**Title II, Part A Monitoring Process**

**LEA Evidence Application**

**For**

**Monitoring Year 2019-2020**

**District Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**All information in this application reflect use of Title II, part A funds for SY 2018-2019**

Directions:

LEAs complete sections A through F based on the LEA’ s use of Title II, Part A funds for the **2018-2019 school year.** Please refer to the RI Department of Education Title II, Part A monitoring protocol and the US Department of Education Title IIA Non-Regulatory Guidance for additional information.

A completed LEA Submission Document must be submitted to the Office of Educator Excellence and Certification Services on or before **March 30, 2020**.

Please send one folder with your application and supporting documents.

* Title of folder: DistrictName\_TitleAMonitoring
* Title of Application Document: DistrictName\_MonitoringSubmissionDocument
* Title for Evidence Documents: DistrictName\_TitleIIAMonitoring\_Section(Insert Letter)Question#

If you have any questions, please contact Mary Keenan at [Mary.Keenan@ride.ri.gov](mailto:Mary.Keenan@ride.ri.gov).

**Section A: Public Schools - Allowable Use of Funds**

*Note: Title II, Part A does not permit the use of program funds to purchase materials, supplies, technology and staffing assignments that are not directly connected to the allowable Title IIA activities.*

1. **Allowable Use of Title II Funds**

Title II Non-Regulatory Guidance details specific allowable uses of Title II funds.

Check the appropriate categories for which the LEA used Title II funds for SY 2018-2019.

|  |  |
| --- | --- |
| Developing and implementing evaluation and support systems | □ |
| Recruiting, hiring and retaining effective teachers, principals and other school leaders in low-income schools with high percentages of ineffective teachers | □ |
| Recruiting, hiring and retaining effective teachers, principals and other school leaders, including recruitment from fields outside of education | □ |
| Class-size reduction activities | □ |
| Personalized professional development to improve the quality of teachers, principals and other school leaders. | □ |
| Increasing teacher effectiveness for students with disabilities and English learners | □ |
| Supporting early education | □ |
| Supporting effective use of assessments | □ |
| Supporting in-school training and awareness of school personnel | □ |
| Supporting gifted and talented students | □ |
| School library programs | □ |
| Preventing and recognizing child sexual abuse | □ |
| Supporting Science, Technology, Engineering and Math (STEM) | □ |
| Improving working conditions | □ |
| Supporting postsecondary and workforce readiness | □ |

**District Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Section B: Public Schools - Professional Learning**

1. Comprehensive Needs Assessment Process

|  |
| --- |
| Provide a detailed description of the Needs Assessment process used by the LEA to select the professional learning activity/series.  Be sure to include the following details in your response:   * Information regarding sources of data used to determine needs * Connections to district strategic plans * Steps implemented to ensure a meaningful and collaborative consultation with relevant individuals and organizations (stakeholders) * Stakeholders involved in the process. Please provide evidence of stakeholder participants, (teachers, school leaders, paraprofessionals, support professionals, parents etc.) agendas, student data, surveys sent out to stakeholders, minutes from meetings, etc. |
| LEA Response: |

1. LEA use of Title II, Part A funds for Professional Learning activity/series[[1]](#footnote-1)

|  |  |  |
| --- | --- | --- |
| Provide a detailed description for EACH Professional Learning activity/series funded with Title II, Part A funds (include activity programs, brochures or job descriptions and participants, trainers and facilitators as part of the application submission).  For EACH Professional Learning activity/series provide a link to one (1) evidence-based research article AND include a completed Evidence-Based Research Tier Template. | | |
| LEA Response: | | |
| Name of Activity/Series[[2]](#footnote-2) | Description | Link to Evidence-Based Research Article |
|  |  |  |
|  |  |  |
|  |  |  |

1. Monitoring and Evaluation of Professional Learning activity/series

|  |  |
| --- | --- |
| Provide a detailed description of   1. the monitoring and evaluation processes based on educator and student outcomes that occurred to ensure continuous improvement for each PD activity/series funded with Title II, Part A funds 2. the impact this activity had on student achievement with supporting data, including the conclusions drawn regarding the effectiveness of the activity and steps taken to ensure continuous improvement | |
| LEA Response: | |
| Name of Activity/Series[[3]](#footnote-3) | Description and Impact |
|  |  |
|  |  |
|  |  |

1. Monitoring of Inventory

|  |
| --- |
| Describe your Inventory Control System for materials and supplies purchased with Title II, Part A funds.  Describe in detail where the materials are stored, how the LEA tracks and monitors inventory and the process for distribution of materials.  Provide evidence of tracking annually and site-based tracking bi-annually. |
| LEA Response: |

**Section C: Public Schools – Rhode Island Teachers and Paraprofessionals**

1. Hiring Process and Assignment System

|  |
| --- |
| Provide an overview of the hiring and assignment process that describes how the LEA ensures that it hires and assigns only Rhode Island certified educators and paraprofessionals who meet State qualification requirements. (Provide district or school documentation, if applicable) |
| LEA Response: |

1. Personnel Assignment System: Rhode Island Certified Teachers and Out-of-Area Teachers

|  |  |
| --- | --- |
| Number of Rhode Island Certified Teachers |  |
| Number of Out-of-Area Teachers  Complete the Out-of-Area Educator Template.[[4]](#footnote-4)  Describe use of Title II, Part A funds to support educators in becoming RI certified (testing, coursework or program) |  |

1. Personnel Assignment System: Rhode Island Paraprofessionals

|  |  |
| --- | --- |
| Number of Paraprofessionals |  |
| Number of Paraprofessionals ***not*** meeting RI requirements  Complete the Paraprofessional Requirement Template.[[5]](#footnote-5)  Identify the pathway each paraprofessional serving in your district used to meet State Paraprofessional requirements. If currently employed paraprofessional(s) have NOT met State Paraprofessional requirements, the LEA must state the corrective action. |  |

**Section D: Public Schools – Class-Size Reduction**

1. Use of Title II, Part A funds for Class-Size Reduction

|  |  |
| --- | --- |
| Our LEA uses Title II, Part A funds for Class-Size Reduction |  |
| Our LEA does not use Title II, Part A funds for Class-Size Reduction (leave the remainder of this section blank) |  |

1. Meet Rhode Island Certification Requirements

|  |
| --- |
| Provide an overview of how the LEA ensures that all Class-Size Reduction teachers meet State certification and licensure requirements for their assignments. |
| LEA Response: |

1. Assignment of Class-Size Reduction teacher(s)

|  |
| --- |
| Provide an overview of how Class-Size Reduction teachers are assigned (e.g. co-teach; flexible grouping, grade level team; pull out, etc.) and the processes used to monitor impact and student achievement gains. |
| LEA Response: |

1. Justification for Class-Size Reduction

|  |
| --- |
| Provide a justification for the use of Title II, Part A funds for Class-Size Reduction.  Provide an explanation that details the student achievement gains that occurred because of this method at:  a.) the individual classroom level  b.) the grade level |
| LEA Response: |

1. Identification of Teachers for Class-Size Reduction

|  |  |  |
| --- | --- | --- |
| Identify the Certificate ID, name, and teaching assignment for each Class-Size Reduction Teacher | | |
| Certificate ID | Name | Teaching Assignment Grade Level/School |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Section E: Non-Public Schools Services**

Under the Title II, Part A program, private school teachers, principals, and other school leaders are eligible to participate to the extent that the LEA uses funds to provide for professional learning for teachers and other school personnel.

Title II, Part A does not permit the use of program funds to purchase materials, supplies, technology and staffing assignments that are not directly connected to the allowable Title II, Part A activities.

1. Services to Non-Public Schools

|  |
| --- |
| a.) Are there any eligible non-public schools located in the area the LEA serves?  **If no, skip the remaining questions in Section E.**  **□** Yes  **□** No |
| b.) How many eligible non-public schools are there in the area the LEA serves? What grade levels  do they serve? |
| c.) How many of the eligible non-public schools participate in Title II, Part A? For those who do not  participate, does the LEA know why they choose not to participate? |
| d.) How does the LEA consult with appropriate non-public school officials to give them an  opportunity to provide input on:  1. the planning of the LEA’s Title II, Part A program activities; and  2. the design and development of activities or programs to ensure the services provided meet  the needs of non-public school educators? |
| e.) Does consultation occur BEFORE making decisions on the use of Title II, Part A funds? Please  attach dates, agendas for meetings, lists of participants, etc. |
| f.) What kinds of services are provided to non-public schools with Title II, Part A funds? Does the  LEA design projects that permit equitable participation (may non-public schoolteachers, for  example, participate in professional development provided to public school teachers)? |
| g.) How does the LEA maintain records of its efforts to resolve any complaints made by non-public  school representatives? |
| h.) Describe how the LEA monitors and tracks materials purchased by nonpublic schools. |

**Section F: Attestation**

*(To be completed by the LEA Superintendent, Head of School or Title II, Part A Program Administrator)*

|  |
| --- |
| I certify by my signature that: |
| □ The information provided in this review document is accurate  □ The LEA has used Tile II, Part A funds consistent with all applicable Title II, Part A  requirements  □ The LEA will provide RIDE with supporting evidence, if requested, to complete the Title II.  Part A monitoring process |
|  |
| *School District (Please print) School Year* |
|  |
| *Signature (LEA Superintendent, Head of School or Title II, Part A Program Administrator )*  *Date* |
|  |
| *Name (Please print)* |

1. LEAs should report only those LEA activities funded with Title II, Part A funds and should not include private school activities. [↑](#footnote-ref-1)
2. The activity/series should correspond to the PD activity/series from the PD section of the 2018-2019 CRP Title II application. [↑](#footnote-ref-2)
3. The activity/series in the monitoring and evaluation section should be the same activity/series as those identified in section B2. [↑](#footnote-ref-3)
4. Appendix D: Non-Certified Educators Template Sample [↑](#footnote-ref-4)
5. Appendix E: Paraprofessional State Qualification Requirements [↑](#footnote-ref-5)