



***Completing the Title I.A LEA
Compliance Plan***

**COMPLIANCE PLANS
(FEDERAL AND STATE)**

March 2013

Missouri Department of Elementary and
Secondary Education

NEW: Compliance Plans system

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- Planning pages
 - ✦ Stand alone web pages meeting federal or state requirements
 - ✦ No longer embedded in or linked to the GOSA structure



Title I.A – LEA Plan

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- **Due May 15, 2013**
- Every district that receives Title I funds must annually submit a Title I.A LEA Plan which will need to be completed in the new Compliance Plans (Federal and State) format. This plan will identify the uses of Title I funds in the district and address the components required by federal law.
- Must be submitted each year before the district's federal consolidated budget may be approved.



How do I find this plan?

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- The compliance plans can be accessed from the Web Applications page under the heading

Cross-Divisional Systems

- All compliance plans will be accessed through the link that says:

Compliance Plans (Federal and State)





▼ User Applications

▼ Cross-Divisional Systems

- ARRA
- Compliance Plans (Federal and State) ←
- ePeGS

Compliance Plans (Federal and State)

▼ Financial & Administrative Services

- Annual Report of the County Clerk
- School Finance

▼ Nonpublic System Only

- Nonpublic Registration Form

▼ Office of Educator Quality

- Educator Certification System - Request Educator Access

▼ Office of Special Education

- Special Education: Early Childhood

▼ Reports

- Missouri Comprehensive Data System (MCDS)

▼ Report

- Report Menu -- All data and/or reports are now available through the Missouri Comprehensive Data System (MCDS) Portal.

▼ User Information

- Change Password
- Edit User Profile
- Edit Security Question/Answer
- Logon/Logoff

How do I get started?

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- Click on the link that says:
Compliance Plans (Federal and State)
- This should take you to
**Compliance Plans (Federal and State):
LEA Home**
- Next click on the link that says
Start a new planning document
- You will then be given a prompt to
Select a document





Compliance Plans (Federal and State): LEA Home

In-process Documents

- Start a new planning document



No plan documents have been assigned to your LEA.



Options

- Maintain user security

Compliance Plans (Federal and State): LEA Home



Options

- Maintain user security

In-process Documents

- Start a new planning document

Document	Building	Status	Impl. Years	Due Date	Submitted Date
CSIP Plan		In Process - LEA	2013-14		
Perkins - Secondary Plan		Assigned by DESE	2013-14	7/1	
Title I.A LEA Plan		In Process - LEA	2013-14	5/15	
Priority and Focus School Plans (Building Level)	NORTHWEST MIDDLE (2050)	In Process - LEA	2012-13 - 2014-15		
Priority and Focus School Plans (Building Level)	RUSSELL ELEM. (4240)	In Process - LEA	2012-13 - 2014-15		
Schoolwide Program Plan (Building Level)	RUSSELL ELEM. (4240)	In Process - LEA	2013-14 - 2015-16	5/15	



Compliance Plans (Federal and State): LEA Home

In-process Documents

- Start a new planning document

No plan documents have been assigned to your LEA.

New Planning Document

Document:

Options

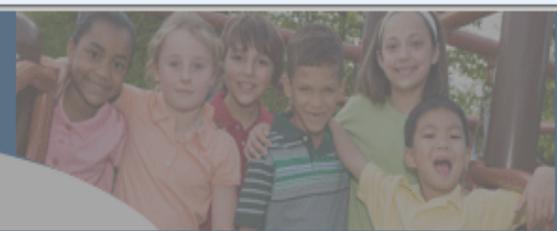
Maintain user
security

Choose the plan

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- From the list of plans, choose the **Title I.A LEA Plan**
- Click the **Start** button
- The plan will then display for you to begin completing the needed information.
- The plan will not be saved and show in your opening menu until you save it.





Compliance Plans (Federal and State): LEA Home

In-process Documents

- Start a new planning document

No plan documents have been assigned to your LEA.

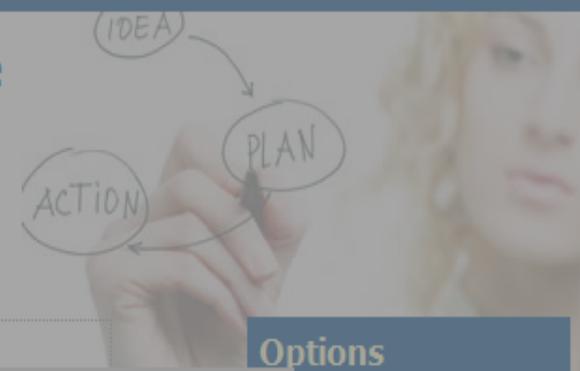
New Planning Document

Document:

- Select a document...
- Educational Technology Plan
- Title I.A Plan
- Title I.C Plan
- Title I.D Plan
- Title III - Immigrant Plan
- Title III - LEP Plan
- CSIP Plan
- Parents as Teachers (PAT) Plan
- Priority and Focus School Plans (Building Level)
- Schoolwide Program Plan (Building Level)

Options

Maintain user
security



Starting the Plan

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- To increase the amount of screen devoted to the plan, in the top left of the screen click on the word:

Menu

- To create this plan, first select the implementation year. The first implementation year should reflect the same year as the funding year.

2013-2014

- Then click the **Save and Create New Plan** button at the bottom of the page



Starting the Plan

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The screenshot shows the Missouri Department of Elementary & Secondary Education web application. The header includes the logo and a photo of children. A left sidebar contains a menu and user information. The main content area has a navigation breadcrumb, a central instruction box, a dropdown menu for the first implementation year, and a list of requirements with text input fields. A green arrow points to the 'Select a Year...' dropdown.

Missouri
DEPARTMENT OF ELEMENTARY & SECONDARY
EDUCATION

Menu

Info
District: RICHLAND R-I
CDC: 103127
Logged in as: Linda Hays
User ID: SETEST4

Navigation

- Web Application Menu
- Logon/Logoff

Compliance Plans - LEA Home >

To create this plan, select the first implementation year and click the Save and Create New Plan button at the bottom of the page.

First Implementation Year:

Address each of the following:

1. Describe how the district will coordinate and integrate Title I services with other educational services at the LEA or school level -- such as Even Start, Head Start, and other preschool programs, including transition plans to elementary schools; services for LEP children, children with disabilities, migrant children, neglected or delinquent youth, Native American children served under Title VII.A, homeless children, and immigrant children. Specify how these services will increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program.
2. Describe how migratory and former migratory children, who are eligible to receive services under Title I.A., are selected to receive such services on the same basis as other children receiving Title I.A. services.



Starting the Plan

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- After the plan has been saved the first time, additional options will display at the bottom of the plan that allow you to
 - work on the plan, save what you have done and come back later to complete it or modify it before submitting,
 - open a pdf document to show what you have completed at the time or
 - save the changes and submit to DESE



Starting the Plan

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- High/Scope
- Creative Curriculum
- Early Language and Literacy Curriculum
- Other. Must be able to document research:

c.) How will Title I funds support preschool programs? Describe services (e.g. ½ day/days per week/ages served):

Title I funds will support the preschool program by....

12. The LEA has identified effective parental involvement processes and is providing educational activities, including:

some really great ideas|

Save Responses

Save and Generate Draft

Save and Submit to DESE

Save Responses

Save and Generate Draft

Save and Submit to DESE



Team Members

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- Complete the contact information for the person who is primarily responsible for the plan.



Menu

[Compliance Plans - LEA Home](#) >

Title I.A LEA Plan

Planning and Review Team: [Manage Team](#) (0 members)

Uploads: [Manage Uploads](#) (0 uploads)

Document Status: **In Process - LEA**

Version History: [View PDFs](#)

Implementation Years: 2013-14 ([edit](#))



Team Members

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Compliance Plans - LEA Home > District Accountability Plan - Questions >

Manage Team for: District Accountability Plan

- Add Team Member

Maintain Team Member

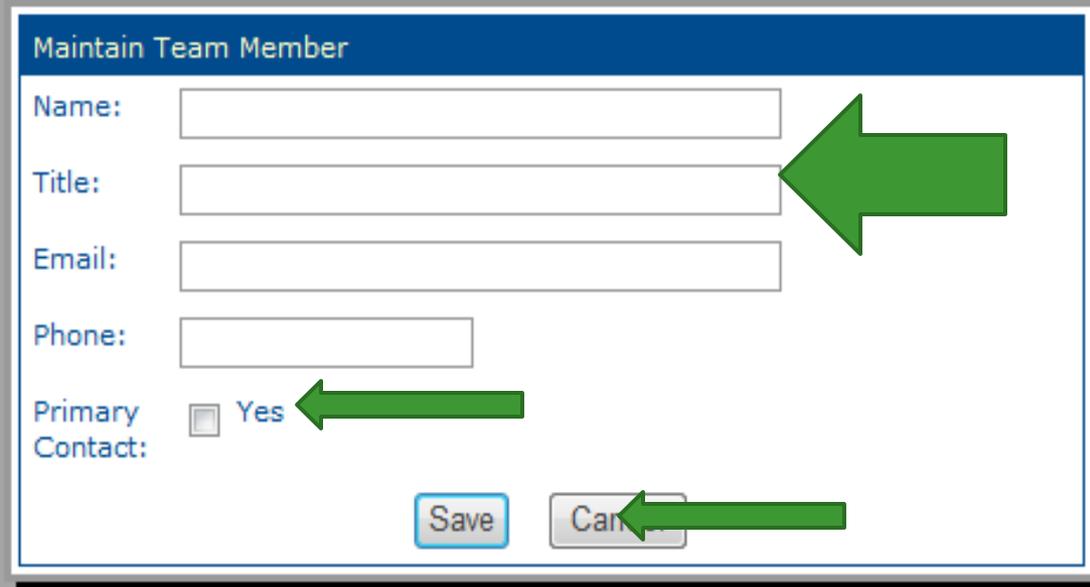
Name:

Title:

Email:

Phone:

Primary Contact: Yes

The image shows a screenshot of a web application interface. At the top, there is a breadcrumb trail: "Compliance Plans - LEA Home > District Accountability Plan - Questions >". Below this is a large heading "Manage Team for: District Accountability Plan". Underneath the heading is a bullet point "• Add Team Member". The main content is a form titled "Maintain Team Member" with a blue header. The form contains several input fields: "Name:", "Title:", "Email:", and "Phone:". Below these is a checkbox labeled "Primary Contact:" with the word "Yes" next to it. At the bottom of the form are two buttons: "Save" and "Cancel". Four green arrows are overlaid on the image, pointing to the "Name:" field, the "Title:" field, the "Primary Contact:" checkbox, and the "Cancel" button.

Navigation

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- ★ To **exit** the screen, click on the navigation links at the top.
 - ★ These links will allow you to go back to the
 - ★ <**Title I.A LEA Plan**> or the
 - ★ <**Compliance Plan Home Page**>
 - ★ If you click on/see **Menu**, you can access
 - ★ **Web Application Menu**
 - ★ **Logon/Logoff**



Navigation

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Menu

Info

District: RICHLAND R-I
CDC: 103127
Logged in as: Linda Hays
User ID: SETEST4

Navigation

- Web Application Menu
- Logon/Logoff

[Compliance Plans - LEA Home](#) > [Title I.A LEA Plan - Questions](#) >

Manage Team for Title I.A LEA Plan

- [Add Team Member](#)

Name	Title	Email	Phone	Primary Contact	Delete
Sally Principal	Principal	SP@mynet.com	888.888.8888	Yes	
Billy Bookkeeper	Bookkeeper	BB@mynet.com	888.888.8888		

*team members cannot be deleted when DESE is reviewing the plan.

The Plan

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Address each of the following:

1. Describe how the district will coordinate and integrate Title I services with other educational services at the LEA or school level -- such as Even Start, Head Start, and other preschool programs, including transition plans to elementary schools; services for LEP children, children with disabilities, migrant children, neglected or delinquent youth, Native American children served under Title VII.A, homeless children, and immigrant children. Specify how these services will increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program.

2. Describe how migratory and former migratory children, who are eligible to receive services under Title I.A., are selected to receive such services on the same basis as other children receiving Title I.A. services.

3.
 - a.) How will Title I services be delivered? (check all that apply)

- Targeted Assistance
 - Schoolwide Program

- b.) Briefly describe how the district will use Title I.A. funds to support student success. Include expected interventions, instructional programs/practices and professional development.

Item types

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- Two types of items
 - ✦ Check boxes
 - ✦ Narrative to provide the information asked for in the Item/statement.
- Most are self explanatory
- Guidance for those that are not



Item 1

- 1. Describe how the district will coordinate and integrate Title I services with other educational services at the LEA or school level -- such as Head Start, and other preschool programs, including transition plans to elementary schools; services for LEP children, children with disabilities, migrant children, neglected or delinquent youth, Native American children served under Title VII.A, homeless children, and immigrant children. Specify how these services will increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program.**



Item 1– What do I write ?

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- Along with Title I funds, please indicate what other funds, especially other Title funds such as II.A, I.C, I.D, VI.B, and VII, a district is using to provide services in ways that will increase the effectiveness of student services.
- Additional coordination could include programs under Title II to provide professional development for teachers and principals, and, if appropriate, pupil services personnel, administrators, parents and other staff, including local educational agency level staff.
- A district may also be using local funds to support or supplement services because of decreases in Title I funding.



Item 1– What do I write? EXAMPLE

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- The XYZ school district will coordinate and integrate Title I targeted supplemental communication arts for K-6 students with other supplemental services including: (list other funding sources to be used such as -- LEP, children with disabilities, neglected or delinquent youth, Native American students served under Title VII.A, homeless and immigrant students).
- The district has reviewed available funding for existing services and resources to find ways to 

Item 1 – What do I write? EXAMPLE

continued

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increase efficiency and effectiveness of all programs.

- Documentation of student eligibility for each funded program will be maintained and continuously monitored for redundancy of instructional services. The district will ensure that documented meetings and collaboration time will be provided for teachers and staff involved with supplemental services to identify overlapping services, to monitor each program's effectiveness, and to provide comprehensive instructional programs.



Item 2– What do I write?

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- 2. Describe how migratory and former migratory children, who are eligible to receive services under Title I.A., are selected to receive such services on the same basis as other children receiving Title I.A services.**
- A district should have identification criteria for enrolling and providing needed services to migrant students in a timely manner. Services should be provided on the same basis as for other students selected to receive services.



Item 2–What do I write? EXAMPLE

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The XYZ school district has established procedures to identify migrant students upon enrollment, and has developed clear processes for providing Title I.A services in a timely manner to migratory and former migratory students who meet the same eligibility criteria as any other student at the same grade-levels served by supplemental Title I.A programs.



Item 3– What do I write?

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3.b) Briefly describe how the district will use Title I.A. funds to support student success. Include expected interventions, instructional programs/practices and professional development.

- The plan shall be developed in consultation with teachers, principals, and other appropriate school personnel, and with parents of children in schools served. Identify your planning process and briefly describe the main services to be provided, including any professional development for teachers who will be working with the students, and list programs that are to be used for interventions, materials that are to be purchased, etc.



Item 3 – What do I write? EXAMPLE

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The XYZ school district has met with teachers, administrators and parents to discuss needed services to be funded by Title I.A. The district has chosen DEFG assessment program to progress monitor and benchmark achievement of identified students to better target needed skills and group students for interventions. Supplemental programs will be provided by highly qualified teachers working with eligible students using differentiated instructional practices. Based on student needs and feedback received through consultation and parent surveys, the district will provide supplemental support for all students meeting the eligibility criteria for targeted services or for services within buildings with Schoolwide Program Plans.



Item 3 – What do I write? EXAMPLE

continued

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Communication Arts support will be provide for all eligible K-6 students, including small group lessons from ABC company's intervention materials for struggling readers. Professional development for using this intervention is scheduled in the Fall for all supplemental Communication Arts teachers and paraprofessionals. Title I funds will also be used to provide professional development to support teacher knowledge of reading intervention strategies as they work with struggling readers. This professional development will be available for all K-6 staff working with identified students.



Item 3 – What do I write? EXAMPLE

continued

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The district will also provide supplemental Mathematics support for all K-3 students. The supplemental mathematics program will include providing eligible students small group lessons from HIJ company's intervention materials to increase math facts and numeracy skills. The RPDC will provide on-site support for teaching problem solving and fractions/decimals.



Items 4-10

- Items 4-9 do not need detailed explanations and examples.
- Clarification: Item 10 is a checkbox
 - If the district receives Neglected funds, check yes.
 - The item asks if the district has a for a plan for neglected funds that describes the program to be implemented. This plan is something the district would need to write and have available for an on site for a monitoring. It is not a part of the Title I.A LEA Plan.
 - The Neglected plan should identify how the district is using funds to provide services.



Item 11C – What do I write?

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11c. How will Title I funds support preschool programs? Describe services (e.g. ½ day/days per week/ages served):

- Identify the uses of the funds, such as teacher and/or paraprofessional salaries, the ages of students served, the number of days the program will meet and the hours that the program will be in session. Include a description of how the funds will be used.



Item 11C – What do I write? continued

The following costs are approvable expenditures from the LEA's Title I allocation: Title I preschool teacher's and paraprofessional's salaries and benefits, student supplies, snacks, educational field trips, parent involvement activities, student transportation to or from preschool (noontime only), teacher's or paraprofessional's professional development, lease of a modular unit for a classroom, and developmentally appropriate play equipment. Staff of a Title I preschool should be included in all LEA sponsored in-service as applicable.



Item 12– What do I write?

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12. The LEA has identified effective parental involvement processes and is providing educational activities, including:

- Indicate how parents will be notified, including reports of student academic progress and in language they can understand. Describe how the district will implement an effective means of outreach to parents. Identify how parents will be included in planning, in involvement in the education of their child, in improvement of services, and how they will be notified of their rights.



Planning Pages Summary

- Start a new planning document
- Select a document
- Select the first implementation year (generally 2013-14)
- Add a primary contact in the Team Member list
- Complete the plan items
- Save/Submit



Title I.A Plan Guidance

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- A guidance document can be found on the Federal Instructional Improvement webpage at:

<http://www.dese.mo.gov/divimprove/fedprog/instrucimprov/>



Contact Us

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Question and Answer

Thank you for your participation!

