

**TITLE I, PART A
ACTIONS NEEDED FORM
BASED ON MONITORING VISIT**

DISTRICT	DISTRICT TITLE I COORDINATOR	KDE TITLE I CONSULTANT	DATE OF MONITORING VISIT	COMPLIANCE TARGET DATE
Madison County	Mendy Mills	Judy Littleton	February 21-23, 2012	

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
I. ELIGIBLE PUBLIC SCHOOLS & ALLOCATIONS Section 1113	<ul style="list-style-type: none"> • Farristown (new school) count was correctly calculated once boundary lines were finalized and the school opened. All students came from one middle school (school split due to increase size to two of equal size). Feeder schools remained the relatively the same as with the previous middle school. • DPP maintains counts and provides information to Federal Programs Coordinator. • White Hall became a schoolwide in 2005-2006 with a low-income population of 46.07%. The following year a new school opened and with the redistricting the low-income level dropping below 40%. A reminder was given to the Federal Programs Coordinator that the low-income level will need to stay above 35% for the school to be eligible to be served. Counts for next year's ranking report have been calculated and the school is above 35%. 	None at this time
II. LOCAL INSTITUTIONS FOR NEGLECTED CHILDREN Section 1113	<ul style="list-style-type: none"> • No facilities are located or operated by Madison County Schools. 	N/A

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
III. HOMELESS CHILDREN AND YOUTH Section 1113 of Title I and Section X	<ul style="list-style-type: none"> • 50% of 3101 Title I funds set aside for homeless (\$10,000) have been expended. None of 3102 Title I funds set aside for homeless (\$6,500). The districts reported that school counselors at the high schools were aware of the funds but have not asked for any. • The district does not have a McKinney Vento Grant. • The district DPP has been designated homeless liaison. • Infinite Campus records identify 226 children as homeless. • One identified homeless child was transported last year to school of origin within district boundaries. 	<p>None at this time</p>
IV. PARENT INVOLVEMENT Section 1118	<ul style="list-style-type: none"> • Parent council meets 3 times a year to review and discuss the district Title I program. • District parent involvement policy was developed by KSBA. • Communications other than English are provided to families as needed in Spanish and Arabic. • Coordination of Title I with FRYSCs is common practice in schools. • Parent Involvement activities vary from school-to-school. • Continue to encourage parents to participate in the district parent council that are not parents on the school's council. 	<p>None at this time</p>

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
V. TITLE I SCHOOL IMPROVEMENT Section 1116	<ul style="list-style-type: none"> • Parent notification letters, school choice letters, and SES letter are posted on the district Web site. • Parent letters were sent home with all students as soon as the school publically was identified. Copies are available at each of the 3 schools. • All requests for transfer and to participate in SES have been honored at the time of the monitoring visit. • SES will be available through July; however, at the time of the monitoring visit, SES services were in the first year. • District has a procedure where all schools (Title I, non-Title I, and schools not in assistance) participate in a peer review process. • 10% funds have been designated for all 3 schools identified. Funds for Mayfield are almost expended. The schools have plans to finish expending funds with professional development session in the summer break. 	<p>None at this time</p>
VI. TITLE I DISTRICT IMPROVEMENT Section 1116	<ul style="list-style-type: none"> • Parent notification letter is posted on the district Web site. • The district does not qualify for RLIS funds. 	<p>None at this time</p>
VII. HIGHLY QUALIFIED STAFF Section 1119	<ul style="list-style-type: none"> • Parent letter is posted on the district Web site. • One parent requested last year. Information was sent. • All teachers and paraeducators are highly qualified prior to hiring. • All long-term substitutes are highly qualified prior to hiring. 	<p>None at this time</p>
VIII. CONSULTATION Section 1112	<ul style="list-style-type: none"> • District Title I coordinator meets annual with each principal to discuss allocation. • Each school is provided a district liaison to assist with school decisions. The Title I coordinator works with the 3 schools in assistance. 	<p>None at this time</p>

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
<p>IX. SERVICES TO ELIGIBLE PRIVATE SCHOOL CHILDREN Section 1120</p>	<ul style="list-style-type: none"> • The district provides tutoring services to two private schools: St. Marks Catholic School and Bluegrass Christian School. • Both schools use information from the free/reduced lunch forms to determine eligibility. • Eligibility records are kept at the school and are available during monitoring. • Tutoring services are in a pull-out session during the school day. • Tutoring services are based on an hourly rate. Both schools have exhausted their allotted funds. • Tutor is employed at Madison County schools as a substitute teacher. She is a retired classroom teacher and is highly qualified. • St. Mark's School's Title I program is competently and effectively run. • Bluegrass Christian School's Title I program is mostly operated at the classroom level. The school administrator was unconcerned during the monitoring visit about the requirements in a Title I Program. However, this was not evident during the consultation time last May (based on documents provided by the district). KDE will assist, if requested, with consultation in May 2012 with the administrator of Bluegrass Christian School in understanding fully the responsibilities with the Title I Program. 	<p>None at this time</p>

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
<p>X. FISCAL MANAGEMENT Section 1120A</p>	<ul style="list-style-type: none"> • No portion of a Title I audit was charged to Title I. • The district is in its first year of supplemental education services for students at Mayfield ES. • Project code 3101 had carryover due to the ARRA funds. At present, the funds are below 8%. • The school nurses are funded partially through a grant with the health department. Each Title I school is required to use \$5,000 of its allocation as a supplement to this grant. The district general funds pays the remainder of the contract for each of its non-Title I schools and other district services. This staff will need to be included on the Ranking Report as “Other” or taken off the top as a set-aside. However, for this expenditure, a need must be identified at the district level for a district set-aside or at each school if taken as an expense from their allocation. If taken from the school allocations, the schools will need to identify these services in their need assessment. It was not evident in conversations at all schools that the nursing services were considered a need, rather a requirement set from the district. It is recommended that the district take funds as a district set-aside as the district is the agency that contracted with the health department and that these funds are supplemental to the district cost (supplement vs. supplanting). • The MUNIS codes that are no longer allowable need to be changed to allowable codes. These have been corrected via conversations with the finance officer during the monitoring visit. 	

<p>AREAS REVIEWED SCHOOLWIDE PROGRAM Section 1114</p>	<p>FINDINGS (List schools findings apply to.)</p> <p>Elementary Schools (Daniel Boone, Glenn Marshall, Kingston, Kirksville, Kit Carson, Mayfield, Shannon Johnson, Silver Creek, Waco, and White Hall)</p>	<p>ACTIONS NEEDED TO ADDRESS FINDINGS</p>
<p>I. NEEDS ASSESSMENT</p>	<ul style="list-style-type: none"> • Needs assessments are completed at each school as part of the improvement planning process. • The schools analyze state assessment data annually to set goals and benchmarks assessments as progress monitoring. • If nurses are supplemented with part of the Title I school allocation, they will need to be included on the Ranking Report as "Other". 	<p>None at this time</p>
<p>II. PROGRAM DESIGN AND EFFECTIVENESS</p>	<ul style="list-style-type: none"> • Schools use a variety of instructional strategies based on the needs of the individual schools. • Schools are provided frequently budgets that show remaining amounts in categorical program funds. • Title I coordinator works with each school annually in determining Title I allocation budgets and periodically to monitor expenditures. • SWP Reports were completed (typed) for each school except Daniel Boone ES. Daniel Boone had a handwritten version. It is recommended that the district Title I coordinator review these with school leadership and provide guidance as needed in addressing the 10 components. • All staff is highly qualified. 	<p>None at this time</p>

AREAS REVIEWED SCHOOLWIDE PROGRAM Section 1114	FINDINGS (List schools findings apply to.)	ACTIONS NEEDED TO ADDRESS FINDINGS
III. PARENT INVOLVEMENT	<p>Elementary Schools (Daniel Boone, Glenn Marshall, Kingston, Kirksville, Kit Carson, Mayfield, Shannon Johnson, Silver Creek, Waco, and White Hall)</p> <ul style="list-style-type: none"> • All schools have parent involvement policies and compacts. • All schools reported that these are reviewed annually; however, some have documentation and some did not. • Some schools have active PTOs and some struggle. All provide meaningful opportunities for parents to become engaged in the education process. It is encouraged that the district, as needed, ensure that parents are evenly represented from each school on the district parent council that meets three times annually. 	<p>None at this time</p>

AREAS REVIEWED SCHOOLWIDE PROGRAM Section 1114	FINDINGS (List schools findings apply to.)	ACTIONS NEEDED TO ADDRESS FINDINGS
I. NEEDS ASSESSMENT	<p>Middle Schools (Clark Moores, Farristown, Foley, Madison Middle, Michael Caudill)</p> <ul style="list-style-type: none"> • Needs assessments are completed at each school as part of the improvement planning process. • The schools analyze state assessment data annually to set goals and benchmarks assessments as progress monitoring. • If nurses are supplemented with part of the Title I school allocation, they will need to be included on the Ranking Report as "Other". 	<p>None at this time</p>

<p align="center">AREAS REVIEWED SCHOOLWIDE PROGRAM Section 1114</p>	<p align="center">FINDINGS (List schools findings apply to.)</p>	<p align="center">ACTIONS NEEDED TO ADDRESS FINDINGS</p>
<p>II. PROGRAM DESIGN AND EFFECTIVENESS</p>	<p>Middle Schools (Clark Moores, Farristown, Foley, Madison Middle, Michael Caudill)</p> <ul style="list-style-type: none"> • Schools use a variety of instructional strategies based on the needs of the individual schools. • Schools are provided frequently budgets that show remaining amounts in categorical program funds. • Title I coordinator works with each school annually in determining Title I allocation budgets and periodically to monitor expenditures. • SWP Reports were completed (typed) for each school. It is recommended that the district Title I coordinator review these with school leadership and provide guidance as needed in addressing the 10 components. • All staff is highly qualified. 	<p>None at this time</p>
<p>III. PARENT INVOLVEMENT</p>	<ul style="list-style-type: none"> • All schools have parent involvement policies and compacts. • All schools reported that these are reviewed annually; however, some have documentation and some did not. • Some schools have active PTOs and some struggle. All attempt to provide meaningful opportunities for parents to become engaged in the education process. However, using the idea that it is difficult for MS parents to become engaged needs to be dissolved. It is encouraged that the district, as needed, ensure that parents are evenly represented from each school on the district parent council that meets three times annually. 	<p>None at this time</p>