



## UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

November 14, 2018

Dear Chief State School Officer:

I am writing to provide important information regarding the process for submitting amendments to your approved ESEA consolidated State plan under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA).

We appreciate the work you and your team have done in developing a consolidated State plan that meets the requirements of the ESEA while also representing the needs of your districts, schools and stakeholders. The U.S. Department of Education (Department) expects that each State will revise and strengthen its consolidated State plan, as appropriate, to better address the educational needs of children in the State. Prior to implementing any revisions to its approved consolidated State plan, a State must submit its proposed amendments to the Department for review and approval. Consistent with the consolidated assurances each State submitted in June 2017 under ESEA section 8304, prior to submitting any amendment to the Department, a State must consult with the Governor on the amendment, afford a reasonable opportunity for public comment on the amendment, and consider such comments.

When submitting an amendment to the Department for approval, please submit:

- 1) A redlined version of the approved consolidated State plan that reflects all proposed changes;
- 2) A cover letter describing the proposed changes;
- 3) The signature of the chief State school officer or authorized representative; and
- 4) A description of how the State provided the public a reasonable opportunity to comment on the plan.

A State may not implement a change until the amendment has been approved. Therefore, we recommend that a State submit proposed amendments to the Department as much in advance of the State's desired date of implementation as possible. Please submit any amendments related to accountability determinations for the 2019-2020 school year no later than **March 1, 2019**. Amendments must be submitted by that date in order for the Department to determine whether a requested amendment complies with all applicable statutory and regulatory requirements in time for your State to implement changes to its accountability determinations for the 2019-2020 school year based on data from the 2018-2019 school year (e.g., identification of schools for comprehensive or targeted support and improvement for the 2019–2020 school year). While amendments submitted after that date will be accepted and reviewed, they may not be approved in time for the State to make accountability determinations no later than the beginning of the 2019-2020 school year.

400 MARYLAND AVE. SW, WASHINGTON, DC 20202  
[www.ed.gov](http://www.ed.gov)

*The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access*

Thank you again for the work that you continue to do to implement the ESEA and provide a high-quality education to all your students. If you have any questions or need additional information, please contact your Office of State Support program officer at OSS.[State]@ed.gov (e.g., [OSS.Alabama@ed.gov](mailto:OSS.Alabama@ed.gov)).

Sincerely,

/s/

Frank Brogan  
Assistant Secretary of Elementary and  
Secondary Education

cc: State Title I, Part A Directors  
State Title I, Part C Directors  
State Title I, Part D Directors  
State Title II, Part A Directors  
State Title III, Part A Directors  
State Title IV, Part A Directors  
State Title IV, Part B Directors  
State Title V, Part B, Subpart 2 Directors  
State Assessment Directors  
State Directors for McKinney-Vento Homeless Assistance Act: Education for  
Homeless Children and Youths Program

*Other than statutory and regulatory requirements included in the document, the contents of this guidance do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.*