

# **Title I Minimum Requirements FY20 ESEA Consolidated Application Submission**

**For LEA Use – Do not submit to ADE.**

**The items in the following list must be completed, with some noted exceptions, prior to submission of the FY20 ESEA Consolidated Application in GME.**

*Additional items may be required, depending on the LEA's individual status and circumstances. This will be determined on a case-by-case basis by the Education Program Specialist or Director assigned to your LEA.*

## **ESEA Consolidated Application**

- ☐ FY20 label each expense as either part of a set aside or specific site allocation.
- ☐ For LEAs with a Title I allocation of \$500,000 or more, a 1% set-aside for Family/Community Engagement is required and the full 1% must be expended during FY20.
  - **NEW** - If a traditional district and supports private schools with Title I eligible students, must set-aside funds under 3c.
- ☐ All LEAs are required to set aside funds for Homeless Children and Youth.
- ☐ FY20 Assurances must be completed by all LEAs.
  - **NEW** - Assurance 18 is now a section under Title I-A for LEAs to complete Poverty Criteria.
  - **NEW** - Assurance 19 and 27 – School site is to complete an action step that aligns with these two assurances.

## ***Private Schools*** (Not applicable to charter schools.)

- ☐ Affirmations of Consultation with Private Schools have been completed, signed, and uploaded in the GME system under Sections/Title I Related Documents for Private School both in-district and outside the district boundaries that serve district students.
- ☐ Private School Proportionate Share spreadsheet has been completed and uploaded to related documents.

## ***Tribal Organizations***

- ☐ If applicable, Affirmations of Consultation with Tribal Representatives have been completed, signed, and uploaded in the GME system under Sections/Title I Related Documents. This may apply to both districts and charters. [Tribal Consultation Policy](#)

## **Appropriately Certified Teachers**

- ☐ Ensure that all teachers are appropriately certified and meet the Arizona certification and licensure requirements, per the following ESSA requirement:

*“Ensure that all teachers and paraprofessionals working in a program supported with funds under this part meet applicable State certification and licensure requirements, including any requirements for certification obtained through alternative routes to certification.”* (ESSA Sec. 1112(c)(6))
- ☐ Teacher information must be entered and verified in the Teacher Input Application. ADE utilizes this information to determine the appropriate certification of teachers.
- ☐ The requirement for reading specialists/interventionists to have a Reading Endorsement is a State Board Rule. The language for the rule can be found at [State Board Rule for Reading Specialist](#)

### **Monitoring Instruments**

- ☐ FY19 Cycle Monitoring Instrument has been completed and Accepted in ALEAT.
- ☐ FY20 Cycle Monitoring Instrument has been submitted by date assigned in ALEAT.
- ☐ FY20 Foster Children Transportation Monitoring Instrument has been completed and Received in ALEAT.

### **LEA Integrated Action Plan (LIAP) in ALEAT**

- ☐ The FY20 LEA Integrated Action Plan has been completed/updated in ALEAT: All Principles/Goals/Need Statements have been updated and other changes to the plan from 18-19 to 19-20 school year. have been made. Action Steps in ALEAT have been "Tagged" with appropriate funding and programmatic tags.
- ☐ The Program Specialist has been advised, using the message box link in ALEAT, that the LIAP has been revised/updated and is ready for review with the ESEA Consolidated Grant Application.
- ☐ The LIAP and school-level plans for multi-site LEAs reflect/align with the budgeted expenditures in the ESEA Consolidated Application. Details are to be provided in the LIAP; minimal narratives will be required in the ESEA Consolidated Application.

### **School-level Integrated Action Plans (SIAP) in ALEAT**

- ☐ Comprehensive Needs Assessment and three root cause analysis fishbones have been completed and uploaded into ALEAT file cabinet. Please attach each school's CNA to their respective plan using the paper clip icon near the top of the page. Be sure to label the document 'SY19-20 SchoolNameCNA' along with the 3 root cause analysis fishbones.
- ☐ School-level Integrated Action Plans for schools receiving Title I funds have been completed/updated in ALEAT. All required components of targeted and schoolwide plans have been included and are easily identified using appropriate funding and programmatic tags, including those related to schools in improvement.

### **Single Site LEAs: LIAP and SIAP in ALEAT**

- ☐ For the 19-20 school year, **single site LEAs** must develop a LIAP and SIAP. District expenditures for set-asides, Title II-A, Title III-A, Title I-C, and Title IV-A are district LIAP. School Expenditures are in the SIAP plan. Any questions, please reach out ADE.