

California Department of Education Monitoring Tool (CMT) Access

The CMT is used to document the Federal Program Monitoring (FPM) process. The CMT utilizes the CAS to access the tool. The FPM Scheduling and Information Request Web-based survey contains a required field to provide the CAS username of the local educational agencies (LEAs) designated FPM Review Coordinator.

CAS was created by the California Department of Education (CDE) with the intention of allowing a single username and password to access multiple CDE information systems. Accounts are user-managed. Password administration and maintenance of up-to-date contact information is incumbent on the user.

There are currently several CDE information systems utilizing the CAS including the Consolidated Application Reporting System (CARS) and the CMT. More may be added in the future. If a user changes their password in CAS, then, when logging into the CMT or CARS, the user must use the new password.

Designated FPM Review Coordinators who do not possess a CAS user account must create one before filling out the FPM Scheduling and Information Request Web-based survey. Those with CARS access should provide their current CAS username and should not create a new CAS account for the CMT. Those with previous or current access to the CMT for FPM or Title III reviews should enter their current CAS username.

Please note, providing the CAS username to the FPM Office does not immediately grant access to the CMT. The designated FPM Review Coordinator will be notified by the FPM Office when they have been given access to their FPM record in CMT. To create a new account, go to <https://www3.cde.ca.gov/cdeauthentication/logon.aspx?programabbr=CMT> and select "New Registration."

CAS is a user maintained, high security system. System administrators do not have the ability to update CAS user account information or reset passwords. It is strongly advised that when registering, users record their chosen security questions and answers in a private and secure location.

In the event that a user is unable to recall their password, the user will need to respond correctly to one of the two security questions they answered upon account registration in order to reset the account password. System administrators do not have the ability to identify chosen security questions or the original answers provided by the user.

Creating a user account with CAS alone does not provide a user access to the CMT.

CAS Username for CMT Access

Access to the CMT for designated FPM Review Coordinators is a two-step process:

Step one: Create and/or provide the CAS username on the FPM Scheduling and Information Request Web-based survey.

Step two: A CMT CDE administrator assigns the CAS user account to the “Agency Review Coordinator” role on the review.

Designated FPM Review Coordinators will be notified by the FPM Office when they have been given access to their FPM record in the CMT.