

District and Charter School Success Plan & Grant Approval Checklist Title II, Part A (Professional Development and Highly Qualified Staff)

NCLB, Title II, Part A, SEC. 2122. LOCAL APPLICATIONS AND NEEDS ASSESSMENT

(a) IN GENERAL- To be eligible to receive a subgrant under this subpart, a local educational agency shall submit an application to the State educational agency at such time, in such manner, and containing such information as the State educational agency may reasonably require.

LEA: _____ **Reviewer:** _____

Directions: Use the criteria below to review each district and charter school Success Plan and Grant.

| Required Components of Title II, Part A District Success Plans and Grants | Yes | No | N/A | Comments |
|---|-----|----|-----|----------|
| Section 1.0 – Success Plan Section 3.8 – Title II, Part A, Plan, Professional Development | | | | |
| 1. The plan describes the activities to be carried out by the local educational agency under this subpart and how these activities will be aligned with - [Section 2122(b)(1)(A)] | | | | |
| a. challenging State academic content standards and student academic achievement standards, and State assessments; | | | | |
| b. the curricula and programs tied to the standards described in clause above. | | | | |
| 2. The plan describes how the local educational agency will provide training to enable teachers to improve student behavior in the classroom and identify early and appropriate interventions to help students described in subparagraph (A) learn [Section 2122(b)(9)(B)] | | | | |
| Section 2.2 – Selection of State and Federal Programs | | | | |
| 3. LEA has selected its intent to participate in Title II, Part A. | | | | |
| Section 2.3 – Program Coordinators and Allocations | | | | |
| 4. LEA has listed a coordinator for the Title II, Part program. | | | | |
| Section 2.5 – Constituency Participation | | | | |

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|--|-----|----|-----|----------|
| 5. The plan describes how the local educational agency, teachers, paraprofessionals, principals, other relevant school personnel, and parents have collaborated in the planning of activities to be carried out under this subpart and in the preparation of the application. <i>[Section 2122(b)(7)]</i> | | | | |
| Section 2.6 – LEA Support to Local School Planning: Systems, Structures, and Services | | | | |
| 6. The plan describes how the local educational agency will provide training to enable teachers to understand and use data and assessments to improve classroom practice and student learning. <i>[Section 2122(b)(9)(D)]</i> | | | | |
| 7. The plan describes how the local educational agency will target funds to schools within their jurisdiction that (a) have the lowest proportion of highly qualified teachers, (b) have the largest average class size, or (c) are identified for school improvement under section 116(b). <i>[Section 2122(b)(3)(A)(B)(C)]</i> | | | | |
| Section 2.7 – Parental and Community Involvement | | | | |
| 8. The plan describes how the local educational agency will provide training to enable teachers and principals to involve parents in their child's education, especially parents of limited English proficient and immigrant children. <i>[Section 2123(a)(3)(B)(iv)]</i> | | | | |
| Section 2.8 – Equitable Services | | | | |
| 9. Is the LEA a geographical district with participating private schools? | | | | |
| If NO , move to Section 3.5 | | | | |
| If YES , | | | | |

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|--|-----|----|-----|----------|
| <p>a. The plan describes the LEA process for generating funds for equitable services for PD services for private schools based on the relative numbers and educational needs of the public and private school students. The LEA needs to consider the following to ensure that it is providing equitable services: (1) assessing, addressing, and evaluating the needs and progress of both groups of teachers in the same manner; (2) providing approximately the same amount of training and, where appropriate, instruction to teachers with similar needs; (3) spending an equal amount of funds per student to serve public and private school teachers; and (4) provide private school teachers with an opportunity to participate in Title II, Part A program activities equivalent to the opportunity provided public school teachers. (Question A.1) [Section 2112(12)]</p> | | | | |
| <p>b. The plan describes a meaningful consultative process during the designing, implementing, and evaluating programs for eligible private school teachers. The LEA ensures that the initial consultation occurs before any decisions are made that affect the opportunities of eligible private school students. If the needs are different from public school teachers, a separate program should be developed. (Question A.2) [Title IX, Section 9501(c)(3) and (4)]</p> | | | | |
| <p>c. The LEA describes who will provide services to eligible private school students, staff, and their families. (Question B.1) Section 2112 (12)</p> | | | | |
| <p>d. The services that will be provided to the eligible private school students are in accordance with the intent and purpose of Title II, Part A. (Question B.2) [Title IX, Section 9501©(1)(F) and ©(4)]</p> | | | | |
| <p>e. The plan describes how the LEA ensures that the services are equitable in comparison to the services provided to public school staff and are provided in a timely manner, are secular, neutral, and non-ideological. (Question B.3) [Section 2112(12)]</p> | | | | |

District and Charter School Success Plan & Grant Approval Checklist Title II, Part A (Professional Development and Highly Qualified Staff)

| Required Components of Title II, Part A District Success Plans and Grants | Yes | No | N/A | Comments |
|---|-----|----|-----|----------|
| f. The LEA has a process in place to monitor the provision of services to eligible private school teachers. (Question C.1) <i>[Section 2112 (12)]</i> | | | | |
| g. The LEA has a process in place to ensure that allowable materials and supplies used only for professional development activities, including the materials that the teacher will need to apply the PD in a classroom setting, are purchased and properly maintained and accounted for by the LEA. (Question C.2) <i>[Section 2112(12)]</i> | | | | |
| h. The plan lists the non-profit private schools participating in Title II, Part A. (Question D.1) <i>[Section 2112 (12)]</i> | | | | |
| Section 3.5 – Children with Disabilities under IDEA (CEIS Services and Schoolwide Title I) | | | | |
| 10. The plan describes how the local educational agency will provide training to enable teachers to teach and address the needs of students with different learning styles, particularly students with disabilities, students with special learning needs (including students who are gifted and talented), and students with limited English proficiency. <i>[Section 2122(b)(9)(A)]</i> | | | | |
| Section 3.7 – Title II, Part A, Highly Qualified Teachers (HQT) and Highly Qualified Paraprofessionals (HQP) | | | | |
| 11. The plan describes how the LEA will ensure that poor and minority children are not taught at higher rates than other children by inexperienced, unqualified, or out-of-field teachers. <i>[Section 1111(b)(8)(C)]</i> | | | | |
| 12. If your LEA has not met a 100% HQT for two consecutive years, you must develop a plan that will address the causes that prevented your LEA from reaching the 100% HQT requirement and how the problems will be resolved. Include Praxis II support, Teacher assignment (reassignment, hiring practices, collaboration with school leaders about meeting the 100% HQT. (Question C.1) <i>[Section 2141(a)]</i> | | | | |
| Section 3.8 – Title II, Part A, Plan, Professional Development | | | | |

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| 13. The plan describes the results of the Needs Assessment, including how needs are determined, which data were analyzed, and a list of the names, position, and school assignment of teachers involved in the process. Teachers participating in programs under part A of Title I must be included. (Question A.1) <i>[Section 2122 © (1)]</i> | | | | |
| a. IN GENERAL- To be eligible to receive a subgrant under this subpart, a local educational agency shall conduct an assessment of local needs for professional development and hiring, as identified by the local educational agency and school staff. <i>[Section 2122(c)(1)]</i> | | | | |
| b. REQUIREMENTS- Such needs assessment shall be conducted with the involvement of teachers, including teachers participating in programs under part A of Title I, and shall take into account the activities that need to be conducted in order to give teachers the means, including subject matter knowledge and teaching skills, and to give principals the instructional leadership skills to help teachers, to provide students with the opportunity to meet challenging State and local student academic achievement standards. <i>[Section 2122(c)(2)]</i> | | | | |
| 14. The plan describes the number of hours each participant is expected to participate in professional development and how the PD is structured. (Question A.2) | | | | |
| 15. The plan describes how teachers will be provided professional development opportunities directly related to student learning needs as identified by multiple sources of data, including but not limited to DPAS II evaluations and School Success Plans. (Question A.3) | | | | |
| 16. The plan describes how the activities will be based on a review of scientifically based research (citation, key authors, or field of research), which teachers will be chosen to participate in this PD activity, and the sources of funds to support this activity. (Question B.1) <i>[Section 2122(b)(1)(B)]</i> | | | | |

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|---|-----|----|-----|----------|
| 17. The plan describes how the activities will have a substantial, measurable and positive impact on student academic achievement and how the activities will be used as part of a broader strategy to eliminate the achievement gap that separates low-income and minority students from other students. (Question B.2) <i>[Section 2122(b)(2)]</i> | | | | |
| a. The plan will list the specific educator outcomes (measures and targets) intended as a result of this PD and how each outcome will be evaluated. (Question B.3) | | | | |
| b. The plan will list the specific student outcomes (measures and targets) intended as a result of this PD and will describe how each outcome will be evaluated. (Question B. 4) | | | | |
| 18 The LEA after failing to make AYP and 100% HQT for three consecutive years will enter into an agreement with the State on the use of the LEAs funds to meet these goals and this plan will describe how professional development strategies and activities based on scientifically based research and planned by the LEA, teachers, and principals will ensure both these goals will be met. (Question H.1) <i>[Section 2141 © (1)]</i> | | | | |
| Section 4.0 – Budget | | | | |
| 19. Each budgeted item is of a sufficient detail and its purchase is allowable under the program’s funding stipulations. <i>[Section 2123(a)(1-10)]</i> | | | | |
| 20. The LEA has allocated the full amount (Remaining allocations are 0). | | | | • |
| 21. The plan describes how the local educational agency will coordinate professional development activities authorized under this subpart with professional development activities provided through other Federal, State, and local programs. <i>[Section 2122(b)(4)]</i> | | | | |
| 22. The plan describes the professional development activities that will be made available to teachers and principals under this subpart and how the local educational agency will ensure that the professional development (which may include teacher mentoring) needs of teachers and principals will be met using funds under this subpart. <i>[Section 2122(b)(5)]</i> | | | | |

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| <p>23. The local educational agency will target funds to schools within their jurisdiction that (a) have the lowest proportion of highly qualified teachers, (b) have the largest average class size, or (c) are identified for school improvement under section 116(b). [Section 2122 (b)(3)(A)(B)(C)]</p> | | | | |
| <p>24. The LEA must show that teachers paid by the LEA with Title II, Part A funds for class size reduction are highly qualified.[Section 2123 (a)(7)]</p> | | | | |
| <p>25. LEAs who have not met 100% HQT and AYP for three consecutive years must first target funds on strategies needed to achieve 100% HQT and AYP.</p> | | | | |
| <p>25. Funds are only used to supplement, not supplant. [Section 2123(b)]</p> | | | | |