

## **Title I – 101 Questions and Answers**

### After School Program

- Can an after school program be a manned para only program?
  - If an after school program is being funded with Title I funds, it cannot be a para only program. Paraprofessionals providing instructional support must work under the direct supervision of a highly qualified teacher.

### Application

- When will the application be available?
  - Stay tuned. We are awaiting allocations from USDE (United States Department of Education). Whenever the consolidated application is opened, districts will have 45 days to complete and submit to NDE.

### Carryover Waivers

- Please explain Title I carryover waivers.
  - Districts with an allocation greater than \$50,000 are allowed to carryover only 15% of their current funds to the next year. Districts may request to exceed this carryover limit once every three years.
  - Multi-district projects are allowed to carryover only 15% of their current funds to the next year. Multi-District projects may request to exceed this carryover limit once every three years. This cycle started anew for ESUs (multi-district projects) for the 2004-05 school year (carrying over funds from 2004-05 to 2005-06). It doesn't matter which school districts are or are not part of the ESU since we now look at the total allocation for the cooperative project and not by districts that are part of the ESU cooperative project.
  - The three-year cycle for requesting a carryover waiver begins anew if a district's grade configuration changes by 2 or more grades or the population changes by 60% or more.
  - All Title I requests for carryover waivers must be submitted to Diane Stuehmer. There will be a form with specific questions that need to be answered prior to approval of a carryover waiver.

### Dates for Free / Reduced Lunch Counts

- What dates do coops (multi-district agreements) use for free/reduced lunch counts?
  - Districts and coops can choose a date between January 1 and July 1. The same date should be used for all buildings.

### Districts With More Than 1,000 Students

- How does "Grandfathering" affect districts with fewer than 1,000 students?
  - It does not affect districts with less than 1,000 students.
  - Grandfathering only affects districts with more than 1,000 students. When the buildings are rank-ordered and a building that received Title I services during the previous school year is no longer eligible, the building could receive Title I services for one additional year. If that building falls below the 35% poverty level, the per pupil amount (ppa) for allocations of Title I funds among the buildings must be at least 125% of the ppa of funds the district receives for that school year. Keep in mind that a higher poverty building cannot receive a lesser ppa than a lower poverty building.

- Our district will go over 1,000 students this year. We will have some former Head Start students in non-eligible buildings; do we need to provide services?
  - No. Services for former Head Start students are only available in buildings that have a Title I program.

#### Equipment, Supplies, Inventory

- What equipment/supplies need to be labeled and inventoried?
  - All equipment and supplies purchased with Title I funds and used in a nonpublic school need to be labeled and inventoried on the public school inventory.
  - All equipment and supplies purchased with Title I funds and used in a Targeted Assistance program need to be labeled and inventoried.
  - Equipment and supplies purchased with Title I funds and used in a Schoolwide program need to be listed on the school's inventory. Items do not need to be labeled.
  - Equipment and supplies purchased with Title I funds and used in a Neglected or Delinquent program need to be labeled and inventoried.
  - Equipment and supplies purchased with Title I funds and used in a combination pre-school need to be labeled and inventoried.
  
- What should we do with supplies/materials that are no longer usable or appropriate?
  - When equipment/supplies purchased with Title I funds is/are no longer needed for the Title I purposes, schools should first check with other federal agencies, Head Start programs, Homeless shelters, Neglected or Delinquent facilities, etc. to see if they have a use for it. If none of the contacted agencies have a need for the equipment/supplies, the district may choose to give it to students currently participating in a Title I program or dispose of it. Note should be made on the inventory list.
  
- My room is becoming much smaller, what should we do with the Title I stuff that won't fit?
  - If you do not have a place to store equipment and supplies and the items are unlikely to be used again, see guidelines on previous response for disposing of the articles.

#### Homeless Students

- Do we need to provide services to high school homeless students if we do not have a high school Title I program?
  - Yes. You need to determine what kind of services, if any, the student would benefit from. (i.e. academic tutoring, supplies, etc.)
  
- If a student is identified as being homeless, how long is s/he considered homeless?
  - For our purposes s/he is considered "homeless" for the remainder of the school year and is entitled to receive appropriate services.
  
- Are foster children considered homeless?
  - When a child is placed in foster care, they are no longer considered homeless.

#### Home-Schooled Students

- Do we count Home Schooled students in resident counts?

- No.

### Nonpublic

- Explain how to determine if a student who attends a nonpublic school is eligible for Title I services.
  - If Title I funds are generated for the nonpublic, the student(s) must reside in an eligible, participating public school attendance area and must meet academic eligibility. In consultation with private school officials, the district establishes multiple, educationally related, objective criteria to determine which private school children are eligible for Title I services, and within the eligible group, which children will be served—giving priority to students who are failing, or most at risk of failing.
- What if the student meets those criteria, but is in 5<sup>th</sup> grade and the public school serves only students in grades K-3? (***Please note clarification from what was stated during the meetings.***)
  - The 5<sup>th</sup> grade student could be served since Title I services may be provided in subject areas or at grade levels that are different from those provided public school students, as long as the services are provided in the same grade-span as the services provided to public school children.
- We have a schoolwide project. How do we determine whether a student in a nonpublic school could receive Title I services?
  - Services in a nonpublic would be based on the grade levels in the building having a schoolwide project. If the schoolwide project includes grades K-6, then a student living in an eligible attendance area, who attends a nonpublic school and is in grades K-6, and having an academic need could receive Title I services. The nonpublic school must have a procedure in place for identifying eligible students.
- Our district provides services to a nonpublic school. They have decided to have a Computer Assisted Instruction program. How do we, the public school, monitor the use of computers?
  - How the public school district monitors the use of funds, equipment, etc. for the nonpublic must be discussed during the consultation process. The public and nonpublic schools need to agree on how the monitoring will be done. The public school, which is ultimately responsible for acceptable usage, must be confident the arrangement will adequately monitor appropriate use of equipment by participating students.
- How does the district know which nonpublic schools to contact?
  - Each spring the Title I office sends out consultation forms to the public schools with the names of the nonpublic schools pre-printed. These forms are generated based on the information submitted on the Non-Public School Title I Free / Reduced Meals Form (NDE28-021). This form is submitted by the nonpublic schools.
- Does the public school need to monitor the progress of nonpublic students who receive Title I services?

- Yes. Nonpublic school students who participate in Title I programs must also be held to high standards and monitored annually. The district, in consultation with nonpublic school officials, determines how progress will be determined.
- Do Title I funds received from another district for contracting to provide nonpublic services affect state aid?
  - No.

#### Option Students and LB126

- Do we serve a student that previously optioned into a Class I and is now part of our district? (Due to LB126 they are now part of the same district they were before they optioned out.)
  - If the district will have fewer than 1,000 students, you need to be conducting a needs assessment for all students to determine where and what kind of services would be most beneficial. If the student is failing or at risk of failing to meet academic standards, s/he would be eligible for Title I services.
  - If the district has more than 1,000 students and the student attends an eligible building, s/he would be eligible to receive services if academically eligible.

#### School Improvement

- Clarify how a school or district is identified for school improvement.
  - If a Title I school does not meet AYP (Adequate Yearly Progress) in the same grade span (elementary, middle, or high school), in the same subject area for two consecutive years the school is identified for Title I school improvement.
  - If a district does not meet AYP in the same subject area for two consecutive years in all grade spans present in the district (elementary, middle, and/or high school), the district is identified for Title I school improvement. When the data is aggregated, a district could be identified for improvement and not have a single building in Title I school improvement.
- If a school is identified for school improvement, is the district required to pay for transportation if students use the Choice option to attend another school?
  - Districts would be required to pay for or provide transportation if students attend another school because of the School Improvement Choice option. Many districts in Nebraska do not have multiple schools at the same grade levels so Choice is a limited option. In larger districts, such as Omaha, students are already eligible to attend buildings other than attendance centers where the students reside. If the district is already providing transportation, this will be considered and transportation costs would not have to come out of the Title I funds.
  - If a student chooses to attend a school in a district other than where s/he resides, the district is not responsible for providing transportation.

#### Time and Effort Logs

- Who needs time and effort logs?
  - If someone is being paid by multiple sources (i.e. Title I and another source such as Special Education, district funds, or other federal funds), s/he will need to keep time and effort logs. If the schedule is set for the year, the calendar or duty schedule is acceptable.

#### Title I Correspondence

- I don't get all the Title I correspondence that you send.
  - The Title I office does as much correspondence via email as possible. Contact our office if you wish to be added to that list. Some things, such as the Annual Participation Report (APR) are sent to the superintendent or ESUs for the districts that are part of a multi-district project. We try to send email notifications to the Title I contacts regarding forms that are sent to the superintendent.