Consolidated Federal Programs: Required Stakeholder Engagement

Purpose

As LEAs begin work on Continuous Improvement Plans and Data Inventories in preparation for the FY23 CFP Grant application and 2022-2023 school year, the CFP Team wanted to provide this reminder of required stakeholder groups for the Title programs under the ESEA. While the AOE always encourages outreach to a broad range of stakeholders for consultation and feedback, there are several required stakeholder groups included in statute, particularly in the development of a school's Title IA schoolwide plan and development of an LEA's Title IVA application.

Detailed information regarding the inclusion of stakeholders is not required within the CFP Grant application; however, the requirements for stakeholder engagement in Titles I and IV are included in the CFP application assurances and in the Consolidated Monitoring review. LEAs are strongly encouraged to maintain documentation of their processes and/or procedures for ensuring strong stakeholder engagement, as well as documentation of on-going attempts to include and consult with a variety of stakeholder groups in the development of SWP plans and the Title IVA application.

Required Stakeholders

Title IA Schoolwide Plans (ESEA §1114(b)(2))

LEAs must involve the following groups during the development of Title IA schoolwide plans:

- Parents
- Community members
- Teachers
- Principals
- Other school leaders
- Paraprofessionals present in the school
- Administrators
- Tribes and tribal organizations present in the community
- If appropriate: specialized instructional support personnel, technical assistance providers, school staff, students, and other individuals determined by the school

Title IVA Application Development (ESEA §4106(c))

LEAs must develop their Title IVA applications through consultation with:

- Parents
- Teachers
- Principals
- Other school leaders
- Specialized instructional support personnel

- Students
- Community-based organizations
- Local government representatives
- Indian tribes or tribal organizations, if applicable
- Others with relevant and demonstrated expertise in programs and activities designed to meet the purpose of Title IVA

Stakeholder Group Examples

The following chart, made available by the Title IVA Technical Assistance Center, provides some specific, tangible examples that may assist LEAs as they are considering local groups to consult.

SCHOOL STAFF ORGANIZATIONS	PARENT AND FAMILY ORGANIZATIONS	DISTRICT AND SCHOOL LEADERS	STUDENT AND YOUTH ORGANIZATIONS
• Teachers' unions • Professional associations	• Parent-teacher organizations or associations • Parent advocacy groups	• School boards • School administration • District administration	• Student clubs, activities, and government • Youth-serving community-based organizations

GOVERNMENT AND COMMUNITY GROUPS	NONPROFIT ORGANIZATIONS PROVIDING SUPPORT AND EDUCATION SERVICES		NONPROFIT ORGANIZATIONS SERVING VULNERABLE POPULATIONS
• Local government officials • Local child welfare, juvenile court, or law enforcement agencies • Faith-based organizations	• After-school services • Community health services • Mental health services • Job and career training • STEM education • Drug and violence prevention		• Court-appointed special advocates • Homeless shelters • Food pantries/banks • Juvenile defenders • LGBTQ youth-serving organizations • Children in the welfare system

Stakeholder Engagement Practices

Methods of Outreach

Providing a variety of avenues for participation may help to build stakeholder relationships and ensure input.

- Meeting one-on-one – allows for creation of personal connection and targeted consultation
- Joint/small group meetings – smaller group size allows for closer interaction and relationship building; ability to engage representatives from across groups to share relevant data and ideas
- Large group meetings – reaches broad populations; allows for distribution of data/information to many and a range of stakeholder voices to be present
- Leveraging existing community committees and/or advisory boards – may help to build the bridge to gain input from local community organizations, particularly those that are small and may be lacking for capacity

Understandably, COVID restrictions have limited in-person opportunities for engagement. LEAs may consider the following methods of engaging stakeholders in a virtual setting:

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- Phone calls
- Virtual meetings (with polls)
- Online surveys
- Texting platforms and/or monitored social media platforms

Meaningful Consultation

In order to gain sincere input from stakeholders, LEAs may find it helpful to target relevant data and/or questions to appropriate audiences within the list of required stakeholders. The following questions are intended to help guide LEAs through the process of exploring who those audiences might be and how to successfully engage with them:

- Are there specific groups that are particularly important to engage with on this topic? Why is this group important to engage?
- Have we made our goals in engaging this group clear, so they can see the benefit in engaging with us?
- Are there organizations or groups that we hear from all the time? Are there any that we rarely hear from or that have been consistently missed?
- If we have been largely unsuccessful engaging with a specific group, are there prior negative experiences creating mistrust or lack of motivation to engage? If so, how can we be transparent about how we will try to address and mitigate concerns?
- Are there logistical reasons for lack of engagement (e.g., time of meetings, method of engagement, etc.)?
- How are we tracking and evaluating the success of our engagement efforts?

Once groups have been identified and initial outreach has occurred, the following questions may be helpful for meaningful consultation:

- Based on our needs assessment, have we communicated our needs clearly?
- Are our goals clear? Do you feel they address our needs?
- Is it clear how our actions will help us achieve our goals? Do they align?
- Is it clear which resources we will use to support the implementation of our plan?
- Do you have any concerns?
- Do you have any additional recommendations we should consider?

As always, please feel free reach out to the CFP Team with any additional questions regarding required stakeholder groups during development of SWP plans and the Title IVA application.

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