



Title I and Title II Quarterly Updates

From the Office of Federal Title Grant Programs and Support

October 2016

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Important Title I, Part A & Title I, Part D Due Dates

October 1-15, 2016

Last days to request reimbursement for SY 2015-2016 funds

October 15, 2016

Comparability Reports due to IDOE for LEAs with corp #s ending in "5"

October 17, 2016 (tentative)

2015-2016 Title I Staffing Report opens
2015-2016 Title I, Part D Final Report opens

October 28, 2016

SY 2015-2016 **Final Expenditure Report** due

November 1, 2016

Amendment period opens for SY 2016-2017 Part A and Part D applications
&
Neglected and Delinquent Annual Survey
November 1 - December 9, 2016

November 18, 2016

2015-2016 Title I, Part D Final Report deadline

November 21, 2016

2015-2016 Title I Staffing Report deadline

December 9, 2016

Neglected and Delinquent Annual Survey
November 1 - December 9, 2016

December 29, 2016

Date for compliance issues to be resolved for 2017 Comparability Reporting

Title I Frequently Asked Questions

Q: If there is no cycle monitoring, how will I know if and when our LEA is being monitored this year?

A: IDOE will notify each LEA that is selected for a fiscal, programmatic or desktop monitoring one month prior to the monitoring due date with specific directions.

Q: Is it allowable to transfer Title II, A funds into Title I, A?

A: Yes, LEAs are permitted to transfer funds from Title II, A to Title I, A, but never out of Title I, A. See page 47 of the Title I Fiscal Handbook for additional guidance.
<http://www.doe.in.gov/sites/default/files/titlei/title-i-fiscal-handbook-2015-2016.pdf>

Q: I am a new Title I Program Administrator. Are there any webinars or PowerPoints that can provide guidance?

A: Yes, the Title I Website and the Learning Connection have webinars and guidance documents that can support new Title I Program Administrators.

Title I Website: <http://www.doe.in.gov/titlei>

IDOE Learning Connection:

<https://learningconnection.doe.in.gov/Login.aspx?ret=/default.aspx>

Uniform Grant Guidance (UGG) Reminder

- **Procurement Standards 2 CFR 200.318(a)**

Uniform Grant Guidance: All nonfederal entities (LEAs) must have documented (written) procurement procedures which reflect applicable Federal, State, and local laws and regulations. Written procedures will be reviewed during on-site monitoring.

Title II, A Updates and Reminders

The U.S. Department of Education released non-regulatory guidance regarding Title II, Part A: Building Systems of Support for Excellent Teaching and Leading. The guidance can be found by clicking [here](#).

The Title II, A allocations are currently being finalized. A memo will be sent to all districts once they are ready to distribute.

The FFY14 Title II, A Final Report of Expenditures is due December 31, 2016.

Title I Reminders

- Please notify your specialist and update the contact page in the Title I grant/amendment when there are changes in personnel for the superintendent, program administrator and treasurer's positions.
- The Title I Program Administrator should meet at least monthly with the Title I Treasurer to verify and confirm changes in the Title I budgets.
- The 2015-2016 Final Expenditure Report should match the approved budget in the last Title I amendment.
- Title I funds are always under the direct management of the public school district. Therefore, any instructional staff, materials and supplies, professional development, etc. used in the nonpublic school must be approved and paid for by the public school district. Nonpublic officials have no authority to obligate Title I Funds. **The LEA may not reimburse the nonpublic schools for Title I. II. III expenditures.** <http://www.doe.in.gov/titlei/federal-guidance>



Every Student Succeeds Act (ESSA) Updates

Implementation of ESSA begins in the 2017-2018 school year; however, the following regulation will begin in the 2016-2017 school year:

D-3. Must a school continue to comply with section 1111(h)(6)(B)(ii) of the ESEA, as amended by NCLB, which requires a school to notify parents when their child has been assigned to, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified?

No.

Schools will no longer be required to provide notice to parents related to the highly qualified status of their child's teacher, if the non-highly qualified teacher has taught for four or more consecutive weeks in a classroom.

Please note: LEAs are still required to notify parents early in the school year that they may request and the LEA will provide certain information regarding the professional qualifications of the student's teachers and paraprofessionals, as appropriate. (Parents' Right-to-Know letter).

The following regulation also takes effect beginning in the 2016-2017 school year:

C-7. Must a State and its LEAs continue to comply with the requirements in section 1119 of the ESEA, as amended by NCLB, which describe certain highly qualified requirements for teachers?

A State and its LEAs must continue to comply with section 1119 of the ESEA, as amended by NCLB, through the 2015-2016 school year, including the requirement that a State and LEA report information related to highly qualified teachers based on the 2014-2015 and 2015-2016 school years.

USED is not requiring States to comply with the requirements in section 1119 of the ESEA, as amended by NCLB, beginning in the 2016-2017 school year, which set forth requirements for highly qualified teachers and use of funds to support compliance with the highly qualified teacher requirements.
(Updated May 4, 2016)

Please note: Schools are no longer required to have teachers complete the Highly Qualified Teacher Verification form.

2016-2017 IDOE Consolidated Federal On-Site Monitoring

Updated Uniform Grant Guidance (UGG) now requires IDOE to evaluate risk of noncompliance for all LEAs to determine the appropriate federal (Title I, II, III) monitoring (fiscal, programmatic or desktop). Previously, LEAs were chosen for monitoring based on a cycle rotation; however, this will no longer be the process. LEAs will now be evaluated annually for risk using the following criteria: Application Quality, Fund Management, IDOE Monitoring Findings and Monitoring History. A selection of LEAs will be identified for a fiscal, programmatic or desktop IDOE federal monitoring based on the results of the evaluation.

Beginning with SY 2016-2017, IDOE will notify each LEA that is selected for a fiscal, programmatic or desktop monitoring one month prior to the monitoring due date with specific directions.

Programmatic on-site monitoring will begin with *selected* LEAs in October, fiscal on-site monitoring will begin with *selected* LEAs in November and desktop monitoring for *selected* LEAs will begin in February. If selected for monitoring, your assigned Title I Specialist will be available to support you during the process.

How to Submit an Amendment to your Title I Grant During the Amendment Window (November 1, 2016 - May 30, 2017)

1. Log in to the on-line Title I Application Center. <https://title1.doe.in.gov/login.aspx>
2. Click "Amend" on the right side of the appropriate grant (e.g., 2017 BASIC).
3. Update *allocation* and *carryover* amounts on the Application Summary page by clicking the blue word "here" in the first paragraph. The final expenditure report must be submitted before carryover is pulled into the system.
4. Make the necessary changes to the application.
5. Submit the amendment for review and approval. Amendments are reviewed in the order that they are received.