



2021 2022 Title IV-A FPM Presentation

Stacie Rekow, I-A / IV-A Coordinator
Fall 2021



Supporting Schools and Students to Achieve

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

10/20/2021

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Introduction:

New Title I-A & IV-A Coordinator for SDE

Originally from Salt Lake City

Taught for 17 years in Special education in the Severe & Profound classroom setting

Taught in Oregon, Washington, Utah and Idaho

Currently licensed in Idaho and Utah

Favorite educational quote: “Every student can learn, just not on the same day, or the same way.” George Evans (American cartoonist)

Monitoring Process Overview



What is it?

- SDE monitors requirements/compliance of ESEA
- SDE provides technical assistance
- SDE works with LEAs to support programs and meet requirements

When is it?

- SDE is currently utilizing a six-year cycle (with special exceptions for McKinney Vento, Homeless & Neglected Youth)
- LEAs being monitored will be contacted by the SDE

How is it done?

- SDE reviews evidence previously collected, assurances and LEA submitted materials
- Self-assessment in years not directly monitored
- Desk, Hybrid, On-site or Re-visit as determined by SDE

Title IV-A Purpose



- The Title IV-A grant has three main priorities:
- (1) to provide all students with access to a well-rounded education
- (2) to improve school conditions for student learning
- (3) to improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Federal Programs Monitoring Notification and Training



Spring/Summer
prior to new
school year

Late
summer/
early fall

September- October



LEAs scheduled to be monitored in next school year are notified.

LEAs are notified of dates and type of monitoring.

Training is provided for LEAs being monitored.

Monitoring training is provided for all reviewers: SDE program coordinators and contract reviewers.

Federal Programs Monitoring Documentation and Technical Assistance



November - March



LEA Monitoring occurs
November - March.

Each LEA to be monitored uploads
documentation in the Monitoring
Upload Tool (MUT) *no later than one
month* prior to the onsite visit.

Reviewers and Program
Coordinators provide technical
assistance as needed before,
during and after the visit.

Federal Programs Monitoring Beyond the Monitoring



Beyond the Monitoring



A Final Report is given at the Exit Conference at the end of the monitoring visit. The report, which includes Recommendations, Findings and Actions Needed, is then emailed to the Administrator & Federal Programs Director.

The LEA responds within 30 days with an Action Plan which includes Findings and Actions Needed, along with timeline and/or evidence for satisfying each finding.

After each finding has been satisfied, the SDE emails the LEA a Status Report and Notification closing the monitoring visit.

Types of Monitoring Visits



➤ Onsite Visit 

➤ Hybrid Visit (Virtual and/or Onsite) 

➤ Desk Review 

➤ Monitoring Revisit 

Types of Monitoring – Onsite Visit



- Uploading of documents by the LEA and review of documents/evidence by SDE Coordinators and/or Contract Reviewers (prior to the visit)
- District Interviews
 - Federal Programs Directors (I-A, I-C, I-D, II-A, III-A, IV-A, & V-B programs, as applicable)
 - McKinney-Vento Liaison (IX-A program)
 - Business Manager (all Federal Programs)
- School Interviews
 - Principal or head administrator
 - Teachers
 - Paraprofessionals, as applicable
 - Parents
 - Students, as applicable
- Classroom visits
 - Core instruction
 - Supplemental Instruction
- Entrance & Exit Conference

Types of Monitoring- Hybrid Visit (Virtual, with option of onsite components)



- Uploading of documents by the LEA and review of documents/evidence by SDE Coordinators and/or Contract Reviewers (prior to the visit)
- District Interviews
 - Federal Programs Directors (I-A, I-C, I-D, II-A, III-A, IV-A, & V-B programs, as applicable)
 - McKinney-Vento Liaison (IX-A program)
 - Business Manager (all Federal Programs)
- School Interviews
 - Principal or head administrator
 - Teachers
 - Paraprofessionals, as applicable
 - Parents
 - Students, as applicable
- Classroom visits
 - Core instruction
 - Supplemental Instruction
- Entrance & Exit Conference

Types of Monitoring- Desk Review



- Uploading of documents by the LEA and review of documents/evidence by SDE Coordinators and/or Contract Reviewers (prior to the monitoring)

- Communication with LEA, as needed
 - Federal Programs Directors (I-A, I-C, I-D, II-A, III-A, IV-A, & V-B programs, as applicable and as needed)
 - McKinney-Vento Liaison (IX-A program)
 - Business Manager (all Federal Programs)

- Exit Conference

Types of Monitoring- Revisit



- Uploading of documents by the LEA and review of documents/evidence by SDE Coordinators and/or Contract Reviewers (prior to the visit)

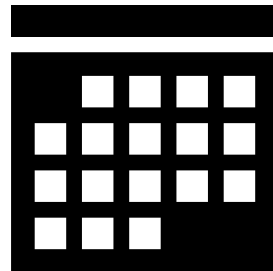
May include any or all of the following onsite (or virtual):

- District Interviews
 - Federal Programs Directors (I-A, I-C, I-D, II-A, III-A, IV-A, & V-B programs, as applicable)
 - McKinney-Vento Liaison (IX-A program)
 - Business Manager (all Federal Programs)
- School Interviews
 - Principal or head administrator
 - Teachers
 - Paraprofessionals, as applicable
 - Parents
 - Students, as applicable
- Classroom visits
 - Core instruction
 - Supplemental Instruction
- Entrance & Exit Conference

New Monitoring Requirement:



- All reviews require the LEA being monitored to upload documentation in the monitoring upload tool *no later than **ONE MONTH** prior* to the monitoring date.



Federal Programs Monitoring Tool



- Section 1: Student Identification
- Section 2: Program Needs Assessment, Services & Evaluation
- Section 3: Family & Community Engagement
- Section 4: School Improvement
- Section 5: Qualifications- Teachers & Paraprofessionals
- Section 6: Fiscal Accountability
- Section 7: Directory Information
- Section 8: Report Card Reporting
- Section 9: Equitable Services to Private Schools
- Section 10: Neglected, Delinquent, or At-Risk
- Section 11: McKinney-Vento Subgrant

• SID (Student Identification) 10

<p>SID 10 ■ IV-A</p>	<p>Title IV-A Fund Distribution Methodology The LEA prioritized the distribution of funds to schools with the greatest needs as determined by the LEA and may include schools with the highest percentage of children from families below the poverty level, identified as neglected and delinquent or in foster care. ESSA Section 4106(e)(2)</p>	<ul style="list-style-type: none">•Sampling of data reviewed to determine prioritization of funds•Documentation reflecting distribution of funds.
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Title IV-A Indicators continued



• PROG (Program) 39

<p>PROG 39 ■ IV-A</p>	<p>Title IV-A Needs Assessment LEAs receiving more than \$30,000 in Title IV-A funds shall conduct a comprehensive needs assessment* in order to examine needs for improvement of:</p> <ol style="list-style-type: none">1. Access to, and opportunities for, a well-rounded education for all students;2. School conditions for student learning in order to create a healthy and safe school environment; and3. Access to personalized learning experiences supported by technology and professional development for the effective use of data and technology <p>ESSA Section 4106(d) (*to occur every three years)</p>	<p>Evidence that a needs assessment* was conducted, which may include the assessment itself or documentation that contributed to the needs assessment (survey results, disciplinary records, course offerings, professional development schedules, etc...).</p> <p>(*to occur every three years)</p>
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PROG 40

■ IV-A

Title IV-A Funding Distribution

LEAs receiving more than \$30,000 in Title IV-A funds shall:

1. Use not less than 20% of their allocation to develop and implement programs and activities that support access to a well-rounded education;
2. Use not less than 20% of their allocation to foster safe, healthy, supportive and drug-free environments that support academic achievement;
3. Use a portion of their allocation to improve the use of technology and / or data to improve the academic achievement, academic growth and digital literacy of all students.

ESSA Sections 4107, 4108 & 4109

Evidence of programmatic efforts reflective of the listed priorities (special programs, new / expanded course offerings, curriculum development, content alignment to standards, field trips, lesson plans, professional development, etc.) are present.



PROG 41

■ IV-A

Title IV-A Coordination and Community Partnerships

Programming funded by Title IV-A are coordinated with other schools and community-based services and programs.

ESSA Sections 4107, 4108 & 4109

Evidence of collaboration with other schools and community-based services and programs (memorandums of understanding, advisory board / coalition membership and meeting notes, resource-sharing among multiple schools, etc...)

Title IV-A Fiscal Accountability (FA) Indicators



- FA 1--Written Policies and Procedures
 - FA 2--Budget and Accounting Systems
 - FA 3--Cost Principles and Allowable Use of Funds
 - FA 7--CPA Audit
 - FA 8--Physical Inventory
 - FA 10--Time and Effort
 - FA 11--Record Retention
 - FA 13—Content Area Distribution
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- See the Fiscal Accountability presentation for more information.

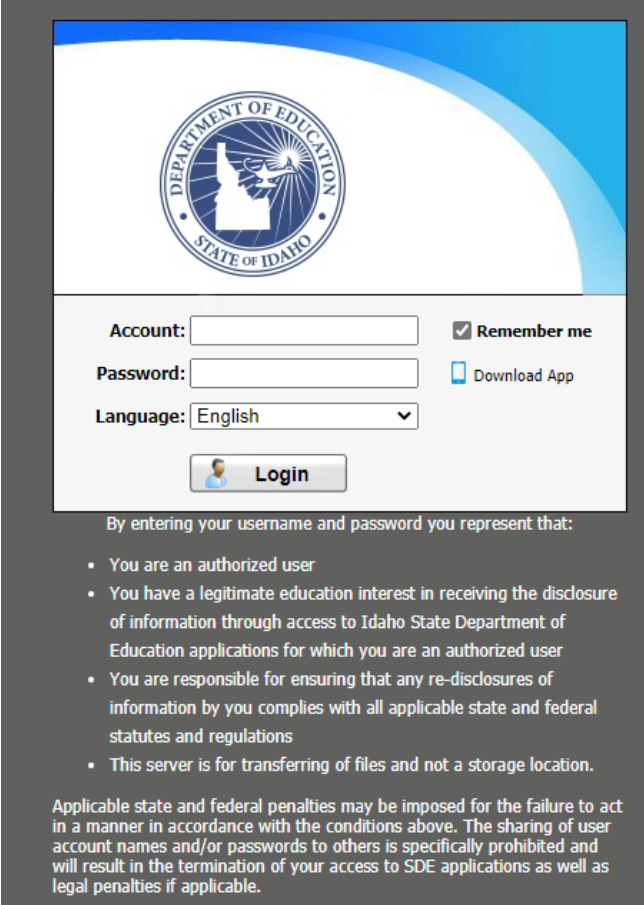
Federal Programs Monitoring



For information, and to access the Monitoring Upload Tool (MUT)

- <https://www.sde.idaho.gov/federal-programs/program-monitoring/>

Monitoring Upload Tool (MUT)

A screenshot of the Monitoring Upload Tool (MUT) login page. The page features the Idaho State Department of Education logo at the top center. Below the logo, there are input fields for "Account:" and "Password:", a "Remember me" checkbox, a "Download App" button, and a "Language:" dropdown menu set to "English". A "Login" button is positioned below these fields. Underneath the login form, there is a disclaimer text and a bulleted list of terms of use.

By entering your username and password you represent that:

- You are an authorized user
- You have a legitimate education interest in receiving the disclosure of information through access to Idaho State Department of Education applications for which you are an authorized user
- You are responsible for ensuring that any re-disclosures of information by you complies with all applicable state and federal statutes and regulations
- This server is for transferring of files and not a storage location.

Applicable state and federal penalties may be imposed for the failure to act in a manner in accordance with the conditions above. The sharing of user account names and/or passwords to others is specifically prohibited and will result in the termination of your access to SDE applications as well as legal penalties if applicable.

<https://sftp.sde.idaho.gov/login.html>

ESEA Monitoring Folders



Department of Education logo [Welcome, kgauby@sde.idaho.gov] ? Help ? Change Password ? Logout

Navigation icons: Back, Home, Refresh, Up, Down, Delete, Folder, Search, Mail, More actions

Multi-files operations: Zip Files, Delete Files, Cut Files

Select: All, None Now directory: / includes 0 files and 1 directories, size: 0 Bytes

Name	Size	Type	Modified
<input type="checkbox"/> 📁 ESEA	0	folder	2021-07-29 11:28:35

Indicators by Section (1-11)



[Welcome, **kgauby@sde.idaho.gov**]

Select: All, None Multi-files open

Now directory: /ESEA/Template of indicator folder:

Name	Size	Type	Modified
<input type="checkbox"/> Sec 1 Student Identification	0	folder	2018-08-14 09:34:57
<input type="checkbox"/> Sec 2 Program Needs Assessment, Services & Evaluation	0	folder	2021-08-11 13:28:10
<input type="checkbox"/> Sec 3 Family & Community Engagement	0	folder	2018-08-14 09:31:44
<input type="checkbox"/> Sec 4 School Improvement	0	folder	2019-06-04 08:52:48
<input type="checkbox"/> Sec 5 Qualifications- Teachers & Paraprofessionals	0	folder	2018-08-14 09:28:19
<input type="checkbox"/> Sec 6 Fiscal Accountability	0	folder	2018-08-14 09:07:00
<input type="checkbox"/> Sec 7 Directory Information	0	folder	2018-08-14 09:26:46
<input type="checkbox"/> Sec 8 Report Card Reporting	0	folder	2018-08-14 09:26:17
<input type="checkbox"/> Sec 9 Equitable Services to Private Schools	0	folder	2021-09-02 15:55:05
<input type="checkbox"/> Sec10 Neglected, Delinquent, or At-Risk	0	folder	2018-08-14 09:11:04
<input type="checkbox"/> Sec11 McKinney-Vento Subgrant	0	folder	2018-08-14 09:09:01

Indicator by Section (Student Identification)



[Welcome, kgauby@sde.idaho.gov]

Multi-files operations:

Now directory: /ESEA/Template of indicator folders/Sec 1 Student Identification

Select: All, None

Name	Size	Type	Modified
<input type="checkbox"/> SID 1	0	folder	2021-09-03 10:53:05
<input type="checkbox"/> SID 2	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 3	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 4	0	folder	2017-08-17 09:10:32
<input type="checkbox"/> SID 5	0	folder	2017-08-15 14:57:23
<input type="checkbox"/> SID 6	0	folder	2017-08-15 14:57:38
<input type="checkbox"/> SID 7	0	folder	2017-08-15 15:01:18
<input type="checkbox"/> SID 8	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 9	0	folder	2017-08-15 15:02:21
<input type="checkbox"/> SID10	0	folder	2017-08-15 15:02:43
<input type="checkbox"/> SID11	0	folder	2018-08-14 09:34:57

Uploading Documents



A screenshot of a web-based file management interface. At the top, there is a navigation bar with a logo on the left, a welcome message "[Welcome, kgauby@sde.idaho.gov]" in the center, and a "Help" icon on the right. Below the navigation bar is a toolbar with icons for back, home, refresh, upload (circled in blue), download, delete, folder, search, and a "More actions" button. To the right of the toolbar, it says "Multi-files operations:" followed by a "Zip" icon. Below the toolbar, the current directory path is shown: "Now directory: /ESEA/Template of indicator folders/Sec 1 Student Identification/SID 1". A table with columns "Name", "Size", "Type", and "Modified" is visible but empty. In the foreground, an "Upload File" dialog box is open. The dialog box has a title bar with a close button. Inside, there is a large dashed rectangular area for file placement. Below this area are two buttons: a blue "Browse Files" button and a white "Cancel" button. Below the buttons, the text "or Drag&Drop files here" is displayed.

Indicator Document Example (SID 1)



The screenshot shows a file management interface with a blue header bar. On the left is the Idaho Department of Education logo. On the right, it says "[Welcome, kgauby@sde.idaho.gov]" and has a "Help" button. Below the header is a toolbar with icons for back, home, refresh, up, down, delete, folder, search, and share, followed by a "More actions" button. To the right of the toolbar is a "Multi-files operations:" section with a small icon. Below the toolbar, it says "Select: All, None" and "Now directory: /ESEA/Template of indicator folders/Sec 1 Student Identification/SID 1". A table lists the files in the directory:

Name	Size	Type	Modified
<input type="checkbox"/> 2021-2022 FPM Tool With Actions Needed-Draft (2) 8.27.2021 version.docx	257.59 KB	docx File	2021-09-03 10:57:56

Indicator Upload Information



[Welcome, **kgauby@sde.idaho.gov**]

Select: All, None **Multi-files operations**

Now directory: /ESEA/Template of indicator folders/**Sec 1 Student Identification**

Name	Size	Type	Modified
<input type="checkbox"/> SID 1	0	folder	2021-09-03 11:04:42
<input type="checkbox"/> SID 2	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 3	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 4	0	folder	2017-08-17 09:10:32
<input type="checkbox"/> SID 5	0	folder	2017-08-15 14:57:23
<input type="checkbox"/> SID 6	0	folder	2017-08-15 14:57:38
<input type="checkbox"/> SID 7	0	folder	2017-08-15 15:01:18
<input type="checkbox"/> SID 8	0	folder	2015-01-15 14:58:04
<input type="checkbox"/> SID 9	0	folder	2017-08-15 15:02:21
<input type="checkbox"/> SID10	0	folder	2017-08-15 15:02:43
<input type="checkbox"/> SID11	0	folder	2018-08-14 09:34:57

After the Federal Programs Monitoring



If there are any Findings and Actions Needed on any of the indicators, the LEA has 30 days to submit an Action Plan.

The LEA will submit the Action Plan with timeline and any additional documentation to the Title I-A Coordinator.

Note: The LEA may also be asked by the reviewers to upload additional documentation during or after the monitoring.

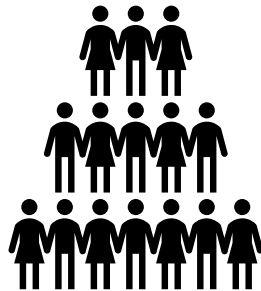
After all indicators have been satisfied, the Federal Programs Monitoring is CLOSED.



Questions?



- Please feel free to reach out and ask for clarification and technical assistance at any time.
- Thank you for your exceptional work in educating the students of Idaho. The Federal Programs team is glad to support you in this endeavor. Together we DO make a difference in the lives of students throughout our great state.



Please contact me if you have a need for more assistance.



Stacie Rekow | Coordinator Title I-A and Title IV-A

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2020 2021 IV-A FPM Presentation | 30