

Cycle 4 Comprehensive Programmatic Monitoring

Fall 2022/Spring 2023

Cheryl Pollack-Neuser – ESE Director

Henry Dunkerson Program Specialist
Title I & Title II

- ❑ Desktop Review
- ❑ Virtual Visit
- ❑ Site Visit



Agenda:

- ▶ Cycle 4 Monitoring
- ▶ Process
- ▶ Preparation
- ▶ Resources
- ▶ Virtual Visit
- ▶ Site Visit

Cycle 4 Monitoring

LEA Team

- Grant Coordinator
- Superintendent
- Principals
- Professional Development Coordinator
- Data Specialist

ADE Team

- Lead Program Specialist
- Additional Program Specialist
- ESE Director
- Title IV Program Specialist



Overview Email

- ▶ Desktop Review
- ▶ Virtual Visit
- ▶ Site Visit



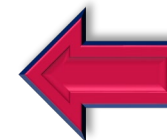
August 15, 2022

ESEA Consolidated Cycle 4 Programmatic Monitoring Notification

Your LEA will receive Cycle 4 Programmatic Monitoring this year. The monitoring will focus on the 2021-2022 school year.

Your Cycle 4 Programmatic Monitoring will consist of the following:

- Desktop Review – completed by a program specialist
- Virtual Visit – led by the LEA
- On-Site Visit – led by the LEA



Additional information will be coming in the near future. Look for an email containing specific information the LEA will need in order to prepare for this monitoring cycle. Resources can be found by following this [link](#).

Your Title I and Title II Program Specialist will be available to answer questions and provide support throughout the process.

Best Regards,

[Educator and School Excellence](#)

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Cycle 4 Monitoring Process



Notification



Date & Time



Platform Link



Presentation & Guidance Document

Notification Email



Arizona Department of Education
Educator and School Excellence

Date:

[LEA NAME]
ESEA Consolidated Grant Cycle 4 Programmatic Monitoring
Notification



Your LEA's Cycle 4 Programmatic Monitoring - Virtual Visit is scheduled for: **[Date at Time]**.
All participants should use this link **[link]** to access the virtual meeting.

Cycle 4 programmatic review focuses on the outcomes from the **2021-2022** school year. During the virtual visit portion, the LEA will lead a presentation based on the Presentation and Guidance Document.

In preparation for your virtual visit, a Program Specialist will conduct a desktop review of the following items.

- The FY22 ESEA Consolidated Grant Application, including the LIAP & the SIAP(s)
- Supporting evidence from school year 2021-2022 uploaded into EMAC. (Assessment data, program evaluation data, stakeholder engagement documentation etc.) *LEA must upload documents/evidence into EMAC at least 1 week prior to the virtual visit.*

Cycle 4 Programmatic Monitoring resources can be found [HERE](#).

Best Regards,

[Program Specialist Name]
[Specialist Contact Information]



Check for Understanding

The LEA needs to prepare a presentation based on questions in the Presentation & Guidance Document for the monitoring visit.



- ▶ Previous School Year
 - ▶ Consolidated Grant
 - ▶ CNA and Root Cause Analysis
 - ▶ Integrated Action Plans (LIAP, SIAP)
 - ▶ Completion and Carryover Reports
 - ▶ Uploaded evidence



Desktop Review

LEA Preparation for Virtual Visit

- Previous School Year
- Presentation & Guidance Document
- Well-Rounded Access Report (in EMAC)
- Research, Data Gathering, and Evidence
 - CNA, SIAP(s) & LIAP
 - Student Achievement
 - Professional Development
 - Program Evaluation
 - Teacher Evaluation



FERPA

Check for Understanding

If you are in Cycle 4 this year, which year will the monitoring visit focus on?

Current or Previous?



LEA Presentation Virtual Visit



Virtual Platform

- Microsoft Teams

Assign Roles to Assist with Presentation

- Superintendent
- Business Manager
- Principals
- Federal Programs/Grants Coordinator/Director
- Professional Development Coordinator

Programmatic Review

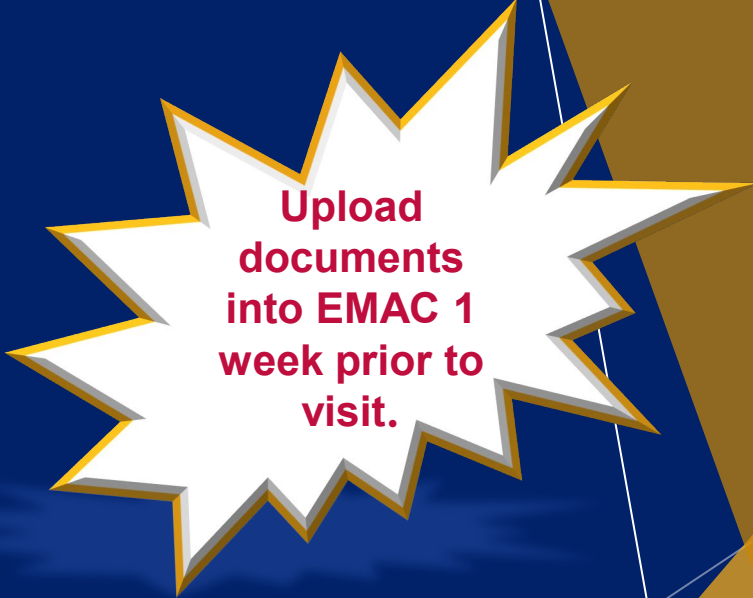
Consolidated Grant Application

- Title I-A
- Title I-D
- Title II-A
- Title IV-A
- Title V (RLIS)

SIAP, LIAP, Stakeholders, Goals/Objectives,
Outcomes, Evaluation

Uploading Documentation – LEA Snapshots

- ❑ Student achievement
- ❑ Professional development
- ❑ Survey results
- ❑ Evaluation results
- ❑ Summative teacher evaluation
- ❑ Cycle 4 presentation



**Upload
documents
into EMAC 1
week prior to
visit.**

EMAC



ARIZONA DEPARTMENT OF EDUCATION SY 2022-2023

Q



ADEConnect

ADEConnect

Common Logon



Applications

Access and use ADE applications.

View Applications



Arizona Department of Education (79275)

ADE Motor Pool Reservation System

Education Organization System

EMAC

Event Management System (EMS)

Grants Management



Reminder – 1 Week Out

- Date & Time
- Platform Link
- Presentation & Guidance Document

Check for Understanding

When should supporting evidence be uploaded into EMAC?

- ▶ The day of
- ▶ Three days before
- ▶ One week before

**Cycle 4
Monitoring
Virtual Visit Day**






Check for Understanding

Answer with either **yes** or **no**.

Do I have to do the Cycle presentation by myself?

No



▶ **Presentation
and Guidance
Document**

Cycle 4 Programmatic Monitoring Presentation & Guidance Document

The purpose of this document is to provide an outline to guide your ESEA Cycle 4 programmatic monitoring – virtual visit. Your presentation should contain the following (see outline below) as well as supporting evidence such as data, artifacts, visuals, etc. This guide can be modified as necessary for single-site LEAs and should be modified to reflect only those portions of the ESEA Consolidated Application for which the LEA qualifies. Evidence is required for each section of your presentation.

Further resources for each section of this guide can be found [HERE](#).



I. LEA Biography

a. In FY22 (SY21-22), what is the LEA demographics, vision, mission and any other information that will help the ADE team gather an understanding of the LEA?

b. Which title programs did the LEA receive funding for in FY22 (SY21-22)? (I-A, I-D, II-A, IV-A, V-B)

- i. What was the total received in each?
- ii. What amount, if any, was carried over from the previous year?
- iii. What total of Title I-A was allocated to sites? What total was placed in LEA set asides?
- iv. Were any funds transferred or waived? Explain.

c. What type of program is run at the LEAs qualifying sites? (schoolwide, targeted, SW3)

- i. If any targeted assistance schools are over 35% poverty, why didn't the LEA choose to fund it as schoolwide?



b. LEA Integrated Action Plan (LIAP) [ESSA 1112](#)

i. Stakeholders [ESSA 1501](#)

1. How did the LEA select stakeholders for the LIAP planning process?
2. What stakeholders were involved in the LIAP planning process?
3. What process was used to ensure continued consultation with stakeholders?
4. How often and by what method did the LIAP planning team meet?
5. What data, specifically academic achievement data, did stakeholders use in the planning process to identify the district's primary needs?
6. How did stakeholders utilize SIAPs in the development of the LIAP?
7. How and to what effect, were the results of the LIAP planning process communicated to the district stakeholders (parents, teachers, students, administrators, community)? How do stakeholders have access to the LIAP?
8. How does the LEA support effective communication, planning and problem solving between those completing the ESEA Consolidated Application, the budget, and the programs implemented at the school sites using ESEA funding?



b. Title II-A (District/LEA level allocation)ESSA 2101

i. Program Implementation ESSA 1112

1. What did Title II-A fund in FY22 (SY21-22)?
2. How do the needs and objectives of the Title II-A program connect to the primary needs as outlined in the LIAP?
 - a. What primary needs are supported by your Title II-A funding?
 - b. What action steps support your Title II-A funding?
3. Describe the LEAs comprehensive approach to utilizing Title II-A funding to support teacher effectiveness etc.
4. How did the LEA use Title II-A funding to support the implementation and effectiveness of the Title I-A programs?
5. Describe the process the LEA utilized to implement the Title II-A program.
6. What is the LEAs process for ensuring appropriately certified teachers in every classroom?
 - a. What is the LEA process for determining teacher effectiveness?

ii. Program Evaluation ESSA 2001

1. What SMART goals were developed to measure the success of the school site Title II-A program.
2. What process did the LEA use to monitor the implementation of the Title II-A program? Provide specific evidence, such as purchase agreements, receipts, check-in sheets, agendas etc. as support.
3. What data points did the LEA collect to track the effectiveness of the Title II-A program?
4. How did the LEA use student academic achievement data to demonstrate the effectiveness of the Title II-A program?
5. What are the results from the LEA's evaluation of the FY22 (SY21-22) Title II-A program?

c. Title IV-A

i. Program Implementation ESSA 4106

1. What program(s) did Title IV-A fund in FY22 (SY21-22)?
2. Please describe all program areas Title IV-A funds supported.
 - a. Well-Rounded Education
 - b. Safe and Healthy Students
 - c. Effective Use of Technology
3. What primary needs are supported by your Title IV-A funding?
4. What action steps in the LIAP are supported by your Title IV-A funding?
5. Describe the process the school site utilized to implement the Title IV-A program.

ii. Program Evaluation AZSOS R7-2-301

1. What SMART goals were developed to measure the success of the school sites' Title IV-A program?



Well Rounded Access Report (in EMAC)

iii. Well-Rounded Access R7-2-301

1. Please reference the Well-Rounded Access Report to address the following questions:

- a. How will the LEA support the school(s) in ensuring access to a well-rounded education?
- b. How will the LEA support access to arts education (at least two artistic disciplines for K-8 students)?
 - i. How does the LEA measure “meeting competency requirements” for Arts Education?
- c. How will the LEA support access to physical education (all K-8 students)?
 - i. How does the LEA measure “meeting competency requirements” for Physical Education?

d. Title V-B (RLIS/SRSA) ESSA 5221

i. Program Implementation & Evaluation

1. What was your total RLIS or SRSA allocation in FY22 (SY21-22) and what did it fund?
2. What primary needs are supported by your RLIS or SRSA funding?
3. What SMART goals were developed to measure the success of the programs funded with RLIS or SRSA?
4. Describe the process the school site utilized to implement RLIS or SRSA funded programs.

ii. Program Evaluation ESSA 4624

1. What data was used to compare the pre and post student academic achievement as a result of programs funded by RLIS or SRSA?
2. What are the results of the data comparisons, and from that comparison, were the programs funded by RLIS or SRSA effective?

e. Title I-D ESSA 1431

i. Program Implementation & Evaluation

1. What was your total Title I-D allocation in FY22 (SY21-22) and what did it fund?
2. What primary needs are supported by your Title I-D funding?
3. Describe the Title I-D program and the process the LEA utilized to implement the program.
4. How does the LEA consult with Neglected or Delinquent facilities in program planning and implementation?
5. How does the LEA ensure that students in TI-D programs receive instruction that aligns with state standards and accountability?
6. From the LEA's monitoring process, were the programs funded by Title I-D effective, and what data was used to support this conclusion?

Check for Understanding

Which of the following are pieces of the Presentation & Guidance Document?



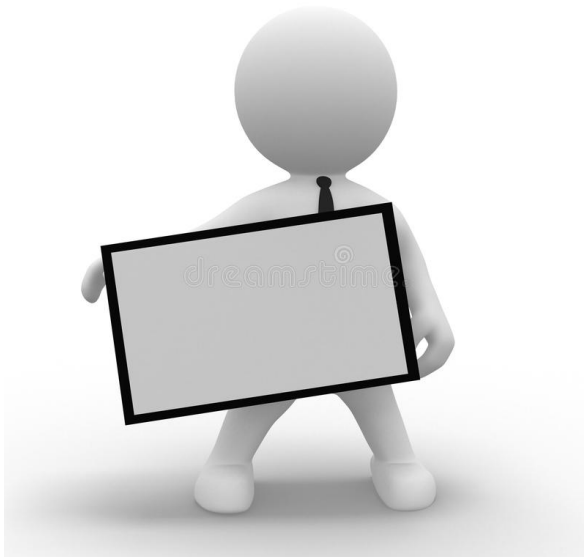
A. LEA Biography

B. Title I, Title II, Title IV

C. Budget review, data review, evidence

D. All of the above

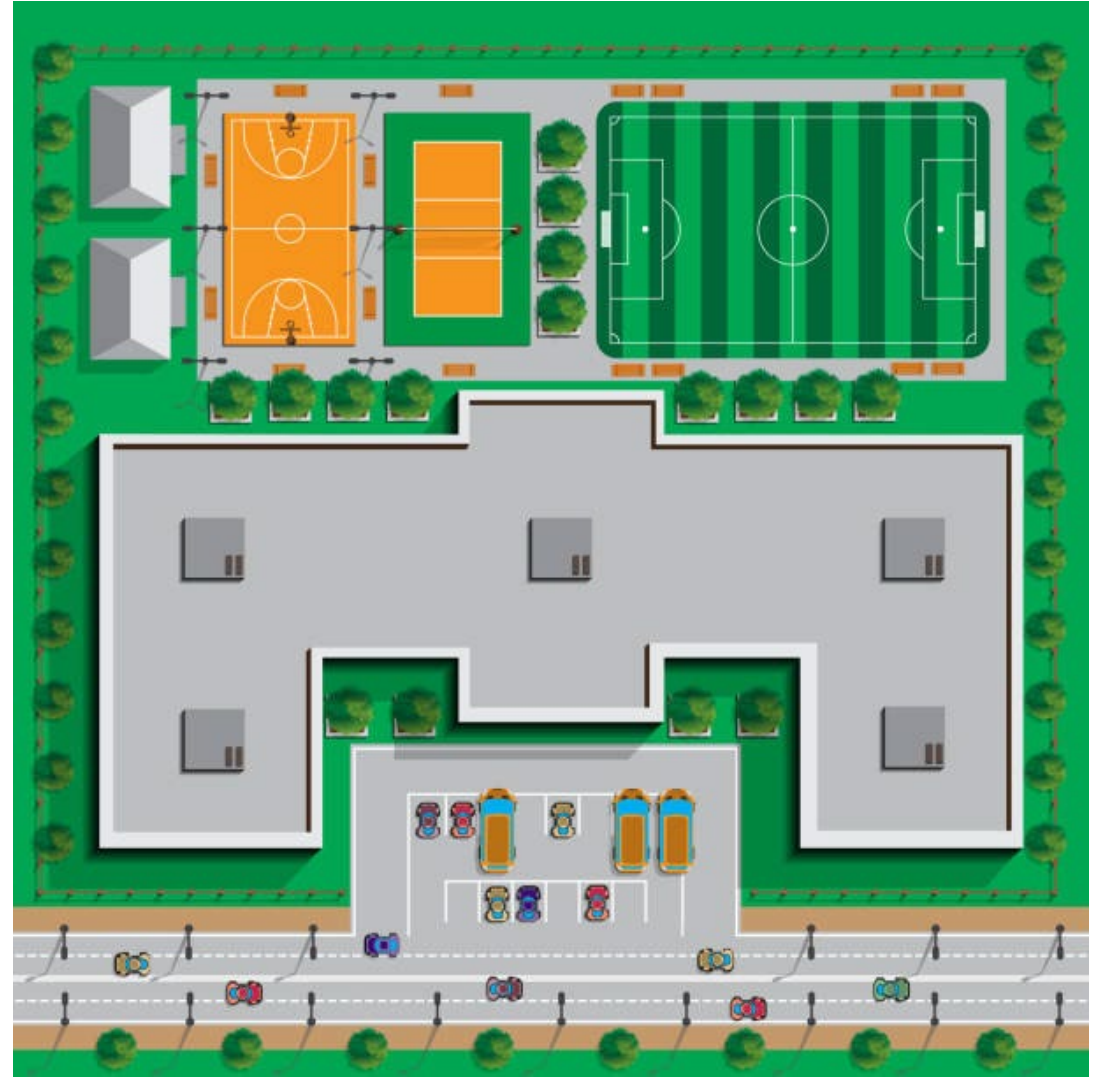
Example Presentation



Cycle 4
Monitoring
Webpage

School Site Visit Planning Meeting

- ▶ ADE Team “want to see”
- ▶ LEA “want to show”





Site Visit Notification



Arizona Department of Education
Educator and School Excellence

DATE

ESEA Consolidated Cycle 4 Programmatic Monitoring - Site Visit

Your site visit is scheduled for:

Date: [Date]
Time: [Time]
School: [School Name(s)]



The on-site review will focus on outcomes and expenses found within the FY22 ESEA Consolidated Application. Use the [Site Visit Guidance Document](#) to plan and facilitate the day to ensure all areas of funding within the FY22 application are represented.

Example of Observations:

- Intervention programs
- Individuals paid with ESEA funding in their assigned job role
- Art, music and/or after school programs
- Technology items being used according to primary needs
- For items such as professional development, the ADE Team will want to speak with individuals who attended these trainings and see their learning in action. Evidence of the value of the professional developments attended should be seen in each of the Title programs found within your application.

Cycle 4 Programmatic Monitoring resources can be found [HERE](#).

The ADE Team looks forward to observing the great things you are doing for our Arizona students. Please contact your program specialist with any questions.

Best Regards



Arizona Department of Education
Educator and School Excellence

Dear District & Site Leadership:

This document will be used to guide the agenda for your Cycle 4 Site Visit.

The ADE Cycle 4 Team will want to see evidence of the expenses found within your FY22 (SY21-22) ESEA Consolidated Application. When possible, evidence should be in action and in real time, such as individuals paid with Title I funding working with students in their assigned job role.

For items like professional development, the ADE Team would want to speak with individuals who took the PD and see their learning in action. Evidence should be seen in each of the Title programs found within your application.

Use this document to plan out the visit in consultation with your program specialist to ensure that proper evidence is seen on the day of your site visit. The LEA team will want to visit at least one school site, two if possible.

LEA Name:	
Date of Visit:	
LEA point of contact:	
ADE Team:	

Site Name:	
Address:	
Time of Visit:	
Site Name:	
Address:	
Time of Visit:	

TITLE I-A	
Time:	Location:
What will be Observed (plan):	
Notes on Observation (result):	

TITLE II-A	
Time:	Location:
What will be Observed (plan):	
Notes on Observation (result):	

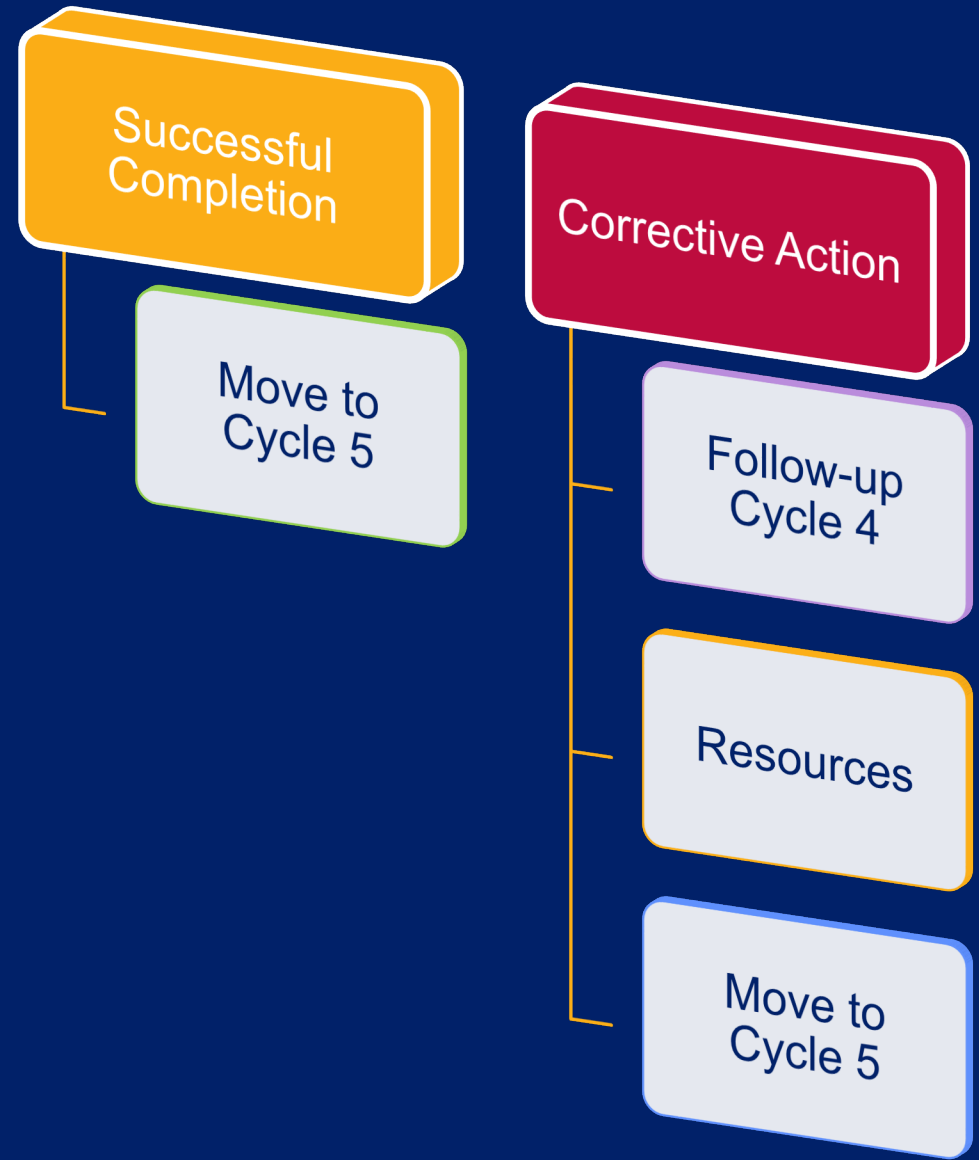
TITLE IV-A	
Time:	Location:
What will be Observed (plan):	
Notes on Observation (result):	

TITLE V-B	
Time:	Location:
What will be Observed (plan):	
Notes on Observation (result):	

TITLE I-D	
Time:	Location:
What will be Observed (plan):	
Notes on Observation (result):	

Site Visit Guidance Document

Cycle 4 Monitoring Follow-up





Questions and Resources

Please contact your Program Specialist and visit the ADE website.