



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

August 20, 2010

ACTION REQUIRED

TO THE SCHOOL ADMINISTRATOR ADDRESSED:

SUBJECT: Title I Campuses Identified in School Improvement in 2010-2011

Under the No Child Left Behind (NCLB) Act of 2001, a Title I, Part A funded campus that has not met AYP for two or more consecutive years in the same indicator (reading, mathematics, attendance rate, or graduation rate) is subject to Title I School Improvement requirements.

Based on the 2010 campus Preliminary AYP Status released August 5, 2010, the **campus(es)** in your local education agency (LEA) included in the Preliminary List of Campuses in Title I School Improvement for 2010-2011 found on the Texas Education Agency (Agency) web site at <http://ritter.tea.state.tx.us/ayp/2010/sip.html> **did not meet AYP** (for the indicator missed in AYP 2009) and **are** subject to Title I School Improvement requirements during the 2010-2011 school year. Please disseminate this information to the appropriate campus staff.

The following documents also will be available on the Agency's NCLB School Improvement web site at <http://ritter.tea.state.tx.us/nclb/titleia/sip/2010-2011/sip-campus.html> to assist you in meeting the Title I School Improvement Requirements.

- Title I School Improvement Guide to Implementation
- Title I School Improvement Requirements, Stage 1-5
- School Choice Question & Answer Document
- Instructions for Required Parent Notification Letters
- Required School Choice Parent Notification Letter in English and Spanish
- Required SES Parent Notification Letter in English and Spanish
- Fiscal Requirements for Title I Campuses in School Improvement
- Technical Assistance to School Improvement Program (SIP) campuses provided by the School Improvement Resource Center (SIRC)

Even if the district submits an appeal to the AYP data to the Agency by September 3, 2010, the requirements referenced above must be implemented in a timely manner. The parent notification requirement must be implemented immediately.

Parent Notification Letters

Campuses are required to use the parent notification letters provided by TEA and available on the School Improvement Resource Center (SIRC) website at http://www5.esc13.net/ses/parent_notification_10-11.html in both English and Spanish. The letter provided will only allow the LEA to insert information specific to the campus identified for improvement. Additionally, parent notification letters (school choice and SES, if applicable) are required to be mailed to TEA at the time they are mailed from the LEA to the parents (to meet federal requirements, the school choice letters were due not later than August 9, 2010, and SES letters (for campuses in Stage 2 and above) are due not later than August 23, 2010).

If the campus has not already done so, please submit the school choice and SES parent notification letters to the Agency at the following address:

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Anita Villarreal, Director of Title I School Improvement
Division of NCLB Program Coordination
Texas Education Agency
1701 North Congress Avenue
Austin, Texas 78701

Supplemental School Improvement Program (SIP) Funding

Title I campuses identified in School Improvement status are eligible for additional funding available under the Title I School Improvement Program (SIP). Funding information will be available on the Agency's NCLB School Improvement web site at <http://ritter.tea.state.tx.us/nclb/titleia/sip/2010-2011/sip-campus.html>.

The application for funding for the School Improvement Program and campus allocations will be posted on the TEA eGrants system on **September 3, 2010**. The application must be completed and submitted through the eGrants system and is due to TEA no later than 5:00 p.m., CST, **October 22, 2010**.

In order to receive the SIP funding, the following requirements must be met:

1. The campus principal must participate in the School Improvement Resource Center (SIRC) Introductory Meeting on **September 13, 2010**, in Austin, Texas. LEA administrators are strongly encouraged to attend with the campus principal. (The Transition Meetings held via webinars August 9 through September 13, 2010 through SIRC may be substituted for this requirement for campuses that have been in SIP for 2 or more years if attended by the campus principal.)
2. The campus principal and campus personnel must participate in the Texas School Improvement (TSI) Conference on October 13-14, 2010, in Austin, Texas provided by SIRC.
3. Stage 1 campus principals must participate in TEA's required external campus administrative mentor (CAM) program. CAM services are pre-paid by TEA through the School Improvement Resource Center (SIRC) at Region XIII Education Service Center. By completing the electronic signature and submitting the Title I School Improvement Grant application for funding in eGrants, the superintendent or designee is agreeing 1) that the principal will participate in the CAM program, and 2) that the CAM services will be pre-paid.
4. Stages 2-5 campus principals must participate in TEA's required external technical assistance provider (TAP) program. TAP services are pre-paid by TEA through the SIRC at Region XIII Education Service Center. By completing the electronic signature and submitting the Title I School Improvement Grant application for funding in eGrants, the superintendent or designee is agreeing 1) that the campus principle and staff will participate in the TAP program, and 2) that the TAP services will be pre-paid.
5. Campuses in Stage 2 and above that have less than 100% of core academic subject area classes taught by highly qualified teachers are required to submit the campus' Highly Qualified Teacher Continuous Improvement Plan to the Division of NCLB Program Coordination at TEA by the designated deadline.
6. Districts with campuses in Stage 2 and above must implement the EZSES Management System.
7. Districts with campuses in Stage 2 and above must participate in the Evaluation of the Supplemental Educational Services.
8. Campuses in Stage 1 and above must meet all the requirements for their Title I SIP Stage found at <http://ritter.tea.state.tx.us/nclb/titleia/sip/2010-2011/sip-campus.html>.

TEA will approve pre-award costs for any SIP-related costs incurred by the campus as of July 1, 2010, for existing SIP campuses and August 5, 2010, for new SIP Stage 1 campuses.

Although a Title I, Part A campus is not required to accept the SIP program funding, the Title I, Part A campus is required by statute to implement all statutory SIP program requirements.

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Technical Assistance to Campuses Identified in School Improvement

The Division of NCLB Program Coordination at the TEA provides technical assistance to LEAs identified in School Improvement status through the School Improvement Resource Center (SIRC) at Region 13 ESC. SIRC serves in an advisory capacity to schools in need of improvement. 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 or information on the SIP Introductory Meeting, TSI conference, or SIP technical assistance, please contact SIRC through the information available at <http://www5.esc13.net/sirc/staff.html>.

Appeals of SIP Designation

Campuses planning to appeal their August 5, 2010, school improvement designation should proceed to complete and submit the SIP application for funding by the **October 22, 2010**, due date, regardless of status of the appeal. In the event the appeal is denied, the campus already has the SIP funding approved for the school year.

If a campus successfully appeals the school improvement designation and the approved appeal lowers the campus' school improvement stage, the following requirement applies.

- The campus' allocation of SIP funds may be lowered accordingly for the new stage.

If a campus successfully appeals the school improvement designation and the approved appeal exits the campus from school improvement status, the following requirements apply.

- All SIP funding is stopped immediately upon the appeal being granted as the campus is no longer in SIP designation and is no longer eligible for SIP funding. The campus must file a final expenditure report within 10 days of the appeal being granted. All remaining SIP funds will be reallocated to other SIP campuses within the state. The funds do not remain with the LEA.
- The campus must allow all requests for school choice, including transportation, to continue through the end of the school year.
- If an eligible student has exercised the option to transfer to another public school campus, the LEA must permit the student to remain in that campus until he or she has completed the highest grade in the campus. However, the LEA is no longer obligated to provide transportation for the student after the end of the school year in which the student's campus of origin is no longer identified for school improvement, corrective action, or restructuring.

Guidance on the Title I School Improvement Program will be available on the Agency's NCLB web site at <http://ritter.tea.state.tx.us/nclb/titleia/sip/2010-2011/sip-campus.html>.

If you have questions regarding the Title I School Improvement Requirements for the campus(es) in your LEA, please contact Ms. Becca Marsh in the Division of NCLB Program Coordination at nclbsip@tea.state.tx.us or via telephone at (512) 936-2256. You may also contact the School Improvement Unit at (512) 463-9374, Option #3.

For questions regarding the implementation of the CAM program TAP program, SIRC technical assistance, SIRC introductory meeting, or TSI conference, contact SIRC at the numbers and addresses referenced through <http://www5.esc13.net/sirc/staff.html>. For information regarding corrective actions, restructuring, and other intervention activities, contact the Division for Program Monitoring and Interventions at (512) 936-2256.

Sincerely,

Cory Green, Senior Director
Division of NCLB Program Coordination

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