



FY19 CONSOLIDATED LEA IMPROVEMENT PLAN (CLIP) GUIDANCE



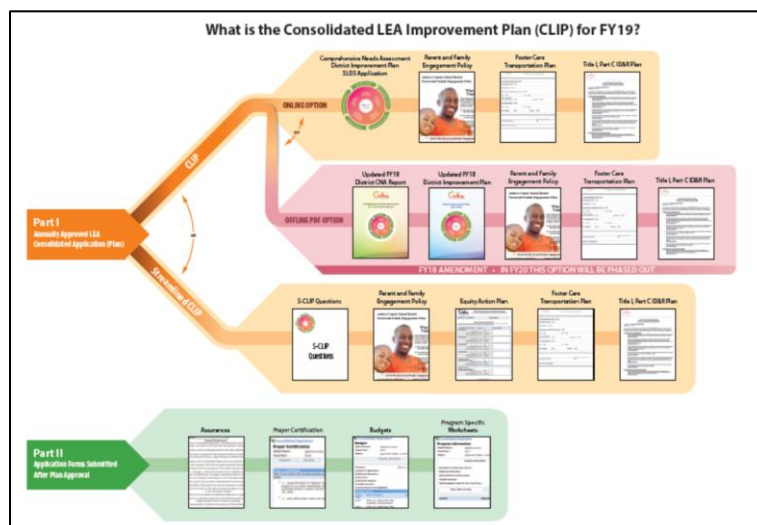
2018 – 2019 (FY19) Consolidated LEA Improvement Plan (CLIP) Guidance

Georgia’s local educational agency (LEA) Consolidated Application includes the Consolidated LEA Improvement Plan, or “CLIP”. The CLIP fulfills the need for a plan from LEAs to be collected by the Georgia Department of Education (GaDOE) to define how the LEAs will support their students when accepting federal funds under The Elementary and Secondary Education Act of 1965, as amended by the Every Student Succeeds Act (ESSA) of 2015. Georgia’s unique circumstances, in that its LEAs may have variations on required “plans” already in place that address how they are supporting students, make certain components of this ESSA CLIP process, for some LEAs, potentially an overlapping requirement. As a result, any LEA that provides an assurance that it has a locally-developed school improvement process may choose not to submit district-level or school-level comprehensive needs assessments and improvement plans to GaDOE for schools that qualify for Tier I level support. These LEAs will be required to submit a streamlined LEA consolidated plan under Section 8305 that requires information that is absolutely necessary. If the LEA has schools that qualify for Tier II, III or IV level of support, the LEA will work closely with GaDOE to implement reforms and provide school-level comprehensive needs assessments and improvement plans for the identified schools but may choose not to submit district-level comprehensive needs assessments or improvement plans. The GADOE has developed, with stakeholder input, a set of LEA options for the CLIP.

The Elementary and Secondary Education Act (ESEA) of 1965, as amended by **The Every Student Succeeds Act (ESSA) of 2015**, requires the Georgia Department of Education (GaDOE) to collect a consolidated local plan or application from each local educational agency (LEA) in the state receiving federal funds. The consolidated local plan contains descriptions, information, assurances, and other materials that are considered by the GaDOE as absolutely necessary to define how the LEA will support its students under the law. The plan is to be updated as needed, and some components are updated annually throughout the duration of the plan. Even though an LEA submits only the minimum required information in its consolidated local plan or application, it must still meet all ESEA requirements for each program for which the LEA accepts federal funds.

FY19 CLIP Options and Guidance for Selecting an Option

The options outlined here will be reduced to two in 2019 – 2020 (FY20); however, a transition period will occur in FY19 to allow an LEA to continue to utilize its existing FY18 CLIP submission for an additional year, thus creating a temporary alternate for the online option (the pink shaded option). The following graphic lays out the two CLIP options available to all LEAs accepting federal funds in FY19.



As a whole, the CLIP contains components that are collected in two distinct parts. The components in **Part II** are required to be collected annually:

- Overall General Assurances
- Prayer Certification
- Program Budgets
- Program Specific Worksheets

The components in Part I represent the LEA's plan for providing supports and services for students using federal funds under the ESEA law. Which path within Part I that an LEA elects to complete in FY19 will be selected based on factors at the LEA level.

Online Option

Part I's **ONLINE OPTION** is the GaDOE's main ESSA plan collection path and includes all the tools, templates, and resources of the online Student Longitudinal Data System (SLDS) application that the GaDOE built for use after the FY18 CLIP PDF, with significant input regarding improvements to the FY18 templates and process from LEAs.

SLDS Application Option: Factors an LEA might consider in deciding whether to use this option

- DID THE LEA STRUGGLE WITH THE CONSTRAINTS OF THE FY18 PDF CNA AND DIP TEMPLATES?
- IS THE LEA IN NEED OF A FORMALIZED PROCESS FOR ESTABLISHING A PLAN SPECIFIC TO THE NEEDS TO BE ADDRESSED WITH ITS FEDERAL FUNDS UNDER THE ESSA?
- WERE THERE A SIGNIFICANT NUMBER OF RECOMMENDATIONS GIVEN BY THE GADOE FY18 CLIP REVIEW TEAM?

Offline Option (Alternative for FY19 only)

Part I's **OFFLINE OPTION** is the transition year path for an LEA to maintain in place its PDF FY18 CLIP. The LEA will use an offline Word amendment form template to make simple amendments to the FY18 CLIP. The LEA will create a permanent CLIP in the online SLDS application in FY20.

Offline PDF Option: Factors an LEA might consider in deciding whether to use this option

- DID THE LEA REALIZE A PLAN THROUGH ITS FY18 CLIP SUBMISSION THAT REQUIRES LITTLE IN THE WAY OF REVISION?
- WERE THE GADOE'S RECOMMENDATIONS FOR THE PLAN FEW IN NUMBER AND EASILY ADDRESSED?
- ARE THE ACTION STEPS DEFINED IN THE FY18 PLAN YIELDING POSITIVE RESULTS THAT THE LEA WANTS TO CONTINUE?

Streamlined CLIP Option

The **Streamlined CLIP (S-CLIP)** option is an alternative ESSA CLIP submission path. An LEA choosing this option should carefully consider if it has more than 20% of its schools identified for Tier II, III, or IV level of support. The S-CLIP creates a streamlined plan for an LEA that already has in place a locally developed school improvement process and/or current strategic plan, and/or charter system contract. In using this option, the LEA will fill out and submit the offline S-CLIP questions template along with a parent and family engagement policy, an equity action plan, a foster care transportation plan, and a Title I Part C ID&R plan, when the ID&R plan is applicable. The LEA is, however, free to use the SLDS sandbox tools as a resource at any time.

Streamlined CLIP Option: Factors an LEA might consider in deciding whether to use this option

- ARE MORE THAN 80% OF THE LEA'S SCHOOLS WITHIN THE UNIVERSAL TIER I LEVEL OF SUPPORT?
- DOES THE LEA HAVE AN EXISTING SCHOOL IMPROVEMENT PROCESS AND/OR STRATEGIC PLAN AND/OR CHARTER CONTRACT THAT FULLY ADDRESSES IDENTIFIED NEEDS BEING TARGETED FOR IMPROVEMENT THROUGH ALL ITS SUPPLEMENTAL FEDERAL PROGRAMS, RESOURCES, AND SUPPORTS?
- DOES THE LEA HAVE A STRONG UNDERSTANDING OF ESEA/ESSA REQUIREMENTS?

FY19 CLIP Submission Process

The submission process for Part I of the CLIP will be aligned to a rolling submission window beginning in FY19. For FY19, this submission window for Part I components will open on March 1, 2018 and will close on July 31, 2018. This extended window for CLIP Part I submissions will allow LEAs access to their federal funds when they are made available to the LEAs by the State Board of Education at its July 19, 2018 meeting. (An LEA needing an extension to August 31, 2018 must contact the Office of Federal Programs at federalprograms@doe.k12.ga.us.)

Submission of FY19 CLIP Part I will be as follows:

Online Option

LEAs using the online SLDS CLIP application will have access to a submission button for the CLIP and related documents. The LEA superintendent will use the submission button to formally submit the plan to the GaDOE CLIP review teams.

Offline Option (Alternative for FY19 only)

The submission of the offline PDF amendment form used to update the LEA's FY18 CLIP for FY19 will be via an upload into the SLDS application with a submission button. The LEA superintendent will formally submit the plan and related documents to the GaDOE CLIP review teams.

Streamlined CLIP Option

The submission of the streamlined CLIP components will be via an upload into the SLDS application with an upload button. The LEA superintendent will formally submit the CLIP to the GaDOE review teams.

FY19 CLIP Review Process

Fiscal year 2019 represents the first full year in which the GaDOE is overseeing implementation of its federal programs under its approved consolidated state ESSA plan. As such, all LEAs receiving funds under more than one program included in the state's approved consolidated ESSA plan are required to submit their CLIPs to the GaDOE for review and approval. This means that previously approved FY18 CLIPs may now require revision(s).

Seventeen GaDOE teams will conduct the review of Part I components of the CLIP. Each of these "CLIP teams" include representation from the following federal programs:

1. Title I, Part A
2. Title I, Part A Parent and Family Engagement
3. Title I, Part C
4. Title I, Part D
5. Title II, Part A
6. Title III, Part A
7. Title IV, Part A
8. Title V, Part B
9. McKinney-Vento
10. School & District Effectiveness
11. Teacher & Leader Effectiveness
12. Individuals with Disabilities Education Act (IDEA)
13. Foster Care

Each CLIP team is assigned a set of LEAs with whom the team will collaborate in completing the review and approval of components of Part I of the CLIP. These teams will support the LEAs throughout the duration of the ESSA law, both by reviewing the initial FY19 CLIP Part I submissions, as well as any subsequent resubmissions.

As LEA FY19 CLIPs are submitted between March 1 and July 31, 2018, CLIP team members will collaboratively review the submissions to ensure that they meet applicable ESSA requirements as outlined in the CLIP Criteria document. The teams will complete all reviews of **Part I** of the CLIP within ten business days from the date of submission through the SLDS application. The CLIP teams will conduct the reviews using the SLDS application site. All approvals or requests for revisions will be transmitted between the teams and the LEAs through the SLDS application site. A record of all communication will be archived in the application.

After CLIP approval, the ability for LEAs to begin submitting their FY19 program specific budgets and related documentation will be automatically activated in the Consolidated Application of the portal where budgeting functions continue to be housed and managed.

CLIP Timeline for LEAs

Activity	Date	Location
LEA Selection of CLIP Option and Notification to GaDOE	Opens: 2/1/2018 Closes: 2/28/2018	Submit LEAs CLIP Option Choice here: https://form.jotform.com/80196437416965
FY19 CLIP Options Overview for All LEAs – Webinar	2/5/2018 10:00 AM	Registration Link: https://attendee.gotowebinar.com/register/6986563352969530370
CLIP Teams Follow Up with LEAs via Webinar – QA on FY19 CLIP Options; Mid-Year Check	Completed by 2/28/2018	CLIP Teams will contact their LEAs to set this date.
Webinar with LEAs Using the Online Option: LDS CLIP Application Content and Responses	2/9/2018 10:00 AM	Registration Link: https://attendee.gotowebinar.com/register/183574849640634882
Webinar with LEAs Using the S-CLIP or the Offline Option: FY18 Amendment	2/13/2018 10:00 AM	Registration Link: https://attendee.gotowebinar.com/register/5791561339344712962

CLIP Resources

SLDS CLIP Application Training

Support for the use of the online SLDS CLIP application includes six training sessions hosted by GaDOE's Technology Services Department. The content of this training will focus on simple navigation in the application. Training dates, locations, and a link to registration are as follows:

Registration: http://www.gadoe.org/Technology-Services/SLDS/Pages/CNA_Registration.aspx

SLDS Training Location	Date and Time
Cartersville (Bartow County)	Monday, February 12, 2018; 1:00 to 3:00 pm
Hinesville (Liberty County)	Tuesday, February 13, 2018; 1:00 to 3:00 pm
Atlanta (GaDOE Offices)	Monday February 19, 2018; 1:00 to 3:00 pm
Albany (Dougherty County)	Wednesday February 21, 2018; 1:00 to 3:00 pm
Dublin (Heart of GA RESA)	Thursday February 22, 2018; 1:00 to 3:00 pm
Danielsville (Madison County)	Friday, March 2, 2018; 1:00 to 3:00 pm

CLIP Documents and Templates

GaDOE website:

<http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/LEA-Consolidated-Application.aspx>

CLIP Documents Available on GaDOE Website:
2018 – 2019 (FY19) Consolidated LEA Improvement Plan (CLIP) Guidance
GaDOE CLIP Teams
Streamlined CLIP (S-CLIP) Questions Template
FY18 Amendment Overlay Template
CLIP Review Criteria
Parent and Family Engagement Policy Template
Equity Action Plan Template
Foster Care Transportation Plan Template
Title I Part C ID&R Plan Template