Greetings:

Attached is the FY 21 Title III English Learner initial appropriated budget.  As you see, the budget has the $900 obligated for consortium professional learning activity participation.  Using the remaining budget appropriations for the EL district priorities.

FY 21 English Learner Guidance for Title III consortium Budget Guidelines is [here](https://www.escco.org/Downloads/English%20Learner%20Consortium%20Budget%20Guidelines%20Final%20041620.xlsx).

The submission and approval of the [Purchase Order Requisition](https://www.escco.org/Downloads/Title%20III%20PO%20Requisition%20041620.doc), and/or a [Professional Meeting Request Form](https://www.escco.org/Downloads/Professional%20Meeting%20Attendance%20Request%20041620.pdf) forwarded to [Kari.Jenkins@essco.org](mailto:Kari.Jenkins@essco.org) is required before the purchase service/supply order is completed.  Upon approval, a purchase order is sent back to the district for the service or supply order to be placed by district personnel.  Upon delivery of the service and/or product, the district would send the invoice or have the vendor forward the invoice to [Kari.Jenkins@escco.org](mailto:Kari.Jenkins@escco.org) for payment.  If professional development mileage needs to be verified include the [monthly travel form](https://www.escco.org/Downloads/Monthly-Travel-Expense-Report-20203.pdf) for submission and reimbursement to the district for personnel travel.

Review and ensure your district’s Title III budget detail page’s asterick (\*) paragraphs of Meeting Standards, Professional Development, and Parent, Family & Community Engagement descriptions are completed.  Attached is our consortium descriptions as a framework for your responses.  If your district has supplies budgeted,  include the supply description located in the bottom of the budget details page.  No budgetary information is required to complete.

Upcoming English Learner Administrator Network (ELAN) meetings planned via zoom meetings include:

(All meetings are on Tuesdays from 9:00-11:00am)

* September 22, 2020  [Register](https://www.mylearningplan.com/WebReg/ActivityProfile.asp?I=3514381&D=12941) | [Agenda](https://www.escco.org/Downloads/ELAN_Agenda_Sept_22_2020.pdf)
* November 10, 2020  [Register](https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=12941&I=3514385)
* January 19, 2021  [Register](https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=12941&I=3514388)
* April 20, 2021  [Register](https://www.mylearningplan.com/WebReg/ActivityProfile.asp?D=12941&I=3514391)

Fall English Learner Professional Development Session Dates/Times | [Registration Information](https://www.escco.org/Downloads/EL_PD_Fall%202020.pdf)

Our agency will file a Final Expenditure Report (FER) mid-September.  A budget revision request will be sent for you to include the carryover by end of Sept/early October.

All the best for the start of the school year!

Stay safe and well!

Regina