MASSACHUSETTS
Department of Elementary and Secondary Education

Sharon
(LEA Code: 0266)

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

Monitoring Outcomes Report

Issued: June 11, 2025
Last Updated: December 23, 2025

Federal Grant Programs Team

Resource Allocation Strategy and Planning Office

Patrick Tutwiler
Interim Commissioner

MEMORANDUM

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

From: Simone Lynch, Director of Federal Grant Programs

Date: June 11, 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		11/05/2025
1-B Title IIA Needs Assessment	Yes		12/05/2025
1-D Submission of Annual ESSA Grant Application		Yes	
1-E-1 Private School Outreach	Yes		12/23/2025
1-E-2 Private School Participation and Programming		Yes	
1-F Private School Participants		Yes	
1-G Equitable Access to Excellent Educators	Yes		10/17/2025
2-A Maintenance of Effort		Yes	
2-B Comparability of Services	Yes		12/23/2025
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		11/04/2025
3-B Title I Family/Guardian Engagement	Yes		12/10/2025
3-C Title I Family/Guardian Outreach and Involvement	Yes		12/23/2025
4-A Title I Evaluation	Yes		12/10/2025
4-C Title I Targeted Assistance Programs	Yes		12/23/2025
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		11/04/2025
9-A Professional Growth and Improvement	Yes		12/10/2025
10-A Title IIA Program Activities Evaluation	Yes		09/16/2025
13-A Title IVA Program Activities Evaluation	Yes		11/04/2025

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

District did not submit 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 (must include reference to Title I and Title IIA).

Deadline for Submission of Evidence

Jul 25, 2025

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

District did not submit 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 (must include reference to Title I and Title IIA).

Deadline for Submission of Evidence

Jul 25, 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

Sep 19, 2025

1-G Equitable Access to Excellent Educators — Finding

Requirements

Equitable Access to Excellent Educators: The district works to identify and address any disparities that result in historically disadvantaged student groups being taught at higher rates than other students by lower rated, inexperienced, or out-of-field teachers.

1. How is the district closing any inequities in the rates at which low-income students, students of color, English learners, and students with disabilities are taught by lower rated, out-of-field, or inexperienced teachers?
2. How are plans to address these inequities based in local data?

Legal Standards

ESEA § 1111(g)(1)(B)

Finding Description

The district did not submit sufficient documentation related to identified gaps in equitable access to excellent educators.

Required Action

Submit plans to address the specific equity gaps identified in the 3-year Student Learning Experience (SLE) report.

Deadline for Submission of Evidence

Oct 10, 2025

2-B Comparability of Services — Finding

Requirements

Comparability of Services:
District has and follows a written comparability reporting procedure. District's comparability demonstration is prepared annually and demonstrates that services provided through state and local funds in Title I schools are comparable to those provided in non-Title I schools. When all schools are Title I schools, comparability demonstration shows that district uses state and local funds to provide services that, taken as a whole, are substantially comparable in each school.
(N.B., Comparability of services applies to local and state funds, not to Title I or other federal funds.)

Legal Standards

ESEA §1118(c)

Finding Description

District did not submit their Title I comparability procedure or their comparability demonstration.

Required Action

Submit comparability procedure and comparability demonstration for SY25-26.

Deadline for Submission of Evidence

Oct 10, 2025

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

1. Sharon Middle School's report card does not show date sent and the website is not updated to reflect the 2024 report card. 2. District did not notify families/guardians if their child's teacher is not appropriately licensed for grade and subject assigned to teach.

Required Action

1. Submit evidence that Sharon Middle School did distribute report card letter and update website. 2. Notify families/guardians that their child has been taught by a teacher that is not appropriately licensed for their grade and/or subject area for four or more consecutive weeks. Please submit evidence of such notification.

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

1. District did not submit family/guardian engagement policies. 2. District did not submit Title I school-family/guardian compact.

Required Action

1. Submit Title I district and school-level family/guardian engagement policies including documentation that the policies were reviewed by parents/guardians. 2. Submit the FY25-26 Title I school-family/guardian compact for each Title I school.

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 submit evidence of annual Title I meeting. 2. The district did not submit 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 annual Title I meeting has taken place for each Title I school. 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 program evaluation procedure or Title I program evaluation summary.

Required Action

1. Submit Title I program evaluation procedure. 2. 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

Aug 15, 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 Title I programs

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

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

District did not submit their process for prioritizing the distribution of Title IIA funds to schools.

Required Action

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

Deadline for Submission of Evidence

Sep 19, 2025

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

District did not submit professional development plan, teacher and principal induction program, and educator evaluation framework.

Required Action

Submit professional development plan, teacher and principal induction program, and educator evaluation framework for SY25-26.

Deadline for Submission of Evidence

Oct 10, 2025

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

District did not submit Title II Program Activities Evaluation.

Required Action

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

Aug 15, 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 Title IVA Program Activities Evaluation.

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

Aug 15, 2025