MASSACHUSETTS
Department of Elementary and Secondary Education

Auburn
(LEA Code: 0017)

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

Monitoring Outcomes Report

Issued: May 16, 2025
Last Updated: December 03, 2025

Federal Grant Programs Team

Resource Allocation Strategy and Planning Office

Patrick Tutwiler
Interim Commissioner

MEMORANDUM

To: Auburn, Title I, IIA, and IVA Directors in FY 2024 Monitoring Cohort

From: Simone Lynch, Director of Federal Grant Programs

Date: May 16, 2025

Subject: Notice of FY 2024 ESSA (Titles I, IIA, and IVA) program monitoring required actions

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Thank you for submitting materials for your district's FY 2024 federal grant program monitoring review. Our federal grants program staff members have reviewed the materials your district submitted and, in certain cases, have requested and obtained additional documentation from your district.

All district submissions, record of review, and the district's monitoring outcomes report are located in the Communication Hub and Monitoring Portal (CHAMP). The report lists all review criteria and indicates which requirements were fulfilled and which had findings. Criteria with findings include a description of the finding, required action, and a deadline for submission of evidence that the required action to address the finding is complete.

Evidence of required actions must be uploaded in CHAMP by **October 10, 2025** in the same manner that initial submission of documentation was uploaded by the district's monitoring contact person.

The federal government, the Department (DESE), and the district all have an interest in seeing that actions taken to address findings are sufficient and that compliance with grant program requirements is sustained beyond completion of this monitoring review. To this end, your ESSA grant monitoring reviewer will be in contact as needed to provide your district support. Support and oversight can range from phone contact and online meetings to in-person visits and required in-depth technical assistance activities.

If you have any questions or concerns, please contact your ESSA grant monitoring reviewer.

Monitoring Outcomes Report

Criteria	Finding	Requirement Fulfilled	Required Action Resolved (if applicable)
1-A Title I Needs Assessment		Yes	
1-B Title IIA Needs Assessment		Yes	
1-D Submission of Annual ESSA Grant Application		Yes	
1-E-1 Private School Outreach	Yes		12/03/2025
1-G Equitable Access to Excellent Educators		Yes	
2-A Maintenance of Effort		Yes	
2-B Comparability of Services		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	
3-B Title I Family/Guardian Engagement	Yes		12/03/2025
3-C Title I Family/Guardian Outreach and Involvement	Yes		10/27/2025
4-A Title I Evaluation	Yes		10/27/2025
4-C Title I Targeted Assistance Programs	Yes		12/03/2025
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	
9-A Professional Growth and			

Improvement		Yes	
10-A Title IIA Program Activities Evaluation		Yes	
13-A Title IVA Program Activities Evaluation	Yes		10/27/2025

1-E-1 Private School Outreach — Finding

Requirements

Private School Outreach:
The district consults with appropriate private school officials regarding services for eligible private school children and maintains records of outreach and responses from each eligible private school.

Legal Standards

ESEA §§1117; 8306

Finding Description

District did not provide evidence that offers of consultation were received by eligible private schools.

Required Action

Submit evidence that spring distribution of offers of consultation for school year 2025-26 participation were received by all eligible private schools, including their responses, and evidence that a reasonable amount of time was provided for consideration.

Deadline for Submission of Evidence

Oct 10, 2025

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

District did not submit evidence that the Title I family engagement policies were evaluated by families/guardians.

Required Action

Submit a current, dated copy of the district's and each Title I school's Title I family engagement policy after they have been updated with family/guardian input. Submit evidence that the family engagement policies have been reviewed by families/guardians and revisions have been made in an updated policy.

Deadline for Submission of Evidence

Oct 10, 2025

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

1. District did not hold school year 2024-25 Title I annual meetings for all Title I schools. 2. The district did not submit sufficient evidence to show that the Title I schools have provided accessible tools to help build capacity among families in understanding and collectively supporting student improvement and achievement.

Required Action

1. Submit evidence that the school year 2025-26 Title I meetings occurred for all Title I schools in the district. 2. Submit evidence that the Title I schools provide parents/families with communications, resources, workshops, trainings, etc. to help them build capacity to understand and improve their child's academic achievement. Evidence may include copies of meeting agendas, workshop flyers, sign-in sheets, newsletters and other documentation that demonstrates the district is providing accessible tools to assist all families/guardians in understanding the state's high standards, as well as sharing best practices and resources with families on how to monitor and improve student academic progress and achievement.

Deadline for Submission of Evidence

Oct 10, 2025

4-A Title I Evaluation — Finding

Requirements

The district evaluates the Title I plan at least on an annual basis and makes necessary revisions to reflect substantial changes in the direction of Title I program(s). The evaluation reflects accountability data for the district and all Title I schools.

Legal Standards

ESEA §§1112; 1114~1116; 1431(a)

Finding Description

District did not submit a Title I evaluation summary that includes data analysis.

Required Action

Submit a written summary of the 2024-25 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 2025-26 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 10, 2025

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

District did not submit the criteria sheets and rank-ordered list of screened/selected students for each Title I program that the districts runs.

Required Action

Submit the district's SY25-26 Title I program plan, Title I selection procedure, criteria sheets for each Title I program, and ranked ordered student selection list for each Title I program.

Deadline for Submission of Evidence

Oct 10, 2025

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

District did not submit a Title IVA evaluation summary that includes data analysis.

Required Action

Submit a written summary of the 2024-25 school year Title IVA program evaluation, including indicators of impact on student achievement, strengths and weaknesses of the program, and subsequent program changes. Participate in targeted technical assistance on program evaluation as required by the Federal Grant Programs office.

Deadline for Submission of Evidence

Oct 10, 2025