



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Education
& Early Development

DIVISION OF INNOVATION AND EDUCATION EXCELLENCE

333 Willoughby Ave., 9th Floor, SOB
P.O. Box 110500
Juneau, Alaska 99811-0500
Main: 907.465.2800
Fax: 907.465.4156

April 18, 2024

Chris Reitan, Superintendent
Craig City School District
PO Box 800
Craig, AK 99921

Re: ESEA Federal Programs Monitoring Visit

Dear Superintendent Reitan:

Enclosed please find the Monitoring Review of the ESEA programs Title I-A, Title I-C, Title II-A, Title IV-A, General Provisions, McKinney-Vento, and Fiscal Requirements. These programs were monitored during the January 31 - February 2, 2024 virtual monitoring visit.

The Program Specific Review below, as well as the attached Monitoring Report, summarize the findings of the Department team based on materials evaluations and discussions with your staff. The Program Specific Review will specify those areas where a response from the district is required. The Monitoring Report should be referenced in conjunction with the Program Specific Review, as it includes program-specific recommendations. Please submit written responses, explanations, or action plans for any item not in full compliance no later than **June 30, 2024**, unless otherwise noted. Please address all responses to Eli Barsy.

The Department of Education & Early Development team members would like to take this opportunity to express our gratitude to you and to your staff members for their cooperation and assistance in this review.

We look forward to continuing to work with you and your staff to help strengthen education programs in your district and to increase student achievement. If you have any questions, please contact Eli Barsy at 907-465-8141, or via email at eli.barsy@alaska.gov.

Sincerely,

DocuSigned by:

Kathy Moffitt

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Kathy Moffitt
Director of Innovation and Education Excellence

Enclosure

cc: Courtney Preziosi, ESEA/Title I Administrator

Program Specific Reviews

General Provisions – Findings of noncompliance:

- GP 2: Provide a signed affirmation of tribal consultation for ESEA Title Programs. The district may use DEED's [Tribal Confirmation Affirmation template](#), if desired. If consultation had taken place for FY24, but a form was not collected, this can be for SY23/24. If this cannot be completed before the end of SY23/24, or consultation did not occur for FY24, provide a signed affirmation for SY24/25 once consultation has been completed.
- GP 3: Provide evidence of stakeholder participation and feedback in the development of the CCSD's FY25 ESEA Consolidated Application, including all applicable Title programs and the District Plan.

Title I, Part A, Improving Basic Programs – Findings of noncompliance:

- I-A 6 & I-A 7: Provide a [Title I-A Schoolwide Plan](#) for Craig Elementary School along with evidence of stakeholder collaboration in the development of that plan.
- I-A 10: Provide evidence of the district disseminating to parents the assessment information required by this indicator.
- I-A 11: Provide a [Title I-A District Family Engagement Policy](#) along with evidence of family collaboration in the development of that policy.
- I-A 12: Provide evidence of family collaboration in the development/update of Craig Elementary School's Title I-A Family Engagement Policy.
- I-A 14: Provide evidence that the district/Craig Elementary School disseminates to families the information required by this indicator.
- I-A 22: Provide written EL procedures. The district may use DEED's [EL District Procedures template](#), if desired.
- I-A 23: Provide evidence of annual EL parent notification letters being sent in SY23/24. Also provide a plan for ensuring that these annual notification letters are sent in a timely manner each year.
- I-A 26: Provide the following documentation for AKSID 487101: Completed HLS, completed LOC-A (if used), WIDA Screener results (if used).

Title I, Part C, Education of Migratory Children – Findings of noncompliance:

- I-C 11: Provide an updated Service Delivery Plan that includes the district's process on how it will carry out the Continuation of Services Provision. The district may choose to download latest version of the [District Level Guiding Documents Template](#) to capture the district's process.

Title II, Part A, Supporting Effective Instruction – In compliance.

Title IV, Part A, Student Support and Academic Enrichment – Findings of noncompliance:

- IV-A 1: Provide documentation of how funding/program priorities were chosen.
- IV-A 3: Provide stakeholder consultation documentation. In the future this can be accomplished by adding IV-A discussion to the Title I consultation.

McKinney-Vento Homeless Education

- MK-V 1: Provide dispute resolution policy and log.

Fiscal Requirements – In compliance.

Certificate Of Completion

Envelope Id: E71332D4E34249A3A359D80B2422F22D	Status: Completed
Subject: Complete with DocuSign: Craig 23-24 ESEA Monitoring Findings Letter.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Courtney Preziosi
Time Zone: (UTC-09:00) Alaska	PO Box 110206
	Juneau, AK 99811
	courtney.preziosi@alaska.gov
	IP Address: 136.226.56.247

Record Tracking

Status: Original	Holder: Courtney Preziosi	Location: DocuSign
4/19/2024 9:37:02 AM	courtney.preziosi@alaska.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Alaska	Location: DocuSign

Signer Events	Signature	Timestamp
Kathy Moffitt	<div>DocuSigned by: Kathy Moffitt E9F49DEE7EBB47F...</div>	Sent: 4/19/2024 9:39:19 AM
kathy.moffitt@alaska.gov		Resent: 4/22/2024 11:46:43 AM
Division Director		Viewed: 4/23/2024 11:18:38 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	Signed: 4/23/2024 11:21:40 AM
	Using IP Address: 216.137.220.93	

Electronic Record and Signature Disclosure:
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Company Name: State of Alaska

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Eli Barsy	<div>COPIED</div>	Sent: 4/23/2024 11:21:41 AM
Eli.Barsy@alaska.gov		Viewed: 4/23/2024 11:27:34 AM
Title III-A Program Manager		
Alaska Department of Education & Early Development		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure:		
Accepted: 12/19/2022 9:23:57 AM		
ID: cd0265c8-942b-4fb9-996a-685b04f9492f		
Company Name: State of Alaska		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/19/2024 9:39:19 AM
Certified Delivered	Security Checked	4/23/2024 11:18:38 AM
Signing Complete	Security Checked	4/23/2024 11:21:40 AM
Completed	Security Checked	4/23/2024 11:21:41 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read this Electronic Records and Signature Disclosure (ERSD). It concerns your rights regarding electronically undertaking, and the conditions under which you and the State of Alaska agree to electronically undertake, the transaction to which it relates (the “TRANSACTION”).

Consent to Electronically Undertake the TRANSACTION

You can electronically undertake the TRANSACTION only if you confirm that you meet the following requirements by selecting the box next to “I agree to use electronic records and signature” (the “AGREE BOX”):

1. you can fully access and have read this ERSD;
2. you can fully access all of the information in the other TRANSACTION records;
3. you can retain all of the TRANSACTION records in a form that you will be able to fully access for later reference;
4. you consent to undertake the TRANSACTION electronically; and
5. you are authorized to undertake the TRANSACTION. (Please note that falsely undertaking the TRANSACTION may subject you to civil liabilities and penalties and/or to criminal penalties.)

If you cannot or are not willing to confirm each of these five things, do not select the AGREE BOX.

Withdrawing Consent

If you select the AGREE BOX, you can withdraw your consent to electronically undertake the TRANSACTION at any time before you complete the TRANSACTION: simply do not finalize it. The only consequence of withdrawing your consent is that you will not finalize the TRANSACTION.

If you select the AGREE BOX, your consent will apply only to this TRANSACTION. You must separately consent to electronically undertake any other transaction with the State of Alaska.

Paper Option for Undertaking the TRANSACTION

You may undertake the TRANSACTION with the State of Alaska using paper records. (State of Alaska employees who want to undertake the TRANSACTION in paper should contact the agency responsible for the TRANSACTION.) Print the paper records on the website of the State of Alaska agency responsible for the TRANSACTION, or request them from the agency. The State of Alaska homepage is at <http://alaska.gov/>.

Copies of TRANSACTION Records

After completing the TRANSACTION but before closing your web browser, you should download the TRANSACTION records. Or you can download the records within 30 days after

completing the TRANSACTION using the link in the DocuSign email sent to the email address you used to complete the TRANSACTION. The State of Alaska will not provide a paper copy of the TRANSACTION records as part of the TRANSACTION. Under the Alaska Public Records Act (APRA), AS 40.25.100–.295, you can request a copy from the agency responsible for the TRANSACTION, but if too much time has passed, the agency may no longer have the records when you make your request. If required under the APRA, the agency will charge a fee.

Required Hardware and Software

For the minimum system requirements to electronically undertake the TRANSACTION, including accessing and thereby retaining the TRANSACTION records, visit <https://support.docusign.com/guides/signer-guide-signing-system-requirements>. These requirements may change. In addition, you need access to an email account.

How to Contact the State of Alaska

To ask a question on this ERSD or the DocuSign document generated after you complete the TRANSACTION or on using DocuSign to electronically undertake the TRANSACTION, contact the Alaska Department of Administration at either of the following addresses:

State of Alaska
Department of Administration
550 West 7th Avenue
Suite 1970
Anchorage, AK 99501
Reference: DocuSign

doa.commissioner@alaska.gov
Subject: DocuSign

To ask any other question on the TRANSACTION records or to update the information for contacting you electronically, contact the State of Alaska agency responsible for the TRANSACTION using the contact information in the TRANSACTION records or, if those records contain no contact information, using the contact information on the agency's website. Again, the State of Alaska homepage is at <http://alaska.gov/>.