



2019-2020 Random Validation Guidance Document Instructions
Federal Program Compliance Division
Title II, Part A—Supporting Effective Instruction
DO NOT SUBMIT TO TEA

For LEA Information Only.

Statutory Citation: Every Student Succeeds Act (ESSA)

Section 2102(b)—Subgrants to Local Educational Agencies

As part of the ESSA Consolidated Federal Grant Application, the LEA agreed to several assurances related to its Title II, Part A program, including the following:

- The Title II, Part A, program activities will be aligned with challenging state academic standards [Section 2102(b)(2)(A)];
- The LEA will meaningfully consult with teachers, principals, other school leaders, paraprofessionals (including organizations representing such individuals), specialized instructional support personnel, charter school leaders (in an LEA that has charter schools), parents, community partners, and other organizations or partners with relevant and demonstrated expertise in programs and activities designed to meet the purpose of Title II, Part A [Section 2102(b)(3)(A)];
- The LEA will seek advice from the individuals and organizations described in the preceding subparagraph regarding how best to improve the LEA's activities to meet the purpose of Title II, Part A [Section 2102(b)(3)(B)];
- The LEA will use data and ongoing consultation to continually update and improve Title II, Part A, activities [Section 2102(b)(2)(D)]; and
- The LEA will coordinate Title II, Part A, professional development activities with professional development activities provided through other federal, state, and local programs [Section 2102(b)(2)(F)].

Instructions: Use this guidance document to review the LEA's 2019-2020 Title II, Part A program requirements. In the left column write the page number where the requirement is addressed in the relevant pages of the District Improvement Plan. If there are two or more requirements on the same page, please also indicate the specific paragraph or section where each requirement is addressed.

When compiling the pdf file for submission, please ensure:

- that pages are not compressed or reduced in size;
- that landscape pages are oriented with their right-hand edge at the top;
- that the entire packet is numbered consecutively in the lower right corner. These page numbers, which may be hand-written if that is most convenient, should be the ones referenced in the left-hand column of this guidance document; and
- please indicate the item number of each requirement on the appropriate page to facilitate the review process.



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Notes: 1. Title II, Part A program requirements described above must be addressed in the validations.
2. Validation requirements will receive a designation of “Met Requirement” or “Improvement Needed” during the validation review.
3. The complete text of the Program-specific Provisions and Assurances is available through the TEA web page. From the “Grant Opportunities” page, select the 2019-2020 ESSA Consolidated Federal Grant Application from the drop-down list. A link to the Program-specific Provisions and Assurances document is under the Application and Support Information section.



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Attachment 1.1 Activities Alignment—Documentation Reference Table

6100 Payroll Costs	6200 Professional and Contracted Services	6300 Supplies and Materials	6400 Other Operating Costs
<p>Possible Activities: Extra duty pay for Title II, Part A Professional development outside of the regular school day/week, Paraprofessional pay (evidence from research requirement), Incentive pay, Substitute pay</p>	<p>Possible Activities: Title II, Part A Professional development, Title II, Part A Program development</p>	<p>Possible Activities: Supplies and materials for Title II, Part A Professional development, Educator recruitment materials</p>	<p>Possible Activities: Professional development conferences, Off-site professional development</p>
<p>Activities Documentation*: Training Certificate, Sign In Sheet, Job Description, Extra Duty Pay Request Form, PD Evaluation Form/Results, Training Agenda, Training Materials</p>	<p>Activities Documentation*: Executed Contract, Statement of Work, Quote, Purchasing Requisition, Invoice, Receipt, Sign In Sheet, Training Materials, Training Agenda</p>	<p>Activities Documentation*: Purchasing Requisition, Purchase Order, Quote, Invoice, Receipt, Sign In Sheet, Training Materials, Training Agenda, PD Evaluation Form/Results</p>	<p>Activities Documentation*: Travel Requisition, Training Certificates, Training Agenda, Training Materials, Out of State Justification Form, PD Evaluation Form/Results</p>
<p>AND</p> <p>a copy of the relevant pages of the most current District Improvement Plan or a copy of the relevant pages of the most current Campus Improvement Plan if the activity was campus specific [Indicate page number(s) that make reference to the Title II, Part A activity submitted for validation and needs assessment summary that corresponds with the Title II, Part A activity referenced]</p>			
<p>*Note: All documentation must include relevant information to establish compliance including, but not limited to, a description of how the activity is aligned with challenging State academic standards. If the activity is related to a professional development opportunity, it must also include whether it is sustained, intensive, collaborative, job embedded, data-driven, personalized or based on information from an evaluation and support system, and classroom-focused rather than PD that stands alone and does not connect to a larger school-wide or individualized plan.</p>			