



APR ESSER Plan

This plan meets the expectations of the ARP ESSER Desk Review Monitoring to ensure local educational agencies (LEAs) compliance with programmatic and fiscal requirements under the Elementary and Secondary School Emergency Relief (ESSER I) Fund, the Governor's Emergency Education Relief (GEER I) Fund, the Coronavirus Response and Relief Supplemental Appropriations (CRRSA/ESSER II/ GEER II) Act, and the American Rescue Plan (ARP). This plan presents Randolph Academy's evidence in demonstrating compliance with each section of the desk review.

2023-2024

Introduction

The New York State Education Department (SED, or “The Department”) uses the process of Desk Review Monitoring to review local educational agencies (LEAs) for compliance with programmatic and fiscal requirements under the Elementary and Secondary School Emergency Relief (ESSER I) Fund, the Governor’s Emergency Education Relief (GEER I) Fund, the Coronavirus Response and Relief Supplemental Appropriations (CRRSA/ESSER II/ GEER II) Act, and the American Rescue Plan (ARP). This work follows up on the applications that LEAs submitted to fund programs under the Education Stabilization Funds (ESF), including ESSER I, GEER I, CRRSA/ESSER II/ GEER II, ARP ESSER, and ARP ESSER State Level Reserves (SLR) between 2020 and 2024. Through the monitoring process, the Department seeks to verify that the LEA is following the programmatic and fiscal plans submitted in the ESF applications and maintaining compliance with the assurances embedded within the applications.

The LEA should present evidence demonstrating compliance with each section of this form. This form identifies evidence that should be submitted in order to meet each indicator. Please note the evidence list is not exhaustive; the LEA may have additional and/or alternate documentation that may satisfy a particular indicator.

The LEA should upload all documents to the secure business portal by the requested due date. This will allow for ample review. For some indicators, compliance will be assessed through the review of the ESF grant applications, and document uploads.

Department Members & Administrative Supervisors

Dr. Danielle J. Cook, Superintendent

Theresa Gray, Director of Curriculum & Instruction

Regina Sheldon, District Treasurer

Stakeholder Engagement

The Education Stabilization Fund (ESF) plans are developed with timely and meaningful consultation with appropriate stakeholders, including but not limited to students; families; school and district administrators (including special education administrators); and teachers, principals, school leaders, other educators, school staff, and their unions. Additionally, an LEA must engage in meaningful consultation with each of the following, to the extent present in or served by the LEA: Tribes; civil rights organizations (including disability rights organizations); and stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Provide a combination of several pieces of evidence that demonstrate discussion of the ARP ESSER and ARP ESSER State Reserves plans and list the specific stakeholders. Evidence for ongoing consultation regarding ARP ESSER and ARP ESSER State Reserves may include: Meeting notifications, Minutes, Sign-in sheets with the stakeholder groups identified, Agendas or presentations with the ARP ESSER and ARP ESSER State Reserves listed, Email exchanges, Surveys and sample responses.

Provide the link where the LEA has posted the ARP ESSER plan, including the FS-10, Budget Narrative, FS10As, and the FS-10F (in the comment box)

Provide a combination of several pieces of evidence that demonstrate the LEA provided opportunities for public input and feedback. Evidence for public feedback opportunities may include: Meeting notifications, Minutes, Agendas or presentations with the ARP ESSER State Reserve grants listed, Survey opportunities, Survey results, Email exchanges

Documentation of a comprehensive needs assessment and the associated data analysis to inform the development of the ARP ESSER State Reserves grants: 5% Lost Instructional Time, 1% Comprehensive After School Programming, 1% Summer Learning and Enrichment

Stakeholder Meetings: At a public meeting of the Board of Education on October 17, 2023, it was discussed that the Board would like to approve the purchase of laptops for teachers at a cost of \$45,148.80 and engage in a contract with Mrs. Kimberly Earle, Life Coach with Stepping Stones at the annual rate of \$ 21,000. Additionally, the Board discussed utilizing the additional ARP-ESSR funds to supplement counselor salaries. At that time, the Board allowed for public comment regarding their intentions to utilize ARP-ESSER funds to cover these two items. No public comment was made at that time. Meeting minutes are on public record.

Randolph Academy then held a shared decision-making committee meeting on November 14, 2023, which included board of education members, school administrators, professional staff, support staff, parents, and students to again discuss the plan for spending ARP-ESSER funds. Meeting minutes are included in Appendix A.

Laptops: At both meetings, it was discussed that in order to better support the student 1:1 technology initiative and implement the district's computer-based instruction and intervention, teachers were in need of portable devices. In addition to better implementing instruction to address learning loss through intervention, the devices would be available should the district need to implement their remote learning plan in the future.

Life Coach: Another discussion at both meetings was to add social-emotional learning supports with the contracting of a life coach to provide services to the elementary school. This was determined to be an intervention to address the increased social-emotional challenges that students have faced as a result of the pandemic.

Counselors: Finally, the decision was made to supplement the salaries of counselors within the district who regularly meet students' social and emotional needs. This also was determined as a need to address the mental health difficulties that students are facing as a result of COVID-19 school closures.

Return to In-Person Instruction

Randolph Academy's COVID return to in-person instruction plan can be found on the school's website. School Administrators met monthly between the months of July 2021 and present to discuss any specific needs as it relates to in-person learning and to ensure that CDC recommendations were followed.

Computer-based intervention tools were purchased in 2021 by the district in order to assist with students' academic needs as a result of the learning loss. This allows teachers to better individualize instruction while students are in school. A social-emotional learning curriculum that meets the NYS standards was purchased in 2022 and is being implemented by counselors to students in grades 7-12. The addition of the life coach will address the needs through in-person instruction in grades K-6.

The Superintendent continues to provide staff with the most up to date information regarding the use of COVID time, when a positive COVID test was presented. This was done through emails to staff as the need arose. Students are provided substantially equivalent instruction upon return from any illness that they may experience throughout the school year.

Learning Loss

Randolph Academy's plan to provide teachers with laptops will give teachers access to computer-based intervention plans that are individualized for their students. These plans are created as a result of student's performance on STAR Reading and Math assessments. Once the assessment determines the students' individual needs and possible learning loss, computer-based interventions are able to be administered and monitored from the teacher's computer. Evidence of the purchase of these laptops, which make up at least 20% of the ARP ESSER allocation are included in Appendix B. The computer-based interventions which will be implemented through the use of these funds connect teachers and students with differentiated practice and instruction in both ELA and Math as it relates to the NYS learning standards. This will be implemented both in the traditional school and the extended school year (summer learning and enrichment).

In addition to the in-person computer-based interventions, teachers will have the ability to connect with students outside of the school building and after hours, if deemed appropriate or necessary to address students' learning loss as a result of the COVID pandemic.

In addition to providing access to differentiated computer-based assessment and instruction, students at Randolph Academy will have access to a Life Coach who is able to provide supplemental social-emotional learning instruction. This was an identified need with increases of referrals to school counselors for mental health, social, and emotional distress in students as a result of the COVID pandemic.

Finally, the supplemental support for counselors will address all students' mental health needs that have become significantly amplified as a result of the COVID-19 pandemic. These challenges possess a significant disruption to the learning environment, thus making it difficult to close the learning loss gaps, if unaddressed. The increased access to counselors will support improvements in addressing learning loss of students at Randolph Academy.

LEA Sustainability Requirements

Staff laptops will be a one-time purchase which will be monitored for product durability and usability by the Technology Department. A replacement plan, which will replace a small number of staff laptops each year will sustain teacher's access to the devices beyond the initial purchase.

Depending on enrollment and staffing, the district will seek to pay for life coaching services and counseling services beyond the 2023-2024 school year through the general fund.

Enrollment will determine the continuation of a long-term substitute counselor or the permanent hiring of counselors to maintain the current student to counselor ratio.

Equitable Services Requirements

As a Special Act school district, Randolph Academy does not have any private schools located within the district boundaries.

Use of Funds

The FS-10 and FS-10A which document the use of the ARP ESSER funds is included in Appendix C.

Appendix A

Shared-Decision Making Meeting

November 14, 2023

Attendance:

Cindy Breeze, Parent

Dr. Kristin Garaas-Johnson, Building Principal Randolph Campus

Danielle O'Connor, Board Member

Dr. Danielle Cook, Superintendent

Laura Heeter, Restorative Practices Coordinator

Scott Winterburn, New Directions Intake Coordinator

Melissa Galante, Special Education Teacher

Emily Cronin, RAPA Union President

Susan Locke-Scott, Board Member



ARP ESSER Plans Review

- Counselor - \$22,556
 - Funding will be offsetting the General Fund for the current counselors we have
 - Will meet the increased social-emotional needs of students as a result of the COVID-19 pandemic
- Stepping Stones - \$21,000
 - Life Coach who is able to meet the increased SEL needs created by COVID
 - Vetted and recommended by other school districts who have used grant funding in the past
 - Will work specifically with the Elementary students at the Randolph Campus
- Laptops - \$45,149
 - Allows teachers mobility in and out of the classroom to better serve student's academic needs
 - Will be able to participate in out of district professional development that allows them to learn best practice strategies for instructional delivery
 - Prepares the district for any future remote learning needs
 - Connects teachers and students by equipping both parties with access to technology

Future Meeting Topics

- Monitoring & Review of Professional Development Plan
- Data Reviews

- Academic
- SEL
- DEI
- Review of new Graduation Requirements

Appendix B:

Laptop Purchase Quote



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000163312302.1	Sales Rep	Matt Robinson
Total	\$45,148.80	Phone	(800) 456-3355, 6179865
Customer #	50755905	Email	Matthew_Robinson@Dell.com
Quoted On	Oct. 12, 2023	Billing To	ACCOUNTS PAYABLE
Expires by	Oct. 31, 2023		RANDOLPH ACADEMY
Contract Name	Dell National Cooperative Purchasing Alliance-NCPA Master Agreement		336 MAIN ST ER RANDOLPH, NY 14772-9696
Contract Code	C000000005600		
Customer Agreement #	NCPA 01-42		
Deal ID	14110425		

Message from your Sales Rep

Please contact me if you have any questions or when you're ready to place an order. Thank you for doing business with Dell!

Regards,
Matt Robinson

Additional Comments

Please send PO's via email or online using Quote-to-order to avoid any delays!

Product	Unit Price	Quantity	Subtotal
Dell Latitude 5340	\$1,100.00	40	\$44,000.00
Dell Active Pen - PN5122W	\$28.72	40	\$1,148.80

Subtotal:	\$45,148.80
Shipping:	\$0.00
Environmental Fee:	\$0.00
Non-Taxable Amount:	\$45,148.80
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total: \$45,148.80

Monitor, detect and
respond to threats 24/7

Dell Managed Detection and Response



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Dell Latitude 5340	Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:	\$1,100.00	40	\$44,000.00
Oct. 31, 2023			
Contract # C000000005600			
Customer Agreement # NCPA 01-42			

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 5340 XCTO Base	210-BGBF	-	40	-
13th Generation Intel(R) Core(TM) i5-1345U vPro (12 MB cache, 10 cores, up to 4.7 GHz)	379-BFBR	-	40	-
Windows 11 Pro, English, Spanish, French, Brazilian Portuguese	619-ARSB	-	40	-
No Microsoft Office License Included	658-BCSB	-	40	-
Intel 13th Generation Core i5-1345U vPro, 16GB LPDDR5 Memory, Intel Integrated Graphics, TBT4	338-CHGB	-	40	-
Intel(R) Rapid Storage Technology Driver	409-BCWY	-	40	-
Intel vPro Enterprise Management Enabled	631-ADQH	-	40	-
16GB, 8GBx2, LPDDR5/x Onboard Memory, 4800MT/s (dual channel)	370-AHMM	-	40	-
256 GB, M.2 2230, PCIe NVMe, SSD, Class 35	400-BOLL	-	40	-
2-in-1 13.3" FHD (1920x1080) Touch, AR+AS, IPS, 300 nits, FHD Cam,WLAN, Pen Supp, GGDx	391-BHGG	-	40	-
English US backlit keyboard, 79-key	583-BHBS	-	40	-
Intel AX211, 2x2, 802.11ax, MU-MIMO Driver, Bluetooth	555-BIKS	-	40	-
Intel(R) Wi-Fi 6E (6 if 6E unavailable) AX211, 2x2, 802.11ax, Bluetooth Wireless Card	555-BHHU	-	40	-
3- cell, 54Wh Battery, Long Life Cycle, Express Charge, 3-year warranty	451-BDBJ	-	40	-
65W AC Rugged adapter, USB Type-C, TCO Gen 9 compliant	492-BDJG	-	40	-
Single Pointing, No Palmrest Security Options	346-BIMQ	-	40	-
E4 Power Cord 1M for US	537-BBDO	-	40	-
Latitude 5340 2-in-1 Quick Start Guide	340-DDMG	-	40	-
ENERGY STAR Qualified	387-BBPC	-	40	-
Custom Configuration	817-BBBB	-	40	-
Dell Additional Software	658-BFQB	-	40	-
DAO Mix Model 65W Adapter (2N1) V2	340-DJWT	-	40	-
Intel Core i5 vPro Enterprise Label	340-CYNW	-	40	-
MOD,DOOR,BTM,WHN,5340V	321-BJSX	-	40	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	40	-
FHD RGB Camera	319-BBJT	-	40	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	40	-
Dell Limited Hardware Warranty	997-8317	-	40	-
Onsite/In-Home Service After Remote Diagnosis, 1 Year	997-8328	-	40	-
Onsite/In-Home Service After Remote Diagnosis, 2 Year Extended	997-8332	-	40	-
		Unit Price	Quantity	Subtotal

Dell Active Pen - PN5122W

\$28.72 40

\$1,148.80

Estimated delivery if purchased today:

Oct. 18, 2023

Contract # C000000005600

Customer Agreement # NCPA 01-42

Description	SKU	Unit Price	Quantity	Subtotal
Dell Active Pen - PN5122W	750-ADQK	-	40	-

Subtotal:	\$45,148.80
Shipping:	\$0.00
Environmental Fee:	\$0.00
Estimated Tax:	\$0.00
<hr/>	
Total:	\$45,148.80

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

Appendix C:

FS10A

The University of the State of New York
THE STATE EDUCATION DEPARTMENT

**PROPOSED BUDGET FOR A
 FEDERAL OR STATE PROJECT
 FS-10 (03/15)**

= Required Field

Local Agency Information		
Funding Source:	ARP ESSER	
Report Prepared By:	THERESA GRAY	
Agency Name:	RANDOLPH ACADEMY UFSD	
Mailing Address:	336 MAIN STREET ER	
	Street	
	RANDOLPH	14772
	NY	Zip Code
	City	State
Telephone # of Report Preparer:	716-358-6866	County: CATTARAUGUS
E-mail Address:	tlgray@randolphacademy.org	
Project Funding Dates:	3/13/2020 Start	9/30/2024 End

INSTRUCTIONS
<ul style="list-style-type: none"> • Submit the original FS-10 Budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to Grants Finance. • The Chief Administrator's Certification on the Budget Summary worksheet must be signed by the agency's Chief Administrative Officer or properly authorized designee. • An approved copy of the FS-10 Budget will be returned to the contact person noted above. A window envelope will be used; please make sure that the contact information is accurate and confined to the address field without altering the formatting. • For information on budgeting refer to the Fiscal Guidelines for Federal and State Aided Grants at http://www.oms.nysed.gov/cafe/guidance/.

SALARIES FOR PROFESSIONAL STAFF			
Subtotal - Code 15			\$88,704
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
School Psychologist	0.22	\$58,935	\$13,187
School Counselor	0.14	\$57,153	\$7,781
School Counselor	0.13	\$62,433	\$8,364
School Counselor	1.00	\$51,872	\$51,872
Special Education Teacher	0.19	Per Contract \$30/hr	\$7,500

BUDGET SUMMARY

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$88,704
Support Staff Salaries	16	
Purchased Services	40	
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$88,704

Agency Code: **043011020000**

Project #: **5880-21-0262**

Contract #: _____

Agency Name: **RANDOLPH ACADEMY UFSD**

FOR DEPARTMENT USE ONLY

Funding Dates: _____ From _____ To _____

Program Approval: _____ Date: _____

<u>Fiscal Year</u>	<u>First Payment</u>	<u>Line #</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Voucher #	_____	First Payment

CHIEF ADMINISTRATOR'S CERTIFICATION

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

08/30/21 _____
 Date Signature

Danielle Cook, Superintendent
 Name and Title of Chief Administrative Officer

Finance: Logged _____ Approved _____ MIR _____

= Required Field

Agency Name:	Randolph Academy UFSD	Cattaraugus
Address:	438 Main Street, E.R.	County
	Randolph, NY 14772	

Agency Code: 0-501020600

Project Number: 5830-2-0252

Contract #:

Contact Person: Daniela J. Cook

E-mail Address: dcook@randolplacacademy.org

Amendment #: 001

Tel: 716-355-6965

INSTRUCTIONS

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- This form need only be submitted for budget changes that require prior approval as follows:
 - Personnel positions, number and type
 - Equipment items having a unit value of \$5,000 or more, number and type
 - Minor remodeling
 - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
 - Any increase in the total budget amount.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

CHIEF ADMINISTRATOR'S CERTIFICATION

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Date: 10/13/23 Signature: Daniela J. Cook

FOR DEPARTMENT USE ONLY

Program Approval: _____ Date: _____

Finance:

Logged

Approved

SUBTOTAL	EXPLANATION (Provide a brief description of the 5-0 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
10 - Personnel Salaries	SCHOOL PSYCHOLOGIST, SCHOOL COUNSLER, SPECIAL ED TEACHER	\$0	\$66,149
15 - Supplies & Materials			
40 - Personnel Services	DEILVERY OF STEPPING STONE CURRICULUM	\$21,000	
45 - Supplies & Materials	40-DELL LATITUDE 5340 LAPTOPS WITH DELL ACTIV PEN-PN5122W	\$45,149	
46 - Travel Expenses			
48 - Employee Benefits			
50 - Interest Debt			
49 - Other Services			
50 - Misc Remodeling			
20 - Equipment			
	Total Increase or Decrease:	(+) \$ 66,149	(-) \$ 66,149
	Net Increase or Decrease:	\$ 0	
ENTER BUDGET >	Previous Budget Total:	\$	88,704
	Proposed Amended Total:	\$	88,704