

June 11, 2013

SUBJECT: Texas Title I Priority Schools (TTIPS) School Improvement Grant End-of-Year Performance Report for Grantees

TO THE ADMINISTRATOR ADDRESSED:

One or more campuses in your local education agency (LEA) receive funding under the Texas Title I Priority Schools (TTIPS) School Improvement Grant.

### **End-of-Year (EOY) Performance Report**

The TTIPS grant requires the submission of the EOY Performance Report. The EOY Report is divided into two parts.

- Part I: Annual Performance Goals, and
- Part II: U.S. Department of Education Reporting Requirements.

All grantees must complete and submit Part I of the EOY Report no later than **August 1, 2013**. The information from the EOY Report, Part I is used to determine whether an LEA will receive continued of funding for the 2013-2014 academic year. Part II will be posted on the TTIPS website and is also due **August 1, 2013**.

### **EOY Report, Part I**

Grantees will receive an individualized electronic file of Part I of the report by email to the district shepherd and campus principal in the coming days. For your convenience, the EOY Report for each campus has been pre-populated with the following information based on your approved application:

- LEA Name
- Campus Name
- County-District-Campus #
- Reporting Year
- Performance Measure
- Assessment Instrument/Tool
- Baseline Performance
- Interim Performance
- Year 1 Actual Performance as previously reported
- Annual Progress Goals
- Year 2 Actual Performance as reported in 2012 (Cycle I only)

*Part I: Annual Performance Goals* may be submitted at any time prior to August 1, 2013, utilizing available local data and then may be amended with TAKS and / or STAAR data once the data are available to the LEA. Please refer to the *Instructions for the End of Year (EOY) Report, Part I* for detailed information on approved alternate measures of performance.

*Part I* should be completed, certified, and submitted via electronic mail to the assigned TTIPS program specialist at TEA working with the grantee no later than the **August 1, 2013**, deadline. Failure to comply with this required submission may impact the LEA's 2012 Initial Compliance Review (ICR) score.

### **Awarding of Third-Year Grant Funds (Cycle 2 Only)**

The TTIPS program staff at TEA will notify the grantee in writing, within 30 days of receipt of the completed Part I of the EOY report, of its preliminary determination on the grantee's continuation of funding. The TTIPS program staff will review the submitted EOY reports to determine whether the grantee has met the conditions of the grant outlined below.

- 1. The grantee has met the year's annual performance target for student achievement or made a minimum of 70% progress toward the targeted goal in the year of the grant period.*
- 2. The grantee has met the year's annual performance targets for the state's identified critical success factors and milestones or made a minimum of 70% progress toward the targeted goal in the year of the grant period.*

Decisions regarding continuation of grant funding will be based on both grantee progress toward performance goals and effective and full implementation of the grant, as evidenced in the Quarterly Implementation Reports (QIRs) previously submitted by the grantee. Grantees that are not making progress toward their performance goals may be awarded continued funding, but also may be required to submit Program Improvement Plans.

### **Sustainability Plan (Cycle 1 Only)**

Cycle 1 Grantees will receive an electronic template to be used in creating a three-year sustainability plan focused on sustaining critical reform elements that facilitates campuses in the process of continuous improvement as they exit the grant program. The sustainability plan is the final component of each Cycle 1 campus' end of year reporting and should be submitted via email to TEA via email to [nclbtips@tea.state.tx.us](mailto:nclbtips@tea.state.tx.us) and copied to the assigned case manager by **August 1, 2013**. Additional training was provided to LEA design campuses in May by the Texas Center for District and School Support (TCDSS) and will be included in the TEA Design summer training during the month of June.

### **Fourth (4<sup>th</sup>) Quarter Implementation Report (QIR)**

The QIR for the 4<sup>th</sup> quarter (May, June, and July) is not required since the EOY Performance Report is due on August 1, 2013.

### **Assistance**

If you have any questions regarding completing and submitting the EOY report, please contact Shayna Sheehan via email [shayna.sheehan@tea.state.tx.us](mailto:shayna.sheehan@tea.state.tx.us) or via phone (512) 463-2617.

Cc: TTIPS District Shepherds  
TTIPS Campus Principals