Phase II: Title I

JCPS Title I Office

JCPS Planning and Program Evaluation

October 2017

Title I

Deadlines:

- Title I report due November 1st in Eprove (only for Title I schools)

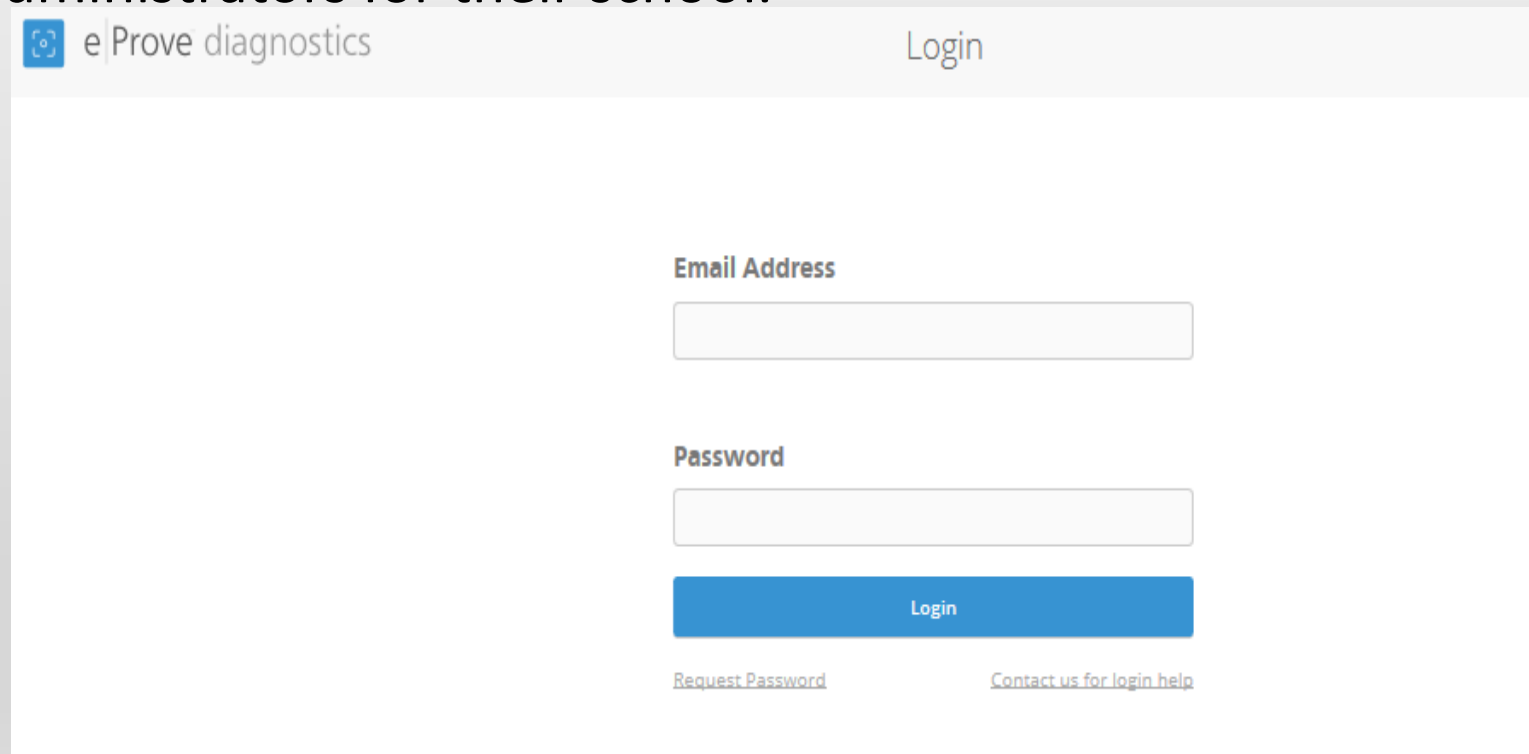New web-based platform: EProve Diagnostics

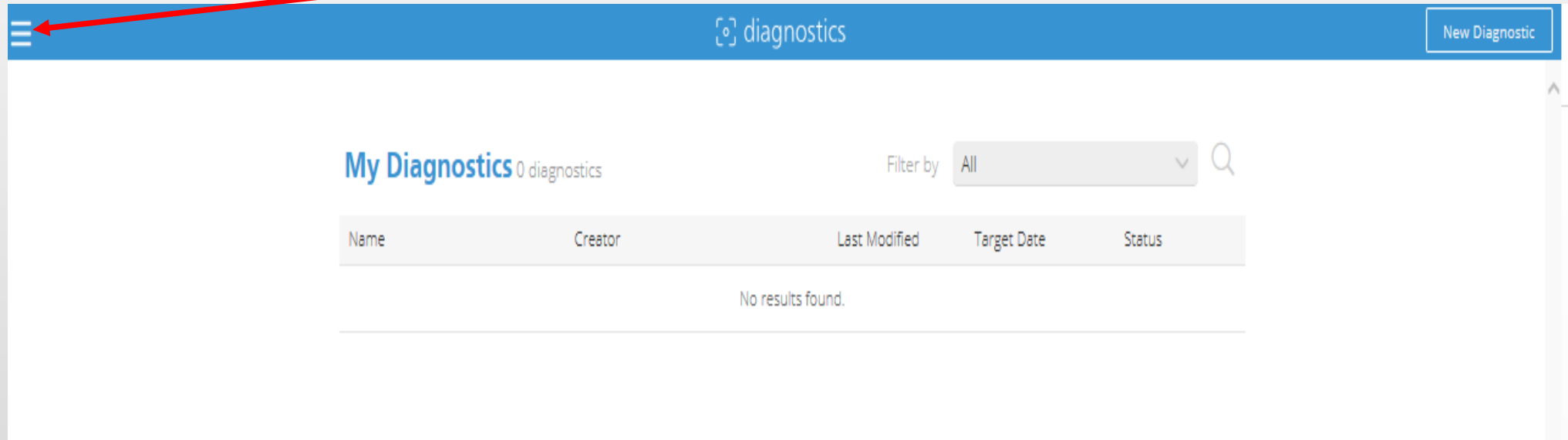EProve Log-in site:

http://eprovediagnostics.advanc-ed.org/diagnostics/#/log-in

How to Login

- http://eprovediagnostics.advanc-ed.org/diagnostics/#/log-in

All principals should have access to EProve Diagnostics. Principals can add users and other administrators for their school.
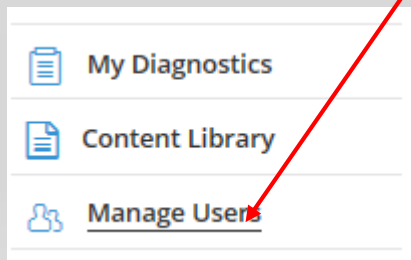

Trouble logging in? Call the JCPS Planning Department (502) 485-6254

How to Add Users

Step 1. To add new users, click on the 3 lines in the upper left corner
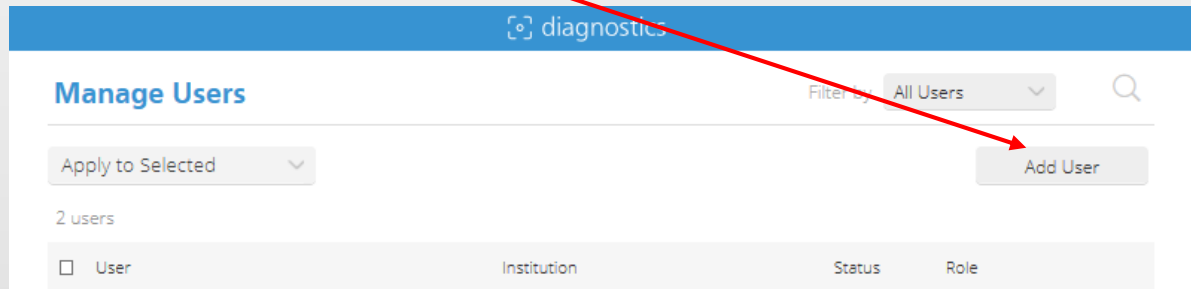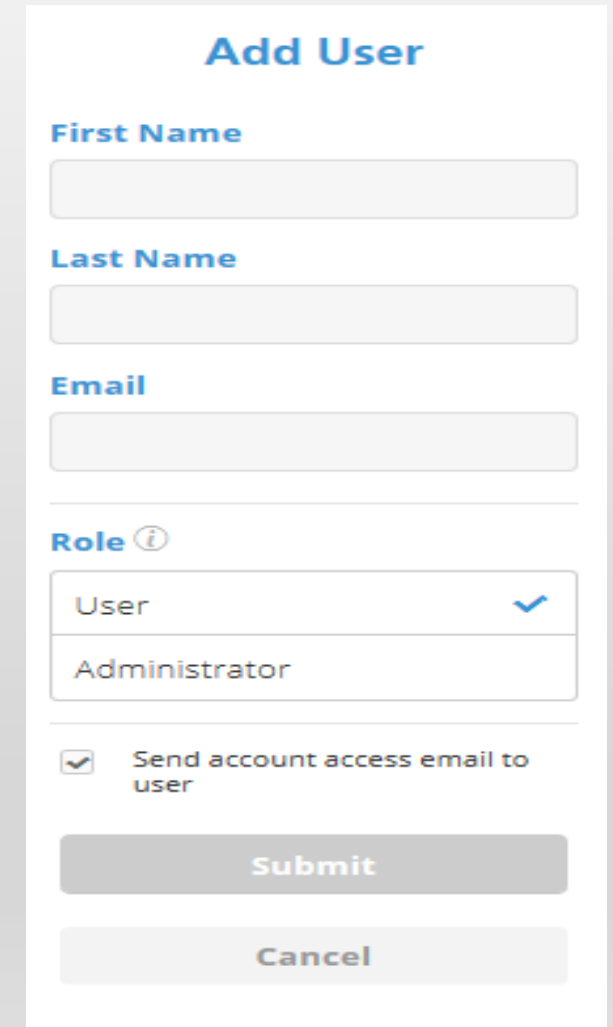

Step 2. Click on Manage Users

How to Add Users

Step 3. Click on 'Add User'

Step 4. Complete the 'Add User' Information box and hit 'submit.'
An administrator has access to grant user rights, assign diagnostics and control user access to the diagnostics (view, edit, delete, lock diagnostics, open diagnostics, etc...). **Limiting administrator access per district/school is recommended.**

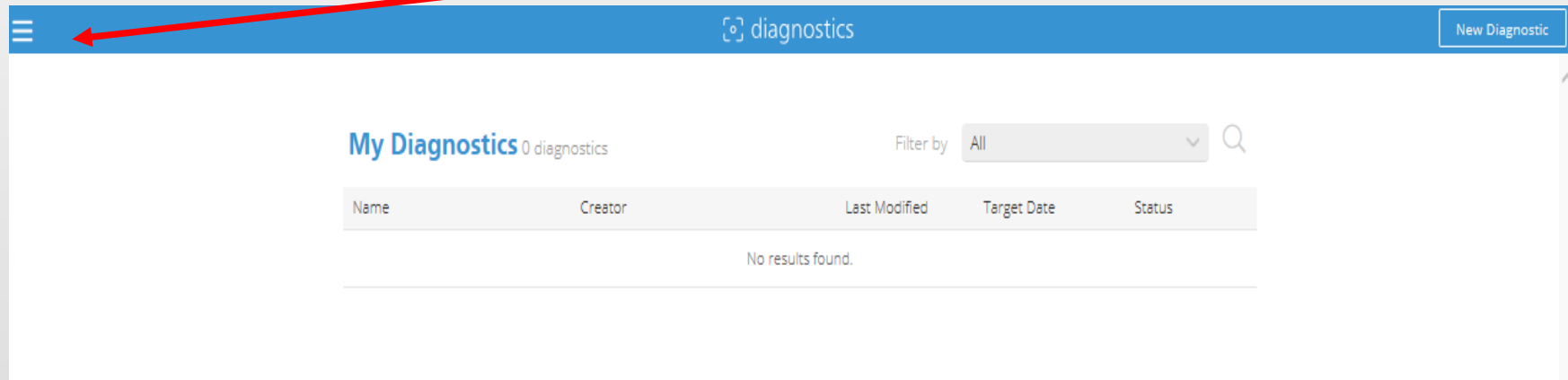Users can have access to either view or edit diagnostics at the district and/or school level.

Title I

Adding and accessing the Title I

- Step 1. To start the report, click on the 3 lines in the upper left corner

Step 2. Click on Content Library (if you don't see this option, someone with Admin rights at your school, such as the principal needs to complete this step)

Adding and accessing the diagnostic

Step 3. Click on the Kentucky Department of Education tab

Step 4. You will see the Phase II: KDE Title I Annual Review. Click on the vertical ellipses (3 dots) to 'start the diagnostic with custom content.'

Title I

Step 5. Rename your diagnostic by adding your school name.

Title I

Step 6. Administrators can add other individuals to access this report by entering names in the access tab.

Title I

Step 7. To start the report, click on "Open Diagnostic".

Title I

8 Sections on the Title I Report

<u>1. Comprehensive Needs Assessment</u>:

- *Which data sources did the school use to conduct its Needs Assessment? What needs did the data identify?*
- *What specific grade levels and/or content areas were identified as priority?*
- *What achievement gaps were identified?*
- *Specifically, how were Title I funds used to address priorities outlined in the Needs Assessment? Based on a thorough review of multiple sources of data, how effective was the expenditure of Title I funding used to target critical needs?*

<u>2. Schoolwide Reform Strategies:</u>

- *Was the schoolwide plan implemented as written?*
- *Which goal(s) from the CSIP address Schoolwide Reform Strategies? How is Title I funding being directed to address the goal?*
- *How were strategies selected to address goals based on research, evidence and evaluation of past implementation?*
- *Which activities, strategies, staffing decisions, professional development opportunities and resources were supported with Title I funds?*
- *Were the activities, strategies, staffing decisions, professional development opportunities and resources effective in increasing student achievement?*

Title I

8 Sections on the Title I Report

3. Professional Development

- *What measures were used to determine the school's PD needs? How was the PD tied to the school's identified need?*

- *Did the PD improve instruction based on a thorough review of student achievement data?*

- *How were principals, teachers, paraeducators and other appropriate personnel such as health services coordinators, special education coordinators and directors of Family Resource and Youth Service Centers included in the PD?*

4. Family Engagement

- *How much Title I money was spent on family engagement?*

- *What kind of programs, activities and procedures were planned?*

- *What was the outcome or effectiveness of the planned family engagement programs, activities and procedures?*

5. Transitions

- *How did school and district administrators collaborate through funded programs such as Head Start? What were the specific strategies used for helping students transition from preschool to elementary school, elementary school to middle school or middle school to high school? How effective were these strategies?*

- *How were meetings involving parents, kindergarten or elementary teachers and Head Start teachers conducted to address the developmental needs of the children?*

Title I

8 Sections on the Title I Report

6. Measures used to include teachers in decisions

- *How were all teachers included in the selection of academic assessments?*

- *How did teachers participate in the analysis of data and the development of the overall instructional program in order to improve student achievement?*

7. Activities used to ensure students met Kentucky Academic Standards

- *How did the school provide effective, timely and additional intervention to students in danger of not meeting state standards?*

- *How were students and their needs identified for assistance?*

- *How did teachers and paraeducators collaborate for planning and instruction?*

- *How were the activities specified in the comprehensive school improvement plan (CSIP) monitored regularly for effectiveness?*

- *Which activities were deemed successful and which ones are in need of change?*

8. Coordination and integration of programs

- *Which federal, state and local funds were made available to the school?*

- *How did the school coordinate and integrate federal, state and local programs and services to improve instruction and increase student achievement?*

- *What measures were taken to ensure that Title I Part A funds were used to supplement, not supplant existing resources, programs, and staffing needs?*

Title I Report

Step 8. To complete the report, type a response under each question.

1. Comprehensive Needs Assessment

Rationale: A school's Needs Assessment should address critical areas for improvement and identify strengths based on a thorough review of multiple sources of data. Title I funding does not have to address all areas identified in the Needs Assessment because federal, state, and local resources are integrated into a schoolwide program, but Title I funds should supplement critical areas of need.

Guiding Questions:

Which data sources did the school use to conduct its Needs Assessment?

What needs did the data identify?

What specific grade levels and/or content areas were identified as priority?

What achievement gaps were identified?

Specifically, how were Title I funds used to address priorities outlined in the Needs Assessment?

Based on a thorough review of multiple sources of data, how effective was the expenditure of Title I funding used to target critical needs?

Enter your answer here

Title I Report: General Information

- The purpose of this report is to reflect upon last year's improvement planning, including your strategies and activities related to Title I funds.

- In order to respond to these questions, it may be helpful to refer to your Phase I - Needs Assessment and CSIP and June Title I report from last year (in ASSIST). You may also choose to complete your Needs Assessment report for this year before the Title I Report as the Needs Assessment requires reflection on your academic and non-academic data from last year to determine the effectiveness of last year's plan.

- We suggest typing the responses into a Word document (see next slide for template) and copying and pasting into EProve. Alternatively, you can upload the Word document as an attachment and respond "See Attachment" for each of the questions.

Title I: Helpful Resources

- Your school's Title I Report from last year which is available in ASSIST or contact Planning and Program Evaluation if you need help with accessing last year's report.

- Title I Report: Word Document available at website below (allows you to work offline and cut/paste responses into EProve):

    http://bit.ly/2wN0e1H

EProve: Adding Attachments

- Attachments **are optional**, but may be helpful if you have created data charts, tables, etc.

- To add attachment, scroll to the bottom of the report to the "Attachments" section and click on "Add Attachment"

- To add attachment, drag and drop the file (or Select the file) and add 1) attachment name, 2) attachment description, and 3) which question the attachment is uploaded for (may be more than one). Then click "Save."

Title I: How to Submit

- Unlike the past, there is NO submit button.
- Click on the 3 lines and "My Diagnostics" to check status of your reports. If every question from the report is answered, Eprove will change the status to a check mark.

Title I: How to Download

- Download the report for your records.

Questions?

- JCPS Title I Office
  - Staci Eddleman, Director
  - Call 485-3240
  - Or email: staci.eddleman@Jefferson.kyschools.us

- JCPS Planning and Program Evaluation
  - Florence Chang or Deven Vaught
  - Call: 485-6254
  - Or email: florence.chang@jefferson.kyschools.us
              deven.vaught@Jefferson.kyschools.us