

Carroll County Public Schools

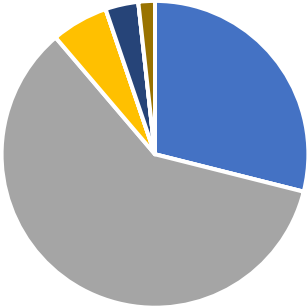
Elementary and Secondary School Emergency Relief (ESSER) Fund II

Maryland Local School System Application and Certification

January 15, 2021



ESSER II



- Learning Recovery Wages (+ Fixed Charges)
- Student Mental Health Support
- Devices for Students
- Classroom Air Purifiers
- Internet Connectivity
- Instructional Supplies
- COVID Testing
- Professional Development
- Nonpublic School Allocations
- Administrative Costs

Purpose

Under the federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021, Public Law 116-260, enacted on December 27, 2020, the Department awards grants to State educational agencies (SEAs) for the purpose of providing local educational agencies (LEAs), including charter schools that are LEAs, with emergency relief funds to address the impact that Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on elementary and secondary schools across the nation. The Elementary and Secondary School Emergency Relief II Fund (ESSER II) has the same allowable uses as the CARES Act ESSER Funds, and adds activities to address learning loss, preparing schools for reopening, and testing, repairing, and upgrading projects to improve air quality in school buildings. The ESSER II funds **do not** have an equitable services requirement.

Timeline

Local School System applications are due to MSDE by **April 26, 2021**.

Availability

Funds are available for use from March 13, 2020 through September 30, 2023.

Uses of Funds

Local School Systems may use funds for any purposes listed in 313 of the Coronavirus Response, Relief and Supplemental Appropriations Act, 2021 (CCRSA). See Appendix A.

Contact Information

Questions should be address to Donna Gunning by email at donna.gunning@maryland.gov or by phone at 410-767-0757; or Steve Brooks by email at steve.brooks@maryland.gov or by telephone at 410-767-0793.

PROGRAMMATIC, FISCAL, REPORTING, AND OTHER ASSURANCES

1. The Local School System (LSS) will use ESSER II funds for activities allowable under Section 313(d) of the Coronavirus Response, Relief and Supplemental Appropriations Act, 2021 (CRRSA). (See Appendix A.)
2. The LSS 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 Section 315 Coronavirus Response, Relief and Supplemental Appropriations Act, 2021.
3. The LSS 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 United States Department of Education (USDE) and/or its Inspector General; or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority.
4. The LSS will comply with all applicable assurances in OMB Standard Forms 424B and D (Assurances for Non-Construction and Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood hazards; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders and regulations.
5. The LSS will submit the full certification, as set forth in 34 C.F.R. Part 82, Appendix A, upon request.
6. The LSS will sign and return the Assurances page of the Notice of Grant Award (NOGA) which includes a set of assurances that meets the requirements of section 442 of the General Education Provisions Act (GEPA) (20 U.S.C. 1232e).
7. To the extent applicable, a LSS will include in its local application a description of how the LSS will comply with the requirements of section 427 of GEPA (20 U.S.C. 1228a). The description must include information on the steps the LSS 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.
8. The SEA will comply with the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) requirements in Subpart D—Post Federal Award Requirements (2 CFR §§200.300-345) and Subpart E—Cost Principles (2 CFR §200.400-475) to ensure that LEAs, including charter schools that are LEAs, are using ESSER II funds for purposes that are reasonable, necessary, and allocable under the CRRSA Act.

9. The LSS and other entities will comply with the provisions of all applicable acts, regulations and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the Uniform Guidance in 2 CFR part 200, as adopted and amended as regulations of the USDE in 2 CFR part 3474.

LSS ESSER Fund Contact/Title: **Christopher J. Hartlove, Chief Financial Officer**

Contact Email: **cjhartl@carrollk12.org** Contact Phone: **410-386-1829**

Local School System Superintendent (Printed Name): **Steven A. Lockard, Ph.D.**

Steven Lockard Digitally signed by Steven Lockard
Date: 2021.04.23 08:45:48 -04'00'

Signature:

4.23.21
Date:

**Elementary and Secondary School Emergency Relief Fund II (ESSER II)
Coronavirus Response and Relief Supplemental Appropriations Act, 2021**

Maryland Local School System Application

Part I – Planned Use of ESSER II Funds

- 1. Please describe the Local School System’s plans to measure and address learning loss among students disproportionately affected by the coronavirus and school closures, including: low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care.**

Over the past year, CCPS has been working diligently to progress monitor the achievement of historically underserved student populations during the pandemic. Quarterly updates over the past year have been reported to the Board of Education that illustrate letter grade performance by quarter as well as proficiencies on local common assessments across the school system.

It is clear that our historically underserved students have been disproportionately affected by the pandemic and planning and implementation has begun to be responsive to the needs of our students. CCPS has been implementing consistent tutoring services throughout the 2020-2021 academic year virtually as well as face-to-face to provide the necessary augmentation to the general education and instruction. Staff as well as local partnerships have provided extended learning opportunities, generally after school hours, to identified students needing additional academic support or additional resources to meet the demands of virtual and distance learning. These efforts began in the fall semester as CCPS returned to a hybrid learning environment and will continue through the end of this academic year.

Beginning July 6 of 2021, CCPS will be availing a comprehensive summer recovery and compensatory service opportunity to identified students in general education and special education services. Aligned with HB 1372, all students who are invited to attend recovery and/or compensatory services will receive transportation to and from school, breakfast and lunch, general education instruction with the primary foci in ELA and Math in addition to an evidence based intervention or strategy to meet the individual and personalized needs of each student. Program evaluation will be completed with a Pre Assessment and a Post Assessment of the summer programming.

Extended Learning Opportunities (ELO) will continue into and through the 2021-2022 academic year with after school and weekend academic opportunities for students to receive additional academic support.

2. Please provide a description of the impact of the coronavirus on the local school system. Please identify any barriers to safely reopening schools for in-person, face-to-face instruction.

There are many variables when considering the “impact” on the Carroll County Public Schools System. Those that have stood out focus primarily on the access of our students to receive quality instruction in a distance learning environment, the capacity of our teaching force to deliver a quality service to all of our students, and cumulatively utilizing community resources and supporting families to make certain students are staying engaged during our time away from schools.

CCPS moved into the hybrid learning model in the fall of 2020, affording students the opportunity to return to school two days a week as a member of one of two cohorts. Physical barriers pertaining to physical distancing among students within the building, building the capacity of teachers and staff to deliver virtual and concurrent instruction to students in the building and those remaining virtual at home, and providing a healthy working environment for staff through appropriate protocols to be followed are the three areas that have stood out with our transition back to four days a week this academic year.

3. Please provide the Local School System’s planned use of ESSER II funds, including the timeline for implementing activities funded through this grant. This response should support the detailed budget narrative and C125.

CCPS has a robust Learning Recovery Plan for the 2021-2022 school year that includes summer, fall and spring learning. Teacher wages vary from \$36.09/hr to \$60/hr. Instructional Assistant wages vary from \$11.74/hr to \$30/hr.

CCPS is also creating four COVID Regional Testing sites. COVID tests are being provided. CCPS will provide for nurses and other supplies for the sites.

CCPS intends to purchase computer devices for each middle school student and each elementary school student. The purpose of this investment, very much like the standard of purchasing textbooks, is to provide our students with their own device to access content, resources and assessments. CCPS recently invested in the purchase of a Learning Management System (LMS) where all of our curriculum and its content resides. Students will need a device at school to access the LMS and therefore be in a position to access individual course content, materials, and lessons. The devices will also be required for the planned Learning Recovery outside of the regular school day. We will house all of our instructional resources within the LMS so it will be essential for each student to have their own device during the instructional day. This has the added bonus of providing devices if students attend school virtually. Devices were purchased for all high school students during the 2020 – 2021 school year for this purpose. These funds would initially address the need at the middle school level and then address the needs at the elementary school level starting with third through fifth grade. At this time, the cost for devices is quoted at \$510/device.

Classroom-sized air purifiers and filters are needed to augment ventilation systems that were not originally designed to purify the air. \$665/Air Purifier and \$137/Filter. An outside contract was required for the storage, distribution and installation of the purifiers.

Part II – Budget Documents

Please submit a budget narrative and a completed C125 workbook with the application.

Carroll County Public Schools
Budget Narrative

Category/ Program	Item	Description/Calculation	Amount
Salaries & Wages			
203-205/01	Wages	Teacher and Instructional Assistant wages @ \$36.09 - \$60/hr for teachers and \$11.74 - \$30/hr for assistants based on the negotiated agreements.	2,000,000
Contracted Services			
2085	Contract	Contract to provide agency nurses for 4 regional COVID Testing sites	240,000
210/31	Contract	Contract for temporary storage, delivery, and installation of classroom air purifiers.	25,000
Supplies & Materials			
203-205/01	Devices	Devices for middle and elementary students to use with the CCPS LMS. 8,792 devices @ \$510/device.	4,483,920
2058	Health supplies	Health room supplies & materials for the COVID Regional Testing sites, including PPE, and vaccine use materials.	20,525
210/31	Air Purifiers	Classroom-sized air purifiers and filters @ \$665/Air Purifier and \$137/Filter.	425,000
Other Charges			
212	Fixed Charges	FICA & Workers Comp on all wages @ 8.35%	167,000
Equipment			
Transfers			
201/22	Indirect Costs	@ 1.77%	130,298
Grand Total			7,491,743

**MARYLAND STATE DEPARTMENT OF EDUCATION
GRANT BUDGET C-1-25**

ORIGINAL GRANT BUDGET	\$7,491,743.00	AMENDED BUDGET #		REQUEST DATE	04/26/21
GRANT NAME	ESSER II	GRANT RECIPIENT NAME	Carroll County Public Schools		
MSDE GRANT #		RECIPIENT GRANT #			
REVENUE SOURCE	CCRSA	RECIPIENT AGENCY NAME			
FUND SOURCE CODE		GRANT PERIOD	3/13/2020	9/30/2023	

FROM TO

CATEGORY/PROGRAM	BUDGET OBJECT						BUDGET BY CAT./PROG.
	01- SALARIES & WAGES	02 - CONTRACT SERVICES	03- SUPPLIES & MATERIALS	04 - OTHER CHARGES	05 - EQUIPMENT	08 - TRANSFERS	
201 Administration							
Prog. 21 General Support							-
Prog. 22 Business Support						130,298.00	130,298.00
Prog. 23 Centralized Support							-
202 Mid-Level Administration							
Prog. 15 Office of the Principal							-
Prog. 16 Inst. Admin. & Supv.							-
203-205 Instruction Categories							
Prog. 01 Regular Prog.	2,000,000.00		4,483,920.00				6,483,920.00
Prog. 02 Special Prog.							-
Prog. 03 Career & Tech Prog.							-
Prog. 04 Gifted & Talented Prog.							-
Prog. 07 Non Public Transfers							-
Prog. 08 School Library Media							-
Prog. 09 Instruction Staff Dev.							-
Prog. 10 Guidance Services							-
Prog. 11 Psychological Services							-
Prog. 12 Adult Education							-
206 Special Education							
Prog. 04 Public Sch Instr. Prog.							-
Prog. 09 Instruction Staff Dev.							-
Prog. 15 Office of the Principal							-
Prog. 16 Inst. Admin & Superv.							-
207 Student Personnel Serv.							-
208 Student Health Services		240,000.00	20,525.00				260,525.00
209 Student Transportation							-
210 Plant Operation							
Prog. 30 Warehousing & Distr.							-
Prog. 31 Operating Services		25,000.00	425,000.00				450,000.00
211 Plant Maintenance							-
212 Fixed Charges				167,000.00			167,000.00
213 Food Services							-
214 Community Services							-
215 Capital Outlay							
Prog. 34 Land & Improvements							-
Prog. 35 Buildings & Additions							-
Prog. 36 Remodeling							-
Total Expenditures By Object	2,000,000.00	265,000.00	4,929,445.00	167,000.00	-	130,298.00	7,491,743.00

Finance Official Approval	Andrew C. Sexton, CPA	Andrew C. Sexton	Digitally signed by Andrew C. Sexton	410-751-3083
	Supervisor of Budget and Grants		Date: 2021.04.22 13:30:14 -04'00'	
	Name	Signature	Date	Telephone #
Supt./Agency Head Approval	Steven A. Lockard, Ph.D.	Steven Lockard	Digitally signed by Steven Lockard	410-751-3000
	Superintendent of Schools		Date: 2021.04.23 08:47:19 -04'00'	
	Name	Signature	Date	Telephone #
MSDE Grant Manager Approval				
	Name	Signature	Date	Telephone #

RECIPIENT ASSURANCES

By receiving funds under this grant award, I hereby agree, as grantee, to comply with the following terms and conditions:

1. Programs and projects funded in total or in part through this grant shall operate in compliance with State and federal statutes and regulations, including but not limited to the 1964 Civil Rights Act and amendments, the Code of Federal Regulations (CFR) 34, the Elementary and Secondary Education Act, Education Department General Administrative Regulations (EDGAR), the General Education Provisions Act (GEPA) and the Americans with Disabilities Act (ADA). Vendors, subgrantees, and/or consultants; including officers and employees shall comply with the Family Educational Rights and Privacy Act at all times (20 U.S.C. §1232g).
2. Grantee shall assure that its facilities are accessible to individuals with disabilities as required by the ADA and applicable regulations. The grantee shall not discriminate against individuals with disabilities in the provision of its services and programs unless to do so would be an undue burden or result in fundamental alteration in the program as those terms are used in the ADA and its implementing regulation. The State reserves the right to inspect the grantee's facilities at any time to determine if the grantee is in compliance with ADA. The grantee shall bear sole responsibility for assuring that its programs conforms for the section 501c. of the ADA (42 USC 12201) as a bona fide benefit plan. The grantee shall indemnify and hold the State harmless in any administrative proceeding or action brought pursuant to the ADA for all damages, attorneys' fees, litigation expenses and costs, if such action or proceeding arises from the acts of grantee, grantee's employees, agents or subgrantees.
3. By accepting federal funds, the recipients certify that they have complied with Federal Executive Order 12549, Debarment and Suspension set forth in 2 CFR §180, and that, a signed Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion form has been filed with Maryland State Department of Education Project Monitor.
4. Grantee shall establish and maintain fiscal control, fund accounting procedures by fund, as set forth in 2 CFR §200 and in applicable statute and regulation. By accepting federal funds, the recipient agrees that the amount of the grant award is contingent upon the receipt of federal funds. Grantee shall retain all records of its financial transactions and accounts relating to this grant for a period of five years, or longer if required by federal regulation. Such records shall be made available for inspection and audit by authorized representatives of MSDE.
5. Entities expending federal funds of \$750,000 or more in a single fiscal year, must have an annual financial and compliance audit in accordance with 2 CFR Subpart F 200.500 et. seq.
6. The Maryland State Department of Education (MSDE) may, as it deems necessary, supervise, evaluate and provide guidance and direction to grantee in the conduct of activities performed under this grant. However, MSDE's failure to supervise, evaluate or provide guidance and direction shall not relieve grantee of any liability for failure to comply with the terms of the grant award.
7. Grantee shall adhere to MSDE reporting requirements, including the submission of all required reports. Failure to submit complete, accurate, and timely progress and final reports may result in the withholding of subsequent grant payments until such time as the reports are filed.
8. Grantee must receive prior written approval from the MSDE Program Monitor before implementing any programmatic changes with respect to the purposes for which the grant was awarded. Unless a division implements a stricter policy, grantee must receive prior written approval from the MSDE Program Monitor for any budgetary realignment of \$1,000 or 15% of total object, program or category of expenditure, *whichever is greater*. Grantee must support the request with the reason for the requested change. Budget realignments must be submitted at least 45 days prior to the end of the grant period.
9. Requests for grant extension, when allowed, must be submitted at least 45 days prior to the end of the grant period.
10. Grantee shall insure that programs and projects that offer web-based or technology band instructional products or programs which are funded in total or in part through this grant will operate in compliance with Section 508 of the Federal Rehabilitation Act of 1973 as amended and Section 7-910 of the Education Article, Annotated Code of Maryland.
11. Grantee shall repay any funds that have been determined through the federal or State audit process to have been misspent, misapplied, or otherwise not properly accounted for, and further agrees to pay any collection fees that may subsequently be imposed by the federal and/or State government. The repayment may be made by an offset to funds that are otherwise due the grantee.

I further certify that all of the facts, figures and representations made with respect to the grant application and grant award, including exhibits and attachments, are true and correct to the best of my knowledge, information, and belief.

Steven Lockard Digitally signed by Steven Lockard
Date: 2021.04.23 08:47:39 -04'00'
Superintendent of Schools/Head of Grantee Agency
Steven A. Lockard, Ph.D., Superintendent of Schools

4.23.21

Date