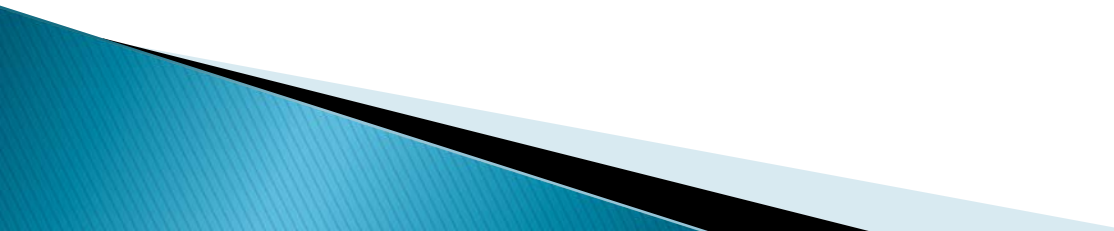


# 2011–2012 NCLB Monitoring Webinar for Onsite and Desktop LEAs

September 21, 2011  
Office of Federal Programs



# Today's Discussion

- ▶ Overview of Process
  - ▶ Documentation
    - Title I, Part A – which year?
    - Organization of electronic files
    - Combining multiple files using Adobe Acrobat Pro 9
    - Reducing files using Adobe Acrobat Pro 9
  - ▶ Questions from the Floor!
- 

# Process for Onsite & Desktop

## Prior to Monitoring Visit

Complete the Work Papers in the Online System by October 14

Upload all Required Documentation by October 14

Make any applicable changes requested by program staff and revise documentation as needed

## Monitoring Week

Optional entrance interview, all program interviews, and, for onsite LEAs, school and facility visits and parent interviews

Additional 5 days to upload

Exit interview

## Following the Monitoring Week

Complete any necessary SIPs in the online monitoring system and await approval from program staff

Once SIPs are approved, the LEA is responsible for implementing as specified in the plan

Once implemented, submit evidence showing that the LEA is now in compliance

## Following the Monitoring Week, in the event of a request for reconsideration

For any factual errors in the report, please submit a request for reconsideration to the Office of Federal Programs

FDOE Leadership will convene a panel and determine whether a finding is warranted.

Findings will be removed or will stand based on leadership decision. LEA must submit SIPs for all remaining findings.

# Which Year to Document Compliance?

- ▶ The rule is:
  - Use the **MOST CURRENT** information available!!
- ▶ Title I, Part A provided OFP with a list of compliance items that may require looking at previous year data, since it's most likely that it will not yet be available for 2011–2012.
  - AIA–3, AIA–6, CIA–1, CIA–5, FIA–3, IIA–9, IIA–10, KIA–8

# Documentation

- ▶ Let's take a look at Adobe Acrobat Professional 9
- ▶ Instructions will be very similar for versions 7, 8, and 10.
  - If you run into difficulties with any of these processes, contact OFP and we will work through it together.

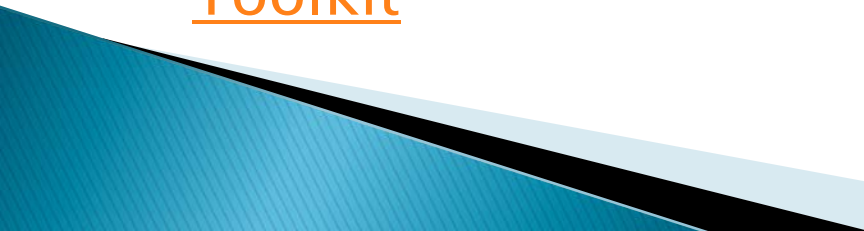
# QUESTIONS!!

- ▶ Are you having any difficulties with the monitoring system?
- ▶ Other Documentation questions?
- ▶ If you have programmatic questions, please contact the appropriate program office.
  - What to include as your documentation for a given compliance item?

# Due Dates and Helpful Tools

Work Papers and all applicable documentation must be in the online monitoring system by October 14, 2011.

## Helpful Tools

- ▶ [Final Monitoring Reports](#)
  - ▶ [Five Year Monitoring Cycle for 2009–2014](#)
  - ▶ [2011–2012 NCLB Monitoring Frequently Asked Questions](#)
  - ▶ [2011–2012 Word Version of Monitoring Work Papers](#)
  - ▶ [2011–2012 Onsite and Desktop Monitoring Schedule](#)
  - ▶ [2011–2012 Online Monitoring System Technical Assistance Manual](#)
  - ▶ [Bureau of Federal Educational Programs Monitoring Toolkit](#)
- 

# Program Contact Information

## Bureau of Federal Educational Programs

### **Title I, Part A – Improving the Academic Achievement of the Disadvantaged**

Please visit – [http://www.fldoe.org/bsa/title1/title1reg\\_contacts.asp](http://www.fldoe.org/bsa/title1/title1reg_contacts.asp) to locate your regional Program Specialist, call (850) 245-0414 or send an email to [bfep@fldoe.org](mailto:bfep@fldoe.org).

### **Title I, Part A – Public School Choice and Supplemental Educational Services**

Melvin Herring – [Melvin.Herring@fldoe.org](mailto:Melvin.Herring@fldoe.org); (850) 245-0684; [bfep@fldoe.org](mailto:bfep@fldoe.org)

### **Title I, Part C – Migrant Education Program**

Carol Gagliano – [Carol.Gagliano@fldoe.org](mailto:Carol.Gagliano@fldoe.org); (850) 245-0709; [bfep@fldoe.org](mailto:bfep@fldoe.org)

### **Title I, Part D Subpart I & II – State and Local Neglected and Delinquent**

Melvin Herring – [Melvin.Herring@fldoe.org](mailto:Melvin.Herring@fldoe.org); (850) 245-0684; [bfep@fldoe.org](mailto:bfep@fldoe.org)

### **Title VI, Part B, Subpart II – Rural and Low Income**

Jessie Simmons – [Jessie.Simmons@fldoe.org](mailto:Jessie.Simmons@fldoe.org); (850) 245-0682; [bfep@fldoe.org](mailto:bfep@fldoe.org)

### **Title X, Part C – Homeless Education Program**

Lorraine H. Allen – [Lorraine.Allen@fldoe.org](mailto:Lorraine.Allen@fldoe.org); (850) 245-0668; [bfep@fldoe.org](mailto:bfep@fldoe.org)

# Program Contact Information

## Bureau of Educator Recruitment and Retention

Title II, Part A – Teacher and Principal Training and Recruiting Fund  
Peggy Primicerio – [Peggy.Primicerio@fldoe.org](mailto:Peggy.Primicerio@fldoe.org) or (850) 245-0734

## Bureau of Student Achievement through Language Acquisition

Title III, Part A – English Language Acquisition  
Lori Rodriguez – [Lori.Rodriguez@fldoe.org](mailto:Lori.Rodriguez@fldoe.org); (850) 245-0417; [sala@fldoe.org](mailto:sala@fldoe.org)

# FDOE Coordinator

**Sara Dixon**

DeSoto

FAMU

FSU

Glades

Lake

Orange

Sarasota

St. Johns

**Felicia Williams–Elliott**

Baker

Broward

Columbia

Dept. of Corrections

FSDB

Hendry

Okaloosa

Walton

# Office of Federal Programs Contact Information

325 West Gaines Street, Room 644  
Tallahassee, FL 32399-0400  
(850) 245-0657  
[nclb@fldoe.org](mailto:nclb@fldoe.org)

Sara Dixon  
([Sara.Dixon@fldoe.org](mailto:Sara.Dixon@fldoe.org))  
(850) 245-9753

Felicia Williams-Elliott  
([Felicia.Elliott@fldoe.org](mailto:Felicia.Elliott@fldoe.org))  
(850) 245-0093