

2026-2027 Program Monitoring Validation Guidance Document

Program: Title I, Part C

Requirement: Program Evaluation

Documentation Requested

Documenting overall compliance for a program requirement may require several forms of documentation to be maintained locally and available upon request by TEA and/or an auditor. To ensure overall compliance with program requirements, LEAs should refer to the Program Guide and/or other program-related resources that reference the multiple forms of documentation required to be maintained locally. The documentation requested for submission during the validation process may not include all forms of documentation required to be maintained locally.

Please include the following selected documentation referenced in the table below to demonstrate compliance with the program requirements described. TEA will utilize the following table during the review of documentation to determine if the LEA submitted sufficient documentation to support LEA compliance.

The documentation submitted for TEA review should show evidence of compliance in the 2025-2026 grant year for the program requirement selected.

The following documentation is requested to be submitted **by 5:00 pm CST on or before December 8, 2026**, via the Federal Program Compliance Division Program Monitoring Validations Smartsheet WorkApp system.

Selected Documentation Required to be Submitted for Review	Year of Documentation Requested	Description of Acceptable Documentation
1.1 District Improvement Plan	2025-2026	District Improvement Plan section addressing additional services offered to migratory students based on the school system's MEP evaluation.
1.2 Services identified/offered	2025-2026	List of improved services offered to migratory students; Or Other documentation showing how results were used to improve services to migratory students.
1.3 Evaluation Planning Meeting Documentation	2025-2026	Documentation for a maximum of two (2) Evaluation Planning Meetings to include: 2 meeting agendas; 2 sets of meeting minutes/notes; and 2 sets of attendance documentation; OR

Selected Documentation Required to be Submitted for Review	Year of Documentation Requested	Description of Acceptable Documentation
		Other supporting documentation to provide evidence of the Title I, Part C Evaluation Planning Meeting

Instructions for Assembling Documentation

Assemble the requested material into **one PDF file**.

- Ensure that the PDF file contains the required documentation as described above.
- Do not submit extraneous documentation.
- When compiling the PDF file for submission, please ensure that—
 - the pages are not compressed or reduced in size;
 - any landscape pages are oriented with their right-hand edge at the top;
 - the documentation pages included are **numbered consecutively in the lower right corner**. These page numbers, which may be handwritten if that is most convenient, should be referenced in the online WorkApp Details Form.

Note: Confidential information, including confidential information or personally identifiable information (PII) protected under the Family Educational Rights and Privacy Act (FERPA), should not be submitted in any Smartsheet forms, attachments, comments, or uploads. Smartsheet is not an approved system for storing confidential or FERPA-protected data. Uploading or sharing such information on an unapproved platform increases the risk of unauthorized disclosure. To help us maintain compliance and protect student information, ensure all submissions include only non-confidential data/documentation appropriate for the submission.

LEAs may reference the 2026-2027 Program Monitoring Validation Process Handbook for general information about the overall process (i.e., documentation submission instructions, documentation review process, and additional resources).

Resources

Each regional Education Service Center (ESC) is required to offer and provide technical assistance related to the program monitoring validation process. Please consult with ESC staff if there are questions or if additional information is needed. Regional ESC Federal Program staff information can be located at: <https://txmigrant.net/contact-us-en/>.

The following resources are also available on the [TEA Program Monitoring Validations webpage](#):

- Program-Specific Training Video and Slides;
- Instructions for Submitting Documentation Training Video and Slides;

- Overview of the 2026-2027 Program Monitoring Validation Process Training Video, Slides, and Handbook

Statutory Requirement References

The requirement is referenced in the following documents.

Citation & Statute Language	Section 1304(b)(1), (b)(2) (b) PROGRAM INFORMATION.—Each such application shall include— (1) a description of how, in planning, implementing, and evaluating programs and projects assisted under this part, the State and its local operating agencies will ensure that the unique educational needs of migratory children, including preschool migratory children and migratory children who have dropped out of school, are identified and addressed through— (A) the full range of services that are available for migratory children from appropriate local, State, and Federal educational programs; (B) joint planning among local, State, and Federal educational programs serving migratory children, including language instruction educational programs under part A of title III; (C) the integration of services available under this part with services provided by those other programs; and (D) measurable program objectives and outcomes; (2) a description of the steps the State is taking to provide all migratory students with the opportunity to meet the same challenging State academic standards that all children are expected to meet; Section 1304(c)(4-5) (c) ASSURANCES.—Each such application shall also include assurances that— (4) in planning and carrying out such programs and projects, there has been, and will be, adequate provision for addressing the unmet education needs of preschool migratory children and migratory children who have dropped out of school; (5) the effectiveness of such programs and projects will be determined, where feasible, using the same approaches and standards that will be used to assess the performance of students, schools, and local educational agencies under part A; Sections 1306(a)(1)(C) and (D) (a) COMPREHENSIVE PLAN.— (1) IN GENERAL.—Each State that receives assistance under this part shall ensure that the State and its local operating agencies
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	identify and address the unique educational needs of migratory children in accordance with a comprehensive State plan that— (C) provides that migratory children will have an opportunity to meet the same challenging State academic standards that all children are expected to meet; (D) specifies measurable program goals and outcomes;
TEA Program-Specific Provisions & Assurances	Program-Specific Assurances Program Evaluation - The LEA or fiscal agent must conduct an annual evaluation of their Migrant Education Program. [Section 1306(a)(1)(C)]. Use the findings to modify and improve the MEP. This process should include data review and analysis. In planning, implementing, and evaluating the Title I, C Program, there has been, and will be adequate provision for addressing the unmet needs of preschool migratory children and migratory children who have dropped out of school, as well as the identification and recruitment of such children. [Section 1304(c)(4)]
TEA Compliance Report Program Compliance Self-Check Item	Evaluation (Part 3.E.2) The LEA/fiscal agent uses the program evaluation results to improve services to its migratory students. [Section 1304 (b)(1), (b)(2), (c)(5), and 1306(a)(1)(C)]

Contact Information

For assistance with questions and/or additional information, please contact the Federal Program Compliance Division at ESSAsupport@TEA.Texas.gov. A directory of TEA program-specific staff contacts is also available: [Federal Program Compliance Division Program Staff Contacts](#).