

Title I Schoolwide Sample Timeline

August	<ul style="list-style-type: none"> ■ Submit <i>Consolidated Application for Federal Title Funding</i> via STARS. ■ Set up meeting with Schoolwide Advisory Committee to review schoolwide goals, gather all data to complete a comprehensive needs assessment, and review goals for schoolwide study groups. <ul style="list-style-type: none"> ✖ Date of Meeting: _____ ■ Gather reading materials for schoolwide study groups. Reading materials should contain updated information regarding established schoolwide goals. Reading materials will be intended to provide direction for the school year toward implementation of schoolwide goals. ■ Begin choosing study group meeting dates and times, monthly schoolwide meeting dates and times, parent involvement activities dates and times. ■ 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"> ■ Annual Parent Meeting <ul style="list-style-type: none"> ✖ Date of Meeting: _____ ■ Monthly Schoolwide Meeting: <ul style="list-style-type: none"> ✖ Date: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✖ Date: _____
October	<ul style="list-style-type: none"> ■ Send all reading/math remedial teachers and schoolwide coordinators to Title Fall I Conference ■ Data Chat Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✖ Date: _____
November	<ul style="list-style-type: none"> ■ Monthly Schoolwide Meeting: <ul style="list-style-type: none"> ✖ Date: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✖ Date: _____
December	<ul style="list-style-type: none"> ■ Document assurance of time and effort. ■ Data Chat Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✖ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✖ Date: _____

January	<ul style="list-style-type: none"> ■ Submit Mid-Year Financial Report to the state Title I office. www.dpi.state.nd.us/forms/sfn7822.pdf ■ Monthly Schoolwide Meeting: <ul style="list-style-type: none"> ✘ Date: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date: _____
February	<ul style="list-style-type: none"> ■ Data Chat Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
March	<ul style="list-style-type: none"> ■ Monthly Schoolwide Meeting: <ul style="list-style-type: none"> ✘ Date: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
April	<ul style="list-style-type: none"> ■ Data Chat Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Study Group Meeting(s): <ul style="list-style-type: none"> ✘ Date 1: _____ Date 2: _____ ■ Parental Involvement Event <ul style="list-style-type: none"> ✘ Date 1: _____
May	<ul style="list-style-type: none"> ■ 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 ✘ Disseminate results of Annual Review to all stakeholders.
June	<ul style="list-style-type: none"> ■ Document assurance of time and effort. ■ 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> is due <u>June 15th</u>. It is available on our Title I website at www.dpi.state.nd.us/forms/sfn52806.pdf ■ The <i>Consolidated Application for Federal Title Funding</i> is due in August 26, 2011. Check the Department of Public Instruction website for more information at www.dpi.state.nd.us/grants/NCLB.shtm or feel free to call the state Title I office.