Title I Committee of Practitioners
Minutes for September 13, 2017
Approved 11-7-17

Members Present
Martha Anderson, Lane Cartwright, Shirley Clark, Marti Couch, Alex Dominguez, Brenda Faz-Villarreal, Cris Munoz, Mary Thomas

Members Absent
Jayne Tavenner, Nadine Wolfe

Proxy Members Present
None

TEA Staff Present
Cory Green, Anita Villarreal, Susan Patterson, LaNetra Guess, Kristen Stohl, Roger Hingorani

Welcome from Shirley Clark
Shirley Clark called the meeting to order at 9:05 with thoughts for those affected by Hurricane Harvey.

Previous Meeting Minutes
The minutes from the June 6, 2017 meeting of Committee of Practitioners were approved as written after a motion by Cris Munoz and a second by Martha Anderson.

Committee Discussion Items

Department of Grants Compliance and Oversight Updates – Cory Green

COP Transition to Department of Grants Compliance and Oversight

- Title I Part A, Capacity Building Initiative, ESC grants, COP, National Distinguished Schools, and Ed-Flex were all transferred to this department.
- Anita Villarreal is Director for Title I Part A and SANTA. LaNetra Guess is Director for Private School Services and is also over Capacity Building Initiative and COP. Susan Patterson is Director for ESSA Accountability and Ed-Flex. All three ladies work together so you can contact any of them at ESSAsupport@tea.texas.gov.
- There are lots of vacancies to fill on COP so we’ll be seeking nominations of specific categories from ESC Executive Directors, and will try to have a balanced geographic distribution. If you have suggestions, please let Cory know. We need to fill positions, and we also want to find a way for some members to participate remotely, but we will still have face to face meetings as well. Mary Thomas will move to the administrative position, and we’ll add a PNP representative.
Specific areas where we need representation: Title I teachers (including vocational), school board members, and pupil service personnel. Cory will make recommendations to the Commissioner based on needs and input.

Impact of Hurricane Harvey on Education

- We have had to do things quickly and will ask your opinion after the fact due to the nature of the immediate needs. TEA staff members meet daily with the Commissioner and a representative from State Operations. They receive daily updates from ESC Executive Directors in Regions 2-5, and some from 6 and 13 as well to see what issues they are most concerned about. Only two LEAs in hurricane area have not submitted their ESSA application; PNP affirmation deadline was extended to October 11; any other extensions will be made based on requests from impacted LEAs.
- A guidance document will be released soon and then posted to the hurricane webpage. There will be extensions of the liquidation period and final expenditure reports. TEA plans to send a statewide letter of intent to apply to USDE for waivers for public comment soon; there will be a short public review period. The waivers will only impact school districts affected by the hurricane, for liquidation period, MOE issues, expenditure of funds, and Ed-Flex impacts.
- TEA plans to reallocate formula grant funds under Title I Part A, Title I Part C, Title II, and Title III (except school improvement) to LEAs impacted by the hurricane. These are approximate amounts usually reallocated from those grants: Title I Part A $2-2.5M, Title I Part C $12-14M, Title II $500,000-$800,000, and Title III $1.5M.
- Options for Committee of Practitioners Action:
  1. Reallocate only to those LEAs impacted directly by the hurricane.
  2. Reallocate also to those enrolling these relocated students. These LEAs are using a special PEIMS crisis code so we can get an accurate count of these students by November reallocation.

COMMITTEE ACTION: After questions and discussion, COP made two recommendations:

1. For all program areas, COP unanimously voted to reallocate funds to both groups: LEAs impacted directly by the hurricane and LEAs who received relocated students. Voting followed a motion by Mary Thomas and a second by Martha Anderson.
2. For all program areas, COP unanimously voted to reallocate funds to both groups based on the same per pupil weighted formula. Voting followed a motion by Alex Dominguez and a second by Lane Cartwright.

Reimbursement of COP Travel Expenses and Virtual Meetings

- Reimbursement for COP travel expenses does not appear to be allowable by state law. At one time, we did reimburse for this, but very little to nothing was requested. We will pursue an option for some members to join remotely or find ways to share transportation.

Private Nonprofit (PNP) Updates – LaNetra Guess

*Handout: LEA Self-Assessment Questions of PNP Equitable Services Prior to Random Validation*
Our statewide Private School Equitable Services Workgroup had a face to face meeting in June and a virtual meeting in August. We talked about alignment of PNP services to TEA’s Strategic Priorities and PNPs saw the correlation. Moving forward LEAs have been encouraged to share the priorities with PNPs and give them ideas on how to use funds for services that mirror these priorities. New PNP FAQs are posted on the TEA Private School webpage. Laura Colangelo sends out information to her private school list. We have provided a document with acronyms to help PNPs understand our processes. The PNP Workgroup wants more basic information on grants and ESSA. Cory and LaNetra will do a presentation at the TEPSAC group on September 20 and answer questions. The next virtual meeting of the PNP Workgroup is October 10, and the next face to face meeting is at Region 10 on February 27.

USDE ONPE (Office of Non-Public Education) has a listserv and sends out timely information that may be of interest to COP members. The link to join their listserv is under “More Resources.”

The new PR3099 Compliance Report will be used this year. We will bring a mock up to COP for review. The LEA Self-Assessment Questions of PNP Equitable Services Prior to Random Validation document will assist LEAs with ensuring effective services and compliance.

Audit Updates – Roger Hingorani

Handout: General Monitoring of Equitable Services under Title I, Part A

Roger Hingorani presented a draft of monitoring procedures for equitable services for Title I, Part A. They may not use all the items, and will tailor the audit and work on samples. They will start with the PR3099 and may ask for supporting documents on how that information was determined, a list of PNPs, numbers of students served, consultation documents. On delivery of services, they will look at details of students and services, contracts, pooling. They will look at supporting documents, what services were provided, if consolidation was used, and financial records. They will ask for supporting documentation and test sample expenditures of payroll and non-payroll transactions. PNP inventory should also be counted in the LEA inventory. The LEA Self-Assessment Questionnaire should help pull out data for the random validations of LEAs which will occur this year.

Program Updates – Susan Patterson

Ed-Flex waiver extension requests for this year and going forward will process through this office. On April 3 our waiver request was sent to USDE, they just asked us for more information in August, and we have responded. We are waiting to hear from USDE on extensions and new waivers under ESSA; we do have a waiver for the current school year, and we’re also looking for ways to use Ed-Flex waivers to help with hurricane impact.

PR3001 Data Collection will not be part of the standard LEA Compliance Report. It will be due a little later so that LEAs can receive and analyze their new STAAR data. We want to make this as easy as possible for LEAs by pulling some of the information from PS3001.

Title I, Part A Updates – Anita Villarreal

Handouts: ESC and Capacity Building Services, ESC Tiered Services, SANTA, Random Validation Checklist, National Distinguished Schools
• Title I Basic Services from ESCs are aligned with TEA Strategic Priorities and organized under the Enablers to help LEAs meet the Strategic Priorities. Everything we do is aligned to Strategic Priorities and focused on improving student outcomes. We are working together now to create new training toolkits (CNA, CIP, Parent Involvement, and Federal Program Directors) to include statute, PowerPoint, and examples. CNA and CIP materials will work hand in hand since they go together. Some things that were campus requirements have been moved to district level requirements under ESSA. Anita and Toni will create Targeted Assistance training materials.

• Capacity Building Initiative is also aligned with Strategic Priorities to support ESCs and LEAs.

• The tiered service model provides detailed information on what is required of ESCs, and we know they also extend themselves to do whatever the LEAs need.

• SANTA (Specialized Application Negotiation and Technical Assistance) document is a draft (not to share yet). Participating LEAs love the assistance they are getting. We provide them with extensive supports, working with superintendent, CFO, and Federal Program Director. Our goal is to get all schools in the next cohort of System of Great Schools (SGS) project automatically in SANTA; they are getting flexibility because they are getting more oversight through monthly phone calls, and SGS also does on-site visits. This project could involve Ed-Flex and definitely involves Title I, Part A funds. We are piloting it now and hope it will lead to benefits state-wide from lessons learned. Four other LEAs not in SGS get some supports, and additional data support for all LEAs will be coming later.

• Random Validations had to be done quickly this year once Title I, Part A transitioned back to this department. If we got cited by USDE for not having them, it could open us up for a more intrusive federal audit, so we made the decision to do it quickly before the deadline. Cory wanted the reviews to align more to the audits that Roger’s group does, so we redesigned the checklist and added “needs improvement” as a category. This is the process we used this year, and it may change as we go along.

• National Distinguished Schools criteria used by TEA requires committee approval. Capacity Building contacts selected LEAs, does the logistics for NASTID, plans the school award ceremonies, and creates best practice videos aligned with Strategic Priorities. We need to look at NASTID criteria and last year’s TEA criteria and decide what we will use this year.

COMMITTEE ACTION: After questions and discussion, COP made this recommendation following a motion by Cris Munoz and a second by Marti Couch:

Follow the established TEA criteria, with these two changes:

1. Average of 85% low income over last three years
2. Met state system safeguards

Closing Comments – Cory Green

We appreciate your time. We are careful about what we bring to COP. We want to meet the statute without wasting your time. We want you to find value in these meetings.

Shirley Clark adjourned the meeting at 12:45 p.m.

The next meeting will be at 9:00 a.m. on November 7, 2017 at American Institutes for Research (AIR).