MASSACHUSETTS
Department of Elementary and Secondary Education

Sudbury
(LEA Code: 0288)

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

Monitoring Outcomes Report

Issued: May 16, 2025
Last Updated: October 21, 2025

Federal Grant Programs Team

Resource Allocation Strategy and Planning Office

Patrick Tutwiler
Interim Commissioner

MEMORANDUM

To: Sudbury, 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 grant program staff 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 finding description, required action, and a deadline for submission of evidence that the required action to address the finding is complete.

Evidence of required actions are to be uploaded in CHAMP by the deadline, **October 10, 2025** , in the same manner that initial submission of documentation was uploaded by the district monitoring contact.

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	
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		10/20/2025
3-C Title I Family/Guardian Outreach and Involvement		Yes	
4-A Title I Evaluation		Yes	
4-C Title I Targeted Assistance Programs	Yes		10/21/2025
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	

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 a district or school Title I Family Engagement policy that includes description of meeting(s) to learn about Title I, systems/policies in place for families to be involved in planning, implementation, and review of Title I programs, how information on assessments and proficiency levels is provided, and opportunities to build capacity to be involved in students' education.

Required Action

Submit a current, dated copy of the district and school Title I family engagement policy, or an inclusive policy that incorporates all of the required district-level and school-level components, that was developed with family input.

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

The criteria used for Title I student selection (multiple academic assessments) are not weighted to arrive at a composite score per student screened for possible Title I participation. Since screened students are not ranked according to composite score, there is no indication as to who is selected or not and where the cut-off is for students selected and participating and those that are not.

Required Action

Submit criteria used for Title I student selection for each grade/subject of the Title I program that contain weighted criteria to arrive at a composite score for each student. Provide rank-ordered composite score lists of students screened for Title I per grade/subject that include indication of participation or not.

Deadline for Submission of Evidence

Oct 10, 2025