

The background is a composite image. The top-left portion shows a line of yellow school buses, with the word 'SCHOOL BUS' visible on the front of the lead bus. The bottom-left portion shows a classroom with blue walls, decorated with colorful balloons and framed pictures. Several desks and chairs are arranged in the room.

Title IV, Part A – Needs Assessment

Needs Assessment – ESEA Requirement

- Required for districts that receive \$30,000 or more in funds
- Conducted at least once every three years
- Examine all areas for improvement related to:
 - Students’ access to well-rounded educational opportunities
 - Learning conditions that cultivate a safe and healthy environment for students
 - Access to personalized learning experiences supported by technology and professional development for the effective use of data and technology
(*ESEA section 4106(d)*)

Needs Assessment – Data Collection

- Include only relevant district data for targeted area
- Be clear and concise
- Consult with required stakeholders
- Implement a valid instrument for measuring needs
- Make sure needs assessment supports the content areas
- Include reasonable dates (every three years)
- Do not add data that is not relevant to the program
- Do not copy/paste info from Comprehensive District Improvement Plan
- Do not use the media or Google as a Needs Assessment
- Do not use a conversation with a small group only; focus groups could be acceptable provided the focus group is a good representation of all parties involved such as the representatives of the Stakeholder Consultation group.

Needs Assessment - Activities

- Activities should align with the needs identified in the Comprehensive Needs Assessment.
- Activities should focus on getting to the potential root causes of the needs identified.
- Document any meetings regarding the process of creating and reviewing the Needs Assessment as well as document how the data was analyzed.

Needs Assessment

Test District (Test) Public District - FY 2022 - Consolidated - Rev 0 - Title IV Part A

Go To 

For LEAs or consortiums receiving \$30,000 or more, a needs assessment must be completed at least once every 3 years. Please indicate the date(s) and describe the district specific data driven Comprehensive Needs Assessment(s) used among the three content areas: (LEA's receiving less than \$30,000 are not required to complete the items below.)

1) Well-rounded educational opportunities


Date of Assessment:

Comprehensive Needs Assessment used:

2) Safe and healthy students


Date of Assessment:

Comprehensive Needs Assessment used:

3) Effective Use of technology

Date of Assessment:

Comprehensive Needs Assessment used:

Describe the results of the needs assessment to determine how funds will be used.

1) Well-rounded educational opportunities

2) Safe and healthy students

3) Effective Use of technology

Needs Assessment (1)

Engagement of District, School, and Community Stakeholders

Kentucky Department of
E D U C A T I O N

Review Available Data

- Attendance
- Dropout/Graduation Rates
- Disproportionate Suspension/Expulsion
- School Climate Surveys
- Teacher/Staff Surveys
- Parent/Family Surveys
- Access to Enriched Curriculum
- Availability of Services
- Opportunities for College and Career Exploration
- Other

Identify Needs/Gaps/Challenges Related to Title IV, Part A Allowable Activities

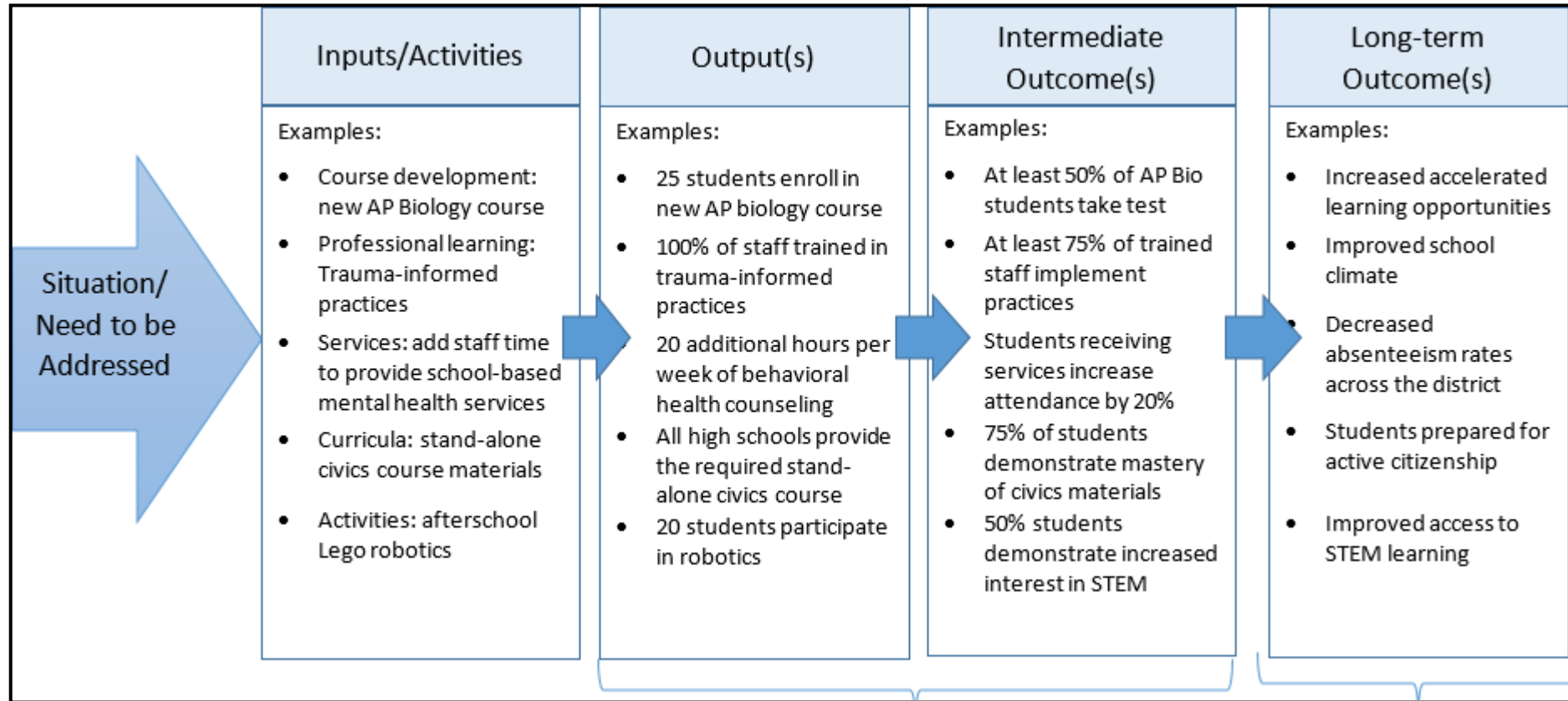
- Programs
- Training
- Services
- Resources
- Equity
- Special Populations
- Learning Environment
- Other

Explore the Evidence Base/Best Practices for Addressing the Identified Needs/Gaps/Challenges

Select the Intervention/Activities/Services and Determine How to Evaluate Effectiveness

Identify Related Local/State Efforts for Leveraging Funding and Explore Partnerships with External Entities

Needs Assessment (2)



Needs Assessment – Supplement/Not Supplant

Section 4110 requires that Student Support Academic Enrichment (SSAE) program funds be used to supplement, and not supplant, non-federal funds that would otherwise be used for activities authorized under the SSAE program. This means that a Local Education Agency (LEA) may not use SSAE program funds to carry out activities that would otherwise be paid for with state or local funds. In determining whether a particular use of funds would violate the non-supplanting requirement, LEAs should consider matters such as whether the cost involved is currently paid for using state or local funds or whether the cost involved is for an activity that is required by state or local law. In no event may LEAs decrease the amount of state or local funds used to pay the cost of an activity simply because of the availability of the SSAE program funds.

What can Title IV, Part A funds support?

Allowable	Non-Allowable
<ul style="list-style-type: none">• Salaries• Educational Experiences• Professional development (outside consultant fees, travel for conferences, registration, subs, etc.)• College and career counseling/guidance• Instructional materials and Supplemental Curriculum Resources (cannot be used to purchase curriculum that is part of the normal district function)• Healthy, Active Lifestyle and Nutritional Education• School-based Mental Health Services• Trauma-Informed Classroom Management• Technology purchases integral to the running of a Title IV-A funded program• All expenses must be supplemental	<ul style="list-style-type: none">• Construction, renovation, or repair of any school facility• Meals• Light refreshments and snacks are allowed in certain circumstances• Field trips for entertainment• Medical services or drug treatment or rehabilitation. <i>Except for integrated student supports, specialized instructional support services, or referral to treatment for impacted students, which may include students who are victims of, or witnesses to, crime or who illegally use drugs.</i>• Anything that would NOT be directly related to education or transition (ex. birthday parties, gift cards, entertainment)

Needs Assessment – Documentation

- Keeping updated records and documentation is an essential component of Title IV, Part A.
- Good thing to remember, “If it is not documented, it did not happen.”
- During monitoring of districts, proper documentation of activities and meetings can streamline the process.

Needs Assessment

- If you have any questions, please feel free to reach out to us anytime:
 - Lalah Brewer – 502-564-4772 ext. 4028 Lalah.brewer@education.ky.gov
 - Lee Bowling – 502-564-4772 ext. 4035 lee.bowling@education.ky.gov