



# Federal Program Compliance Division Program Monitoring Validations

## Texas Education of Homeless Children and Youth (TEHCY) Homeless Student Best-Interest Determination

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# Today's Agenda

- Texas Education of Homeless Children and Youth (TEHCY)
  - Program Requirement
  - Acceptable Documentation
  - Examples, Activities and Suggestions
  - Resources Available



## In General –

42 U.S.C. §11432(g)(3)(B)(i)

In determining the best interest of the child or youth under subparagraph (A), the local educational agency shall presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth.

## ***Documentation***

### ***Required for Item 1.1***

*Copy of a **redacted** completed best-interest determination form, meeting notes, or a written notice of the placement decision provided to the parent/guardian (or unaccompanied youth).*

## ***Acceptable Documentation***

- Description of process the district utilizes to receive input from the family or youth during the best interest determination process.
- Copy of school board local policy describing the local dispute resolution process.
- **Ensure any personally identifiable student information is redacted in the samples provided.**

# Texas Education of Homeless Children and Youth (TEHCY)

## Documentation Required for Item 1.1

Copy of a **redacted** completed best-interest determination form, meeting notes, district processes utilized or a written notice of the placement decision provided to the parent/guardian (or unaccompanied youth).



### *Issues that may result in an “Improvement Needed” status*

- Auditable documentation requested was not submitted.
- Process the district utilizes to complete best-interest determination does not include evidence of receiving input from the family or youth.
- Best-interest determination process does not include written notification to the family or youth.
- Process does not include providing information on how to appeal the decision if the family or unaccompanied youth disagree.

**Redact all and any personally identifiable information for the parent & student**

# Texas Education of Homeless Children and Youth (TEHCY) – Table Activity

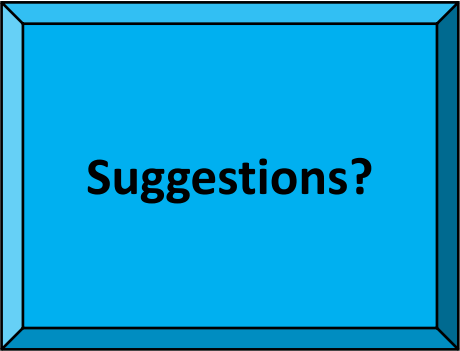
A blue square icon with a black border and a slight 3D effect. Inside the square, the word "Practice" is written in a bold, black, sans-serif font.

## Practice

### Review of Local Best-Interest Determination Procedure

- Sample school system best-interest determination process.
- Copy of a best-interest determination form, meeting notes, or a written notice of the placement decision.
- List of individuals included in the best-interest determination process including roles and contributions.

# Texas Education of Homeless Children and Youth (TEHCY) - Suggestions

A blue rectangular box with a black border and a slight 3D effect. Inside the box, the word "Suggestions?" is written in a bold, black, sans-serif font.

## Suggestions?

Suggestions to consider when developing/ reviewing local best-interest determination process....

- Including all pertinent staff and family members have input.
- Develop and utilize standardized forms to include meeting notes, written notices of decision and notices of local dispute resolution process.
- Ensure collaboration with the parent/guardian (or unaccompanied youth) prior to providing written notice.
- Have procedures for maintaining written record of best-interest determination.

# Resources and Support

# 2026-2027 Program Monitoring Validations Process

## Online Resources



- **Overall Process Resources**

- 2026-2027 PMV Process Handbook
- Instructions for Submitting Documentation, Training Video, and Training Slides
- Navigating the Smartsheet WorkApp System Video

- **Program-Specific Resources**

- Guidance Documents for each Program/Requirement
- Training Videos and Training Slides for each Program/Requirement

[ESSA Program Monitoring Validations Webpage](#)

# Federal Program Compliance Division

## Program Monitoring Validations – TEHCY

### ESSA Program Monitoring Validations Webpage

### Guidance Document



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### 2025-2026 Program Monitoring Validation Guidance Document

Program: Title I, Part A

Requirement: Campus Allocations

**Documentation Requested**

Documenting overall compliance for a program requirement may require several forms of documentation to be maintained locally and available upon request by TEA and/or an auditor. To ensure overall compliance with program requirements, LEAs should refer to the Program Guide and/or other program-related resources that reference the multiple forms of documentation required to be maintained locally. The documentation requested for submission during the validation process may not include all forms of documentation required to be maintained locally.

Please include the following selected documentation referenced in the table below to demonstrate compliance with the program requirement described. TEA will utilize the following table during the review of documentation to determine if the LEA submitted sufficient documentation to support LEA compliance.

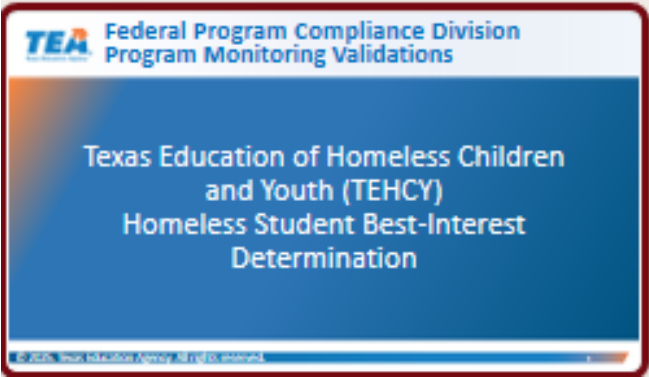
The documentation submitted for TEA review should show evidence of compliance in the 2024-2025 grant year for the program requirement selected.

The following documentation is requested to be submitted by 5:00 pm CST on or before **December 19, 2025**, via the Federal Program Compliance Division Program Monitoring Validations Smartsheet WorkApp system.

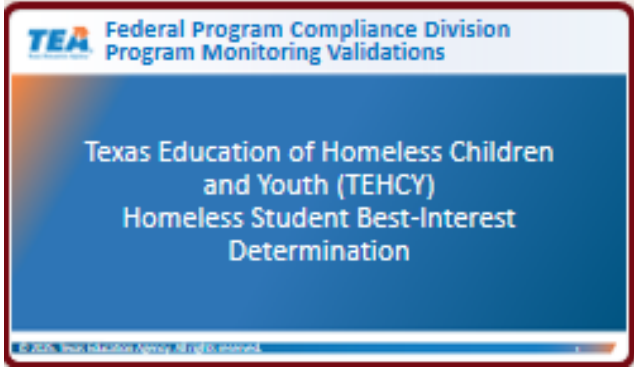
| Selected Documentation Required to be Submitted for Review                                               | Year of Documentation Requested | Description of Acceptable Documentation                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1 Evidence showing amounts of Title I, Part A Campus Allocations and how those amounts were determined | 2024-2025                       | Spreadsheet showing campus name, campus number, enrollment, number of low-income students, low-income percentage, per-pupil amount, and amount of total Title I, Part A campus allocation for all Title I, Part A served campuses for the 2024-2025 school year.<br><br>Note: Campus status, enrollment and low-income percentages should match what was reported on the 2024-2025 SC5000. |
| 1.2 Evidence that TIA campus allocations were actually budgeted for campuses                             | 2024-2025                       | Relevant pages from General Ledger showing TIA amounts budgeted to campuses                                                                                                                                                                                                                                                                                                                |

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### Training Slides



### Training Video



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## Program Monitoring Validations – TEHCY



- Education Service Center (ESC) Support
  - Complimentary technical assistance and training are available from each regional ESC
  - ESC Contacts for each regional center are located towards the bottom of the [TEA TEHCY webpage](#)

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