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## MEMORANDUM

TO: Superintendents, CFP Team Leaders, and Business Managers  
FROM: Consolidated Federal Program Team  
SUBJECT: June, 2013 Technical Assistance Alert  
DATE: June 10, 2013

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It is the goal of the CFP team at the Agency of Education to provide high quality technical assistance and support to LEA's while fulfilling federal requirements.

### **Items Included in this Technical Assistance Alert:**

- Required Professional Development for Title I
- 3 + 3
- VE2 Education Exchange – Title IIA
- Reminder: Homeless and Title I Reports – due June 30

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### **Required Professional Development for Title I**

On May 23, 2013 Ed Haggett sent an e-mail requesting the status of FY13 investments approved as Required PD for School/LEA Improvement.

Currently the response rate is about 50%. The status of FY13 Required PD investments is required before you submit the FY14 CFP application.

Schools in your LEA that are either in Year 1 or Year 2 School Improvement must provide an investment that totals at least 10% of that schools Title I allocation for professional development in the area which caused identification. Schools in Corrective Action and beyond are not subject to this requirement.

Schools that received a first year checkmark last year should assume they will be in Year 1 School Improvement when AYP information is released in August.

As AYP data were not released until August 2012, schools in Year 1 or 2 School Improvement last year were not to submit amendments that included the required PD investments until December 30, 2012. However, for FY14 all applications must include the required Title I PD investments. These investments may be sourced as Title I or SWP investments.

Schools that did not spend all their required funds in for FY13 must add those unspent amounts to the current year's requirement.

### **3+3**

The AOE is in the process of creating a list of district(s) that have failed to meet Adequate Yearly Progress (AYP) *and* failed to make Highly Qualified Teacher (HQT) Annual Measurable Objectives (AMO) for three years in a row. We anticipate informing supervisory unions within the next several week of their official status, but wanted to alert you in advance of the restrictions that must be followed for the upcoming school year in relation to your CFP funds if you have not made AYP for 3 years and do not have 100% Highly Qualified teachers. Specifically:

1. No additional instructional paraprofessionals may be added to the Consolidated Federal Programs (CFP) grant using Title I or Schoolwide program dollars. This applies to the entire CFP grant for the 2013 – 2014 school-year; and
2. Funds must be set aside from your FY14 CFP grant to address outstanding HQT issues of those individuals for whom HQT status has not been attained. Typically, this does not represent a significant amount of money; nevertheless, these strategies must be planned and should be underwritten with Title IIA or with Schoolwide funds that have IIA funds combined.

This is not a new requirement nor should it be construed as punitive. One-hundred percent HQT status is mandated by the Elementary and Secondary Education Act (ESEA) for all local education agencies that accept Federal dollars. An assurance in this regard has been signed by you as part of each CFP grant submitted since the current reauthorization of ESEA, No Child Left Behind Act of 2001.

### **Vermont Education Exchange/VE2**

The PowerPoint slides and handouts from the “Evaluating for Impact” workshop at the CFP Conference in Killington (5/20/2013) have been posted to our group on [VE2](#). Be sure to join so that you have access to this and more information about the work that you do.

**Reminder Homeless and Title I Report:**

FY13 Homeless and Title I Reports are due June 30, 2013.