

Year-at-a-Glance Title I, Part A

School Year 2023-24

Item/Action	When	Responsibility		
		School	LEA	SEA
Technical assistance and support	Ongoing		√	√
Parent & Family Engagement Activities	Ongoing	√	√	
Collect and analyze data to inform decision making and Title I plan	Ongoing	√	√	
Parent & Family Notifications and Requirements				
Notify Parents of the Rights to Request: <ul style="list-style-type: none"> ❖ Teacher and paraprofessional qualifications ❖ Information regarding the policy on mandated assessments including any policies and/or procedure to opt out ❖ Other parents' rights as outlined in LEA and school protocols 	Annually at beginning of school year (BOY) Refer to DMI Cycle 2 responses		√ √ √	
LEA Report Card posted to website – for URL to LEA report card search here	Annually upon release of data	√	√	
Annual School Title I Meeting Required Topics and Meeting Tips	Annually at BOY	√		
Parent and Family Engagement Policy (also posted on school and LEA websites)	Annually at BOY	√	√	
School-Parent/Family Compact (also posted on school websites)	Annually at BOY (PTC for elementary)	√		
Timely notice to parents of unqualified teacher assigned for 4+ weeks	When teacher assignment made	√		
Annual evaluation of content and effectiveness of LEA Parent and Family Engagement Policy	Spring or per LEA Engagement Policy		√	
Title I Meetings, Trainings, and Conferences				
New Title I Directors Meeting (All Title I Directors invited to attend)	August 10		√	√
Desktop Monitoring Instrument (DMI) (recorded training posted to YouTube)	By September 1 each year		√	√
Title I Directors Meeting	September 27		√	√
Title I Directors Meeting	November 30		√	√
Title I Directors Meeting	March 28		√	√

Item/Action	When	Responsibility		
		School	LEA	SEA
National ESEA Conference (hybrid event) Portland, OR and online http://www.eseanetwork.org/conference	February 7-10	√	√	√
Important Application Due Dates				
Title I Application due in Utah Grants UT Grants Application	November 1		√	
DMI Annual Core & Cycle 4 due Desktop Monitoring Instrument	December 1		√	
Private School Consultation (District LEAs)				
Identify private/non-public schools and send invitation to consult re: equitable services Sample Invitation to Consult Invite for Multiple ESEA Programs	February - April		√	
Consult with private/non-public schools re: equitable services Affirmation of Consultation Title I Affirmation of Consultation Multiple ESEA Programs	Initially in spring/early summer; ongoing during school year as needed		√	
New Title I Directors' Cohort* Meetings (via Zoom) Sessions are optional, most will be offered twice (AM/PM) on the day indicated. More details will be provided to those on list.				
Session 1 – Title1Admin/ESEANow	August 31		√	√
Session 2 – Q&A: Completing the DMI	September 15		√	√
Session 3 – Utah Grants App. Overview	October 4		√	√
Session 4 – Title I Monitoring Prep	November 1		√	√
Session 5 – Assorted topics based on survey results	January 10		√	√
Session 6 – Assorted topics based on survey results	February 28		√	√

*By invitation only (contact val.murdock@schools.utah.gov for more information)

For more information, please visit the ESEA Programs and Related State Initiatives page on USBE website:

[Title I, Part A: Monitoring and Compliance](#)

[Title I, Part A: Improving Basic Programs Operated by LEAs](#)

[USBE Title I Part A Handbook](#)