

ESEA Program Self-Monitoring Checklist

Tiered Monitoring Items - School Year 2019-20

October Cycle

October Cycle - General Provisions	Evidence
<p>1. Nonpublic (ESSA 8501)</p> <p>a. The LEA conducts timely and meaningful consultation (before the LEA officials make any decision that affects the opportunity for nonpublic school children to participate) with nonpublic school officials in the project planning stage for Titles I.A, I.C, II.A, III, and IV.A</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Completed Statement of Nonpublic School Consultation and Participation Forms for Title I.A (Do not need to upload) <input type="checkbox"/> Completed Statement of Nonpublic School Consultation and Participation Forms for Title I.C, II.A, III, and IV.A. (Do not need to upload) <input type="checkbox"/> Completed Public/Private Design for Educational Service (required)
<p>b. Nonpublic services are delivered in a timely fashion (start of school year). No delay or interruption in services for nonpublic schools for student instruction and/or professional development activities.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Third party contracts <input type="checkbox"/> Calendar of services <input type="checkbox"/> Daily schedule/lesson plans
<p>2. ESSA Complaint Procedures for Federal Programs (Administrative Manual)</p> <p>a. The LEA has and disseminates annually, free of charge, the Department's ESSA Complaint Procedures, to the parents of public and nonpublic students and appropriate nonpublic school officials and representatives. (if serving multiple buildings the LEA must show evidence this occurred for each building)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Newsletter (either hard copy or email) <input type="checkbox"/> Student Handbook <input type="checkbox"/> Newspaper or website (cannot be the only source) <input type="checkbox"/> Documentation the complaint procedure has been given to nonpublic school officials
<p>b. The LEA documents ESSA complaints and the resolution in a timely manner.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copies of ESSA complaints and resolutions <input type="checkbox"/> No ESSA complaints on file
<p>3. McKinney-Vento Homeless Education Program (applies to all LEAs)</p> <p>a. The LEA annually surveys the enrolled student body: new and returning students, and identifies those students who are homeless.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Required questions on the student enrollment/registration form <input type="checkbox"/> Required questions on an alternative student survey
<p>b. Homeless student identification efforts are coordinated with school personnel and community social and welfare service agencies, shelters, churches, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Agendas and minutes of meetings, or other forms of communication with school personnel (required) <input type="checkbox"/> Agendas and minutes of meetings, or other forms of communication with community social and welfare services agencies, shelters, churches, etc. (required)
<p>c. The LEA has current board-adopted policies and procedures that ensure there are no barriers to the enrollment, attendance and success of homeless children and youth.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of the current policy which is in a uniform format that parents can understand (required) <input type="checkbox"/> Documentation showing board adoption date of the Homeless policy (required)
<p>d. The LEA has identified a board-appointed district homeless liaison.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of board minutes or board-adopted policy showing the appointment (Name or position) of the homeless liaison. (required)
<p>e. The local homeless liaison is familiar with the definition of a homeless child and duties related to the homeless federal statute. ALL school personnel have been notified that the local homeless liaison is responsible for these duties.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Meeting agendas, sign-in sheets, and minutes of meetings that include staff trainings or other forms of communication from the homeless liaison notifying school personnel of the duties of the local liaison and needs/rights of homeless students (required)

<p>f. How does the homeless liaison learn about his/her responsibilities as the LEA homeless liaison under McKinney Vento?</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Kickstand Certificate (required) <input type="checkbox"/> certificate of attendance signed by the Missouri State Homeless Coordinator <input type="checkbox"/> certificate of attendance from national conferences
<p>g. The LEA has a board-approved process for the resolution of disagreements about eligibility, school selection, or enrollment, with procedures for homeless families and youth to appeal decisions made by the LEA, including written explanations, clearly defined processes and provision of services during the appeal.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of board-approved process (required) <input type="checkbox"/> List of disputes addressed, if applicable
<p>4. Foster Care (ESSA 1111) (applies to all LEAs)</p>	
<p>a. The LEA has designated a Foster Care Point of Contact (POC) also known as the Foster Care Liaison, and has made public the POC contact information.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> August Cycle Core Data Screen 3 (Do not need to upload) <input type="checkbox"/> Documentation showing the LEA's foster care POC and contact information has been made public (required)
<p>b. The LEA has collaborated with the local child welfare agency to develop and implement clearly written transportation procedures that address how transportation will be provided, arranged and funded.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Meeting agendas, sign-in sheets and minutes of meetings (required) <input type="checkbox"/> Copy of transportation procedures (required)
<p>c. The LEA has a dispute resolution process in place to address disagreements over Best Interest Determination (BID) and transportation from parents, education decision makers and other important stakeholders.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of dispute resolution process
<p>d. Disputes were resolved by the LEA in a timely manner and a written explanation was provided to the complainant.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of the resolutions of the BID and transportation complaints <input type="checkbox"/> No complaints on file for BID or transportation
<p>Next Section >></p>	