

Title I Monitoring for the 2011-2012 School Year

The state Title I office is required by federal law to monitor local Title I programs to ensure compliance with procedures and regulations every year. Program staff in the state Title I office will monitor Title I programs again in the 2011-2012 school year.

A few years ago, the state Title I office created a self-monitoring tool. The self-monitoring process has enabled us to check the compliance status of more schools than had been done previously through on-site visits. This process has been extremely successful in monitoring Title I issues these past few years; therefore, we are going to continue with the self-monitoring process.

Districts that have been selected for monitoring using the self-monitoring guide will be asked to submit information to the state Title I office to be reviewed by program staff. After the submitted self-monitoring guide and supporting documentation have been reviewed by Title I program staff, a decision will be made as to whether or not an on-site visit is needed.

Each Title I program staff is required to conduct at least one on-site visit. The district selected for an on-site visit is also identified on the list. After the self-monitoring packet has been reviewed and a report compiled, your Title I program staff will call you to set up a conference call to review the report. You will be sent the report ahead of time for review. The conference call will hopefully improve upon the confusion we encountered over the past few years in understanding exactly what needs to be corrected.

Self-monitoring guides have been developed for targeted assistance schools, schoolwide schools, private schools, and schools participating in a Title I cooperative agreement. The self-monitoring guides are currently being updated but will be posted on the department's website at www.dpi.state.nd.us/title1/targeted/resource/monitor/index.shtm. In addition, the state Title I office has also created sample self-monitoring packets so school personnel can see what information needs to be submitted.

For the 2011-2012 school year, 33 districts have been selected to participate in the self-monitoring process. An additional 8 districts will receive an on-site visitation. Three large districts will also be monitored by a team of staff from the state Title I office. Attached is a list of the 44 districts that will be monitored this year along with the assigned Title I program staff who will review each districts' submissions. All districts monitored onsite are encouraged to use the self-monitoring tool as a guide to prepare for the site visit.

The 44 districts being monitored in the 2011-2012 school year will receive written correspondence from the state Title I office within the next several weeks regarding the process to follow. You are encouraged to review the self-monitoring guides found at the website address above to familiarize yourself with the process.

If you have any questions regarding this monitoring process, please feel free to contact Laurie Matzke at lmatzke@nd.gov or 701-328-2284.