



2024-25 Targeted Monitoring Review of ESSA-Funded Programs

Each year, Local Education Agencies (LEAs) across New York State are selected by the New York State Education Department's (NYSED or "the Department") Office of ESSA-Funded Programs for monitoring in order to meet federal requirements outlined in the Elementary and Secondary Education Act (ESEA) as amended by the Every Student Succeeds Act (ESSA).

The virtual Targeted Monitoring review involves the following federal programs:

- Title I, Part A - Improving Basic Programs

Title V, Part B - Rural Education Achievement Program (REAP)

Title IX, Part A - McKinney-Vento Homeless Education

American Rescue Plan Homeless Children and Youth (ARP HCY) I and (ARP HCY) II

School Improvement Grant

detailed in the Consolidated Application for ESSA -

Review Survey :

To facilitate an efficient and effective review process, NYSED staff will utilize the *2024-25 Targeted Monitoring Review* survey. The *Targeted Monitoring Review* survey will be administered via the NYSED Business Portal – the same platform used by your LEA to complete and submit the annual Consolidated Application for ESSA-Funded Programs. The online protocol is broken down into the three sections to examine LEA and school-level policies, procedures, and practices:

Section I – Programmatic Compliance

Section II – Equitable Services Compliance

Section III – Fiscal Compliance

Within the scope of the review there are cross-cutting indicators which address requirements that apply to multiple ESSA-Funded Programs (e.g. consultation with stakeholders), as well as specific indicators that focus on the requirements of a given program.

Targeted Monitoring Processes:

The monitoring process will take place in three phases: (I) Pre-Review Activities; (II) Virtual Review Activities; and (III) Follow-Up Activities.

Phase I - Pre-Review Activities:

A copy of the online protocol will be published to your LEA on **Thursday, January 23, 2025**. The *2024-25 Targeted Monitoring Review* may be accessed in the SED Monitoring and Vendor Performance System by completing the following steps:

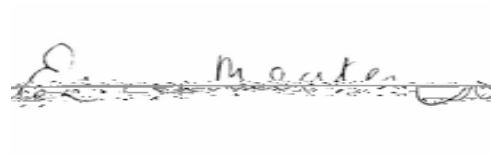
- Go to [Business Portal](#)
- Click on the Log In button
- Enter your username and password
- Click on "SED Monitoring and Vendor Performance System" under My Applications
- Select "View Surveys for Office of ESSA-Funded Programs"
- Find the survey titled "*2024-25 Targeted Monitoring Review*"
- Click on 'view' to begin/continue to input information

NYSED will be holding a [Targeted Monitoring Review webinar](#) on **Tuesday, January 28, 2025 at 11 am** to discuss key aspects of the review process. There will be a question and answer session during the webinar to address general questions about the Targeted Monitoring Review. The webinar will be recorded and a link to the recording will be shared. Additionally, NYSED reviewers will hold office hours sessions to address questions about completing the review.

Your NYSED reviewer will contact the LEA liaison within seven (7) business days to engage in a planning phone call. The goal of the call will be to answer initial questions the LEA may have and establish dates for the virtual review meetings. Your reviewer will work to accommodate the LEA's preferences and avoid conflicts with the administration of state assessments, visits being conducted by other NYSED Program Offices, and scheduled LEA breaks. Please note that virtual review meetings will begin no earlier than **Monday, March 17, 2025**, in order to provide enough time for document collection and review.

The LEA will be provided with 30 calendar days to gather and submit evidence demonstrating compliance with each of the applicable programmatic and fiscal indicators in advance of the virtual visit. To support your work, the Office of ESSA-Funded Programs has developed the 2024-25 Targeted Monitoring Indicators and Evidence Guide. This resource provides

reviewers will provide notes detailing strengths, required actions, and recommended actions.
Reviewer ratings and notes will be provided to the LEA

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