# Superintendent’s Memo #031-20


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: February 7, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: 2019-2020 Federal Program Monitoring Schedule for Title II, Part A

The purpose of this memo is to notify certain school divisions that they will receive on-site or telephone federal program monitoring for the 2019-2020 academic year for Title II, Part A, Supporting Effective Instruction. The *Elementary and Secondary Education Act of 1965* (ESEA), as amended, requires states to monitor school divisions for compliance in certain program areas. As a result of this requirement, school divisions in Virginia are monitored for Title II, Part A, on a five-year cycle. School divisions scheduled to receive Title II, Part A, monitoring in winter or spring of 2020 are listed in Attachment A.

In preparation for the monitoring, the Office of ESEA Programs will host an informational session via webinar on **Wednesday, February 19, 2020 at 10 a.m., repeated at 2 p.m.** The purpose of the webinar is to familiarize school divisions with the process used for the monitoring and to discuss the federal program monitoring protocol that will be used. The monitoring protocol may be found on the [Federal Program Monitoring for ESEA Programs](http://www.doe.virginia.gov/federal_programs/esea/federal_monitoring/index.shtml) webpage.

**To join the web meeting:**

At the scheduled time, click on the [Zoom Title II, Part A, Federal Program Monitoring Overview](https://zoom.us/j/4214628016) link.

After connecting to the webinar, follow the directions on the screen to join the audio portion of the conference.  You will be prompted to:

* Dial the toll-free number: (**877) 853-5257**
* Enter the meeting ID**: 421-462-8016**
* Enter the assigned Participant ID

Should you have trouble connecting to the webinar, contact Gloria Torréns-Billings, Administrative Assistant, at (804) 371-0770 or Gloria.Torrens-Billings@doe.virginia.gov.

If you have questions, please contact Carol Sylvester, Title II, Part A, Coordinator, at Carol.Sylvester@doe.virginia.gov or (804) 371-0908, or Randall Johnson, Education Specialist, at Randall.Johnson@doe.virginia.gov or (804) 225-2122.

JFL/LS/cs

### Attachment

1. [2019-2020 Federal Program Monitoring Schedule](http://www.doe.virginia.gov/administrators/superintendents_memos/2020/031-20a.docx) (Word)