

Class-Size Reduction Teachers Justification Consolidated Funding Application

Under the Elementary and Secondary Education Act (ESEA) as reauthorized by the Every Student Succeeds Act (ESSA), local educational agencies (LEAs) may utilize Title I, Part A; Title II, Part A; and/or Title V, Part B funds for class-size reduction (CSR).

Within the Consolidated Funding Application (CFA), LEAs must justify the use of ESSA funds for CSR teachers through the submission of required evidence. Additionally, LEAs must show that the educators hired as CSR teachers are proven to be highly effective. To do so, LEAs must upload the following to ePlan > LEA Document Library > (appropriate Fiscal Year) > Consolidated Funding Application Documents > (applicable Title I, II, and/or V) CSR Teacher Justification):

1. A letter signed by the director of schools on LEA letterhead stating that the CSR teacher:
 - a. meets state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - b. is teaching in the field of discipline of the certification of the teacher; and
 - c. is not teaching on a waiver.
2. Documentation showing the teacher is a level three (3) or above on the latest TEAM evaluation.

The above documentation must be submitted as described above by October 1 of the fiscal year that the CSR funds are being spent. Contact the appropriate assigned [divisional coordinator](#) for technical assistance.