Targeted Monitoring Review Process Agenda

Purpose

To determine LEAs compliance with the fiscal and programmatic requirements of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

To ensure LEA is fulfilling assurances and following program plans provided in the Consolidated Application for ESSA-Funded Programs.

To provide technical assistance and support which builds district capacity to develop and implement high-quality programs.

To ensure all children are provided significant opportunities to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.

Programs to be Monitored

| Title I, Part A: Improving Basic Programs	Title I, Part C: Education of Migratory Children	Title I, Part D: Neglected and Delinquent Programs	Title II, Part A: Supporting Effective Instruction
Title IV, Part A: Student Supports and Academic Enrichment	Title V, Part B: Rural Low-Income Students	McKinney-Vento Homeless Education	American Rescue Plan Homeless Children and Youth (ARP HCY) I and ARP HCY II

Overall Process

Phase I — Pre-review activities

Phase II — Virtual review visit
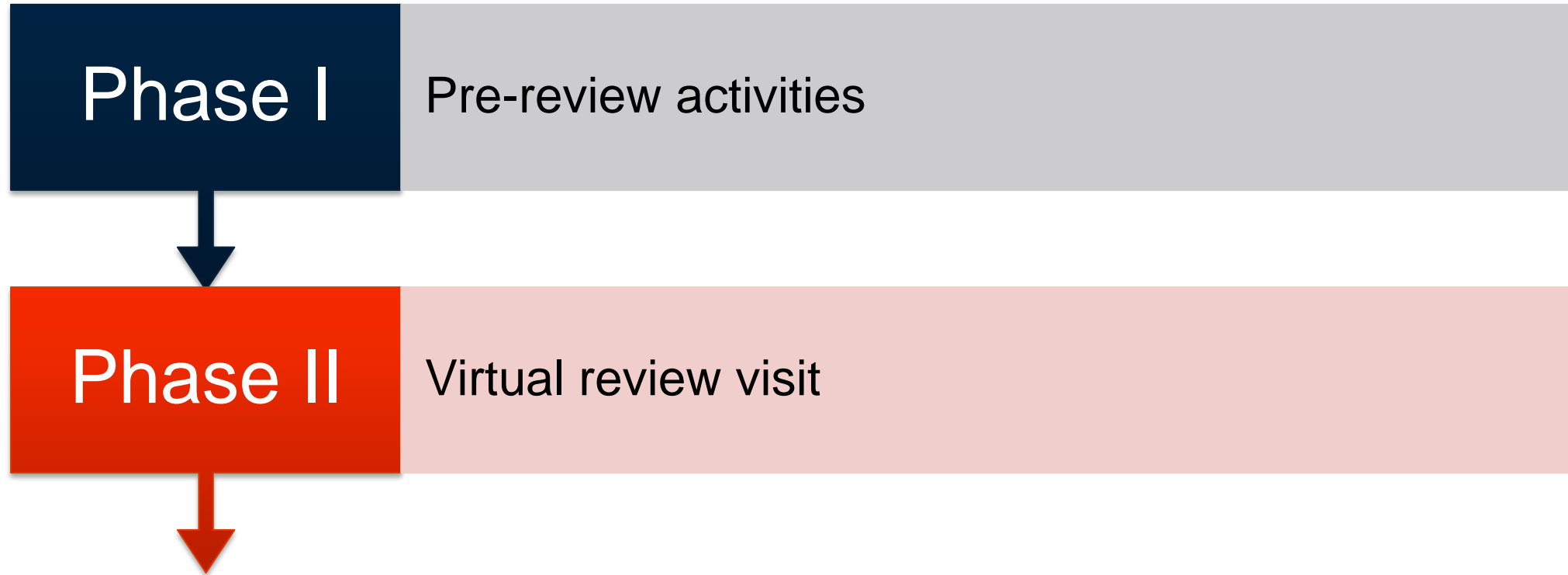
Phase I: Pre-review activities

1 Establish contact with NYSED reviewer and set dates for virtual review visit

2 Complete and submit online Targeted Monitoring Review survey in the Business Portal

3 Administer Title I teacher survey and private school survey

4 Review preliminary ratings and work with NYSED reviewer to create virtual visit schedule

Phase II: Virtual Review Activities

Phase III: Follow-up Activities

Following the virtual visit, the LEA will have 5 business days to upload additional materials before resubmitting to address preliminary ratings

Once resubmitted, NYSED will provide final ratings, Corrective Actions, and Required Actions to the LEA within 30 days

LEA will then have 30 days to provide evidence of completed Corrective Actions and resubmit (should additional time be required, the LEA may request an extension)
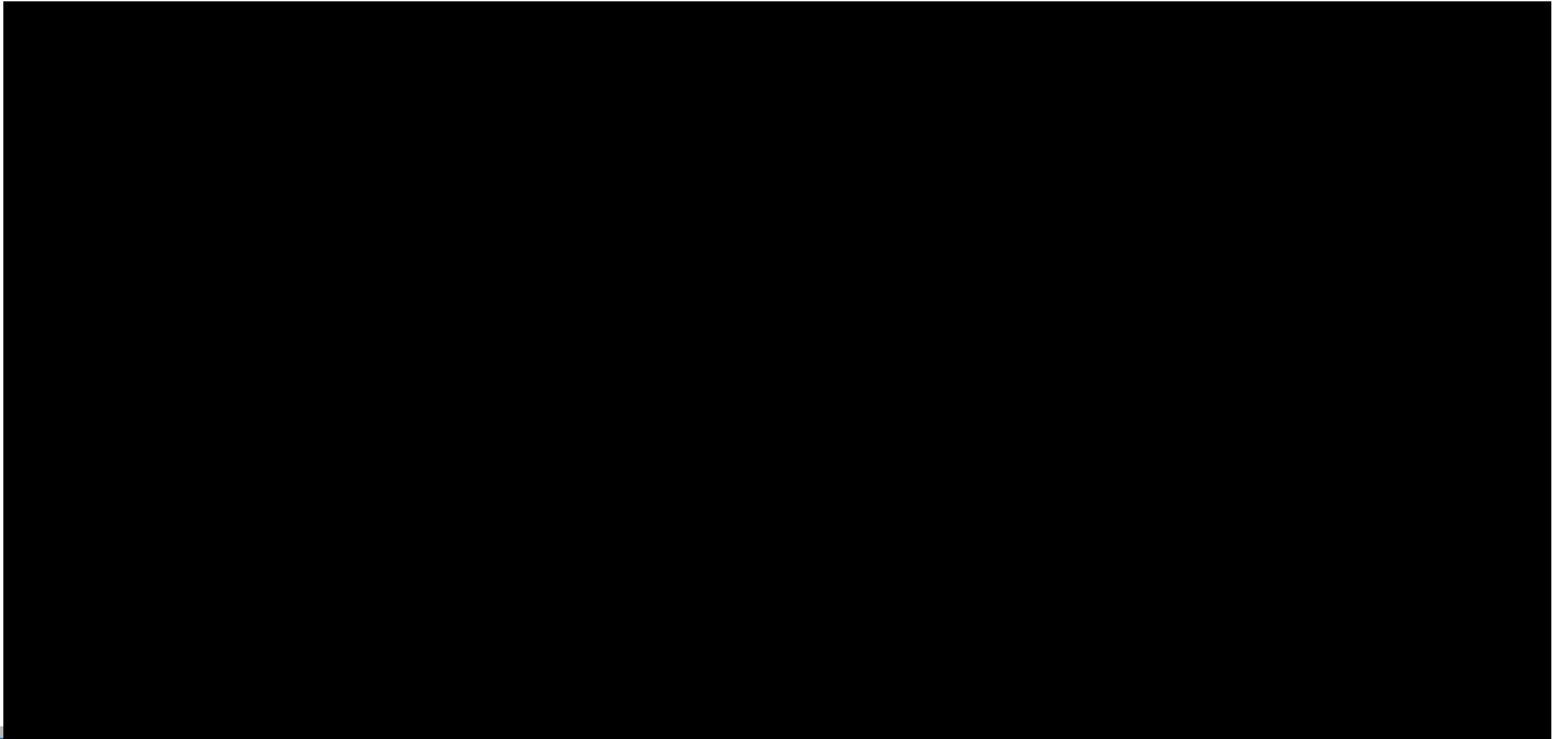
Once all compliance issues have been addressed, the review will be approved and the LEA will receive notification that Targeted Monitoring Review is completed

Sections of the Review
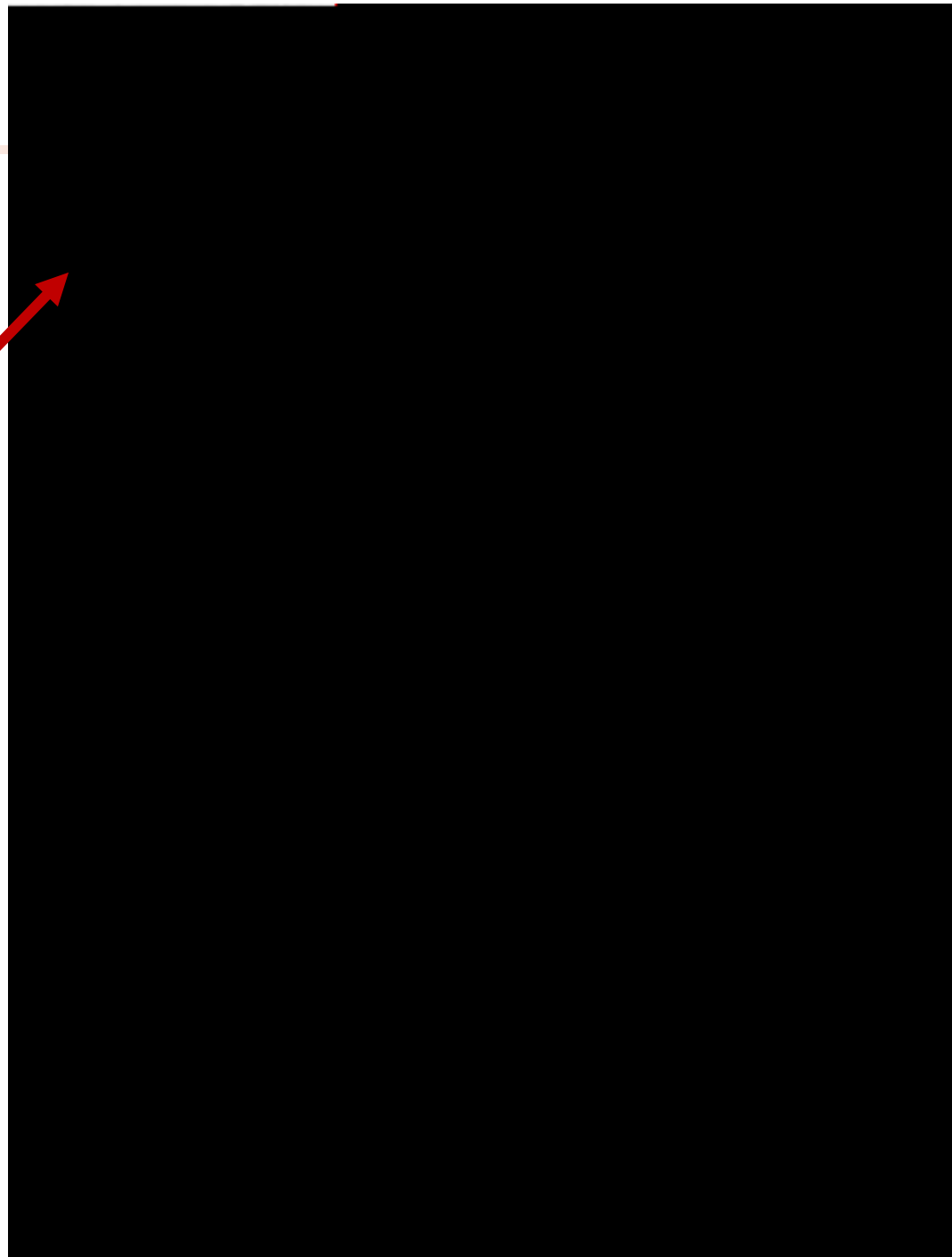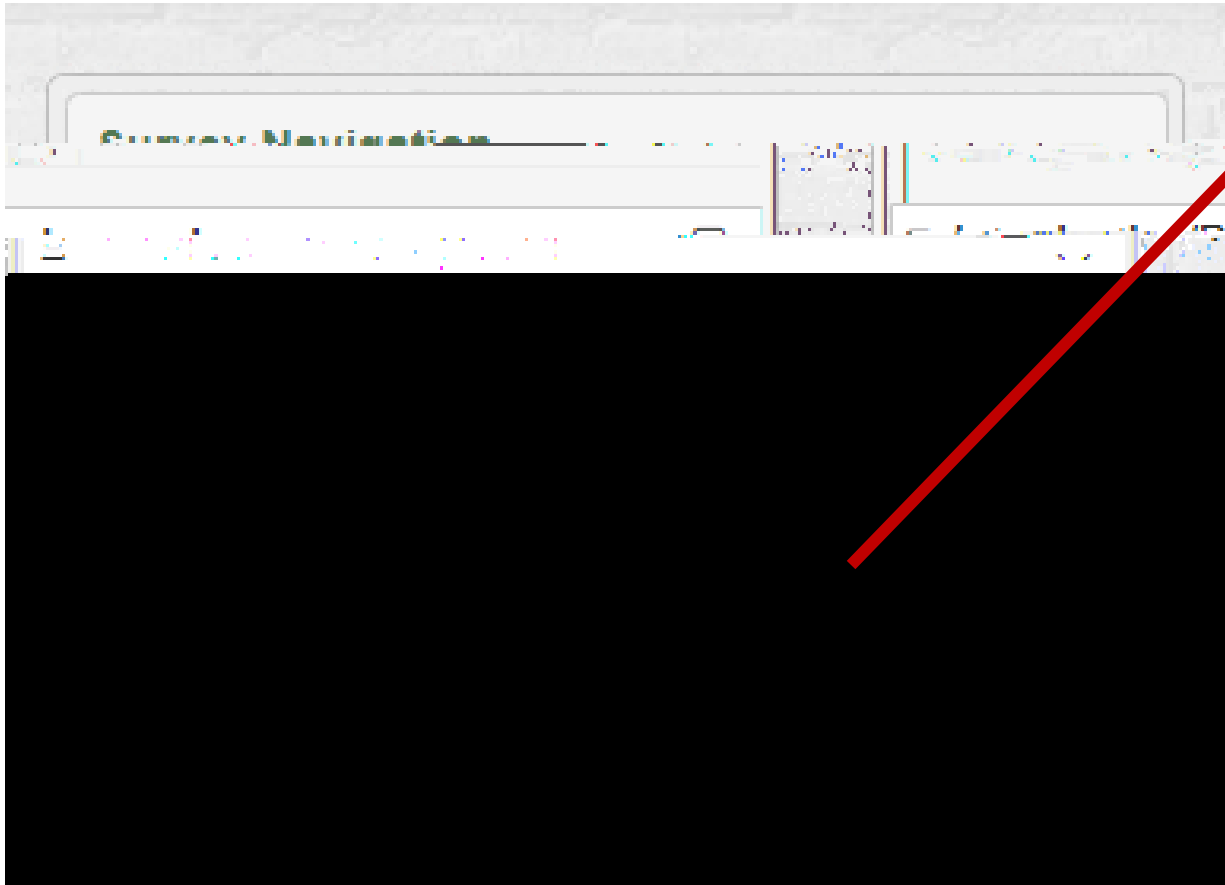
Indicators

Compliance Status Definitions

Met Requirements indicates that the LEA documents reviewed were fully in compliance with federal and State requirements.

Met Requirements with Recommendation indicates that the LEA documents reviewed were in compliance with federal and State requirements, but that the LEA may improve the quality of their program implementation and/or documentation by implementing the NYSED-provided recommendations. Recommendations serve as technical assistance and the LEA is not required to take immediate action.

Partially Met Requirements with Required Action indicates that the LEA documents reviewed were substantially in compliance with federal and State requirements, but that the LEA must improve the quality of their program implementation and/or documentation by implementing the NYSED-directed action. The LEA is required to respond to a required action within its Corrective Action Plan.

Finding with Corrective Action indicates that the LEA is not in compliance with federal and State requirements. The LEA must implement the NYSED-directed Corrective Action(s) within its Corrective Action Plan.

Things to Consider to Get Started

The review is based on your 2023-24 Consolidated Application for ESSA-Funded Programs, so you may want to have copies of the needs/goals, budgets, and any subsequent amendments available for discuss during the review.

Identify appropriate personnel to contribute to the monitoring review based on program areas.

Ensure all personnel who are contributing to monitoring review have appropriate access to both the Consolidated Application and Monitoring R (appropriat)1.7Au034 TD

Things to Consider when Uploading Materials

Refer to the Recommended Evidence column or the Indicators and Evidence Guide document to identify appropriate materials.

Ensure that evidence is aligned to program title; for example, Title I indicators should only include evidence that applies to Title I, etc.

Ensure that evidence is uploaded for all applicable programs in indicators which address multiple programs. For example, for General Fiscal indicators, evidence is required for Title IA, IIA, IIIA, IVA, and VB.

Label evidence specific to program title and indicators.

Provide a key for fiscal account codes to facilitate accurate review of fiscal documents

Additional Resources

Office of ESSA-Funded Programs Website	http://www.nysed.gov/essa/schools/consolidated-application
Compliance Monitoring Information and Materials	http://www.nysed.gov/essa/compliance-monitoring-and-technical-assistance
Program Area Guidance	http://www.nysed.gov/essa/guidance
ESSA-Funded Programs Calendar of Reminders	http://www.nysed.gov/essa/essa-funded-programs-calendar-reminders

Accessing Resources Online

- To access the Business Portal and for additional guidance and support, please

Next Steps

Log in to the online portal to view the monitoring survey

Review all materials included in the notification email

NYSED reviewer will contact you to virtual review dates and office hours session

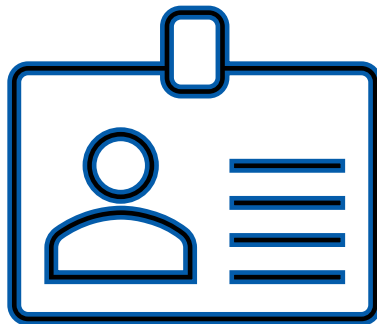Gather and upload evidence to the monitoring survey

Submit completed monitoring review survey by **February 12**

Contacts

Program Area Support:

Contact the NYSED reviewer identified in your notification letter

Office of ESSA-Funded Programs at 518-473-0295 or conappta@nysed.gov

Technical Support:

Questions related to user accounts, password resets, the SEDDAS application, please contact SEDDAS@nysed.gov

Assistance with navigating the survey, please contact the NYSED reviewer identified in your notification letter

Thank You for Your Continued Collaboration!

Questions