FY23 Equitable Services Fiscal and Programmatic Monitoring on EMAC

Do you have access???

- ADEConnect Access – EMAC is an application under ADEConnect.
  - If you don't have ADEConnect reach out to LEAs Entity Administrator to provide access.
- Next EMAC Administrator must assign you as LEA User (Submitter) to Equitable Services Monitoring Program.

EMAC Dashboard - Tasks

❑ Monitoring Items are called "Data Collection Tasks"
❑ Status Indicators:

In Progress

Completed

Action Required

Overdue

❑ Respond/Upload is now "Select Files" under the "Submission" tab

EMAC Dashboard

EMAC

Dashboard | Upcoming Schedule | My Schedule | School Schedule | Calendar | Communications ▾ | Document Archive | Contact

Overview

Arizona Unified District (1234)

Monitoring Programs:
- Highly Effective Schools
- Test1
- Demo Monitoring Program
- ESEA Programmatic Monitoring
- Targeted Support and Improvement (TSI)
- Testing for SSI - Comprehensive Support and Improvement (CSI) Low Achievement & Low Grad Rate
- QATestPurpose - 11/30
- DeterminationTasks-QATestPurpose
- QA Test Purpose - 02/18
- AutoAssign-Demo

Dashboard

Monitoring Program(s): | Equitable Services ▾ | Search | Reset

Tasks

Not Started	23	In Progress	6
Overdue	22	Onsite Visits	6
Completed	15	Action Required	7
Pending LEA Approval	0		

🕘 My Recent Activity

7 Days | 15 Days | 30 Days

notstarted-dc Alhambra Elementary District	Task	06/17/2021
OnlineForm-24May-01-future Alhambra Elementary District	Online Form	06/17/2021

🔖 Upcoming Tasks

ESE DCT1	10/28/2019
ESE DCT1	10/28/2019
New-DCT-AutoEval	10/29/2019

💬 Task Communications Last 7 days

No data available in last 7 days.

🔖 Tagged Tasks ⟳

C2-01 Statement of Assurance 🔖

Data Collection
Criteria
Questions

3 main parts to every Task

Big Picture ➡️
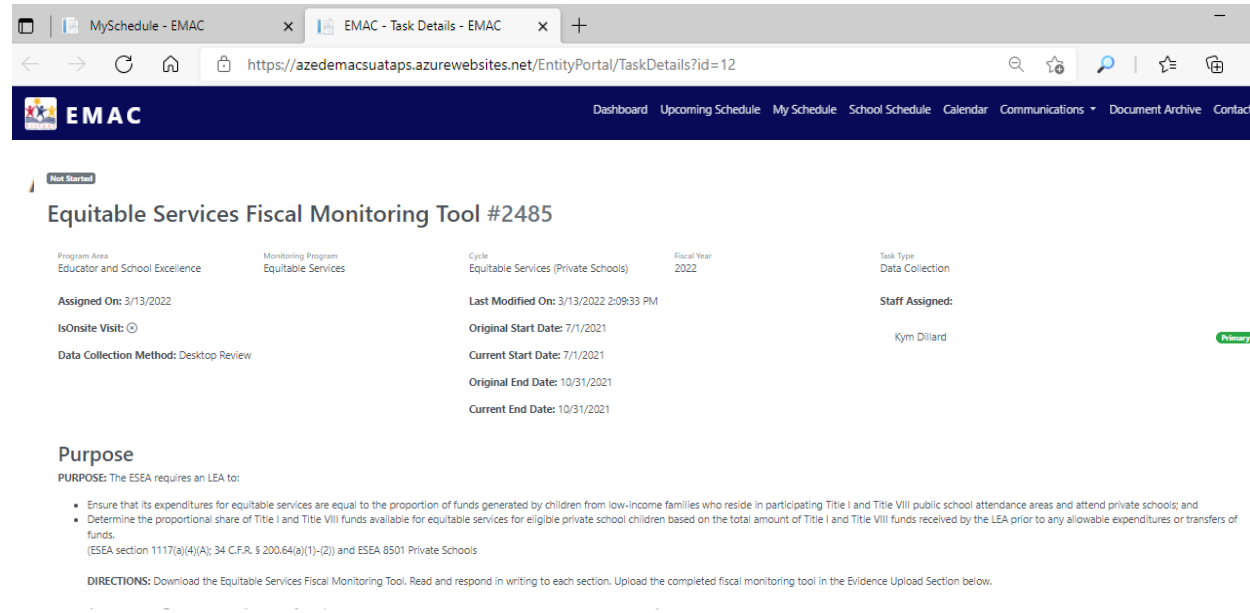
Purpose ➡️

    o *Task Collection Tabs*
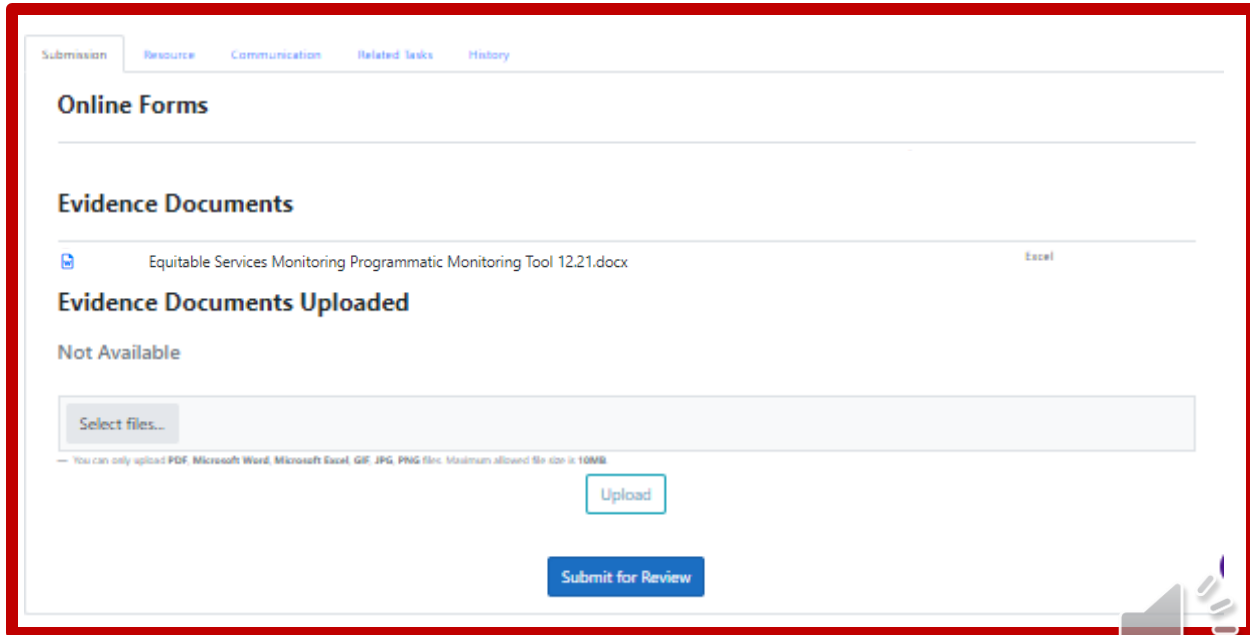
Data Collection

   Section

- *Online Forms*

- *Required Evidence*

- *Submission*

Data Collection
Criteria Question 1

1. Equitable Services - Criteria Question 1

Directions: Please respond to the question below.

1. Did you provide Equitable Services during the last school year? *

☐ Yes - Continue onto question 2. ←

☐ No - By indicating no, LEA has uploaded an Affirmation of Consultation in ESEA Consolidated Related Documents that has a check mark on NO eligible Private schools located within the LEAs Boundaries.

Complete

After selecting Complete, remember to **Submit for Review**

Data Collection
Criteria Question 2, Part 1

1. Equitable Services - Criteria Question 2

PURPOSE: Consultation with participating Private Schools is an on-going process. Private School Monitoring is an LEA expectation as per ESSA Section 1117 and 8501.

Directions: Please list Private Schools that LEA will be submitting in either Program/Fiscal Monitoring.

2.) How many Private Schools did LEA consult in the previous fiscal year?
*Complete the section that best fits your LEA.

Less than five Private Schools.

More than five Private Schools.

Please list five Private Schools consulted for monitoring.

Data Collection
Criteria Question 2, Part 2

3.) Please indicate which ESEA Programmatic Cycle (1-6) Monitoring that is assigned this school year.

- [x] Cycle 1, 3, 5 - LEA will be assigned Equitable Services Fiscal Monitoring
- [ ] Cycle 2, 4, 6 - LEA will be assigned Equitable Services Programmatic Monitoring

3.) Please indicate which ESEA Programmatic Cycle (1-6) Monitoring that is assigned this school year.

- [ ] Cycle 1, 3, 5 - LEA will be assigned Equitable Services Fiscal Monitoring
- [x] Cycle 2, 4, 6 - LEA will be assigned Equitable Services Programmatic Monitoring

Complete

After selecting complete, remember to **Submit for Review**

Fiscal Monitoring Tool

PURPOSE: The ESEA requires an LEA to:

- Ensure that its expenditures for equitable services are equal to the proportion of funds generated by children from low-income families who reside in participating Title I and Title VIII public school attendance areas and attend private schools; and

- Determine the proportional share of Title I and Title VIII funds available for equitable services for eligible private school children based on the total amount of Title I and Title VIII funds received by the LEA prior to any allowable expenditures or transfers of funds. (ESEA section 1117(a)(4)(A); 34 C.F.R. § 200.64(a)(1)-(2)) and ESEA 8501 Private Schools

DIRECTIONS: Download the Equitable Services Fiscal Monitoring Tool. Read and respond in writing to each section. Upload the completed fiscal monitoring tool in the Evidence Upload Section below.

PS-F: A Ongoing Consultation

PS-F: B Allocating Funds

PS-F: C Delivery of Services

Submission Documents:

Ongoing Consultation

- Provide evidence that the LEA engaged in timely, meaningful, and ongoing consultation with appropriate private school officials with the goal of reaching agreement about the use of funds and provided the equitable calculation of the private schools' proportionate share for Title I-A, Title II-A, and Title IV-A as applicable.
- Provide evidence that illustrates public school teachers and paraprofessionals who work in private schools and are being paid with TI-A proportionate share funds meet state certification.

Allocating Funds for Equitable Services

- Please provide evidence that funds allocated for private school services are obligated in the fiscal year for which the funds are received by the LEA (Budget summary, vendor quotes and or invoices/receipts).
- Please provide evidence that the public-school district retains control and administration of program funds at all times. Upload district procurement process policy.
- How did the LEA ensure all required stakeholders at the private schools were involved in the understanding of procurement, travel policies, time and effort, inventory process, and quarterly budget reports?
- Upload contracts where third-party vendors provided services to private schools for TI-A, TII-A, and/ or TIV-A as applicable for your LEA.
- Fiscal Monitoring - Spreadsheet to display Private School budgets, expenditures and remaining funds for TI-A, TII-A, and/ or TIV-A as applicable for your LEA.

Delivery of Equitable Services

- Provide fiscal evidence (ex: receipts, POs, etc.) of the expenditures for the following for Title I-A, Title II-A, and Title IV-A as applicable:

    o Administrative Activities:
    o Indirect Cost:
    o Family and Community Engagement:
    o Professional Development:
    o Instructional Services:

PS-F:C Delivery of Services

Evidence Documents

📊	Title I-A Fiscal Monitoring Template.xlsx
📊	Title II-A Fiscal Monitoring Template.xlsx
📊	Title IV-A Fiscal Monitoring Template.xlsx
📄	Fiscal Monitoring Direction Placeholder.docx

Complete and Submit the
Evidence Documents

Review what Evidence (*if any*) is required to upload.

Uploading Evidence is a **two-step** process.

1. Press "Select files…" This will open up a window to allow you to click on the file you want to upload. After you select the file, it will show it in the list. *But…*

2. *You still have to press "Upload".* Once you press "Upload", it will show the file as attached.

Not Started

Equitable Services Fiscal Monitoring Tool #2485

Program Area	Monitoring Program	Cycle	Fiscal Year	Task Type
Educator and School Excellence	Equitable Services	Equitable Services (Private Schools)	2022	Data Collection

Assigned On: 3/13/2022   **Last Modified On:** 3/13/2022 2:09:33 PM   **Staff Assigned:**

IsOnsite Visit: ⊗   **Original Start Date:** 7/1/2021   Kym Dillard   **Primary**

Data Collection Method: Desktop Review   **Current Start Date:** 7/1/2021

Original End Date: 10/31/2021

Current End Date: 10/31/2021

Purpose

PURPOSE: The ESEA requires an LEA to:

- Ensure that its expenditures for equitable services are equal to the proportion of funds generated by children from low-income families who reside in participating Title I and Title VIII public school attendance areas and attend private schools; and
- Determine the proportional share of Title I and Title VIII funds available for equitable services for eligible private school children based on the total amount of Title I and Title VIII funds received by the LEA prior to any allowable expenditures or transfers of funds.
(ESEA section 1117(a)(4)(A); 34 C.F.R. § 200.64(a)(1)-(2)) and ESEA 8501 Private Schools

DIRECTIONS: Download the Equitable Services Fiscal Monitoring Tool. Read and respond in writing to each section. Upload the completed fiscal monitoring tool in the Evidence Upload Section below.

| Submission | Resource | Communication | Related Tasks | History |

Online Forms

Not Available

Evidence Documents

Equitable Services Monitoring Fiscal Monitoring Tool.docx   Word

Evidence Documents Uploaded

Not Available

Select files…

— You can only upload **PDF, Microsoft Word, Microsoft Excel, PPT, GIF, JPG, PNG** files. Maximum allowed file size is 10MB.

Upload

Submit for Review

Programmatic Monitoring Tool

PURPOSE: An LEA must annually evaluate the Title I equitable services it provides to determine the progress being made in meeting participating students' academic needs. (ESEA section 1117(a)(1)(A), (b)(1)(D)).

- An LEA must annually evaluate Title II-A and Title IV-A proportionate share services to determine the progress and support being made regarding effective teachers and leaders, well-rounded education, safe and healthy activities and effective use of technology.

DIRECTIONS: Download the Equitable Services Programmatic Monitoring Tool. Read and respond in writing to each section. Upload the completed programmatic monitoring tool in the Evidence Upload Section below.

Evidence Documents

📄 Equitable Services Monitoring Programmatic Monitoring Tool 12.21.docx	Word

Evidence Documents Uploaded

Not Available

PS-P: A and PS-P: B – Programmatic Monitoring

Ongoing Consultation & Delivery of Equitable Services

Delivery of

- Submit evidence of the criteria used to select Title I-A students for services provided to eligible private school students. Evidence could include assessment results, student level data reports, etc.
- Provide evidence of and explain the process of the 3 good faith attempts to communicate with private school offic... participate in receiving equitable serv... IV-A.
- Submit evidence of what information, ... to determine the private school prima... A as applicable. Evidence could inclu... consultation meeting minutes, etc.
- Provide evidence that services for pri... same time, or as close to the same ti...
- Please explain the process of how th... supplemental to services provided by ...
- Provide evidence that all equitable se... or supplies and materials, encumbere... other educational personnel of the pr... ideological in content and design for ...
- Provide evidence that services, such ... delivered by employees of a public ag... agency with an individual, association... Title I, II-A, and IV-A as applicable.
- What Title IV-A categories did the pri... year? Please list each individual priva...

  ☐ Well-Rounded Educational Op...
  ☐ Safe and Healthy Students
  ☐ Effective Use of Technology

Program Evaluation and Modification

- Provide evidence that services are provided to eligible private school children and staff, on an equitable basis and individually or in combination, as requested by the officials to best meet the needs of such children and staff for Title I-A, II-A, and IV-A as applicable.
- Submit evidence to show how the LEA assessed the effectiveness of equitable services for Title I-A, II-A, and IV-A as applicable at each private school.
- Submit evidence of the assessment results and strategies for improving future services for Title I-A, II-A, and IV-A as applicable.
- Submit evidence for how the LEA provided support, coordination, and/or technical assistance for its private schools.
- Submit evidence that the LEA has witnessed the implementation of the Title I, II-A, and IV-A programs within the private schools. Evidence may include observation tools, protocols, preset observation schedule, etc.
- Submit evidence of parent and family involvement activities, and how these activities were evaluated for effectiveness (academic achievement).
- How does the LEA ensure that all third-party contracts for services provided to private schools are fulfilled as specified under TI-A, TII-A, and TIV-A?
- If the LEA disagreed with the private school officials on the provision of services through a contractor: provide evidence of the written explanation given to the private school as to why the LEA chose not to use the contractor.

Complete and Submit the
Evidence Documents

Review what Evidence (*if any*) is required to upload.

Uploading Evidence is a **two-step** process.

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Not Started

Equitable Services Programmatic Monitoring Tool #2231

Program Area	Monitoring Program	Cycle	Fiscal Year	Task Type
Educator and School Excellence	Equitable Services	Equitable Services (Private Schools)	2022	Data Collection

Assigned On: 1/7/2022

IsOnsite Visit: ⊗

Data Collection Method: Desktop Review

Last Modified On: 1/7/2022 12:25:25 PM

Original Start Date: 7/1/2021

Current Start Date: 7/1/2021

Original End Date: 10/31/2021

Current End Date: 10/31/2021

Staff Assigned:

Kym Dillard   Primary

Purpose

PURPOSE: An LEA must annually evaluate the Title I equitable services it provides to determine the progress being made in meeting participating students' academic needs. (ESEA section 1117(a)(1)(A), (b)(1)(D)).

An LEA must annually evaluate Title II-A and Title IV-A proportionate share services to determine the progress and support being made regarding effective teachers and leaders, well-rounded education, safe and healthy activities and effective use of technology.

DIRECTIONS: Download the Equitable Services Programmatic Monitoring Tool. Read and respond in writing to each section. Upload the completed fiscal monitoring tool in the Evidence Upload Section below.

Submission | Resource | Communication | Related Tasks | History

Online Forms

Not Available

Evidence Documents

📄 Equitable Services Monitoring Programmatic Monitoring Tool 12.21.docx   Word

Evidence Documents Uploaded

Not Available

Select files…

— You can only upload **PDF, Microsoft Word, Microsoft Excel, PPT, GIF, JPG, PNG** files. Maximum allowed file size is **10MB.**

Upload

Submit for Review

FAQ #1

How many minutes are built into EMAC before it times out?

a) 20 minutes

b) 45 minutes

c) 60 minutes

FAQ #2

How many criteria questions must be answered?

a) 1 question

b) 2 questions

c) 3 questions

FAQ #3

True or False:

You are able to provide answers to the evidence requests directly into your monitoring tools?

a) **True**

b) False

FAQ #4

True or False:

You need to wait for ADE to "accept" each criteria question submission before you are able to move onto your evidence upload?

a) True

b) False

FAQ # 5

LEAs must submit the following Fiscal Data Collection Tasks. Is it??

a) Ongoing Consultation and Allocating of Funds

b) Ongoing Consultation, Allocating of Funds and Delivery of Services

c) Fiscal Monitoring Tool, Ongoing Consultation, Allocating of Funds and Delivery of Services

FAQ # 6

LEAs must submit the following Programmatic Data Collection Tasks. Is it??

a) Ongoing Consultation & Delivery of Equitable Services and Program Evaluation and Modification

b) Ongoing Consultation and Program Modification

c) Affirmation of Consultation, Ongoing Consultation and Design of Program.

Time for Questions / Feedback
Or Email

Ombudsman Inbox
privateschoolsombud@azed.gov

Thank you!

For attending the 2022 COP Fall forum!

Reminders:

Provide your feedback for each session

Breakout Session 1

Breakout Session 3