



**Program Monitoring: Title I, Part A**  
**Monitoring form for Schoolwide**  
**Program, Section 1114**

Gallatin County

75 Boardwalk  
Warsaw, KY 41095

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## Introduction

This tool is used in the evaluation of Title I, Part A activities and procedures in the schoolwide program setting, resulting in a determination of compliance and/or effectiveness for each monitoring question. The tool is organized into sections that directly align with the sections of Title I, Part A of the Elementary and Secondary Act of 2001. Each section contains multiple monitoring questions that will be evaluated.

The list in parentheses within each monitoring questions contains examples of documentation that may be submitted for review. Only documentation for the current school year must be submitted unless prior year information is requested or applicable.

On-Site Expectations are sample practices or procedures that KDE staff may be able to observe related to program effectiveness.

- YES indicates compliance with and/or effective implementation of that indicator.
- NO indicates the need for technical assistance to be in compliance with or to effectively implement that indicator. Findings, actions, and/or recommendations will be stated on the final monitoring report submitted to the district.
- N/A indicates that the monitoring question does not apply. If N/A is not a response option, either YES or NO must be the response, with additional comments or evidence provided as necessary. If No or N/A is selected as a response, please explain in the comment section.

Please Note: In some cases, all items may not be required.

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**Needs Assessment**

Label	Assurance	Response	Comment	Attachment
1. Schoolwide Program	Using the school's needs assessment results, does the school annually assess educational needs of all students in the school and identify priority needs in which federal, state, and local resources will be focused? (school plan executive summary, needs assessment results)			

Label	Assurance	Response	Comment	Attachment
2a. Schoolwide Program	Based on analysis of the data, does the school identify strategies based on scientifically based research to address priority needs? (school plan, needs assessment)			

Label	Assurance	Response	Comment	Attachment
2b. Schoolwide Program	Do all teachers participate in the analysis of data and the development of the overall instructional program in order to improve student achievement? (school plan, needs assessment)			

Label	Assurance	Response	Comment	Attachment
3. Schoolwide Program	If the Title I Ranking Report lists counselors, nurses, media specialist or 'other' staff for the school, is there documentation indicating this need in order to improve student achievement? (needs assessment)			

### School Program Design and Effectiveness

Label	Assurance	Response	Comment	Attachment
4. Schoolwide Program	Are ongoing assessments effectively used to assist in diagnosis, teaching, learning, and to provide information to teachers, parents, and students regarding achievement of individual students?(assessments used in diagnosis to improve achievement of individual students)			

Label	Assurance	Response	Comment	Attachment
5. Schoolwide Program	Does the school staff effectively serve all students, especially students most at-risk of failing to meet state academic performance standards, with needs-based programs, including an effective system of interventions? (interviews with staff, school plan, coordination of programs to serve students)			

Label	Assurance	Response	Comment	Attachment
6. Schoolwide Program	Are Title I purchased computers/software/books/supplies addressing the needs to improve the instructional program of the school? (observations, interviews, needs assessment summary, lesson plans)			

Label	Assurance	Response	Comment	Attachment
7. Schoolwide Program	Are there processes the district Title I, Part A Coordinator uses to verify that activities/strategies in the SWP are being implemented effectively? (observations compared to plans, walkthrough notes, meeting notes)			

Label	Assurance	Response	Comment	Attachment
8. Schoolwide Program	Annually, does the school effectively review the implementation of and results achieved by the schoolwide program and use these findings to revise its schoolwide plan? (copy of evaluation, recommendations)			

Label	Assurance	Response	Comment	Attachment
9. Schoolwide Program	Are scientifically based research strategies used by the entire school to improve the instructional program and impact the entire school population, including economically disadvantaged, disabled, homeless, migrant, and English language learners? (Title I does not have to fund all strategies being implemented in a school. However, for those strategies that are Title I funded, evidence should be found in plan books, observations, interviews or other documents)			

Label	Assurance	Response	Comment	Attachment
10a. Schoolwide Program	Is there evidence that the schoolwide program design reflects the finding identified in the school's needs assessment? (school plan)			

Label	Assurance	Response	Comment	Attachment
10b. Schoolwide Program	Is the schoolwide program coordinated with the plan and goal oriented instead of activity oriented? (school plan)			

Label	Assurance	Response	Comment	Attachment
11. Schoolwide Program	Are paraeducators with instructional duties under the direct supervision of a highly qualified classroom teacher and providing instruction rather than clerical work? (schedule of day)			

Label	Assurance	Response	Comment	Attachment
12. Schoolwide Program	Is there a schedule of non-instructional duties for instructional paraeducators demonstrating that the duties are on a limited basis only and comparable to the non-instructional duties of certified instructional staff? (schedule of non-instructional duties)			

Label	Assurance	Response	Comment	Attachment
13a. Schoolwide Program	Does instructional staff (certified and classified) receive professional development to implement the school plan? (observations, interviews)			

Label	Assurance	Response	Comment	Attachment
13b. Schoolwide Program	Are the strategies from professional development monitored for effective and correct implementation? (observations, interviews)			

Label	Assurance	Response	Comment	Attachment
14. Schoolwide Program	Does the program include programs to assist with transitions between early childhood programs and primary programs? (interviews, lesson plans, observations, schedules)			

Label	Assurance	Response	Comment	Attachment
15. Schoolwide Program	Are Title I, Part A funds effectively coordinated with other federal, state, and local funds to improve student achievement? List the funding sources with which Title I, Part A funds are coordinated in the comments box.			

Label	Assurance	Response	Comment	Attachment
16. Schoolwide Program	Does the school use effective strategies to attract highly qualified teachers? (interviews, policy)			

Label	Assurance	Response	Comment	Attachment
17. Schoolwide Program	Is there documentation that the school has effectively addressed all ten schoolwide program (SWP) components? (school plan, SWP report)			

Label	Assurance	Response	Comment	Attachment
18. Schoolwide Program	Is the school meeting cap size requirements without using Title I funds? (interviews, observations, school staffing patterns)			

**Parent Involvement**

Label	Assurance	Response	Comment	Attachment
19. Schoolwide Program	Is there documentation for the following: annual parent meeting, student progress shared with parents, and parent conferences? (minutes, sign-in sheets, notes)			

Label	Assurance	Response	Comment	Attachment
20. Schoolwide Program	Were parents effectively involved in program planning, design and implementation, and expenditure of Title I parent involvement funds? (minutes and dates of meetings, sign-in sheets)			

Label	Assurance	Response	Comment	Attachment
21. Schoolwide Program	Was the school Parent Involvement Policy developed in consultation with, reviewed by and made available to parents? (minutes and dates of meetings, sign-in sheets)			

Label	Assurance	Response	Comment	Attachment
22. Schoolwide Program	Was the school compact developed in consultation with, reviewed by, and made available to parents? (minutes and dates of meetings, sign-in sheets)			

Label	Assurance	Response	Comment	Attachment
23. Schoolwide Program	Is there evidence to substantiate the effective implementation of the parent involvement policy and compact? (minutes of meetings, signed copies of compact)			

Label	Assurance	Response	Comment	Attachment
24. Schoolwide Program	Are parent evaluation findings effectively used to revise school-level policy and parent involvement activities so that it promotes the improvement of student academic achievement, the social and emotional welfare of students and the school's teaching and learning environment? (copy, results and a written summary of the annual evaluation of the parent involvement program)			