

MICHIGAN'S NEW MONITORING PROCESS FOR LEA MCKINNEY-VENTO HOMELESS EDUCATION PROGRAMS

Number of LEAs in MI: 874

Includes:

- 32 MV Grant Fiscal Agents, monitored individually on site
- 56 Regional intermediate school districts and educational service agencies
- 786 Local school districts (including charters/PSAs)
- Charter schools/public school academies (PSAs)
- Trying to monitor 874 LEAs in a 3-year grant cycle is daunting, to say the least! (291 per year)
- This process evolved from the Regional MV Grant Consortium process that Michigan uses for homeless education grants.

Staff Required: 2 to 6 contracted MV monitors

- MI currently has 4 monitors on contract @\$50 per hour, plus reimbursed travel expenses.
- MV Monitors are trained to review subgrantees, as well as districts.
- State Coordinator attends 1-2 reviews with each monitor to observe, followed by random observations over the school year of each monitor.
- State Coordinator leads individual reviews of Subgrantees/Fiscal Agents with performance or fiscal concerns.

REGIONAL CONSORTIUM MONITORING PROCESS

- When we develop our annual MV monitoring schedule, we sort Sub-Grantees/Fiscal Agents out first. The monitoring for these agencies is more intense and detailed. (See sample agenda.)
- Next, districts are sorted into their regional MV Grant Consortia. (See map of consortia.)
- Within each grant consortium, we sort districts by risk factors and TA needs, based on their EHCY Self Assessments (submitted once per grant cycle).
 - Some consortia include 50-70+ districts, so reviews are scheduled on multiple days for these larger consortia.
 - For smaller consortia, we may schedule the districts and Fiscal Agent on the same day.
 - Newly opened charter schools/PSAs are typically grouped by consortia into one review, since their TA needs are similar.
 - Districts reporting zero (0) homeless students and those who fail to submit a completed EHCY Self Assessment are ranked as highest risk. Some of these may receive Desk Reviews to alert the Superintendent and Liaison that the Department is watching and will be withholding a percentage of their federal funding if there is no effort toward compliance.
 - Districts whose Self Assessments show exemplary programs receive a Desk Review and do not have to attend a consortium review.



- **Scheduling:**
 - 4-10 districts (belonging to the same MV Grant Consortium)
 - 2 MV Monitors visit at the same time (alternating asking Qs & taking notes)
 - Subgrantees/Fiscal Agents are reviewed individually on site
- A Consortium Review is typically conducted at the Fiscal Agent's location, and invited the Grant Coordinator to join the LEA teams from their districts. LEA teams invited include the Liaison, Superintendent or School Leader, Title I Coordinator, and any MV grant-supported staff. (See sample letters announcing Consortium Reviews.)
- In advance of the review, the monitors collaborate by phone/email to select several specific questions to pose to each district (from a list we developed for on site visits), based on each one's strengths and weaknesses noted in the MV Self Assessment and the evidence the LEAs submit once per grant cycle. (We try to find at least one strength for each LEA.)
- If the monitors determine that they need to actually do an ON SITE VISIT to any of the schools being reviewed to document the reported information, then they do those visits the day following the consortium review – either impromptu or by scheduling a time with the Liaison at the end of the consortium review.
- We also do Desk or Phone Reviews of those LEAs whose MV Self Assessments and evidence are either not submitted, sorely lacking OR are exemplary.

Advantages of Regional Consortium Monitoring

- Districts, grant coordinators, AND the monitors LOVE IT!!
 - Less time out of their school, and away from their regular positions
 - Grant coordinators attend their consortium districts reviews to observe, and can assess their TA needs
 - Monitors coordinate in advance on questions, and afterward on reports
- District staff say that they LEARN A LOT FROM EACH OTHER during the reviews!
 - They all take notes on other districts' program details.
 - Offers the MV Grant Coordinator a chance to assess Liaisons' and LEAs' needs
- TIME & MONEY SAVER!
 - Monitors complete up to 10 LEA reviews in one day, as opposed to sending one monitor to each district for a half or whole day's review!
 - Keeps SEA monitoring budget within reason, given the 874 LEAs in MI
 - Reviewing more than 10 would be unwieldy, and could lead to boredom or attention drift