Program Review & Support 2024–25

Self-Assessment Checklist



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TITLE I, PART A: Self-Assessment

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
	Supplement, Not Supplant	LEA Level	☐ Fully Implemented	□No
	Methodology	□ A. Exempt: The LEA is exempt	☐ Partially Implemented	☐Yes (please describe):
	The LEA must demonstrate that the	because at least one of the following	☐Not Implemented	
	methodology used to allocate state	apply:	□N/A	
	and local funds to each school	Only one school in the LEA.		
	ensures that schools receive all the	All schools in the LEA are Title I		
	state and local funds they would	schools.		
	otherwise receive if it were not	Only one school per grade		
	receiving Title IA funds.	span in the LEA.		
	D	OR		
	Resources:			
	Title I, Part A Fiscal Colidar and C	□ B. Not Exempt: The LEA follows a		
	Requirements and Guidance	written methodology for the LEA's		
		distribution of state and local funds to		
		each school. The methodology does		
		not consider which schools receive		
		Title IA funds. See examples on pages		
6442	A	11 and 12 of <u>SNS Final Guidance (PDF)</u> .		
SA1.2	Annual LEA Report Card	LEA Level	☐ Fully Implemented	□No
	The LEA annually provides a report	☐ A. Report Card Information to	☐ Partially Implemented	☐Yes (please describe):
	card to parents and community.	Parents and the Community	□ Not Implemented	
		An LEA's report card information is	□N/A	
	Resources:	disseminated to families and the		
	Primary Family Notification	community in a variety of formats and		
	Requirements for LEAs	languages represented by local		
		student population. (e.g., newsletter,		
		website, email).		

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA1.3	Under Washington's ESSA Consolidated Plan, schools that do not meet the 95% student participation rate (in "ALL" and each student group) for state math and ELA assessments must update their school improvement plan. Any school/district that does not meet the 95 percent participation rate may not receive state or national awards that are based on elements of the accountability plan. If a school does	Plan (SIP) identifies goals and specific actions for any group of students (including "ALL" students and relevant subgroups) that are below the participation requirement, ensuring that at least 95% of students will	□ Fully Implemented □ Partially Implemented □ Not Implemented □ N/A	□No □Yes (please describe):
SA1.4	Citizen Complaint Procedures in regard to LEA implemented local Federal programs. Title I, Part A written complaint	LEA Level □ A. LEA has a process to ensure the federal program complaint procedures are distributed to parents of students in a Title I, Part A school.	□ Fully Implemented □ Partially Implemented □ Not Implemented □ N/A	□No □Yes (please describe):

ltem	Description	Implementation	Our Level of Implementation	Program Support Needed
SA 1.4	Primary Family Notification	See above	See above	See above
cont.	Requirements for LEAs			
SA1.5	Notification to Parents	LEA or Building Level	☐ Fully Implemented	□No
	Parents May Request Teacher and	☐ A. LEA notifies (e.g., handbook,	☐ Partially Implemented	\square Yes (please describe):
	Para Qualifications	newsletter, or letter) parents, typically	☐Not Implemented	
	The LEA notifies parents in all Title I,	at the beginning of school year, that	□N/A	
	Part A served school that they may	they may request information		
	request information regarding the	regarding the professional		
	professional qualifications of the	qualifications of their student's		
	student's classroom teachers and	teachers and paraeducators.		
	paraeducators. [Section 1112			
	(e)(1)(A); 34 CFR 200.61(a)]			
	Resources:			
	Notification to Parents			
	<u>Templates</u>			
	Primary Family Notification			
	Requirements for LEAs			

TITLE II, PART A: Self-Assessment

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
	Consultation	LEA Level	☐Fully Implemented	□No
	The LEA must use meaningful		☐ Partially Implemented	☐Yes (please describe):
	consultation with required	\Box A. The LEA has documentation from	☐Not Implemented	-
	stakeholders to continuously improve	the <u>current</u> school year showing that	□N/A	
	and update Title II, Part A supported	each of the required stakeholder roles		
		(Parents/Families, Teachers, Principals		
	include:	and Other School Leaders,		
	 Parents/Families; 	Paraeducators, Community Members,		
	• Teachers;	Charter School Leaders) provided		
	-	feedback as part of the consultation		
	leaders (school employee	process.		
	responsible for the daily			
	,	AND		
	managerial operations in the	DB The LEA have detected as a substitution		
	elementary school or secondary school building);	□ B. The LEA has dated consultation		
	 Paraeducators; 	documentation (minutes, notes, survey		
	Specialized instructional	results, etc.) from the <u>current</u> school year showing stakeholders considered		
	support personnel including	(a) how to improve the LEA's Title IIA		
	school counselors, social	activities, and (b) coordination of the		
	workers, and psychologists,	LEA's Title IIA activities with other		
	and other personal such as	strategies, programs, and activities		
	school nurses, speech	being conducted in the community.		
	pathologists, and school			
	librarians (required);			
	Community partners;			
	Charter School Leaders if the			
	charter school is operating			

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA6.1 cont.	within the LEA's geographical boundaries; • Organizations or partners with relevant and demonstrated expertise in programs and activities designed to meet the purpose of Title IIA. Activities must be coordinated with other related strategies or programs in the LEA. Meaningful consultation must include: • Seeking the advice regarding how best to improve the LEA's activities to meet the purpose of Title II, Part A; • The coordination of the LEA's activities with other strategies and programs being conducted in the community using approved methods (e.g., Surveys; Panels; Interviews; Continuous Improvement Teams). Sec. 2103(b)(2)(D), Section 2102(b)(3)(A).	See above	See above	See above

GUN FREE SCHOOLS ACT: Self-Assessment

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA8.1	Signage Required gun-free, drug-free, and tobacco-free signage has been posted on school facilities. RCW 9.41.280, RCW 69.50.435, RCW 28A.210.310(2)	LEA and Building Level □A. Signage has been posted at the main entrances to buildings accessed by students, parents or the public.	□ Fully Implemented □ Partially Implemented □ Not Implemented □ N/A	□No □Yes (please describe):
CA9 2	Resources: • School Safety Center Webpage	LEA and Building Lovel	□ Eully Implemented	□No
5A8. 2	Policy The LEA has a gun-free schools policy that includes one-year mandatory expulsion for firearms, mandatory notification of student violations to parents/guardians and law enforcement, and allows the expulsion to be modified by the chief school LEA officer or designee on a case-by-case basis. Sec 4141(b)(1) and Sec 4141(h)(1)	https://ospi.k12.wa.us/student- success/health-safety/school-safety-center) AND B. That policy has been made available	□ Fully Implemented □ Partially Implemented □ Not Implemented □ N/A	□Yes (please describe):

CAREER & TECHNICAL EDUCATION: Self-Assessment

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
	-	LEA Level	☐ Fully Implemented	□No
JA IZ. I	The LEA complies with the assurances		☐ Partially Implemented	☐Yes (please describe):
	for state and federal funds, state CTE		□Not Implemented	res (picase describe).
		implementation only if the LEA applied		
	1	and received Perkins funding in the last	-	
	Century Act (Perkins V).	two years. If not, please mark "N/A."		
		□ A. The LEA holds a physically signed		
		and dated current-year Perkins		
		Assurances grant application from the		
		current year.		
		AND		
		□ B. The LEA holds a copy of minutes		
		from current year School Board		
		meeting in which the CTE Four-Year		
		Planning Requirement (formerly		
		"District Wide Plan") was approved by		
		the board.		
SA12.2	State CTE Approval/Frameworks	LEA Level	☐Fully Implemented	□No
	The LEA improves the academic and		☐ Partially Implemented	☐Yes (please describe):
	technical skills of students	\square A. Ensure that locally, all	□Not Implemented	
	,	frameworks, for each program area	□N/A	
	education programs through the	offered within the LEA, are current and		
	•	annually updated.		
	content aligned with challenging			
	academic standards and relevant CTE			

ltom	Doscription	Implementation	Our Level of	Program Support
SA12.2 cont.	programs to ensure a well-rounded education. (Perkins V – Sec. 133 (b)(4)) The LEA supports integration of academic skills into CTE programs and programs of study. (Perkins V – Sec. 135 (b)(3)) The LEA will provide access to at least one CTE equivalency course. (CTE High School Course equivalencies – RCW 28A.230.097) The LEA will meet state approval requirements through course and program approval. (Career and Technical Education – Plans – Standards – RCW 28A.700.010 – Career and technical education—Plans—Standards—Technical assistance—Leadership development.)	Implementation Note: Approved, locally updated frameworks must include current Washington Academic Learning Standards, relevant Industry Standards, and Leadership Standards.	See above	See above
	Partnerships and Program Evaluation The LEA ensures that parents, students, academic and CTE teachers, faculty, administrators, career guidance and academic counselors, representatives of business (including	program evaluations for each CTE program offered in the LEA and proof	□Fully Implemented □Partially Implemented □Not Implemented □N/A	□No □Yes (please describe):

Item	Description	Implementation	Our Level of	Program Support Needed
Item SA12.3 cont.		See above	See above	See above
SA12.4	Special Populations The LEA will provide activities to prepare special populations for highskill, high-wage, or in-demand industry sectors or occupations that will lead to self-sufficiency; prepare students for non-traditional fields; provide equal access for special	LEA Level □ A. The Data: Reviewed class/course level CTE enrollment report for 2023–24 school year. Documentation of the review must identify gender, race, and special population status. This documentation must be	□Fully Implemented □Partially Implemented □Not Implemented □N/A	□No □Yes (please describe):

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA12.4 cont.	populations to CTE courses, programs, and programs of study; and ensure that members of special populations will not be discriminated against on the basis of their status as members of special populations. (Perkins V – Sec. 134 (b)(5)) Special populations defined in Perkins V include: Individuals with disabilities; Individuals from economically disadvantaged families, including low- income youth; Individuals preparing for non-traditional fields; English learners; Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act Youth who are in, or have aged out, of the foster care system; and Youth with a parent who is a member of the armed forces or is on active duty. (Perkins V – Sec. 3 (48))	disaggregated to include a narrative of what the data shows: • Identified GAPS (supports needed, low nontraditional high SPED) • How are they including DEI in recruitment and incorporating funds of knowledge? • Evaluation Statement: GAP analysis: compare to school total. AND □B. The LEA has on hand a narrative for each program area that includes how the LEA is addressing each gap or barriers including: • What role Support staff plays in identified gaps/barriers; • Photo Evidence: showing accommodations; • Strategies in priority order; • Where the LEA identifies they could support/improvement.	See above	See above

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA 12.4	The LEA will incorporate strategies to	See above	See above	See above
cont.	overcome barriers that result in lower			
	rates of access to, or performance			
	gaps in, the courses and programs for			
	special populations. (Perkins V – Sec.			
	134 (C) (2)(E)(i)).			
SA12.5		LEA Level	☐ Fully Implemented	□No
	The LEA supports the recruitment,		☐ Partially Implemented	☐Yes (please describe):
	preparation, retention, and training,	☐ A . The LEA ensures that professional	•	
		development opportunities are	□N/A	
	-	offered for teachers, administrators,		
	· · · · · · · · · · · · · · · · · · ·	specialized instructional support		
	personnel and paraprofessionals who	ļ		
	, ,	academic counselors or		
	and licensure requirements, including	r ·		
	individuals from groups underrepresented in the teaching	Documentation may include: • School calendar.		
	profession. (Perkins V – Sec. 135	 LEA correspondence describing 		
	(b)(2)(c))	PD opportunity.		
		Sign in sheets.		
	The LEA provides professional	Jigh in sheets.		
	• • •	AND		
	faculty, administrators, specialized			
	instructional support personnel,	□ B. The LEA ensures all staff are		
	career guidance and academic	involved in CTE programs for		
		professional development (PD)		
	are involved in integrated CTE	opportunities (a list must include		
	programs and supports education	names of LEA staff, staff/ teacher		
	programs for teachers of CTE in	assignment(s), date(s) of the PD, and		
	public schools and other public	conference/workshop titles)		

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA12.5 cont.	school personnel who are involved in the direct delivery of educational services to CTE students, to ensure that such teachers and personnel stay current with all aspects of an industry. (Perkins V – Sec. 135 (b)(2)) CTE courses must be taught by properly CTE certified instructors. Conditionally certified teachers must complete a written training plan developed in coordination with the CTE administrator and the CTE advisory committee. (WAC 181-77-014)		See above	See above
SA12.6		LEA and Building Level	☐Fully Implemented	□No
	Extended Learning Opportunities		☐ Partially Implemented	☐Yes (please describe):
	The LEA provides students with the	$\square \mathbf{A}$. The LEA possesses annual	☐Not Implemented	
	skills necessary to pursue careers in	documentation of compliance with	□N/A	
		worksite learning opportunities		
	industry sectors or occupations;	provided to students participating in		
	(Perkins V- Sec. 135 (3)) which will	CTE programs, and documentation		
	include work-based learning	that learning is extended into the		
	opportunities, including simulated	community.		
	work environments. (Perkins V – Sec.	Documentation may include:		
	135 (b)(5)(E))	 Signed Training Agreement(s). 		
	The LEA provides students with	Signed Service-Learning		
	leadership skill development	Plan(s).		
	opportunities available at the local,	ι ιαιτ(3).		

ltem	Description	Implementation	Our Level of	Program Support Needed
12.6 cont.	state, national, and international level, accessed through extended learning opportunities, as defined as learning activities that extend beyond the scheduled school day and/or school year (CTE state program standards). Resources will be allocated for the teachers/advisors to manage and supervise leadership activities (CTE state program standards).	documented hours for placement/unpaid internship,	Implementation See above	See above
SA12.7	program of study, with curriculum aligned to the requirements for a	12.7.A applies to all LEAs regardless of Perkins grant funds. 12.7.B, only applies if the LEA applied and received Perkins	□Fully Implemented □Partially Implemented □Not Implemented □N/A	□No □Yes (please describe):
	program of study (Perkins V – Sec. 135 (b)(5)(A). The LEA will provide students participating in CTE programs with the opportunity to gain postsecondary credit while attending high school. (Perkins V – Sec. 134 (b)(7)); 135 (b)(5)(C))	funding in the last two years. A. The LEA possesses evidence of dual or concurrent enrollment programs as part of Program of Study. (CTE Dual Credit, AP, College in the High School, Running Start) Note:		

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA12.6 cont.	The LEA will provide industry- recognized certification examinations or other assessments leading towards a recognized postsecondary credential. (Perkins V – Sec. 135 (b)(5)(F)) The LEA will demonstrate that all preparatory CTE courses offered by the district meet the requirements of	Signed articulation agreement must match the identified Program of Study in the LEAs Perkins Application.	See above	See above
SA12.8		LEA Level Please respond only if the LEA applied for and received Perkins funding in the last two years. If not, please mark "N/A.	□Fully Implemented □Partially Implemented □Not Implemented □N/A	□No □Yes (please describe):

Item	Description	Implementation	Our Level of Implementation	Program Support Needed
SA12.8 cont.	Funds are specified by the Education Department General Administrative Regulations (EDGAR) District uses career and technical education funding allocations per RCW 28A.150.265 Brochures and other printed materials paid for, in whole or in part, with Carl D. Perkins funds will carry a statement indicating the funding source. EDGAR 75.620	•	•	See above
		Note: Documents and records showing that funds supplement, and do not supplant expenditures for CTE programs and activities.		