How Did My LEA Get Selected for Random Validations?

Didi Garcia
Assistant Division Director
Federal Program Compliance Division | TEA
Agenda
Agenda

- Program Random Validations
- Methodology
- Process
- Uploading Documents
Program Random Validations
Random Validation

Title I, Part A

Schoolwide Elements
Parent and Family Engagement Policy (PFE)
Supplement Not Supplant Methodology (SNS)
Random Validation

Title I, Part C

Evaluation
MSIX
Priority for Services (PFS)
Parent Advisory Council (PAC)
Program Random Validations

- Title I, Part D
- Title II, Part A
- Title IV, Part A
- Rural and Low-Income Schools
- Unsafe School Choice
- Private School Equitable Services
Methodology
• LEA was **NOT** selected for SAME program validation in 2018-2019.
• LEA applied for the program in the 2019-2020 ESSA Consolidated Federal Grant.
• On ADC (Applicant Designation Form) LEA indicated:
  • Apply on Own;
  • Member of Shared Services Arrangement; and
  • Apply as Fiscal Agent.
Process
Exclude LEA if selected in any prior year Random Validation for the same program
Create list of eligible LEAs
Run Random Validation Lists
• LEAs are selected using a random algorithm
• Number of LEAs are stratified by region
• Exclude LEAs that were selected for a prior year validation in the same program
Creating Eligible LEAs list

Eligible LEAs
1,112

TIA  TIC  TID  TIV-A  TII-A  PNP
Process – Run Validation Lists

17
PNP
14
TID2
7
RLIS
20
MEP
30 – Eval
30 – MSIX
30 – PAC
30 - PFS
20
TIV-A
20
TII-A
40
40 - Elements
40 – PFE
19 - SNS
362 LEAs

40
USCO
362 LEAs
Process Steps - What Happens Next?

- TEA sends Email notification to LEA Administrator. ESC is copied.
- ESC staff contact LEA within 3 business days of notification.
- LEA deadline to submit documentation.
- TEA completes documentation review.
- TEA contacts ESC regarding LEAs that receive Improvement Needed for ESC review and comment.
ESC deadline to return documentation comments to TEA.

ESC technical assistance deadline if LEA received Improvement Needed status.

TEA notifies LEA of validation results. ESCs are copied.

ESC provides TEA documentation that technical assistance was offered/provided.

If LEA has Improvement Needed status, LEA will be required to submit documentation for 2020-2021 for same validation.
Random Validation Documents

For LEA Information Only.

Statutory Citation: Every Student

Section of applicable Statute—<Title of Section>

Instructions: Use this guidance document to determine the requirements addressed in the one specific paragraph or section where each Validation specific instructions.

Validation specific instructions:

1. Completed copy
2. Completed copy
3. <Specify document>

Notes: <Enter notes>

Dear LEA

Include completed form with:

Date:

ESC:

LEA Name:

ESC Contact Name:

ESC Phone:

ESC Contact Email:

Submission Instructions

To submit documentation on ESSA Reports application:

1. Complete copy
2. Completed copy
3. <Specify document>

ESC will contact:

- confirm receipt
- confirm acceptance

Deadline for submission:

Completion of doc:

TEA contacts ESC for Notified" status or LEAL.

Deadline for ESC:

Notification to LEA:

ESC technical assistance provided.

ESC provides document assistance.

If the LEA receives "Improvement Needed" status, the LEA will be required to submit documentation for 2020-2021 for the same program requirements during resubmission. The documentation must be uploaded on ESSA Reports no later than <date>.

Revised on 9/5/2019

LEA Submission Requirements

Follow these steps to submit your supporting documentation, as applicable, through the secure Every Student Succeeds Act (ESSA) Reports application via TEA:

1. Complete the 2019-2020 <Name of Validation> Random Validation Cover sheet.
2. Attach the requested material into a single PDF file in the following order:
   c. Required documentation as described in the guidance document and checklist for 2019-2020 <Name of Validation> Random Validation.
3. Log on to the TEA Login (TEAL).
4. Select Every Student Succeeds Act (ESSA) Reports application.
5. Select "Upload Responses Documents" tab.

From the dropdown menu:

6. Response Template Title: Select <name of validation as written in ESSA Reports>.
7. School Year: Select "2019-2020".
8. Response Doc Type: Select "Response Document".
9. Click "Browse" to browse for the file location on your computer.
10. Click "Upload Document" button.

ESSA Reports

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Federal Program Compliance Division - Random Validation Documents

(Click on the document icon to access/download the document)

<table>
<thead>
<tr>
<th>Random Validation</th>
<th>Target Posting Date</th>
<th>Timeline</th>
<th>Checklist</th>
<th>Guidance Document Instructions</th>
<th>Guidance Document</th>
<th>Coversheet</th>
<th>Instructions for Uploading Documentation</th>
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<tbody>
<tr>
<td>Title I, Part C - Migrant Education Program Evaluation</td>
<td>9/24/19</td>
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<td>ESSA Unsafe School Choice Option Written Policy</td>
<td>10/2/19</td>
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<td>Title I, Part A - Supplement, Not Supplant</td>
<td>10/4/19</td>
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<tr>
<td>PNP Equitable Services</td>
<td>11/4/19</td>
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<tr>
<td>Title I, Part A - Elements</td>
<td>12/3/19</td>
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<tr>
<td>Title II, Part A - Program Requirements</td>
<td>1/9/20</td>
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<tr>
<td>Title I, Part C - Migrant Education Program PFS</td>
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<td>Title IV, Part A - Program Requirements</td>
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<td>Title V, Part B - Rural and Low-Income Schools Program Requirements</td>
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<td>Title I, Part C - Migrant Education Program MSIX</td>
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<td>Title I, Part C - Migrant Education Program PAC</td>
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</table>

Coming Soon (See Target Posting Dates)
Uploading Documents on ESSA Reports
Create 1 pdf document that contains:

- Completed Random Validation Coversheet
- Completed Random Validation Guidance Document
- LEA Supporting Documentation
Logging into TEAL

On TEA main page, click on TEAL Login
1. Enter Username
2. Enter Password
3. If you don't have a TEAL account, click on Request New User Account

TEA Login (TEAL)

NOTICE: TEA Web Applications will not be available each Sunday morning from 5:00am to 2:00pm due to routine maintenance. Please do not access your applications during this time period. You could lose data.

Don't have an account? Request New User Account

Username: 
Password: [Show Password]  
Login

Forgot your password?  
Forgot your username?
Requesting Access to ESSA Reports

To apply for access to a TEA application or service, click the "Request New Account..." button below.
To edit the details of one of your existing accounts, click on the Application name link in the list below.

Contact information for each application is listed below. APPLICATIONS ARE LISTED IN ALPHABETICAL ORDER. PLEASE SCROLL DOWN TO THE ONE YOU NEED. If the application is not displayed in the list, access the Application Reference Page to print a request form that can be faxed to TEA.
# Requesting Access to ESSA Reports

To request new access:

1. Click the Application ID link OR
2. Double click the Application Name OR
3. Single click the Application Name and then click the "Go To Account Details Form" button

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Application Name</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARMS</td>
<td>Asset Reporting Management System</td>
<td>Email: Barbara Rodriguez</td>
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<tr>
<td>ASCEND</td>
<td>ASCEND</td>
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<tr>
<td>AskTED</td>
<td>Texas Education Directory</td>
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<td>Audit</td>
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<tr>
<td>BAT</td>
<td>Budget Analysis Tool</td>
<td>Email: Division of Budget and Planning</td>
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<td>BATMOD</td>
<td>Budget Modeling</td>
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<tr>
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<td>Business Partner Directory Administration</td>
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<td>TX21st Student Tracking</td>
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<td>CCLCDemo</td>
<td>TX21st Student Tracking (Demo)</td>
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<td>CDRMS</td>
<td>Special Ed Correspondence and Dispute Resolution Management System</td>
<td>Email: MA Dev Team</td>
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<td>CharterFirst</td>
<td>Charter FIRST</td>
<td>Email: Division of Financial Audits (512-463-9095)</td>
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<td>CISTMS</td>
<td>Communities In Schools</td>
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<td>gTEP</td>
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</tbody>
</table>
ESSA Reports Approval Process

Complete ESSA Reports Access
LEA Administrator Approval
TEA Approval
ESSA Reports Available
1. Select “Upload Response Documents” tab
2. Response Template Title: Select “<name of validation as written in ESSA Reports>”
3. School Year: Select “2019-2020”
4. Response Doc Type: Select “Response Document”
5. Click “Browse” to browse for the file location on your computer
6. Click “Upload Document” button

Note: Maximum allowable file size is 10 MB.
How do I know if upload was successful?

1. If upload was successful, system will display a ✔️
2. Check ESSA Reports to ensure your documents are loaded.
Contacts for the Random Validation Process

ESSASupport@tea.texas.gov

Migrant.Ed@tea.texas.gov

PNPOmbudsman@tea.texas.gov
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THANK YOU!