



The Role of the ESEA Coordinator

Presented by:
ESEA Federal Programs Team

Meet Our Team

Jess Caron

Title I Program Coordinator

Rita Pello

Title I Program Coordinator

Ryan Reed

Title II & Title V Program Coordinator

Travis Doughty

Title IV Program Coordinator

Monique Sullivan

School Improvement Coordinator

Tyra Corson

Management Analyst

Shelly Chasse-Johndro

ESEA Director & Title III Program Coordinator



We are tasked with the oversight of programs and activities carried out under the Elementary and Secondary Education Act (ESEA).

Our mission is to ensure that schools in Maine provide all children with significant opportunity to receive a fair, equitable, and high-quality education.

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ESEA Federal Program Funding

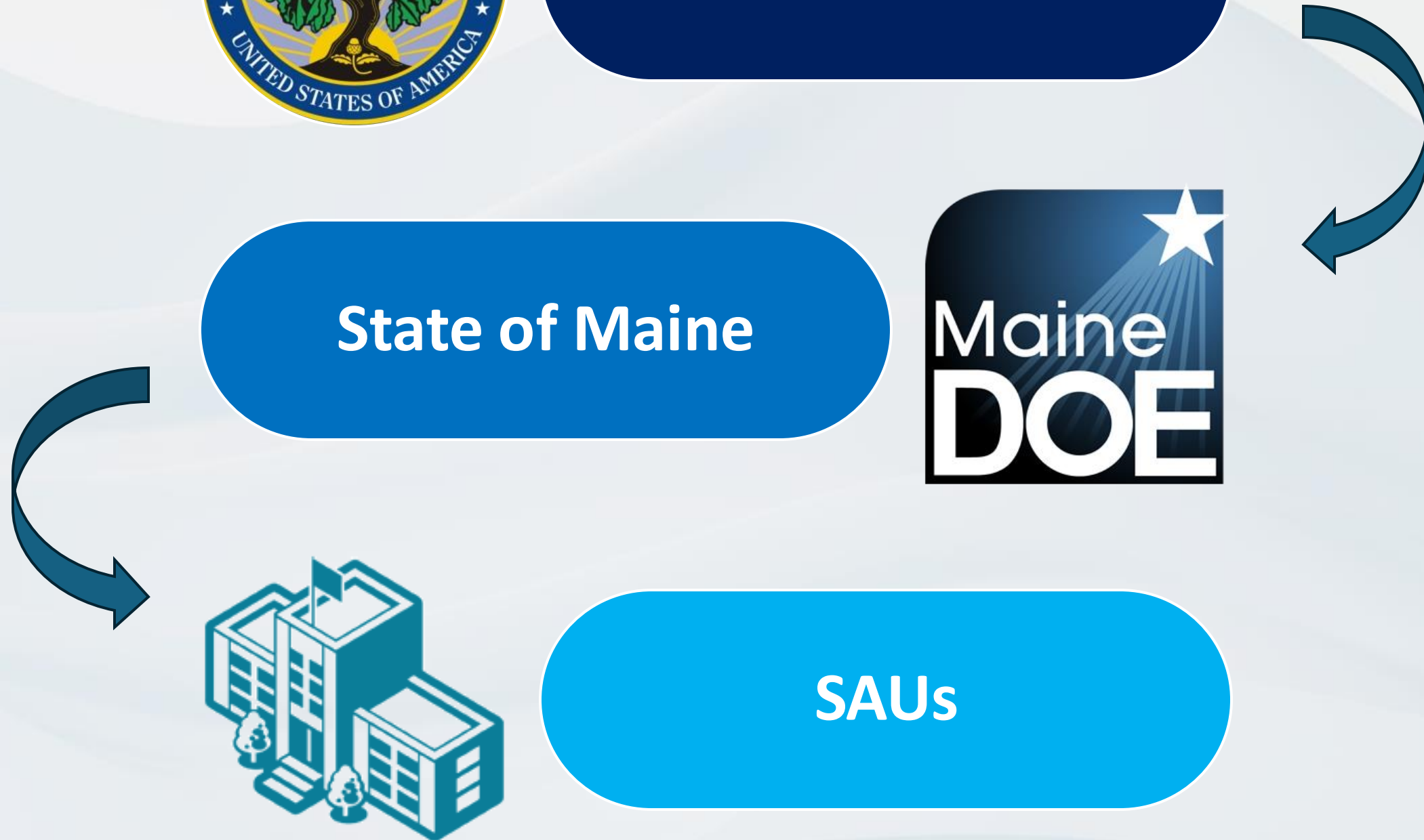


Federal Government

State of Maine



SAUs



ESEA Funding Sources

- Title I, Part A
 - School Improvement
- Title I, Part D
- Title II, Part A
- Title III, Part A
- Title IV, Part A
- Title V, Part B



Know Grant Requirements

- [ESEA 101 Training](#) – Build foundational knowledge of ESEA requirements and expectations
 - Know your ESEA Regional Program Manager and their contact information
 - View ‘New Coordinator’ trainings on our [resources page](#) and attend trainings and office hours throughout the year
 - Familiarize yourself with the basics of each title with our title-specific trainings
- [Spending Snapshots](#) – Review allowability and spending rules to incorporate into the ESEA Consolidated Application
- [Past Application Review](#) – Examine previous submissions to identify requirements, strengths, and areas for improvement

Important Milestones

Data collection and review (ongoing)

- Comprehensive Needs Assessment process should look holistically at subgroup performance, attendance, behavior, academic performance and goals should be created from stakeholder engagement.
- Annual update is required

Non-Public School Equitable Services and reconciliation (If applicable)

- Establish a reliable routine for communication as there are touchpoints throughout the year, including consultation (summer) and reconciliation (fall)

ESEA Consolidated Application (August 1)

- Allocate ESEA funding and create projects for the next Fiscal Year based on high needs

ESEA Consolidated Performance Report (November 1)

- Report on spending from substantial approval to 9/30, outcomes of goals, and demographic and programming data that gets sent to USED and Congress regarding the previous school year

Budgeting and Fiscal Oversight (ongoing)

- Work closely with business office so programmatic and fiscal requirements of ESEA grants are understood and well maintained.

Key Stakeholders for ESEA

- **Comprehensive Needs Assessment and/or Schoolwide Plans**
 - Superintendent, Business Manager, Building Principal(s), Teachers and Intervention Staff, Parents and Families, Students, and Community Partner(s)
- **Non-Public Consultation**
 - For SAUS with non-public partners, you're obligated to consult with the non-public school leaders related to their high needs and equitable service participation. We have lots of trainings and resources related to this!
- **Public Comment**
 - Parents, students, and community members are also stakeholders in this plan so it's crucial that a public comment period is facilitated around the use of ESEA funds with some time for the community to provide feedback.

Historical Context: Knowing your Programs!

Once you're logged into Granst4ME, you can navigate to past year's applications by using the drop-down menu. And you can test your knowledge...

- How many schools are served with ESEA Funds? Which funds and why?
- Does your SAU work with a non-public school?
- How much Title I Funding does your SAU receive? How is it utilized? Are there required set-asides like Family Engagement? What kind of Title I programs are running?
- What has spending been like? Does your SAU have carryover from previous grants that need to be spent down? This can be found by navigating to “invoices” on the left-hand side.

Grants4ME Home

Administer

Search

Inbox

Monitoring

Application Supplement

Funding

Invoices

Project Summary

SAU Document Library

Address Book

MDOE Resources

Help for Current Page

Contact MDOE

System Health

Funding Applications

Municipal School Unit - FY 2026

Session Timeout: 59:56 (Hide Timer)

This is the Grants4ME TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 17 2026 2:16PM.

2026

All Active Applications

Year	Application	Due Date	Revision	Status	Status Date
2026	ent Funding Application				
2025			1	MDOE AEFLA Consultant Approved	3/6/2026
2024	ins Reserve, Leadership, & Administration		0	MDOE CTE Perkins Reserve, Leadership, & Administration Director Approved	10/27/2025
2023					
2022	ins Secondary		3	MDOE CTE Perkins Secondary Director Approved	4/14/2026
2021	e Funds		2	Revision Started	6/1/2026
2020	nsolidated		4	LEA Authorized Representative Approved	5/27/2026
2019			1	MDOE MCCA Consultant Approved	3/6/2026
	Special Education	6/30/2025 11:59:00 PM	1	MDOE Special Education Consultant Approved	1/23/2026

Monitor Budgets and Spending

- **Regular Meetings** – Establish recurring (monthly or quarterly) meetings with the business office to review grant revenue and expenditures
 - SAUs receive ESEA funds through a reimbursement model
 - Payment Requests are made through Grants4ME
- **Grant Balances** – Ensure SAU can fully expend grant funds within the period of availability; review the approved use of funds within the ESEA Application and generate a plan for additional spending (if necessary)
- **Grant Award Notification (GAN)** – Review annual GAN for important terms and conditions related to your federal funding
 - SAU monitoring risk status, billing frequency, period of performance

Stay Organized and Meet Deadlines

Review Timelines - [Year-at-a-Glance](#) and [Grant Life Cycle](#) resources available on the ESEA website provide comprehensive timelines for grant requirements and milestones (application, performance report, etc.)

ESEA Grant Life Cycle					
Grant Year	Application	Performance Report	Obligation Ends	Grant Close Out	Invocing Ends
FY24 (July 2023-June 2024)*	8/1/2023	11/1/2024	9/30/2026	11/1/2026	12/15/2026
FY25 (July 2024-June 2025)*	8/1/2024	11/1/2025	9/30/2027	11/1/2027	12/15/2027
FY26 (July 2025-June 2026)	8/1/2025	11/1/2026	9/30/2027	11/1/2027	12/15/2027
FY27 (July 2026-June 2027)	8/1/2026	11/1/2027	9/30/2028	11/1/2028	12/15/2028

*Maine DOE received a Tydings Amendment Waiver, extending the period of performance of the ESEA grant by 12 months.

Maintain Records & Documentation

- Create a process and shared repository to document the work completed for the grant requirements and milestones (expenditures, etc.)
- Maintain documents that are required as part of formal **ESEA Monitoring** when SAUs are identified.
 - Non-public Schools consultation
 - Public Comment Period
 - Comprehensive Needs Assessment & Application Development
 - Meeting rosters, minutes of planning time related to these
 - Schoolwide Plans (annually updated)
 - SAU policies and procedures
 - Family Engagement notices, surveys, attendance, communications, etc.
 - Expenditures and backup documentation
 - Time and Effort

The ESEA Federal Programs Homepage

The screenshot shows the Maine Department of Education website. The header includes the Maine Department of Education logo, navigation links (About, Offices, Educators, Learning, Initiatives, School Services, Data & Funding), and a search bar. The breadcrumb trail reads: Home → Learning → ESEAFederalPrograms → ESEA Federal Programs. A left sidebar lists links: ESEA Home, Resources, Monitoring, Fiscal Allocations, Guidance, Grants4ME, Grant Management, and CNA Guidance & Template. The main content area features a large banner with the text 'FEDERAL PROGRAMS ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)' over an image of the Maine State Capitol. Below the banner is an 'Overview' section with two paragraphs of text.

Newsroom | Event Calendar | Newsletters | Contact Us | Language Assistance

Search Maine DOE Webs SEARCH

About Offices Educators Learning Initiatives School Services Data & Funding

Home → Learning → ESEAFederalPrograms → ESEA Federal Programs

ESEA Home

Resources

Monitoring

Fiscal Allocations

Guidance

Grants4ME

Grant Management

CNA Guidance & Template

ESEA Federal Programs

FEDERAL PROGRAMS
**ELEMENTARY AND
SECONDARY
EDUCATION ACT (ESEA)**

Overview

The Maine Department of Education (DOE) is responsible for the oversight and monitoring of programs and activities carried out under the Elementary and Secondary Education Act (ESEA), as amended by Every Student Succeeds Act (ESSA).

The Maine DOE has adopted a consolidated approach to the ESEA federal funding application and performance report. The consolidated approach allows ESEA Federal Programs to ensure required compliance with federal laws, support the effective implementation of local programs and provide regional support. Districts submit an annual application for ESEA funds, which is reviewed by the regional ESEA Program Manager. The following programs are included within the Maine DOE's consolidated ESEA program application and monitoring systems: Title IA, Title IC, Title ID, Title II, Title III, Title IV, and Title V.

ESEA Resources

[ESEA Data Dashboard](#) — Statewide, district, and school data.

[Accountability Model](#) — Maine DOE's state accountability model to identify schools that will receive additional supports.

[Supports Framework](#) — Maine's Model of School Supports Framework.

[Monthly Updates for ESEA Coordinators & Business Managers](#) — Stay updated on ESEA information.

<https://www.maine.gov/doe/learning/esea>

ESEA Website Resources to Know!

Webpage	What you'll find
Resources	Year-at-a-Glance, Grant Life Cycle, Federal Spending Handbook, New Coordinator Training, Time & Effort documentation, spending snapshots, Equitable Services documentation; monthly office hour recordings
Monitoring	ESEA Consolidated Monitoring trainings and guidance as well as information on each required item
Fiscal Allocations	Preliminary and Final ESEA Allocations
Guidance	Maintenance of Effort, Equitable Services guidance, Title specific information, non-regulatory guidance, and trainings
Grants4ME	Trainings specific to using Grants4ME and link to the platform
Grant Management	EDGAR and Code of Federal Regulations, as well as other fiscal guidance
CNA and Schoolwide Plan Resources	Templates for comprehensive and school-level needs assessments as well as Title I Schoolwide resources (rubrics, trainings, statutory references)
Contact Us	Phone and email information

<https://www.maine.gov/doe/learning/esea>

Optional RPM Office Hours

Regional Program Manager

Date and Time

Aroostook, Androscoggin & Kennebec

Jessica Caron

1-on-1 Available upon Request

Cumberland, Hancock & York

Rita Pello

Drop-in Thursday July 30 at 9 AM

1-on-1 Available upon Request

Midcoast, Washington & Western Maine

Ryan Reed

1-on-1 Available upon Request

Penquis & Western Maine

Travis Doughty

1-on-1 Available upon Request

Contact Us!

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Thank You!



@MaineDepartmentofEducation1



Maine Department of Education



@mainedepted



@MaineDOEComm



Join Us!

Region
Regional Program Manager

Breakout Room

Aroostook, Androscoggin & Kennebec
Jessica Caron

Room 1

Cumberland, Hancock & York
Rita Pello

Room 2

Midcoast, Washington & Western Maine
Ryan Reed

Room 3

Penquis & Western Maine
Travis Doughty (Shelly Chasse-Johndro)

Room 4