Title I, Part A: Key Objectives

Understanding Comparability Basics

Discover the principles of comparability and importance in fair resource allocation among schools.

Demonstrating Comparability

Learn effective methods for showing that schools meet comparability requirements in practice.

Identifying Helpful Resources

Explore tools and materials that support compliance with Title I, Part A regulations and guidelines.

Comparability Basics

Comparability is a comparison of the use of funds in Title I and non-Title I Schools or all Title I schools.

Comparability is used to determine whether the distribution of state/local funds and resources to schools are comparable regardless of Title I status.

Comparability Exemptions

- PSUs are exempt when there is one school per grade span.

- PSUs that are single-site units are exempt.

- PSUs and schools with fewer than 100 students are excluded from calculations.

- CCIP History Log Comment required stating exemption status and criteria.

Supplement – Supplant

Federal Funds Must Enhance Education

Federal funds under Title I are meant to supplement, <u>not replace</u>, state and local education funding for schools.

Schools Must Demonstrate Additional Services

Schools must show that Title I funds provide extra educational services and opportunities.

Compliance Shall Maintain Funding

Adhering to the requirements is vital in keeping federal support and sustaining programs.

Methods for Demonstrating Comparability

- Student-to-Staff Ratio

- Salary-to-Student Ratio
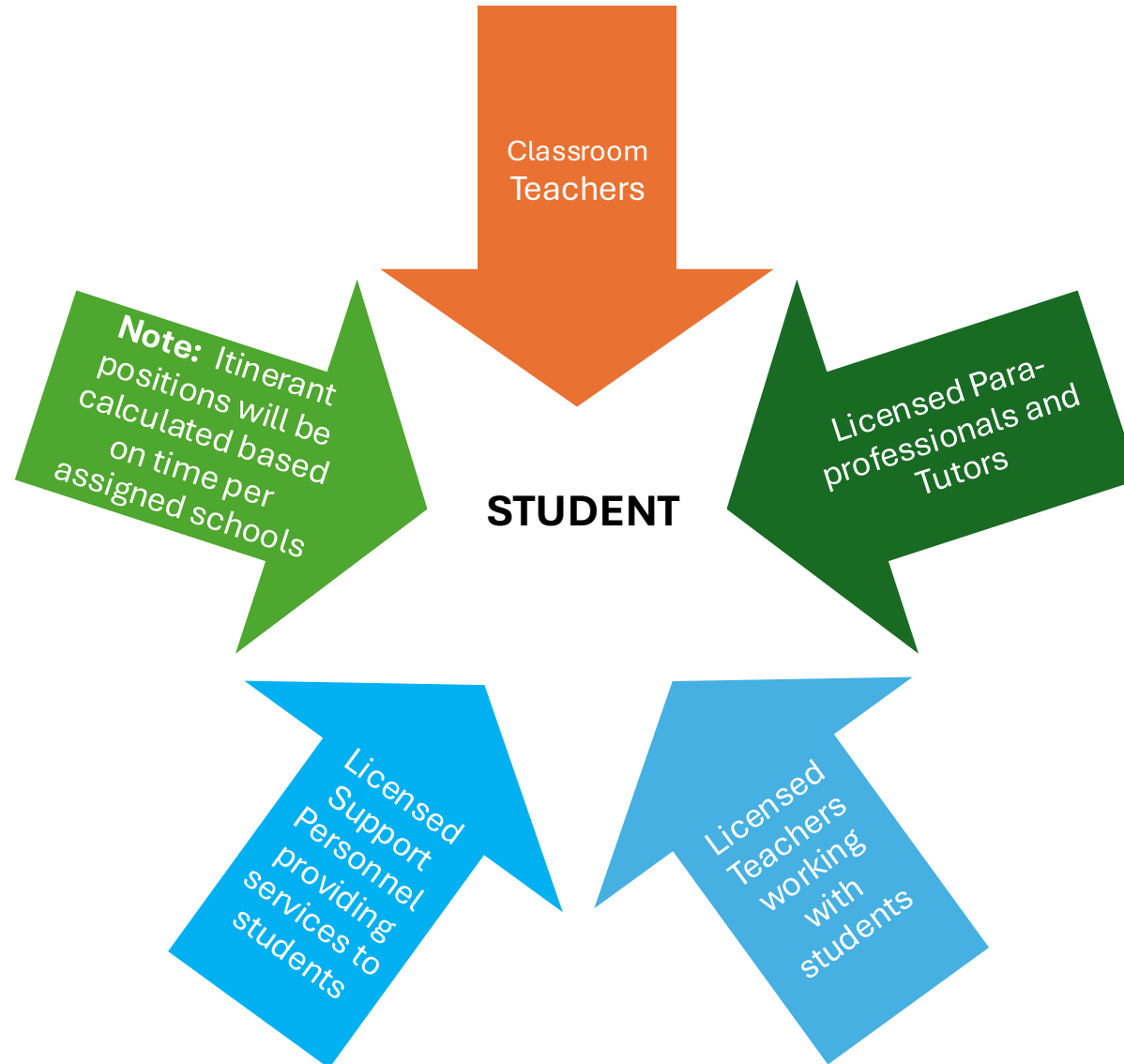
Comparability Comparison Profiles

Student-to-Staff Ratio

- Students to classroom teachers or instructional staff
- FTE counts by "like" positions as determined by PSU
- Excludes all federal positions
- Most common due to ease and tracking

Salary-to-Student Ratio

- Salary by classroom teachers or instructional staff
- Base salaries by "like" positions
- Excludes all federal paid salaries
- An alternative method for reporting

Instructional Staff

Classroom Teachers

Licensed Para-professionals and Tutors

Note: Itinerant positions will be calculated based on time per assigned schools

STUDENT

Licensed Support Personnel providing services to students

Licensed Teachers working with students

State and Local Exclusions

State/local allowable exclusions from calculations include:

- Language instruction for emergent bilingual students

- Excess costs of providing services to students experiencing disability

- Staff salary differentials for years of employment

- Staff bonus pay

- Supplemental programs that meet the intent and purpose of Title I

What Reporting Changes Will I See?

- ✓ Access Location

- ✓ One Report – Two Tabs

- ✓ Preset Formulas/Calculations

- ✓ Minimal Entries

Student to Staff Ratio

This profile compares student enrollment numbers per school to staff positions by school.

Cover Sheet - Tab 1

Complete Highlighted Profile

✓ PSU Name and Number Must Be Entered

✓ Dropdowns

     School Type

     Size/Enrollment

     Staff Type

Recommendation: Run this template with the MICROSOFT EXCEL **DESKTOP** APPLICATION.
Google Sheets, Apple Numbers and the browser-based version of Excel may not function as well.

Comparability Reporting for 2025-26 Title I Schools with Enrollment of at least 100

Student-to-Staff Ratios

Cover Sheet: Schools, [size?] ()

PSU name:		PSU Number:	

Profile for Comparison		Results for this Profile (incluing Title I and any non-Title I Schools)			
School Type:		Total Enrollment	Number of	Student-to-Staff Ratio (Average)	110% of Average
Size (Enrollment):					
Staff Type:		0	0.00	-	-
Title I Schools:	None				
Non-Title I Schools:	None				

Tab 1 - Title I Schools   Tab 2 - Non-Title I Schools

Student-to-Staff Ratio Title I Schools – Page 1

- ✓ Page 1 is a continuation of the Cover Sheet.

- ✓ Enter Title I School Name, Grade Span, Enrollment, Number of Staff

- ✓ Entries will tabulate and provide comparability results of Yes/No

- ✓ Scroll for additional page access

- ✓ Information entered will provide on-going results.

Title I Schools, [size?] - page 1

(Enter any non-Title I schools that fit this profile in the next tab.)

Title I School Name	Grade Span	Enrollment	Number of [staff type?]	Student-to-Staff Ratio	Comparable?
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-

Student-to-Staff Ratio Non-Title I Schools – Tab 2

✓ Page 1 is a continuation of the Cover Sheet.

✓ Enter Title l School Name, Grade Span, Enrollment, Number of Staff

✓ Entries will tabulate and provide comparability results of Yes/No

✓ Information entered will provide on-going results

✓ Scroll for additional pages

Recommendation: Run this template with the MICROSOFT EXCEL **DESKTOP** APPLICATION.
Google Sheets, Apple Numbers and the browser-based version of Excel may not function as well.

Comparability Reporting for 2025-26 Title I Schools with Enrollment of at Least 100

Student-to-Staff Ratios

()

Profile for Comparison (from previous tab)		Summary of Non-Title I School Information Entered Below		
		Total Non-Title I Enrollment	Total Non-Title I Base Salary	Non-Title I Salary-to-Student Ratio (Ave)
School Type:	-			
Size (Enrollment):	-			
Staff Type:	-	0	0.00	-

Non-Title I Schools Logged Below: None

Non-Title l Schools, [size?] - page 1

Non-Title l School Name	Grade Span	Enrollment	Number of [staff type?]	Student-to-Staff Ratio
				-
				-
				-
				-
				-

< > ≡ 🔒 Tab 1 - Title I Schools   🔒 Tab 2 - Non-Title I Schools   +

Salary-to-Student Ratio

This profile compares salaries at each school to student enrollment by school.

Cover Sheet – Tab 1

Complete Highlighted Profile

✓ PSU Name and Number Must Be Entered

✓ Dropdowns

    School Type

    Size/Enrollment

    Staff Type

Salary-to-Student Ratio Title I Schools - Page 1

✓ Page 1 is a continuation of the Cover Sheet.

✓ Enter Title I School Name, Grade Span, Enrollment, Base Salary Total

✓ Entries will calculate and provide comparability results of Yes/No

✓ Information entered will provide on-going results

✓ Scroll for additional pages

Title I Schools, [size?] - page 1
(Enter any non-Title I schools that fit this profile in the next tab.)

Title I School Name	Grade Span	Enrollment	Base Salary Total [staff type?]	Salary-to-Student Ratio	Comparable?
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-

Tab 1 - Title I Schools   Tab 2 - Non-Title I Schools   +

Non-Title I Schools
Salary-to-Student Ratio

✓ Information will pre-populate

✓ Enter Non-Title School Name, Grade Span, Enrollment and Base Salary Total

✓ The Salary-to-Student Ratio will calculate

✓ The Salary-to- Student Ratio will populate to Tab 1 – Title I Schools.

Recommendation: Run this template with the MICROSOFT EXCEL **DESKTOP** APPLICATION.
Google Sheets, Apple Numbers and the browser-based version of Excel may not function as well.

Comparability Reporting for 2025-26 Title I Schools with Enrollment of at Least 100

Base Salary-to-Student Ratios

District Awesome (0)

Profile for Comparison (from previous tab)		Summary of Non-Title I School Information Entered Below		
		Total Non-Title I Enrollment	Total Non-Title I Base Salary	Non-Title I Salary-to-Student Ratio (Ave)
School Type:	-			
Size (Enrollment):	-			
Staff Type:	-	0	0.00	-

Non-Title I Schools Logged Below: None

Non-Title I Schools, [size?] - page 1

Non-Title I School Name	Grade Span	Enrollment	Base Salary Total [staff type?]	Salary-to-Student Ratio
				-
				-
				-
				-
				-

< > ≡ 🔒 Tab 1 - Title I Schools   🔒 Tab 2 - Non-Title I Schools   +

How Do I Submit?

✓ Download the completed Profile Reports

✓ Print and Scan all completed reports as <u>one</u> document

✓ Sign into CCIP, Title I, Sections, History Log, Create Comment

✓ Click Attachment and Upload Profile Report as <u>one</u> document

✓ Check "Send Email to North Carolina CCIP Contact"

✓ Click Judi Godfrey and Dr. Sue Hatley

✓ Save and Go

✓ Do not change the status on the Sections Page

Contents

Judi Godfrey

Judi.Godfrey@dpi.nc.gov

Sue Hatley

Sue.Hatley@dpi.nc.gov

Resources

Office of Federal Programs | NC DPI

https://ccip.schools.nc.gov/

Appendix

North Carolina Department of
PUBLIC INSTRUCTION

- Four Tips for Using Templates Built with MS Excel

Four Tips for Using Templates Built with MS Excel

1. Open the file with <u>MS Excel Software on your desktop</u>, instead of Google Sheets, Apple Numbers or the browser-based version of Excel.

Right-click the file name:

If Excel is installed on your computer, you can follow the "Open-with" option to select the Excel software
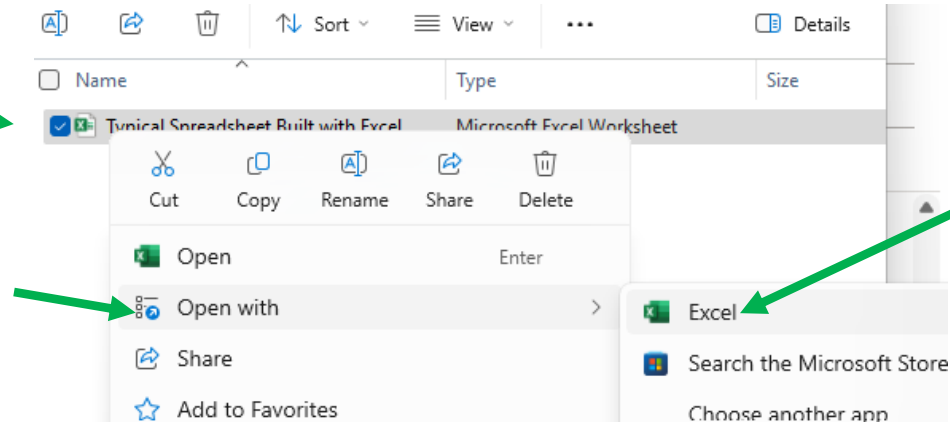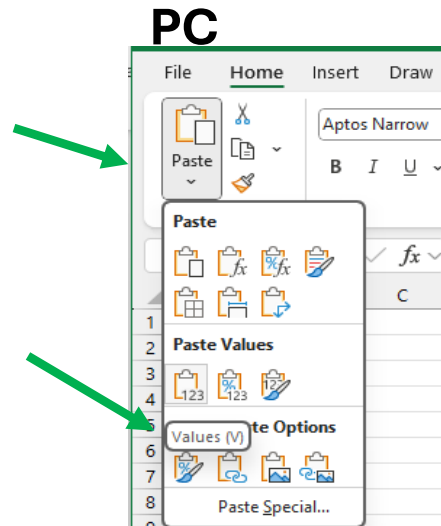
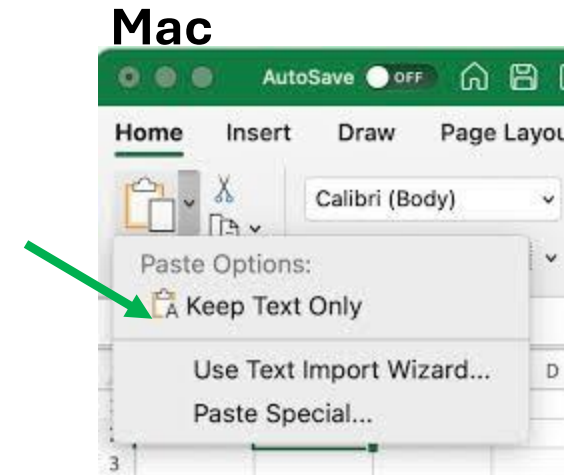# Four Tips for Using Templates Built with MS Excel

2. Avoid "dragging" the contents of a cell to a different location which may disrupt cell references used elsewhere in the spreadsheet, resulting in a #REF! error.

3. For pasting info into the spreadsheet, use the Paste-Values-Only or Paste–Text-Only feature to avoid introducing unwanted formatting or cell references.
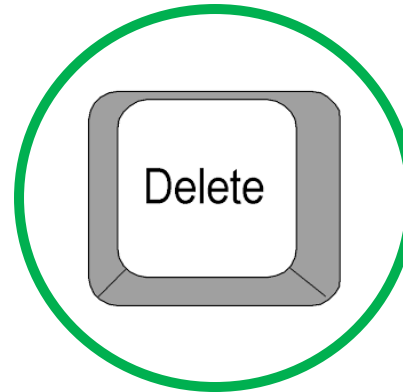
PC

OR

Mac

Four Tips for Using Templates Built with MS Excel

Safe

Could be Trouble

4. To delete entries you have made, use only the delete key, instead of commands that delete more than just the contents.

Delete

AutoSum
Fill
Clear
Delete
Format
Insert
Edit
Delete Cells...
Delete Sheet Rows
Delete Sheet Columns
Delete Sheet