

Department of Public Instruction
Dr. Wayne G. Sanstead, State Superintendent
600 E. Boulevard Avenue, Dept. 201
Bismarck, ND 58505-0440

Update on Title I ARRA Requirements

NDCEL Fall Conference October 22, 2009

AGENDA

- Interesting Facts Regarding the Title I ARRA Stimulus Funds
- Title I ARRA Two-Year Timeline
- Title I ARRA Waivers
- Title I ARRA Reporting Requirements
- Title I ARRA School Improvement Funds
- Title I ARRA Monitoring
- Title I Funding for the 2010-2011 School Year

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Interesting Facts Regarding the Title I ARRA Stimulus Funds

- On May 5, 2009, the Title I ARRA application became available to school districts on the STARS. The final deadline to submit a Title I ARRA application was October 16, 2009. All school districts met the deadline to apply for Title I ARRA funding.
- Only one school district that receives Title I regular funding was not eligible for Title I ARRA stimulus funding.
- Only one school district that was eligible for Title I ARRA funding chose not to apply. These dollars will go into the pool for Title I reallocated ARRA funds.
- Even with the influx of additional Title I funding under the ARRA, a record number of districts applied for Title I reallocated funds.
- To date, there are about 20 Title I ARRA applications that still need to be approved.
- The two most commonly requested expenditures on the Title I ARRA applications are equipment and extended programs (i.e., summer school, after school program).
- The Title I activity that increased the most in popularity in the ARRA applications is preschool programming. This number increased from seven to approximately forty.
- The most unusual request approved was the purchase of a school bus for a Title I extended day program. The USDE agreed that it was logical in this particular case due to the rural nature of the district. The bus can be used only for their Title I extended day program.
- Once the first round of quarterly ARRA reports were compiled, a total of 161 new FTEs were hired due to ARRA funding. The breakdown is as follows:
 - 52.18 Title I Classroom Teachers
 - 48.14 Paraprofessionals
 - 22.33 Title I Reading Teachers
 - 15.35 Title I Math Teachers
 - 6.4 Intervention Specialists
 - 5.97 Preschool Teachers
 - 3.2 Data Coordinators
 - 3 Parent Liaisons
 - 2.03 Parent Coordinators
 - 1 School Improvement Coordinator
 - 1 Reading Coach
 - 0.5 ELL Teacher
 - 0.63 Title I Coordinator

This information will be shared with the North Dakota State Legislature.

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ARRA Two-Year Timeline

- **February 17, 2009**
 - The American Recovery and Reinvestment Act (ARRA) was signed into law.
- **May 2009-October 2009**
 - ARRA applications were submitted, reviewed, and approved by the North Dakota Department of Public Instruction.
- **October 2, 2009**
 - Due date to submit the first Quarterly Title I ARRA Report.
- **October 16, 2009**
 - Due date to submit a Title I ARRA application.
- **Ongoing**
 - Submit revisions as changes are needed to the Title I ARRA budget.
- **December 2009**
 - Submit Title I ARRA School-by-School Expenditure Report.
- **January 4, 2010**
 - Submit the second Quarterly Title I ARRA Report.
- **April 1, 2010**
 - Submit the third Quarterly Title I ARRA Report.
- **July 2010-September 2010**
 - Submit the Title I ARRA Final Financial Report (SFN 7822) to the state Title I office to close out the 2009-2010 school year with regard to the ARRA funding.
- **July 2010-September 2010**
 - State Title I office determines ARRA carryover amounts and informs district personnel.
- **July 2010-September 2010**
 - Districts will complete a budget revision or consolidated application on STARS in order to access ARRA carryover funds through September 30, 2011. Further information on the application process will be shared in spring 2010.
- **July 1, 2010**
 - Submit the fourth Quarterly Title I ARRA Report.



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

ASSISTANT SECRETARY

The Honorable Wayne G. Sanstead
State Superintendent
North Dakota Department of Public Instruction
600 E Boulevard Avenue, Dept. 201
Bismarck, North Dakota 58505-0440

UGT 2 2009

Dear Superintendent Sanstead:

I am writing in response to North Dakota's requests to waive certain statutory and regulatory requirements of Title I, Part A of the Elementary and Secondary Education Act of 1965 (ESEA). After reviewing North Dakota's requests, I am pleased to grant the following waivers:

- Calculation of "set asides" for Title I, Part A funds. I am granting a one-year waiver to permit an LEA or school, as applicable, in North Dakota to exclude all or part of the Title I, Part A funds it receives through the American Recovery and Reinvestment Act of 2009 (ARRA) when calculating:
 - An LEA's obligation to spend an amount equal to at least 20 percent of its fiscal year (FY) 2009 Title I, Part A funds for public school choice-related transportation and SES (ESEA section 1116(b)(10); 34 C.F.R. § 200.48(a)(2)).
 - An LEA's obligation, if identified for improvement, to spend 10 percent of its FY 2009 Title I, Part A funds for professional development (ESEA section 1116(c)(7)(A)(iii); 34 C.F.R. § 200.52(a)(3)(iii)).
 - A school's obligation, if identified for improvement, to spend 10 percent of its FY 2009 Title I, Part A funds for professional development (ESEA section 1116(b)(3)(A)(iii); 34 C.F.R. § 200.41(c)(5)).
- Calculation of per-pupil amount for SES. I am granting a one-year waiver of ESEA section 1116(e)(6) and 34 C.F.R. § 200.48(c)(1) to permit an LEA in North Dakota to exclude some or all of the Title I, Part A funds it receives through the ARRA in calculating the per-pupil amount for SES.
- Ability to grant LEAs a waiver of the carryover limitation. I am granting North Dakota a two-year waiver of section 1127(b) of the ESEA to allow it to waive the carryover limitation in section 1127(a) of the ESEA more than once every three years for an LEA that needs the additional waiver because of the supplemental Title I, Part A appropriation provided through the ARRA.

These waivers are granted on the condition that North Dakota will satisfy the conditions detailed in the enclosure to this letter, including the requirement to report certain information about the use of each of the waivers to the Department by September 30, 2010. Please be sure to review the enclosure carefully.

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Our mission is to ensure equal access to education and to promote educational excellence throughout the Nation.

Page 2 ~ The Honorable Wayne G. Sanstead

I appreciate the work you are doing to improve your schools and provide a high-quality education for your students. If you have any questions, please contact Zollie Stevenson, Director of Student Achievement and School Accountability Programs (SASA) at (202) 260-0826.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thelma', with a long horizontal flourish extending to the right.

Thelma Meléndez de Santa Ana, Ph.D.

Enclosure

cc: Governor John Hoeven
Laurie Matzke

CONDITIONS ON TITLE I, PART A WAIVERS

“Set-aside” calculations — Excluding Title I, Part A ARRA funds from an LEA’s 20 percent obligation and from an LEA’s professional development obligation (ESEA sections 1116(b)(10), 1116(c)(7)(A)(iii); 34 C.F.R. §§ 200.48(a)(2), 200.52(a)(3)(iii))

Each of these waivers is granted on the condition that North Dakota will:

- Only implement the waiver for an LEA that provides assurances to North Dakota that:
 - The LEA will comply with its statutory and regulatory obligations for the set-aside with respect to its regular Title I, Part A allocation;
 - The LEA will use the funds freed up by the waiver to address needs identified based on data;
 - The LEA will comply with all of its other Title I, Part A statutory and regulatory obligations, including the obligations in sections 1114 and 1115 to have schoolwide and targeted assistance programs that “use effective methods and instructional strategies that are based on scientifically based research”;
 - The LEA will submit an application for Title I, Part A funds (LEA application) or, if necessary, an amendment to its existing LEA application that describes the data on which it relied to identify needs that will be addressed using the funds freed up by the waiver and the evidence that supports the strategies it intends to use to address those needs;
- Not approve an LEA’s application or amendment to an LEA’s application unless or until it determines, based on the LEA’s description, that the LEA has satisfied its obligation to identify needs based on data and address those needs using evidence-based strategies;
- Not approve an LEA to implement the waiver unless or until the LEA has an approved application (or amended application) that includes the required description of the data and evidence;
- If necessary, require an LEA seeking to implement the waiver to amend its application in accordance with the SEA’s usual process for changing an LEA’s application;
- Comply with its obligation under 34 C.F.R. § 200.47(a)(1)(ii)(B)(1) to post on its website the 20 percent obligation for each LEA and ensure that this information accurately reflects each LEA’s implementation of the waiver; and
- Submit to the Department, by September 30, 2010, a report that provides:
 - The name and NCES District Identification Number for each LEA implementing each of the waivers; and
 - The name and NCES District Identification Number for each LEA that requested but was denied permission to implement each of the waivers.

“Set-aside” calculation — Excluding Title I, Part A ARRA funds a school’s professional development obligation (ESEA section 1116(b)(3)(A)(iii); 34 C.F.R. § 200.41(c)(5))

This waiver is granted on the condition that North Dakota will:

- Only implement the waiver for an LEA that provides assurances to North Dakota that:
 - The LEA will ensure that its schools comply with their statutory and regulatory obligations for the set-aside with respect to the funds that are not “factored out” in accordance with Question C-9 in the Department’s Non-Regulatory Guidance on Title I, Part A Waivers (available at: www.ed.gov/programs/titleiparta/title-i-waiver.doc);
 - The LEA will ensure that its schools use the funds freed up by the waiver to address needs identified based on data;
 - The LEA will comply with all of its other Title I, Part A statutory and regulatory obligations, including the obligations in sections 1114 and 1115 to have schoolwide and targeted assistance programs that “use effective methods and instructional strategies that are based on scientifically based research”;

- The LEA will ensure that its schools will implement the waiver in accordance with Question C-9 in the Department's Non-Regulatory Guidance on Title I, Part A Waivers (available at: www.ed.gov/programs/titleiparta/title-i-waiver.doc); and
- Submit to the Department, by September 30, 2010, a report that provides:
 - The name and NCES District Identification Number for each LEA implementing the waiver with respect to its schools; and
 - The name and NCES District Identification Number for each LEA that requested but was denied permission to implement the waiver.

Calculation of per-pupil amount for SES (ESEA section 1116(e)(6); 34 C.F.R. § 200.48(c)(1))

This waiver is granted on the condition that North Dakota will:

- Only implement the waiver for an LEA that provides assurances to North Dakota that:
 - The LEA will comply with all of the statutory and regulatory requirements regarding the provision of SES with respect to its regular FY 2009 Title I, Part A allocation; and
 - The LEA will comply with all of its other Title I, Part A statutory and regulatory obligations, including the obligations in sections 1114 and 1115 to have schoolwide and targeted assistance programs that "use effective methods and instructional strategies that are based on scientifically based research";
- Comply with its obligation under 34 C.F.R. § 200.47(a)(1)(ii)(B)(2) to post on its website the per-pupil amount for SES for each LEA and ensure that this information accurately reflects each LEA's implementation of the waiver; and
- Submit to the Department, by September 30, 2010, a report that provides the name and NCES District Identification Number for each LEA implementing the waiver.

Waiving the carryover limitation more than once every three years (ESEA section 1127(b))

This waiver is granted on the condition that North Dakota will use its authority granted by this waiver to waive the carryover limitation in section 1127(a) more than once within three years only for an LEA that needs a second (or third) waiver because of its Title I, Part A ARRA funds.

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Title I ARRA Reporting Requirements

To prevent fraud and abuse, support the most effective uses of ARRA funds, and accurately measure and track results, recipients must publicly report on how these funds are used. Due to the unprecedented scope and importance of this investment, ARRA funds are subject to additional and more rigorous reporting requirements than normally applies to other federal grants.

There are two key reporting requirements that pertain to the ARRA funds:

- School-by-school listing of per-pupil educational expenditures from state and local sources. Due December 2009.
- ARRA Quarterly Report Due Dates:
 - October 2009
 - January 2010
 - April 2010
 - July 2010

School districts **MUST** maintain a **separate** budget for this Title I ARRA funding source, as there are specific reporting requirements for all Title I ARRA funds. The USDE has released guidance on the reporting requirements. The guidance is available at www.dpi.state.nd.us/title1/Legislative/index.shtm on the Title I website. Listed below are the CFDA numbers for each funding stream so that your business manager can report and record them separately.

- Federal Title I Funds CFDA – 84.010
- Title I ARRA Funds CFDA – 84.389A

Jerry Coleman, in the School Finance Office at DPI, has created a separate project code for reporting the Title I ARRA funds. A document listing the accounting codes for the ARRA stimulus funds can now be accessed at www.dpi.state.nd.us/finance/finance/2009-11%20project%20codes.pdf on the department's website.

The President and Secretary are committed to ensuring that ARRA funds are spent with an unprecedented level of transparency and accountability. Therefore, each state and LEA that receives Title I ARRA funds must report on how these funds were spent at www.recovery.gov.

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**The American Recovery and Reinvestment Act
 Title I Quarterly Reporting Template for School Districts**

County District Number:
School District:

Award Amount		Approval Date	
Funds Requested To Date			

Select Reporting Quarter:

_____ 2/09 thru 9/09 (Due October 2, 2009)	_____ 10/10 thru 12/10 (Due January 2, 2011)
_____ 10/09 thru 12/09 (Due January 4, 2010)	_____ 1/11 thru 3/11 (Due April 1, 2011)
_____ 1/10 thru 3/10 (Due April 1, 2010)	_____ 4/11 thru 6/11 (Due July 1, 2011)
_____ 4/10 thru 6/10 (Due July 1, 2010)	_____ 7/11 thru 9/11 (Due October 1, 2011)
_____ 7/10 thru 9/10 (Due October 1, 2010)	__Y __N Final Report

Total Number of Jobs Created, Retained or Expanded with Title I ARRA Funds:	
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Description of Jobs Created:

Vendor Payment Information

Cumulative Total Number of Vendors that Have Received Payments Under \$25,000.	
Cumulative Total Dollar Amount of Funds Paid to Vendors Under \$25,000.	

LEA Vendor Information (Please record all vendors that the LEA has purchased services, materials, supplies, equipment etc. from over \$25,000.)				
Vendor DUNS Number (*)	Vendor Name	Vendor Headquarters Zip Code + 4	Product and Service Description	Payment Amount

** If a vendor DUNS number is not available, then you are required to provide BOTH the Vendor Name and Vendor Headquarters zip code+4*

Name of District Contact Person:	Phone Number:
Title of District Contact Person:	Date Completed:

Title I ARRA Reporting Instructions for Sub Recipients

County District Number	Enter the School District's County District Number.
School District	Enter the School District Name.
Award Amount	Enter the amount of funds allocated.
Approval Date	Enter the date your Title I ARRA application and grant award was approved. This was in the approval letter sent from the Department of Public Instruction.
Funds Requested to Date	Enter the total amount of Title I ARRA funds that have been requested to date.
Select Reporting Quarter	Place an "X" in the appropriate reporting quarter for which you are providing data.
Total Number of Jobs Created, Retained or Expanded	Enter the total number of jobs that the Title I ARRA funds have created, retained or expanded for your school district. At a minimum, this number shall include any new positions created and any existing filled positions that were retained or increased to support or carry out Title I ARRA activities. The number should be expressed as "full-time equivalent" (FTE), calculated cumulatively as all hours worked divided by the total number of hours in a full-time schedule. For example, two full-time and one part-time employee working half days would be reported as 2.5 FTE in each quarter.
Description of Jobs	Enter a brief description of the types of jobs created, retained or expanded in the school district. For example, Title I Reading Teacher, Instructional Coach, Paraprofessional, etc.
LEA Vendor Information	
School District's that have paid vendors for materials, services, supplies and/or equipment will need to report each vendor that has received payments totaling over \$25,000 from Title I ARRA funds. The school may add sheets to fulfill the reporting requirement if they have more vendors than one form can accommodate. In addition, each school will have to report a total number of vendors that have been paid under \$25,000 and the total dollar value of vendor payments under \$25,000. (NOTE: School districts only have to list individual vendors if they have been paid over \$25,000).	
Cumulative Total Number of Vendors that Have Received Payments Under \$25,000.	Enter the total number of vendors that the school had paid that were under the \$25,000 threshold.
Cumulative Total Dollar Amount of Funds Paid to Vendors Under \$25,000.	Enter the total dollar amount of all vendors that the school has paid that was under the \$25,000 threshold.
Vendor DUNS	provide both the vendor name and the vendor's head quarter's zip code + 4.
Vendor Name	Enter the Vendor's Name.
Vendor HQ Zip	Enter the zip code +4 corresponding to the address of the vendor's headquarters.
Product Description	Enter a description of the product or service provided by the vendor.
Payment Amount	Enter the cumulative amount paid to the vendor from Title I ARRA funds.
Contact Person	Please provide the Name, Title and Phone Number of the contact person responsible for the data on this form.

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School-by-School Listing of Per-Pupil Educational Expenditures from State and Local Sources

The *American Recovery and Reinvestment Act of 2009 (ARRA)* requires each school district receiving Title I, Part A *ARRA* funds to report a school-by-school listing of per-pupil educational expenditures from state and local funds for the 2008-09 school year to its state educational agency (SEA), and also requires states to report these data to the Department by March 31, 2010. These data will be used to examine the extent to which school-level education resources are distributed equitably within and across school districts.

LEAs and SEAs should report the following four categories of school-level expenditures from state and local funds:

- Personnel salaries at the school level for all school-level instructional and support staff, based on the Census Bureau's classification used in the F-33 survey of local government finances.
- Personnel salaries at the school level for instructional staff only.
- Personnel salaries at the school level for teachers only.
- Non-personnel expenditures at the school level (if available).

Additional instructions for reporting salary expenditures. LEAs and SEAs should include all types of salary expenditures, including not only base salaries but also incentive pay, bonuses, and supplemental stipends for mentoring or other additional roles. However, do not include expenditures on employee benefits or expenditures made from federal program funds. In addition, it is preferable to also exclude expenditures for special education.

Additional instructions for reporting non-personnel expenditures. LEAs and SEAs are asked to include the following types of expenditures, if this information is available at the school-level:

- Professional development for teachers and other staff
- Instructional materials and supplies
- Computers, software, and other technology
- Contracted services such as distance learning services
- Library books and media center learning materials

The North Dakota Department of Public Instruction is currently reviewing information and instructions for the USDE and will be sending correspondence to school districts within the next several weeks regarding this report, which will be due in December 2009.

SAMPLE

**Table A-3
Specifications for Data to Be Included in LEA and SEA Reports
on School-Level Expenditures in 2008-09**

Field	Item	Comments
1	STATE NAME	
2	LEA ID	NCES ID code.
3	LEA NAME	
4	SCHOOL ID	NCES ID code.
5	SCHOOL NAME	Includes all schools in a Title I LEA— <i>i.e.</i> , Title I and non-Title I schools.
6	PERSONNEL SALARIES AT SCHOOL LEVEL – Total	This would include the salaries for all school-level staff associated with the functions shown in Appendix D, <i>i.e.</i> , teachers, paraprofessionals, principal, and other specialized staff who work at the school. The expenditures for a school would be the sum of the salaries for all such staff employed at the school; however, these expenditures should not include salaries paid from federal program funds or from special education funds.
6a	PERSONNEL SALARIES AT SCHOOL LEVEL – Instructional Staff Only	This is a subset of item 6 and should include salaries for instructional staff only.
6b	PERSONNEL SALARIES AT SCHOOL LEVEL – Teachers Only	This is a subset of item 6a and should include salaries for teachers only.
6c	NON-PERSONNEL EXPENDITURES AT SCHOOL LEVEL (if available)	This would include any non-personnel expenditures that the state or district accounts for at the school level. However, these expenditures should not include expenditures from federal program funds or from special education funds.
7	STUDENT ENROLLMENT	Enrollment data will be pre-populated from ED <i>Facts</i> if available and should be reported as of the date used by NCES to collect CCD data-- <i>i.e.</i> , October 1, 2008.
8	PERSONNEL SALARY EXPENDITURES PER STUDENT ENROLLED	Calculate Line 6 divided by Line 7. States are asked to perform this calculation as a check on the apparent accuracy of the reported data.

Personnel Expenditures
• Excludes salaries paid through federal funds
• Excludes salaries for special education staff
• Excludes employee benefits
• Includes incentive pay and/or bonuses
• Includes supplemental pay for additional roles
Non-Personnel Expenditures
• Excludes expenditures from federal funds
• Excludes expenditures for special education staff
• Includes expenditures for professional development
• Includes expenditures for instructional materials/supplies
• Includes expenditures for computers/software/technology
• Includes expenditures for contracted services
• Includes expenditures for library books/media center materials
• Includes expenditures for other non-personnel expenditures (please specify _____)

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Title I Quarterly Reporting Tip Sheet for Section 1512 of the American Recovery and Reinvestment Act

The American Recovery and Reinvestment Act (ARRA) provides a significant amount of additional resources for local school districts. To prevent fraud and abuse, support the most effective uses of ARRA funds, and accurately measure and track results, recipients must publicly report how these funds are used. ARRA funds are subject to additional and more rigorous reporting requirements than normally applies to other federal grants. It is extremely important that all districts report this information in a timely manner as the North Dakota Department of Public Instruction has to compile the entire state's information and report it to www.federalreporting.gov. **School districts failing to report by each quarterly deadline could result in the district forfeiting its Title I ARRA funds.**

Each school district that receives Title I ARRA funds will be required to complete the quarterly report and email it to their Title I contact person at DPI. The reporting template can be found at www.dpi.state.nd.us/title1/Legislative/index.shtm. A listing of Title I contact people and their email addresses can be found at www.dpi.state.nd.us/title1/Legislative/stimulus/conappcontact.pdf.

Quarterly Reporting Due Dates

Quarter Number	Time Period Covered	Due Date
Quarter 1	2/17/09 thru 09/2009	October 2, 2009
Quarter 2	2/09 thru 12/09	January 4, 2010
Quarter 3	2/09 thru 3/10	April 1, 2010
Quarter 4	2/09 thru 6/10	July 1, 2010
Quarter 5	2/09 thru 9/10	October 1, 2010
Quarter 6	2/09 thru 12/10	January 2, 2011
Quarter 7	2/09 thru 3/11	April 1, 2011
Quarter 8	2/09 thru 6/11	July 1, 2011
Quarter 9	2/09 thru 9/11	October 1, 2011
Final Report	2/09 thru 9/11	To Be Determined

A few reminders and tips regarding the Title I ARRA Quarterly Reports:

- The quarterly reports are cumulative so all the prior quarter's data needs to be considered when completing the template.
- School district employees are not vendors; therefore, these salaries and benefits should not be included in the vendor payment information that is reported.
- The award amount is the school district's allocated amount of Title I ARRA funds not the amount approved. (In some awards, these numbers are different). School districts that do not apply for their entire ARRA allocation right away may access these remaining funds through a budget revision.
- The approval date is the date your ARRA application was approved and the date you could begin expending funds which was sent to you on your budget from Mary Neigum and the approval letter sent by Stephanie Gullickson.

- Funds requested to date is the amount you have requested from DPI on a SFN 14660 Request for Funds form. You will be required to submit a Request for Funds form when you want your funds released to you, following the same process used for requesting regular Title I funds. You will need to do a separate Request for Funds form for regular Title I funds and for the Title I ARRA funds. In addition, you will be required to do a separate Request for Funds form for the Title IID ARRA funds. The Title I and Title IID ARRA funds must be kept separate.

Reporting Jobs Created – Retained – Expanded

DPI is required to report quarterly all the jobs created or retained as a result of the ARRA funding. DPI is also required to provide a narrative description of the types of jobs that have been created or retained. The description of the jobs created should be “Title I Reading Teacher”, “Instructional Coach”, “Paraprofessional”, etc. A job created for the purposes of the quarterly reporting is a new position created and filled or an existing unfilled position that is filled as a result of ARRA funding; a job retained is an existing position that would not have been continued to be filled were it not for ARRA funds. The job data needs to be reported as FTEs (full-time equivalents) which is calculated as total hours worked divided by the number of hours in a full-time schedule as defined by the school district. The FTE numbers must be reported cumulatively each quarter throughout the entire grant period. In calculating the cumulative FTE for each quarter, the denominator must include the total number of hours that would have been worked in a full-time schedule since the start-date of the award and the numerator is the total actual hours worked. In addition, if the jobs created were a .25 Paraprofessional and a .50 Title I Reading Teacher, the total jobs reported would be .75, not 2 as they need to be reported in FTEs.

The US Department of Education Guidance on Jobs Reporting is posted on the DPI website at www.dpi.state.nd.us/title1/Legislative/reporting_jobs.pdf. If you are reporting jobs, please review the guidance since it contains step-by-step instructions on the FTE calculation and also several examples to follow.

Reporting Vendor Payments

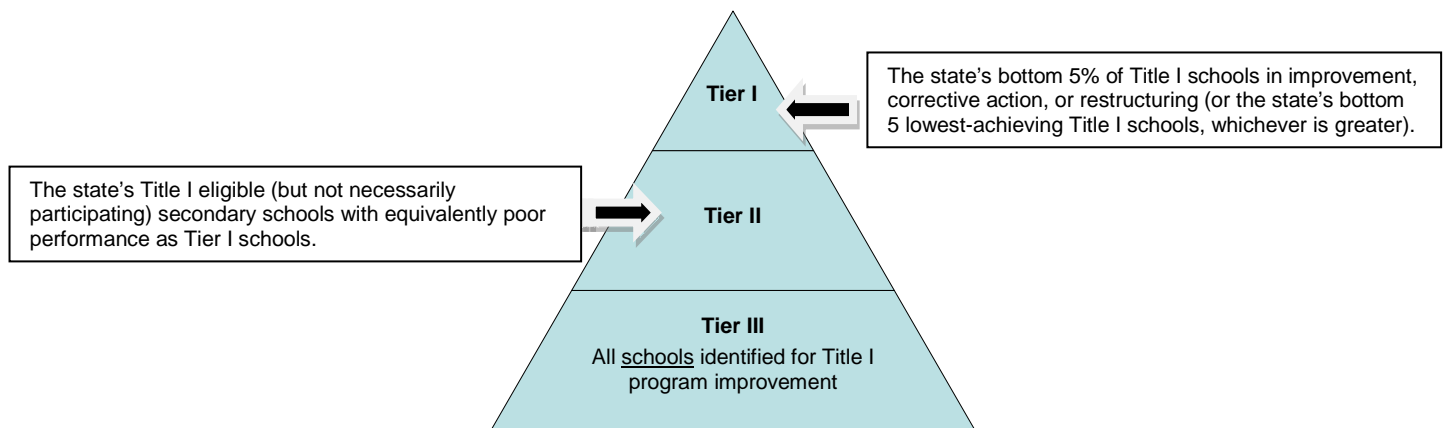
School districts are also required to report payments to vendors. The school district vendors will be outside entities that are paid for services, materials, supplies, equipment, etc. When an individual payment to a vendor exceeds the \$25,000 threshold, the school is required to list each payment to vendors that are over the \$25,000 on the reporting template. The reporting template also requires the vendor name, product and/or service description, payment amount and the vendor DUNS number. If the DUNS number is not available, you must report the vendor headquarter zip code + 4. If payments to vendors are under \$25,000 you will report the number of vendor payments under the \$25,000 threshold and also the aggregate dollar amount of those payments. *The \$25,000 threshold is triggered by individual payments to a vendor within a quarter and not cumulative payments to a vendor over the life of the project.* The total number of vendor payments under \$25,000 and the aggregated dollar amount of those payments should be reported cumulatively each quarter.

If you have any questions about Title I ARRA Quarterly Reporting, please contact Laurie Matzke at (701) 328-2284 or lmatzke@nd.gov or Stephanie Gullickson at (701) 328-2176 or sgullickson@nd.gov

Title I ARRA School Improvement Funds

Schools identified for Title I program improvement have access to additional Title I funds. North Dakota distributed approximately \$3 million in program improvement funding to schools identified for improvement in July and August 2009. We have been waiting to receive additional information regarding the \$7 million ARRA school improvement grant that North Dakota will receive. States are now being told that the application to apply for these ARRA school improvement funds will be available in December 2009. At this time, we are anticipating receiving these ARRA school improvement funds in late spring to early summer 2010, with expenditures hopefully beginning July 1, 2010.

States are required to identify schools in categories of Tiers I, II, and III. Schools in Tiers I and II who apply for these school improvement funds are required to implement one of four models in their school as identified below. Schools in Tier III who apply for these school improvement funds do not have to implement one of the four models. These schools will use the current application and process established by the department.



Turnaround Model

Replace principal and at least 50% of the staff, adopt new governance, and implement a new or revised instructional program. This model should incorporate interventions that take into account the recruitment, placement, and development of staff to ensure they meet student needs, schedules that increase time for both students and staff; and appropriate social-emotional and community-oriented services/supports.

Restart Model

Close the school and restart it under the management of a charter school operator, a charter management organization (CMO), or an educational management organization (EMO). A restart school must admit, within the grades it serves, any former student who wishes to attend.

Close/Consolidate Model

Closing the school and enrolling the students who attended the school in other, higher-performing schools in the LEA.

Transformation Model

1. Develop teacher and leader effectiveness
2. Comprehensive instructional programs using student achievement data
3. Extend learning time and create community-oriented schools
4. Provide operating flexibility and intensive support

Schools in improvement will get in-depth information on this entire process at our annual Program Improvement Workshop in April 2010. However, if you have questions, please contact the state Title I office for additional information.

Department of Public Instruction
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Title I ARRA Monitoring

Each year, the state Title I office is required by law to monitor local Title I programs to ensure compliance with procedures and regulations for both Title I and *No Child Left Behind* (NCLB) are being followed. Most school districts will be monitored through the self-monitoring process; however, some schools have been selected to receive a site visit from an assigned Title I staff member. A list of the 48 districts that will be participating in the 2009-2010 monitoring process is available online at www.dpi.state.nd.us/title1/targeted/resource/monitor/assign.pdf.

Districts being monitored this year should not submit any monitoring information at this time. These selected districts can expect to receive detailed correspondence from the state Title I office in the near future outlining self-monitoring directions, the review process, due dates, etc. It is important that you review the correspondence from the Title I office prior to preparing or submitting your monitoring information.

All districts are encouraged to review the self-monitoring guides found on the Title I website at www.dpi.state.nd.us/title1/targeted/resource/monitor/index.shtm. These guides have been revised to include submissions relating to the Title I Stimulus/ARRA funds. Whether or not your district is being monitored, it is in your best interest to review these documents to become familiar with the self-monitoring requirements as well as federal requirements of Title I and NCLB laws.

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Title I Funding for the 2010-2011 School Year

At this time, it is difficult to predict the federal Title I funding for the 2010-2011 school year. The Title I program may be level funded or may see a slight decrease.

- Timeline for information to become available regarding federal funding for the 2010-2011 school year:
 - Congress typically passes the appropriations bill for the subsequent year's funding in December or January.
 - The U.S. Department of Education typically generates an estimated state Title I allocation in January or February.
 - The Department of Public Instruction then needs to determine eligibility status for Title I funding. This typically occurs in February.

Eligibility for a Title I grant requires a district to have a minimum Formula Count of TEN. The Formula Count must exceed 2% of the district's age 5 through 17 population. The Formula Count is a weighted unit consisting of 15.5% of the census poor count, 15.5% of the foster child count, 46% of the eligible free meal count, and 23% of the eligible reduced meal count.

The Census Poor Count is the count of children ages 5-17 who were reported below poverty on the updated federal census. The foster child count is a count of children ages 5-17 living in the foster homes during October 2009. The free meal count is a count of children eligible for free meals. The reduced meal count is a count of children eligible for reduced meal prices. A child must have an approved free or reduced meal application on file at their school district office for October 2009 to be counted. The department's Child Nutrition and Food Distribution unit verifies the free and reduced meal counts. If the total weighted unit drops below ten, the district does not meet the eligibility requirement and the subsequent year's Title I grant would be zero.

- After eligibility has been determined, we can then use each district's aggregate units for funding purposes.

In February, the state Title I office will send correspondence to all Title I authorized representatives and inform them of the status of the district's aggregate units. Each district will receive a chart comparing last year's aggregate units to the current totals. If the aggregate units increase from the prior year, the allocation will probably increase. If the aggregate units go down, the allocation will most likely also decrease. If the numbers do not change much, the allocation will most likely remain steady.

District: Sample					
	Census (15.5%)	Free Meals (46%)	Reduced Meals (23%)	Foster (15.5%)	Aggregate Units
2008 Data	782	1496	691	64	978.220
2009 Data	933	1724	720	64	1113.175

- If the aggregate units decreased and the district receives a decrease in Title I funding for the subsequent school year, there are provisions in place to lessen the impact. The “hold harmless” provision guarantees that an eligible school district receives, at a minimum, a certain percentage of last year’s Title I allocation. However, the “hold harmless” provision is calculated individually for each of the four categories. In order to benefit from the “hold harmless” provision, the district must be eligible for each category separately.
 - 95% Hold Harmless – LEAs with 30% and higher poverty
 - 90% Hold Harmless – LEAs with 15% to 30% poverty
 - 85% Hold Harmless – LEAs with 0% to 15% poverty
- The department will then generate **estimated** federal Title I allocations. We typically have these amounts available in March.

The department will post, on our website, **estimated** federal Title I program allocations for school districts. To access this allocation information, log on to www.dpi.state.nd.us/grants/allocap.shtm. No written correspondence is mailed to school districts.

- The department will generate and post **final** federal Title I allocations when we receive final amounts from the U.S. Department of Education. This typically occurs in May.