

Arkansas Department of Education

No Child Left Behind Act of 2001

Title I, Part D – Guide Sheet

2008-2009

Agency-School District: _____	Facility: (Neglected, Delinquent or Adult Correctional Facility) _____
Superintendent: _____	Facility Director: _____
District Contact Person: _____	Facility Contact Person: _____
Interviewee: _____	Interviewee: _____
Facility Address: _____	Facility Phone: _____ Facility Fax: _____
Grant Award Amount for 2006-2007: _____	Grant Award Amount for 2007-2008: _____

Title I, Part D, Subparts 1 and 2 of the Elementary and Secondary Education Act (ESEA), as amended by the Improving America's Schools Act of 1994 (Public Law 103-382) establishes two programs:

Subpart I authorizes the state agency Neglected or Delinquent (N or D) program, which provides federal financial assistance to state agencies (SAs) that operate educational programs for children and youth in institutions or community day programs for N or D children and for youth in adult correctional facilities. Section 1431 of No Child Left Behind requires each State Agency or LEA that conducts a Title I, Part D program to evaluate the program to determine the program's impact on the ability of participants:

- To maintain and improve educational achievement;
- To accrue school credits that meet State requirements for grade promotion and secondary school graduation;
- To make the transition to a regular program or other education program operated by a LEA;
- To complete secondary school (or secondary school equivalency requirements) and obtain employment after leaving the correctional facility or institution for neglected or delinquent children and youth; and
- As appropriate, to participate in postsecondary education and job training programs.

A regular program of instruction is an educational program (not beyond grade 12) in an institution or in a community day program for neglected or delinquent children that consists of classroom instruction in basic subjects, such as reading, mathematics, and vocationally-oriented subjects, and is supported by non-federal funds. Neither the manufacture of goods within the institution or program nor activities related to institutional maintenance are considered classroom instruction.

Be mindful that as a result, according to 1426 Subpart 2, the SEA may reduce or terminate funding for projects if a LEA does not show progress in reducing dropout rates for male students and for females students over a 3 year period. The SEA may require correctional facilities or institutions for neglected and delinquent children and youth to demonstrate, after receiving assistance under this subpart for 3 years, that there has been an increase in number of children and youth returning to school, obtaining a secondary school diploma or its recognized equivalent, or obtaining employment after such children and youth are released.

Area of Compliance		Indicator(s)	Evidence/Comments	Were findings sufficient?	
1.	State Agencies <i>or subgrantees</i> must offer a regular program of instruction for at least 20 hours per week for youth, unless served in an adult correctional facility (15 hours per week) <i>Section 1414</i>	Does the regular program of instruction include appropriate number of hours not including additional instructional time provided by Title I or other federal funds?	Note: # of hours of instruction _____ Who's responsible? School or Institution If institution, note instructors names: _____ _____ Attach academic schedule...	Yes	No
2.	State Agencies <i>or subgrantees</i> receiving Subpart I funds must implement programs and projects that are designed to support educational services that afford youth an opportunity to meet challenging state academic achievement standards. <i>Section 1414</i>	Is there a description of how the program will meet the goals and objectives of the state plan?	_____ _____ _____	Yes	No
		Is the program designed to provide services of sufficient size, scope and quality to enable the participants to make significant progress towards meeting State performance standards?	_____ _____ _____	Yes	No
		Is there a provision for parental involvement to the extent possible? Are there any unique strategies being used?	_____ _____	Yes	No
3.	State Agencies <i>or subgrantees</i> receiving Subpart 1 funds must assess the education needs of all eligible children and youth in eligible institutions. <i>Section 1414</i>	Are students assessed using educationally objective criteria?	How are students assessed? _____ _____	Yes	No
		Are those students most in need served first?	Note documents used: _____ _____ _____	Yes	No
		Is priority given to youth likely to complete incarceration within a 2-year period?	_____ _____ _____	Yes	No
		Is there a process in place to ensure that existing individualized education programs are followed?	_____ _____	Yes	No
4.	State Agencies <i>or subgrantees</i> must provide appropriate professional development for teachers and other staff. <i>Section 1414</i>	Is there a written professional development plan?	Note titles and dates of professional development specifically addressing the needs of N/D students: _____ _____ _____	Yes	No
		Are professional development activities aligned to student needs?	_____ _____	Yes	No

	Area of Compliance	Indicator(s)	Evidence/Comments	Were findings sufficient?	
5.	The State Agency <i>or subgrantee</i> will coordinate programs implemented with funds under this part with existing programs. <i>Section 1414</i>	<p>Is there coordination with businesses for training and mentoring?</p> <p>Is there a process in place for student assessments and appropriate academic records to be shared jointly by the correctional facility and LEAs or alternative education programs?</p> <p>Are programs coordinated with other state and federal programs?</p>	<p>Note # and names of businesses, community organizations, etc: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Attach copies of contracts/agreements...</p> <p>Note list of other state/federal programs for which facility coordinates:</p> <p>_____</p> <p>_____</p> <p>_____</p>	Yes	Yes
				Yes	No
				Yes	No
6.	Each State Agency <i>or subgrantee</i> shall reserve not less than 15 percent and not more than 30 percent of the amount such agency receives under this part for provision of transition services. <i>Section 1418</i>	<p>Is a person designated for coordination of transition services at each institution or facility?</p> <p>Do services include provisions for re-entry of youth offenders helping N or D children and youth to re-enter school successfully or to find employment after they leave the institution and return to the local community?</p>	<p>Who is the transitional liaison? _____</p> <p>Note: amount spent on transition services 2005-2006 _____</p> <p>Note the types of services: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	Yes	No
				Yes	No
7.	State Agencies <i>or subgrantees</i> must evaluate the effectiveness of the program or project. <i>Section 9601</i>	Does the SA review the effectiveness of the programs and revise as needed?	<p>Has any changes been made recently? _____</p> <p>Note # graduates, GED recipients, and other successes of the program:</p> <p>_____</p> <p>_____</p> <p>_____</p>	Yes	No
8.	Institution – wide projects are conducted in a manner that upgrades the entire education effort of the institution. <i>Section 1416</i>	<p>Has a comprehensive needs assessment been conducted?</p> <p>Are projects planned and implemented in consultation with appropriate personnel?</p> <p>Has appropriate training been provided for teachers and other personnel to enable them to carry out the project effectively?</p>	<p>Obtain copy of assessment instrument, intake forms, questionnaire, etc... used. Does it address: academic, physical, psychological, & emotional needs?</p> <p>How so? Note names of projects & personnel involved-parole officers, judges, social workers... provide evidence of meetings</p> <p>List names and types of programs or trainings provided or attended:</p> <p>_____</p> <p>_____</p> <p>_____</p>	Yes	No
				Yes	No
				Yes	No

	Area of Compliance	Indicator(s)	Evidence/Comments	Were findings sufficient?	
				Yes	No
9.	State Agency <i>or subgrantee</i> must ensure that funds are used in a manner of consistent with the purpose of this federal award. <i>Section 1415</i>	<p>Except for institution-wide projects, are materials and equipment properly labeled and inventoried?</p> <p>Does evidence examined indicate that Title I funds are being used to supplement, not supplant, local program funds without regard to the subject areas in which instruction is given during those hours?</p>	<p>Obtain copy of inventory sheets or purchase orders for equipment, supplies, etc... specifically purchased with Title I-Part D funds.</p> <p>Note any concerns:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	Yes	No
				Yes	No

Additional Comments: _____

Reviewer: _____ (Signature)	Reviewer: _____ (Print Name)	Date: _____ (date form was completed)
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