

North Dakota Department of Public Instruction

TITLE I FAST FACT SERIES

Issue: Documentation of Board Approval For an Authorized Representative and Consolidated Application

Title I law states:

- The school board of education has named an official authorized representative for each of the federal Title programs and subprograms or grants and it is documented within their board minutes.

Example of Board Minute Statements include:

- Correct Stated Documentation
The XYP School District motions to approve the authorization of the superintendent, Mr. John Jones, as the authorized representative for the following federal programs: Title I Part A, Title II Part A, Title II Part D, Title IV Part A, REAPed funds, School Food Service, Reading First, and Federal Vocation Program. Motions made by Smith, seconded by James and motion carried unanimously.
- Incorrect Stated Documentation
The XYP School District motions to approve the authorization of the superintendent, Mr. John Jones, as the authorized representative for the federal Title programs. Motions made by Smith, seconded by James and motion carried unanimously.

- The school board of education has approved the federal programs consolidated application and other grant applications for each individual Title program and subprograms or grants applied. This individual is the official signing authority for federal program funding requests.

Example of Board Minute Statements include:

- Correct Stated Documentation
The XYZ School District motions to approve the consolidated application for Title I Part A, Title II Part A, Title II Part D, Title IV Part A, and REAPed funds. Motions made by Smith, seconded by James and motion carried unanimously.
- Incorrect Stated Documentation
The XYZ School District motions to approve the competitive grant applications for Reading First and Comprehensive School Reform. Motions made by Smith, seconded by James and motion carried unanimously.

If you have questions regarding this issue, please contact:

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