

North Dakota Department of Public Instruction
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Supplemental Educational Services Billing Requirements

- The school works with the district business office who will disburse payments to the providers upon receipt of required participation documentation.
- The law establishes a joint funding mechanism for choice-related transportation (year one and beyond of program improvement identification) and supplemental educational services. Unless a lesser amount is needed to meet demand for choice-related transportation and to satisfy all requests for supplemental educational services, an LEA must spend an amount equal to 20 percent of its Title I Part A allocation, before any reservations, on: (1) choice-related transportation; (2) supplemental educational services; or (3) a combination of (1) and (2). A district is permitted to count of a portion of its costs for parent outreach and assistance (up to an amount equal to 0.2 percent of its Title I, Part A allocation) toward meeting its 20 percent obligation.
- All school districts with schools identified for program improvement must make funds available for supplemental services for each child who is identified as eligible for services. Eligible students are all students from low income families who attend Title I schools that are in their second year of program improvement, in corrective action, or in restructuring.
- To calculate the amount that may be spent per student for supplemental services, the LEA must divide the total Title I allocation for the district by the number of high poverty children in the district. This amount is the per student limit for supplemental services. Note that if the actual cost of the supplemental services is lower than this amount, then the district may spend only the actual cost.
- Each year the Department of Public Instruction will determine the per-pupil funding cap and approximate number of students that can receive supplemental services using the following formulas:

Total Funds Available for Supplemental Services	
Total District Title I, Part A Allocation =	\$
X 20%	<u>X .20</u>
Total funds available for supplemental services =	\$

Per-Pupil Funding Cap for Supplemental Services	
Total District Title I, Part A Allocation =	\$
÷ Number of free and reduced students or census poverty students:	÷ _____
Per-pupil funding cap for supplemental services =	\$

Number of Students That Can Be Served	
Total funds available for supplemental services =	\$
÷ Per-pupil amount:	÷ _____
Estimated number of students the school is able to serve with supplemental services =	

The statute sets the per-pupil cost for supplemental educational services at the lesser of an LEA's per-pupil allocation under Part A of Title I (determined as described in K-17) or actual cost of the services. The per-child allocation of Title I funds to LEAs varies widely across the nation, ranging from roughly \$900 to \$2,400. The maximum per-pupil amount for supplemental educational services in each LEA in North Dakota is available at www.dpi.state.nd.us/title1/targeted/general/formulas.shtm. **Any excess costs to provide SES, including additional tutoring hours not covered in the LEA's agreement with the provider, must be absorbed by the provider. The exception would be if the LEA decides to spend a per-pupil amount higher than the per-pupil cap and includes this higher per-pupil amount in the provider's contract. In this case, the LEA could use Title I Part A funds or other sources to cover the costs in excess of the per-pupil cap. LEA agreements with providers must indicate that the per-pupil cost for SES will not exceed the approved per-pupil cap or state the funding source that will cover the costs in excess of the per-pupil cap.**

- Districts are NOT required to provide transportation to those services offered away from the school location. If a school chooses to fund transportation costs, it is allowable to use Title I funds to cover these costs. However, the amount spent on transportation may NOT be counted toward satisfying the district's obligation to spend up to an amount equal to 20% of its Title I Part A allocation on choice-related transportation and supplemental services.