

The Cross Program Consolidated Monitoring Tool

Monitoring Cycle - 2021-2025

Part 3: Title II, Part A Program Elements

August 30, 2022

Office of Federal Programs
North Carolina Department of Public Instruction

The CPCM Tool

The CPCM monitoring instrument can be found on the Office of Federal Programs webpage.

First, click on the Cross-Program Monitoring Tab

Next, scroll to the [Consolidated Monitoring Instrument link](#).

The screenshot shows a webpage titled "Cross-Program Monitoring" with a dark blue sidebar on the right. The main content area includes a section "What is the focus of our work?" with a paragraph about the Federal Program Monitoring and Support Division's role. Below this is a link "Why do we monitor and how can we help?". A "Monitoring Reviews" section contains three bullet points: "Compliance", "Technical Assistance", and "Building Relationships". At the bottom of the main content are three links: "Consolidated Monitoring Presentation", "Standard Operating Procedures Manual", and "Consolidated Monitoring Instrument". The sidebar on the right is titled "Federal Program Monitoring" and lists various programs, with "Cross-Program Monitoring" highlighted in a darker blue bar.

Cross-Program Monitoring

What is the focus of our work?

The Federal Program Monitoring and Support Division supports approximately \$560,000,000 in federal funds provided to districts and schools each year. The primary role of the Division is to provide grants administration, program monitoring, data collection and reporting, and to facilitate the necessary technical assistance to ensure not only compliance but quality programs for students. Compliance is the first step toward program quality; monitoring is the springboard to providing technical assistance.

[Why do we monitor and how can we help?](#)

Monitoring Reviews

- **Compliance** – It's the law. Monitoring federal programs helps ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education. Compliance monitoring is intended to be a collaborative partnership between the State and local education agencies (LEAs) and public charter schools to ensure compliance with the Elementary and Secondary Education Act.
- **Technical Assistance** – We're here to help. State monitoring team members provide technical assistance during the review visit and beyond. It is not the State's intent to tell the LEA HOW to run its title programs, but rather to answer questions, facilitate dialogue, and exchange ideas and information for program improvement while, at the same time, meeting all federal requirements.
- **Building Relationships** – We're in this together. The Department of Public Instruction's main objective is to raise student achievement for North Carolina's school children. Through cooperative assessment of the federal programs, between

[Consolidated Monitoring Presentation](#)

[Standard Operating Procedures Manual](#)

[Consolidated Monitoring Instrument](#)

Federal Program Monitoring

- [21st Century Community Learning Centers](#)
- [Comprehensive Continuous Improvement Plan](#)
- Cross-Program Monitoring**
- [Emergency Assistance for Nonpublic Schools \(EANS\)](#)
- [Equitable Services for Private Schools](#)
- [Every Student Succeeds Act \(ESSA\)](#)
- [Elementary and Secondary Schools Emergency Relief \(ESSER\)](#)
- [Extended Learning and Integrated Student Supports \(ELISS\) Competitive Grant Program](#)
- [Federal Program Contacts by Staff Member](#)
- [Federal Program Data Collection](#)
- [Foster Care Education](#)
- [Homeless Program Monitoring](#)
- [ICARES](#)
- [Migrant Education](#)
- [Monitoring Neglected and Delinquent Students](#)
- [Rural Education Achievement Program](#)

Element #12

Allowable Uses of Title II funds

ESSA Citations: 2103(b)



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Element #12 - Required Documentation

- ❑ Dated records for any professional development activities funded with Title II, Part A funds.



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Documentation of activities described in the Title II, Part A Grant Details section in CCIP.

Suggested documentation includes:

- ❑ Schedules
- ❑ Job Descriptions & Timesheets
- ❑ Presentation materials
- ❑ Invoices
- ❑ BT training materials

Title II Best Practices



- Only Title II, Part A funded Professional Development should be uploaded as evidence of compliance.
- **Do not** include any other federally funded PD.
- If the PSU is reducing class size by funding a regular curricular teacher, documentation to show the actual reduction in class size should be submitted.
- The PSU's ADM policy/methodology could be used to show the reduction in class size.



Video Resources – Required Viewing

Required Video #1:

Preparing for Your Upcoming Monitoring Visit? Monitoring Event Guidelines Presentation

Required Video #2:

CPCM Instrument Part 1: The Consolidated Program Elements (CPCM Elements 1-5)

Video Resources – Optional Viewing

CPCM Instrument Part 2: Title I, Parts A & D (Elements 6-11)

CPCM Instrument Part 3: Title II, Part A – (Element 12)

CPCM Instrument Part 4: Title IV, Part A – (Element 13)

CPCM Instrument Part 5: Title III, Part A – (Elements 14-17)

CPCM Instrument Part 6: Title I, Part C- MEP (Elements 18-20)

CPCM Instrument Part 7: Title V, Part B – RLIS (Element 21)

CPCM Instrument Part 8: Title I, Part D – State Operated Programs (Element 22)



We are here to support YOU!

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