Statewide Consolidated Monitoring

Introduction

2 CFR 200.332 of the Uniform Grant Guidance requires pass-through entities, such as the Kentucky Department of Education (KDE), to monitor districts' effectiveness with meeting the requirements of federal programs' implementing statutes and regulations . Many state education programs have their own monitoring requirements.

To reduce the impact on district time and services, KDE annually coordinates the monitoring of several federal and state programs with a selected set of school districts. The consolidated monitoring process provides districts an opportunity to review these programs with an eye toward effective implementation and collaboration. Generally, the following federal and state programs participate in this monitoring process, although the programs attending a visit may change due to specific needs.

- Alternative Education Programs
- Career and Technical Education
- Gifted and Talented
- Preschool Services
- Title I, Part A - Improving Academic Achievement of the Disadvantaged
- Title II, Part A - Teacher and Principal Quality
- Title III - English Learner (EL) and Immigrant Students
- Title IV, Part A - Student Support and Academic Enrichment
- Title V, Part B, - Rural Education Achievement Program (REAP)

Aside from individual program reports, each selected district is provided a consolidated report that represents an opportunity for collaboration across the programs. Program monitors note effective practices identified during the monitoring visit and provide recommendations for addressing noted common concerns. These reports provide opportunities for programs to collaborate, streamline implementation and increase success within each.

District Selection

Districts are selected for monitoring using a risk assessment tool developed in accordance with the Uniform Grant Guidance regarding monitoring, including 2 CFR 200.332 and 2 CFR 200.519. The Uniform Grant Guidance does not specify the factors that must be considered in its evaluation of risk. KDE's tool was developed with collaboration across the programs involved and examines common factors such as programs' award size, length of time since last on-site monitoring visit, local audit results, and the years of experience of the superintendent and finance officer. Additionally, many programs participating in the consolidated monitoring process have their own program-specific risk factors, such as adherence to deadlines, amount of unspent funds, and results from previous monitoring and reviews.

Points are assigned to each category individually and then are totaled. Many times, the districts with the highest scoring totals are selected for monitoring. However, through discussions across KDE program staff, other factors may weigh heavily in making selections, such as time since the last consolidated monitoring visit or whether districts have been selected for other types of monitoring during the current or previous year.

The Monitoring Process
Districts are notified of their selection through a letter that provides initial information, such as the selected date and a general overview of the process. One of KDE's Title I, Part A consultants will be assigned as the lead for each visit and will begin to contact the district's selected contact several weeks prior to the visit.

Districts will be asked to participate in several activities prior to the visit, including viewing an introductory monitoring webinar, selecting contacts, uploading evidence to assigned SharePoint folders, and helping to develop a visit schedule. The Title I, Part A lead is the person who will assist the district with these tasks. Beyond those tasks, individual programs may reach out to the district's program coordinator to request additional information.

Monitoring visits are usually scheduled for 1-3 days, beginning on Tuesday. Once the visit begins, district program coordinators will be interviewed individually by KDE staff. Although KDE staff have reviewed the SharePoint evidence provided, district staff may be asked to provide additional documentation onsite or after the visit. Individually, programs culminate their monitoring activities through an exit interview with the superintendent and district program staff. This offers an opportunity to highlight some of the KDE observations, although it is not likely that KDE staff will be prepared to offer concrete strengths, recommendations, or findings. Generally, those are provided through programmatic reports (issued within 8 weeks of the visit) and the consolidated report (issued within 12 weeks of the visit).

Consolidated Monitoring Contact
Erin Sudduth
Office of Continuous Improvement and Support
Division of School and Program Improvement
300 Sower Blvd., 5th Floor
Frankfort, KY 40601
(502) 564-3791 Ext. 4021
erin.sudduth@education.ky.gov