



State of Arizona  
Department of Education  
1535 West Jefferson Street Bin #10  
Phoenix, Arizona 85007

Tom Horne  
Superintendent of  
Public Instruction

(Date)

(LEA Name)  
(Street)  
(City)  
CTDS

Re: LEA Corrective Action Notification

Dear Superintendent:

Your LEA has been identified or will be identified for Title I LEA Corrective Action, under the Federal No Child Left Behind Act of 2001 (NCLB) because your district/charter did not meet adequate yearly progress (AYP) for two consecutive years in the same indicator *and* across all grade spans. The following five requirements must be met by all LEAs identified for Corrective Action.

1. You must notify Doug Price by email or mail (address above) no later than September 15, 2009, of which corrective action option your district improvement team chose to implement; i.e., redirect program funds, or institute/implement a new curriculum in accordance with PL107-112 Sec 1116(c)(10)(C). Please send a brief explanation to [Douglas.Price@azed.gov](mailto:Douglas.Price@azed.gov) describing:
  - The corrective action option(s) your LEA will implement for the 2009-2010 school year.
  - Why the selected option(s) will best impact your students' achievement.
  - How the LEA will evaluate the effectiveness of the selected option(s).
2. LEA representation is required at the LEA Improvement sessions during the August - Fall Process Forum. At a minimum, the superintendent (or designee) and the Federal Programs Director are required to attend. The Fall Process Forum schedule is attached for your convenience. Please go to the calendar of events <http://www.ade.az.gov/onlineregistration/calendar/RenderCalendar.asp> and register for a session. Please note, failure to comply with this requirement puts the LEA's Title I funds at risk of being placed on hold.
3. Notification to parents of the LEA's Corrective Action status must be mailed to all parents no later than September 1, 2009. You are encouraged to use LEA improvement grant money for the cost of sending the parent notification letters. A template for the parent notification letter will be provided at the Fall Process Forum.
4. Preparation and implementation of an LEA Improvement Plan that addresses the LEA's AYP determinations and the results of the LEA's self assessment. Details provided at the Fall Process Forum.

5. Commitment to address the professional development needs of your LEA. In accordance with PL107-112 Sec 1116(c)(7)(iii), the LEA must commit 10% of its Title I-A allocation to professional development for any instructional staff member in the LEA, which addresses the reason AYP was missed.

Questions and concerns regarding this process may be directed to Doug Price at (602) 542-1562 or email [Douglas.Price@azed.gov](mailto:Douglas.Price@azed.gov).

Sincerely,

Angela Denning  
Deputy Associate Superintendent  
School Improvement and Intervention

Nancy Konitzer  
Deputy Associate Superintendent  
Title I and NCLB Consolidated Activities

Doug Price  
Director of Title I School and LEA Improvement  
School Improvement and Intervention

Note: A hard copy of this letter will also be mailed to you.