

January 2021**Accountability and Assessment – [Shannon Allen](#) (210) 370-5481**

- Notification to parents of eligibility for Public Education Grants by February 1st ([TEC§29.204\(b\)](#))
- Second Year F campuses schedule Turnaround Plan for Board approval prior to February submission
- Federal Report Card released

Administration and Leadership – [Field Service Agents](#) (210) 370-5694

- Review [HB 2610](#) and begin calendar development process
- Review Staff Non-renewals
- Ensure School Report Card is included with first semester report card ([TEC§39.305](#))
- [Update Ask TED](#)

Federal and State Programs – [Alex Dominguez](#) (210) 370-5410

- Adjust expenditures and amend the ESSA application to appropriate Final Amounts
- Review/implement district/campus improvement plans in accordance with district planning process ([TEC§11.251](#))

Food and Nutrition – [Mandy Tyler](#) (210) 370-5493

- Child Nutrition Texas Summer Mandate deadline is January 31st
- USDA Foods Contract packet deadline is January 31st
- Verification Report deadline is February 1st
- Update Ask TED with TEA Charter Division

Charter Specific – [Field Service Agents](#) (210) 370-5694

- Charter Amendments close April 1st
- 2020-2021 SC5050 Significant Expansion (optional) due to TEA January 31st (for purposes of additional ESSA and/or IDEA-B funding to be received in 2021-2022 based on significant expansion experienced in 2020-2021)
- Update Ask TED with TEA Charter Division

Finance - [Paige Meloni](#) (210) 370-5208

- Review student attendance figures as compared to prior year and budget projections
- Annual Audit Report due to TEA no later than January 28th for September 1st FY

School Board – [Field Service Agents](#) (210) 370-5694

- *Superintendent's evaluation and contract
- Board Self-Evaluation (recommended)
- *Approve Annual Independent Audit Report for September 1st FY
- *Board approved Annual Independent Audit Report (AFR) due to TEA no later than January 28th for LEAs with September 1st FY
- *Approve Auditor for next FY ([TEC§11.170](#))
- *Approve waivers as needed
- Notify ESC Field Service Agents of newly appointed/elected trustees
- Review Trustee training requirements including 86th Legislative Session additions

School Safety – [Larry Rodriguez](#) (210) 370-5616

- Safety & Security Committee meets once during each academic semester & once during the summer ([TEC§37.109](#))

Special Education – [Sherry Marsh](#) (210) 370-5411

- State Performance Plan 7-Early Childhood Outcomes (SPP 7) opens within TEAL for data entry
- 2020-2021 Special Education Consolidated Grant Application (Federal): Review Final Entitlements & Carryover & adjust local records accordingly
 - Determine if amendment to grant application is needed
 - Determine eligibility for MOE (Maintenance of Effort) Voluntary Reduction
 - Review revised proportionate share amount to be spent on parentally-placed private school children with disabilities (N/A to any charter school; N/A to ISDs with no private school/home schools within their geographical boundaries)
- Monitor special education expenditures from the general fund to ensure on track for MOE (Maintenance of Effort) compliance

Texas Student Data System/PEIMS – [Jay Young](#) (210) 370-5322

- PEIMS Fall resubmission due to ESC-20 on January 7th
- PEIMS Fall resubmission due to TEA on January 14th
- PEIMS Mid-Year submission due to ESC-20 on January 21st
- PEIMS Mid-Year submission due to TEA on January 28th
- ECDS Kindergarten submission due by January 28th