

**Title I Schoolwide Sample Timeline
 NDMILE**

Schoolwide Title I schools participating in the NDMILE must have assessed, planned, and developed tasks for a specified number of indicators relating to schoolwide Title I requirements. In addition to this timeline, schools must implement tasks and monitor the school's plan (Step 6 of NDMILE) relating to these indicators throughout the school year.

August	<ul style="list-style-type: none"> ■ Submit <i>Consolidated Application for Federal Title Funding</i> via STARS. ■ Update Steps 2 and 3 of the NDMILE (i.e., enter current NDSA data, verify the names of new team members and/or remove the names of persons who are no longer team members). ■ Implement tasks and monitor the school's plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Review and revise Title I Schoolwide Supplemental Report and SMART Goals (as necessary). ■ Make plans for distribution of the parent involvement policy to parents. <ul style="list-style-type: none"> ✘ Date Distributed: _____ ■ Make plans for distribution of the parent-school compact to parents. <ul style="list-style-type: none"> ✘ Date Distributed: _____
September	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school's plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Annual Parent Meeting <ul style="list-style-type: none"> ✘ Date of Meeting: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____
October	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school's plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ NDMILE Title I schoolwide schools submit indicator work – October 31 ■ Review and revise Title I Schoolwide Supplemental Report and SMART Goals (as necessary). ■ Send all reading/math remedial teachers and schoolwide coordinators to Title I Fall Conference. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____
November	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school's plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____
December	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school's plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Document assurance of time and effort. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____

January	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Submit Mid-Year Financial Report to the state Title I office (SFN 7822) www.dpi.state.nd.us/forms/sfn7822.pdf. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ NDMILE Title I schoolwide schools submit indicator work. – January 31 ■ Review and revise Title I Schoolwide Supplemental Report and SMART Goals (as necessary). ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____
February	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
March	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
April	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
May	<ul style="list-style-type: none"> ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ NDMILE Title I schoolwide schools submit indicator work. – May 31 ■ Submit Title I Schoolwide Supplemental Report. – May 31 ■ Submit Title I SMART Goals. – May 31 or July 1 if in Title I Program Improvement ■ Administer Parental Evaluation of parent involvement in the schoolwide program <ul style="list-style-type: none"> ✘ Date Administered: _____ ■ Host Schoolwide Annual Review Meeting <ul style="list-style-type: none"> ✘ Date: _____ ✘ Meeting Agenda—[School will need detailed results of assessments. Should be documented on a detailed form and saved for submission on the <i>Title I Schoolwide Program End of Year Report/Revisions to Schoolwide Plan</i> (SFN 52806) www.dpi.state.nd.us/forms/sfn52806.pdf or in NDMILE tool <i>Plan a Meeting to document Annual Review schoolwide requirements in agenda and minutes</i>] ✘ Meeting Minutes—Disseminate results of Annual Review to all stakeholders.
June	<ul style="list-style-type: none"> ■ Document assurance of time and effort. ■ Implement tasks and monitor the school’s plan (Step 6) relating to the schoolwide indicators selected. ■ Document schoolwide meetings and agendas with NDMILE tools. ■ The following items are due to the state Title I office this month: <ul style="list-style-type: none"> ✘ The Title I Final Financial report is due when all expenditures have been closed out for the current school year. It is available on our Title I website at www.dpi.state.nd.us/forms/sfn7822.pdf ✘ Title I Personnel Report is due by <u>June 1st</u>. It is available on our Title I website at www.dpi.state.nd.us/forms/sfn7357.pdf ✘ <i>Title I Schoolwide Program End of Year Report/Revisions to Schoolwide Plan</i> (SFN 52806) is due <u>June 15th</u>. It is available on our Title I website at www.dpi.state.nd.us/forms/sfn52806.pdf. Or, schools utilizing NDMILE may document this in the NDMILE tool <i>Plan a Meeting</i>.