

**MARYLAND STATE DEPARTMENT OF EDUCATION
GRANT CHANGE REQUEST C-1-25 B**

GRANT CHANGE REQUEST #	2	REQUEST DATE	11/30/20
GRANT NAME	CARES CRF Tutor Grant	GRANT RECIPIENT NAME	Cecil County Public Schools
MSDE GRANT #	201940-01	RECIPIENT GRANT #	30221
REVENUE SOURCE	Coronavirus Relief Fund: Tutoring	SCHOOL NAME	n/a
FUND SOURCE CODE	9525 (F)	GRANT PERIOD	3/1/20 - 12/30/20

SECTION A. This Grant Change Request: (All changes must be explained in Section B)

<input type="checkbox"/>	Changes the Grant Period.	Date From	Date To
<input checked="" type="checkbox"/>	Reallocates Funds to a Different Category/Program and/or Object.*		
<input type="checkbox"/>	Increases/Decreases the Amount of the Grant.*	\$0.00	\$0.00
		(Amount) From	(Amount) To
<input type="checkbox"/>	Makes a Programmatic Change.		
<input type="checkbox"/>	Specifies a Change Other Than Those Listed Above (e.g., a change of address, fiscal agent or grant manager).		

SECTION B. Fully explain the reason for all requested changes. (Increase row height to accommodate space if needed.)

CAT/PRGM	PROGRAM NAME	OBJECT	PURPOSE OF CHANGE	
203-01	Regular Programs	01	A. DESCRIPTION:	Decrease in tutoring salaries
	Salaries		B. REASON:	Overestimated costs incurred to support tutoring salaries. Quick timeframe of grant contributed to not spending down tutoring allocation
	-\$59,176.00		C. EXPECTED RESULTS:	Funds can be reallocated to student supplies
203-09	Instructional Staff Development	01	A. DESCRIPTION:	Reduction in curriculum writing salaries
	Salaries		B. REASON:	Virtual teacher training workshops will not occur in grant timeframe
	-\$2,200.00		C. EXPECTED RESULTS:	Funds can be reallocated to student supplies
206-04	Public School Instruction	01	A. DESCRIPTION:	Reduce budget for special education tutoring salaries
	Salaries		B. REASON:	Compensatory tutoring sessions overestimated
	-\$64,151.00		C. EXPECTED RESULTS:	Funds can be reallocated to student supplies
205-01	Regular Programs	02	A. DESCRIPTION:	Decrease in classroom contracted services
	Contracted Services		B. REASON:	Future plans for NorthBay student activities will not occur within timeframe of grant
	-\$197,775.00		C. EXPECTED RESULTS:	Funds can be reallocated to student supplies
204-01	Regular Programs	03	A. DESCRIPTION:	Increase in classroom supplies
	Supplies & Materials		B. REASON:	Purchase of webcams, microphones, and Chromebooks to support ongoing virtual teaching and tutoring of students.
	\$333,661.00		C. EXPECTED RESULTS:	Students will benefit from having access to the technology to learn in a virtual environment. Teachers will benefit from having more students access virtual lessons and have the ability to participate in tutoring.

**MARYLAND STATE DEPARTMENT OF EDUCATION
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GRANT CHANGE REQUEST # **2**

REQUEST DATE **11/30/20**

GRANT NAME **CARES CRF Tutor Grant**

GRANT RECIPIENT NAME **Cecil County Public Schools**

MSDE GRANT # **201940-01**

RECIPIENT GRANT # **30221**

212-00	Fixed Charges	04	A. DESCRIPTION:	Reduction in fixed charges
	Other Charges		B. REASON:	Overall decrease in salaries automatically decreases need for fixed charges
	-\$10,359.00		C. EXPECTED RESULTS:	Funds can be reallocated to student supplies

***AN LEA/AGENCY APPROVED AMENDED GRANT BUDGET FORM (C-125-A) MUST ACCOMPANY THIS REQUEST. SECTION -B- IS TO BE COMPLETED IF A PROGRAM/OBJECT INCREASED /DECREASED IS 15% OR MORE OF THE LAST APPROVED BUDGET OR \$1,000, WHICHEVER IS GREATER.**

Grant Project Manager:	Wesley Zimmerman	<small>DocuSigned by: Wesley Zimmerman</small>	11/30/2020 2:49 PM EST	410-996-5401 ext. 50209
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>	<small>Telephone #</small>
Finance Official:	Sandra Jack	<small>DocuSigned by: Sandra Jack</small>	11/30/2020 1:43 PM PST	410-996-5497
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>	<small>Telephone #</small>
Superintendent /Agency Head:	Jeffrey A. Lawson, Ed. D.	<small>DocuSigned by: Dr. Jeffrey Lawson</small>	11/30/2020 11:51 AM PST	410-996-5499
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>	<small>Telephone #</small>
MSDE Grant Manager:				
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>	<small>Telephone #</small>

**MARYLAND STATE DEPARTMENT OF EDUCATION
REQUEST BUDGET AMENDMENT C-1-25 A**

ORIGINAL GRANT AMOUNT	\$1,672,706.00	AMENDED BUDGET #	2	REQUEST DATE	11/30/20
GRANT NAME	CARES Coronavirus Relief Fund: Technology	GRANT RECIPIENT NAME	Cecil County Public Schools		
MSDE GRANT #	201940-01	RECIPIENT GRANT #	30221		
REVENUE SOURCE	Coronavirus Relief Fund: Tutoring	RECIPIENT AGENCY NAME	Cecil County Public Schools		
FUND SOURCE CODE	9525 (F)	GRANT PERIOD	3/1/2020	12/30/2020	

Provide the name of the **Category/Program** under the appropriate **Object, e.g., Administration/General Support** under **05 Equipment**.

EXPENDITURES BY OBJECT AND CATEGORY/PROGAM	CURRENT APPROVED BUDGET	ADJUSTMENTS Increase (+)/Decrease(-)	NEW AMENDED BUDGET
01 SALARIES AND WAGES			
Instr / Regular Programs	350,812.00	-59,176.00	291,636.00
Instr / Special Programs	1,224.00		1,224.00
Instr / Instructional Staff Develop	21,729.00	-2,200.00	19,529.00
Spec Ed / Public School Instr	151,703.00	-64,151.00	87,552.00
Student Transportation	5,040.00		5,040.00
02 CONTRACTED SERVICES			
Admin / Centralized Support	40,027.00		40,027.00
Instr / Regular Programs	912,813.00	-197,775.00	715,038.00
Instr / Special Programs	17,432.00		17,432.00
Instr / Gifted & Talented	5,400.00		5,400.00
Instr / Instructional Staff Develop	25,900.00		25,900.00
03 SUPPLIES AND MATERIALS			
Admin / Business Support	28,476.00		28,476.00
Mid Leve / Office of the Principal	5,473.00		5,473.00
Instr / Regular Programs	7,415.00	333,661.00	341,076.00
Student Transportation	1,460.00		1,460.00
			0.00
04 OTHER CHARGES			
Instr / Regular Programs	53,898.00		53,898.00
Fixed Charges	43,904.00	-10,359.00	33,545.00
	0.00		0.00
	0.00		0.00
	0.00		0.00
	0.00		0.00
05 EQUIPMENT			
	0.00		0.00
	0.00		0.00
	0.00		0.00
	0.00		0.00
08 TRANSFERS			
	0.00		0.00
	0.00		0.00
	0.00		0.00
	0.00		0.00
	0.00		0.00
Total Expenditures By Object	\$1,672,706.00	\$0.00	\$1,672,706.00

THIS REQUEST MUST BE ACCOMPANIED BY A REVISED GRANT BUDGET FORM (C-1-25) AND GRANT CHANGE REQUEST FORM (C-1-25 B).

Grantee Project Manager Approval

Wesley Zimmerman  11/30/2020 | 2:49 PM EST 410-996-5401 ext. 50209

Printed Name Signature Date Telephone #

Finance Official

Sandra Jack  11/30/2020 | 1:43 PM PST 410-996-5497

Printed Name Signature Date Telephone #

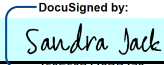
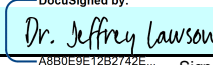
MSDE Grant Manager

Printed Name Signature Date Telephone #

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

ORIGINAL GRANT BUDGET	1,672,706.00	AMENDED BUDGET #	2	REQUEST DATE	11/30/20
GRANT NAME	CARES Coronavirus Relief Fund: Tutoring	GRANT RECIPIENT NAME	Cecil County Public Schools		
MSDE GRANT #	201940-01	RECIPIENT GRANT #	30221		
REVENUE SOURCE	Coronavirus Relief Fund: Technology	RECIPIENT AGENCY NAME	Cecil County Public Schools		
FUND SOURCE CODE	9525 (F)	GRANT PERIOD	3/1/2020	12/30/2020	

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							0.00
Prog. 22 Business Support			28,476.00				28,476.00
Prog. 23 Centralized Support		40,027.00					40,027.00
202 Mid-Level Administration							
Prog. 15 Office of the Principal			5,473.00				5,473.00
Prog. 16 Inst. Admin. & Supv.							0.00
203-205 Instruction Categories							
Prog. 01 Regular Prog.	291,636.00	715,038.00	341,076.00	53,898.00			1,401,648.00
Prog. 02 Special Prog.	1,224.00	17,432.00					18,656.00
Prog. 03 Career & Tech Prog.							0.00
Prog. 04 Gifted & Talented Prog.		5,400.00					5,400.00
Prog. 07 Non Public Transfers							0.00
Prog. 08 School Library Media							0.00
Prog. 09 Instruction Staff Dev.	19,529.00	25,900.00					45,429.00
Prog. 10 Guidance Services							0.00
Prog. 11 Psychological Services							0.00
Prog. 12 Adult Education							0.00
206 Special Education							
Prog. 04 Public Sch Instr. Prog.	87,552.00						87,552.00
Prog. 09 Instruction Staff Dev.							0.00
Prog. 15 Office of the Principal							0.00
Prog. 16 Inst. Admin & Superv.							0.00
207 Student Personnel Serv.							0.00
208 Student Health Services							0.00
209 Student Transportation	5,040.00		1,460.00				6,500.00
210 Plant Operation							
Prog. 30 Warehousing & Distr.							0.00
Prog. 31 Operating Services							0.00
211 Plant Maintenance							0.00
212 Fixed Charges				33,545.00			33,545.00
213 Food Services							0.00
214 Community Services							0.00
215 Capital Outlay							
Prog. 34 Land & Improvements							0.00
Prog. 35 Buildings & Additions							0.00
Prog. 36 Remodeling							0.00
Total Expenditures By Object	404,981.00	803,797.00	376,485.00	87,443.00	0.00	0.00	1,672,706.00

Finance Official Approval	Sandra Jack		11/30/2020 1:43 PM PST	410-996-5497
	Name	Signature	Date	Telephone #
Supt./Agency Head Approval	Jeffrey A. Lawson, Ed. D.		11/30/2020 11:51 AM PST	410-996-5499
	Name	Signature	Date	Telephone #
MSDE Grant Manager Approval				
	Name	Signature	Date	Telephone #

Cecil County Public Schools						
CARES Coronavirus Relief Fund: Tutoring Grant						
Budget Narrative - Revised 11/30/20						
Category / Program	Object	Description	Calculation	Original Budget	BA	C-1-25
203-205-02 ESOL Classroom	Contracted services	Imagine Learning and Literacy. Online program to support EL students with the loss of instruction and provide supplemental English Language Development.	1 year district-wide license	\$15,000.00		\$15,000.00
203-205-01 Regular Classroom	Contracted services	Edmentum - Exact Path for Elementary Schools	Exact Path Virtual Pilot \$4500 + Approx. \$2,588.24 per school x 17 elementary	\$48,500.00		\$48,500.00
203-205-01 Regular Classroom	Contracted services	Edmentum - Courseware for Secondary Schools	\$8.13 x 8300 students	\$67,479.00		\$67,479.00
203-205-01 Regular Classroom	Contracted services	Edmentum - Ed Options for Credit Recovery	\$80 x 29 students	\$2,320.00		\$2,320.00
203-205-09 Staff Development	Contracted services	Schoology training - contractor services	Year 1 training costs \$5,400	\$5,400.00		\$5,400.00
206-04 Spec Ed Public Instruction	Salaries and wages	Compensatory services - additional teacher hours	\$40/hour x approx. 2,260-195 hours	\$71,934.00	-\$64,151.00	\$7,783.00
212 Fixed Charges	Other expenses	Fixed charges	8.255% of salaries	\$5,938.00	-\$5,296.00	\$642.00
206-04 Spec Ed Public Instruction	Salaries and wages	Additional ESY Services	\$40/hour x approx. 1,994 hours	\$79,769.00		\$79,769.00
212 Fixed Charges	Other expenses	Fixed charges	8.255% of salaries	\$6,585.00		\$6,585.00
203-205-01 Regular Classroom	Salaries and wages	Summer school tutoring hours	\$40/hour x approx. 1,396 hours	\$55,855.00		\$55,855.00
212 Fixed Charges	Other expenses	Fixed charges	8.255% of salaries	\$4,611.00		\$4,611.00
203-205-05 GT	Contracted services	Renzulli - program to support G&T students	\$5.00 per student x 600 (K-8) and \$2400 training	\$5,400.00		\$5,400.00
201-23 Admin - Central Support	Contracted services	NWEA Assessment (grades 9-10)	\$8 x 1,875 students	\$15,000.00		\$15,000.00
201-23 Admin - Central Support	Contracted services	SAT - 12th graders (all high schools will provide vouchers for students. We will be billed for the number of vouchers given out)	\$35.50 x 705 students	\$25,027.00		\$25,027.00
209 Transportation	Salaries and wages	Bus Driver summer ESY salaries	10 days x 2 buses x \$252/day	\$5,040.00		\$5,040.00
212 Fixed Charges	Other expenses	Fixed charges	8.255% of salaries	\$416.00		\$416.00

209 Transportation	Supplies and materials	ESY student transportation (CCPS owned buses)	2 buses x \$730 per bus for fuel	\$1,460.00		\$1,460.00
201-22 Admin - Business Support	Supplies and materials	Postage	51,775 mailings x approx. \$.55/ mailing	\$28,476.00		\$28,476.00
202-15 Office of the Principal	Supplies and materials	Postage from schools	9,950 mailings x approx. \$.55/ mailing	\$5,473.00		\$5,473.00
203-205-01 Regular Classroom	Supplies and materials	Packet Supplies	29 schools x approx. \$255.69 per school	\$7,415.00		\$7,415.00
203-205-01 Regular Classroom	Contracted services	Bb Learn/Bb Collaborate - Online LMS and webinar platforms used for virtualized teaching and support during school closure	1 year license	\$68,862.00		\$68,862.00
203-205-01 Regular Classroom	Salaries and wages	Twilight school for elementary and secondary schools to support students ELA and math.	\$40 x 2 hours/day x 113 teachers x 4 days per week x 8 weeks approx. 5824 hours	\$290,314.00	-\$57,341.00	\$232,973.00
203-205-02 ESOL Classroom	Salaries and wages	ESOL tutors	\$40/ hour x 30.6 hours	\$1,224.00		\$1,224.00
212 Fixed Charges	Other expenses	Fixed Charges	8.255% of salaries	\$24,177.00	-\$4,730.00	\$19,447.00
203-205-01 Regular Classroom	Contracted services	Dreambox (Grades K - 8)	\$21.25 x 10,000 students	\$212,500.00		\$212,500.00
203-205-09 Staff Development	Contracted services	Dreambox Training	\$20,500 year long training services for K-8 math teachers	\$20,500.00		\$20,500.00
203-205-01 Regular Classroom	Contracted services	Read Live Naturally (Grades 1 - 8)	\$19 x 8845 students	\$168,055.00		\$168,055.00
203-205-01 Regular Classroom	Contracted services	MD Adventure Digital Website for grade 4 Social Studies curriculum	\$8.95 x 1100 students	\$9,845.00		\$9,845.00
203-205-09 Staff Development	Salaries and wages	Additional Coach per diem days to support curriculum writing and PD for online instruction	\$350 x 5 coaches x 5- approx. 7.33 days	\$12,829.00		\$12,829.00
212 Fixed Charges	Other expenses	Fixed Charges	8.255% of salaries	\$1,059.00		\$1,059.00
203-205-09 Staff Development	Salaries and wages	Curriculum writing - teachers to support online courses	\$33.33 x 10 teachers x approx. 23.4 16.5 hours	\$7,700.00	-\$2,200.00	\$5,500.00
203-205-09 Staff Development	Salaries and wages	Curriculum writing - teachers to support online courses	\$33.33 x 5 teachers x 6 hours			\$0.00
203-205-09 Staff Development	Salaries and wages	Teacher workshops on virtual teaching	\$30 x 20 teachers x 2 hours	\$1,200.00		\$1,200.00

212 Fixed Charges	Other expenses	Fixed Charges	8.255% of salaries	\$735.00	-\$182.00	\$553.00
203-205-01 Regular Classroom	Contracted services	Direct Instruction Video Support for Bookworms reading program	\$800 per school x 17 elementary schools	\$13,600.00		\$13,600.00
203-205-02 ESOL Classroom	Contracted services	Talking Points	Yearly license fee	\$2,432.00		\$2,432.00
203-205-01 Regular Classroom	Salaries and wages	Paras for tutoring before & after	Average \$20/hr x approx. 232.15 140.4 hours	\$4,643.00	-\$1,835.00	\$2,808.00
212 Fixed Charges	Other expenses	Fixed Charges	8.255% x salaries	\$383.00	-\$151.00	\$232.00
203-205-01 Regular Classroom	Contracted services	Labster - Virtual Science Labs	3000 seats x \$5 seat	\$15,000.00		\$15,000.00
203-205-01 Regular Classroom	Contracted services	Legends of Learning - Online Science Application for 6th grade science	1200 students x \$3 each	\$3,600.00		\$3,600.00
203-205-01 Regular Classroom	Contracted services	Flinn Science 2Go - Middle School Science Virtual Labs	6 schools x approx. \$1,665.83 each	\$9,995.00		\$9,995.00
203-205-01 Regular Classroom	Other expenses	Elementary reading enhancements for students	17 schools x approx. \$3,170.47 per school	\$53,898.00		\$53,898.00
203-205-01 Regular Classroom	Contracted services	Respondus lockdown browser for online assessments	Annual License for up to 2000 LMS seats	\$2,680.00		\$2,680.00
203-205-01 Regular Classroom	Contracted services	ELA digital texts to support virtual learners	Approx \$15.30 \$15.31/book x 4200 books	\$64,248.00	\$64.00	\$64,312.00
203-205-01 Regular Classroom	Contracted services	Contracted service supports for students during possible future school closures	Approx. \$200 per student x 1130 6th grade students	\$226,129.00	-\$226,129.00	\$0.00
203-205-01 Regular Classroom	Supplies and materials	Web Cameras to support video for teachers to support synchronous learning	\$39.90 per unit x 1,000 units		\$39,990.00	\$39,990.00
203-205-01 Regular Classroom	Supplies and materials	Wireless microphones for teachers to provide high quality online teaching	766 microphones x approx. \$35 each		\$26,802.00	\$26,802.00
203-205-01 Regular Classroom	Supplies and materials	Chromebooks for students. These will allow students to participate in virtual tutoring sessions	\$283 x 943 Chromebooks		\$266,869.00	\$266,869.00
203-205-01 Regular Classroom	Contracted services	Set up services for student Chromebooks	\$30 x 943 Chromebooks		\$28,290.00	\$28,290.00
				\$1,672,706.00	\$0.00	\$1,672,706.00