



New York State
EDUCATION DEPARTMENT

Knowledge > Skill > Opportunity

2023-2024 Targeted Monitoring of ESSA-Funded Programs

Office of ESSA-Funded Programs



New York State
EDUCATION DEPARTMENT
Knowledge > Skill > Opportunity

Targeted Monitoring Review Process Agenda



Purpose



Review
Process



Timeline



Things to
Consider



Resources



Next Steps
and Contacts

Purpose

To determine LEAs compliance with the fiscal and programmatic requirements of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

To ensure LEA is fulfilling assurances and following program plans provided in the Consolidated Application for ESSA-Funded Programs.

To provide technical assistance and support which builds district capacity to develop and implement high-quality programs.

To ensure all children are provided significant opportunities to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.

Programs to be Monitored

Title I, Part A:
Improving Basic
Programs

Title I, Part C:
Education of
Migratory Children

Title I, Part D:
Neglected and
Delinquent Programs

Title II, Part A:
Supporting Effective
Instruction

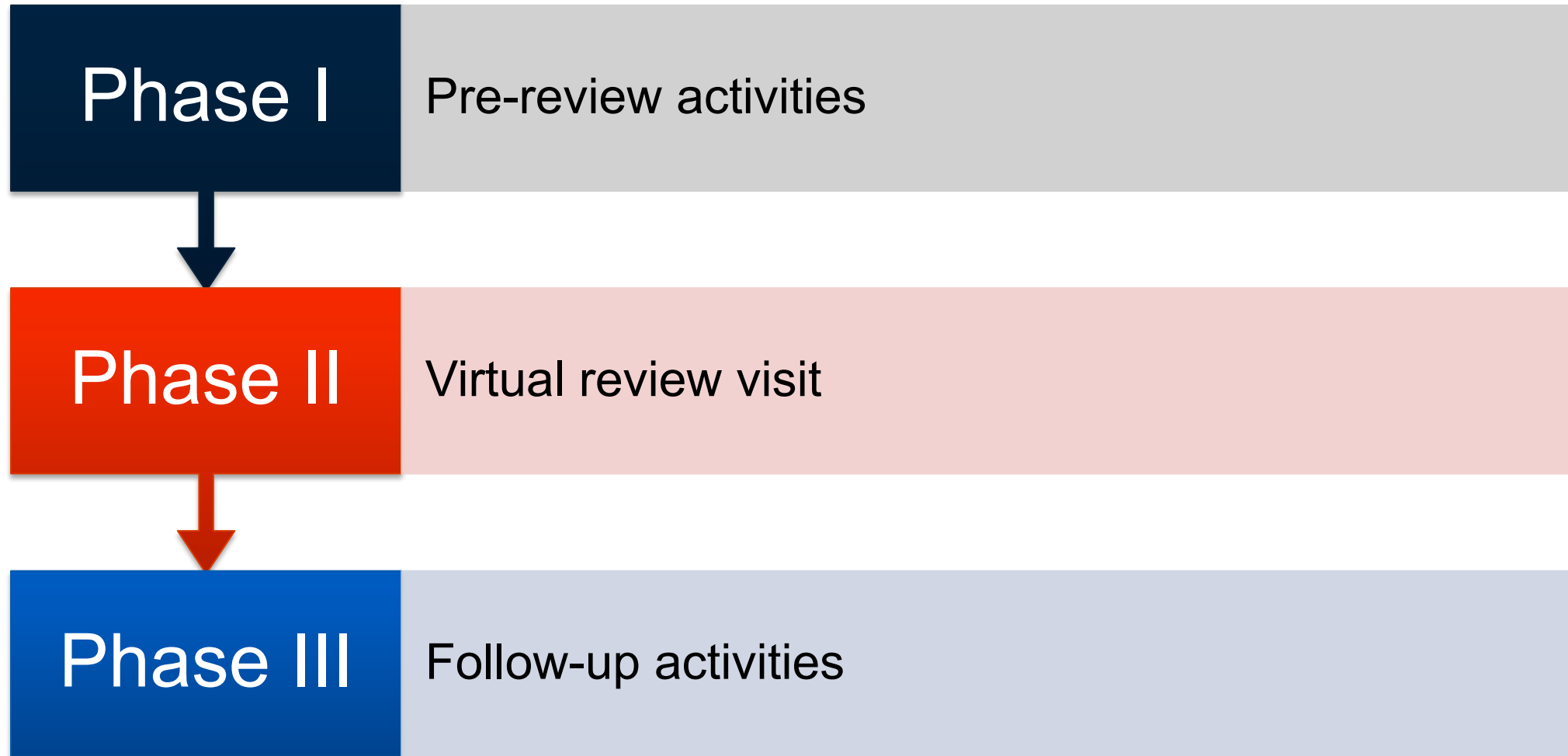
Title IV, Part A:
Student Supports
and Academic
Enrichment

Title V, Part B: Rural
Low-Income
Students

McKinney-
Vento Homeless
Education

American Rescue
Plan Homeless
Children and Youth
(ARP HCY) I and
ARP HCY II

Overall Process



Phase I: Pre-review activities

1

Establish contact
with NYSED
reviewer and set
dates for virtual
review visit

2

Complete and
submit online
Targeted Monitoring
Review survey in
the Business Portal

3

Administer Title I
teacher survey and
private school
survey

4

Review preliminary
ratings and work
with NYSED
reviewer to create
virtual visit schedule

Phase II: Virtual Review Activities

NYSED reviewer conducts meetings with key LEA staff to discuss preliminary findings based on materials uploaded to the business portal, including:

- Title I Coordinator and other program staff
- Business Manager
- McKinney-Vento Homeless Liaison
- Representatives at Neglected and Delinquent facilities (as applicable)
- Migrant Education contact

NYSED will provide guidance on how to address preliminary findings

Phase III: Follow-up Activities

Following the virtual visit, the LEA will have 5 business days to upload additional materials before resubmitting to address preliminary ratings

Once resubmitted, NYSED will provide final ratings, Corrective Actions, and Required Actions to the LEA within 30 days

LEA will then have 30 days to provide evidence of completed Corrective Actions and resubmit (should additional time be required, the LEA may request an extension)

Once all compliance issues have been addressed, the review will be approved and the LEA will receive notification that Targeted Monitoring Review is completed

Timeline

January 11	LEA notified of review Application available in portal.
January 18 10:00 am	Targeted Monitoring technical assistance webinar.
January 18-26	NYSED reviewer contacts LEA to set visit dates and set up office hours to address questions about the review
February 12	Due date (30 calendar days after publication of monitoring survey).

March 4 – May 31	Virtual review visit takes place.
No later than July	LEA receives final ratings/corrective actions from NYSED.
No later than August	LEA submits evidence to address final ratings/corrective actions.
No later than October	If not all corrective actions are addressed, NYSED will seek resolutions with Superintendent.
November	If not all corrective actions are addressed, NYSED will seek assistance of BOCES superintendent.

Sections of the Review

Survey Navigation	
[-] Introduction/Background	<input type="checkbox"/>
• Introduction	➔
• Background/Instructions	<input type="checkbox"/>
• Points of Contact	<input type="checkbox"/>
[+] Section 1 - Programmatic Compliance	<input type="checkbox"/>
[+] Section 2 - Equitable Services Compliance	<input type="checkbox"/>
[+] Section 3 - Fiscal Compliance	<input type="checkbox"/>

Survey Navigation	
[-] Introduction/Background	<input type="checkbox"/>
[-] Section 1 - Programmatic Compliance	<input type="checkbox"/>
• General Programmatic Compliance Requirements	➔
• Title I, Part A: Schoolwide Programs	<input type="checkbox"/>
• Title I, Part A: Targeted Assistance Programs	<input type="checkbox"/>
• Title I, Part A: Parent/Family Engagement	<input type="checkbox"/>
• Title I, Part A: LEA Requirements	<input type="checkbox"/>
• Title I, Part C: Education of Migratory Children	<input type="checkbox"/>
• Title I, Part D: Neglected and Delinquent	<input type="checkbox"/>
• McKinney-Vento Homeless Education	<input type="checkbox"/>
• Foster Care Transportation	<input type="checkbox"/>
• Title II, Part A: Effective Instruction	<input type="checkbox"/>
• Title III, Part A: English Language Learners	<input type="checkbox"/>
• Title IV, Part A: Student Supports	<input type="checkbox"/>
• Other Programmatic Compliance Requirements	<input type="checkbox"/>
[+] Section 2 - Equitable Services Compliance	<input type="checkbox"/>
[+] Section 3 - Fiscal Compliance	<input type="checkbox"/>

Indicators

General Programmatic Compliance Requirements

Edit Group Details

1

The 2023-24 Consolidated Application for ESEA-Funded Programs is developed with timely and meaningful consultation with appropriate stakeholders, as defined under each respective part.
ESEA Section 1112(a)(1)(A); 2102(b)(3)(A); and 4106(c)(1)

Report Title: GP 1

	Recommended Evidence *	Evidence Upload(s)	Technical Assistance	LEA Comments (Optional - 50 words or less)
	<div><div><div>✕</div><div>➔</div></div><div><div><div></div></div><div>Bulk Add Choices</div><div>✕</div></div></div>	<div><div><div>✎</div><div>✕</div></div><div><div>Choose File</div>No file chosen<div>Add Another Upload</div></div></div>	<div><div><div>✎</div><div>✕</div></div><div><div>Bulk Add Choices</div><div>✕</div></div></div>	<div><div><div>✎</div><div>✕</div></div><div></div></div>
1.	<div><div><div><input type="checkbox"/> A combination of several pieces of evidence for meetings/discussions on the development of this year's Consolidated Application that informed the signatures on the Consultation and Collaboration forms for each applicable program (Title IA, IIA, IIIA, IVA, VB).</div><div><input type="checkbox"/> Meeting notifications; minutes; sign-in sheets with the stakeholder groups identified; agendas or presentations with the programs listed; and email exchanges</div><div><input type="checkbox"/> A description of evidence that illustrates the LEA's process for engaging stakeholders in consultation regarding the development of the Consolidated Application.</div></div></div>		<div><div><div><input type="checkbox"/> We do not have sufficient evidence to meet this indicator.</div><div><input type="checkbox"/> We would like to request technical assistance on this indicator.</div></div></div>	<div><div><div><div><div>✂</div><div>📄</div><div>📁</div><div>🔍</div><div>🔗</div><div>↩</div><div>↪</div><div>ABC</div><div>🌐</div><div>🔗</div><div>[T]</div><div>📅</div><div>🔧</div><div>Ω</div></div><div>Source</div><div><div><div>B</div><div>I</div><div>U</div><div>abc</div><div>🔗</div><div>📄</div><div>📁</div><div>🔍</div><div>🔗</div><div>↩</div><div>↪</div><div>🔗</div><div>🔗</div></div><div>Styles</div><div>Format</div></div><div></div><div>Words: 0</div></div></div></div>

Compliance Status Definitions

Met Requirements indicates that the LEA documents reviewed were fully in compliance with federal and State requirements.

Met Requirements with Recommendation indicates that the LEA documents reviewed were in compliance with federal and State requirements, but that the LEA may improve the quality of their program implementation and/or documentation by implementing the NYSED-provided recommendations. Recommendations serve as technical assistance and the LEA is not required to take immediate action.

Partially Met Requirements with Required Action indicates that the LEA documents reviewed were substantially in compliance with federal and State requirements, but that the LEA must improve the quality of their program implementation and/or documentation by implementing the NYSED-directed action. The LEA is required to respond to a required action within its Corrective Action Plan.

Finding with Corrective Action indicates that the LEA is not in compliance with federal and State requirements. The LEA must implement the NYSED-directed Corrective Action(s) within its Corrective Action Plan.

Things to Consider to Get Started

The review is based on your 2023-24 Consolidated Application for ESSA-Funded Programs, so you may want to have copies of the needs/goals, budgets, and any subsequent amendments available for discuss during the review.

Identify appropriate personnel to contribute to the monitoring review based on program areas.

Ensure all personnel who are contributing to monitoring review have appropriate access to both the Consolidated Application and Monitoring Review survey and that there is a clear line of communication between all individuals contributing evidence.

Develop a timeline and internal procedures for collecting and uploading evidence.

Things to Consider when Uploading Materials



Refer to the Recommended Evidence column or the Indicators and Evidence Guide document to identify appropriate materials.



Ensure that evidence is aligned to program title; for example, Title I indicators should only include evidence that applies to Title I, etc.



Ensure that evidence is uploaded for all applicable programs in indicators which address multiple programs. For example, for General Fiscal indicators, evidence is required for Title IA, IIA, IIIA, IVA, and VB.



Label evidence specific to program title and indicators.



Provide a key for fiscal account codes to facilitate accurate review of fiscal documents

Additional Resources



Office of ESSA-Funded Programs Website

<http://www.nysed.gov/essa/schools/consolidated-application>

Compliance Monitoring Information and Materials

<http://www.nysed.gov/essa/compliance-monitoring-and-technical-assistance>

Program Area Guidance

<http://www.nysed.gov/essa/guidance>

ESSA-Funded Programs Calendar of Reminders

<http://www.nysed.gov/essa/essa-funded-programs-calendar-reminders>

- To access the **Business Portal** and for additional guidance and support, please visit our website at:
<http://www.nyse.d.gov/essa/schools/consolidated-application>
- Once in the portal, click on the **2022-23 Targeted Monitoring Review Survey**

Accessing Resources Online

≡ Every Student Succeeds Act (ESSA)
New York State ESSA Plan
2023-2024 Consolidated Application for ESSA-Funded Programs
Assessment and Accountability Waivers
Accountability Designation Materials
Allocations, Poverty Data, and Student Counts ▶
Complaint Procedures
Fact Sheets
Financial Transparency
Funding Opportunities
Guidance
Information for Parents
News and Memos
Programs
Webinars & Videos

2023-2024 Consolidated Application for ESSA-Funded Programs



Executive Summary

NYSED has developed the online 2023-24 Consolidated Application for ESSA-Funded Programs to support the timely administration of ESSA-funded programs to local educational agencies (LEAs) across the state.

[view the full Executive Summary](#)

ESSA-FUNDED PROGRAMS ONLINE APPLICATION PORTAL

FORMS

FISCAL INFO

TRAINING OPPORTUNITIES

COMPLIANCE MONITORING

HELP DESK

Next Steps

Log in to the online portal to view the monitoring survey

Review all materials included in the notification email

NYSED reviewer will contact you to virtual review dates and office hours session

Gather and upload evidence to the monitoring survey

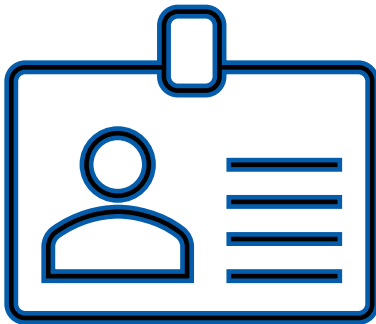
Submit completed monitoring review survey by **February 12**

Contacts

Program Area Support:

Contact the NYSED reviewer identified in your notification letter

Office of ESSA-Funded Programs at 518-473-0295 or conappta@nysed.gov



Technical Support:

Questions related to user accounts, password resets, the SEDDAS application, please contact SEDDAS@nysed.gov

Assistance with navigating the survey, please contact the NYSED reviewer identified in your notification letter



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**Thank You for Your
Continued Collaboration!**

Questions



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