



# Title I Schoolwide Program Checklists

Title I of the Every Student Succeeds Act (ESSA) requires local education agencies (LEAs) implementing schoolwide models to develop a schoolwide program plan to improve educational programming and ensure all students meet academic standards, and demonstrate proficient and advanced levels of achievement.

This checklist may be used to ensure that a Title I schoolwide program and plan comply with the requirements of the Every Student Succeeds Act (ESSA). It may also be used to develop a local education agency's schoolwide program plan template for schools to use in developing, reporting and/or revising their plans.

Required Schoolwide Program Plan Components:	Yes/ No
<p><b>1. Explanation of the needs identified and prioritized by the comprehensive needs assessment</b></p> <ul style="list-style-type: none"> <li>• State the identified needs of students that if addressed, will help them meet the District of Columbia academic standards</li> <li>• State any other factors related to low achievement identified by the LEA or school</li> <li>• The needs assessment must use analysis of the academic achievement data of students</li> </ul> <p><i>ESSA Section 1114(b)(6)</i></p>	
<p><b>2. The plan for consolidation with other programs (if applicable)</b></p> <ul style="list-style-type: none"> <li>• State which federal or local grant programs will be consolidated in the schoolwide program</li> <li>• Describe the flexibilities or advantages to be used in the consolidated plan</li> </ul> <p><i>ESSA Section 1114(b)(7)(B)</i></p>	
<p><b>3. Descriptions of how the strategies will strengthen the educational program of the school</b></p> <ul style="list-style-type: none"> <li>• Explain why the strategies were chosen and state evidence that supports their use</li> <li>• Describe the methods and instructional strategies that will be employed in the plan</li> <li>• State how the planned activities will benefit the students most at-risk of failing</li> <li>• State how the initiatives will close achievement gaps between groups of students</li> </ul> <p><i>ESSA Section 1114(b)(7)(A)(ii)</i></p>	
<p><b>4. State any of the following activities that may be in the plan to meet student needs:</b></p> <ol style="list-style-type: none"> <li>I. Counseling, school-based mental health programs</li> <li>II. Opportunities for postsecondary education and the workforce</li> <li>III. Implementation of a schoolwide multi-tiered model</li> <li>IV. Professional development for, and recruitment and retention of effective teachers</li> <li>V. Strategies for assisting preschool student transitions to elementary school</li> </ol> <p><i>ESSA Section 1114(b)(7)(A)(iii)(I)-(V)</i></p>	

This checklist may be used to ensure that a school’s Title I schoolwide model and activities support program compliance with ESSA.

Required Activities:	Yes/ No
<p><b>1. Develop the program in a one-year period</b></p> <p>For initial plans, was schoolwide program plan developed during a one-year period? If not,</p> <ul style="list-style-type: none"> <li>• Did your local educational agency (LEA) determine, in consultation with the school, that less time was needed to develop and implement the schoolwide program plan? <i>(ESSA Section 1114(b)(1))</i></li> <li>• Did the LEA determine that the school can use Early Access student data to perform the comprehensive needs assessment? <i>(ESSA Section 1113)</i></li> </ul>	
<p><b>2. Develop the program with the involvement of the required stakeholders</b></p> <p>All of the following people in the school must have input in the program’s plan and goals:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parents</li> <li><input type="checkbox"/> Members of the community</li> <li><input type="checkbox"/> Teachers and paraprofessionals</li> <li><input type="checkbox"/> Principals and other school leaders</li> <li><input type="checkbox"/> District administrators</li> <li><input type="checkbox"/> Specialized instructional support personnel (if appropriate)</li> <li><input type="checkbox"/> Technical Assistance Providers (if appropriate)</li> <li><input type="checkbox"/> Other School Staff (if appropriate)</li> <li><input type="checkbox"/> Students (secondary schools)</li> <li><input type="checkbox"/> Other individuals determined by the school</li> </ul> <p><i>ESSA Section 1114(b)(2)</i></p>	
<p><b>3. Monitor the implementation of the program plan</b></p> <ul style="list-style-type: none"> <li>• Monitoring must occur regularly</li> <li>• Monitoring must use academic achievement data to determine efficacy</li> </ul> <p><i>ESSA Section 1114(b)(3) and CFR § 200.26(c)(1)</i></p>	
<p><b>4. Monitor the results achieved by the program plan</b></p> <ul style="list-style-type: none"> <li>• Monitoring must occur regularly</li> <li>• Monitoring must use academic achievement data to determine attainment of goals and outcomes</li> </ul> <p><i>ESSA Section 1114(b)(3) and CFR § 200.26(c)(1)</i></p>	
<p><b>5. Determine the effectiveness of the program plan</b></p> <ul style="list-style-type: none"> <li>• Evaluation must occur regularly</li> </ul>	

Required Activities:	Yes/ No
<ul style="list-style-type: none"> <li>Evaluation must determine if the students furthest from meeting standards are being assisted by the program</li> </ul> <p><i>ESSA Section 1114(b)(3) and CFR § 200.26(c)(2)</i></p>	
<p><b>6. Make the schoolwide program plan available to the LEA, parents, and the public</b></p> <ul style="list-style-type: none"> <li>Publish the schoolwide program plan in an understandable and uniform format</li> <li>Provide it in a languages parents can understand</li> </ul> <p><i>ESSA Section 1114(b)(4)</i></p>	
<p><b>7. Develop the schoolwide program plan in coordination and integration with other programs (if applicable)</b></p> <ul style="list-style-type: none"> <li>Programs may include other ESSA-funded programs, violence prevention programs, nutrition programs, housing programs, Head Start programs, adult education programs, career and technical education programs</li> <li>Schools implementing comprehensive or targeted support and improvement activities should have plans coordinated with or matching the schoolwide plan</li> </ul> <p><i>ESSA Section 1114(b)(5)</i></p>	