Programmatic Monitoring: Desktop Strategies

Allison Barbor and Dr. Joe Cole
Arizona Department of Education
(602)542-4963
esea@azed.gov

Goals/What this is *not*

- Identify commonly "returned" Main Requirements in Desktop Monitoring

- Create a process for collecting and submitting quality artifacts/responses

- Not Q&A for each specific question. Tools and strategy: communicate specifics with specialists if more support needed.

Thinking outside the box?

Norms
- Be Present
- Embrace Novelty
- Think Differently

Desktop Monitoring

- Main Requirements (MRs)

- Accurate data

- Evaluation

- Compliance

- Effectiveness

- Accountability

Main Requirements

Cycle #, MR #, Return Rate

Cycle 1: MR 3 ~35%

Cycle 2: MR 7 ~56%

Cycle 4 : MR 1 ~72%

Cycle 1-4: MR5 ~30-90%

Lens for submissions

1. Are we answering completely?

2. What documents do I need?

3. What are we already collecting that we can use?

Cycle 1: Main Requirement 3

Questions to ask:

- Which grade levels does your LEA serve?
- Does the information in EMAC match your school eligibility page in GME?
- Did your LEA upload detailed transition plans for the grade levels served?

Cycle 2: Main Requirement 7

The LEA needs to submit two items for MR7:

1. 4 Week Letter used when teachers are not appropriately certified
   - Verify all elements are provided

2. Title I annual family meeting documentation
   - Variety of evidence is acceptable

Cycle 4: Main Requirement 1

All applicable stakeholders are required
- Required list of Stakeholders: FY25 Stakeholder QRG.pdf
- What does a LEA do if they have stakeholder vacancy or a stakeholder is not required for their LEA?

Specialists review the School Planning Team prompt in GME to determine proficiency levels on the rubric in EMAC.

Cycle 4: Main Requirement 1 continued

Prompt:

Describe how the district actively and consistently involves all stakeholders identified in the development of the district plan and how the plan is regularly monitored and revised based on students' needs

Rubric

LEA Planning Process	Minimally Proficient	Partially Proficient	Proficient
Stakeholder Team	The LEA team is comprised of school staff.	The LEA team includes parents/families, early childhood, and higher/secondary education representatives.	The LEA team includes all the required stakeholders.
Regular Monitoring	The LEA's response in GME plan does not include the when, the how, or the who is involved in monitoring the LEA plan.	The LEA's response in GME includes a basic structure that describes how and when the plan is monitored and who is involved.	The LEA's response in GME describes when, how, who, and what is involved in monitoring the LEA plan in detail.
Revision Process	The LEA's response in GME does not include description of how revisions are made.	The LEA's response in GME includes that revisions are made.	The LEA's response in GME describes how data is used to make a revision to their plan.

Main Requirement 5

- MR 5 is in every Cycle, while each is unique, requirements for submission is different.

- Covers McKinney-Vento (MKV)/ Homeless Children and Youth (HCY)

- Federal guidance and intertwined with Elementary & Secondary Education Act (ESEA)

- FY25_Published LEA-Facing Resource Links.docx

Sample (Cycle 1)

C. At <u>time of enrollment</u>, how do you:

1. Identify McKinney-Vento homeless students?
Describe in detail
2. Make eligibility determinations?
3. Provide written notifications?
4. Who is involved?
5. What is the timeline?

D. <u>Throughout the year</u>: (Repeat them all)
E. What is your process (…) for both the previous school year and the upcoming new school year? Include the timeline and who is involved in this process.
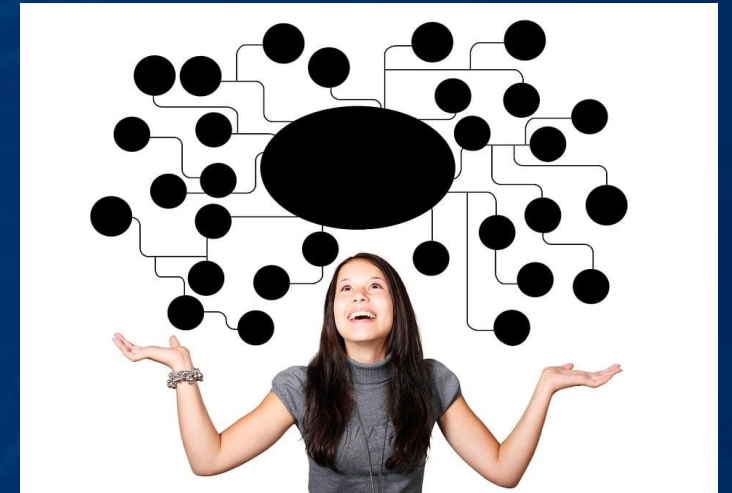
Accepted/Not Accepted

- Main Requirement 5 is thorough

- Stringent: 100% Complete or "not accepted" or returned

- Federal guidance upholds regulation

- Read *carefully* and answer *completely*

Reflection

If a Main Requirement is returned, what are your next steps?

Thank you for attending!

Allison Barbor & Dr. Joe Cole

ESEA Directors

Academic Achievement

(602)542-4963

esea@azed.gov; allison.barbor@azed.gov; joe.cole@azed.gov

ARIZONA DEPARTMENT OF
EDUCATION