



Kentucky Department of

Our Children,

Our Commonwealth

Education

Title I, Part A District Coordinator Webinar

July 30, 2020



Logistics

- ▶ To submit a question, send an email to tara.rodriguez@education.ky.gov
- ▶ The webinar will be recorded and posted on the Title I Documents and Resources webpage.



Recap from June webinar

- ▶ Updates and reminders
- ▶ Allowable costs and allowability process
- ▶ Parent and family engagement ideas and allowable expenditures



Agenda

- ▶ **Consolidated checklist in GMAP**
- ▶ **Beginning of the Year reminders — required notifications**



Consolidated Checklist in GMAP

- ▶ The checklist is a means of communication between KDE and districts regarding the allowability and allocability of the items submitted in the funding application.
- ▶ Please follow the steps on subsequent slides to ensure the funding application contains items that are in compliance with program requirements.



Consolidated Checklist in GMAP

- ▶ After the district submits the application, KDE will review the application and mark each section as “OK,” “Not Applicable” or “Attention Needed.” If the application contains no items that are marked as “Attention Needed,” the application will not be returned to the district for edits.



Consolidated Checklist in GMAP

- ▶ If the application contains items that are marked as “Needs Attention,” the application will be returned to the district with a status of “Not Approved.” The district will review the checklist for items that are marked “Attention Needed” and make the necessary changes to those items. Only the checked items in the sections marked “Attention Needed” are to be corrected and/or explained. Each section marked “Attention Needed” also has a place where KDE may provide notes to explain items needing attention. The district should check for notes and additional comments.



District Set-Aside Checklist



2. Title I, Part A - District Set-Aside

Attention Needed

7/20/2020 10:31:46 AM

10. EL - Districts may provide supplemental services or materials for ELL students attending Title I schools only. If supplemental services are provided, the narrative must provide a description of specific services or materials provided. Please note that ESSA section 1112(e)(3) requires that each LEA must implement an effective means of outreach to parents of ELs, parent notifications for EL children must also be sent within 30 calendar days of school starting and/or two weeks after the child's placement in an LIEP. Per section 1112(e)(3) this can be done using Title I, Title III, or another funding source in which this would be allowable. Whether reserving funds or not, districts must note they are meeting this requirement and note the funding source being used.



13. Substitutes for Title I Staff - Are the salaries for substitutes for sick and personal leave for Title I funded staff listed? (Note: A narrative must be provided if no money is placed in this category. If the district pays for Title I substitutes, it must be reflected in the description.)



10. EL - This set-aside requires a narrative. Districts may provide supplemental services or materials for EL students attending Title I schools only. Whether reserving funds from Title I or not, districts must note they are meeting Parent Notification and Parent Outreach requirements and note any funding source(s) being used.

13. Substitutes for Title I Staff - This set-aside also requires a narrative. The District may use set-aside funds to pay substitute salaries for sick and personal leave for Title I funded staff. If the district pays for substitutes for all staff from another funding source, it must be stated in the narrative.

Consolidated Checklist in GMAP

- ▶ Once the district has made the necessary adjustments, the district will resubmit the application for approval. If KDE determines that the item has been corrected, “Attention Needed” will be changed to “OK” by the KDE reviewer. If the items needing attention still have not been corrected, the application will be returned to the district with a status of “Not Approved.”



Beginning of Year Reminder: Parents' Right to Know Notification

- ▶ **ESSA 1112(e)(1)(A)**
- ▶ At the beginning of each school year, LEAs shall notify the parents of each student attending a Title I school that the parents may request, and the LEA will provide the parents on request, information regarding the professional qualifications of the student's classroom teachers.
- ▶ A sample notification of the right to request teacher qualifications can be found in the [Title I, Part A Sample Documents folder](#).
- ▶ Remember to keep documentation for monitoring purposes.



Parents' Right to Know — Additional Information

- ▶ ESSA 1112(e)(1)(B)
- ▶ In addition to the information that parents may request under subparagraph (A), a school that receives Title I funds shall provide to each individual parent of a child who is a student in such school, with respect to such student:
 - Information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments.
 - Timely notice that the student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.
- ▶ A sample parent notification can be found in the [Title I, Part A Sample Documents folder](#).
- ▶ Remember to keep documentation for monitoring purposes



Beginning of Year Reminders: Language Instruction Notice

- ▶ **ESSA Section 1112(e)(3)(A)**
- ▶ **Each LEA using funds under Title I or Title III to provide a language instruction educational program as determined under Title III shall, not later than 30 days after the beginning of the school year, inform parents of an English learner identified for participation or participating in such a program ...**
- ▶ **Remember to keep documentation for monitoring purposes.**



Language Instruction Special Rule

- ▶ **ESSA Section 1112(e)(3)(B):** Special rule applicable during the school year. For those children who have not been identified as English learners prior to the beginning of the school year but are identified as English learners during such school year, the LEA shall notify the children's parents during the first 2 weeks of the child being placed in a language instruction educational program consistent with subparagraph (A).
- ▶ **ESSA Section 1112(e)(4):** The notice and information provided to parents under this subsection shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.



Resources

- ▶ [Parents: Supporting Learning During the COVID-19 Pandemic](#) (Learning module for parents from the IRIS Center)
- ▶ [Elementary and Secondary Education Act of 1965 as amended by the Every Student Succeeds Act](#)

