State of Alabama
Coronavirus Aid, Relief, and Economic Security (CARES) Act
Elementary and Secondary School Emergency Relief Fund (ESSER)
Local Educational Agency (LEA) Application

In order to receive a CARES Act ESSER Fund allocation, an LEA must submit this application to the SEA.

GENERAL INFORMATION

1. LEA Information	
LEA Name	Houston County Board of Education
Mailing Address	404 W. Washington St.
Physical Address	404 W. Washington St.
City/Town and Zip Code	Dothan, AL
Superintendent's Name	Mr. David Sewell
Contact Person	Mrs. Kerry Bedsole
Contact Person Position	Chief School Finance Officer
Contact Telephone Number	(334) 792-8331
Contact Email	kbedsole@hcboe.us

PROGRAMMATIC, FISCAL, AND REPORTING ASSURANCES

The United States Department of Education (USED) has approved the application from the State of Alabama for ESSER funds under the CARES Act. The availability of funds is from 4/29/2020 to 4/29/2021. LEAs will be allowed to expend funds until 9/30/2022. Pre-award costs to the ESSER fund will be allowed for allowable cost incurred on or after March 13, 2020.

2. Allowable Service(s) Assurance

The LEA Superintendent or his/her authorized representative assures or certifies that:

The LEA will use ESSER funds for activities allowable under section 18003(d) of Division B of the CARES Act. The United States Department of Education **does not** consider the following to be an allowable use of ESSER funds, under any part of 18003: 1) subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the SEA or LEAs or 2) expenditures related to state or local teacher or faculty unions or associations.

How will the LEA determine the most important educational needs as a result of COVID-19?

Our school system has been communicating with administrators as well as other systems and janitorial vendors to determine best practices for maintaining a safe environment for our students and employees. We are currently conducting a needs assessment and a survey of parents. These assessments should allow us to determine and prioritize our needs.

How does the LEA intend to assess and address student learning gaps resulting from the disruption in educational services?

Our teachers, administrators, and instructional coaches will look at data from last year to determine the students that will likely be at risk. Fall 2020 screening data will be used to identify others that have fallen behind due to school closure. The LEA plans to implement more technology and begin using software such as, but not limited to Schoology for the Learning Management System (LMS) to better assist students and parents. Implementing this LMS will better allow us to track our progress.

Which allowable activities will the LEA use ESSER funds to provide educational services? (Select all that apply)	
✓	Activities authorized by the Every Student Succeeds Act (ESSA).
✓	Activities authorized by the Individuals with Disabilities Education Act (IDEA).
	Activities authorized by the Adult Education and Family Literacy Act.
✓	Activities authorized by the Carl D. Perkins Career and Technical Education Act of 2006.
✓	Activities authorized by subtitle B of Title VII of the McKinney-Vento Homeless Assistance Act.
	Coordination of preparedness and response efforts of local education 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 coronavirus.
✓	Providing principals and other school leaders with the resources necessary to address the needs of the individual schools.
✓	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.
✓	Developing and implementing procedures and systems to improve the preparedness and response efforts of local educational agencies.
✓	Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases.
✓	Purchasing supplies to sanitize and clean the facilities of a local educational agency, including building operated by such agency.
✓	Planning for and coordinating during long-term closures, including for how to provide meals to eligible students, how to provide technology for online learning to all students, how to provide guidance for carrying out requirements under the Individuals with Disabilities Education Act (20 USC 1401 et seq.) and how to ensure other educational services can continue to be provided consistent with all Federal, State, and local requirements.
✓	Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the local educational agency that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive technology or adaptive equipment.
	Providing mental health services and supports.
	Planning and implementing activities related to summer learning 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.
✓	Other activities that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency.

Provide a detailed budget to explain how ESSER funds will be used in your LEA.

CARES Act ESSER Funds
FUND SOURCE CODE 4290

Function	Object	Program	Amount	Brief Description of Expenditure
			$1,366,182.00	See list following signature page.

Function	Object	Program	Amount	Brief Description of Expenditure
1100	010	1200	93,998.00	Elementary Teachers (2 FTEs)
1100	210-250	1200	37,499.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	010	1500	278,436.00	High School Teachers (5.25 FTEs)
1100	210-250	1500	105,762.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	012	1700	22,273.00	Alternative Teacher (0.4 FTE)
1100	210-250	1700	8,168.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	083	1200	102,544.00	Elementary Resource Teachers (1.43 FTEs)
1100	210-250	1200	34,257.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	083	1500	104,182.00	High School Resource Teacher (1.71 FTEs)
1100	210-250	1500	37,067.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	083	2300	27,808.00	Elementary Special Education Resource Teacher (0.4 FTE)
1100	210-250	2300	9,265.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	083	2400	68,498.00	High School Special Education Resource Teacher (1 FTE)
1100	210-250	2400	23,150.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	091	2300	5,764.00	Elementary Speech Teacher (0.11 FTE)
1100	210-250	2300	2,103.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	101	1810	18,532.00	EL Teacher's Assistant (1 FTE)
1100	210-250	1810	13,099.00	PEEHIP, Retirement, SS, MC, Unemployment
1100	101	2900	18,788.00	Special Education Teacher's Assistant (1 FTE)
1100	210-250	2900	12,820.00	PEEHIP, Retirement, SS, MC, Unemployment
2120	041	8210	27,841.00	Elementary Counselor (0.5 FTE)
2120	210-250	8210	10,229.00	PEEHIP, Retirement, SS, MC, Unemployment
2311	034	8230	38,409.00	High School Assistant Principal (0.5 FTE)
2311	210-250	8230	12,455.00	PEEHIP, Retirement, SS, MC, Unemployment
3200	171	8300	36,201.00	Custodians (1.5 FTEs)
3200	210-250	8300	21,128.00	PEEHIP, Retirement, SS, MC, Unemployment
6510	142	8600	27,172.00	Receptionist (1 FTE)
6510	210-250	8600	15,040.00	PEEHIP, Retirement, SS, MC, Unemployment
9140	010	4712	103,238.00	Pre-K Special Education Teachers (2 FTEs)
9140	210-250	4712	39,868.00	PEEHIP, Retirement, SS, MC, Unemployment
3200	441	8320	10,588.00	Cleaning and Sanitation Supplies
			1,366,182.00	

What is the LEA's proposed timeline for providing services and assistance to students and staff?

The LEA is developing parameters for each school within the district. The parameters should be complete by mid-July. Each school will create a site-based plan within the parameters and submit for approval by the end of July. Training for remote learning as well as our LMS are currently planned for July and August and will continue throughout the school year. [Dates are subject to change as COVID-19 guidelines change.] All funds will be expended by September 30, 2022.

How will the LEA use ESSER funds to promote remote learning?

The ESSER funds will be used to promote remote learning by purchasing devices, hot spots, packets, programs, as well as other items needed for students to learn remotely. The funds will also be used to provide some training for teachers as well as substitutes during the training. These funds may also be used to hire personnel to teach virtually.

3. Equitable Services Assurances

The LEA Superintendent or his/her authorized representative assures or certifies the following:

- The LEA receiving ESSER funds will provide equitable services to students and teachers in non-public schools as required under Section 18005 of Division B of the CARES Act.
- The LEA receiving ESSER funds will provide equitable services to students and teachers in non-public schools located within the LEA in the same manner as provided under Section 1117 of the ESEA, as determined through timely and meaningful consultation with representatives of non-public schools.
- The LEA will ensure that it will maintain control of funds for the services and assistance provided to a non-public school
- The LEA will ensure that it will have title to materials, equipment, and property purchased with ESSER funds.
- The LEA will ensure that services to a non-public school with ESSER funds will be provided by the LEA directly, or through contract with, another public or private entity.

Provide a brief explanation of the following: How will equitable service funds be used by the private schools? How will timely and meaningful consultation occur with private schools? What is the proposed timeline for services and assistance to be implemented by private schools?

There are currently no private schools within our school zone.

OTHER ASSURANCES AND CERTIFICATIONS

4. Other Assurances and Certifications

The LEA Superintendent or his/her authorized representative assures or certifies the following:

- The LEA that receives ESSER funds 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 18006 of Division B of the CARES Act. In addition, LEAs that accept funds will continue to pay employees and contractors to the greatest extent practicable based on the unique financial circumstances of the LEA. CARES Act funds generally will not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19.
- The LEA will request technical assistance on the use of ESSER funds for remote learning, which includes both distance education as defined in Section 103(7) of the HEA and distance learning as defined in ESEA Section 8101(14), so that students can continue learning during school closures.
- The LEA will cooperate with any SEA monitoring policies and/or procedures with regards to the allowability of expenditures.
- The LEA will use ESSER funds for purposes that are reasonable, necessary, and allocable under the CARES Act.

The LEA Superintendent or his/her authorized representative assures or certifies the following:

- The LEA will provide to the SEA the methodology used to provide services or assistance to students and staff in both public and non-public schools, the uses of funds 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.
- The LEA will cooperate with any examination of records with respect to such funds by making records available for inspection, production, and examination, and authorized individuals for interview and examination, upon request.
- The LEA 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 Governmentwide Debarment and Suspension (Nonprocurement) 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 Department in 2 CFR Part 3474.

5. Section 442 of the General Education Provisions Act Assurances

The LEA Superintendent or his/her authorized representative assures or certifies the following:

(a) Each local educational agency which participates in an applicable program under which Federal funds are made available to such agency through a State agency or board shall submit to such agency or board a general application containing the assurances set forth in subsection (b). The application shall cover the participation by that local educational agency in all such programs.

(b) The general application submitted by a local education agency under subsection (a) shall set forth assurances

(1) that the local educational agency will administer each program by the application in accordance with all applicable statutes, regulations, program plans, and applications;

(2) that the control of funds provided to the local educational agency under each program, and title to property acquired with those funds, will be in a public agency and that a public agency will administer those funds and property;

(3) that the local educational agency will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, Federal funds paid to that agency under each program;

(4) that the local educational agency will make reports to the State agency or board and to the Secretary as may reasonably be necessary to enable the State agency or board and the Secretary to perform their duties and that the local educational agency will maintain such records, including the records required under section 443, and provide access to those records, as the State agency or board or the Secretary deem necessary to perform their duties;

(5) that the local educational agency will provide reasonable opportunities for the participation by teachers, parents, and other interested agencies, organizations, and individuals in the planning for and operation of each program;

(6) that any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public;

(7) that in the case of any project involving construction -

(A) the project is not inconsistent with overall State plans for the construction of school facilities, and

(B) in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary under section 504 of the Rehabilitation Act of 1973 in order to ensure that facilities constructed with the use of Federal funds are accessible to and usable by individuals with disabilities;

(8) that the local educational agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects; and

(9) that none of the funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.

(c) A general application submitted under this section shall remain in effect for the duration of the program it covers. The State agencies or boards administering the programs covered by the application shall not require the submission or amendment of such application unless required by changes in Federal or State law or by other significant change in the circumstances affecting an assurance in such application.

6. Section 427 of the General Education Provisions Act Assurances

(a) The purpose of this section is to assist the Department in implementing the Department's mission to ensure equal access to education and to promote educational excellence throughout the Nation, by -

(1) ensuring equal opportunities to participate for all eligible students, teachers, and other program beneficiaries in any project or activity carried out under an applicable program; and

(2) promoting the ability of such students, teachers, and beneficiaries to meet high standards.

(b) The Secretary shall require each applicant for assistance under an applicable program (other than an individual) to develop and describe in such applicant's application the steps such applicant proposes to take to ensure equitable access to, and equitable participation in, the project or activity to be conducted with such assistance, by addressing the special needs of students, teachers, and other program beneficiaries in order to overcome barriers to equitable participation, including barriers based on gender, race, color, national origin, disability, and age.

(c) The Secretary may establish criteria and provide technical assistance for meeting the requirements of this section.

(d) Nothing in this section shall be construed to alter in any way the rights or responsibilities established under the laws cited in section 400(d) of this Act.

What steps does the LEA propose 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?

Houston County Schools will provide all students, regardless of gender, race, color, national origin, disability or age, with equal opportunity and equal access to receive the necessary materials, equipment, and services for students to experience success. Steps will be taken to ensure all students are able to access and participate in all programs.

To the best of my knowledge and belief, all the information and data in this agreement are true and correct. I acknowledge and agree that the failure to comply with all Assurances and Certifications in this agreement, all relevant provisions and requirements of the CARES Act, Pub. L. No. 116-136 (March 27, 2020), or any other applicable law or regulation may result in liability under the False Claims Act, 31 U.S.C. § 3729, *et seq.* ; OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR Part 180, as adopted and amended as regulations of the Department in 2 CFR Part 3485; and 18 U.S.C. § 1001, as appropriate.

Mrs. Kerry Bedsole	(334) 792-8331
LEA Chief School Financial Officer (Typed Name)	Telephone Number
Kerry Bedsole	07/01/2020
LEA Chief School Financial Officer Signature	Date (mm/dd/yyyy)
Mr. David Sewell	(334) 792-8331
LEA Superintendent (Typed Name)	Telephone Number
David Sewell	07/01/2020
LEA Superintendent Signature	Date (mm/dd/yyyy)

Send completed application to CARESapp@alsde.edu.

Upon approval of the application, funds will be released to the LEA.

ALSDE Internal Use Only

Date Application Received: 7/1/2020	Date ALSDE Approved: 7/8/2020
State Superintendent and/or Designee Signature	Date (mm/dd/yyyy) 07/08/2020

Date CARES Act ESSER Funds Released: _____