

# Title I Committee of Practitioners

LOCATION: American Institutes for Research, First Floor Conference Room,  
4700 Mueller Blvd, Austin, Texas 78723

DATE: November 12, 2019

## Minutes

### Members Present

Martha Anderson, Shirley Clark, Laura Colangelo, Alex Dominguez, Ryan Blodgett (proxy for Pamela Evans), Brenda Faz-Villarreal, Mia Hall, Cris Muñoz, Alexis Neumann, Jayne Tavenner, and Mary Thomas.

### Members Absent

Melody Collier, Marilyn Harris, Angela Lengefeld, Carrie Matthews, and Nadine Wolfe

### Texas Education Agency (TEA) Staff Present

Cory Green, Anita Villarreal, Didi Garcia, Vivian Smyrl, Idalia Ibañez, Nez Paniagua-Jimenez, and Christina Villarreal

### Call to Order

Shirley Clark called the meeting to order at 9:05 am before welcoming the committee and guests. Ryan Blodgett was recognized as proxy for Pamela Evans.

### Minutes of Previous Meeting

The minutes from the October 9, 2019, Committee of Practitioners Meeting were approved as written by voice vote, following a motion by Jayne Tavenner and a second by Cris Muñoz.

### Committee Action Item

#### Reallocation

Christina Villarreal, Division Director of the Grants Administration Division, described the division's responsibility to ensure that state and federal funds do not lapse. The division monitors funding levels and expenditures to be sure that funds do not have to be returned. She reported that only .01% of funds lapse. Usually the cause is late refunds by LEAs. The goal of reallocation is to take the funds that were allocated but not used and find another allowable use for those funds so that they can be expended before they lapse.

The Grants Administration Division is proposing new streamlined criteria to be implemented consistently across ESSA formula programs. These proposed criteria would not apply to Title I, Part C—Migrant Education (which will be discussed next) or state-level discretionary funds. The intent of these criteria is to reallocate unused funds to LEAs that are most likely to use them within the life of the funds.

Under the proposed criteria, in order to be eligible for reallocation under ESSA formula programs, an LEA must:

- Be an eligible participant in the prior-year grant.
- Be an eligible participant in the current-year grant.
- Not be a “carryover only” project.
- Have no late refunds due or processed from the prior-year project.
- Be compliant with ESSA Maintenance of Effort in both the prior and current year.
- Be compliant with general program grant guidelines (no “hard holds” or “soft holds” or suspended status).
- Not be an Education Service Center. (ESC fiscal agents receive reallocation funds via their eligible member LEAs)
- Have spent at least 50% of the prior-year allocation and have not lapsed carryover in the prior year.

Reallocation under Title I, Part C—Migrant Education would follow same formula as in the past. For LEAs that are eligible for reallocation, the Agency would only reallocate at the percentage that was expended in 2018-19. Example: if LEA expended 60% of 2018-19, reallocation amount would only be 60% of what the reallocation amount for LEA calculated. The amount remaining from LEAs with less than 100% would be reallocated to LEAs with 100%.

Grants Administration Division will administer the ESSA formula grant reallocation process based on these criteria, if approved. The Federal Fiscal Compliance and Reporting Division will calculate the reallocation amounts based on approved criteria. In the future, the reallocation criteria would only be brought to the Title I Committee of Practitioners if any changes to the criteria are proposed. Otherwise, these will be the criteria that are used.

A motion to recommend these reallocation criteria was made by Alexis Neumann and seconded by Jayne Tavenner; the motion passed unanimously.

## Committee Informational Items

### Federal Program Compliance Division Updates

Anita Villarreal, Division Director of the Federal Program Compliance Division, shared the following updates with the committee:

**Validations:** Division staff are on schedule according to the Validation Calendar for the 2019-2020 school year and are presently conducting random validations in the following areas:

- Migrant Education Program Evaluations
- Unsafe School Choice Option
- Title I, Part A Supplement Not Supplant

- Private Nonprofit Equitable Services

The documents associated with each of these validations can be found online at:

<https://tea.texas.gov/sites/default/files/2019-2020%20Random%20Validation%20Documents%20Web%20Page.pdf>

### **Parent and Family Engagement Cluster Trainings**

Ms. Villarreal shared information about the Parent and Family Engagement (PFE) Cluster Meetings that will be provided at six regional education services centers around the state during the 2019-2020 school year. The Cluster Meeting is a one-day training intended for PFE coordinators, PFE liaisons, counselors, teachers, federal programs staff, school administrators and ESC staff. The training addresses how to make connections with parents and families, reviews the newly updated Dual-Capacity Framework, and provides a variety of resources. During the afternoon, a model school from the region is showcased. On the day following the cluster meeting, a half-day training is offered to LEA and campus administrators on the PFE Requirements under Section 1116.

The first three of these cluster meetings have been completed: ESC 9 (Wichita Falls), ESC 3 (Victoria), and ESC 18 (Midland). The remaining dates and locations are as follows:

- January 27-28 at ESC 2 (Corpus Christi)
- February 18-19 at ESC 10 (Richardson)
- March 2-3 at ESC 5 (Beaumont)

Five things that have emerged from these meetings as areas that would benefit from further study and development are:

- Need for Resources/Networking for Rural Schools.
- LEAs/Schools are doing more than they think.
- Building relationships.
- Transitioning from Parental Involvement to Parental Engagement.
- Need to analyze Title I, Part A PFE funding data.

### **Positive Feedback**

The Division has recently received positive feedback from recent presentations at the Association for Compensatory Educators of Texas and the Association for Migrant Educators of Texas.

### **Planning for the Future, 2020-2021**

The Division is starting discussions with other program areas on ways to foster better collaboration and coordination with required parent meetings, as well as a collaborative approach to Comprehensive Needs Assessments.

We are also convening two focus groups to gather input in the following areas:

- the needs of rural schools
- the needs of MEP students and parents

In order to better meet the needs of COP members, we will be sending out a Qualtrics survey to ascertain how we can improve the meetings, both in terms of convenience and in make the most effective use of everyone's time and expertise. Our goal is to share the results of this survey at the next COP meeting in January.

### **Ed-Flex Renewal**

Vivian Smyrl informed the committee that the Agency has been in negotiation with the US Department of Education concerning the Ed-Flex Renewal application that was submitted in August. At the present time, we think we have provided everything that they have requested and are waiting to hear whether the state's Ed-Flex authority will be renewed.

If the state's Ed-Flex authority is renewed, the Agency will be adding a section about the Ed-Flex Waiver process to the General Provisions and Assurances for both ESSA and Perkins, so that it is incorporated into the eGrants system.

### **Random Validations**

Ms. Smyrl provided an update on the status of the random validations that will be conducted for Title I, Part A during the 2019-2020 school year.

- Supplement, Not Supplant: LEAs were notified of their selection for this validation on October 3. Results will be shared with LEAs on December 3.
- Schoolwide Program Elements: LEAs will be notified of the selection on December 2. Submissions will be due December 17. Results will be shared on February 6.
- Parent and Family Engagement Written Policy: LEAs will be notified of the selection on February 10. Submissions will be due February 19. Results will be shared on March 31.

### **Title I, Part A Program Guide**

Ms. Smyrl share a draft Table of Contents for the Title I, Part A Program Guide that is in development and discussed the proposed format. The plan is for the new document to be posted online as a pdf file with live internal links to facilitate navigation and additional links to existing online resources that LEAs can use to improve the implementation of their programs.

A draft of the complete program guide will be provided to the committee in advance of the next meeting.

### **Title I, Part C - Migrant Update**

Idalia Ibañez, Texas Migrant Education Program (MEP) Manager, shared the following updates concerning the Migrant Education Program:

#### **Identification and Recruitment**

The 2019-2020 and 2020-2021 Texas Manual for Identification and Recruitment of Migrant Children was released in September 2019. This manual is only accessible to Migrant Education Program Recruiters, Reviewers, Directors, or Coordinators. It will be available to COP members through December 6, 2019, for their review and input at the following link:

<https://idrm.esc2.net/wp-content/uploads/2019/10/2019-2020-and-2020-2021-IDR-Manual.pdf>

#### **Texas Data Management Requirements Manual for NGS & MSIX**

This manual was released in August 2019. It is only accessible to approved NGS Users.

A temporary link will be made available for the COP through December 6, 2019, for their review and input.

## Department Updates

School Safety Grant: Cory Green informed the committee that the School Safety Grant funding has been released. Cycle 1 is the Mental Health Training Grant that is for the three LEAs that were impacted by recent shootings. Cycle 2 is a Letter of Interest (LOI) to add 28 grants. The responsibility for administering these grants will be transferring out of the Department of Grants and Financial Administration to the Department of Operations in the near future.

The state-funded School Safety grants will provide all LEAs with at least \$25,000 that can be used for nine specific activities.

Disaster Grants: It is expected that a new federal disaster grant may be released by the end of the year. 126 LEAs are potentially eligible and will have a 2-week window in which to gather impact data.

A new round of Hurricane Harvey funding will be available, but only for the Restart program. There will not be additional funding under Emergency Impact Aid.

Matt Lashlee, the Department's Chief of Staff, will be working on the disaster grants.

## Adjourn

Shirley Clark adjourned the meeting at 11:25 a.m.