MASSACHUSETTS
Department of Elementary and Secondary Education

South Hadley
(LEA Code: 0278)

ESSA Federal Grant Program Monitoring (I, IIA, and IVA)

Monitoring Outcomes Report

Issued: June 03, 2024
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Federal Grant Programs Team

Resource Allocation Strategy and Planning Office

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Monitoring Outcomes Report

Criteria	Finding	Requirement Fulfilled	Required Action Resolved (if applicable)
1-A Title I Needs Assessment	Yes		11/04/2024
1-B Title IIA Needs Assessment	Yes		11/04/2024
1-D Submission of Annual ESSA Grant Application		Yes	
1-E Private School Outreach and Programming	Yes		11/05/2024
1-F Private School Participants		Yes	
1-G Equitable Access to Excellent Educators		Yes	
2-A Maintenance of Effort		Yes	
2-C Title I Supplement, Not Supplant		Yes	
2-D Supplement, Not Supplant for Targeted Assistance Schools		Yes	
2-F Reservation of Title I Funds		Yes	
3-A Title I Family/Guardian Notification	Yes		11/04/2024
3-B Title I Family/Guardian Engagement	Yes		11/18/2024
3-C Title I Family/Guardian Outreach and Involvement	Yes		11/18/2024
4-A Title I Evaluation	Yes		11/04/2024
4-C Title I Targeted Assistance Programs	Yes		11/04/2024
5-A Title I Selection and Allocation		Yes	
6-A Title I Student Access		Yes	
7-A Title IIA Allowable Activities		Yes	
7-B Title IIA Supplement, Not Supplant		Yes	
8-A Title IIA Allocating Funds	Yes		11/04/2024

9-A Professional Growth and Improvement	Yes		11/04/2024
10-A Title IIA Program Activities Evaluation	Yes		11/04/2024
11-A Title IIA Direct Administrative Costs		Yes	
11-B Title IVA Supplement, not Supplant		Yes	
12-A Title IVA Distribution of Funds	Yes		11/04/2024
13-A Title IVA Program Activities Evaluation	Yes		11/04/2024

1-A Title I Needs Assessment — Finding

Requirements

District conducts annual needs assessment for each Title I school (both schoolwide and targeted assistance programs) that includes data on achievement of children in relation to state academic content and achievement standards and input from parents and school and district staff. Needs assessments are used to determine type of programs and services to be provided to eligible students.

Legal Standards

ESEA §§1114~1115

Finding Description

The district did not submit a needs assessment procedure.

Required Action

Submit a copy of the most current, dated summary of the district's procedure for assessing areas of greatest need that includes consideration of ESSA Title grant funding use.

Deadline for Submission of Evidence

Oct 11, 2024

1-B Title IIA Needs Assessment — Finding

Requirements

District conducts an annual needs assessment and meaningfully consult with teachers, principals, other school leaders, paraprofessionals, specialized instructional support personnel, parents, community partners, and other organizations with relevant and demonstrated expertise in programs and activities to determine and inform the types of services to be provided.

Legal Standards

ESEA § 2102 (B)(3)

Finding Description

The district did not submit a needs assessment procedure.

Required Action

Submit a copy of the most current, dated summary of the district's procedure for assessing areas of greatest need that includes consideration of ESSA Title grant funding use.

Deadline for Submission of Evidence

Oct 11, 2024

1-E Private School Outreach and Programming — Finding

Requirements

Private School Outreach and Programming:
District consults with appropriate private school officials regarding services for eligible private school children, maintains written affirmation of consultation, provides equitable services, and evaluates Title I program serving eligible private school students.

Legal Standards

ESEA §§1117; 8306

Finding Description

The district did not provide evidence that all potentially eligible private schools received and/or responded to the offer of consultation.

Required Action

Submit evidence that spring distribution of offers of consultation for school year 2024-25 participation were received by all eligible private schools.

Deadline for Submission of Evidence

Oct 11, 2024

3-A Title I Family/Guardian Notification — Finding

Requirements

District notifies family/guardian of school and district accountability status as well as right to request teacher qualification information. As applicable, district notifies families/guardian that student has been taught for four or more consecutive weeks by a teacher who does not meet licensure requirements for the grade and subject assigned to teach. Additionally, district publishes and distributes annual report cards for district and all district schools.

Legal Standards

ESEA §§1111-1112; §§1114-1116

Finding Description

The district did not submit evidence that the 2023 district/school report card letter was distributed to families/guardians. The 2023 district/school report card is not posted on the district/schools' websites.

Required Action

Submit evidence that the 2023 report card letter with the right to know information has been distributed to families/guardians and submit the link to where the 2023 district/school report card can be found on the district/schools' websites. Please note that for the 2024 report card, the letter will need to be delivered to families/guardians and the website updated by the end of February 2025.

Deadline for Submission of Evidence

Oct 11, 2024

3-B Title I Family/Guardian Engagement — Finding

Requirements

District and schools develop jointly with, annually evaluate and update with, and distribute to families/guardians written family/guardian engagement policies and school-family/guardian compacts.
• Family/Guardian engagement policies describe specific rights of families/guardians and the information and meaningful activities developed with families/guardians so the entire community is prepared to participate in student educational growth. Policies must also describe how families/guardians are involved in an annual evaluation of the effectiveness of the family/guardian engagement in improving academic achievement.
• School-family/guardian compacts are agreements between the entire school and the home (families/guardians) that describe the responsibilities of each party, including the student, if desired.

Legal Standards

ESEA §§1111-1112; §§1114-1116

Finding Description

The district did not submit the district or schools' family/guardian engagement policy or evidence that the family/guardian engagement policy has been reviewed by families/guardians and revisions have been made in an updated policy. Evidence can include relevant meeting agenda items, meeting notes, and written feedback.

Required Action

Submit a current, dated copy of the district's family engagement policy and each Title I school's Title I family engagement policy that contains all required components. A district may adopt an inclusive policy that incorporates all of the required district-level and school-level components, in which case it should submit one inclusive policy. The policy must describe how families/guardians are involved in an annual evaluation of the effectiveness of the family/guardian engagement in improving academic achievement.

Deadline for Submission of Evidence

Oct 11, 2024

3-C Title I Family/Guardian Outreach and Involvement — Finding

Requirements

Schools conduct meetings at least annually to inform participating families/guardians of students about Title I programs. District and its schools develop materials and implement training/meeting time for Title I families/guardians to understand and collaborate on:
• The state’s academic content standards and state student academic achievement standards;

• State and local academic assessments, including alternative assessments;
• The family/guardian engagement requirements of section 1116; and
• Sharing best practices and resources with families/guardians on how to monitor and improve student academic progress and achievement
Additionally, districts and schools provide accessible tools to assist all families in understanding and collectively supporting student improvement and achievement.

Legal Standards

ESEA §§1111-1112; §§1114-1116

Finding Description

The district held its annual Title I meeting late in the school year (April). The district did not submit evidence of communication and training required to be provided to families/guardians of Title I students to promote family/guardian involvement at each Title I targeted assistance school for the 2023-24 school year.

Required Action

Submit the dated notice sent to families/guardian informing them of the annual Title I meeting for the 2024-25 school year. Submit a plan/schedule for the communication and training required to be provided to families/guardians of Title I students to promote family/guardian involvement at each Title I targeted assistance school for the school year 2024-25.

Deadline for Submission of Evidence

Oct 11, 2024

4-A Title I Evaluation — Finding

Requirements

District evaluates Title I plan at least on an annual basis and makes necessary revisions to reflect substantial changes in direction of Title I program(s). Evaluation reflects accountability data for district and all Title I schools.
Each local education agency that conducts a program under [Title I, Part D] subpart 2 shall evaluate the program, disaggregating data on participation by gender, race, ethnicity, and age while protecting individual student privacy, not less than once every 3 years, to determine the program's impact on the ability of participants.

Legal Standards

ESEA §§1112; 1114~1116; 1431(a)

Finding Description

The district did not submit a written summary of the 2022-23 school year Title I program evaluation, including indicators of impact on student achievement, strengths and weaknesses of the program, and subsequent program changes.

Required Action

Submit a written summary of the 2023-24 school year Title I program evaluation, including indicators of impact on student achievement, strengths and weaknesses of the program, and subsequent program changes. The summary should include evaluation of participating private school services as well. Submit a detailed plan for how you will carry out the 2024-25 Title I program evaluation, including the timeline of steps involved, data collected and analyzed to gauge impact, individuals responsible for each step, and stakeholders consulted. Include in your plan how you will collaborate with participating private schools to

evaluate services. Participate in targeted technical assistance on program evaluation as required by the Federal Grant Programs office.

Deadline for Submission of Evidence

Oct 11, 2024

4-C Title I Targeted Assistance Programs — Finding

Requirements

Targeted Assistance Programs:
District develops targeted assistance program plans that are coordinated with and support regular education program(s) in relevant schools. Title I staff must be integrated with regular instructional staff in all activities, and targeted assistance programs must:
1. Use effective instructional methods and strategies that strengthen the core academic program of the school;
2. Use multiple, educationally related, objective criteria to identify children failing, or most at risk of failing, to meet the state's academic achievement standards (children in grades PK-2 selected solely on the basis of such criteria as teacher judgment, interviews with parents, and developmentally appropriate measures);
3. Give primary consideration to providing extended learning time for served students;
4. Provide an accelerated, high-quality curriculum;
5. Minimize the removal of children from the regular classroom during regular school hours.

Legal Standards

ESEA §1115

Finding Description

The district did not submit Targeted Assistance program plans for the three TA schools. The district submitted an insufficient Title I student selection procedure.

Required Action

Submit Targeted Assistance program plans for Plains, Mosier, and Micheal E. Smith for the 2024-25 school year. Submit a detailed and dated Title I student selection procedure for the 2024-25 school year.

Deadline for Submission of Evidence

Oct 11, 2024

8-A Title IIA Allocating Funds — Finding

Requirements

Allocating funds: Activities supported with Title II, Part A funds must collectively address the needs of all subgroups of students in the district. In addition, schools identified for support and improvement, and schools with the highest percentage of low-income students are prioritized for participation in activities funded by Title II, Part A.

Legal Standards

ESEA § 2103(b)(2) and § 2103(b)(2)(C)

Finding Description

The district submitted an insufficient response that did not describe how the district determines where and why Title IIA funding was targeted within the district based on assessed need and priority.

Required Action

Submit a description of the process for prioritizing the distribution of Title IIA funds to schools.

Deadline for Submission of Evidence

Oct 11, 2024

9-A Professional Growth and Improvement — Finding

Requirements

Districts must have a system of professional growth and improvement that meets the requirements of the MA Educator Evaluation Framework, an induction and mentoring program that is strategically designed to allow for continuous improvement of new teachers and of the program itself, and professional development activities that are sustained (not stand-alone, 1-day, or short term workshops), intensive, collaborative, job-embedded, data-driven, and classroom-focused.

Legal Standards

ESEA § 2103(b)(2)(B)

Finding Description

The district did not submit a mentoring and induction plan or a professional development plan.

Required Action

Submit a mentoring and induction plan and professional development plan for the 2024-25 school year.

Deadline for Submission of Evidence

Oct 11, 2024

10-A Title IIA Program Activities Evaluation — Finding

Requirements

Professional development and other activities funded with Title IIA funds must use data and ongoing evaluation to continually update and improve activities.

Legal Standards

ESEA § 2102(b)(2)(D)

Finding Description

The district did not submit an evaluation of program activities funded by Title IIA.

Required Action

Submit a written summary of the 2023-24 school year Title IIA program evaluation, including indicators of impact on student achievement, strengths and weaknesses of the program, and subsequent program changes. The summary should include evaluation of participating private school services as well. Submit a detailed plan for how you will carry out the 2024-25 Title IIA program evaluation, including the timeline of steps involved, data collected and analyzed to gauge impact, individuals responsible for each step, and stakeholders consulted. Include in your plan how you will collaborate with participating private schools to

evaluate services. Participate in targeted technical assistance on program evaluation as required by the Federal Grant Programs office.

Deadline for Submission of Evidence

Oct 11, 2024

12-A Title IVA Distribution of Funds — Finding

Requirements

Districts are required to prioritize the distribution of Title IVA funds to schools with the greatest needs, have the highest percentages or numbers of children in poverty, are identified for support and improvement, are implementing targeted support and improvement plans, or are identified as a persistently dangerous public elementary school or secondary school under section 8532.

Legal Standards

ESEA §4106(e)(2)(A)

Finding Description

The district submitted an insufficient response that did not describe how the district determines where and why Title IVA funding was targeted within the district based on assessed need and priority.

Required Action

Submit a description of the process for prioritizing the distribution of Title IVA funds to schools.

Deadline for Submission of Evidence

Oct 11, 2024

13-A Title IVA Program Activities Evaluation — Finding

Requirements

The district annually reports to the state how funds are being used and the degree to which the district has made progress toward meeting the objectives and outcomes described in its application for the use of these funds.

Legal Standards

ESEA §4106(e)(2)(F)

Finding Description

The district did not submit an evaluation of program activities funded by Title IVA.

Required Action

Submit a written summary of the 2023-24 school year Title IVA program evaluation, including indicators of impact on student achievement, strengths and weaknesses of the program, and subsequent program changes. The summary should include evaluation of participating private school services as well. Submit a detailed plan for how you will carry out the 2024-25 Title IVA program evaluation, including the timeline of steps involved, data collected and analyzed to gauge impact, individuals responsible for each step, and stakeholders consulted. Include in your plan how you will collaborate with participating private schools to evaluate services. Participate in targeted technical assistance on program evaluation as required by the Federal Grant Programs office.

Deadline for Submission of Evidence
Oct 11, 2024