



Federal Program Compliance Division

THANK YOU FOR JOINING US!

2023-2024 ESSA Program Monitoring – Random Validations Process Statewide Virtual Training

September 26, 2023

Today's Presenter

Jaime Huerta

Division Director – Federal Program Compliance Division

State Director – Title I, Part A; Title IV, Part A

Federal Program Compliance Division



Division Phone Number
(512) 463-9499



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ESSASupport@TEA.Texas.gov

Federal Program Compliance Division Team

Jaime Huerta

Division Director
State Director – Title I, Part A;
Title IV, Part A

Didi Garcia

Assistant Division Director
State Director – Title I, Part C;
Title V, Parts A & B

LaNetra Guess

Program Director – Title IV, Part A;
ESSA Private Nonprofit (PNP) School
Equitable Services
PNP Ombudsman

Idalia Ibañez

Program Director – Title I, Part C;
Title V, Part A; Unsafe School Choice
Option; Persistently Dangerous Schools

Nez Paniagua-Jimenez

Program Director – Title V, Part B
Program Coordinator – Title I, Part C

Gerardo Ramirez

Program Director – Title I, Part D;
Title II, Part A

Vivian Smyrl

Program Director – Title I, Part A; Ed-Flex;
Supplement, Not Supplant



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Division Email Addresses:

ESSAsupport@TEA.Texas.gov | PNPOmbudsman@TEA.Texas.gov | Migrant.ed@TEA.Texas.gov

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 Didi Garcia, Assistant Division Director | Email: didi.garcia@TEA.Texas.gov | Phone: (512) 463-9147

Programs	Program Contacts, Roles/Responsibilities, and Contact Information
Title I, Part A – Improving Basic Programs	Vivian Smyrl, Program Director Email: vivian.smyrl@TEA.Texas.gov Phone: (512) 936-6216
Title I, Part C – Education of Migratory Children	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911 Nez Paniagua-Jimenez, Program Coordinator Email: nez.paniagua-jimenez@TEA.Texas.gov Phone: (512) 936-2235
Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth	Gerardo Ramirez, Program Director Email: gerardo.ramirez@TEA.Texas.gov Phone: (512) 463-9390
Title II, Part A – Supporting Effective Instruction	Gerardo Ramirez, Program Director Email: gerardo.ramirez@TEA.Texas.gov Phone: (512) 463-9390
Title IV, Part A – Student Support and Academic Enrichment	LaNetra Guess, Program Director Email: lanetra.guess@TEA.Texas.gov Phone: (512) 463-6939
Title V, Part A – Funding Transferability	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911
Title V, Part B – Rural Education Achievement Program (REAP): Rural and Low-Income Schools (RLIS) and Small Rural School Achievement (SRSA)	Nez Paniagua-Jimenez, Program Director Email: nez.paniagua-jimenez@TEA.Texas.gov Phone: (512) 936-2235
Title VIII – ESSA Unsafe School Choice Option Persistently Dangerous Schools	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911
ESSA Private Nonprofit School Equitable Services (PNP)	LaNetra Guess, PNP Ombudsman Email: lanetra.guess@TEA.Texas.gov Phone: (512) 463-6939
Ed-Flex Supplement, Not Supplant (SNS)	Vivian Smyrl, Program Director Email: vivian.smyrl@TEA.Texas.gov Phone: (512) 936-6216

<https://tea.texas.gov/finance-and-grants/grants/essa-program/divisioncontacts.pdf> 09/05/2023

Date: **09/26/2023**

■ QR CODE



Training Topic: **Random Validations**

- Enter First Name, Last Name, E-mail.
- Select Region & LEA Name
- Indicate Position Title

https://tea.co1.qualtrics.com/jfe/form/SV_836E5GKcdmqwxQa

2023-2024 ESSA Program Monitoring



- **State's monitoring system accepted by the US Department of Education**
- **Annual program monitoring activities**
- **LEAs randomly selected to participate**
 - ESSA Consolidated Federal Grant Application
- **LEAs submit documentation for review by TEA for selected program requirements for the current year**

2023-2024 ESSA Program Monitoring

- Random Validation monitoring activities are conducted using a continuous improvement approach; rather than punitive
- Generally, the review process is conducted in real time to provide LEAs with an opportunity to correct any non-compliance issues identified before the end of the grant period



2023-2024 ESSA Program Monitoring



- **Agency staff will review the documentation to determine if it is sufficient to support LEA compliance with the requirement.**
- **LEAs that submit sufficient documentation to support LEA compliance will be assigned a “Met Requirement” status for the requirement and the random validation will be considered closed.**
- **LEAs that submit insufficient documentation will be assigned an “Improvement Needed” status for the requirement.**
 - LEAs with an “Improvement Needed” status will be provided technical assistance by their regional education service center (ESC) after the results are communicated with the LEA.
 - These LEAs will be required to resubmit documentation for the 2024–2025 school year by September 30, 2024, to ensure the program requirements are implemented correctly.

Federal Program Compliance Division Administered Programs

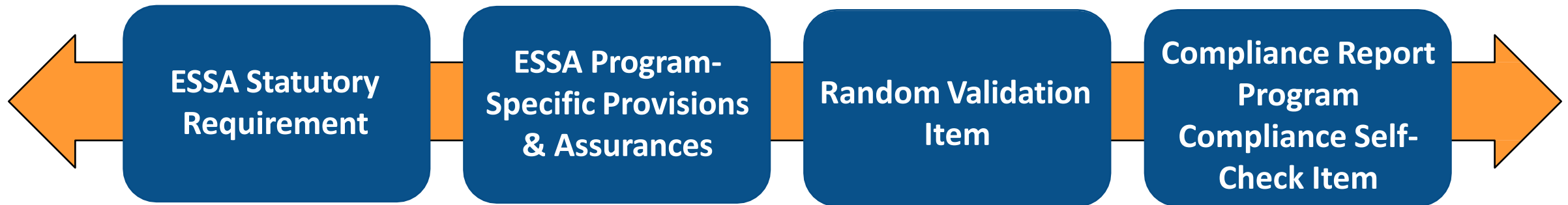
- The “Big 4” Program Requirements
 - Title I, Part A – Improving Basic Programs
 - Title I, Part C – Education of Migratory Children (MEP)
 - Title II, Part A – Supporting Effective Instruction
 - Title IV, Part A – Student Support and Academic Enrichment
- Title I, Part A Supplement, Not Supplant (SNS)
- Ed-Flex: Title I, Part A Campus Schoolwide Program Eligibility Waiver
- Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth
- Title V, Part B – Rural and Low-Income School Program (RLIS)
- Private School Equitable Services (PNP)
- Unsafe School Choice Option (USCO)

Random Selection of LEAs

- For the 2023-2024 “Big 4” random validations, we will not select from the 208 LEAs selected for random validation in 2022-2023.
- For all other random validations, the 208 LEAs selected for random validation in 2022-2023 could be selected for random validation in 2023-2024.
- LEAs selected for RLIS may be selected for up to 2 random validations in 2023-2024.

2023-2024

Random Validation Items Alignment



2023-2024 Random Validation Calendar



**LEA Notification:
October 9, 2023
LEA Submission:
October 23, 2023**

Phase 1

Title I, Part A

Title I, Part C

Title II, Part A

Title IV, Part A

Title I, Part A Supplement, Not Supplant

Phase 2

Unsafe School Choice Option (USCO)

Private School Equitable Services (PNP)

Title V, Part B (RLIS)

Title I, Part D

Ed-Flex: Title I, Part A Schoolwide Eligibility Waiver

**LEA Notification:
November 28, 2023
LEA Submission:
December 12, 2023**

2023-2024 ESSA Program Monitoring



- **LEA Notification of Selection**
 - Auto-generated email from the Department of Grant Compliance and Administration WorkApp System
 - Email will include the program and program requirement the LEA was selected to participate
 - Email notification will be sent to the LEA Contacts and ESC Communication List for the LEA's region that are current in the Department of Grant Compliance and Administration WorkApp System
- **LEA Notification of Results**
 - Auto-generated email from the Department of Grant Compliance and Administration WorkApp System
 - Email will include the program and program requirement the LEA was selected to participate and the documentation review status (Met Requirement or Improvement Needed)
 - Email notification will be sent to the LEA Contacts and ESC Communication List for the LEA's region that are current in the Department of Grant Compliance and Administration WorkApp System

2023-2024 ESSA Program Monitoring

- **Education Service Center (ESC) ESSA Basic Services Initiatives**
 - Title I, Part A
 - Title I, Part C
 - Title II, Part A
 - Title IV, Part A (includes Unsafe School Choice Option)
- **Contact your regional ESC for professional development opportunities and for technical assistance**
- **Regional ESC program contacts will contact LEAs selected to participate in the random validation process to offer and provide technical assistance to the LEA prior to documentation submission and within 48 hours of LEA notification of selection**



2023-2024 Program Monitoring Random Validations Process

- Overview -



Please place your questions in the Q & A.

2023-2024

Program Monitoring – Random Validations Process

Overview



2023-2024 Random Validation Programs

Federal Program Compliance Division Administered Programs

- The “Big 4”
 - Title I, Part A – Improving Basic Programs
 - Title I, Part C – Education of Migratory Children (MEP)
 - Title II, Part A – Supporting Effective Instruction
 - Title IV, Part A – Student Support and Academic Enrichment
- Title I, Part A Supplement, Not Supplant (SNS)



2023-2024 Random Validation

Number of LEAs Selected

Programs	Number of LEAs Selected	Selection Method
Title I, Part A	60	12 LEAs from 5 ESCs
Title I, Part C	60	12 LEAs from 5 ESCs
Title II, Part A	60	12 LEAs from 5 ESCs
Title IV, Part A	60	12 LEAs from 5 ESCs
Title I, Part A Supplement, Not Supplant (SNS)	10	Up to 1 LEA per ESC



2023-2024 Random Validation Program Requirements

Programs	Number of Requirements Selected
Title I, Part A	3
Title I, Part C	3
Title II, Part A	3
Title IV, Part A	3
Title I, Part A SNS	1



2023-2024 Random Validation Program Requirements

- **Title I, Part A**
 - Supplement, Not Supplant Methodology
 - Campus Written Parent and Family Engagement (PFE) Policy
 - LEA Written Parent and Family Engagement (PFE) Policy
 - Campus Allocations

- **Title I, Part C**
 - Identification and Recruitment
 - Priority for Service (PFS)
 - Interstate/Intrastate Coordination

2023-2024 Random Validation Program Requirements

- **Title II, Part A**
 - Alignment with Challenging State Academic Standards
 - Meaningful Consultation
 - Prioritization of Funds

- **Title IV, Part A**
 - Consultation
 - Evaluation of Program Effectiveness
 - Program Description

2023-2024 Random Validation

Phase 1 Summary

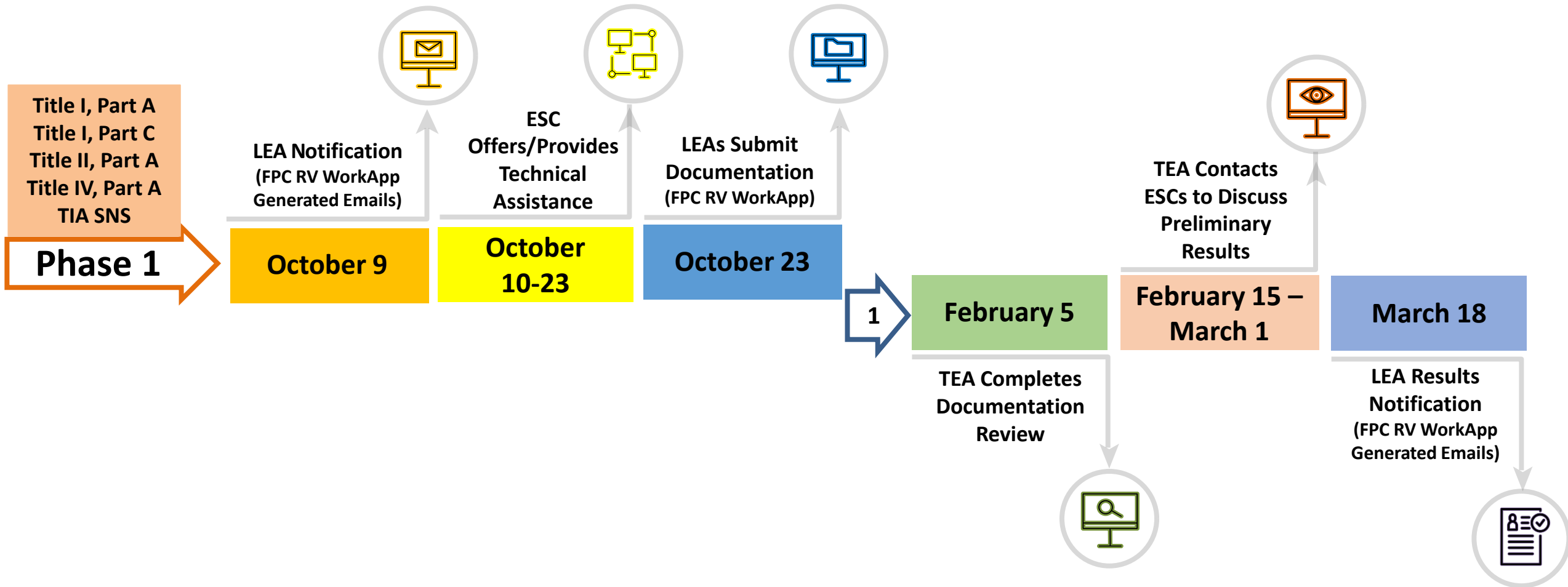
Phase 1 Programs	LEAs	Requirement(s)	Selection Method
Title I, Part A	60	3	12 LEAs (1 Program Requirement) from 5 ESCs
Title I, Part C	60	3	12 LEAs (1 Program Requirement) from 5 ESCs
Title II, Part A	60	3	12 LEAs (1 Program Requirement) from 5 ESCs
Title IV, Part A	60	3	12 LEAs (1 Program Requirement) from 5 ESCs
Title I, Part A SNS	10	1	Up to 1 LEA (1 Program Requirement) per ESC

2023-2024

**Program Monitoring –
Random Validations Process
Timeline**



2023-2024 Random Validation LEA Timeline – Phase 1



2023-2024 Program Monitoring Random Validations Process

- Phase 1 Overview -



**Please place your questions in the
Q & A.**

2023-2024

**Program Monitoring –
Random Validations Process
Overview**



Federal Program Compliance Division Administered Programs

- Ed-Flex: Title I, Part A Campus Schoolwide Program Eligibility Waiver
- Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth
- Title V, Part B – Rural and Low-Income School Program (RLIS)
- Private School Equitable Services (PNP)
- Unsafe School Choice Option (USCO)



2023-2024 Random Validation

Number of LEAs Selected

Programs	Number of LEAs Selected	Selection Method
Ed-Flex Waiver - Title I, Part A Campus Schoolwide Program Eligibility	10-15	Randomly selected from across the state regardless of ESC (no more than 3 LEAs per ESC)
Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth	20	
Title V, Part B – Rural and Low-Income School Program (RLIS)	30	
Private School Equitable Services (PNP)	40	0 to 2 LEAs per ESC
Unsafe School Choice Option (USCO)	40	2 LEAs per ESC



2023-2024 Random Validation Program Requirements

Programs	Number of Requirements Selected
Ed-Flex Waiver - Title I, Part A Campus Schoolwide Program Eligibility	1
Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth	1
Title V, Part B – Rural and Low-Income School Program (RLIS)	1
Private School Equitable Services (PNP)	4
Unsafe School Choice Option (USCO)	1



2023-2024 Random Validation Program Requirements

- **Ed-Flex: Title I, Part A Schoolwide Program Eligibility Waiver**
 - Supporting Documentation Form
- **Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth**
 - Formal Agreement
- **Title V, Part B – Rural and Low-Income School Program (RLIS)**
 - Use of Funds

2023-2024 Random Validation Program Requirements

- **Private School Equitable Services (PNP)**
 - LEA Documented Equitable Services Administration Amounts
 - Timely and Meaningful Consultation
 - LEA Documented PNP Equitable Services Amounts
 - LEA Maintained Inventory Control of Purchases for PNP Equitable Services

- **Unsafe School Choice Option (USCO)**
 - USCO Policy

2023-2024 Random Validation Phase 2 Summary

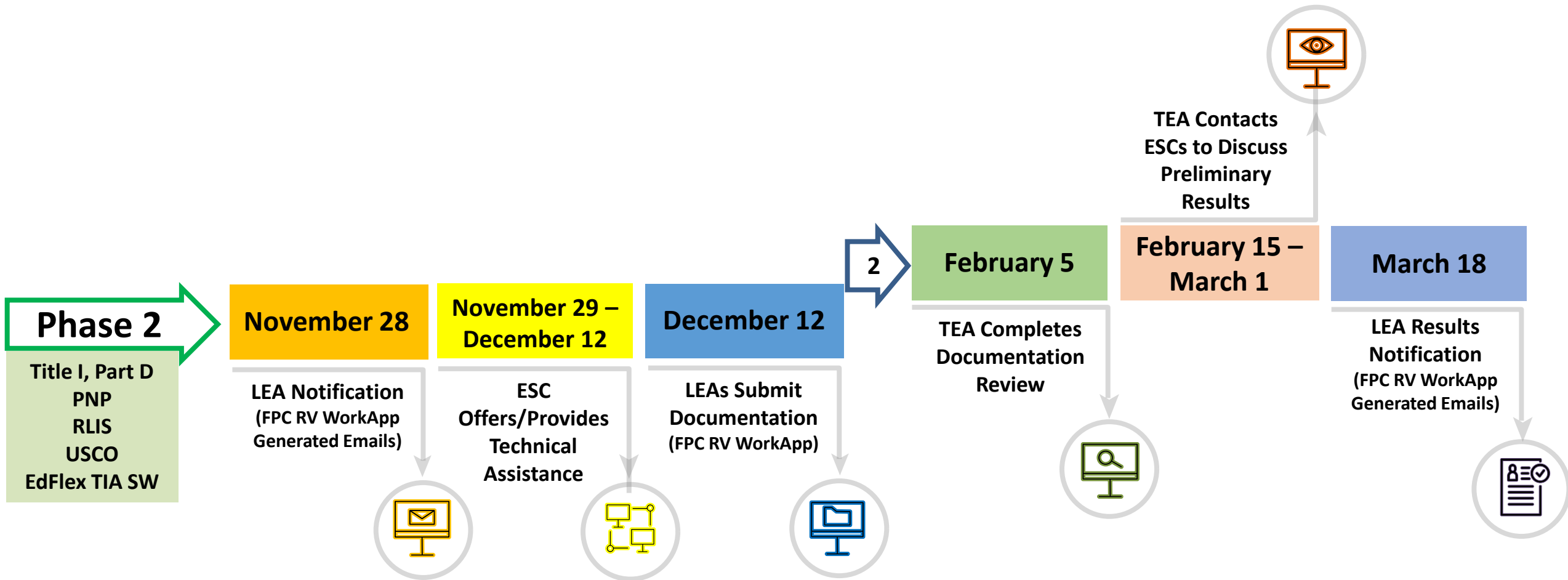
Phase 2 Programs	LEAs	Requirement(s)	Selection Method
Ed-Flex Waiver - Title I, Part A Campus Schoolwide Program Eligibility	10-15	1	Randomly selected from across the state regardless of ESC (no more than 3 LEAs per ESC)
Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth	20	1	
Title V, Part B – Rural and Low-Income School Program (RLIS)	30	1	
Private School Equitable Services (PNP)	40	4	0 to 2 LEAs per ESC
Unsafe School Choice Option (USCO)	40	1	2 LEAs per ESC

2023-2024

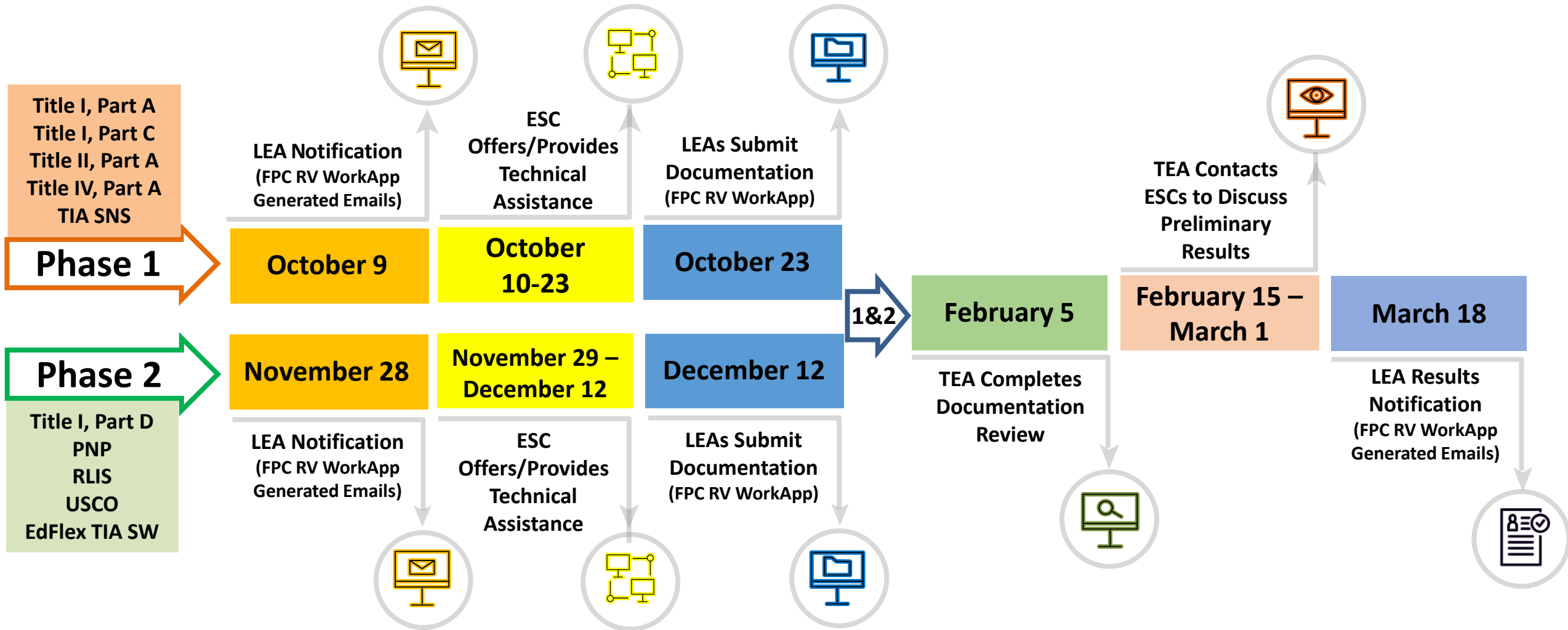
**Program Monitoring –
Random Validations Process
Timeline**



2023-2024 Random Validation LEA Timeline – Phase 2



2023-2024 Random Validation LEA Timeline



2023-2024 Program Monitoring Random Validations Process

- Phase 2 Overview -



Please place your questions in the Q & A.

2023-2024

Program Monitoring – Random Validations Process Handbooks

2023-2024 Random Validation Documents

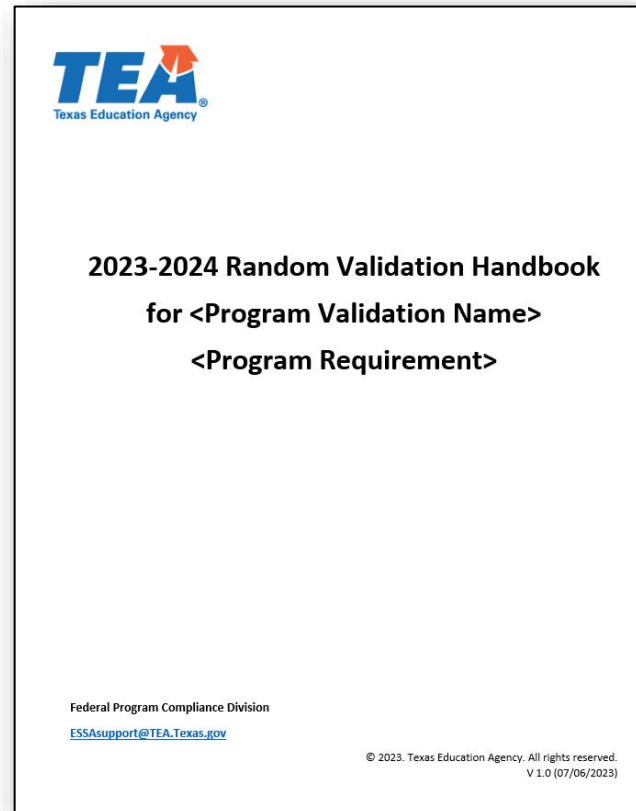


Some of the documents referenced in the next slides will show the dates for the Phase 1 Random Validation. The documents for Phase 2 will include the information specific to the dates for the Phase 2 process.

2023-2024 Random Validation Handbooks

The following resource document will be linked in the LEA Notification email

Handbook



2023-2024 Random Validation Handbook Contents



2023-2024 Random Validation Handbook for <Program Validation Name> <Program Requirement>

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V 1.0 (07/06/2023)

Introduction

This Handbook is intended to assist LEAs in completing the 2023-2024 Random Validation process for the <Insert Program Requirement>.

Although this document has been prepared for use by those LEAs that are selected to participate in the 2023-2024 Random Validation, LEAs that are not selected may still find the Handbooks useful as tools for conducting a self-check, to ascertain their own compliance status and to determine where improvements may be made.

The Handbooks are available on the Federal Program Compliance Division's web page under "Division Resources."

2023-2024 Random Validation Handbook Contents



2023-2024 Random Validation Handbook
for <Program Validation Name>
<Program Requirement>

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<Program> Random Validation Selected Requirement	
ESSA Statutory Requirement	
ESSA Statutory Citation and Language	
ESSA Program-Specific Provisions & Assurances	
Compliance Report Program Compliance Self-Check	

2023-2024 Random Validation Handbook Contents



**2023-2024 Random Validation Handbook
for <Program Validation Name>
<Program Requirement>**

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Please include the following selected documentation referenced in the table below in order to demonstrate compliance with the program requirement described above. TEA will utilize the following table to determine if the LEA submitted sufficient documentation to support LEA compliance. LEAs that submit sufficient documentation to support LEA compliance will be assigned a “Met Requirement” status for the requirement. LEAs that submit insufficient documentation will be assigned an “Improvement Needed” status for the requirement. LEAs with an “Improvement Needed” status will be provided technical assistance by their regional education service center (ESC). These LEAs will be required to resubmit documentation for the 2024–2025 school year by September 30, 2024, to ensure the program requirements are implemented correctly.

Type of Selected Documentation Required	Description of Acceptable Documentation
1.1	
1.2	
1.3	
1.4	

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.

Documentation Requested



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.

Documentation Requested



The documentation requested for submission during the random validation process may not include all forms of documentation that are required to be maintained locally.

2023-2024 Random Validation Handbook Contents



**2023-2024 Random Validation Handbook
for <Program Validation Name>
<Program Requirement>**

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- **Instructions for Assembling Documentation**
- **Instructions for Submitting Documentation**

2023-2024 Random Validation Handbook Contents



2023-2024 Random Validation Handbook for <Program Validation Name> <Program Requirement>

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Phase 1 Random Validation Timeline

Task	Due Date
Federal Program Compliance (FPC) Random Validation (RV) WorkApp LEA contacts receive initial notification regarding program selection. Education Service Center (ESC) FPC RV WorkApp Contacts will be copied.	October 9, 2023
ESC staff will contact LEA to: <ul style="list-style-type: none"> confirm receipt of initial notice; confirm access to FPC RV WorkApp for appropriate staff; offer technical assistance. 	Contact within 1 business day after initial notification to LEA. Technical assistance through October 23, 2023
Deadline to submit documentation via the FPC Random Validation WorkApp System.	October 23, 2023
TEA program staff complete preliminary reviews.	February 5, 2024
TEA contacts ESC regarding LEAs that receive "Improvement Needed" status for ESC review and comment before TEA notifies LEAs.	February 15, 2024 – March 1, 2024
FPC RV WorkApp LEA contacts receive notification of validation results. ESC FPC RV WorkApp Communication List Contacts will be copied.	March 18, 2024
ESC technical assistance deadline if LEA receives "Improvement Needed" status regarding any items.	September 30, 2024
ESC submits documentation in the FPC RV WorkApp System that technical assistance was offered/provided.	September 30, 2024
If the LEA receives "Improvement Needed" status on a program requirement, the LEA will be required to <u>submit documentation for 2024-2025 for the same requirement</u> . The documentation must be submitted in the FPC RV WorkApp System.	September 30, 2024

2023-2024 Program Monitoring Random Validations Process

- Handbooks-



**Please place your questions in the
Q & A.**

2023-2024

**Program Monitoring –
Random Validations Process**

**Documentation
Submission Instructions & Requirements**

Preparing Documents for Upload: 2 Step Process

STEPS

1

Gather and assemble the documentation into 1 pdf file

2

Log in to the FPC WorkApp System to complete the details form and upload the documentation pdf file

STEP 1: Gather and assemble the documentation

- Use the requested documentation section of the handbook to gather and organize the documentation requested

Type of Selected Documentation Required	Description of Acceptable Documentation
1.1	
1.2	
1.3	
1.4	

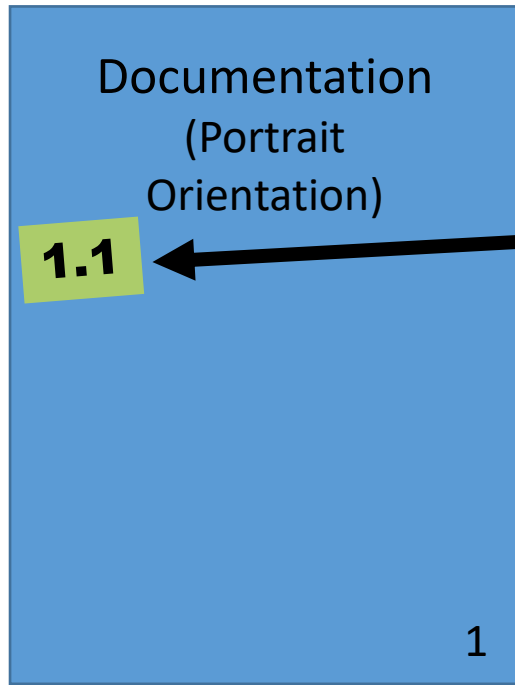
- Assemble the documentation in the order it is requested (i.e., 1.1 first, 1.2 second, etc.)
- Number pages of the documentation file consecutively

Tips to Facilitate Documentation Review Process

Order pages and number consecutively in lower right corner

Tips to Facilitate Documentation Review Process

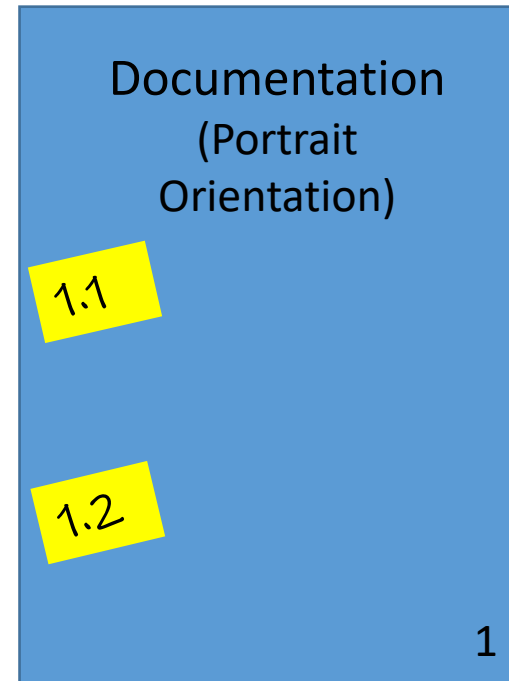
Use the Item Number to mark the location on the page:



Type of Selected Documentation Required	Description of Acceptable Documentation
1.1	
1.2	
1.3	
1.4	

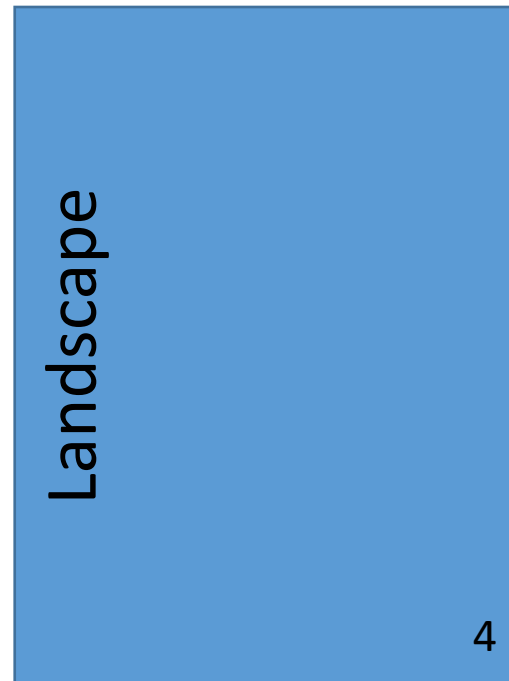
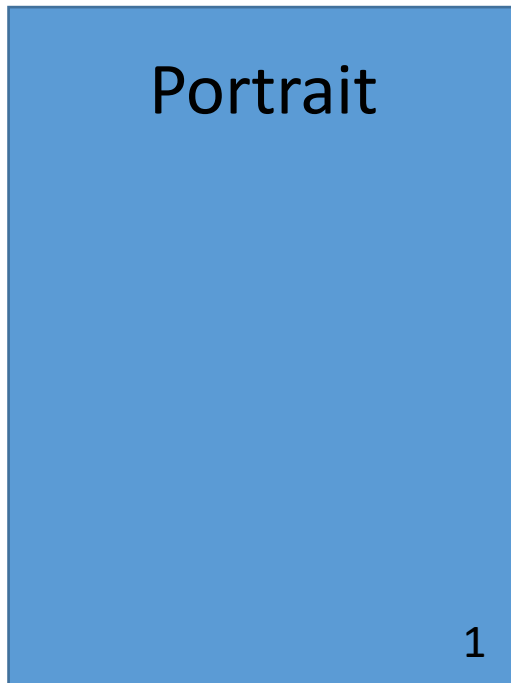
Tips to Facilitate Documentation Review Process

Each Documentation Requested Item Number (1.1, 1.2, etc.) should be marked on the appropriate page of the documentation file being submitted for review.



Tips to Facilitate Documentation Review Process

Don't include unnecessary pages.



Cautionary Tips

- Only include relevant pages of documents requested
- All documentation submitted must be reviewed in its entirety
- Should the review determine unanticipated areas of non-compliance, the LEA will be referred to the appropriate Division for further review



- 30 MB limit
- “Optimize” pdf file to reduce size
- Ensure all pages are actually needed
- Last resort, split file and upload multiple pdf files

Preparing Documents for Upload: 2 Step Process

STEPS

1

Gather and assemble the documentation into 1 pdf file

2

Log in to the FPC WorkApp System to complete the details form and upload the documentation pdf file

STEP 2: Submitting the Documentation

✔ smartsheet WorkApps



Federal Program Compliance Division

- All documentation requested will be submitted via the FPC Smartsheet WorkApp.
- LEA staff submitting documentation will need access to the Department of Grant Compliance and Administration WorkApp System.
- Currently, the superintendent, chief financial officer, and federal program director listed in AskTED have been given access to the system.
- To add or change the individuals with access to the system, please provide LEAs with the link to the following video that provides instructions on how to add or change LEA contacts:
https://www.youtube.com/watch?v=0dp00LrkF_4
- For an LEA that has no one with access to the Smartsheet WorkApps, please provide LEAs with the following link to request secure access:
<https://app.smartsheet.com/b/form/34d53fb7dcfb4c23b848fe9691f0c98b>
- NOTE: Each LEA is only guaranteed a certain number of access accounts at this time.

2023-2024 Random Validation Documentation


Submission Instructions

1. Login to the Department of Grant Compliance and Administration WorkApp System.

<https://workapps.smartsheet.com/>



This app requires you to log in to Smartsheet



Smartsheet WorkApps
Smartsheet WorkApps is a no-code platform for building intuitive web and mobile apps to streamline your business

[Learn More](#)

smartsheet


Don't have an account? [Create one](#)


Email


Password [Forgot your password?](#)

Sign in

Or

 Sign in with Google

 Sign in with Microsoft

 Sign in with Apple

2023-2024 Random Validation Documentation Submission Instructions

2. Click on the Federal Program Compliance Division WorkApp Tile.

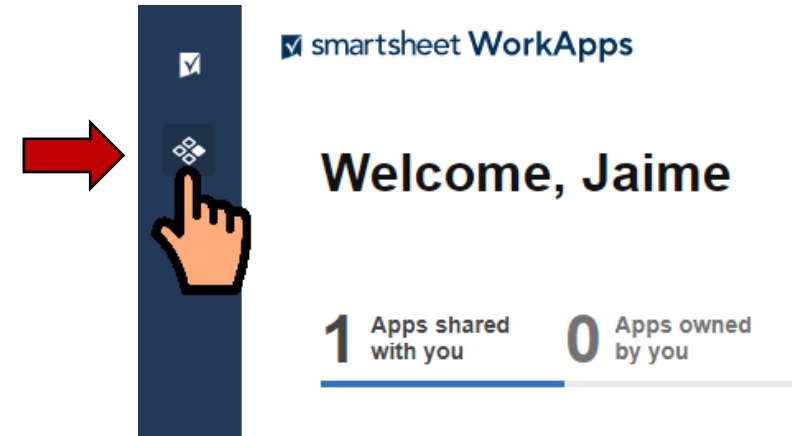


Federal Program Compliance Division

2023-2024 Random Validation Documentation Submission Instructions

2. Click on the Federal Program Compliance Division WorkApp Tile.

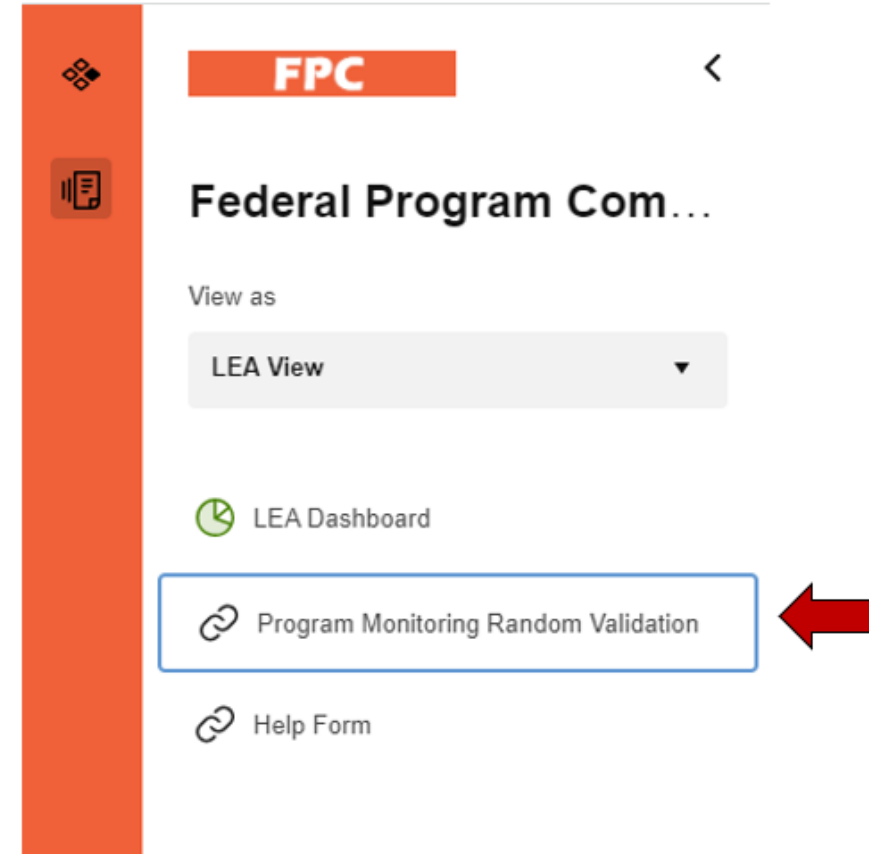
- If the FPC tile is not showing, click on the menu icon to display all the Apps.



2023-2024 Random Validation Documentation

Submission Instructions

3. Click on the Program Monitoring Random Validation link.



2023-2024 Random Validation Documentation Submission Instructions



The screen captures referenced in the next slides will show information that is specific to a Title I, Part A program requirement from 2022-2023. When you log in to the system, the information referenced will include the information specific to the program and requirement that your LEA was selected to submit documentation in the current year.



2023-2024 Random Validation Documentation Submission Instructions

4. Click on the Random Validation line to access the Details Form – Data & Attachments Tabs.

Program Monitoring Random Validation

FPC

☆ LEA_View_FPC Program Monitoring Random Validations ⓘ

▼ Filter  

LEA Name and CDN	LEA Stage	Program	Requirement
ABC ISD 000001	Initial Submission	Title I, Part A	Schoolwide Program Campus Comprehensive Needs Assessment
ABC ISD 000001	Additional Submission		

2023-2024 Random Validation Documentation Submission Instructions

5. Access and complete the Details Form – Data Tab.

- a. Requested Documentation Page Numbers

Details

Data

Attachments (0)

LEA Name and CDN

XYZ ISD 000030

Program

Title I, Part A

Requirement

Campus Written Parent and Family Engagement Policy

Requested Documentation 1

The relevant page(s) of the Campus Written Parent and Family Engagement (PFE) Policy that references the description of the method(s) of policy distribution and the language(s) in which the policy was distributed to parents and family members of participating students.

Requested Documentation 1 Page Number(s)

1, 3

Requested Documentation 2

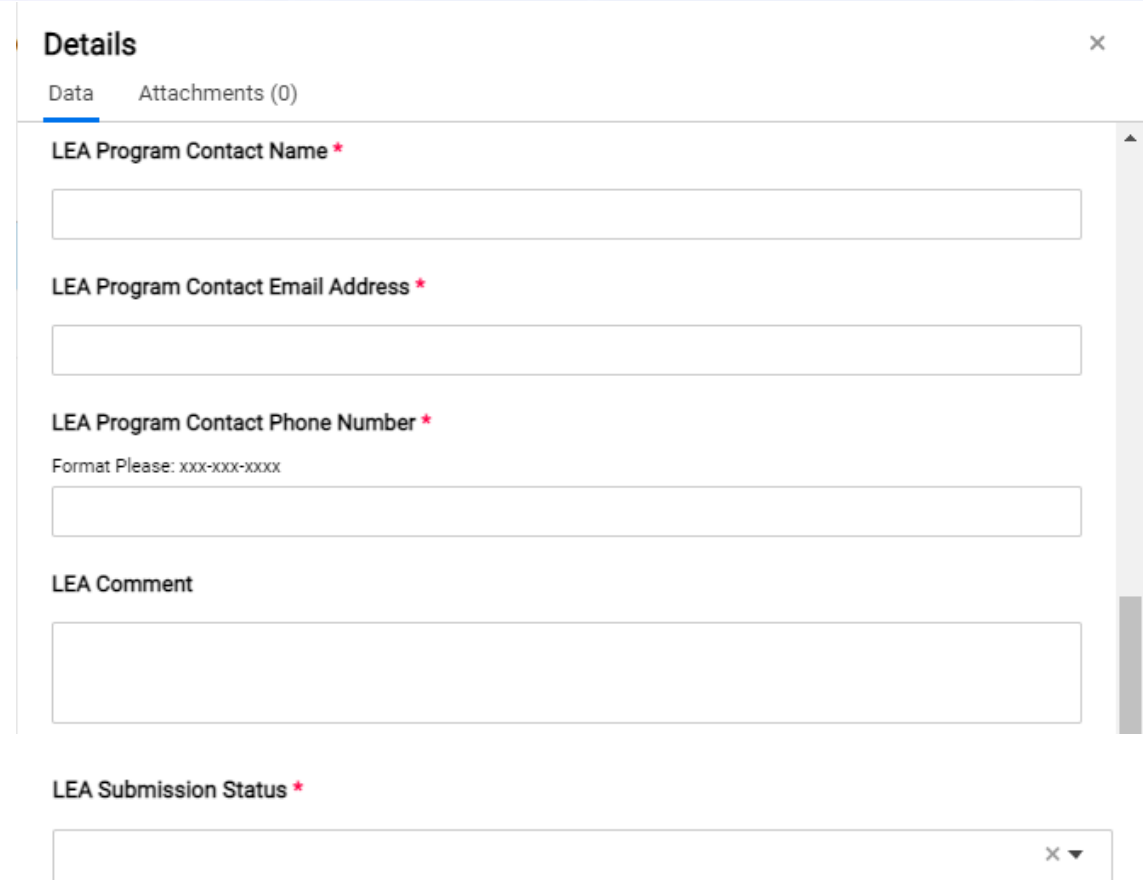
Evidence of policy distribution to parents and family members of participating students.

Requested Documentation 2 Page Number(s)

2

2023-2024 Random Validation Documentation Submission Instructions

5. **Access and complete the Details Form – Data Tab.**
 - b. LEA Contact Information (required)
 - c. LEA Comments, if applicable
 - d. LEA Submission Status
 - In Process
 - Submission Complete



The screenshot shows a web form titled "Details" with a close button (X) in the top right corner. Below the title are two tabs: "Data" (which is selected and underlined) and "Attachments (0)". The form contains several input fields:

- LEA Program Contact Name ***: A text input field.
- LEA Program Contact Email Address ***: A text input field.
- LEA Program Contact Phone Number ***: A text input field with a placeholder "Format Please: xxx-xxx-xxxx".
- LEA Comment**: A large text area for comments.
- LEA Submission Status ***: A dropdown menu with a close button (X) and a downward arrow.

2023-2024 Random Validation Documentation Submission Instructions

6. Save

Details

Data

Attachments (0)

LEA Program Contact Name *

Jane Doe

LEA Program Contact Email Address *

jdoe@xyzisd.net

LEA Program Contact Phone Number *

Format Please: xxx-xxx-xxxx

512-000-0000

LEA Comment

Save Message

If the "Save" button is grayed out and inaccessible, a required field is missing information. A blue "Save" button indicates that all required fields have information. Click on the blue "Save" button to save the information.

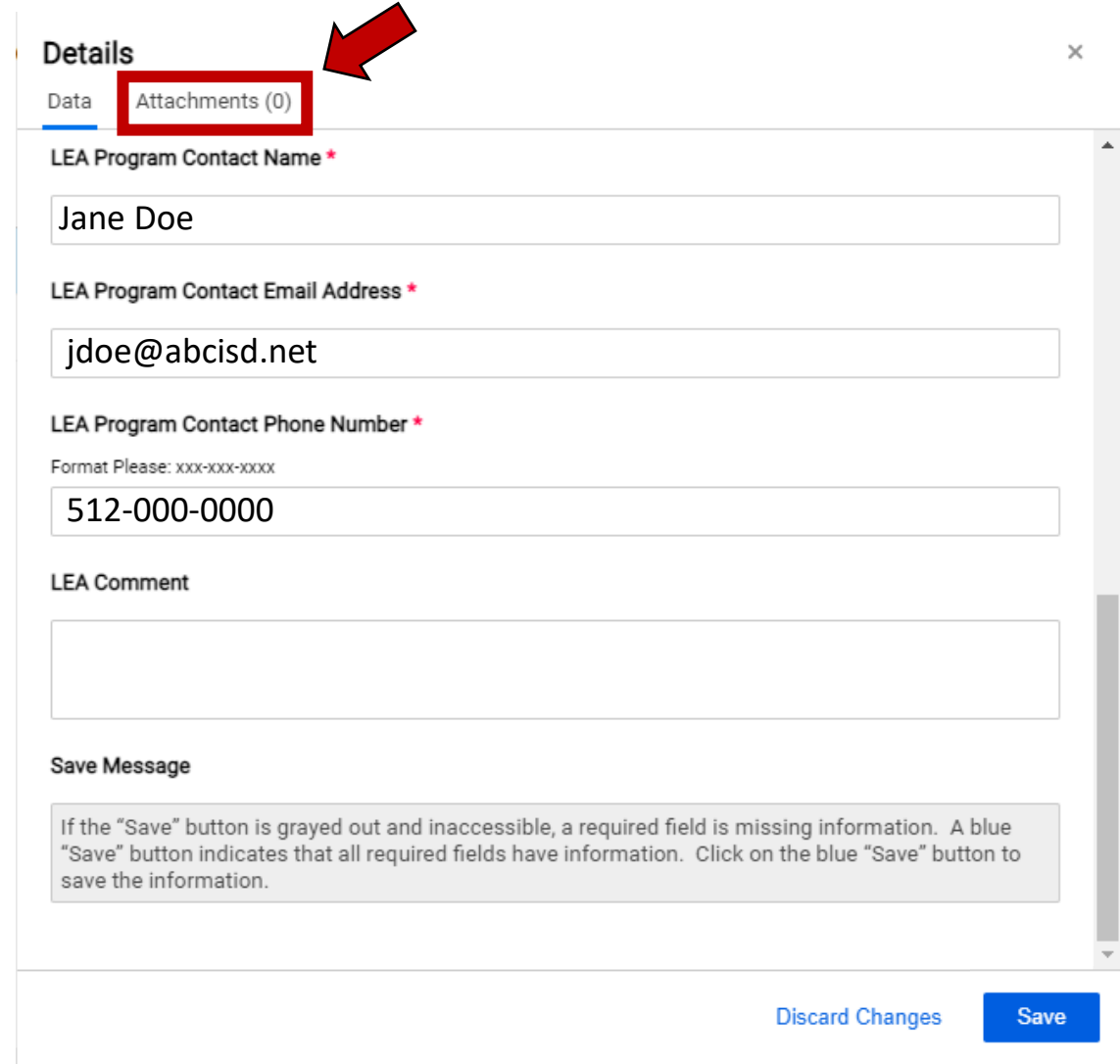
Discard Changes

Save

2023-2024 Random Validation Documentation Submission Instructions

7. Upload documentation

- a. Click on the Attachments Tab in the Details Form



The screenshot shows a 'Details' form with a red arrow pointing to the 'Attachments (0)' tab. The form contains the following fields:

- LEA Program Contact Name ***: Jane Doe
- LEA Program Contact Email Address ***: jdoe@abcisd.net
- LEA Program Contact Phone Number ***: 512-000-0000 (Format Please: xxx-xxx-xxxx)
- LEA Comment**: (Empty text area)

Save Message

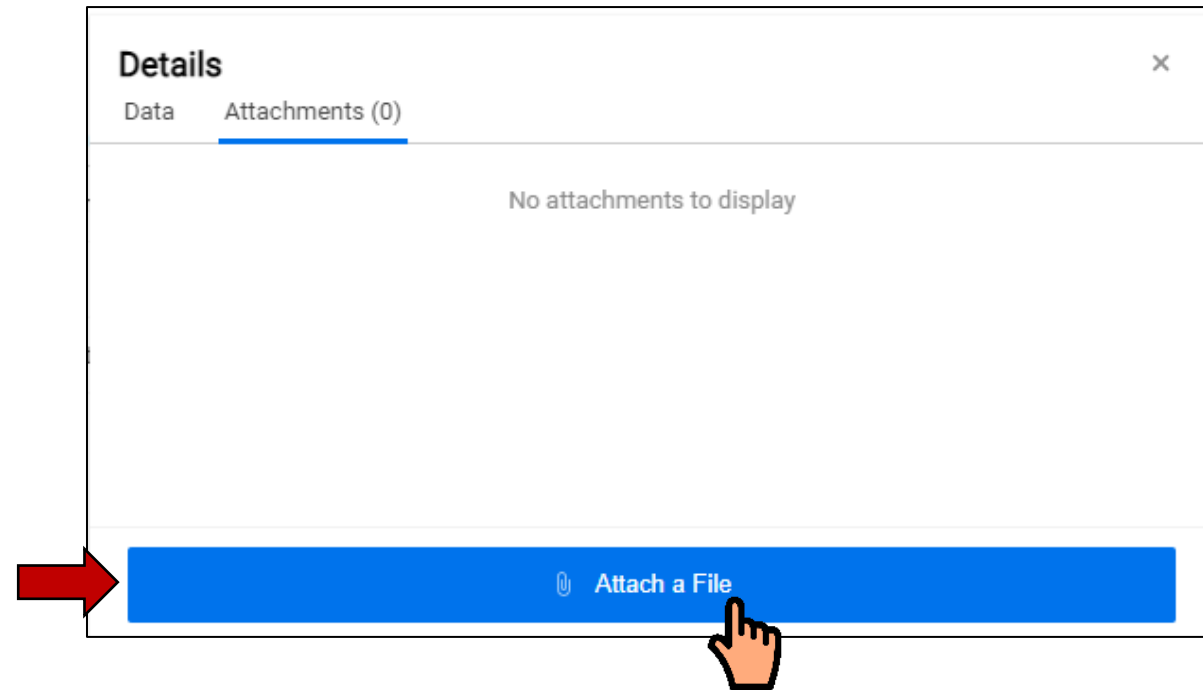
If the "Save" button is grayed out and inaccessible, a required field is missing information. A blue "Save" button indicates that all required fields have information. Click on the blue "Save" button to save the information.

[Discard Changes](#) [Save](#)

2023-2024 Random Validation Documentation Submission Instructions

7. Upload documentation

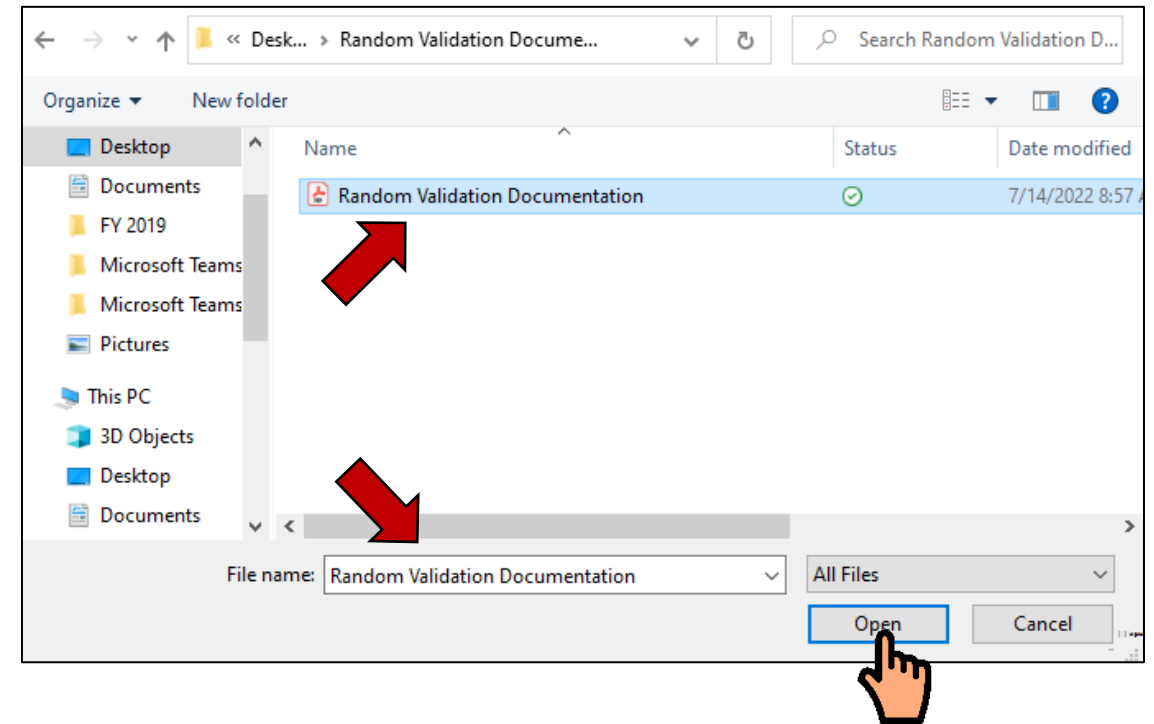
- b. Click on “Attach a File”



2023-2024 Random Validation Documentation Submission Instructions

7. Upload documentation

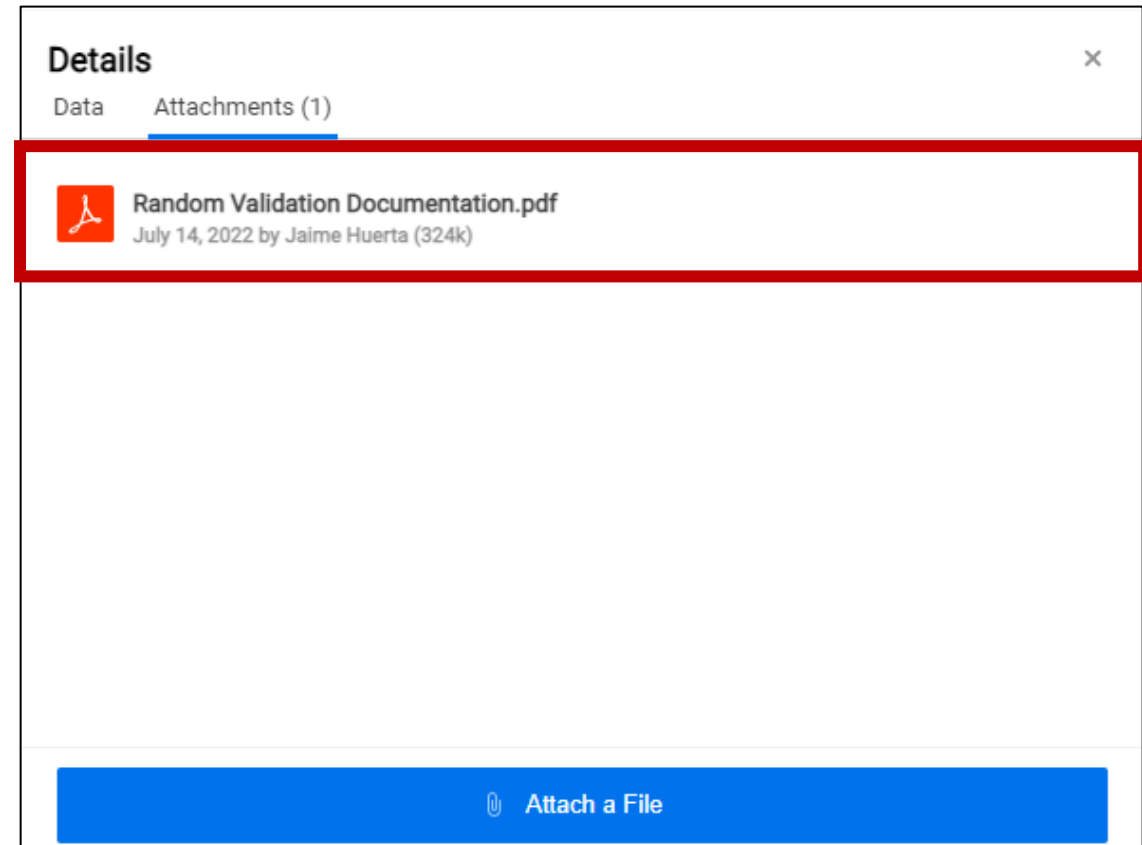
- c. Browse through your computer files and locate the documentation file
- d. Click on “Open” in your browser window



2023-2024 Random Validation Documentation Submission Instructions

7. Upload documentation

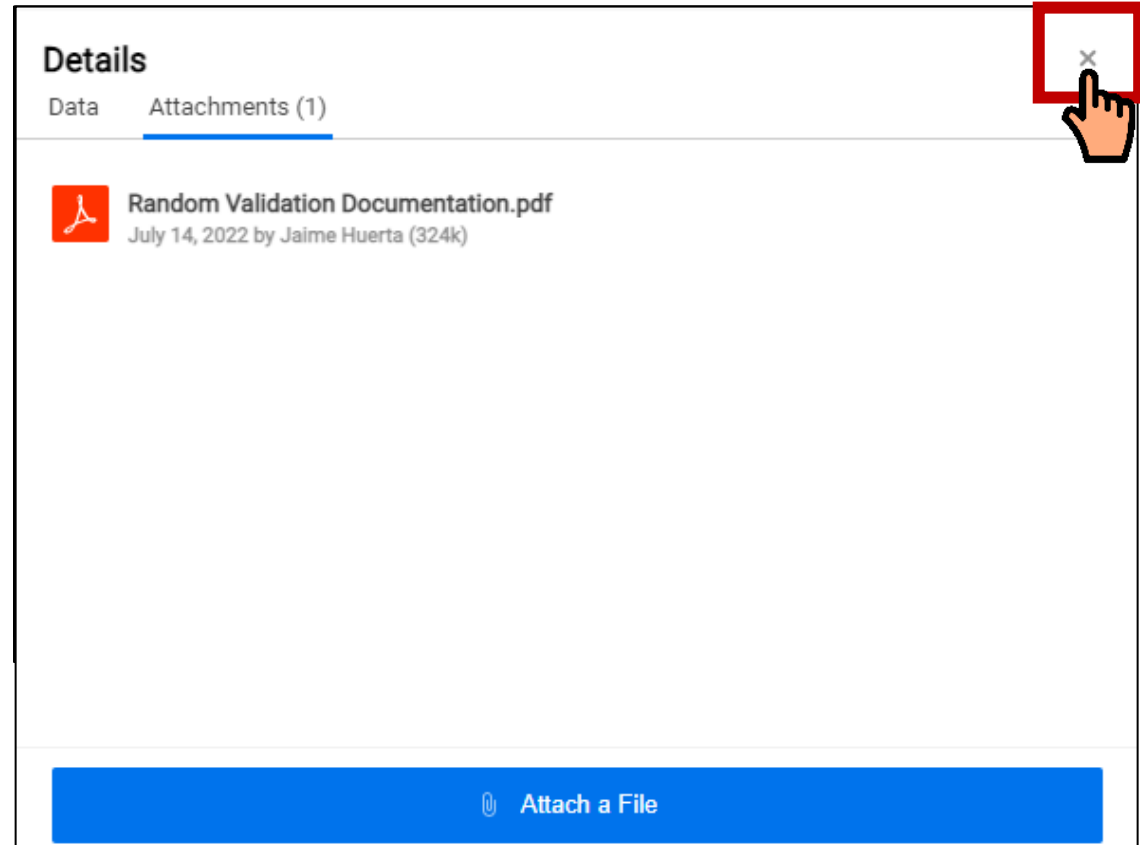
- e. Verify that the correct document is attached.



2023-2024 Random Validation Documentation Submission Instructions

7. Upload documentation

- f. Click on the “x” in the top right-hand corner to close the Details form

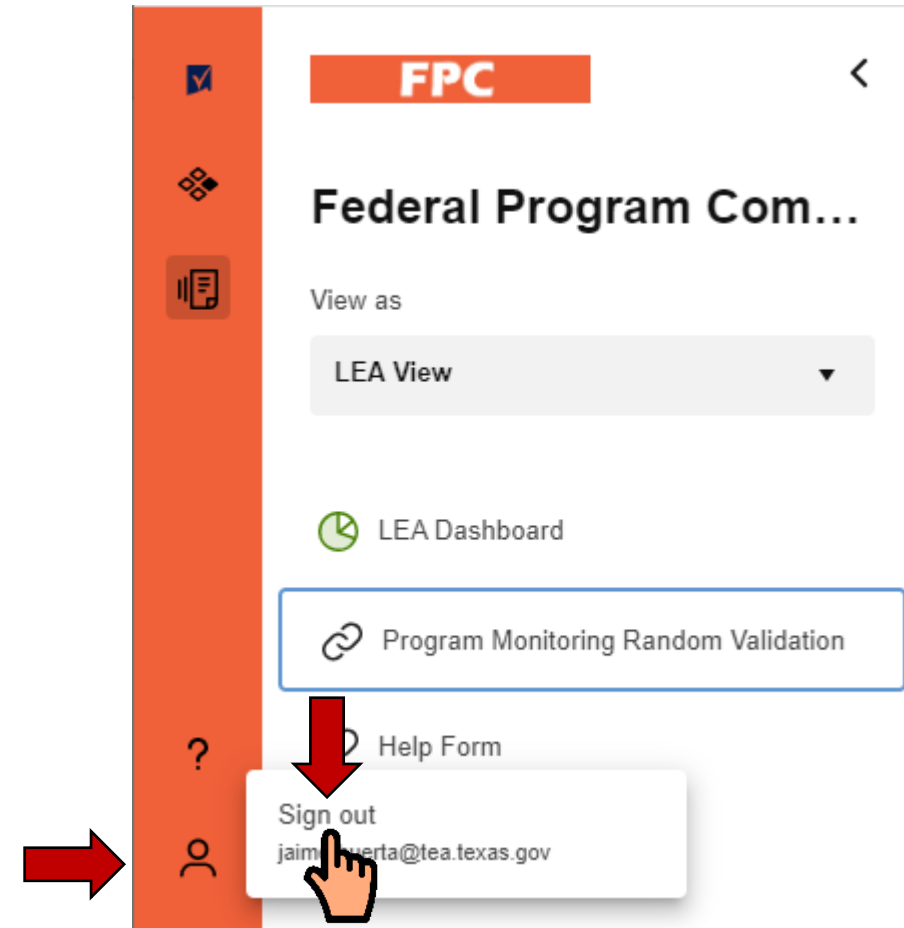


The screenshot shows a web interface for uploading documentation. At the top, there is a 'Details' header with two tabs: 'Data' and 'Attachments (1)'. The 'Attachments (1)' tab is active. Below the tabs, there is a list of attachments. The first attachment is a PDF file named 'Random Validation Documentation.pdf', uploaded on July 14, 2022, by Jaime Huerta, with a size of 324k. To the right of the attachment list, there is a red square button with a white 'x' icon, which is highlighted by a red box and a hand cursor, indicating it is the close button for the form. At the bottom of the form, there is a blue button with a white paperclip icon and the text 'Attach a File'.

2023-2024 Random Validation Documentation

Submission Instructions

8. Sign out of the WorkApp System



2023-2024 Program Monitoring Random Validations Process

- Documentation Submission Instructions & Requirements -



Please place your questions in the Q & A.

2023-2024

**Program Monitoring –
Random Validations Process**

Resources



2023-2024 Random Validation Web Resources

Phase 1 Web Resources
Posted by 10/02/2023

Phase 2 Web Resources
Posted by 11/27/2023

[Federal Program Compliance Division Webpage](#)

Related Content

ESSA Random Validation Monitoring

← → ↺

tea.texas.gov/finance-and-grants/grants/essa-program/federal-program-compliance

☆

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Grants

Federal Program Compliance

Federal Program Compliance

TEA's ESSA program compliance functions are provided primarily by the Federal Program Compliance Division (FPC), which administers most programs of the Every Student Succeeds Act (ESSA). FPC is a division of the Department of Grant Compliance and Administration (GCA).

COVID-19 and Federal Grant Funds

Visit the Department of Grant Compliance and Administration for information on the federal grants authorized in response to COVID-19.

Federal Program Compliance

The links below lead to information for each of the programs that the Federal Program Compliance Division administers.

Title I, Part A—Improving Basic Programs

Title I, Part C—Education of Migratory Children

Title I, Part D—Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth

Title II, Part A—Supporting Effective Instruction

Grants

Grants Administration

Federal Program Compliance

Compliance and Reporting

Federal Fiscal Monitoring

Training and Other Resources

Related Content

Statewide Training Series *New 04/06/2021*

Department of Grant Compliance and Administration

Every Student Succeeds Act (ESSA) Statute

ESSA Ed-Flex

ESSA Random Validation Monitoring

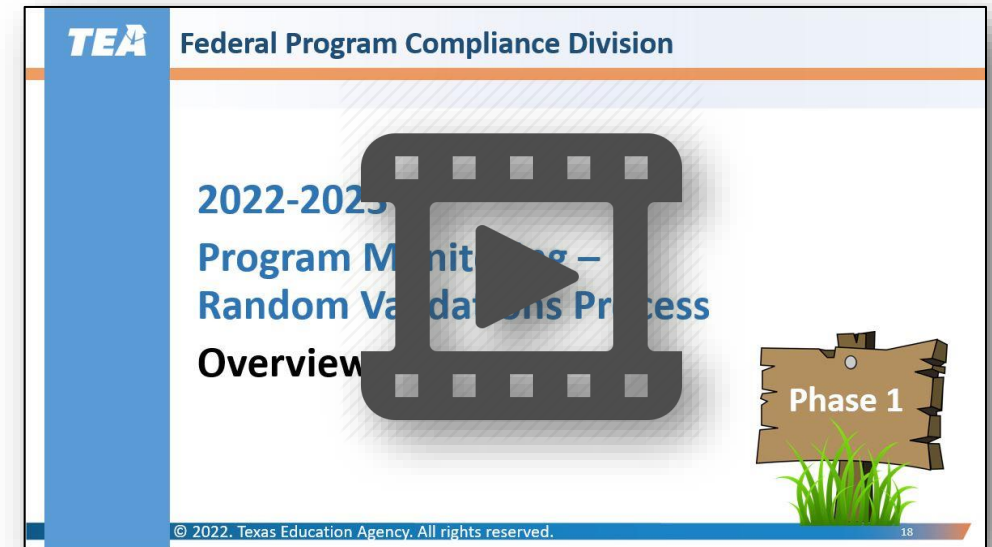
ESSA State Plan

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Phase 1 Documents and Resources

General Resources

- Phase 1 Timeline
- Process Overview
 - Training Slides | Training Video
- Documents Overview
 - Training Slides | Training Video
- Documentation Submission Requirements
 - Training Slides | Training Video
- Random Validation Phase 1 Complete Presentation
(Process Overview, Documents Overview, and Documentation Submission Requirements)
 - Training Slides | Training Video



Program-Specific Resources

Note: LEAs were selected to provide documentation for only one of the requirements noted. If your LEA was selected to participate in the 2023-2024 program monitoring – random validation process, please be sure to access the resources for the program and corresponding program requirement that your LEA was selected to submit documentation.

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 random validation process may not include all forms of documentation that are required to be maintained locally.

2023-2024 Random Validation Web Resources

Program	Program Requirement	Resources
Title I, Part A— Improving Basic Programs	Supplement, Not Supplant Methodology	Handbook Training Slides Training Video
	Schoolwide Program Campus Comprehensive Needs Assessment (CNA)	Handbook Training Slides Training Video
	Schoolwide Program Campus Improvement Plan (CIP) Stakeholders	Handbook Training Slides Training Video
	Campus Written Parent and Family Engagement (PFE) Policy	Handbook Training Slides Training Video

2023-2024 Program Monitoring Random Validations Process

- Resources -



Please place your questions in the Q & A.

2023-2024 Phase 1 Random Validation Process



What's
Next?



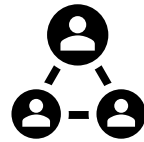
October 2, 2023

TEA posts final RV documents and voiced-over PPT videos to ESSA Random Validation Monitoring Webpage



October 9, 2023

LEAs receive email notification of selection from the Federal Program Compliance (FPC) Division WorkApp System (ESC contacts will receive a list via email). TEA posts list of LEAs selected.



October 10-23, 2023

ESCs offer/provide technical assistance to LEAs selected



October 23, 2023

LEAs submit documentation to TEA via Federal Program Compliance (FPC) Division WorkApp System

2023-2024 Phase 2 Random Validation Process



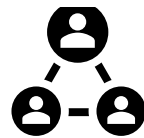
November 27, 2023

TEA posts final RV documents and voiced-over PPT videos to ESSA Random Validation Monitoring Webpage



November 28, 2023

LEAs receive email notification of selection from the Federal Program Compliance (FPC) Division WorkApp System (ESC contacts will receive a list via email). TEA posts list of LEAs selected.



November 29, 2023 – December 12, 2023

ESCs offer/provide technical assistance to LEAs selected

December 12, 2023



LEAs submit documentation to TEA via Federal Program Compliance (FPC) Division WorkApp System

- QR Code



Date: **09/26/2023**

Training Topic: **Random Validations**

- Indicate level of agreement/disagreement with statements
- Provide feedback

https://tea.co1.qualtrics.com/jfe/form/SV_cUydsImjzqtzsSa



Division Phone Number
(512) 463-9499



Division Email Address
ESSASupport@tea.texas.gov

Division Phone Number: 512-463-9499

Division Email Addresses:

ESSAsupport@TEA.Texas.gov | PNPOmbudsman@TEA.Texas.gov | Migrant.ed@TEA.Texas.gov

Jaime Huerta, Division Director | Email: jaime.huerta@TEA.Texas.gov | Phone: (512) 463-9310
 Didi Garcia, Assistant Division Director | Email: didi.garcia@TEA.Texas.gov | Phone: (512) 463-9147

Programs	Program Contacts, Roles/Responsibilities, and Contact Information
Title I, Part A – Improving Basic Programs	Vivian Smyrl, Program Director Email: vivian.smyrl@TEA.Texas.gov Phone: (512) 936-6216
Title I, Part C – Education of Migratory Children	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911 Nez Paniagua-Jimenez, Program Coordinator Email: nez.paniagua-jimenez@TEA.Texas.gov Phone: (512) 936-2235
Title I, Part D – Prevention and Intervention for Delinquent, Neglected, and At-Risk Youth	Gerardo Ramirez, Program Director Email: gerardo.ramirez@TEA.Texas.gov Phone: (512) 463-9390
Title II, Part A – Supporting Effective Instruction	Gerardo Ramirez, Program Director Email: gerardo.ramirez@TEA.Texas.gov Phone: (512) 463-9390
Title IV, Part A – Student Support and Academic Enrichment	LaNetra Guess, Program Director Email: lanetra.guess@TEA.Texas.gov Phone: (512) 463-6939
Title V, Part A – Funding Transferability	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911
Title V, Part B – Rural Education Achievement Program (REAP): Rural and Low-Income Schools (RLIS) and Small Rural School Achievement (SRSA)	Nez Paniagua-Jimenez, Program Director Email: nez.paniagua-jimenez@TEA.Texas.gov Phone: (512) 936-2235
Title VIII – ESSA Unsafe School Choice Option Persistently Dangerous Schools	Idalia Ibanez, Program Director Email: idalia.ibanez@TEA.Texas.gov Phone: (512) 463-6911
ESSA Private Nonprofit School Equitable Services (PNP)	LaNetra Guess, PNP Ombudsman Email: lanetra.guess@TEA.Texas.gov Phone: (512) 463-6939
Ed-Flex Supplement, Not Supplant (SNS)	Vivian Smyrl, Program Director Email: vivian.smyrl@TEA.Texas.gov Phone: (512) 936-6216

<https://tea.texas.gov/finance-and-grants/grants/essa-program/divisioncontacts.pdf> 09/05/2023