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MEMORANDUM

TO: District School Superintendents

FROM: Dr. Frances Haithcock

DATE: July 24, 2009

SUBJECT: 2009-2010 No Child Left Behind (NCLB) Monitoring

Education Department General Administrative Regulations (EDGAR) at 34 CFR 80.40(a) requires the Florida Department of Education (FLDOE) 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) that received entitlement funds in 2008-2009 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: School Choice with Transportation & 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 II, Part D: Enhancing Education through Technology
8. Title III, Part A: English Language Acquisition
9. Title IV, Part A: Safe and Drug-Free Schools
10. Title VI, Part B: Rural and Low Income School Program
11. Title X, Part C: Education for Homeless Children and Youth (*for all funded and non-funded LEAs*)

DR. FRANCES HAITHCOCK
CHANCELLOR OF PUBLIC SCHOOLS

All LEAs should access the NCLB online monitoring system, located at: http://www.fl DOE.org/NCLB/nclb_monitoring.asp, to complete their work papers. The online system is scheduled for release in early August; the release will be communicated through email to Superintendents and LEA liaisons.

The system will automatically generate a Self-Evaluation Certification after 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 314
Tallahassee, Florida 32399-0400
Attn: Dr. Jan Morphew

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. 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.

Desktop or onsite LEAs should answer all *Review Questions* and upload *Documents to Support Compliance* for each criterion item. In areas where further action is required, LEAs should 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). Please appoint a liaison that will assist the OFP with scheduling interviews (entry, exit, and program) and relaying information to all LEA staff involved with monitoring, including technical assistance meetings, conference calls, and webinars. This person will also be provided with the password to the online monitoring system and should disseminate it to appropriate LEA staff. Superintendents from desktop and onsite LEAs should send the liaison's contact information (name, title, phone number, and email address) to nclb@fldoe.org by July 31, 2009.

Work papers, Self-Evaluation Certifications, and documentation (where required) must be received by the FLDOE by September 15, 2009. Please bookmark the NCLB website (http://www.fl DOE.org/NCLB/nclb_monitoring.asp) to access the online monitoring work papers, the technical assistance paper, and resources to assist LEAs throughout the process.

Note: The FLDOE reserves the right to monitor any LEA as frequently as necessary to ensure compliance with federal and state law. To meet the requirements of the U.S. Department of Education, Title III, Part A will select additional LEAs for onsite monitoring during the 2009-2010 monitoring season. Should any LEAs be selected to receive follow-up desktop and/or onsite monitoring from the previous year, they will be notified in December 2009 or January 2010. These LEAs will be reviewed by FLDOE program staff during the months of January 2010 through March 2010.

Schedule for Desktop and Onsite Monitoring

District Name	Desktop Monitoring	Onsite Monitoring	Interview Week	Online Work Papers and Documentation Due Date
Bay (03)	✓		October 26-30	September 15, 2009
Brevard (05)	✓		November 30-December 4	September 15, 2009
Gadsden		✓	December 7-11	September 15, 2009
Gulf (23)	✓		October 26-30	September 15, 2009
Hamilton (24)		✓	November 2-6	September 15, 2009
Hardee (25)		✓	December 7-11	September 15, 2009
Highlands (28)		✓	December 7-11	September 15, 2009
Jackson (32)		✓	October 19-23	September 15, 2009
Jefferson (33)		✓	October 19-23	September 15, 2009
Leon (37)		✓	October 19-23	September 15, 2009
Manatee (41)	✓		November 30-December 4	September 15, 2009
Polk (53)	✓		October 26-30	September 15, 2009
Putnam (54)		✓	November 2-6	September 15, 2009
Taylor (62)		✓	November 2-6	September 15, 2009

Should you have any questions about this year's monitoring cycle, please contact Dr. Jan Morphew, Director of Federal Programs, via email at Jan.Morphew@fldoe.org or by telephone at (850) 245-0657.

FH/jm/fwe

cc: Martha Asbury
 Lisa Bacen
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