



FY22 CONSOLIDATED LEA IMPROVEMENT PLAN (CLIP) GUIDANCE



Handbook Update Tracking

Updates made to this handbook will be organized in this chart.

Date	Section/Topic	Page
4.21.2021	Process for date extension requests.	6

2021 – 2022 (FY22) 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 have the flexibility 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 levels 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 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.

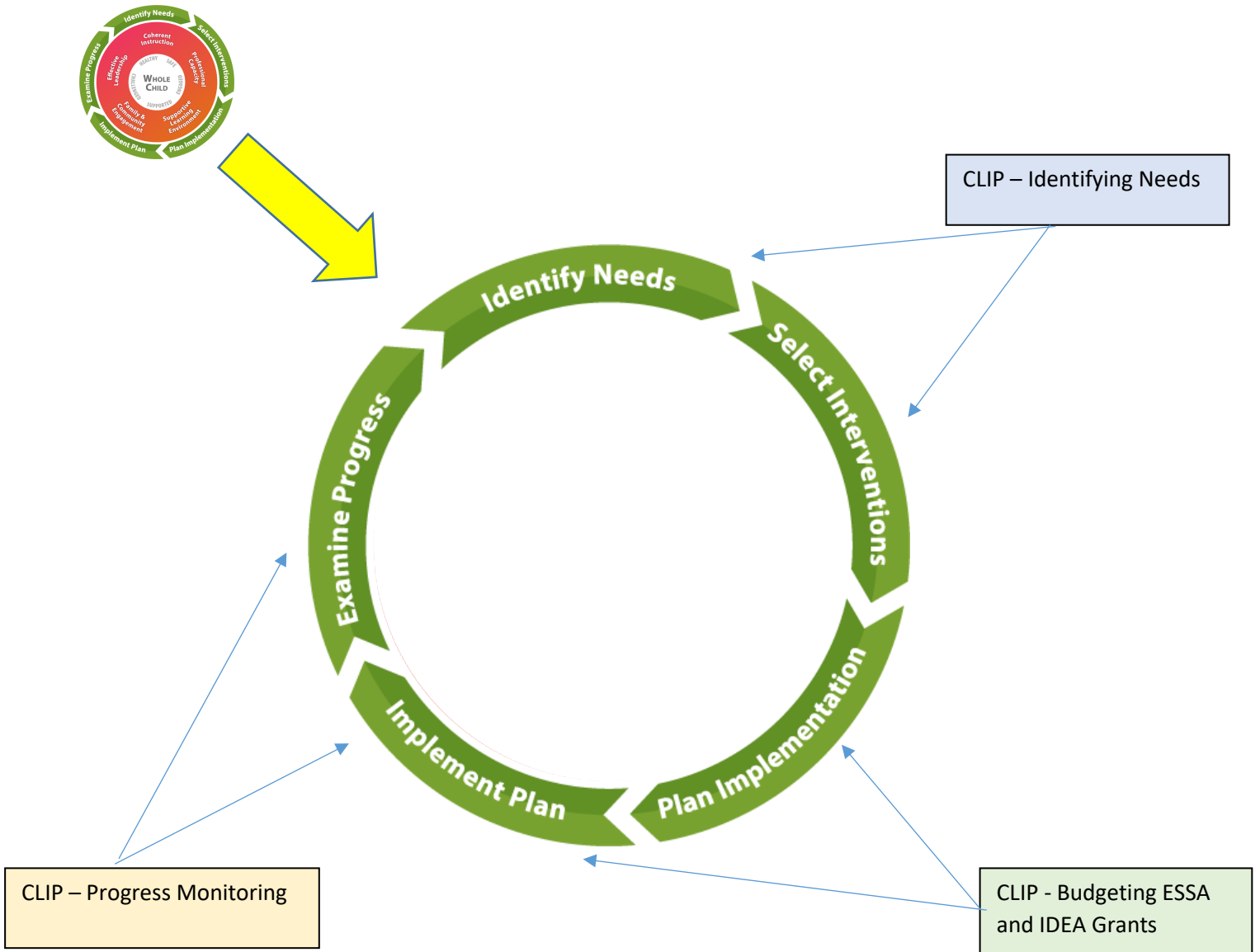
FY22 will be a year for reviewing and updating the CLIP. In the spring of 2020 as LEAs began school closures due to the pandemic, GaDOE provided the option for LEAs to clone their FY20 CLIP for one additional year to continue to address the identified needs and action steps during FY21. Additionally, many LEAs cloned their FY19 CLIP for an additional year through FY20. For FY22, LEAs should plan for a thorough review of their goals and action steps, engage stakeholder groups, and update the CLIP. Overarching questions to consider include:

- Are the needs we identified still applicable?
- What additional needs are our current data sources indicating?
- Which actions steps are meeting our intended outcomes?
- Which action steps should we revise or remove?

FY22 CLIP and Georgia’s Systems of Continuous Improvement

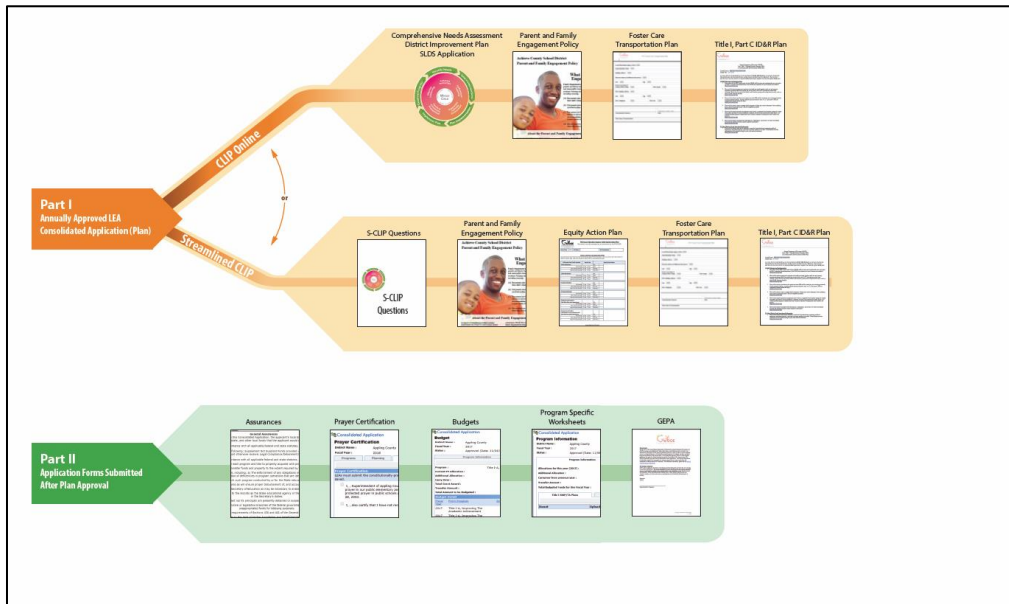
The Georgia’s Systems of Continuous Improvement framework focuses on the systems and structures (the “what”) that must be in place for sustained improvement in student outcomes. It also utilizes a problem-solving model (the “how”) to provide a clear process for identifying improvement needs, planning for improvement, and implementing, monitoring, and evaluating the improvement efforts. This framework drives the work of the CLIP.

The outer ring of this framework is the problem-solving model. The problem-solving model guides LEAs through the process of identifying needs and addressing those needs. Federal, state, and local funds are then coordinated to meet those needs. For the ESSA and IDEA federal grants, needs identification directs the development of the budget. When GaDOE reviews federal grant budgets, a connection between the needs identified in the CLIP must be evident in the budgets.



FY22 CLIP Options and Guidance for Selecting an Option

The following graphic lays out the two CLIP options available to all LEAs accepting federal funds in FY22.



As a whole, the CLIP contains components that are collected in two distinct parts. The components in **Part II** represent required annual ancillary documentation to accompany the LEA's plan:

- Overall General Assurances
- Prayer Certification
- Program Budgets
- Program Specific Worksheets
- GEPA 427 Statement

The components in **Part I** represent the LEA's annual plan for providing supports and services for students using federal funds under the ESEA/ESSA law. Which path within Part I that an LEA elects to complete in FY22 will be selected based on factors at the LEA level?

CLIP Online Option

Part I's **CLIP Online** option is the GaDOE's main ESSA plan collection path and includes all the tools, templates, and resources within its location in the online Student Longitudinal Data System (SLDS). LEAs that used this option in FY21 will have the ability to "clone" their responses over to the FY22 CLIP. LEA staff and their stakeholder groups will review and evaluate progress from the FY21 CLIP, review updated student performance data, and then revise the CLIP for FY22. Part I's parent and family engagement policy, foster care transportation plan, and Title I Part C ID&R plan, if applicable, are required to be reviewed, updated, and reattached to the FY22 CLIP for approval annually, without exception.

CLIP Online Option: Factors an LEA Might Consider When Deciding Whether to Use this Option:

- 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 ESEA/ESSA LAW?
- WERE THERE A SIGNIFICANT NUMBER OF RECOMMENDATIONS GIVEN BY THE GADOE FY20 OR FY21 CLIP REVIEW TEAM DURING ITS REVIEW OF THE LEA'S FY20 OR FY21 ONLINE or S-CLIP SUBMISSION?

Streamlined CLIP Option

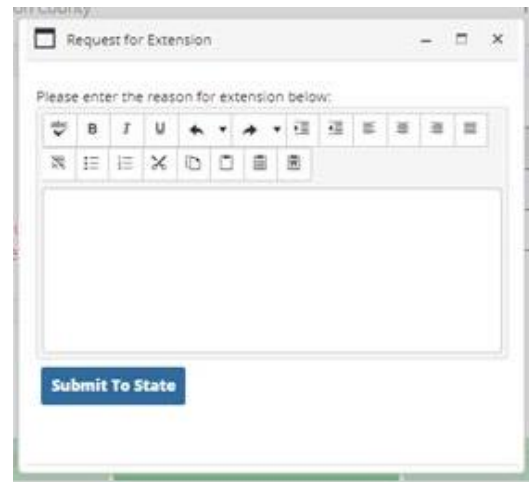
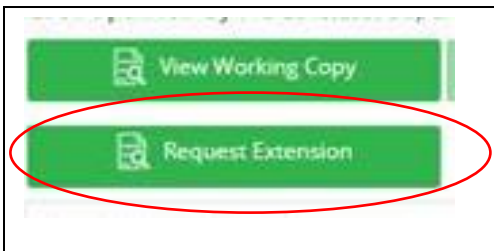
Part I's **Streamlined CLIP (S-CLIP)** option is an alternative ESSA CLIP submission path. In using this option, the LEA will review and evaluate progress from the FY21 S-CLIP, if applicable, and will complete and submit an updated FY22 S-CLIP along with a parent and family engagement policy, an equity action plan, a foster care transportation plan, and a Title I Part C ID&R plan, when the ID&R plan is applicable. An LEA that did not use the FY21 S-CLIP may use the FY22 S-CLIP template, if appropriate. The LEA is 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?

FY22 CLIP Submission Process

The submission process for Part I of the CLIP will be aligned to a rolling submission window in FY22. The submission window for Part I components will open on March 1, 2021 and will close on July 31, 2021. This early and extended window for CLIP Part I submissions will allow LEAs the potential to gain CLIP Part I approval, thus readying them for immediate access to FY22 funding when the State Board of Education meets to approve and award FY22 federal formula grant funds at its July 22, 2021 meeting. (An LEA needing an extension to August 31, 2021 must submit a request within the SLDS. The Superintendent or District Coordinator may submit the request to GaDOE. The request should include the reason for the date extension.)



Submission of FY22 CLIP Part I will be as follows:

Online Option - LEAs using the CLIP Online application will have access to a submission button for the CLIP and related documents in the SLDS. The LEA superintendent will use the submission button to formally submit the plan to the GaDOE Continuous Improvement Team (CIT) for review.

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 same GaDOE review teams.

FY22 CLIP Review Process

Fiscal year 2022 represents the sixth 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.

Seventeen GaDOE teams will conduct the review of Part I components of the CLIP. Each of these CITs 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 IV, Part B
9. Title V, Part B
10. McKinney-Vento
11. School & District Effectiveness
12. Teacher & Leader Support and Development
13. Individuals with Disabilities Education Act (IDEA)
14. Title I, Part A Children in Foster Care

Each CIT 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 ESEA/ESSA law.

As LEA FY22 CLIPs are submitted between March 1 and July 31, 2021, CIT 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 CITs 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. When CLIPs, either version, are approved in the SLDS, the application status on the Consolidated Application in the MyGaDOE portal will automatically change from “NEW” to “APPROVED”.

After CLIP approval, the ability for LEAs to begin submitting their FY22 program specific budgets and related documentation will be automatically activated in the Consolidated Application in the MyGaDOE portal where budgeting functions continue to be housed and managed.

Reminder: An approved CLIP is required prior to budget approval.

FY22 CLIP Amendment Process

An LEA needing to amend the CLIP may do so at any point during FY22. The process is as follows:

1. The superintendent will log in to the SLDS CLIP and select “Request an Amendment”. The request includes a space for a short description of the purpose of the amendment.
2. The superintendent will submit the request to GaDOE.
3. GaDOE will receive and approve the request. An email will be sent to the LEA confirming the approval and availability of the CLIP for amending.
4. After the LEA amends the CLIP, the superintendent will submit the amended CLIP to GaDOE for review.
5. The CIT will review the submission and either approve or request revisions.

Important Considerations

- Once the CLIP has received annual approval, minor revisions to goals, action steps, funding sources, or service plans do not require an amendment. However, a best practice is to ensure the CLIP, either option, is updated to reflect how federal funds are being coordinated to support students. This will support progress monitoring and stakeholder engagement efforts. Note: the addition or removal of an action step in the CLIP Online likely requires an amendment.
- Adjustments to an LEA's professional qualifications requirements will need a CLIP amendment.

FY22 CLIP Progress Monitoring

A CLIP progress monitoring tool is available in the SLDS. LEAs will use this tool during two periods in FY22 to report on the progress of their CLIP action steps.

- The Progress Monitoring tools is available after a CLIP (Online or S-CLIP) is initially approved by GaDOE.
- Both the District Administrator and the District Superintendent roles can view, edit, and select the evidence of progress status applicable to each action step of the CLIP.
- LEAs are encouraged to convene the CLIP stakeholder group to review the status of the CLIP action steps and complete the progress monitoring application.
- GaDOE Continuous Improvement Teams (CIT) will collaboratively review the CLIP Online progress monitoring submission, not to approve it but rather to simply gain insight into how the LEA is progressing in implementing its approved plan.
- Once reviewed, comments may be added, and the tool will be reopened for continued use by the LEA for the remainder of the year.

Reporting Periods:

1. July 1– December 31 (reporting window open during the month of January)
2. January 1 – May 1 (reporting window open during the month of May)

A navigation guide is available [here](#).

FY22 CLIP Training for LEAs

Activity	Date	Registration
FY22 CLIP General Overview – Webinar	2.15.2021; 10:00 AM	https://attendee.gotowebinar.com/register/8604040639127582224
SLDS Streamlined CLIP Application Overview - Webinar	2.16.2021; 10:00 AM	https://attendee.gotowebinar.com/register/5751961352746511632
SLDS CLIP Online Application Overview - Webinar	2.16.2021; 1:00 PM	https://attendee.gotowebinar.com/register/9040101453145553680
Q&A for LEAs Consolidating Funds in Schoolwide Programs	2.19.2021; 10:00 AM	https://attendee.gotowebinar.com/register/5036003361203963152

Recordings of all webinars will be posted [here](#).

CLIP Resources

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:
2021 – 2022 (FY22) Consolidated LEA Improvement Plan (CLIP) Guidance
GaDOE Continuous Improvement Teams (CIT)
Streamlined CLIP (S-CLIP) Questions Template
CLIP Review Criteria
LEA Parent and Family Engagement Policy Template
Equity Action Plan Template
Foster Care Transportation Plan Template
Title I Part C ID&R Plan Template