

The documentation of learning loss due to extended closure will be measured by utilizing the benchmarking and diagnostic functions of Study Island. The CTC will use that data to drive instruction from a known starting point. Certiport will allow student to earn industry credentials. The CTC is also purchasing devices to support remote learning. These devices will be able to support the technological needs of the most vulnerable of student populations and families.

6. Please describe the CTC's core set of strategies that will be used to guide local investment of GEER II Continuity of Education for Career and Technical Centers Grants funding, associated with short-range (*i.e.* spring/summer 2021) and long-range (2021-22 school year) timelines. (3000 characters max)

These strategies may entail the establishment, scale-up, refinement, or evaluation of remote learning, as well as strategies for school-based teaching and learning responsive to conditions related to COVID-19. CTCs will be asked to outline how limited, one-time GEER II Continuity of Education for Career and Technical Centers Grants funding may support these initiatives and how GEER II Continuity of Education for Career and Technical Centers Grants funding might interact with other federal funding to ensure strategic and sustainable use of one-time funds.

Through the Spring of 2021 and into the 2021-2022 school year, the Lawrence County CTC will be responding to the conditions related to COVID -190. This one-time GEER II Continuity of Education for Career and Technical Centers Grant will support initiatives that address learning loss, provide leveled ELA instruction, enable students to earn certifications, provide students with devices to support remote learning, advance STEAM. The programs can be continued and sustained over the years by budgetary planning and the traditional funding process.

7. Please describe specific plans, measures, and longer-term evaluative strategies concerning student learning gaps -as well as opportunities to earn industry credentials - stemming from COVID-19. (3000 characters max)

By utilizing periodic benchmarking and diagnostic testing, the Lawrence County CTC will be able to evaluate strategies concerning student learning gaps. We will be able to use the data between benchmark tests to drive individual instruction. Progress should be measured by successive benchmark tests. Students will have the opportunity to earn industry credentials by utilizing the purchased software. Students will be able to earn Adobe and Microsoft certifications.

Section: Narratives - Allowable Usage of Funds

1. Check the box before each intended acceptable use classification your CTC is applying to use GEER II Continuity of Education for Career and Technical Centers Grants funds to support. **See help text for example.**

For additional information on cleaning and sanitizing your CTC, please visit the following resources:

[CDC - Disinfectant Decision Tool website](#)

[CDC - Cleaning Guide website](#)



1.Coordination of preparedness and response efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to COVID-19.



2.Providing directors and other CTC leaders with the resources necessary to address the needs of their individual CTC. See help text for example.



3.Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.



4.Developing and implementing procedures and systems to improve the preparedness and response efforts of CTCs. See help text for example.



5.Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases. (For helpful tips on cleaning and sanitizing your CTC, please visit CDC's website, links are provided in the question text above.) **Purchases of Personal Protective Equipment (PPE) are allowable**.****



6. Purchasing supplies to sanitize and clean the facilities of a CTC, including buildings operated by such center.



7. Planning for and coordinating during long-term closures, including how to provide technology for online learning to all students, and how to ensure CTE services can continue to be provided consistent with all Federal, State, and local requirements.



8. Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the CTC that aids in regular and substantive CTE interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive technology or adaptive equipment.



9. Providing mental health services and supports.



10. Planning and implementing activities related to summer learning, industry credentialing and supplemental afterschool programs. Including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.



11. Other activities that are necessary to maintain the operation of and continuity of services in CTCs.



12. Activities that aid CTE high school graduates in completing industry credentials aligned to high-need occupations and life-sustaining services, as well as short-term CTE training.

2. Based on your selections in question # 1, please complete the table by identifying categories of usage, and providing a description of how your CTC will utilize the funds.

Note: No more than 1000 characters per line item.

- a. *Objective* – From the drop-down list choose each of the objective(s) selected above.
- b. *Activities* – List the specific activities for which funding is being requested and will accomplish the chosen objective. Include where the activity will take place and the timeline.
- c. *Products* – List the specific **statewide** products that will be available due to this grant and describe how the products will be disseminated.
- d. *Funds* – Identify the funds that will be used to complete each activity. **Note: the total funds within the action plan (table below) must add up to the total amount of the budget, minus any indirect costs. Use whole dollar amounts.**

Objective	Activities Description (1000 characters max)	Building/Location	Timeline	Products/Items (1000 characters max)	Amount
Instructional-Resources Necessary to Address the CTC Needs	Purchase an Agreement for a Supplemental Contractor Technology Support to support all CTE programs.	Lawrence County CTC	March 1, 2021- June 30, 2022	1 service agreement Two 5 Tech (contractor) for all CTE programs.	\$40,000
Instructional-Purchasing Educational Technology	Purchase Asynchronous curriculum for student learning in all CTE programs.	Lawrence County CTC	March 1, 2021- June 30, 2022	1 service agreement Edgenuity for use in all CTE programs.	\$52,000
Instructional-Purchasing Educational Technology	Purchase Adobe and Microsoft certifications for Management Information Systems Program	Lawrence County CTC	March 1, 2021- June 30, 2022	1 site license for Certiport to be used in Management Information Systems Program.	\$9,000

Objective	Activities Description (1000 characters max)	Building/Location	Timeline	Products/Items (1000 characters max)	Amount
Instructional-Purchasing Educational Technology	Purchase Microsoft Office for Management Information Systems Program	Lawrence County CTC	March 1, 2021- June 30, 2022	1 service agreement for Microsoft Licensing Management Information System Program.	\$4,000
Instructional-Purchasing Educational Technology	Purchase Adobe Reader for Management Information Systems and Commerical Art CTE Programs.	Lawrence County CTC	March 1, 2021- June 30, 2022	1 service agreement Adobe Reader Management Information System and Commercial Art CTE Programs.	\$2,500
Instructional-Purchasing Educational Technology	Purchase Advance STEAM VEX Robotics for all CTE programs.	Lawrence County CTC	March 1, 2021- June 30, 2022	12 Vex Robotics for all CTE programs. No single item to exceed \$1,500 or more.	\$16,000
Instructional-Purchasing Educational Technology	Purchase replacement ELA curriculum for students with identified disabilities in all CTE programs.	Lawrence County CTC	March 1, 2021- June 30, 2022	1 Complete curriculum LanguageLive! ELA set encompassing both digital and curricular resources and textbook materials for all CTE programs.	\$8,560
Instructional-	Purchase State assessment			250 Study	

Objective	Activities Description (1000 characters max)	Building/Location	Timeline	Products/Items (1000 characters max)	Amount
Purchasing Educational Technology	benchmarking and diagnostic software Study Island.	Lawrence County CTC	March 1, 2021- June 30, 2022	Island Licenses for all CTE programs.	\$7,300
Non-Instructional Resources Necessary to Address the CTC Needs	Purchase Tracking software related to student health for all CTE students in all CTE programs.	Lawrence County CTC	March 1, 2021- June 30,2022	1 site license Health Center Licensing for all CTE students and programs.	\$2,750
Instructional-Purchasing Educational Technology	Purchase a service agreement with Edinsight which encompasses Academic database of students grades, attendance, discipline, assessment history for all CTE students.	Lawrence County CTC	March 1, 2021- June 30, 2022	1 service ageement with EdInsight for data collection and data warehouse for CTE students in all CTE programs.	\$7,600
Instructional-Planning for and Coordinating During Long-Term Closures	Purchase Chromebooks for student learning in all CTE programs. No single item to cost \$1,500 or more.	Lawrence County CTC	March 1, 2021- June 30, 2022	Purchase 45 chromebooks for student learning in all CTE Programs. No single item costs \$1,500 or more.	\$8,455
					\$158,165.00

Section: Narratives - Risk Assessment

The State must conduct a risk assessment during the pre-award process to evaluate an applicant's ability to execute the program for which they are applying and may assign specific additional conditions within the grant award to develop the applicant's ability to deliver and/or administer the grant program. Risk factors that will be considered include, but are not limited to, the following: previous non-compliance; any major issues; correction of previous findings; new personnel; substantial system changes (e.g., grant accounting system); new grant recipient; and results of any federal monitoring with specific conditions required.

Risk Assessment is a process to identify potential problems that could lead to risks in the accountability, fiscal accounting, and grant operation.

The following questions will assist with the evaluation of the applicant's risk level for the future pre-award process:

1. Has there been a new Director in the past two years?

No

2. If so, provide contact information for Director/Superintendent.

3. Has there been a new Business/Fiscal Manager in the past two years?

No

4. If so, provide contact information for the Business/Fiscal Manager.

5. Were there any Single Audit findings in the past two years?

No

6. If so, identify the finding and indicate if it has been corrected or provide a detailed explanation as to why it has not been corrected.

Section: Narratives - Fund Assurances

GEER II Continuity of Education for Career and Technical Centers Grants Fund Assurances

CTCs receiving GEER II Continuity of Education for Career and Technical Centers Grants funds will provide equitable services to students and teachers in CTE as required.

1. CTCs that receive GEER II Continuity of Education for Career and Technical Centers Grants funds will complete quarterly reports, including the following data.

- The total amount of funds received, the amount spent or obligated for each project or activity,
- A detailed list of all projects or activities supported with GEER II Continuity of Education for Career and Technical Centers Grants funds including:
 - Name
 - Description
 - Estimated number of jobs created or retained (where applicable)
 - Detailed information on subcontracts and subgrantees, including Federal Funding Accountability and Transparency Act (FFATA) data elements, as prescribed by the Office of Management and Budget (OMB).

Yes

2. CTC will, to the greatest extent practicable, continue to compensate its employees and contractors during the period of any disruptions or closures related to COVID-19 in compliance with GEER II Continuity of Education for Career and Technical Centers Grants. In addition, each entity that accepts funds will continue to pay employees and contractors to the greatest extent practicable based on the unique financial circumstances of the entity. GEER II Continuity of Education for Career and Technical Centers Grants funds will not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID- 19.

Yes

3. The CTC will cooperate with any examination of records with respect to such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) the Department and/or its Inspector General; or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority.

Yes

4. CTC maintains inventory records, purchase orders and receipts for equipment (over \$5,000) purchased and Computing Devices and Special Purpose Equipment (\$300 - \$4,999) and will conduct a physical inventory every two years.

Yes

5. The CTC will comply with all reporting requirements, including those of the GEER II Continuity of Education for Career and Technical Centers Grants, and submit required quarterly reports to the Secretary at such time and in such manner and containing such information as the Secretary may subsequently require. (See also 2 CFR 200.327-200.329). The Secretary may require additional reporting in the future, which may include: the methodology CTCs will use to provide services or assistance to students and staff in CTCs, the uses of funds by the CTCs or other entities and demonstration of their compliance with Section 18003(d), such as any use of funds addressing the digital divide, including securing access to home-based connectivity and remote-use devices, related issues in supporting remote learning for all students, including disadvantaged populations.

Yes

6. Any CTC receiving funding under this program will have on file with the State Education Agency (SEA) a set of assurances that meets the requirements of section 442 of the General Education Provisions Act (GEPA) (20U.S.C. 1232e).

Yes

7. To the extent applicable, a CTC will include in its local application a description of how the CTC will comply with the requirements of section 427 of GEPA (20 U.S.C. 1228a). The description must include information on the steps the CTC proposes to take to permit students, teachers, and other program beneficiaries to overcome barriers (including barriers based on gender, race, color, national origin, disability, and age) that impede equal access to, or participation in, the program.

Yes

Section: Budget - Salaries

Display a read-only table showing total budget and allocation amounts.

Budget

\$158,165.00

Allocation

\$158,165.00

Budget Over(Under) Allocation

\$0.00

Function	Object	Position Title	Indicated # of Positions	GEER II Funded	Amount
					\$
					\$0.00

Section: Budget - Benefits

Display a read-only table showing total budget and allocation amounts.

Budget

\$158,165.00

Allocation

\$158,165.00

Budget Over(Under) Allocation

\$0.00

Create a question with answer fields that collect object/function amounts.

Function	Object	Amount
		\$
		\$0.00

Section: Budget - Purchased Professional and Technical Services

Create a question with answer fields that collect object/function amounts.

Function	Object	Building / Location	Activities Description (copy and paste from Allowable Usage of Funds)	Amount
2100 - SUPPORT SERVICES – STUDENTS	300 - Purchased Professional and Technical Services	Lawrence County CTC	Purchase a Supplemental Technology Support contract with Two 5 Tech as the provider.	\$40,000
				\$40,000.00

Section: Budget - Purchased Property Services

Create a question with answer fields that collect object/function amounts.

Function	Object	Building / Location	Activities Description (copy and paste from Allowable Usage of Funds)	Amount
				\$
				\$0.00

Section: Budget - Other Purchased Services

Create a question with answer fields that collect object/function amounts.

Function	Object	Building / Location	Activities Description (copy and paste from Allowable Usage of Funds)	Amount
				\$
				\$0.00

Section: Budget - Supplies

Create a question with answer fields that collect object/function amounts.

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase Asynchronous curriculum, Edgenuity, for student learning in all CTE programs.	\$52,000
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase Adobe and Microsoft certifications for Management Information Systems with 1 site license Certiport	\$9,000
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase Microsoft Office for Management Information Systems with a Microsoft Site License.	\$4,000
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase Adobe Reader for Management Information Systems and Commerical Art with a service agreement with	\$2,500

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
			Adobe Reader	
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase replacement ELA curriculum for students with identified disabilities in all CTE programs. 1 Complete curriculum LanguageLive! ELA set encompassing both digital and curricular resources and textbook materials for all CTE programs.	\$8,560
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase State assessment benchmarking and diagnostic software Study Island. 250 Study Island Licenses.	\$7,300
2100 - SUPPORT SERVICES – STUDENTS	600 - Supplies	Lawrence County CTC	Purchase Tracking software related to student health. 1 Site License for Health Center.	\$2,750
			Purchase a	

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
2100 - SUPPORT SERVICES – STUDENTS	600 - Supplies	Lawrence County CTC	service agreement with Edinsight which encompasses Academic database of students grades, attendance, discipline, assessment history. 1 service ageement with EdInsight for data collection and data warehouse for CTE students in all CTE programs.	\$7,600
1000 - Instruction	600 - Supplies	Lawrence County CTC	Purchase Chromebooks for student learning in all CTE programs. No single item to cost \$1,500 or more.Purchase 45 chromebooks for student learning in all CTE Programs.	\$8,455
1000 - Instruction	600 - Supplies	Lawrence County CTC	Personalized 10.9" iPad Air WiFi 64 GB quantity of 5 for STEAM/Robotics program	\$3,340

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
1000 - Instruction	600 - Supplies	LCCTC	Personalized iPad Mini WiFi 64GB - quantity of 1 for STEAM/Robotics program	\$568
1000 - Instruction	600 - Supplies	LCCTC	Otterbox Defender Series Case for iPad Air quantity of 5 for STEAM/Robotics program	\$285
1000 - Instruction	600 - Supplies	LCCTC	Otterbox Defender Case for iPad Mini for STEAM/Robotics program	\$81
1000 - Instruction	600 - Supplies	LCCTC	Makerbot SKETCH classroom 2 3d printer to Makerbot Cloud, 2 teacher seats, 10 seats for students and Certified lesson plans for STEAM/robotics program	\$1,999
			Rectangle Whiteboard	

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
1000 - Instruction	600 - Supplies	LCCTC	Activity Table 36'x72' for STEAM/Robotics program	\$1,209
1000 - Instruction	600 - Supplies	LCCTC	Myrix Nitro 5 by ACER Laptop quantity of 7 for STEAM/Robotics program	\$6,825
1000 - Instruction	600 - Supplies	LCCTC	Rogeek Tablet Clip Mount Holder Extender Kit Compatible with DJI Air 2S Drome for STREAM/Robotics program	\$10
				\$116,482.00

Section: Budget - Equipment

Create a question with answer fields that collect object/function amounts.

Function	Object	Building / Location	Products / Items (copy and paste from Allowable Use of Funds section, 1000 characters max)	Amount
1000 - Instruction	700 - Property	LCCTC	LCCTCDJI Air 2S Fly More Combo Drone for STEAM/Robotics program	\$1,683
				\$1,683.00

Section: Budget - Indirect Cost

Create a question with answer fields that collect object/function amounts.

Function	Object	Amount
		\$
		\$0.00

Section: Budget - Budget Summary (view only)

Display a read-only detailed table showing totals by function/object codes.

	100 Salaries	200 Benefits	300 Purchased Professional and Technical Services	400 Purchased Property Services	500 Other Purchased Services	600 Supplies 800 Dues and Fees	700 Property	Totals
1000 Instruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$106,132.00	\$1,683.00	\$107,815.00
2100 SUPPORT SERVICES – STUDENTS	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$10,350.00	\$0.00	\$50,350.00
2200 Staff Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2500 Business Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2600 Operation and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2700 Student Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3300 Community Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$116,482.00	\$1,683.00	\$158,165.00
Approved Indirect Cost/Operational Rate: 0.0000								\$0.00
Final								\$158,165.00

Section: Budget - Budget Comparison

Display a read-only detailed table showing totals by function/object codes.

Spending by Object Code Total

Object Codes	Budget Total (\$)	Actual Total (\$)	Change Amount (\$)	Change %
300 - Purchased Professional and Technical Service	\$40,000.00	\$40,000.00	\$0.00	0%
600 - Supplies	\$118,165.00	\$116,482.00	(\$1,683.00)	-1.42%
700 - Property	\$0.00	\$1,683.00	\$1,683.00	100%

Spending by Function Code Total

Function Codes	Budget Total (\$)	Actual Total (\$)	Change Amount (\$)	Change %
1000 - Instruction	\$107,815.00	\$107,815.00	\$0.00	0%
2100 - SUPPORT SERVICES – STUDENTS	\$50,350.00	\$50,350.00	\$0.00	0%

What are the reason(s) for the revision? You must have at least one.

- Cost in previously unbudgeted Category**
- Change in Equipment**
- Expenditures will exceed allowable 10% variance**

Explain the reason for revision. (Maximum length is 4000 characters)

The LCCTC originally had \$16,000 in VEX Robotics. The LCCTC was able to purchase these with other funds previously and would like to enhance the STEAM/Robotics program by purchasing different supplies, including the DJI Air 2S Combo Drone for the STEAM/Robotics program. The equipment and supplies being purchased with GEER II fund monies will be used

in the Machine Technology, Oil and Gas, Commercial Art and the academic programs at the LCCTC.