

**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
LIVINGSTON COUNTY	Melvin Houk	Claude Christian	March 20, 2012	June 1, 2012 – new policies revised October 1, 2012 – evidence of implementation of policies as described below

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
I. ELIGIBLE PUBLIC SCHOOLS & ALLOCATIONS Section 1113		
II. LOCAL INSTITUTIONS FOR NEGLECTED CHILDREN Section 1113		
III. HOMELESS CHILDREN AND YOUTH Section 1113 of Title I and Section X		

AREAS REVIEWED DISTRICT	FINDINGS	ACTIONS NEEDED TO ADDRESS FINDINGS
IV. PARENT INVOLVEMENT Section 1118	<ol style="list-style-type: none"> 1. District needs to update parent involvement policy at district level. 2. District parent involvement policy has not been updated. 3. Particularly, North Middle school policy needs to be more detailed 4. Parent Survey does not address the needs of parents and the results are not used to revise the parent involvement policy on an annual basis. 	<ol style="list-style-type: none"> 1. District must implement strategies to increase parent involvement and present those strategies to the individual schools so the schools can develop their own policies. 2. Need to update parent involvement policy and parent compact at school level. School level parent involvement policies should be school specific (review pages 99-115). 3. District needs to expand school welcome calls to include all schools, not just middle school. Live voices - no robo-calls) 4. District must develop and use parent survey to determine effectiveness of parent involvement policy and identify any changes/updates that may need to be made on an annual basis.
V. TITLE I SCHOOL IMPROVEMENT Section 1116		
VI. TITLE I DISTRICT IMPROVEMENT Section 1116		
VII. HIGHLY QUALIFIED STAFF Section 1119		
VIII. CONSULTATION Section 1112		
IX. SERVICES TO ELIGIBLE PRIVATE SCHOOL CHILDREN Section 1120		
X. FISCAL MANAGEMENT Section 1120A	<ol style="list-style-type: none"> 1. Time and effort logs for Title I district personnel paid partially from Title I funds not kept. 	<ol style="list-style-type: none"> 1. District must ensure that All Title I district personnel paid partially from Title I funds maintain monthly Personal Activity Reports that account for the percentage of time the employee worked directly with Title I. Signed copies of activity reports must be kept on file.

AREAS REVIEWED SCHOOLWIDE PROGRAM Section 1114	FINDINGS (List schools findings apply to.)	ACTIONS NEEDED TO ADDRESS FINDINGS
I. NEEDS ASSESSMENT		
II. PROGRAM DESIGN AND EFFECTIVENESS	<ol style="list-style-type: none"> 1. In all schools, Parent Compact and Parent Involvement Policy do not meet standards 2. Middle School does not have evidence of 10 Components of a Schoolwide Program 3. Middle school is not utilizing Schoolwide Plan 4. Middle School staff does not understand the purpose/use of a Schoolwide program 	<ol style="list-style-type: none"> 1. SCHOOLS NEED TO UPDATE AND REVISE BOTH COMPACT AND SCHOOL POLICY 2. MIDDLE SCHOOL NEEDS TO ADDRESS 10 COMPONENTS OF EFFECTIVE SCHOOL WIDE PROGRAM 3. MIDDLE SCHOOL NEEDS TO IMPLEMENT COMPREHENSIVE SCHOOL PLAN 4. MIDDLE SCHOOL NEEDS TO OPERATE AS SCHOOLWIDE PROGRAM IN THEORY AND ACTION
III. PARENT INVOLVEMENT		

AREAS REVIEWED TARGETED ASSISTANCE SCHOOL Section 1115	FINDINGS (List schools findings apply to.)	ACTIONS NEEDED TO ADDRESS FINDINGS
I. NEEDS ASSESSMENT AND SELECTION OF STUDENTS		
II. PROGRAM DESIGN AND EFFECTIVENESS		
III. PARENT INVOLVEMENT		