



1701 North Congress Ave. • Austin, Texas 78701-1494 • 512 463-9734 • 512 463-9838 FAX • www.tea.state.tx.us

August 9, 2011

ACTION REQUIRED

TO THE ADMINISTRATOR ADDRESSED:

SUBJECT: Title I LEAs Identified in School Improvement in 2011-2012

Under the No Child Left Behind (NCLB) Act of 2001, a Title I, Part A local education agency (LEA) that has not met Adequate Yearly Progress (AYP) for two or more consecutive years in the same indicator (reading, mathematics, attendance rate, or graduation rate) is subject to LEA-level Title I School Improvement requirements. Based on the 2011 LEA AYP Status released August 4, 2011, your LEA is subject to the LEA-level School Improvement Program (SIP) requirements for the stage listed on the SIP web site at http://www.tea.state.tx.us/index4.aspx?id=2147501234&menu_id=798 during the 2011-2012 school year.

Stages 1, 2, or 3 LEA Improvement

Regardless of whether the LEA submits an appeal of the AYP data to the Texas Education Agency (TEA or Agency) by the designated deadline on the AYP website, the LEA-level SIP requirements must be implemented immediately.

The Division of NCLB Program Coordination at the Agency provides technical assistance through the School Improvement Resource Center (SIRC) at Region XIII Education Service Center (ESC) to LEAs identified in LEA-level School Improvement status. SIRC is available to assist school personnel and LEA representatives upon request in developing an effective District Improvement Plan (DIP) and implementing the objectives within the plan. A representative from the SIRC office will be contacting school administrators to invite you to attend SIRC conferences designed to assist schools through the school improvement process. Additional assistance may also be available at your regional ESC.

The Agency and the LEA are required by NCLB statute to provide notice of this improvement status to your staff, parents, and community. This notice requirement was met by the Agency through the public release of the AYP results on the Agency's web site on August 4, 2011. The LEA must notify parents of the LEA's improvement status and how the parent may become involved in improving the LEA by **September 15, 2011**.

This LEA requirement may be met in several ways. The LEA may send a memo, flyer, or letter home with the students, or the LEA may publish the information through a newsletter. For your convenience, a sample parent notification letter can be found on the Agency's web site at the following link: http://www.tea.state.tx.us/index4.aspx?id=2147501234&menu_id=798.

A copy of the LEA parent notification must be uploaded through the NCLB Reports application on the TEA Secure Environment (TEASE), at the same time it is disseminated to the parents. This is a new procedure. In the past, a copy of the notification has been required to be mailed to TEA; however, mailing the letters is no longer required. To meet federal requirements, the LEA must notify parents no later than September 15, 2011, and the notice must be uploaded to TEA at the same time.

Stage 3 LEA Improvement

NCLB requires the state to take at least one of the following Corrective Actions for LEAs that enter Stage 3 of LEA Improvement:

- a) Deferring programmatic funds or reducing administrative funds;
- b) Instituting and fully implementing a new curriculum that is based on state and local academic content and achievement standards, including providing appropriate professional development based on scientifically based research for all relevant staff, that offers substantial promise of improving educational achievement for low-achieving students;
- c) Replacing the LEA personnel who are relevant to the failure to make AYP;
- d) Removing particular schools from the jurisdiction of the LEA and establishing alternative arrangements for public governance and supervision of such schools;
- e) Appointing, through the state educational agency (SEA), a receiver or trustee to administer the affairs of the LEA in place of the superintendent and school board;
- f) Abolishing or restructuring the LEA; or
- g) Authorizing students to transfer from a school operated by the LEA to a higher-performing public school operated by another LEA, and providing transportation to such schools, in conjunction with carrying out not less than one additional corrective action.

Any Stage 3 LEA is required to use the statutorily-required 10% reservation of Title I, Part A funds for professional development to contract with their regional ESC to conduct a District Snapshot review to determine the most effective professional development activities to be implemented and to select one of the following corrective actions to be implemented by the Stage 3 LEA.

- a) Defer programmatic funds or reduce administrative funds;
- b) Institute and fully implementing a new curriculum that is based on state and local academic content and achievement standards, including providing appropriate professional development based on scientifically based research for all relevant staff, that offers substantial promise of improving educational achievement for low-achieving students; or
- c) Replace the LEA personnel who are relevant to the failure to make AYP.

The LEA must then submit a summary of the results of the District Snapshot review and the LEA's choice of corrective action to the Division of NCLB Program Coordination by February 1, 2012. Agency staff will review the LEA's summary of results and choice of corrective action and notify the LEA of the Agency's acceptance or required selection of a more appropriate corrective action. The LEA will be required to begin implementation of the corrective action in spring 2012 immediately upon receipt of approval from the Agency and must continue implementation through the 2012-2013 school year.

If the LEA is identified in Stage 3 for a third consecutive year, the Agency reserves the right to change the LEA's required corrective action to one of the other NCLB-defined corrective actions, as follows.

- a) Remove particular schools from the jurisdiction of the LEA and establishing alternative arrangements for public governance and supervision of such schools;
- b) Appoint, through the SEA, a receiver or trustee to administer the affairs of the LEA in place of the superintendent and school board;
- c) Abolishing or restructuring the LEA; or
- d) Authorize students to transfer from a school operated by the LEA to a higher-performing public school operated by another LEA, and providing transportation to such schools, in conjunction with carrying out not less than one additional corrective action.

Assistance

Guidance on the LEA-level improvement requirements of the Title I School Improvement Program is available on the website at http://www.tea.state.tx.us/index4.aspx?id=2147501234&menu_id=798.

If you have questions regarding the Title I School Improvement LEA requirements, please contact Ms. Becca Marsh in the Division of NCLB Program Coordination at becca.marsh@tea.state.tx.us or via telephone at (512) 936-2256, or you may contact the Title I School Improvement Unit at (512) 463-9374, Option 3. You may also contact the Title I program specialist at your regional ESC.

Sincerely,

Cory Green, Senior Director
Division of NCLB Program Coordination

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