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MEMORANDUM

TO: District School Superintendents

FROM: Dr. Michael Grego

DATE: August 12, 2011

Contact Information

Sara Dixon
nclb@fldoe.org
(850) 245-0657
DPS: 2011-121

SUBJECT: 2011-2012 No Child Left Behind (NCLB) Monitoring Cycle

Education Department General Administrative Regulations (EDGAR) at 34 CFR 80.40(a) requires the Florida Department of Education (FDOE) to monitor sub-grant activities, "to assure compliance with applicable Federal requirements and that performance goals are being achieved." Section 1008.32, Florida Statutes, addresses the responsibility of the State Board of Education for oversight and enforcement relative to compliance.

Local Educational Agencies (LEAs) receiving entitlement funds in 2011-2012 from the following NCLB programs will be monitored in one of three ways: desktop, onsite, or self.

1. Title I, Part A: Improving the Academic Achievement of the Disadvantaged
2. Title I, Part A: Public School Choice & Supplemental Educational Services
3. Title I, Part C: Education of Migratory Children
4. Title I, Part D, Subpart 1: State Programs for Neglected and Delinquent
5. Title I, Part D, Subpart 2: Local Programs for Neglected and Delinquent
6. Title II, Part A: Teacher and Principal Training and Recruiting
7. Title III: Language Instruction for Limited English Proficient and Immigrant Students
8. Title VI, Part B: Rural and Low Income School Program
9. Title X, Part C: Education for Homeless Children and Youth (*for all funded and non-funded LEAs*)

All LEAs should access the NCLB online monitoring system, located at: http://www.fldoe.org/NCLB/nclb_monitoring.asp, to complete their work papers. Passwords will be disseminated to an LEA liaison specified by the Superintendent. This person is expected to share the password with other appropriate LEA staff and relay information to all LEA staff involved with monitoring. Superintendents from all LEAs should send the liaison's contact information (name, title, phone number, and email address) to nclb@fldoe.org as soon as possible but no later than August 19, 2011. The online system is scheduled for release in mid August; the release will be communicated through email to Superintendents and LEA liaisons.

DR. MICHAEL GREGO
CHANCELLOR OF PUBLIC SCHOOLS

Self-monitoring LEAs do not need to provide answers to the *Review Questions*, but are required to upload *Documents to Support Compliance* for certain indicators in the monitoring system for the following programs: Title I, Part A (DIA-1, DIA-3, DIA-9, and GIA-2); Title I, Part A, Public School Choice (FIAC-1 and FIAC-2); Title I, Part C (IIC-1); and Title X, Part C (AXC-1 and AXC-5). Please refer to the work papers for more details. Self-monitoring LEAs are also required to submit a Self-Evaluation Certification, an assurance signed by the Superintendent certifying that all submissions are accurate. If self-monitoring LEAs find that further action is needed for any compliance items, System Improvement Plans (SIPs) must be developed in the online system by October 14, 2011.

The system automatically generates a Self-Evaluation Certification upon completion of the online monitoring work papers for all required programs. Please print and sign the certification form and send it electronically to nclb@fldoe.org; or mail a hard copy of the Self-Evaluation Certification to:

Office of Federal Programs
Florida Department of Education
325 West Gaines Street, Room 644
Tallahassee, Florida 32399-0400

Desktop and onsite LEAs should answer all *Review Questions* and upload *Documents to Support Compliance* for each applicable criterion item. Desktop and onsite LEAs are exempt from submitting a Self-Evaluation Certification. In areas where further action is required, LEAs will complete SIPs following receipt of the preliminary monitoring report.

The scheduling of desktop and onsite reviews will be orchestrated by the Office of Federal Programs (OFP). The OFP will work with the LEA liaison to schedule interviews (entry, exit, and program).

Work papers, Self-Evaluation Certifications, and documentation (where required) must be received by the FDOE by October 14, 2011. Please bookmark the NCLB website (http://www.fldoe.org/NCLB/nclb_monitoring.asp) to access the online monitoring work papers, frequently asked questions, and resources to assist LEAs throughout the process.

Evidence of SIP Implementation from the 2010-2011 Monitoring Cycle, if not already submitted, is also due by October 14, 2011. All evidence should be uploaded into the online monitoring system.

Note: The FDOE reserves the right to monitor any LEA as frequently as necessary to ensure compliance with federal and state law. Should an LEA be selected to receive follow-up desktop and/or onsite monitoring, it will be notified in November 2011 or December 2012. These LEAs will be reviewed by FDOE program staff during the months of February 2012 through March 2012.

Please refer questions about this year's monitoring cycle to the Office of Federal Programs, via email at nclb@fldoe.org or by telephone at (850) 245-0657.

MG/db/sd

Attachment