



# Federal Program Compliance Division

## Title IV, Part A, Subpart 1: Student Support and Academic Enrichment

### LEA Random Validation Training

#### ***Consultation:***

***Input of stakeholders, focus groups, advisory committee,  
and district improvement teams***

**October 2022**

# Program Requirements Selected



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.

# Program Requirements Selected



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.

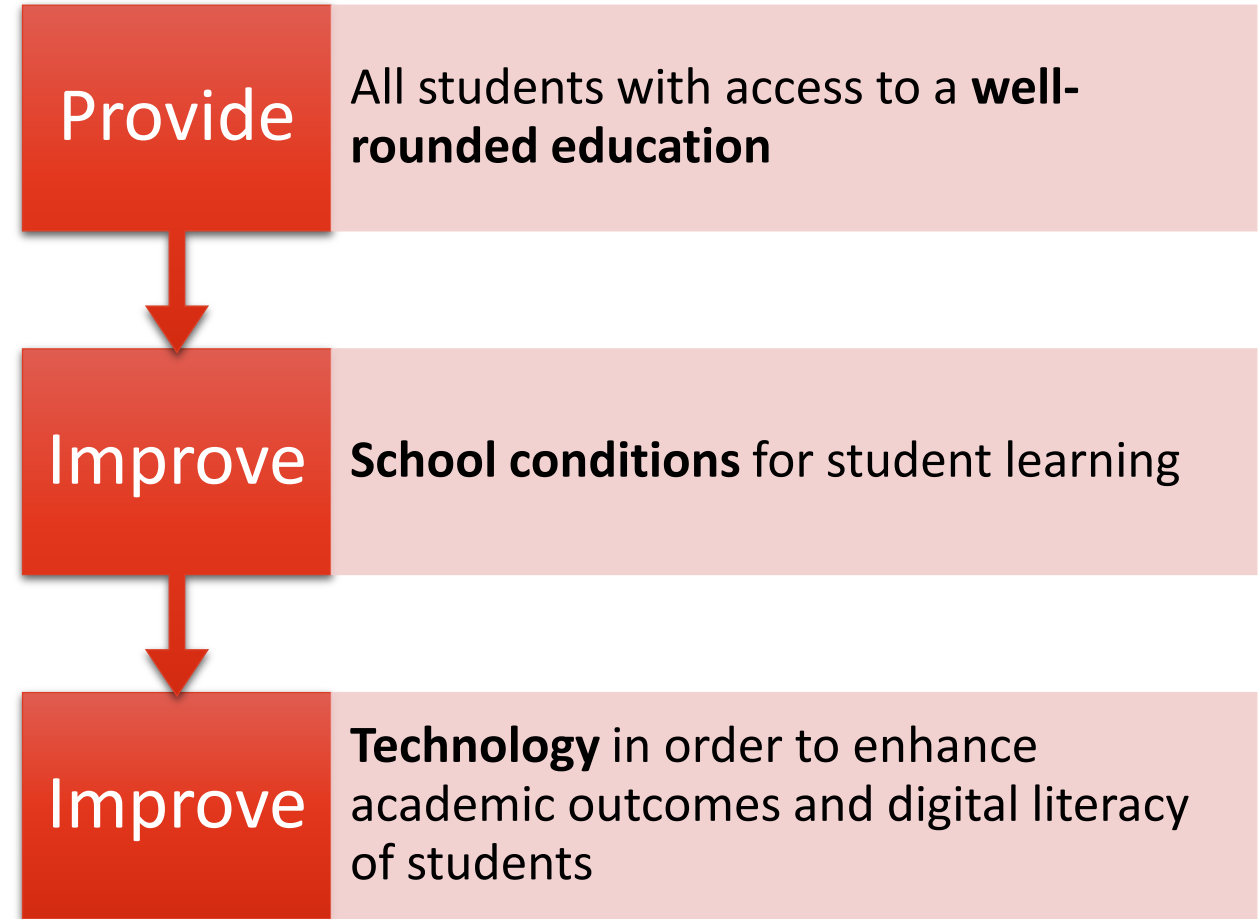
# Program Requirements Selected



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

# Title IV, Part A, Subpart 1: Program Intent and Purpose

Title IV, Part A, Subpart 1, Student Support and Academic Enrichment grants are designed to improve the academic achievement of all students by increasing the capacity of LEAs, schools, and communities to:





**2022-2023 Random Validation Handbook  
for Title IV, Part A  
Consultation:  
Input of stakeholders, focus groups,  
advisory committee, and district  
improvement teams**

Federal Program Compliance Division

[ESSAsupport@TEA.Texas.gov](mailto:ESSAsupport@TEA.Texas.gov)

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## ESSA, Title IV, Part A, Section 4106(c)(1)\*

(1) In General.—A local educational agency shall develop its application through consultation with **parents, teachers, principals, other school leaders, specialized instructional support personnel, students, community-based organizations, local government representatives, Indian tribes or tribal organizations, charter school teachers, principals, and other school leaders, and others with relevant and demonstrated expertise** in programs and activities designed to meet the purpose of this subpart.

\*summary of statute section

## **ESSA, Title IV, Part A, Section 4106(c)(2)\***

(2) Continued Consultation.—The local educational agency, or consortium of such agencies, shall engage in continued consultation in order to improve the local activities, to meet the purpose of this subpart, and to coordinate such implementation with other related strategies, programs, and activities being conducted in the community.

\*summary of statute section



# ESSA Consolidated Application – Consultation TIVA Program-Specific Provisions and Assurances (#3)

The LEA engaged in meaningful and continued consultation with a broad range of stakeholders, including, but not limited to, the following groups or individuals in the area served by the LEA:

- a. Parents
- b. Teachers
- c. Principals
- d. School leaders
- e. Specialized instructional support personnel
- f. Students

- g. Community-based organizations
- h. Local government representatives (which may include a local law enforcement agency, local juvenile court, local child welfare agency, or local public housing agency)
- i. Indian tribes or tribal organizations that may be in the region served by the LEA when applicable
- j. Charter school leaders (if agency or consortium supports charter schools); **and**
- k. Others with relevant and demonstrated expertise in programs and activities designed to meet the purpose of this program

# LEA Compliance Report: Title IV, Part A Compliance Self-Check - *Consultation*

The LEA engaged in a timely and meaningful consultation with a broad range of stakeholders as part of their process in determining the targeted areas of improvement related to student's access to effective program activities.

- Agendas and/or ongoing meeting notes of stakeholder sessions, focus groups, advisory committees, and/or district improvement team meetings; *and*
- Participant rosters/sign-in sheets of stakeholder consultation meetings

\*Documentation must include all Title IV, Part A required stakeholders and their identified roles

# Meeting Documentation Requested

## Standard Documentation

- ✓ Meeting Agendas
- ✓ Meeting Notes/Minutes
- ✓ Sign-In Sheets

**Documentation for virtual meetings is acceptable.**



Given the increased use of virtual meeting environments, participant rosters that include the meeting title, meeting date, and stakeholder names and roles would be acceptable substitutes for the more traditional sign-in sheets. This eliminates the need of a participant signature.

# Consultation

## **1.1 Documentation Required – Consultation with Required Stakeholders**

Dated meeting agendas, meeting notes or minutes, **and**;

**1.2 Documentation Required – Participant rosters/sign-in sheets documenting the consultation with all required Title IV Part A required stakeholders.**



## **Issues that may result in an “Improvement Needed” status**

- Auditable documentation requested was not submitted
- Documentation submitted does not reference **all** required Title IV, Part A stakeholders and identified roles
- Documentation submitted does not align to the requested **consultation** documentation
- Documentation from a prior year was submitted instead of current year documentation



This presentation is intended solely to provide general information and guidance to Texas ESCs, LEAs, and participating Private Schools and reflects the Texas Education Agency's current understanding of statute and applicable federal guidance. The content of this presentation is subject to change as a result of further potential information and guidance provided by federal agencies with regulatory oversight of these programs. This presentation does not constitute legal advice, and entities are, therefore, advised to seek legal counsel regarding the information and guidance provided in this presentation before acting on such information and guidance.



# Federal Program Compliance Division Contact Information



## LaNetra Guess

Title IV, Part A, Program Director  
PNP Ombudsman

[LaNetra.Guess@tea.texas.gov](mailto:LaNetra.Guess@tea.texas.gov)

(512) 463-6939



## Division Phone Number

(512) 463-9499



## Division Email Address

[ESSASupport@tea.texas.gov](mailto:ESSASupport@tea.texas.gov)