

**Florida Department of Education**  
**2018-19 ESSA Monitoring Work Papers**  
**Title II, Part A: Supporting Effective Instruction**

**Compliance Item 1:** The Local Education Agency (LEA) shall use Title II, Part A funds to increase student achievement consistent with the challenging State academic standards [ESSA Section 2001(1)].

Review Question(s):

1. What activities occurred to increase student achievement in alignment with challenging State academic standards?
2. How did the LEA measure the impact of these activities?

Documents to Support Compliance:

- Provide evidence of activities conducted that specifically addressed increasing student achievement in alignment with challenging State academic standards
  - Provide evidence of an analysis conducted to determine the impact of the activities on increased student achievement
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**Compliance Item 2:** The Local Education Agency (LEA) shall use Title II, Part A funds to improve the quality and effectiveness of teachers, principals, and other school leaders [ESSA Section 2001(2)].

Review Question(s):

1. The 2017-18 Title II, Part A application requires school districts to “conduct an assessment of local needs for professional development and hiring.” Section 1012.34(2)(b), Florida Statutes, requires that evaluation data be used when identifying professional development activities. What are the top three professional development needs of teachers based on instructional practice and/or student performance evaluation data?
2. What professional development activities did the LEA implement in support of the top three identified needs?
3. Describe how the LEA’s top three Title II-A activity expenditures supported the improved quality and effectiveness of teachers, principals, and other school leaders.
4. How did the LEA measure the impact of these expenditures?

Documents to Support Compliance:

- Provide evidence of an analysis conducted to determine the impact of the activities on teacher, principal, and other school leader effectiveness
  - Provide evidence of activities conducted that improved the quality and effectiveness of teachers, principals, and other school leaders
  - List of expenditures
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**Compliance Item 3:** The Local Education Agency (LEA) shall use Title II, Part A funds to increase *the number* of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools [ESSA Section 2001(3)].

Review Question(s):

1. How did the LEA use Title II, Part A funds to increase the number of teachers, principals, and other school leaders who are effective in improving student achievement using one or more of the following strategies?
  - Recruiting effective/highly effective teachers:
  - Supporting new teachers to be effective/highly effective:
  - Supporting teachers who received less than effective evaluations:
  - Other:
2. How did the LEA measure the impact of these activities?
3. Provide data to support the increased number of teachers, principals, or other school leaders who are effective in improving student achievement.

Documents to Support Compliance:

- Provide evidence of activities conducted that addressed increasing the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools
  - Provide evidence of an analysis conducted to determine the impact of the activities
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**Compliance Item 4:** The Local Education Agency (LEA) shall use Title II, Part A funds to provide low-income and minority students greater access to effective teachers, principals, and other school leaders [ESSA Section 2001(4)].

Review Question(s):

1. What strategies did the LEA employ with the use of Title II, Part A funds to provide low-income and minority students with greater access to effective teachers, principals, and other school leaders?
2. How did the LEA measure the impact of these activities?
3. Provide data to support that low-income and minority students have greater access to effective teachers, principals, and other school leaders than in the previous year(s).

Documents to Support Compliance:

- Provide evidence of activities conducted that addressed low-income and minority students' access to effective teachers, principals, and other school leaders
  - Provide evidence of an analysis conducted to determine the impact of the activities
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**Compliance Item 5:** The Local Education Agency (LEA) shall use Title II, Part A funds to address the learning needs of all students, including children with disabilities, English learners, and gifted and talented students [ESSA Section 2103(b)].

Review Question(s):

1. What are the learning needs for the LEA's identified subgroups of students?
2. What specific activities occurred to support teachers, principals, and other school leaders to identify the learning needs of their students?
3. What activities occurred to address the learning needs of all students, including children with disabilities, English language learners, gifted and talented students, economically disadvantaged students, Hispanic students, African American?
4. How did the LEA measure the impact of these activities?

Documents to Support Compliance:

- Provide evidence of an analysis conducted to determine the learning needs for the LEA's identified subgroups of students

- Provide evidence of the LEA's efforts to support schools, teachers, principals, and other school leaders to identify and address learning needs of all students
- Provide evidence of activities conducted that addressed the learning needs of all students, including children with disabilities, English learners, and gifted and talented students
- Provide evidence of an analysis conducted to determine the impact of the activities

**Compliance Item 6:** The Local Education Agency (LEA) shall provide teachers and staff of nonprofit, private schools within their boundaries with equitable opportunities to participate in professional development. This professional development must target the needs of private school personnel as determined through consultation with representatives of nonprofit, private schools [ESSA Section 8501(a)(3)(A)]. If there are no private schools within the jurisdiction of the LEA, please respond with "not applicable."

Review Question(s):

1. List dates, times, and locations of consultation meetings with private schools to determine professional development needs and activities.
2. List names and student enrollment numbers of private schools **electing to participate** in Title II, Part A services for the 17-18 school year.
3. What needs were identified through consultation with participating private schools?
4. What activities did private schools choose to participate in for the 17-18 school year?

Documents to Support Compliance:

- **REQUIRED:** provide the allocation formula used for participating private schools' equitable services in the documents to support compliance. Recommended format:

Formula to Determine Amount for Title II, Part A Equitable Services	
A. Number of Students	
A1. LEA Enrollment	
A2. Participating Private Schools Enrollment	
A3. Total Enrollment = A1 + A2	
B. Title II, Part A Allocation	
B1. Total LEA Allocation	\$
B2. Administrative Costs (for public and private school programs)	\$
B3. LEA Allocation Minus Admin Costs = B1 - B2	\$
C. Per Pupil Rate	
C1. B3 divided by A3	\$
D. Equitable Services	
Amount LEA must reserve for equitable services for private school teachers and other educational personnel = A2 x C1	\$

- Provide evidence that representatives of private schools were informed of the availability of Supporting Effective Instruction services
- Provide evidence that the needs of private school teachers were identified and were included as part of an LEA-wide needs assessment
- Provide evidence that private school officials were consulted and provided an opportunity for input into the planning of the LEA's program activities

- Provide evidence that the LEA has a budget that demonstrates equitable participation for private schools
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**Compliance Item 7:** Students enrolled in a charter school, regardless of the sponsorship, shall be funded as if they are in a basic program or a special program, the same as students enrolled in other public schools in the school district [Section 1002.33(17), Florida Statutes]. If there are no charter schools within the jurisdiction of the LEA, please respond with “not applicable.”

Review Question(s):

1. List dates, times, and locations of consultation meetings with charter schools to determine professional development needs and activities.
2. Did charter school teachers or other educators choose to participate in professional development offered by the LEA?
  - If so, what types of professional development services did these teachers participate in?
  - If not, what professional development activities did the charter schools choose with their set-aside amount?
3. Provide the allocation formula used for participating charter schools within the LEA.

Documents to Support Compliance:

- Provide evidence that representatives of charter schools were informed of the availability of Supporting Effective Instruction services
  - Provide evidence that the needs of charter school teachers were identified and were included as part of an LEA-wide needs assessment
  - Provide evidence that charter school officials were consulted and provided an opportunity for input into the planning of the LEA’s program activities (or provide documentation if the charter school officials chose to receive services via a “set-aside”)
  - Provide evidence that the LEA has a budget that demonstrates equitable participation for charter schools
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**Performance Task 1:** The Local Education Agency (LEA) may include, among other programs and activities, the items included in ESSA section 2103(b)(3)(A-P). For the purposes of this performance item, the LEA will determine an expense of its choosing for the LEA’s 2017-18 Title II, Part A application, and will complete the following questions for this expense. The expense can be a single line item from the budget, or it can be an activity that includes multiple line items from the budget.

Reflection Question(s):

1. Which Title II, Part A program expense is the LEA choosing for this performance item?
2. How is this expense serving one or more of the LEA’s needs, as identified in the needs assessment from the Title II, Part A application?
3. How is the LEA evaluating this expense for impact? How does the LEA know this expense is helping the LEA meet its needs?
4. How does the LEA monitor implementation and impact throughout the school year?
5. What is the LEA’s success criteria for this expenditure? What is the metric to measure success?
6. How did the LEA determine that this expenditure was supplementary and not supplanting?

Suggested Documents to Support Compliance:

- Provide evidence of activities/programs conducted for each of the large expenses

- Provide evidence that the LEA is conducting program evaluation(s) to determine effectiveness and measuring impact on needs
  - Provide evidence of ongoing and year-long monitoring of implementation and impact of large expenses
  - Provide evidence of impact results through teacher and leader effectiveness and student achievement data. Evidence should show a clear correlation between the implementation of activity and positive impact data
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**Performance Task 2:** The Local Education Agency (LEA) may include, among other programs and activities, the items included in ESSA section 2103(b)(3)(A-P). For the purposes of this performance item, FLDOE will choose a second expense from the LEA's 2017-18 Title II, Part A program application, and the LEA will complete the following questions regarding this expense.

Reflection Question(s):

1. Which Title II, Part A program expense is the LEA choosing for this performance item?
2. How is this expense serving one or more of the LEA's needs, as identified in the needs assessment from the Title II, Part A application?
3. How is the LEA evaluating this expense for impact? How does the LEA know this expense is helping the LEA meet its needs?
4. How does the LEA monitor implementation and impact throughout the school year?
5. What is the LEA's success criteria for this expenditure? What is the metric to measure success?
6. How did the LEA determine that this expenditure was supplementary and not supplanting?

Suggested Documents to Support Compliance:

- Provide evidence of activities/programs conducted for each of the large expenses
  - Provide evidence that the LEA is conducting program evaluation(s) to determine effectiveness and measuring impact on needs
  - Provide evidence of ongoing and year-long monitoring of implementation and impact of large expenses
  - Provide evidence of impact results through teacher and leader effectiveness and student achievement data. Evidence should show a clear correlation between the implementation of activity and positive impact data
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