

**TITLE I MONITORING FORM
SUPPORTIVE SERVICES
Elementary and Secondary Education Act (ESEA)
Public Law 107-110**

District _____ **School** _____ **Date of Review** _____

Reviewer(s) _____

Name of Service _____

Service Location _____

Monitoring Requirements	Evidence of Compliance	Compliant
1. A comprehensive needs assessment of the supportive service(s) has been conducted.	<input type="checkbox"/> Documentation to support the needs identified in the support services plan	<input type="checkbox"/>
2. The service(s) being implemented is (are) related to an educational need and supports an instructional activity or objective.	<input type="checkbox"/> Rationale for service <input type="checkbox"/> Description of the educational need(s) being addressed	<input type="checkbox"/>
3. The number and selection of students participating are consistent with the project description. <ul style="list-style-type: none"> • Personnel have lists of the children enrolled in Title I instructional activities for which they have responsibility. • Expenditure of funds for medical services or clothing are limited to economically deprived students who are identified in the manner described in the approved project. 	<input type="checkbox"/> List of students receiving services <input type="checkbox"/> Verification that students are eligible for Title I services	<input type="checkbox"/>
4. Documentation is available that a collaborative partnership has been established with local service providers, if appropriate.	<input type="checkbox"/> Letters of agreement to document collaborative partnerships with local service providers	<input type="checkbox"/>

Monitoring Requirements	Evidence of Compliance	Compliant
5. A determination has been made that funds and/or services are not reasonably available from other public or private sources to provide such services.	<input type="checkbox"/> Documentation shows that this service is supplemental and does not supplant state and/or local funding sources.	<input type="checkbox"/>
6. This supportive service is being provided for non-public school students, where applicable.	<input type="checkbox"/> Work logs indicate services provided to non-public school students, where applicable.	<input type="checkbox"/>
7. The personnel employed through this supportive service are dealing solely with the specific services set forth in the approved project application.	<input type="checkbox"/> Signed certificate of full time employment for personnel paid 100% with Title I funds <input type="checkbox"/> Signed schedules and/or work logs for employees paid partially with Title I funds	<input type="checkbox"/>