

FY16 Comprehensive District Academic Plan (CDAP)

Q&As

Q1: Is Pre-Kindergarten considered as one of the preschool services, or are you talking about 3 year old programs and younger?

A1: Yes, Pre-K is considered a Pre-school program in Oklahoma. "Serving Preschool Children Through Title I, Non-regulatory Guidance, Section A1" states that a Title I preschool program is a program "below the grade at which an LEA provides a free public elementary education."

The Office of Federal Programs is waiting for a determination from USDE to see if 3 year old programs can be funneled through Title I A.

Q2: If we indicated on the SY 14-15 CDAP our intent to become schoolwide and completed the schoolwide plan this year when will be notified if we were approved to be schoolwide?

A2: The deadline for submitting the 2014-2015 Schoolwide Plans was May 1, 2015. OSDE reviewers have started reviewing them, and you will receive approval/non-approval notification by the end of May 2015.

Q3: What is meant by "school attendance area" under Eligibility Criteria?

A3: This will be a description of the process the LEA uses to identify Title I eligible school attendance areas, and the selection criteria used when allocating Title I funds to the participating schools.

Q4: Will this presentation be added to the SDE web site for review?

A4: Yes. The following link was posted on the OSDE's website:

<https://oksdeevents.webex.com/oksdeevents/lr.php?RCID=059cb9ccb27ac54fae6f075255ef444c>

Q5: What about assurances? Where do we find them and do they have to be certified before submitting the CDAP?

A5: The Office of Federal Programs works with MTW vendor to post updated FY16 assurances in GMS. FY16 Assurances are not available to the LEAs at this time. They do not have to be completed and certified before submitting the FY16 CDAP, but before the FY16 Consolidated Application.

Q6: On the Eligibility tab - 1st question - School attendance area - What is that referring to?

A6: See A3

Q7: For one tab on the report you said we were supposed to use 2014-2015 data (DUNS) but then on the PD tab you said to write about plans for 2016. Is this correct or are they both for 2014-2015.

A7: Equitable Teacher Distribution data will be used from 2014-2015. DUNS numbers must be active numbers for 2015-2016. The PD plan will contain activities, conferences, district initiatives, etc. to be implemented in 2015-2016.

Q8: The question about the pre-kindergarten was in reference to the way the question is asked on the CDAP. It asked if Title I was funding any preschool programs. My question is do you consider Pre-K as a preschool program that we need to address in the text box?

A8: Yes, Pre-K is considered a Pre-school program in Oklahoma. See A1

Q9: We are planning on having a few classes for 3 year olds. Will they fall under the Pre-School services as the 4 years olds do?

A9: Yes. See A1

Q10: The 'Strategies' are scrapped?

A10: The literacy and math strategies format previously required under the FY15 CDAP are no longer required in the FY16 CDAP. However, LEAs will address reading, math and other intervention strategies throughout the FY16 CDAP.

Q11: Is this application a new application that we have not been required to complete before?

A11: Yes and no. The CDAP application was introduced in GMS in FY15, so no, CDAP is not a new one. However, what it is new is the fact that it contains Title I District Plan components, which had to be submitted in a separate report in the past.

Q12: When will this be visible on our Single Sign On, or is it already, and I am just not finding it?

A12: FY16 CDAP is available to LEAs to be created in GMS. In order for the CDAP to be “visible”, each LEA has to create the FY16 CDAP using the “2016 – Create” button. Then, all the pages become available.

Q13: Will we have site designations by July 31?

A13: More than likely, no. At this time, all schools will operate based on the last designation list, which was made available in February-March 2015.

Q14: Does a Priority school means School of Improvement?

A14: Yes. The 3 designations that are valid at this time, according the ESEA Flexibility waiver approved in November 2014, are: Priority, Focus and Targeted Intervention.

Q15 Will you be discussing the submission of District Title I Plans?

A15: CDAP is now the District Title I Plan. There will not be a requirement for an additional District Plan to be submitted to OSDE.

Q16: Will the CDAP serve as the District Title I Plan?

A16: Yes. See A15

Q17: Does schools in need of improvement include districts not meeting the Title III AMAO Goals?

A17: No. When AMOs are not met at the site level, then a School is in Improvement. When Title III AMAOs are not met, then the District is in Improvement.

Q18: Please discuss the due date again.

A18: July 31, 2015 is the deadline for submitting the FY16 CDAP.

Q19: Is this PD for the Title I sites ONLY? Do we include PD that is being paid for with Title II funds?

A19: All PD activities, implemented in both Title I and in non-Title I sites, at the district level or at the site level, paid with any federal funds or from general funds will be described here.

Q20: Last meeting I was at, stated that the LEA assurances would be up by May and I believe it is there. Is it not already open?

A20: FY16 Assurances are not available to the LEAs at this time. See A5

Q21: Do we submit the assurances before doing the CDAP, or after?

A21: CDAP may be submitted before the FY16 Assurances. See A5.

Q22: Thank you for combining this and the district plan! Very much appreciated.

A22: The Office of Federal Programs is committed to remove duplicative reports and combine plans and/or reports, as much as the NCLB law permits.

Q23: So the CDAP counts as our District Title I Plan? There will not be a separate form? Sorry for all the questions! I just want to make sure I understand correctly.

A23: Yes, the 2 plans are combined now. Please see A15

Q24: The CDAP takes the place of the District and Site plans? We are wondering, since the 5 year District Plan is due in 15-16.

A24: The CDAP is now the District Plan. It was previously updated at the district level every year, and submitted to OSDE every 5 years.

The CDAP is not the site plan. Schoolwide and Targeted Assistance Plans continue to be developed, updated and annually evaluated at the site level.

Q25: Will we still be completing a Consolidated Application, as well as the CDAP?

A25: Yes. CDAP is a plan that describes strategies that are or will be implemented district wide, the Consolidated Application has budgets for Title IA, IIA, IIIA, VIB, CAC, and Consolidation of Funds.

Q26: Ok, you said the designations were already posted but not for this year data...so how/when will we know about next year in order to incorporate into this CDAP for the FY 16 school year?

A26: To complete the FY16 CDAP, LEAs will use the designations last made available in February-March 2015. See A13.

Q27: On the consultation team members - how many should we list? Do you want one teacher and one parent from each site?

A27: The consultation team is at the district level, and must include at least one teacher and one parent. If there are more teachers and parents who serve as consultation team members at the site level, and also serve in the capacity of consultation team members at the district level, then more can be added.

Q28: In the Highly Qualified Tab, when it is asking for the number of experienced teachers and inexperienced teachers, what date do we use to report that?

A28: Last October 1st count. If this data was updated in WAVE, and the LEA has more current data, then this data may be used to complete the FY16 CDAP.

Q29: We have different numbers of experienced and inexperienced teachers throughout the year. We have changed probably close to 20 positions throughout the year as people quit and we rehired their spot. So, do we run a report today to see where our teachers fall experience wise, Oct 1st, or when?

A29: See A28

Q30: If we already know our HQ teacher for 15-16 can we use that information?

A30: Yes. See A28

Q31: When determining who are experienced teachers, do you include in this list nurses, principals, counselors?

A31: Only teachers (teaching core and non-core academic subjects) will be included in the count of experienced/inexperienced teachers.

Q32: For equitable distribution of teachers, should any core subject area teacher as described in NCLB be counted?

A32: Yes. See A31

Q33: Back to the consultation team questions - should you include one parent and one teacher from each site? Or do you really just want one parent and one teacher listed?

A33: See A27

Q34: When did you say this is due?

A34: See A18.

Q35: They can use the personnel report for the inexperienced and experienced numbers and you are right you can run it anytime.

A35: Thank you for the confirmation.

Q36: In many of the districts we work with, the HS is not a Title I site, do we include the HS in the descriptions? I'm thinking no, since they are not Title I sites. Right?

A36: Strategy descriptions will include all the initiatives or programs that the district implements district wide, in Title I and non-Title I sites. This will be a good indicator of coordinating funds (state and federal).

Q37: At one point you mentioned school statuses, but did not include Targeted Intervention. I was thinking this had to do with the School Improvement Plan. Will Title I sites also do the School Improvement Plan?

A37: This is a question that needs clarifications and details from School Improvement office. Please contact Desarae Witmer at Desarae.Witmer@sde.ok.gov

Q38: Will the site plan still be the paper document?

A38: If an existing schoolwide site consolidates funds, the schoolwide plan must be uploaded in GMS.

If a new site applies for becoming schoolwide for the first time, the schoolwide plan must be uploaded in GMS, too.

In all other cases, schools may continue updating the schoolwide/targeted assistance plan on paper, and have it available in case they are monitored. Or, upload it in GMS.

Q39: You said it was a request for all the schools to renew their DUNS cert on July 1. If we have schools with up to date certifications, April for example, can we go ahead and upload and submit when we finish, and then come back and upload a new DUNS after they get it recertified in early July.

A39: Renewing the DUNS number on July 1st is a recommendation, not a requirement ☺. You are free to upload the CDAP at any time. If the plan is approved, then you may come back after July 1st, make an amendment and provide updated information in regards to DUNS number.

The Office of Federal Programs was trying to find a way of giving districts a “worry free” fiscal year in terms of DUNS number. After this number expires, the new number will have to be entered with each claim, and the Entity Overview Record uploaded with each claim as well. If this is not going to be aggravating down the road, than you shouldn’t worry about our recommendation at all ☺.

Q40: If you have teachers that teach at two locations, do you include them in the count of experienced/inexperienced teachers at both sites, or just one site?

A40: Because these teachers provide instruction at 2 sites, they will be counted twice (once at each site.)

Q41: We don't have "Migrant" students as such.... Is NA appropriate, or should we say that we are school wide and all will be served.

A41: Yes, N/A will be an appropriate answer.

Q42: Where do we get a definition of migrant and homeless?

A42: Title I C guidance will provide the definition of migrant students, and Title X C guidance will provide the definition of homeless students. Both documents can be found on the OSDE website, under Federal Programs

Q43: Which statistics do we use, October 1 count or ASR (Annual Statistic Report)?

A43: October 1st. See A28