Educator and School Excellence Newsletter: May 2021

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Welcome!

Welcome to our May ESE Newsletter!

Thank you for joining us here to learn important and timely information related to the ESEA Application. 'Tis the season to submit your FY22 grant. Congratulations to the 322 LEAs who submitted their applications by May 1. We look forward to having your grants processed by July 1. Please read on for additional information on the application process.

Has a member of the ESE unit gone above and beyond for you and your LEA? Take a moment to recognize them using the "Spotlight on Success" form at the bottom of the newsletter. These will be featured in upcoming newsletters.

Best Wishes,

Angie Madsen

All Call - Committee of Practitioners

The Committee of Practitioners is a group committed to serving as an advisory council to ADE to ensure that all students under ESSA are provided *equitable access to an excellent education.*

COP members will collectively commit to engage in the work of the committee to address relevant issues related to ESSA and provide feedback to ADE from an LEA perspective. The committee will hold an open membership drive for school year 2021-2022.

Please sign up using the *COP Membership Form*. Members will be provided opportunities to learn about:

- The work of ADE

- ESSA

- ESEA Consolidated Application

- Provide ADE with meaningful feedback at conferences throughout the year

- Emails (being a member adds you to our COP listserv)

- Our ESE Newsletter

- Specific webinars scheduled throughout the year

If you have any specific questions, pleased reach out to the COPInbox@azed.gov

ESEA Consolidated Grant Updates

FY22 ESEA Consolidated Grant Applications are due May 1st!

Let's get those FY22 ESEA Consolidated Grant Applications submitted now! Submitting your ESEA Consolidated Grant Application by May 1 will ensure it will be reviewed in a timely manner.

Once the grant has been reviewed and granted the appropriate primary approvals, your organization can begin to draw down funds as early as July 1, 2021. Keep in mind, funding applications must be in Director Primary Approved status before an LEA can begin to drawn down funds. This includes the approval of all required documentation, including the Comprehensive Needs Assessment (CNA), Integrated Action Plans (IAPs), Consultation Forms, and other required items. These items will need to be completed prior to receiving Director Approved Status and the ability to draw down funds. (Please see below for a complete listing of grant requirements).

Some of you may be submitting only for Substantial Approval at this time. Those LEAs which have submitted an approved GSA and have completed the self-checklist will be granted substantial approval, which means they can obligate funds beginning July 1, 2021. Please keep in mind, however, in order to draw down funds for Title I, Title II, and Title IV, you will need to have Director Primary Approval for the appropriate grant area.

The approval process looks different this year. Each grant section (Title I, Title II, Title IV) has its own primary approval button as you can see in the snippet here: This link will take you to a short video about the *FY22 Primary approval process*.

If you have not submitted and may need more information about the Primary Approval Process or about FY22 Grants in general, please reach out and schedule a meeting with your assigned program specialist. We can answer your grant questions, do a pre-review of your grant, or even send you weekly reminders to complete the grant process as well as Cycle Monitoring, the TIA, Comparability, and other grant requirements.

Items to complete for FY22 if you are seeking Primary Approval

• FFATA & GSA Verification

• Assurances

• Budget

• Set Asides

• Program Details

• LIAP

• SIAPs – 3 fishbones/3 primary needs (min)

• Correct Tagging

• Recruitment Stipends (spreadsheets)

• Retention Stipends (spreadsheets)

• Capital Outlay Worksheets

• Related Documents, Affirmations, Poverty Criteria FY20 (SY19-20) Rationale, Tribal Consultations, etc.)

• Program Narrative Questions

• Title IV-A Allocation Worksheet

• Equitable Services for Private Schools

• Private School Proportionate Share

• Private School Administration Costs

  • PPA List

  • Poverty Criteria - LEA must use SY2020-2021 Enrollment Data on the School Eligibility Page (from 40th or 100th day count)

  • Poverty Criteria - LEA may use SY2019-2020 Low Income Numbers or SY2020-2021 Low Income Numbers. If using SY2019-2020 Low Income Numbers, the LEA must upload a *Rationale to Related Documents*.

The Planning Tool: How to Copy and Move Items

Do you need to move a strategy to a different principle? Did you accidentally place an action step under the wrong strategy?

The GME Planning Tool has the functionality of copying and selecting a new location in either the LIAP or SIAP. The GME Planning Tool: *Copy and Move Document* gives you the simplistic process.

 FYI: Please remember this process makes a "copy" of the strategy and action step prior to moving, so if necessary or applicable, delete the original.

FY22 Poverty Counts

Dear LEAs:

For your FY22 Consolidated Grant Application, USED has given LEAs permission to use old year poverty counts (low-income data) if that year's data is more advantageous to the LEA, with a goal of providing the most accurate poverty percentage for the LEA given the challenges of COVID-19.

Therefore, LEAs can use *either* SY20-21 poverty data, *or* SY19-20 poverty data ***Note- enrollment data must come from SY20-21.**

LEAs have 2 options when entering their poverty count on the School Eligibility Page.

- Option 1: If your LEA chooses to use SY20-21 poverty data, pull your poverty count from either the 40th or 100th day of SY20-21. Do **NOT** use the data from your FY21 ESEA Application.

- Option 2: If your LEA chooses to use SY19-20 poverty data, pull your poverty count from either the 40th or 100th day of SY19-20. Do **NOT** use the data from your FY20 ESEA Application.

- For more detailed information, you can visit ***FY22 Poverty Counts*** and access this information from the pull-down menu.

Poverty Count

How do you calculate school site poverty percentage for FY22?

For your FY22 Consolidated Grant Application, USED has given LEAs permission to use old year poverty counts (low-income data) if that year's data is more advantageous to the LEA, with a goal of providing the most accurate poverty percentage for the LEA given the challenges of COVID-19.

On the School Eligibility Page, LEAs may use EITHER FY21 (SY20-21) OR FY20 (SY19-20) low-income data, whichever is most advantageous to the LEAs poverty percentage. Pay close attention to rank and serve as the poverty percentage will have an impact. *The same year (either FY21 or FY20) must be used to calculate the poverty percentage for each funded site within the LEA.

On the Poverty Criteria Page, LEAs will verify which data they have used to determine their low-income count. If the LEA has chosen to use FY20 (SY19-20) low income data, there will be a document to complete in Title I-A Related Documents.

Private schools have the same option, to use EITHER FY21 (SY20-21) OR FY20 (SY19-20) low-income data, whichever is more advantageous. Private schools do not have to use the same year or poverty criteria as their corresponding LEA.

Considering Transferring Funds?

Is your LEA considering transferring ESEA funds from one program to another? Before you consider transferring your TII/TIV-A Funds, we encourage you to learn how these funds can support your students and teachers.

Please share the *"What is Title IV-A?"* video with your planning committee! If transferring funds is still determined to be the best course of action, please make sure you can check off the following boxes:

- The decision to transfer funds is based on an identified need in the CNA planning process

- The decision to transfer funds was decided by a diverse representation of LEA constituents

- The transferring of funds did NOT occur prior to Private School Consultation (if applicable)

If any of these items cannot be confirmed, the request to transfer does not meet statutory requirements and should be halted or revisited by the planning team.

As a general reminder, TII-A and TIV-A can be transferred into the following programs (assuming the above requirements are met): • Title I, Part A Improving basic programs operated by LEAs

• Title II, Part A Supporting effective instruction state grants

• Title III, Part A State grants for English language acquisition and language enhancement

• Title IV, Part A Student support and academic enrichment grants

• Title V, Part B Rural education (ESEA section 5103(b).)

After LEAs receive SEA Primary Approval, funds may NOT be transferred until the entire ESEA grant is Director Approved and a new revision is started.
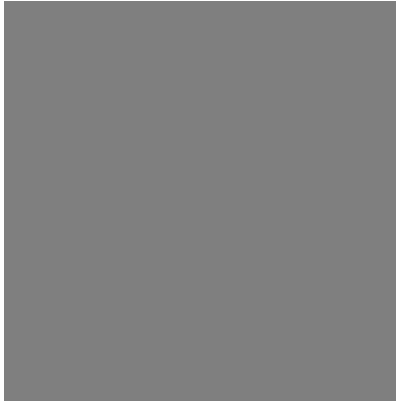
Title I-A

Title I Preschool Coding

Test your Knowledge!

What is the correct function code for Title I preschool costs?

A. 1000

B. 2600

C. 3300

*If you chose [A] and will be including Preschool expenditures in your FY22 grant, be sure to read this **ESEA Policy Bulletin** for the correct answer!*

Title II-A

Teacher Input Application Closing for Maintenance

The Teacher Input Application is scheduled to close at the end of May or early June for annual maintenance. Please ensure your current teachers are uploaded with accurate information, as this will support an easier process for FY22.

We are excited about new revisions that will occur during the annual maintenance process! More information will be shared when the update is completed. You can locate the Teacher Input Application through this link ***TIA Support Document***.

If you have any questions, please reach out to James Scott at james.scott@azed.govjames.scott@azed.gov, or your assigned program specialist.

Title IV-A Updates

Grant Process Reminders

As we transition into FY22, we want to highlight a few important Title IV-A reminders:

1) 20-20-Portion Rule:

The 20-20-Portion Rule will be back in place for the FY22 funds. LEAs with an allocation of $30,000.00 or more will be required to spend a minimum of 20% of their funds on well-rounded education, a minimum of 20% of their funds on safe & healthy, and a portion of their funds on effective use of technology. LEAs who do not meet this expenditure requirement will have to make up the difference in the following year.

2) Program Narrative Question Number 4:

The most important section of the Title IV-A application is Program Narrative Question #4 where LEAs explain their program objectives, outcomes, and methods of evaluation.
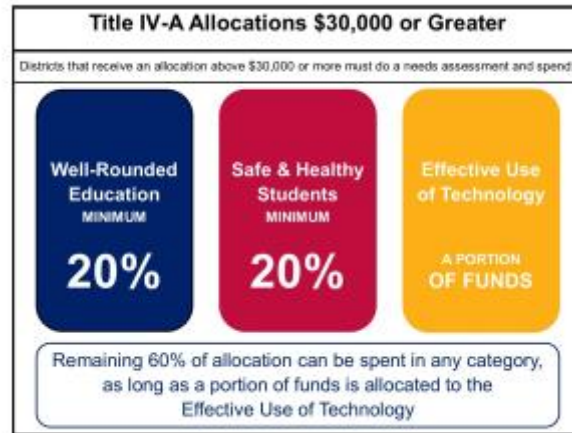
The preferred format for this question is:

Name of Program/Activity:

Objective:

Intended Outcome:

Method of Evaluation:

Title IV-A Allocations $30,000 or Greater

Districts that receive an allocation above $30,000 or more must do a needs assessment and spend:

Well-Rounded Education
MINIMUM
20%

Safe & Healthy Students
MINIMUM
20%

Effective Use of Technology
A PORTION OF FUNDS

Remaining 60% of allocation can be spent in any category, as long as a portion of funds is allocated to the Effective Use of Technology

665 Graduates Earn Arts Proficiency Seal

These students represent 81 Schools from 31 LEAs across the state. To earn this honor, students had to have received a 3.0 or better in a minimum of 4 arts credits, completed a minimum of 45 hours of arts extracurricular activities, and completed a student-led capstone project under the guidance of a mentor in Dance, Media Arts, Music, Theatre Arts, or Visual Arts.

We hope you are incredibly proud of all that you have accomplished this year! If you'd like more detailed information about this year's program metrics, please read the *2021 State Seal of Arts Proficiency Year End Report*.

If your LEA is interested in participating in the program in the 2021-2022 school year, please visit the *State Seal of Arts Proficiency Website* for more information. Applications open July 15th and are due to ADE by September 15th.

New Episode! Reimagine Education with Title IV-A Podcast

Join Safe, Healthy, and Active Students Specialist, Keri Schoeff, as she chats with Claire Novak, a high school student and Wellness Leader. Claire created a Student Wellness Initiative to provide Youth Mental Health First Aid training to the staff at her school.   For more information, visit www.thewellnesstrail.org or email Claire at wellnesstrailclaire@gmail.com.

Upcoming Events

"Title IV-A & B Symposium: Expanding Horizons" Registration Open!"

Don't wait! Register today for the **2021 Title IV-A & B Symposium: Expanding Horizons!**

ADE Title IV-A and 21st CCLC are combining forces to provide this virtual event for our stakeholders. Featuring local and national experts, practitioners, and educators, workshops provide actionable best practices that can be immediately implemented in the classroom.

Teachers, Arts Teachers, PE Teachers, Counselors, and the administration who support them should sign up now!

 $25.00 gets you access to this two-day event and access to ALL content for six months!

Taking place July 15 and 16, 2021!

Symposium Website

Register here today!

Coming Soon! EMAC Monitoring System

The new monitoring system known as EMAC will be coming soon. All LEAS will be asked to register for a session to learn about Cycle Monitoring for SY21-22.

Please be aware you will be receiving an email from ADE about this important training, which will focus on learning about the functionality of the new platform.

Important Upcoming Dates

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*Please go to this Detailed **Calendar Link** for persons generally responsible and helpful links pertaining to each item. (To access the links, download the document first).*

April

- **March** Monthly **Signed Time and Effort** sheets due
- **April 15th Deadline (suggested or follow the LEA Guidelines):**
  - CNA, 3 Fishbones and SIAP from each school
  - Site uploaded in GME for LEA review
  - ***Title I Planning--Workflow***
- **Summary Stakeholder Surveys due**
- **Stakeholder Surveys close**
- **Title IV-A & B "Expanding Horizons" Symposium** Registration Opens

May

- **April** Monthly **Signed Time and Effort** sheets due
- Submit year end evaluations of Title I Personnel
- Program evaluations of:
  - Homeless Program
  - Targeted Assistance or Schoolwide Program
  - Parent Involvement
- Final Update: Targeted Assistance Schools rank order of students and eligibility for service
- May 1st: Submission of the ESEA Consolidated Application due, including the following elements:
  - LIAP
  - SIAP (one per school)
    - CNA uploaded
    - RCA (3 fishbones) uploaded

- Tribal Consultations

- Private School Affirmations of Consultation

- Private School Proportionate Share Determination Spreadsheet

- Title II

  ◦ Recruitment Stipend Worksheet

  ◦ Retention Stipend Worksheet

June

- **May** Monthly **Signed Time and Effort** sheets due

- Federal Uniform Grant Guidance 2 CFR 200.430 Compensation

- T & E *Guidance*

- **Periodic Certification** for all Personnel Fully Funded (100%) by Title I Due

- **Ongoing Throughout the Summer & School Year**

- Work with principals on **SIAP Implementation.**

- The LEA reviews the plans and the budgets to ensure that funds are being spent according to the plan and the plan has all the necessary components

- T & E *Guidance*

- **Monthly meetings** with Principals. Additional training as needed.

- **Inventory all items** purchased by Federal Programs.

- **Homeless and N&D** programs are monitored by LEA.

- **On-going review** of school improvement data and plans in conjunction with LEA

- **3 times a year** (Fall, Winter, Spring) the LEA will make **on-site visits** to review the progress of the school wide plan, school improvement plan and inventory.

- **Budgets and purchase orders** are reviewed monthly by the LEA to assist schools in spending the funds as planned.

- **Each month** check the **Updates and Archives** on the *Title I homepage*

- **Each month**, process **Reimbursement Requests**

- *Reimbursement Request Overview 3/18/2021 Webinar Recording*

- *Expenditure Summary Report QuickBooks Infographic*

- *Expenditure Summary Report Visions Infographic*

- *Reimbursement Request Handbook*

- *RR Advance Payment Infographic*

Highlights

Arizona's own Kyle Bragg named SHAPE America National Teacher of the Year!

At the recent SHAPE America Virtual Convention, Scottsdale Unified School District Anasazi Elementary School's Kyle Bragg was named 2021 Elementary Physical Education Teacher of the Year. Kyle, a National Board Certified Physical Education teacher, was selected from a pool of elementary teachers from across the country for his innovative teaching strategies, commitment to the health and wellness of his students, and his national and state-level advocacy efforts.

Kyle is a member of ADE's Physical Education Advisory Roundtable (PEAR) and his contributions to his students, to his fellow physical educators, and to our entire state are so valued. He is the epitome of an effective Physical Education teacher. On behalf of ADE's Title IV-A Team, we congratulate Kyle on this amazing accomplishment!

Teacher Professional Development Scholarship

The Teacher Professional Development Scholarship is an opportunity for current Arizona Certified teachers who would like to add additional credentials or become qualified for dual enrollment in the area of STEM. The scholarship reimburses recipients up to $2000 a year, and teachers are eligible to apply up to three times. Please review this *Scholarship Flyer* and distribute to potential applicants. If you have any questions, please reach out to the *TPDSinbox@azed.gov*.

$2000 Scholarship for Teachers

Get SET for STEM

Scholarship for Effective Teachers

GET SET FOR STEM

$2000 Tuition Scholarships for Arizona Teachers! Teachers can apply for a scholarship yearly until May 2023.

- STEM Related Certifications
- Career Technical Education Certifications
- Qualifying for Dual Enrollment in any area

BENEFITS

- Provides quality teachers to Arizona students
- Improves student achievement in the State of Arizona
- Supports teachers in employment pursuits
- Allows teacher to be certified in multiple areas

ELIGIBILITY

- Current Arizona Certified Teachers
- Pursuing coursework to obtain additional certifications, endorsements, and credentials
- Agree to teach in PUBLIC SCHOOL in Arizona after you finish coursework
- Pursue coursework at an approved Arizona Institution of Higher Learning
- Have an approved scholarship application
- Funding Prioritized for Rural Educators

APPLICATION PROCESS

- Download the application from: https://cms.azed.gov/home/GetDocumentFile?id=5f22d-f5903a2b317f8e52e06
- Submit a quick one page application to ADE at TPDS@azed.gov
- Applications are reviewed by committee approximately every 2 weeks
- Upon approval of your application submit your documentation and register for your courses

For more information about the Get SET for STEM program, call
602-364-3345 or e-mail the Teacher Professional Development Inbox at TPDS@azed.gov
For questions about Certification, e-mail certification@azed.gov or call 602-542-4367
www.azed.gov/title/pd-pilot-program

Welcome New ESE Specialists

Venesa Hernandez is one of our very own and has been a Project Program Specialist for our Title IV-A program for the past two years. She has learned so much over the past few years and has been a huge asset to our unit. We are excited to witness her growth as she takes up her new role as a Title IV-A Education Program Specialist. She is dedicated to providing the best support to our Title IV-A LEA's.

We are excited to welcome our newest program specialist **Lilian Le.** Lilian comes with on-the-ground experience teaching in a Title I school system. Following her teaching experience, she managed federal grants for the migrant population. During this experience she gained a tremendous amount of understanding on the fiscal components of federal grants, developing programs, and monitoring for compliance. She is a pleasure to work with, and we are fortunate to have her on the team.

Welcome to **Dennis Lee**! Denise's experience covers accounting, procurement, and federal fiscal auditing. For the past three (plus) years, Denise worked with the ADE Grants Management as Lead Federal Fiscal Auditor. Her knowledge of USFR coding, EDGAR and Uniformed Grant Guidance is a benefit to our unit. Denise is passionate about the programmatic side of the process because she is keenly aware that her efforts supports Arizona students! Denise also is a busy mother of teenage triplets! The Educator and School Excellence unit is excited to welcome Denise to the team!

We are very pleased to welcome **Monica Romero** as one of our new program specialists. Monica has over twenty years of experience working with federal grants, and has both fiscal and programmatic experience and expertise. She has worked for large districts, and has also consulted with charter schools. We are very glad to have her on our team with her vast amount of experience.

Welcome to **Rick Stephen**!! Rick's experience spans over thirty years as a teacher, principal, and superintendent. He has worked closely with Title I and Title II grants as a school/district and private school administrator. Rick understands that the resources provided by these grants can have a huge impact on students, teachers, and parents. Rick is also a proud grandpa of two grandchildren and two grand pups! The Educator and School Excellence unit is very excited to welcome Rick to the team!!

Welcome to **Terry Strayhand**! Terry has worked for the ADE since 2005 as a Program Specialist under Title I, Title II and Career and Technical Education. Last February (2020), Terry retired from the agency, but she could not stay away. This past summer, Terry came back to support reviewing the first ESSER grant. Fortunately, Terry transferred to ESE to support the ESEA Consolidated Grant. Our unit is fortunate to have Terry!!

Spotlight on Success

Has a member of the ESE team gone above and beyond in assisting you or your LEA? Please take a moment to recognize them below!

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Educator and School Excellence Newsletter Survey

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