

The background features a collage of two images. The top-left portion shows a line of yellow school buses, with the number '32' visible on the front of the closest bus. The bottom-right portion shows a classroom with blue walls, decorated with colorful balloons and framed pictures. Several desks and chairs are arranged in the room.

Title I, Part A District Coordinator Webinar

July 20, 2023

Logistics

- Submit questions or comments in the chat or send an email to erin.sudduth@education.ky.gov.
- The webinar will be recorded and posted on the Title I Documents and Resources webpage.

Recap from June Webinar

- What happens after monitoring?
 - At the school/district level
 - At the Kentucky Department of Education
- How the results of monitoring can be used to further continuous improvement processes.
- Common district and school findings from the 2022-2023 monitoring season.

Agenda

- Announcements and reminders
- July Title I newsletter highlights
- Updated resources
- Carryover waiver for 2022-23 funds (Project J)
- Preparing for the 2023-2024 school year
 - Training staff
 - Title I annual meeting
 - Discussing the compact during conferences
 - Developing a plan to monitor program effectiveness

Announcements and Reminders

- The fiscal year (FY) 2024 consolidated application is open in the Grant Management Application and Planning (GMAP) system and is due on **Aug. 11**.
- The Kentucky Department of Education (KDE) has renewed the subscription to Title1Admin for all districts. In the coming months Title1Admin.com will become ESEANOW.com and the website will be getting a facelift with small improvements to functionality. Contact Ryan Benetz at LRP Media Group (1-800-515-4577 ext. 6469 or rbenetz@lrp.com) to arrange access and/or schedule a brief training session on the ESEANOW website.

In This Month's Title I Newsletter

- Make sure you didn't miss our [July Title I newsletter!](#)
 - FY2024 GMAP application
 - Updated Equitable Services Guidance from the U.S. Department of Education
 - FY2023 spend down reminder
 - Title I requirements and duties for paraprofessionals

Updated Resources

- Title I, Part A Handbook
- Monitoring checklists
- Allowable cost checklist and procedures for Title I, Part A funds
- Safeguarding assets purchased with Title I funds
- New coordinator training webinar and PowerPoint (coming soon)

Carryover Limitation

- Section 1127(a) of the Every Student Succeeds Act (ESSA) states that not more than 15% of the funds allocated to a district for any fiscal year may remain available for obligation for one additional fiscal year.
- ESSA 1127(b) allows the state to waive this carryover limitation if it determines the district's request is reasonable and necessary or supplemental appropriations for this subpart become available. Districts may apply for this waiver once in a three-year period.
- Districts must ensure that at least 85% of school year 2022-2023 Title I, Part A funds are obligated for activities that occur no later than Sept. 30, 2023.

Requesting a Carryover Limitation Waiver

- Any district wishing to request a carryover waiver for 2022-2023 funds may do so no later than **Sept. 30, 2023**, by emailing David Millanti.
- The carryover waiver request email must:
 - State that the district requests a waiver of the 15% carryover limitation for school year 2022-2023 funds;
 - Contain the reason for the excess carryover; and
 - Describe a plan for effectively using carryover funds.
- Please see the [Title I Carryover Information](#) document and the [April 2023 webinar](#) for additional information on carryover.

Training Staff on Title I Procedures

- To help ensure effective implementation of policies and procedures, all staff responsible for implementation should be trained.
- Consider all the policies, processes and procedures your district has related to Title I, Part A and which staff may need to be trained.
 - District level staff
 - Principals of Title I schools
 - Teachers at Title I schools
 - Staff paid with Title I funds
- Don't forget to adequately document trainings related to Title I, Part A (agendas, detailed meeting minutes, training materials, sign-in sheets, etc.)

How are staff trained on the following?

- Procedures for awarding credit (including partial credit) and diplomas to homeless children
- Allowability
- Safeguarding assets
- Expenditure of funds
- Time and effort
- Proper documentation practices
- Any other district-specific practices

Title I Annual Meeting

- Section 1116(c)(1) of the Every Student Succeeds Act (ESSA) requires schools served under Title I, Part A convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of the following:
 - The school's participation under Title I, Part A;
 - Title I program requirements; and
 - The rights of parents to be involved.
- KDE recommends this meeting take place at the beginning of the school year.

School-Family Compact

- ESSA 1116(d) requires Title I schools develop a school-family compact outlining the shared responsibilities for high student academic achievement.
- Content requirements for the compact were covered in the [March 2023 webinar](#).
- ESSA 1116(d)(2)(A) requires the compact be discussed **as it relates to the individual child's achievement**, at least annually, during a parent-teacher conference at the elementary level.

Documenting Compact Discussion

- Guiding question: What is provided to teachers and/or parents to let them know how the compact would be discussed during the conference?
 - Conference invitation (flyer, email message, social media post, etc.)
 - Sending invitations through more than one method is a best practice and increases the number of individuals who receive your message.
 - Reminder email to teachers
 - Evidence of training for teachers surrounding the compact discussion
 - Conference agenda or list of talking points
 - Conference sign-in sheet

Detailed Documentation

- The level of detail in your documentation can make all the difference.
 - Not detailed: “Remember to discuss the compact!”
 - Detailed: “Remember to discuss the compact as it relates to the achievement of each individual child.”
- The language should clearly indicate how the compact will be discussed.
 - “Discuss how the school-family compact supports your child.”
 - “Review the school-family compact as it relates to your child’s achievement.”
- If using a conference sign-in sheet as documentation, signatures alone are not sufficient. Consider adding a column for parents to check yes or no to verify the compact was discussed in relation to their child’s academic achievement.

Questions?

Upcoming Webinar Dates

- Thursday, Aug. 31, 10-11 a.m. ET
- Thursday, Sept. 28, 10-11 a.m. ET
- Thursday, Oct. 26, 10-11 a.m. ET
- Thursday, Nov. 16, 10-11 a.m. ET
- Thursday, Dec. 14, 10-11 a.m. ET