



2024-2025 Program Monitoring Process

Title II, Part A—Alignment with Challenging State Academic Standards

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

Alignment with Challenging State Academic Standards

The Title II, Part A activities carried out by the LEA were aligned with the challenging State academic standards. [Section 2102(b)(2)(A)]

Documentation

Required for Item 1.1

Description of how the Title II, Part A activities will be aligned with the challenging State academic standards.

Acceptable Documentation

- For ONE Title II, Part A activity: Submit relevant pages of the District Improvement Plan that includes a statement that describes how the LEA will ensure that the activities to be carried out under Title II, Part A will be aligned with the challenging State academic standards.

Alignment with State Academic Standards

Documentation Required – Item 1.1

For ONE Title II, Part A activity: Submit relevant pages of the District Improvement Plan that includes statement.



Issues that may result in an “Improvement Needed” status

- Auditable documentation requested was not submitted.
- Documentation submitted does not show the activity to be aligned with state academic standards.
- Documentation is for a state-required activity and is, therefore, a supplant.

Documentation

Required for Item 1.2

Relevant activity documentation for one Title II, Part A-funded activity referenced in Item 1.1

Acceptable Documentation

- Activity documents for one Title II, Part A activity such as payroll costs, contracted services, supplies and materials or other operating costs that demonstrates such activity alignment with the State academic standards (see sample items referenced in the chart).

*Related Activity Documents

6100 Payroll Costs	6200 Professional and Contracted Services	6300 Supplies and Materials	6400 Other Operating Costs
<p>Possible Activities: Extra duty pay for Title II, Part A professional development outside of the regular school day/week, Paraprofessional pay (evidence from research requirement), Incentive pay, Substitute pay</p>	<p>Possible Activities: Title II, Part A professional development, Title II, Part A program development</p>	<p>Possible Activities: Supplies and materials for Title II, Part A professional development, Educator recruitment materials</p>	<p>Possible Activities: Professional development conferences, Off-site professional development</p>
<p>Examples of Activity Documentation: Training certificate, Sign in sheet, Job description, Extra duty pay request form, PD evaluation form/results, Training agenda, Training materials, Payroll documents</p>	<p>Examples of Activity Documentation: Executed contract, Statement of work, Quote, Purchase requisition, Invoice, Receipt, Sign in sheet, Training materials, Training agenda</p>	<p>Examples of Activity Documentation: Purchase requisition, Purchase order, Quote, Invoice, Receipt, Sign in sheet, Training materials, Training agenda, PD evaluation form/results</p>	<p>Examples of Activity Documentation: Travel requisition, Training certificates, Training agenda, Training materials, Out-of-state justification form, PD evaluation form/results</p>

Alignment with State Academic Standards

Documentation Required – Item 1.2

Activity documentation for the Title II, Part A-funded activity referenced in Item 1.1



Issues that may result in an “Improvement Needed” status

- Auditable documentation requested was not submitted.
- Documentation submitted does not align to the activity described in Item 1.1 documentation.
- Documentation is for a state-required activity and is, therefore, a supplant.

Federal Program Compliance Division



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