



# FEDERAL PROGRAMS MESSENGER

OKLAHOMA STATE DEPARTMENT OF EDUCATION

OCTOBER • 2015



## Consolidated Monitoring

It is now October, and we are just a few months from the due date for submitting all the documents related to the Consolidated Monitoring of Federal Programs for the 190 LEAs on the list to be monitored in the 2015-16 school year. If your LEA is one of the lucky ones this year (and every LEA will be this lucky at least once every three years), then you've hopefully noticed by now that the Monitoring Tool for FY16 is substantially lighter, and more concise than in years past. The Office of Federal Programs made every effort this year to cut out any and all requests for documentation/explanation of items that we can already access through some other means. The remaining requested items in the Monitoring Tool are there, because our office is required by USDE to ensure LEAs are maintaining those documents and performing those processes, and we have no other way to verify that is the case outside of the Monitoring review.

As a refresher, here are a few important reminders regarding the Consolidated Monitoring process for FY16:

- Completed Monitoring Tool and accompanying Required Supporting Documentation must be loaded onto a flash drive and mailed or hand-delivered by December 1st, 2015.
- The questions asked and the documentation requested in the Tool is referring to the 2015-16 school year, where applicable.
- Every monitored LEA has an assigned Program Specialist from our office specifically for monitoring related technical assistance. This person may differ from your assigned reviewer for applications and claims. A list of these reviewers and the LEAs assigned to them can be found on the Federal Programs pages of the SDE website. If your LEA's assigned reviewer is listed as Vacant, please feel free to e-mail or call any other reviewer in our office for technical assistance.

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## CALENDAR

■ **October 20, 2015:**  
**SWS Videoconference**  
**1:30-3:30 PM**

■ **December 2-3, 2015:**  
**WIDA-Dynamic Differentiation  
for Diverse Students**

***Francis Tuttle, Portland Campus***

This workshop will be open to LEAs on a first come, first served basis. Registration is unavailable at this time but will be made available through Eventbrite soon.

■ **December 8-9, 2015:**  
**WIDA-ELD Standards  
in Action: Collaboration**

***Francis Tuttle, Portland Campus***

This workshop will be open to LEAs on a first come, first served basis. Registration is unavailable at this time but will be made available through Eventbrite soon.

■ **January 19-20, 2015:**  
**WIDA-The Academic  
Language of Science**

***Francis Tuttle, Portland Campus***

This workshop will be open to LEAs on a first come, first served basis. Registration is unavailable at this time but will be made available through Eventbrite soon.



**Q. I received a Title II A allocation but I moved all the funds to the REAP program, do I still need to complete the Title II A section of the Monitoring Tool and provide Title II A documents?**

**A.** No, you only need to complete the sections of the monitoring tool and provide supporting documentation for the programs in which you actually spend funds out of. Those LEAs that REAP all of their Title II A funds would not need to provide Title II A information, but would need to complete the REAP sections. LEAs in a Consortium/Cooperative Agreement for Title II A or Title III LEP would need to complete those respective sections of the Tool and provide the requested documentation for those programs.

## Consolidated Monitoring

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- Once the Monitoring Tool has been reviewed by our office, your LEA will receive either a Compliant/Congratulations letter or a Non-Compliant letter via e-mail. If your LEA is determined to be Non-Compliant for this monitoring cycle, along with your determination letter you will receive your Monitoring Tool back with notations as to what specific areas were determined to be Non-Compliant and what needs to be done to reach Compliance. Please address these issues as quickly as possible and return the revised Tool and any necessary documentation by e-mail to your reviewer. Once everything is determined to be Compliant, you will receive the compliant letter and will be done with this year's monitoring cycle.

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**MESSENGER**



**OKLAHOMA**

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