



Bureau of Federal Education Programs
Title I, Part A

2020-2021 Monitoring Tool

Information on Topical call	Monitoring Upload Due Date	Application Assurance Number	Area of Focus Descriptor
September 2020	October 1, 2020	18	1. Constitutionally Protected Prayer
October 2020	November 26, 2020	11; b and d only	2. Parent and Family Engagement
November 2020	January 28, 2021	6	3. Cross Coordination
January 2021	February 25, 2021	9	4. Certification
February 2021	March 25, 2021	4	5. Private School

1. Area of Focus-Constitutionally Protected Prayer		FEDERAL DEADLINE OCTOBER 1, 2020
Assurance	Requirements	Evidence of Compliance
18	<p>Constitutionally Protected Prayer</p> <ul style="list-style-type: none"> The LEA shall certify in writing that no LEA policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary schools and secondary schools. <p>§8524. [20 U.S.C. 7904] School Prayer</p>	<ul style="list-style-type: none"> School Prayer Certification document provided by October 1 of 2020 to the Florida Department of Education
Assurance	Requirements	Evidence of Compliance *
11b	<p>School-level Parent and Family Engagement Policy (PFEP)</p> <ul style="list-style-type: none"> Provide evidence that the LEA and all Title I schools develops jointly with and distributes to parents and family members of participating children a written PFEP. <p>PL 114-95 §1116(b)(1)</p>	<ul style="list-style-type: none"> 2020-21 School-level PFEP, in multiple languages, for identified sample schools Documentation of jointly developing PFEPs, such as survey data, invitation to parents/families to attend meetings, and meeting agendas with minutes supported by staff and parent sign-in sheets.

<p>11b</p>	<p>Distribution of PFEP</p> <ul style="list-style-type: none"> • Provide evidence that the LEA and all Title I schools ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand, provide comment/feedback and update plan as needed. • Provide evidence that the LEA and all Title I schools made the parent and family engagement plan available to the local community. <p>PL 114-95 §1116(b)(1)(2)</p>	<ul style="list-style-type: none"> • Documentation of PFEP distribution to parents and families, such as, screen captures of school website announcements, flyers, emails, information for sample schools. • Documentation of PFEP availability to community, such as, announcement in a newspaper, places of worship, civic organizations, or businesses, and meeting minutes of a school board meeting for sample schools. <p>(Multiple languages captured above)</p>
<p>11d</p>	<p>School-Parent Compact: Shared Responsibilities for Student Achievement</p> <ul style="list-style-type: none"> • Provide evidence that school-parent compacts for all children served under Title I are jointly developed at the beginning of the school year. • Provide evidence that the school compact ensures regular two-way, meaningful communication between family members and school staff, and, in a language that family members can understand. <p>School-Parent Compact (cont.)</p> <ul style="list-style-type: none"> • Provide evidence that the school provides frequent reports to families on their child's progress. <p>PL 114-95 §1116(d)(1-2)</p>	<ul style="list-style-type: none"> • 2020-2021 School-Parent Compacts for sample schools, in multiple languages. • Documentation that School-Parent Compacts are jointly developed with parents, such as invitations to attend meetings, meeting agendas, sign-ins, and meeting minutes for sample schools. <p>Sample elementary schools must also provide evidence that compacts were discussed during parent-teacher conferences as it relates to the individual child's achievement.</p> <ul style="list-style-type: none"> • Documentation of progress reports and report card distribution and example of follow-up when student is not making progress for sample schools
<p>* Evidence may include alternative virtual formats due to COVID-19 restrictions.</p>		

3. Area of Focus-Cross Coordination		STATE DEADLINE JANUARY 28, 2021
Assurance	Requirements	Evidence of Compliance
	<ul style="list-style-type: none"> Provide evidence of the coordination and integration of services provided by Title I, Part A with other educational services at the LEA or individual school level, such as services for English learners, children with disabilities, migratory children, American Indian, Alaska Native, and Native Hawaiian children, and homeless children and youths, in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program. <p>§1112(c)(4)</p>	<ul style="list-style-type: none"> Documentation for the sample schools demonstrating cross program coordination and integration of services offered at the LEA or school level; such as, personnel activity reports, time and effort logs, budget reports, cross program professional development, and coordinated services provided to targeted populations.
4. Area of Focus-Certification		STATE DEADLINE FEBRUARY 25, 2021
Assurance	Requirements	Evidence of Compliance
9	<ul style="list-style-type: none"> Provide evidence that the LEA ensures all teachers and paraprofessionals working in Title I schools meet applicable State certification and licensure requirements, including alternative routes of certification. <p>§1112(c)(6)</p>	<ul style="list-style-type: none"> Documentation for each sample school should include a listing of teacher and paraprofessionals and their certification and licensure.
9	<ul style="list-style-type: none"> Provide evidence that parents are notified appropriately according to the "Parents Right-To-Know" provision. <p>§1112(e)(1)(A-B)</p>	<ul style="list-style-type: none"> Parents Right-To-Know documents for the sample schools showing information is distributed to parents at the beginning of the school year.
9	<ul style="list-style-type: none"> Provide evidence that when a child is taught for 4 or more consecutive weeks by a teacher who is non-state certified or state-certified, but teaching out-of-field, the LEA provides written notification to each parent. <p>§1112(e)(1)(A-B)</p>	<ul style="list-style-type: none"> Signed and dated, four-week notification letters to parents from the sample schools.

5. Area of Focus-Private Schools		STATE DEADLINE: MARCH 25, 2021
Assurance	Requirements	Evidence of Compliance
4	<ul style="list-style-type: none"> Provide evidence that the LEA provides services to eligible children attending private elementary schools and secondary schools in accordance with section 1117. <p>§1117 [20 U.S.C. 6320]</p>	<ul style="list-style-type: none"> Signed and dated Service Delivery Plan for the sample school(s) LEA service logs
4	<ul style="list-style-type: none"> Provide evidence that the LEA provides timely and meaningful consultation with private school officials regarding such services. <p>§1117 (b) [20 U.S.C. 6320]</p>	<ul style="list-style-type: none"> Signed and dated invitation to participate in the Title I program and certified mail receipts Signed and dated Affirmations of Consultation for the sample private school(s) indicating that consultation was meaningful between the LEA and private school officials. §1117(b)(5)