

## 2019-2020 Title II, Part A Monitoring Work Papers

The Uniform Grant Guidance authorizes the Florida Department of Education (FDOE) to monitor local educational agency (LEA) functions and activities for programs under the Elementary and Secondary Education Act (ESEA). The FDOE will monitor LEAs receiving funds in 2019-2020 for Title II, Part A in one of the following methods: self-monitoring, desktop monitoring, or desktop plus monitoring.

- Self-Monitoring LEAs will certify that they are able to provide responses/evidence items for ALL work paper sections upon request, but are not required to submit responses and evidence items to the FDOE this year.
- Desktop monitoring LEAs will complete and submit only the **GREEN** and **BLUE** monitoring work paper sections, and will certify that they are able to provide responses/evidence items for ALL work paper sections upon request.
- Desktop Plus monitoring LEAs will complete and submit **ALL (GREEN, BLUE, and YELLOW)** monitoring work paper sections.

When looking at the work paper questions and assurances, please evaluate your progress, development, and learning to determine what has improved and what areas still need improvement. Please review the work papers carefully to be sure you are responding to and providing evidence for each item included in this year's questions and assurances.

**Response questions and evidence items submitted should be in reference to Title II, Part A funds expended during the 2018-2019 school year.**

Local Education Agency (LEA) Name:	Contact Name(s) and Email Address(es)	Desktop or Desktop Plus Monitoring?

### Title II, Part A: Program-Specific Assurances

Assurance Section 1 (A1)	Yes or No	Evidence Submitted to Support the Responses Given for These Assurance Items:
The LEA intentionally prioritizes funds to schools which are identified as in need of comprehensive or targeted support activities and schools that have the highest percentages of students in poverty. <a href="#">ESSA Section 2102(b)(2)(C)</a>		<ul style="list-style-type: none"> <li>• Evidence item</li> </ul>

<p>Title II, Part A funded professional learning needs are determined by thorough analysis of data compiled through multiple sources (needs assessment). <a href="#">ESSA Section 2102(b)(2)(D)</a></p>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p>Documentation is available to verify the LEA provided opportunities for systematic consultation with parents, teachers, administrative personnel, school councils, and other appropriate groups during the planning and implementation of the Title II, Part A project. The names and areas of representation of committee members are documented. <a href="#">ESSA Section 2102(b)(3)</a></p>		

<b>Assurance Section 2 (A2)</b>	<b>Yes, No, or N/A</b>	<b>Evidence Submitted to Support the Responses Given for These Assurance Items:</b>
<p>The LEA implements recruiting, developing, and retention strategies that intentionally target low-income schools with high percentages of ineffective teachers and high percentages of students who do not meet the challenging state academic standards, to improve equitable access to effective teachers within the LEA. <a href="#">ESSA Section 2001</a> and <a href="#">ESSA Section 2103(b)(3)(B)</a></p>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p>Professional learning activities funded by Title II, Part A are evidence-based and meet the federal criteria for professional learning. <a href="#">ESSA Section 2103(b)(3)(P)</a> and <a href="#">ESEA Section 8101(42)</a></p>		
<p>The LEA is able to show that teachers or leaders receiving recruitment and/or retention incentive pay are hired into high-need academic subjects or specialty areas, and that the teacher or leader demonstrates effectiveness through a data-driven measure. <a href="#">ESSA Section 2103(b)(3)(B)</a> and <a href="#">ESSA Section 2103(b)(3)(C)</a> <i>Note: If incentives were not paid to teachers and/or leaders for the 2018-19 school year, please mark this assurance as "N/A."</i></p>		

<b>Assurance Section 3 (A3)</b>	<b>Yes or No</b>	<b>Evidence Submitted to Support the Responses Given for These Assurance Items:</b>
<p>The LEA annually evaluates the effectiveness of its Title II, Part A program to address student and educator learning needs. <a href="#">ESEA Section 8101(42)(B)(xi)</a></p>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p>Personnel compensated from Title II, Part A funds are performing assignments appropriate to program implementation as approved in the LEA's approved application. <a href="#">ESEA Section 8306</a></p>		
<p>Funds received by the LEA were used to supplement and increase the level of funds that were made available from nonfederal sources; in no case were such funds used to supplant funds from nonfederal sources. <a href="#">ESSA Section 2301</a></p>		

<p>Note: The LEA will <b>not</b> need to submit evidence items for this “supplement, not supplant” assurance.</p>		
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Assurance Section 4 (A4)	Yes or No	Evidence Submitted to Support the Responses Given for These Assurance Items:
<p>Accurate budgetary/fiscal records are maintained by the LEA to document Title II, Part A expenses. All funds expended are authorized uses of Title II, Part A funds. <a href="#">ESSA Section 2103</a></p>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p>All Title II, Part A program expenditures are outlined in the LEA’s 2018-19 application or are included in subsequent 2018-19 amendment documents. <a href="#">ESSA Section 2102(b)(2)(A)</a> and <a href="#">FLDOE Green Book Section B-1</a></p>		
<p><b>Note:</b> Documents should be clearly noted/coded that the fund source is Title II, Part A. Personnel paid through Title II, Part A funds should be clearly labeled as teachers, coaches, administrators, etc.</p>		



## Title II, Part A: Private School Equitable Services

Complete the following items if private schools exist in the LEA.

Assurance Section 5 (A5)	Yes, No, or N/A	Evidence Submitted to Support the Responses Given for These Assurance Items:
<p>The LEA consulted with appropriate private school officials, and the consultation occurred before the LEA and private schools made any decisions that affected the opportunities for eligible private school children, teachers, and other educational personnel to participate in Title II, Part A programs. <a href="#">ESEA Section 8501(c)(3)</a></p>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p>The LEA obtained a written affirmation signed by officials of each participating private school that meaningful consultation required by ESSA occurred. The written affirmation provides the option for private school officials to indicate if they feel timely and meaningful consultation did not occur or that the program design is not equitable with respect to eligible private school children. <a href="#">ESEA Section 8501(c)(5)</a></p>		

Private School Officials have been notified of the LEA's complaint procedure, in the event there is a question of equitability of services. <a href="#">ESSA Section 2102(b)(2)(E)</a> , <a href="#">ESEA Section 8501(c)(2)</a> , and <a href="#">ESSA Section 8017</a>		
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Complete the following section if private schools have elected to participate in Title II, Part A services for the 18-19 school year.

<b>Assurance Section 6 (A6)</b>	<b>Yes, No, or N/A</b>	<b>Evidence Submitted to Support the Responses Given for These Assurance Items:</b>
The LEA has two-way, ongoing communication with private schools served by Title II, Part A in order to determine needs and whether those needs are being met. Multiple data sources are used in the determination of needs. <a href="#">ESSA Section 2102(b)(2)(E)</a> and <a href="#">ESEA Section 8501(c)</a>		<ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
Participating private school programs are operated by the public LEA and documentation verifies that the services provided for participating private schools assist in meeting the professional learning needs of the private school teachers as identified during consultation. <a href="#">ESSA Section 2102(b)(2)(E)</a> and <a href="#">ESEA Section 8501(c)(1)</a>		
The LEA implements and oversees private school services. The LEA maintains control of the funds at all times. Services provided are secular, neutral, and non-ideological. <a href="#">ESSA Section 2102(b)(2)(E)</a> , <a href="#">ESEA Section 8501(a)(2)</a> , and <a href="#">ESEA Section 8501(d)</a>		
Expenditures have been made for private school teachers on an equitable basis and in accordance with the approved Title II, Part A application. <a href="#">ESSA Section 2102(b)(2)(E)</a> and <a href="#">ESEA Section 8501(a)(3)(A)</a>		

<b>Please list participating private schools for the 18-19 school year:</b>
<b>LEA Response:</b>



## Title II, Part A: Use of Funds Requirements

Please respond to each question using specific examples of activities implemented by the LEA using Title II, Part A funds to support each compliance item requirement. If Title II, Part A funds were not used for a compliance item requirement, please explain how the LEA used other funding sources to plan activities to meet each requirement.

<b>Compliance Item 1 (C1)</b> : Explain how the Local Education Agency (LEA) used Title II, Part A funds during the 2018-19 school year to increase student achievement consistent with the challenging State academic standards. <a href="#">ESSA Section 2001(1)</a>	<b>Evidence Submitted to Support the Response Given for this Compliance Item:</b> <ul style="list-style-type: none"><li>• Evidence item</li><li>• Evidence item</li><li>• Evidence item</li><li>• Evidence item</li></ul>
<b>LEA Response:</b>	
<b>Compliance Item 2 (C2)</b> : Explain how the Local Education Agency (LEA) used Title II, Part A funds during the 2018-19 school year to improve the quality and effectiveness of teachers, principals, and other school leaders. <a href="#">ESSA Section 2001(2)</a>	<b>Evidence Submitted to Support the Response Given for this Compliance Item:</b> <ul style="list-style-type: none"><li>• Evidence item</li><li>• Evidence item</li><li>• Evidence item</li><li>• Evidence item</li></ul>
<b>LEA Response:</b>	
<b>Compliance Item 3 (C3)</b> : Explain how the Local Education Agency (LEA) used Title II, Part A funds during the 2018-19 school year to <i>increase the number</i> of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools. <a href="#">ESSA Section 2001(3)</a>	

<p><b>LEA Response:</b></p>	<p><b>Evidence Submitted to Support the Response Given for this Compliance Item:</b></p> <ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
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<p><b>Compliance Item 4 (C4) :</b> Explain how the Local Education Agency (LEA) used Title II, Part A funds during the 2018-19 school year to provide low-income and minority students greater access to effective teachers, principals, and other school leaders. <a href="#">ESSA Section 2001(4)</a></p>	<p><b>Evidence Submitted to Support the Response Given for this Compliance Item:</b></p> <ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p><b>LEA Response:</b></p>	

<p><b>Compliance Item 5 (C5) :</b> Explain how the Local Education Agency (LEA) used Title II, Part A funds during the 2018-19 school year to address the learning needs of all students, including children with disabilities, English learners, and gifted and talented students. <a href="#">ESSA Section 2103(b)(2)</a></p>	<p><b>Evidence Submitted to Support the Response Given for this Compliance Item:</b></p> <ul style="list-style-type: none"> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> <li>• Evidence item</li> </ul>
<p><b>LEA Response:</b></p>	

<p><b>Compliance Item 6 (C6) :</b> Students enrolled in a charter school, regardless of the sponsorship, shall be funded as if they are in a basic program or a special program, the same as students enrolled in other public schools in the LEA. <a href="#">Section 1002.33(17), Florida Statutes</a></p>	
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- ∴ Did charter school teachers or other educators choose to participate in professional development offered by the LEA?
1. If so, what types of professional development services did these teachers participate in?
  2. If not, what professional development activities did the charter schools choose with their set-aside amount?
- ∴ Pursuant to [20 U.S.C. 8061 s. 10306](#), all charter schools shall receive all federal funding for which the school is otherwise eligible, and the LEA may determine how the formula is derived. Please provide the allocation formula the LEA chose to use for participating charter schools within the LEA.

*If there are no charter schools within the jurisdiction of the LEA, please respond with "not applicable."*

**LEA Response:**

**Evidence Submitted to Support the Response Given for this Compliance Item:**

- Evidence item
- Evidence item
- Evidence item
- Evidence item