

<b>ACTION REQUIRED FOR STAGED DISTRICTS</b>
---

2018-2019

October 26, 2018

TO THE ADMINISTRATOR ADDRESSED:

SUBJECT: 2018-2019 Performance-Based Monitoring Analysis System (PBMAS) Staging

As referenced in 19 Texas Administrative Code §97.1071, *Special Program Performance; Intervention Stages* the Texas Education Agency (TEA or agency) is implementing PBMAS activities for the 2018-2019 school year.

The 2018-2019 staging identification for districts for the bilingual education/English as a second language, career and technical education, Every Student Succeeds Act (ESSA), and special education program areas, will be available the week of October 29, 2018, through the *Intervention, Stage, and Activity Manager* (ISAM) application in Texas Education Agency Login (TEAL). If you need assistance requesting access to the ISAM application in TEAL, uploading documents, or changing contact information in ISAM, please reach out to your PBM contact at your regional education service center (ESC).

Descriptions of the criteria that were used to select local education agencies (LEAs) for 2018-2019 interventions are available on the program-specific intervention and guidance pages found through the [Division of School Improvement](#) webpage.

The required monitoring and intervention requirements are described in the [PBMAS Interventions Guidance](#). At a summary level:

- LEAs staged in one or more program areas for 2018-2019 will engage in a continuous improvement process to develop a district targeted improvement plan (TIP) addressing the areas of low program performance.
- LEAs assigned a stage of intervention no higher than a stage 2 in program areas are required to retain documentation of the process and district TIP locally, except when requested otherwise by the agency.
- LEAs assigned a stage 3 or 4 in any program area will submit the [district targeted improvement plan](#) to TEA **on or before November 30, 2018**.
- LEAs who received a 2017 LEA Compliance Report dated October 5, 2018 identifying noncompliance for State Performance Plan (SPP) Indicators 11, 12, and/or 13 have until **November 30, 2018** to submit to the agency a corrective action plan, which is a tab within the targeted improvement plan template.

Please refer to ISAM [PBMAS interventions guidance](#), [PBMAS Staging Framework](#) and/or the [Intervention and Submission chart](#) for further details.

If an individual or unanticipated circumstance impacts an LEA's ability to meet required intervention timelines, information detailing individual circumstances, along with a projected date for completion of activities, should be submitted to the TEA monitoring contact list in ISAM or to the Division of Review and Support via email at [reviewandsupport@tea.texas.gov](mailto:reviewandsupport@tea.texas.gov). Such a request does not automatically defer any other requirements contained in this letter or other monitoring documents, but individual circumstances or requests for extensions will be considered.

Additionally, if data accuracy issues are identified either as part of the agency's PBMAS data review or during the implementation of intervention activities, the LEA will be required to address procedural and systematic improvements used to collect and submit data. LEAs also may be subject to escalated oversight, interventions, and/or sanctions whenever such action is required. Finally, should your LEA be identified because of any other monitoring activities TEA is required to conduct, including monitoring activities related to accreditation determinations or compliance with federal formula and discretionary grant requirements, you will be notified in a timely manner by appropriate agency staff.

We appreciate your ongoing dedication to continuous improvement and anticipate that a data-driven, performance-based approach to monitoring will continue to assist you in your efforts to improve student achievement. For additional support or questions regarding staging or intervention requirements, please contact the Division of School Improvement at [Sldivision@tea.texas.gov](mailto:Sldivision@tea.texas.gov) or 512-463-5226. For additional support or questions regarding monitoring of the PBMAS district targeted improvement plan, please contact the Division of Review and Support at [reviewandsupport@tea.texas.gov](mailto:reviewandsupport@tea.texas.gov) or 512-463-9414.

Sincerely,

C. Lizette Ridgeway  
Director, Division of School Improvement

Jennifer Alexander  
Director, Division of Review and Support

CLR/JA/jh/sh