

District and Charter School Success Plan & Grant Approval Checklist

2014-15 School Year

Title II, Part A – High Quality Staff

The purpose of the Title II, Part A – Teacher and Principal Training and Recruiting Fund is to provide grants to State educational agencies, local educational agencies, State agencies for higher education, and eligible partnerships in order to – (1) increase student academic achievement through strategies such as improving teacher and principal quality and increasing the number of highly qualified teachers in the classroom and highly qualified principals and assistant principals in schools; and (2) hold local educational agencies and schools accountable for improvements in student academic achievement. [Section 2101]

ESEA 1119 (a)(1) and (3); ESEA 1119(a)(2)(A); ESEA 2122(a); ESEA 2122 (b)(3)(A); ESEA 2122 (9); ESEA 2123(a)(2) and (4); ESEA 9101(11); 3/4/10 US DOE memo on ESEA 2113(c)

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 and Charter School Success Plans and Grants	Yes	No	N/A	Comments
Section 3.10 – Highly Qualified Teacher (HQT) and Highly Qualified Paraprofessionals (HQP)				
Hiring Needs Assessment				
1. Was a hiring needs assessment conducted with the involvement of teachers, including teachers participating in programs under Title I, Part A? (Question A.1) [Section 2122 (c)(1) and (2)]				
2. Did the LEA describe its teacher and principal hiring needs-assessment process and list its findings? (Question A.2) [Section 2122 (c)(1)&(2)]				
3. Did the LEA describe its plan to recruit highly qualified teachers and list specific strategies for high-needs schools if applicable? (Question A.3) [Section 2123(a)(2) and (4)]				
4. Did the LEA indicate activities it will implement using all or a portion of its Title II, Part A funds? (Question B.1) [Section 2123 (a) and 3/4/10 US DOE memo on Section 2113(c)]				
5. If the LEA is using other funds to support any of the activities listed in the application, the activities and other funding sources were listed. (Question B.2)				
Teacher Quality Needs Assessment				
6. Does the LEA have 100% Highly Qualified teachers in core academic subjects for the 2013-2014 school year? (The answer must be in line with final HQT 2013-2014 data.)				
If yes , move to #9				
If no ,				
a. Which ESEA academic subjects have the largest number of classes not taught by highly qualified teachers, and in which schools are these classes? (Question C.1) [Section 2122 (b)(3)(A)]				
b. Why are the teachers of these classes not yet highly qualified? (Question C.2)				

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Equity Data				
7. Is there a disparity in access to classes taught by highly qualified teachers? (The answer must be in line with final HQT 2013-2014 data.) [Section 2122 (9)]				
If no , move to #9				
If yes ,				
a. Which student subgroups (ELL, SWD, race, low income)? (Question D.1)				
b. What are the reasons why these student subgroups are taught more frequently by teachers who are not yet highly qualified? (Question D.2)				
c. Based on your needs assessment, what is the LEA's strategy to retain and attract highly effective teachers in schools with the largest disparities in relation to student achievement? (The response should be specific to compensation reform and teacher identification/placement as it relates to a DPAS II rating of Highly Effective or Ineffective.) (Question D.3)				
Title I, Part A Highly Qualified Teacher & Paraprofessional Requirements				
8. The LEA described the process for developing individual highly qualified plans with teachers and the responsibility of the teachers, including consequences for not following through with the plan.(Question E.1) [Section 1119 (a)(1) and (3)]				
9. The LEA described how it ensures that it meets the HQ paraeducator Title I, Part A requirement. (Question E.2) [Section 1119 (c)(1) and (2) and (f)]				
Section 4.0 – Budget				
10. Does each budgeted item include sufficient detail?				
11. Are the funding descriptions and account codes appropriate for each budgeted item?				
12. Are all planned expenditures allowable? [OMB Circular A-87]				
13. Are the proposed uses of funds supplemental?				
14. Are the budgeted items necessary and reasonable for the proper and efficient performance and administration of the Federal award? [OMB Circular A-87]				
15. Can the budgeted items be fully expended during grant period?				
16. Is the LEA a district?				
If no , move to #17				
If yes , if the LEA's submitted implementation plan notes that an item(s) will be funded by Title II, Part A, are the items included in this grant budget?				

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Section 6.0 – Abstract				
17. Is the LEA's abstract up to date and aligned to this program as described in the rest of the application?				