Title I, Part C
Program Requirements Overview – Interstate/Intrastate Coordination

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.
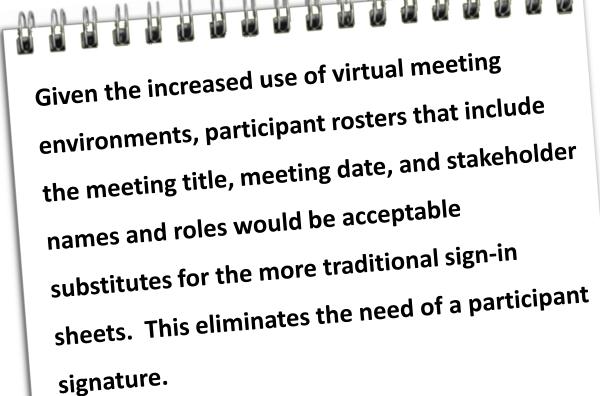
Meeting Documentation Requested

Standard Documentation

✓ Meeting Agendas

✓ Meeting Notes/Minutes

✓ Sign-In Sheets

Meeting Documentation

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.

Interstate/Intrastate Coordination

Promote interstate and intrastate coordination of services for migratory children to provide educational continuity through timely transfer of pertinent school records, including information on health, when children move from one school to another, whether or not such moves occur during the regular school year. [Section 1304(b)(3)]

Interstate/Intrastate Coordination

Documentation Required

Migrant Information Student Exchange (MSIX) Notification

Acceptable Documentation

- MSIX Notification
  - Emails showing correspondence for interstate/intrastate coordination are acceptable.

- ***If no migrant student records were requested during the school year, the following documentation must be readily available upon request:***
  - Documentation that shows why there was no request for records from another LEA or had no need for this type of service. For example, TX-NGS Report showing no students or no student mobility.

Interstate/Intrastate Coordination

Documentation Required – Interstate/Intrastate Coordination Item 1.1

Migrant Information Student Exchange (MSIX) Notification

Issues that may result in an "Improvement Needed" status

- Auditable documentation requested was not submitted

- Documentation submitted does not reference Interstate/Intrastate Coordination

- Documentation from a prior year was submitted instead of current year documentation.

Interstate/Intrastate Coordination

Documentation Required – Interstate/Intrastate Coordination Item 1.2

Documentation that shows why there was no request for records from another LEA or had no need for this type of service.

Issues that may result in an "Improvement Needed" status

- Auditable documentation requested was not submitted

- Documentation submitted does not reference Interstate/Intrastate Coordination

- Documentation submitted does not align to the Interstate/Intrastate Coordination Item 1.1 documentation

- Documentation from a prior year was submitted instead of current year documentation.

Thank you!

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