



Public Schools of North Carolina

Spring Regional Meetings ~ 2018

- June 4th ~ Bertie County
- June 5th ~ Sampson County
- June 6th ~ Rutherford County
- June 7th ~ Guilford County
- June 22nd ~ Webinar
- June 25th ~ Webinar

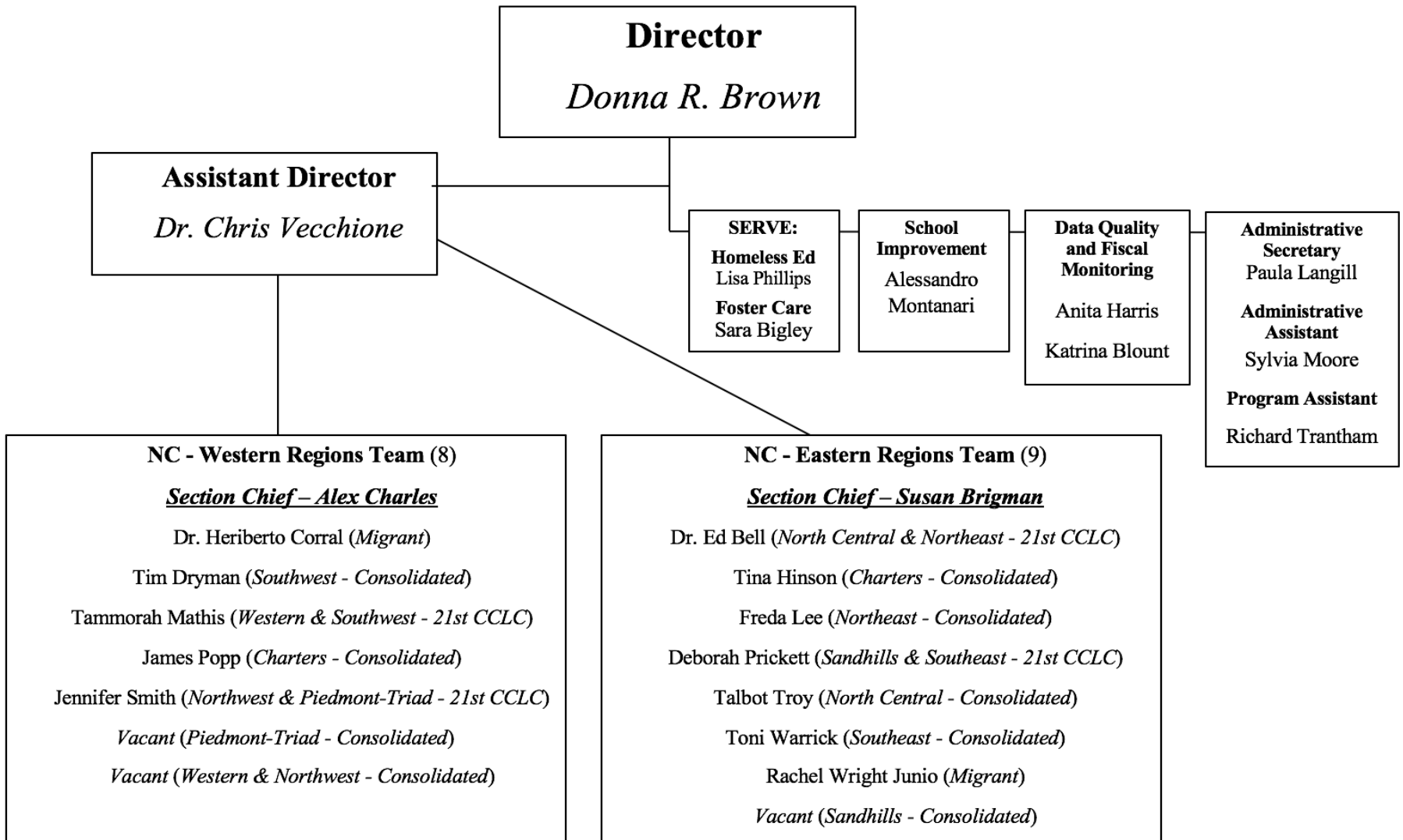


Today's Agenda Items:

- ❖ *Welcome & Introductions*
- ❖ *CCIP Revisions & Updates (Title I, Title II, Title III, Title IV, & Title V)*
- ❖ *Fiscal Monitoring & Compliance*
- ❖ *Consolidated Monitoring*
- ❖ *BAAS Reminders*

The North Carolina Department of Public Instruction

Federal Program Monitoring and Support Division





Public Schools of North Carolina

CCIP Revisions

2018 - 2019

Title I



1. Local Educational Agency (LEA) Plans (SEC. 1112)

The LEA's Consolidated Plan has been developed with timely and meaningful consultation with (SEC. 1112(a)(1)):

Teachers

Principals

Other school leaders

Paraprofessionals

Specialized Instructional Support Personnel

Administrators (including administrators of programs described in other parts of this title)

Parents of children in schools served under this part, and

As appropriate, is coordinated with other programs under this Act (e.g., IDEA, Carl D. Perkins)

Other (e.g., Tribal organizations) – indicate below

Enter the date(s) for stakeholder meeting(s) (MM/DD/YYYY):

HMB: Slight text change from 2017-18, marked in yellow. No change in Business Rule.

Business Rule: Must check first seven (7) boxes. 8th and 9th checkboxes are Optional. If 'Other' (9th checkbox) is checked, mandatory text. Stakeholder meeting date(s) is mandatory.



2. Parent and Family Engagement (SEC. 1116 (a)(2))

The LEA has a current LEA Parent and Family Engagement Policy posted on their website. Enter the URL (must be publicly-accessible) for the LEA's written Parent and Family Engagement Policy:

HMB: NO CHANGE FROM 2017-18

Business Rule: Mandatory text.



3. Parent and Family Engagement – Use of Funds (SEC. 1112 (b)(7))

Funds reserved for parent and family engagement shall be used to carry out activities and strategies consistent with the LEA's parent and family engagement policy, including not less than one (1) of the following (SEC. 1116(a)(3)(D)):

- Supporting schools and nonprofit organizations in providing professional development for local educational agency and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members. (SEC. 1116(a)(3)(D)(i))
- Supporting programs that reach parents and family members at home, in the community, and at school. (SEC. 1116(a)(3)(D)(ii))
- Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members. (SEC. 1116(a)(3)(D)(iii))
- Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement. (SEC. 1116(a)(3)(D)(iv))
- Engaging in any other activities and strategies that the local educational agency determines are appropriate and consistent with such agency's parent and family engagement policy. (SEC. 1116(a)(3)(D)(v))

HMB: SLIGHT CHANGE FROM 2017-18 INDICATED IN YELLOW

Business Rule: If a *Parent and Family Engagement Set Aside* amount is entered on the Set Asides page, then at least one (1) box must be checked.



4. Carryover (Estimated as of June 30th)

A. - Total Carryover from previous year's budget

B. Parent and Family Engagement Carryover – Funds remaining in (1%) Set Aside from previous year's budget

C. Carryover for school allocation – Amount must be the same value as Line 16 on the Set Asides Page

D. Remaining Carryover not included in B and/or C (Describe use of funds below)

HMB: ENTIRE SECTION CHANGED FROM 2017-18

Business Rule: Optional. $A=B+C+D$. If D contains an amount, then the narrative box becomes mandatory



5. LEA Report Card (SEC. 1111(h)(2))

The LEA distributes an Annual LEA Report Card in compliance with Title I requirements. Describe how the LEA ensures that the Annual LEA Report Card is distributed in a language and format that is understandable to parents and families:

HMB: SLIGHT CHANGE FROM 2017-18 INDICATED IN YELLOW (added citation)

Business Rule: Box must be checked. Mandatory text.



6. Method for Determining Funding for Title I and Low-Income Rank Order (SEC. 1113)

A. Identify the data sources used for low-income and membership numbers and date(s) collected. (SEC. 1113(a)(2))

- Direct Certification – Community Eligibility Provision (CEP)
- Household Application
- Other (please explain in text box, below)

B. Describe how the schools were identified and served in rank order. (SEC. 1113(A)(3))

HMB: ENTIRE SECTION CHANGED FROM 2017-18

Business Rule: Minimum of one box checked. If 'Other' is checked, mandatory text in section A text box. Mandatory text in section B text box.



7. Participation of Children Enrolled in Private Schools (SEC. 1117)

Describe equitable services provided to private school children, teachers and other instructional staff.
(Upload (1) Affirmation of Consultation form within Consolidated Related Documents for each private school located within the LEA)

Check if you are a charter or do not have private schools within your LEA



HMB: NO CHANGE FROM 2017-18

Business Rule: If box is unchecked, mandatory text and make Optional document (in Consolidated Related Documents – Affirmation...) Required (for Regular local School Districts only). If box is checked, optional text.



8. Homeless Children and Youths Services (SEC. 1112(b)(6))

Describe the services provided, including services with funds reserved under SEC. 1113(c)(3)(A), to support the enrollment, attendance, and success of homeless children and youth, in coordination with services the LEA is providing under the McKinney Vento Homeless Assistance Act.

HMB: SLIGHT CHANGE FROM 2017-18 INDICATED IN YELLOW

Business Rule: Mandatory text.



Every Student Succeeds Act/Early Learning

- LEA's allocated approximately \$52 million for Title I Preschool in 2017-18
- 70 of 115 LEA's used funding for Title I Preschool in 2017-2018
- Think about the research that supports early learning (earlier is better; spend \$ now...save \$ later). Also, look at your community assessments to see how many preschool children are being unserved.



Pre-K and CCIP

- Major change in CCIP from last year to this year: no uploaded document as information is now included within CCIP; a few new questions based on requirements.
- Please include information about early learning in other sections of CCIP (PD; homeless education; family engagement).



9. Support, Coordination and Integration of Services in Early Childhood Education Programs (SEC. 1112(b)(8))

Check if the LEA has one or more Title I-funded preschool classes.

Funding source: District Set Aside School Reservation

A. If applicable, describe how the LEA will support, coordinate and integrate services provided under this part with early childhood education programs at the LEA or individual school level, including



plans for the transition of participants in such programs to local elementary school programs.

Indicate any/all partners that assisted with the development of transitions plans:

NC PreK Exceptional Children Head Start Private Childcare Other (Describe below)

B. Fully-funded Preschool Classrooms

Check if children served in the preschool classrooms are all Title I

Number of Children Amount of funds allocated

Check if any Title I eligible students also qualify for NC PreK

Number of Students NCPReK Amount per month



C. Blended Preschool Classrooms

Check if children are served in blended classrooms

Total number of children Amount of funds allocated

Number of Title I children included in number above

Indicate the proportion of preschool funding by program:

% Title I % EC %Other – source

Check if any Title I eligible students also qualify for NC PreK

Number of Students Amount of NC PreK per month



D. Other Preschool Programs

Check to indicate any other LEA Preschool Program:

Exceptional Children Head Start NC PreK Other (Describe below)

HMB: ENTIRE SECTION CHANGED FROM 2017-18

Business Rules:

1. If first box is not checked, all text and check boxes are **optional** A through D (including "Funding Source.")
2. If first box is checked (i.e., LEA has one or more Title I-funded preschool classes), at least one 'Funding Source' box must be checked.
3. If first box is checked (i.e., LEA has one or more Title I-funded preschool classes), mandatory text and a minimum of one checkbox in sections A and D and at least one of B or C.
 - A. If first box is checked (i.e., LEA has one or more Title I-funded preschool classes) mandatory text and at least one check box in section A.
 - B. If first box is checked (i.e., Fully-funded), mandatory text and check boxes in section B.
 - C. If first box is checked (i.e., Blended), mandatory text and check boxes in section C.
 - D. If first -box is checked (i.e., LEA has one or more Title I-funded preschool classes), mandatory at least one box checked.



10. Coordination Requirements (SEC. 1119(a)-(b))

Each local educational agency receiving assistance under this part shall carry out the activities described in subsection (b) with Head Start agencies and, if feasible, other entities carrying out early childhood development programs. Each local educational agency shall develop agreements with such Head Start agencies and other entities to carry out such activities.

Check if LEA has a Memorandum of Understanding (MOU) / Agreement (MOA) with local Head Start agencies and/or other entities.

HMB: THIS IS A NEW SECTION

Business Rule: Optional

You may already have this document - check with your Head Start Director or Preschool Director/Coordinator (may need to "tweak").



11. Strategies to Facilitate Effective Transitions (SEC. 1112(b)(10)(A)-(B))

Describe how the LEA will implement strategies to facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education:

including, if applicable:

- A. through coordination with institutions of higher education, employers, and other local partners;
and

- B. through increased student access to early college high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests and skills.

HMB: SLIGHT CHANGE FROM 2017-18

Business Rule: Mandatory text in the first text box. Optional text in section A. and section B. text boxes.



12. Reduce Overuse of Discipline Practices (SEC. 1112(b)(11))

Describe how the LEA will support efforts to reduce the overuse of discipline practices that remove students from the classroom, which may include identifying and supporting schools with high rates of discipline, disaggregated by each of the subgroups of students, as defined in section 1111(c)(2).

HMB: NO CHANGE FROM 2017-18

Business Rule: Mandatory text in text box.



Comparable Services

Calculate per pupil allocation (PPA) based on inclusion of the schools listed below in Title I funds to be allotted to schools.

Name of school(s) skipped: PPA Based on Inclusion: Number of LIS*: Amount of funds for school:

Name of school(s) skipped:	PPA Based on Inclusion:	Number of LIS*:	Amount of funds for school:

*Low-Income Students

Description of Comparable Services (Describe each school separately):

Provide a brief description of the comparable services to be offered. Section 1113(b)(1)(D)(ii) allows an LEA to skip an eligible school attendance area or school that has a higher percentage of poverty if the area or school is receiving supplemental funds from other State or local sources that are spent according to the requirements of section 1114 or 1115. A supplemental State or local program meets the requirements of Section 1115 if the program:

- Serves only children who are failing, or most at risk of failing, to meet the State's challenging student academic achievement standards;
- Provides supplementary services designed to meet the special educational needs of the children who are participating in the program to support their achievement toward meeting the State's student academic achievement standards; and
- Uses the State's assessment system described in §200.2 of the Title I regulations to review the effectiveness of the program.



14. Targeted Assistance Schools (please make sure this aligns with ESSR) (SEC. 1115)

If operating TAS programs, describe the process for selecting students served (1112(b)(9)):

HMB: CHANGE FROM 2017-18

Business Rule: Optional text in text box.



15. If Title I funds are identified as Unbudgeted Reserve as a Set Aside, please provide justification.



Business Rule: Mandatory if amount is entered for 'Unbudgeted Reserve' on Set Asides page, otherwise Optional.



16. Supplement, Not Supplant (SEC. 1118(b)(1)-(4))

A Local Educational Agency (LEA) shall use Federal funds received under this part only to supplement the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under this part, and not to supplant such funds. Describe the methodology used to allocate State and local funds to each school receiving assistance under this part ensures that such school receives all the State and local funds it would otherwise receive if it were not receiving assistance under this part.

HMB: NEW SECTION
Business Rule: Mandatory text.

Set Asides - 100% Rule

Bradford Preparatory School (60S) Charter District - Mecklenburg County - 2018 - Consolidated - Rev 0 - Title IA

Go To 

Totals

- 1 Total Title I Planning Allotment
- 2 Private School Proportionate Share Amount
- 3 Title I Allotment for LEA use

Set Asides

- 4 Administrative (12% maximum)
- 5 School Improvement Interventions (~~Priority~~/CSI and/or ~~Focus~~/TSI)
5.1 Financial Incentives and Rewards for recruitment and retention for CSI/TSI schools (optional/5% maximum)
- 6 Professional Development for Teachers in Title I Schools
- 7 Parent and Family Engagement (1% minimum for allocations above \$500,000)
- 8 Homeless Children and Youth Services (Section 1113(c)(3)(A) - comparable to Title I PPA)
- 9 Foster Care Transportation
- 10 PreKindergarten Programs
- 11 Neglected, Delinquent or At-Risk Services
- 12 District-Wide Instructional Initiative
- 13 Unbudgeted Reserve (not to exceed 10%)
- 14 Total Set Aside

Per Pupil Amount (PPA)

All buildings served with at least 35% low-income.

- 15 Total Title I Adjusted Allocation (Title I Allotment Remaining After Private School Proportionate Share less Set Asides)
- 16 Carryover/Additional Funds to be available for PPA (optional)
- 17 Total Allocation Amount
- 18 Total LEA Number of Low-Income Students
100% Factor
- 19 Minimum PPA



Minimum Per Pupil Amount (PPA) \$

Low Income		Min. Alloc	Actual Allocation	
%	#		PPA	Total Amt
B	C	D PPA x C	E	F E x C
89.86	<input type="text" value="372"/>	<input type="text" value="173,192.04"/>	<input type="text" value="624.87"/>	<input type="text" value="232,451.64"/>
87.64	<input type="text" value="482"/>	<input type="text" value="224,404.74"/>	<input type="text" value="624.87"/>	<input type="text" value="301,187.34"/>
87.03	<input type="text" value="396"/>	<input type="text" value="184,365.72"/>	<input type="text" value="624.87"/>	<input type="text" value="247,448.52"/>
79.67	<input type="text" value="290"/>	<input type="text" value="135,015.30"/>	<input type="text" value="624.87"/>	<input type="text" value="181,212.30"/>
72.52	<input type="text" value="285"/>	<input type="text" value="132,687.45"/>	<input type="text" value="624.87"/>	<input type="text" value="178,087.95"/>
65.43	<input type="text" value="352"/>	<input type="text" value="163,880.64"/>	<input type="text" value="624.87"/>	<input type="text" value="219,954.24"/>
63.77	<input type="text" value="338"/>	<input type="text" value="157,362.66"/>	<input type="text" value="624.87"/>	<input type="text" value="211,206.06"/>
Total Low Income	2515	Total Allocations		<input type="text" value="1,571,548.05"/>
Remaining				<input type="text"/>

Site : 312

View	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	DPI Comments
View	Salary	3	5330	121	000	00	\$183,750.00	\$0.00	\$183,750.00	-
View	Salary	3	5330	125	000	00	\$1,050.00	\$0.00	\$1,050.00	-
View	Other	3	5330	162	000	00	\$5,000.00	\$0.00	\$5,000.00	-
View	Other	3	5330	163	000	00	\$1,500.00	\$0.00	\$1,500.00	-
View	Other	3	5330	167	000	00	\$1,500.00	\$0.00	\$1,500.00	-
View	Other	3	5330	181	000	00	\$10,500.00	\$0.00	\$10,500.00	-
View	Other	3	5330	211	000	00	\$15,552.46	\$0.00	\$15,552.46	-
View	Other	3	5330	221	000	00	\$33,711.85	\$0.00	\$33,711.85	-
View	Other	3	5330	231	000	00	\$30,812.25	\$0.00	\$30,812.25	-
View	Other	3	5330	234	000	00	\$2,000.00	\$0.00	\$2,000.00	-
View	Other	3	5330	312	000	00	\$5,000.00	\$0.00	\$5,000.00	-
View	Other	3	5330	411	000	00	\$10,808.43	\$0.00	\$10,808.43	-
View	Other	3	5880	411	000	00	\$2,983.53	\$0.00	\$2,983.53	-
							\$304,168.52	\$0.00	\$304,168.52	





Site : 312

View	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	DPI Comments
View	Salary	3	5330	121	000	00	\$183,750.00	\$0.00	\$183,750.00	-
View	Salary	3	5330	125	000	00	\$1,050.00	\$0.00	\$1,050.00	-
View	Other	3	5330	162	000	00	\$5,000.00	\$0.00	\$5,000.00	-
View	Other	3	5330	163	000	00	\$1,500.00	\$0.00	\$1,500.00	-
View	Other	3	5330	167	000	00	\$1,500.00	\$0.00	\$1,500.00	-
View	Other	3	5330	181	000	00	\$10,500.00	\$0.00	\$10,500.00	-
View	Other	3	5330	211	000	00	\$15,552.46	\$0.00	\$15,552.46	-
View	Other	3	5330	221	000	00	\$33,711.85	\$0.00	\$33,711.85	-
View	Other	3	5330	231	000	00	\$30,812.25	\$0.00	\$30,812.25	-
View	Other	3	5330	234	000	00	\$2,000.00	\$0.00	\$2,000.00	-
View	Other	3	5330	312	000	00	\$5,000.00	\$0.00	\$5,000.00	-
View	Other	3	5330	411	000	00	\$10,808.43	\$0.00	\$10,808.43	-
							\$301,184.99	\$0.00	\$301,184.99	



Title I Related Documents

Required Documents	
Type	Document Template
Title I Statement of Assurances [Upload 1 document(s)]	 Title I Statement of Assurances
Equity Plan [Upload 1 document(s)]	 Equity Plan

Optional Documents	
Type	Document Template
PreK Count (If reservation) [Upload up to 1 document(s)]	 2017-18 Title I Pre-K Count
Title I - N&D Institution(s)	 N&D Title I Part D Subpart 2
2017-18 Title I Comparability Report [Upload up to 1 document(s)]	 2017-18 Title I Comparability Report



ESSA Implementation

- Equity Plans
 - LEAs must have an equity plan in place to ensure students in high poverty and/or high minority schools have equitable access to highly qualified, experienced teachers.
 - Must implement the equity plan by searching for, identifying and addressing disparities that results in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced or out-of-field teachers.
 - Must evaluate its equity plan for impact of strategies.



Title II



1. Activities (SEC. 2102(b)(2)(A))

Provide a description of the activities to be carried out by the LEA under this section and how these activities will be aligned with challenging North Carolina academic standards.

Business Rule: Mandatory data in text box.

2. Professional Growth and Improvement (SEC. 2102(b)(2)(B))

Provide a description of the LEA's systems of professional growth and improvement, such as induction for teachers, principals, or other school leaders and opportunities for building the capacity of teachers and opportunities to develop meaningful teacher leadership.

Business Rule: Mandatory data in text box.



3. Comprehensive and Targeted Support and Improvement Prioritization (SEC. 2102(b)(2)(C))

Provide a description of how the LEA will prioritize funds to schools served that are implementing comprehensive support and improvement activities and targeted support and improvement activities under section 1111(d) and have the highest percentage of children counted under section 1124(c).

Business Rule: Optional data in text box.



4. Use of Data and Ongoing Consultation to Update and Improve Activities (SEC. 2102(b)(2)(D))

Provide a description of how the LEA will use data and ongoing consultation to continually update and improve activities supported under Title II Part A.



Business Rule: Mandatory data in text box.



5. Equitable Expenditures

(LEAs only) Determine the amount required for Title II, Part A equitable services to private school teachers and other educational personnel now that this amount must be determined based on the LEA's total Title II, Part A allocation. Do you have Private school(s) participating? Yes No

A. Number of Students	
A1: LEA Enrollment (number should match ESSR)	
A2: Participating Private Schools Enrollment	
A3: Total Enrollment = A1 + A2	
B. Title II, Part A Allocation	
B1: Total LEA Allocation	
B2: Administrative Costs (for public and private school programs)	
B3: LEA Allocation Minus Administrative Costs = B1 – B2	
C. Per Pupil Rate	
C1: B3 divided by A3	
D. Equitable Services	
Amount LEA must reserve for equitable services for private school teachers and other educational personnel = A2 multiplied by C1	

Business Rules: Based on Organization Type, if Organization is 'Regular School District', data entry in table is mandatory if answer is 'Yes' to 'Do you have Private school(s) participating?' Data is optional if 'Regular School District' AND 'No'. For Organization Type 'Charter District', optional.

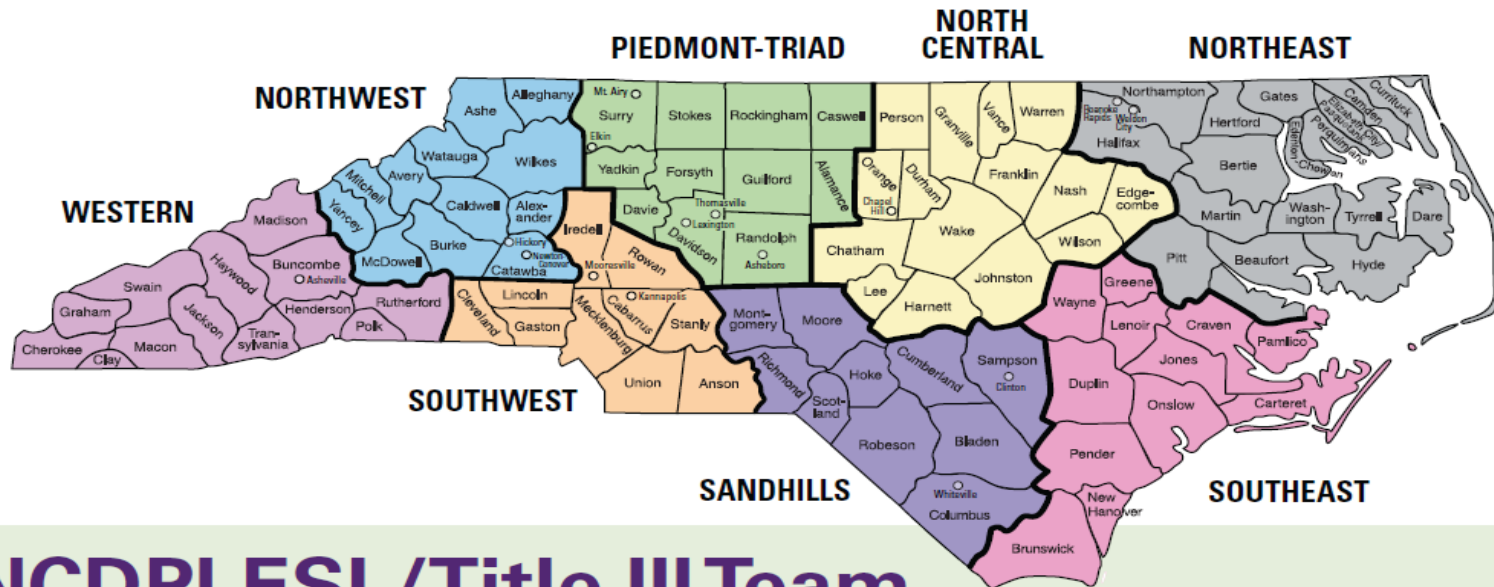
Calculations: Section A (number of students) should be whole numbers only. Sections B, C and D: Accounting format with two (2) decimal places, e.g. \$1,000,000.00.





Public Schools of North Carolina

Title III



NCDPI ESL/Title III Team




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 @NCDPI_ELs #NCEls

Related Documents to be uploaded:

- Assurances
- LIEP Service Chart (Guidance on Document Library and ELD Wiki)
- Professional Development (PD) Plan
- Budget and Staff Chart
- Job Descriptions



11. Allowable Purposes for Title III Funds (SEC. 3115(a)(1-4))

Indicate below the activities the LEA will implement to improve the education of English learners and immigrant children and youth by assisting the children to learn English and meet the challenging State academic standards. Check each box that applies; check at least one item.

- Developing and implementing new language instruction educational programs and academic content instructional programs for English learners and immigrant children and youth, including early childhood education programs, elementary school programs, and secondary school programs.
- Carrying out highly focused, innovative, locally designed activities to expand or enhance existing language instruction educational programs and academic content instruction programs for English learners and immigrant children and youth.
- Implementing, within an individual school, schoolwide programs for restructuring, reforming, and upgrading all relevant programs, activities, and operations relating to language instruction educational programs and academic content instruction for English learners and immigrant children and youth.
- Implementing, within the entire jurisdiction of a local educational agency, agency-wide programs for restructuring, reforming, and upgrading all relevant programs, activities, and operations relating to language instruction educational programs and academic content instruction for English learners and immigrant children and youth.

Note: Approaches and methodologies must be effective for teaching English Learners, immigrant children and youth in meeting challenging State academic standards.



2. Supplement, Not Supplant (SEC. 3115(g))

Explain the process that is used to ensure the Title III funds are “used so as to supplement the level of Federal, State, and local public funds that, in the absence of such availability, would have been expended for programs for English learners and in no case to supplant such Federal, State, and local public funds.”



HMB: Formerly Section 1., but modified, in yellow.

Business Rule: Mandatory data in text box.



3. Programs and Activities (SEC. 3115(c)(1)(A) & (B) and SEC. 3116(b)(1))

Describe the effective programs and activities, including language instruction educational programs, proposed to be developed, implemented, and administered under the subgrant that will help English learners increase their English language proficiency and meet the challenging State academic standards.



HMB: Formerly Section 5., but additional citation, in yellow.

Business Rule: Mandatory data in text box.



4. English Language Proficiency Assessment and Professional Development (SEC. 3115(c)(2)(A-D) and SEC. 3116(b)(2))

The LEA must use funds to provide effective professional development of classroom teachers (including teachers in classroom setting that are not the setting of language instruction education program), principal and other school leaders, administrators, and other school or community-based organizational personnel.

- A. Select all the following groups that will be provided with professional development. Check each box that applies; check at least one item.
- classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs),
 - principals and other school leaders,
 - administrators, and
 - other school or community-based organizational personnel.
- B. Describe how the effective professional development that the LEA shall provide to selected group(s) is —
1. designed to improve the instruction and assessment of English learners;
 2. designed to enhance the ability of such teachers, principals and other school leaders to understand and implement curricula, assessment practices and measures, and instructional strategies for English learners;
 3. effective in increasing children's English language proficiency or substantially increasing the subject matter knowledge, teaching knowledge, and teaching skills of such teachers; and
 4. of sufficient intensity and duration (which shall not include activities such as one-day or short-term workshops and conferences) to have a positive and lasting impact on the teachers' performance in the classroom; except that this subparagraph shall not apply to an activity that is one component of a long-term, comprehensive professional development plan established by a teacher and the teacher's supervisor based on an assessment of the needs of the teacher, the supervisor, the students of the teacher, and any local educational agency employing the teacher, as appropriate.



Business Rules: At least one box must be checked in section A. Mandatory text in section B. textbox.



5. Parent, Family and Community Engagement. (SEC. 3115(c)(3)(A) & (B) and SEC. 3116(b)(3))

Describe how your LEA/Charter will promote parent, family, and community engagement in the education of English learners that will enhance or supplement the EL program being used in your district.



Business Rule: Mandatory text in text box.



Title III – PRC 111



1. Activities for LEAs Experiencing Substantial Increases in Immigrant Children and Youth (SEC. 3115 (e)(1))

Indicate the activities the LEA will implement to provide enhanced instructional opportunities for immigrant children and youth.

- Family literacy, parent and family outreach, and training activities designed to assist parents and families to become active participants in the education of their children
- Recruitment of, and support for personnel, including teachers and paraprofessionals who have been specifically trained, or are being trained, to provide services to immigrant children and youth
- Provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth
- Identification, development and acquisition of curricular materials, educational software, and technologies to be used in the programs carried out with awarded funds
- Basic instructional services that are directly attributable to the presence of immigrant children and youth in the local educational agency involved, including the payment of costs of providing additional classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instructional services
- Other instructional services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in United States
- Activities coordinated with communities-based organizations, institutions of higher education, private sector entities, or other entities with expertise in working with immigrants, to assist parents and families of immigrant children and youth by offering comprehensive community services.

Business Rule: At least one box must be checked.



2. Supplement Not Supplant (SEC. 3115(g))

Explain how Title III funds will be “used so as to supplement the level of Federal, State, and local public funds that, in the absence of such availability, would have been expended for programs for immigrant children and youth and in no case to supplant such Federal, State, and local public funds.”



Business Rule: Mandatory text in text box.



Title IV A



1. Consultation (SEC. 4106 (c)(1))

The LEA or Charter has consulted with the following in the development of the Title IV – Part A application:

- Parents
- Teachers
- Principals
- Other school leaders
- Specialized instructional support personnel
- Students
- Community-based organizations
- Local government representatives (i.e., law enforcement agency, juvenile court, child welfare agency, public housing agency)
- Indian tribes or tribal organizations located in region served by LEA (where applicable)
- Others with relevant and demonstrated expertise in programs and activities designed to meet the purpose of this subpart

HMB: No change.

Business Rule: First eight (8) checkboxes are mandatory. 9th and 10th checkboxes are optional.



2. Comprehensive Needs Assessment (SEC. 4106 (d))

Date(s) Comprehensive Needs Assessment was conducted (required only if receiving \$30,000 or more).

HMB: Slight change in citation.

Business Rule: Optional if organization is receiving < \$30,000.
Mandatory if organization is receiving \geq \$30,000.



3. Partnership(s) (SEC. 4106 (e)(1)(A))

Describe any partnership(s) with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing activities under this subpart.

HMB: No change.

Business Rule: Mandatory data in text box.



4. Activities (SEC. 4106 (e)(1)(B-D))

A. If applicable, describe how funds will be used for activities related to supporting well-rounded education under Section 4107. **(SEC. 4106 (e)(1)(B))**

B. If applicable, describe how funds will be used for activities related to supporting safe and healthy students under Section 4108. **(SEC. 4106 (e)(1)(C))**

C. If applicable, describe how funds will be used for activities related to supporting the effective use of data and technology in schools under Section 4109. **(SEC. 4106 (e)(1)(D))**

HMB: No change.

Business Rule: If organization is receiving < \$30,000, then A OR B OR C.

If organization is receiving ≥ \$30,000, then A AND B AND C



5. Program Objectives and Intended Outcomes (SEC. 4106 (e)(1)(E))

Describe the program objectives and intended outcomes for activities under this subpart, and how the organization will periodically evaluate the effectiveness of the activities carried out under Section 4106, based on such objectives and outcomes.

HMB: No change.

Business Rule: Mandatory data in text box.



6. Administrative Costs (SEC. 4105 (c))

If applicable, describe any proposed use of funds for the direct administrative costs of carrying out the Title IV – Part A grant responsibilities.

HMB: No change.

Business Rule: Optional text, unless an amount is put in for Administrative costs on Set Asides page, then mandatory.

7. Attestation

By checking this box, the LEA or Charter attests that it has complied with all stated assurances for Title IV – Part A as found on the Assurances page as the same. **(SEC. 4106 (e)(2))**

HMB: No change.

Business Rule: Mandatory check box.



8. Equitable Expenditures

(LEAs only) Determine the amount required for Title IV, Part A equitable services to private school teachers and other educational personnel now that this amount must be determined based on the LEA's total Title IV, Part A allocation.

Do you have Private school(s) participating? Yes No

A. Number of Students	
A1: LEA Enrollment (number should match ESSR)	
A2: Participating Private Schools Enrollment	
A3: Total Enrollment = A1 + A2	
B. Title IV, Part A Allocation	
B1: Total LEA Allocation	
B2: Administrative Costs (for public and private school programs)	
B3: LEA Allocation Minus Administrative Costs = B1 – B2	
C. Per Pupil Rate	
C1: B3 divided by A3	
D. Equitable Services	
Amount LEA must reserve for equitable services for private school teachers and other educational personnel = A2 multiplied by C1	

HMB: NEW section.

Business Rule: If 'Yes' is checked, all data fields are mandatory.



Total Title IV – Part A Planning Allotment	
Set Asides:	
A. Activities to Support Well-Rounded Educational Opportunities (SEC. 4106 (e)(2)(C)) (20% min for allocations ≥ \$30K)	
B. Activities to Support Safe and Healthy Students (SEC. 4106 (e)(2)(D)) (20% min for allocations ≥ \$30K)	
C. Activities to Support the Effective Use of Technology (SEC. 4106 (e)(2)(E)) (a portion of the allocation)	
D. Of total reserved in C., above, the amount used to purchase technology infrastructure (15% maximum) (SEC. 4109 (b))	
E. Administrative (2% maximum for direct administration) (SEC. 4105 (c))	
F. Indirect Costs	



Title V – REAP

Small, Rural School Achievement (SRSA)

Rural and Low-Income School Program (RLIS)



Amount of SRSA Carryover

Business Rule: Optional

1. SRSA funds used to support activities approved under the following Titles (check all that apply):

- Title IA
- Title IIA
- Title III
- Title IVA
- Title IVB

Business Rule: At least one box must be checked



2. The LEA's plan has been developed with timely and meaningful consultation with:

- Teachers
- Principals
- Other School Leaders
- Paraprofessionals
- Parents
- Other – indicate below

Business Rule: First 5 checkboxes required. If 'Other' is checked, mandatory text in text box.



3. Describe the expected program outcomes; specifically, how these funds will be utilized to help students meet the State Academic Standards.

Business Rule: Mandatory text in text box.





Public Schools of North Carolina

Introduction to Monitoring and Compliance

Irwin Benjamin, *Section Chief*

Irwin.benjamin@dpi.nc.gov

Division of School Business

Consolidated Federal Programs Regional Meeting
Federal Program Monitoring and Support

Objectives

Who is Monitoring and Compliance?

What are the roles and responsibilities of Monitoring and Compliance?



Who is Monitoring and Compliance

Monitoring and Compliance is a section of the School Business Administration Division within the North Carolina Department of Public Instruction.

We are made up of three Fiscal Monitors, an Accountant, and a Section Chief. The staff reports directly or indirectly to the Assistant Director of School Business Administration.



Who is Monitoring and Compliance

- Leigh Ann Kerr, Assistant Director, Division of School Business; LeighAnn.Kerr@dpi.nc.gov ; (919)807-3553
- Irwin Benjamin, Section Chief; Irwin.Benjamin@dpi.nc.gov ; (919)807-3364
- David Isgett, Fiscal Monitor, David.Isgett@dpi.nc.gov; (919)807-3738
- Open, Fiscal Monitor, Klye.Harrison@dpi.nc.gov; (919)807-3591
- Pam Hill, Fiscal Monitor; Pamela.Hill@dpi.nc.gov; (919)807-3682
- Gene Bruton, Accountant; Gene.Bruton@dpi.nc.gov ; (919)807-3726



Roles and Responsibilities

The main role of the Monitoring and Compliance Section is to provide fiscal monitoring services to determine compliance with applicable Federal requirements related to the receipt and expenditure of Federal grant funds.

In addition to, and in connection with the monitoring services, Monitoring and Compliance shall strive to provide quality, timely and accurate technical assistance.



Roles and Responsibilities

- **Carryover Limitation**
- **Indirect Cost Rates**
- **Cash Management Act (“3 day rule”)**
- **Maintenance of Effort**
- **Audit resolution**
- **DUNS and SAM registration**
- **Audit Compliance Supplements**
- **Federal Grants Administered through the NC Department of Public Instruction (DPI)**



Fiscal Monitoring

Onsite compliance review and analysis of grant related documentation in the areas of:

- **Time and Effort**
- **Contracted Services**
- **Equipment and Significant Technological Items**
- **Internal Controls**
- **Cash Management**



Monitoring

Uniform Grant Guidance (UGG)

2 CFR Part 200

OMB Circular A-87



Monitoring – Time and Effort

- Standards for Documentation of Personnel Expenses § 200.430(i) - Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:



Monitoring – Time and Effort

- Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- Be incorporated into the official records of the non-Federal entity;
- Reasonably reflect the total activity for which the employee is compensated by the non-Federal entity, not exceeding 100% of compensated activities (for IHE, this per the IHE's definition of IBS);
- Encompass both federally assisted and all other activities compensated by the non-Federal entity on an integrated basis, but may include the use of subsidiary records as defined in the non-Federal entity's written policy;



Monitoring – Time and Effort

- **Comply with the established accounting policies and practices of the non-Federal entity; and**
- **Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on:**
 - **More than one Federal award;**
 - **A Federal award and non-Federal award;**
 - **An indirect cost activity and a direct cost activity;**
 - **Two or more indirect activities which are allocated using different allocation bases; or**
 - **An unallowable activity and a direct or indirect cost activity**



Monitoring – Time and Effort

§ 200.430(i)(8) - For a non-Federal entity where the records do not meet the standards described in this section, the Federal Government may require personnel activity reports, including prescribed certifications, or equivalent documentation that support the records as required in this section.



Monitoring – Time and Effort

The semiannual certification must:

- be executed after the work has been completed, and not before
- state that the employee worked solely (i.e., 100% of the time) on activities related to one particular grant program or single cost objective
- identify the grant program or cost objective
- specify the 6 month reporting period
- be signed and dated by the employee or a supervisor with firsthand knowledge of the work performed



Monitoring – Time and Effort

A Personnel Activity Report (PAR) must:

- **Be executed after or as the work is completed, and not before**
- **Account for the total activities of the employee (100% of their time)**
- **Specify the reporting period**
- **Be signed and dated by the employee**



Monitoring - Equipment

§200.313(d) - Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a Federal award, until disposition takes place will, as a minimum, meet the following requirements:



Common Fiscal Monitoring Findings

Property records must be maintained for equipment and computing devices/technological items that include §200.313(d)(1):

- a description of the property
- a serial number or other identification number
- the source of funding for the property
- who holds title
- the acquisition date and cost of the property
- percentage of Federal participation for the Federal award under which the property was acquired
- location
- use
- condition of the property
- ultimate disposition data including the date of disposal and sale price of the property.



Monitoring - Equipment

A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years §200.313(d)(2).

A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated §200.313(d)(3).

Adequate maintenance procedures must be developed to keep the property in good condition §200.313(d)(4).



Monitoring - Equipment

Disposition

Items of equipment with a current per unit fair market value of \$5,000 or less may be retained, sold or otherwise disposed of with no further obligation to the Federal awarding agency §200.313(e)(1).

Items of equipment with a current per-unit fair-market value in excess of \$5,000 may be retained by the non-Federal entity or sold §200.313(e)(2).

- The Federal awarding agency is entitled to an amount calculated by multiplying the current market value or proceeds from sale by the Federal awarding agency's percentage of participation in the cost of the original purchase.
- If the equipment is sold, the Federal awarding agency may permit the non-Federal entity to deduct and retain from the Federal share \$500 or ten percent of the proceeds, whichever is less, for its selling and handling expenses.



Monitoring – Contracted Services

Contracted Services

Contracts on file

Contract critical elements

- Scope of services
- Defined compensation
- Signatures of all parties
- Defined period of performance
- Inclusion of remedy for breach (Appendix II to Part 200(A)) and termination clauses (Appendix II to Part 200(B)) when applicable

Supporting Documentation

- Invoices
- Check request/PO
- Time/Service Sheets



Monitoring – Internal Controls

Required Policy

- Time and Effort
- Equipment/Property Management
- Allowable Cost (§200.302(b)(7))
- Cash Management (3-day Cash Rule)
- Comparison of expenditures with budget amounts for each Federal award (2 CFR Part 200.302(5)).



Monitoring – Internal Controls

- **Procurement**
 - **Vendor/Service provided being checked against both federal and state suspension and debarment**
 - **Contractor Oversight §200.318(b)**
 - **Conflicts of Interest §200.318(c)(1)**
 - **Avoiding Acquisition of Unnecessary or Duplicative Items §200.318(d)**
 - **Fostering economy and efficiency §200.318(e)**
 - **Identifying responsible contractors §200.318(h)**
 - **Recordkeeping §200.318(i)**
 - **Competition §200.319**
 - **Geographical Preferences Prohibited §200.319(b)**
 - **Solicitation Language §200.319(c)**
 - **Methods of procurement §200.320**
 - **Micro Purchases § 200.67**
 - **Small Purchases**
 - **Sealed Bids**
 - **Competitive Proposals**
 - **Sole Source**



Contact Information

- Leigh Ann Kerr, Assistant Director, Division of School Business; LeighAnn.Kerr@dpi.nc.nc.gov ; (919)807-3553
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- David Isgett, Fiscal Monitor, David.Isgett@dpi.nc.gov; (919) 807-3738
- Open, Fiscal Monitor, Klye.Harrison@dpi.nc.gov; (919)807-3591
- Pam Hill, Fiscal Monitor; Pamela.Hill@dpi.nc.gov; (919)807-3682
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Public Schools of North Carolina

Cross-Program
***Consolidated* Monitoring**
4-Year Cycle (2017 - 2021)

Programs Included in Consolidated Monitoring:

- Title I
- Title I-C Migrant Education Program (MEP)
- Title II
- Title III - Language Instruction for English Learners and Immigrant Students
- Title IV-A
- Rural and Low Income Schools (RLIS)
- Small Rural School Achievement (SRSA)



2018 - 19 Consolidated Monitoring Schedule:

LEA

- Asheboro City
- Bertie
- Cabarrus
- Caldwell
- Catawba
- Columbus
- Cumberland
- Davie
- Department of Corrections
- Duplin
- Edenton-Chowan
- Granville
- Harnett
- Haywood
- Henderson
- Hertford
- Hickory City
- Iredell-Statesville
- Macon
- New Hanover
- Orange
- Randolph
- Richmond
- Roanoke Rapids City
- Swain
- Union
- Wake
- Wayne
- Weldon City
- Winston Salem / Forsyth
- Yancey

Charter

- American Renaissance School
- Aristotle Preparatory Academy
- Brevard Academy
- Cabarrus Charter Academy
- Chatham Charter
- Children's Village Academy
- Crosscreek Charter School
- Excelsior Classical Academy
- Francine Delany New School
- Gaston College Preparatory
- Gate City Charter Academy
- Haliwa-Saponi Tribal School
- Ignite Innovation Academy Pitt
- Iredell Charter Academy
- Kannapolis Charter Academy
- Matthews-Mint Hill Charter Academy
- Northeast Academy of Aerospace and Advanced Technology
- North East Carolina Preparatory School
- Pioneer Springs
- Reaching All Minds Academy
- Research Triangle Charter
- The Expedition School
- Union Preparatory Academy at Indian Trail
- Voyager Academy
- Wilmington Preparatory Academy



Monitoring Schedule**

Year 2 – 2018-19

Month	LEA	Charters
September	Henderson Harnett Weldon City	Kannapolis Charter Academy Ignite Innovation Academy Pitt
October	Union Randolph Cumberland Wayne	American Renaissance School Brevard Academy Northeast Academy of Aerospace
November	Haywood Wake Bertie	Cabarrus Charter Academy Reaching All Minds Academy Research Triangle Charter
December	Caldwell Davie Richmond New Hanover	Francine Delany New School Gate City Charter Academy Voyager Academy
January	Macon Iredell-Statesville Granville Hertford	Iredell Charter Academy Crosscreek Charter School The Expedition School
February	Hickory City Winston Salem / Forsyth Roanoke Rapids City	Union Prep. Academy at Indian Trail Chatham Charter Excelsior Classical Academy
March	Swain Cabarrus Orange Duplin	Matthews- Mint Hill Charter Academy Wilmington Preparatory Academy Children's Village Academy
April	Yancey Asheboro City Columbus Edenton - Chowan	Pioneer Springs Gaston College Preparatory Haliwa-Saponi Tribal School
May	Catawba Department of Corrections	Aristotle Preparatory Academy North East Carolina Prep. School



New Monitoring Schedule:

- Notification Letter – 30 calendar days prior to monitoring event
- Documents Submitted to PA – documentation due by 5:00pm the Friday prior to monitoring event week – must be in electronic format
- Monitoring Event:
 - ✓ 1 day = receipt of all LEA / Charter documentation for review by PA (Friday)
 - ✓ 2 days = document review (Tuesday & Wednesday)
 - ✓ 1 day = onsite school visits, interviews, and closing meeting (Thursday)
 - ✓ 2 days = report preparation (Friday & Monday)
 - ✓ 3 days = draft report submitted to FPMS Supervisory Team to Chris, modification of report (if required), & final supervisory approval (Tuesday – Friday)



New Monitoring Schedule:

- Final Report: final report issued to Superintendent & copied to the Federal Program Director within 7 business days of the close of the monitoring event
- ✓ *Final Report Issued by Director / Assistant Director, copied to PA*
- ✓ *It is the LEA / Charter Federal Program Director's responsibility to distribute to other applicable individuals and programs at the LEA / Charter level*
- Disclaimer: While it is our intention to meet the 7 business day report goal, within the State Plan the timeline remains at 30 business days. The 7 business day goal is OUR intention to provide a more rapid turnaround time to our stakeholders in the LEAs and Charters. **This improved timeline is self-imposed*
- LEAs & Charters will still have 30 days to respond to “findings” within the formal written report



Monitoring Issues

- School-Parent Compacts
- Consultation (PFE policy, SIPs, PACs, MEP, EL Program, etc.)
- NCLB Language
- School vs. District (PFE policy & PACs)
- PFE Activities/Events
- Supplement vs. Supplant (Title I, Title III and MEP)
- Agendas/Minutes/Sign-in Sheets
- Interviews





Public Schools of North Carolina

BAAS Reminders / Suggestions



What does it mean “Change to Plan”?

<u>Document Number</u>	<u>Rounding Option</u>	<u>Change To Plan</u>	<u>Allotment Type</u>	<u>Indirect Cost</u>
Budget # 0	No	No	LEA	2.157%



What is the problem?

Site : 318

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Other	3	5330	312	000	18	\$2,000.00	\$30,000.00	\$32,000.00
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75
Edit	Other	3	5330	411	000	18	\$3,000.00	\$34,000.00	\$37,000.00
Edit	Other	3	5330	414	000	18	\$2,500.00	\$5,000.00	\$7,500.00
Edit	Other	3	5330	418	000	18	\$1,500.00	\$24,500.00	\$26,000.00
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00
							\$318,019.75	-\$1,583.00	\$316,436.75

Site : 320

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Equip	3	5330	462	000	20	\$0.00	\$19,250.00	\$19,250.00
Edit	Other	3	5330	414	000	20	\$10,000.00	-\$5,000.00	\$5,000.00
Edit	Other	3	5330	312	000	20	\$0.00	\$25,000.00	\$25,000.00
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75
Edit	Other	3	5330	418	000	20	\$0.00	\$27,390.00	\$27,390.00
Edit	Other	3	5330	411	000	20	\$0.00	\$31,500.00	\$31,500.00
							\$319,019.75	\$3,057.00	\$322,076.75



Public Schools of North Carolina

Edit	Other	3	8200	399	000	00	\$2,763.01	-\$1,544.39	\$1,218.62
Edit	Other	3	8100	392	000	00	\$30,425.01	\$70.39	\$30,495.40
							\$33,188.02	-\$1,474.00	\$31,714.02

Site : 318

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Other	3	5330	312	000	18	\$2,000.00	\$30,000.00	\$32,000.00
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75
Edit	Other	3	5330	411	000	18	\$3,000.00	\$34,000.00	\$37,000.00
Edit	Other	3	5330	414	000	18	\$2,500.00	\$5,000.00	\$7,500.00
Edit	Other	3	5330	418	000	18	\$1,500.00	\$24,500.00	\$26,000.00
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00
							\$318,019.75	-\$1,583.00	\$316,436.75

Site : 320

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Equip	3	5330	462	000	20	\$0.00	\$19,250.00	\$19,250.00
Edit	Other	3	5330	414	000	20	\$10,000.00	-\$5,000.00	\$5,000.00
Edit	Other	3	5330	312	000	20	\$0.00	\$25,000.00	\$25,000.00
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75
Edit	Other	3	5330	418	000	20	\$0.00	\$27,390.00	\$27,390.00
Edit	Other	3	5330	411	000	20	\$0.00	\$31,500.00	\$31,500.00
							\$319,019.75	\$3,057.00	\$322,076.75



After I denied / returned to LEA:

Site : 000

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	Changed Justification	DPI Comments
Edit	Other	3	8100	392	000	00	\$30,425.01	\$70.39	\$30,495.40	-	-
Edit	Other	3	8200	399	000	00	\$2,763.01	-\$1,544.39	\$1,218.62	-	-
							\$33,188.02	-\$1,474.00	\$31,714.02		

Site : 318

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	Changed Justification	DPI Comments
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00	-	-
Edit	Other	3	5330	312	000	18	\$2,000.00	\$30,000.00	\$32,000.00	To provide additional funding for workshops	-
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75	-	-
Edit	Other	3	5330	411	000	18	\$3,000.00	\$34,000.00	\$37,000.00	To provide funding for instructional supplies to facilitate student learning, daily lessons, activities, and projects and will include calculators and supplies for band, physical education, and art supplies	-
Edit	Other	3	5330	414	000	18	\$2,500.00	\$7,820.00	\$10,320.00	To provide additional funding for library books to broaden students' reading potential.	-
Edit	Other	3	5330	418	000	18	\$1,500.00	\$24,500.00	\$26,000.00	To increase funding for computer supplies and Chrome Books for hands on group activities	-
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00	To reclassify for other uses	-
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00	-	-
							\$318,019.75	\$1,237.00	\$319,256.75		

Site : 320

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	Changed Justification	DPI Comments
Edit	Equip	3	5330	462	000	20	\$0.00	\$19,250.00	\$19,250.00	To provide funding for classroom projectors	-
Edit	Other	3	5330	414	000	20	\$10,000.00	-\$5,000.00	\$5,000.00	To reclassify to supplies	-
Edit	Other	3	5330	418	000	20	\$0.00	\$27,390.00	\$27,390.00	To provide funding for the purchase of 90 Chromebooks to be used in the classroom.	-
Edit	Other	3	5330	312	000	20	\$0.00	\$25,000.00	\$25,000.00	To provide funding for workshops	-
Edit	Other	3	5310	221	000	00	\$38,727.00	-\$11,916.00	\$26,811.00	-	-
Edit	Other	3	5330	411	000	20	\$0.00	\$28,680.00	\$28,680.00	To provide additional funding for supplies	-
Edit	Other	3	5310	211	000	00	\$17,901.00	-\$5,508.00	\$12,393.00	-	-
Edit	Other	3	5310	231	000	00	\$18,391.75	-\$5,659.00	\$12,732.75	-	-
Edit	Salary	3	5310	135	000	00	\$234,000.00	-\$72,000.00	\$162,000.00	To reclassify for other uses	-
							\$319,019.75	\$237.00	\$319,256.75		



What is the problem?

Site : 328

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Other	3	5330	211	000	00	\$7,573.50	\$0.00	\$7,573.50
Edit	Other	3	5330	221	000	00	\$15,057.90	\$0.00	\$15,057.90
Edit	Other	3	6550	221	000	00	\$380.25	\$0.00	\$380.25
Edit	Other	3	5330	231	000	00	\$75,292.00	\$0.00	\$75,292.00
Edit	Other	3	5330	312	000	00	\$5,000.00	\$0.00	\$5,000.00
Edit	Other	3	6550	331	000	00	\$5,000.00	\$0.00	\$5,000.00
Edit	Other	3	5330	411	000	00	\$57,950.77	\$0.00	\$57,950.77
Edit	Salary	3	5330	121	000	00	\$40,000.00	\$0.00	\$40,000.00
Edit	Other	3	5330	162	000	00	\$3,000.00	\$0.00	\$3,000.00
Edit	Salary	3	6550	171	000	00	\$2,500.00	\$0.00	\$2,500.00
Edit	Other	3	5330	181	000	00	\$15,000.00	\$0.00	\$15,000.00
Edit	Other	3	5330	196	000	00	\$5,000.00	\$0.00	\$5,000.00
Edit	Other	3	5330	198	000	00	\$36,000.00	\$0.00	\$36,000.00
							\$267,754.42	\$0.00	\$267,754.42



The reason this budget was denied:

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	DPI Comments
Edit	Other	3	5330	211	000	00	\$7,573.50	\$0.00	\$7,573.50	-
Edit	Other	3	5330	221	000	00	\$15,057.90	\$0.00	\$15,057.90	-
Edit	Other	3	6550	221	000	00	\$380.25	\$0.00	\$380.25	-
Edit	Other	3	5330	231	000	00	\$75,292.00	\$0.00	\$75,292.00	This appears to be an excessive amount for hospitalization at this single site (328) please clarify.
Edit	Other	3	5330	312	000	00	\$5,000.00	\$0.00	\$5,000.00	-
Edit	Other	3	6550	331	000	00	\$5,000.00	\$0.00	\$5,000.00	-
Edit	Other	3	5330	411	000	00	\$57,950.77	\$0.00	\$57,950.77	-
Edit	Salary	3	5330	121	000	00	\$40,000.00	\$0.00	\$40,000.00	-
Edit	Other	3	5330	162	000	00	\$3,000.00	\$0.00	\$3,000.00	-
Edit	Salary	3	6550	171	000	00	\$2,500.00	\$0.00	\$2,500.00	-
Edit	Other	3	5330	181	000	00	\$15,000.00	\$0.00	\$15,000.00	-
Edit	Other	3	5330	196	000	00	\$5,000.00	\$0.00	\$5,000.00	-
Edit	Other	3	5330	198	000	00	\$36,000.00	\$0.00	\$36,000.00	-
							\$267,754.42	\$0.00	\$267,754.42	



What is the problem?

<u>View</u>	<u>Type</u>	<u>Fd</u>	<u>Purp</u>	<u>Obj</u>	<u>Loc</u>	<u>503</u>	<u>Budget Amount</u>	<u>Amendment Amount</u>	<u>Revised Amount</u>	<u>Changed Justification</u>
View	Other	3	5330	411	000	00	\$22,154.98	\$11,737.52	\$33,892.50	Materials will be used for improving grounds and securing areas to provide safety for students.
View	Equip	3	5330	462	000	00	\$22,152.00	-\$11,737.52	\$10,414.48	Funds will be used for supplies and materials.



My response:

View	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	Changed Justification	DPI Comments
View	Other	3	5330	411	000	00	\$22,154.98	\$11,737.52	\$33,892.50	Materials will be used for improving grounds and securing areas to provide safety for students.	This item does not appear to be an allowable use of funds. Moreover, the expense is not indicated within the previously approved plan for 2014-2015.
View	Equip	3	5330	462	000	00	\$22,152.00	-\$11,737.52	\$10,414.48	Funds will be used for supplies and materials.	-



What is the problem in CCIP?

All

Object Code	Salaries 100	Employer Provided Benefits 200	Purchased Services 300	Supplies and Materials 400	Capital Outlay 500	Total
Purpose Code						
5000 - Instructional Services	64,533.80	22,822.10	0.00	121,018.16	26,031.60	234,405.66
6000 - System-Wide Support Services	0.00	0.00	0.00	0.00	0.00	0.00
8000 - Non-Programmed Charges	0.00	0.00	7,151.40		0.00	6,876.90
Total	64,533.80	22,822.10	7,151.40	120,743.66	26,031.60	241,282.56
Adjusted Allocation						569,531.56
Remaining						328,249.00



What is the problem from a PA perspective?

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount	Changed Justification	DPI Comments
Edit	Other	3	5330	312	000	00	\$30,000.00	-\$10,000.00	\$20,000.00	[Budget Adjustment]	-
Edit	Other	3	5330	311	000	00	\$33,792.66	-\$10,000.00	\$23,792.66	[Budget Adjustment]	-
Edit	Other	3	5330	232	000	00	\$72.68	\$28.14	\$100.82	-	-
Edit	Other	3	5830	232	000	00	\$13.09	\$10.28	\$23.37	-	-
Edit	Other	3	5830	221	000	00	\$668.57	\$525.04	\$1,193.61	-	-
Edit	Other	3	5330	221	000	00	\$3,712.00	\$1,436.93	\$5,148.93	-	-
Edit	Other	3	5330	211	000	00	\$1,853.55	\$717.53	\$2,571.08	-	-
Edit	Other	3	5830	211	000	00	\$333.85	\$262.18	\$596.03	-	-
Edit	Other	3	5330	196	000	00	\$10,690.00	-\$341.00	\$10,349.00	[Budget Adjustment]	-
Edit	Other	3	5330	181	000	00	\$1,859.69	\$96.88	\$1,956.57	[Budget Adjustment]	-
Edit	Other	3	5830	181	000	00	\$608.03	\$54.53	\$662.56	[Budget Adjustment]	-
Edit	Salary	3	5830	131	000	00	\$3,756.00	\$3,372.60	\$7,128.60	[Budget Adjustment]	-
Edit	Salary	3	5330	126	000	00	\$11,680.00	\$9,282.61	\$20,962.61	[Budget Adjustment]	-
Edit	Other	3	5330	411	000	00	\$28,000.00	-\$16,000.00	\$12,000.00	[Budget Adjustment]	-
Edit	Other	3	5330	333	000	00	\$3,000.00	\$0.00	\$3,000.00	-	-
Edit	Other	3	6550	331	000	00	\$8,914.47	\$0.00	\$8,914.47	-	-
Edit	Other	3	5330	314	000	00	\$4,500.00	\$0.00	\$4,500.00	-	-
							\$143,454.59	-\$20,554.28	\$122,900.31		



Which do you think would be “approved” faster?

Amendment Amount	Revised Amount	Changed Justification
-\$10,000.00	\$20,000.00	[Budget Adjustment]
-\$10,000.00	\$23,792.66	[Budget Adjustment]
\$28.14	\$100.82	-
\$10.28	\$23.37	-
\$525.04	\$1,193.61	-
\$1,436.93	\$5,148.93	-
\$717.53	\$2,571.08	-
\$262.18	\$596.03	-
-\$341.00	\$10,349.00	[Budget Adjustment]
\$96.88	\$1,956.57	[Budget Adjustment]
\$54.53	\$662.56	[Budget Adjustment]
\$3,372.60	\$7,128.60	[Budget Adjustment]
\$9,282.61	\$20,962.61	[Budget Adjustment]
-\$16,000.00	\$12,000.00	[Budget Adjustment]
\$0.00	\$3,000.00	-
\$0.00	\$8,914.47	-
\$0.00	\$4,500.00	-
-\$20,554.28	\$122,900.31	

Amendment Amount	Revised Amount	Changed Justification
\$30,000.00	\$32,000.00	To provide additional funding for workshops
-\$5,659.00	\$12,732.75	-
\$34,000.00	\$37,000.00	To provide funding for instructional supplies to facilitate student learning, daily lessons, activities, and projects and will include calculators and supplies for band, physical education, and art supplies
\$5,000.00	\$7,500.00	To provide additional funding for library books to broaden students' reading potential.
\$24,500.00	\$26,000.00	To increase funding for computer supplies and Chrome Books for hands on group activities
-\$72,000.00	\$162,000.00	To reclassify for other uses



A great example of DETAILED explanation to an amendment?

3	5110	411	352	15	\$50,117.05	-\$30,117.05	\$20,000.00	A budget amendment was necessary to accurately reflect account codes used to support supplemental instructional expenses initiated to enhance teaching, learning, and achievement for Warren County High School students.
3	5350	411	352	15	\$15,000.00	-\$14,475.53	\$524.47	A budget amendment is requested to support Warren County High School's efforts to enhance teaching and learning and increase student achievement by recruiting and retaining highly qualified teachers.
3	5880	411	352	15	\$4,427.24	\$0.00	\$4,427.24	-
3	5110	183	352	15	\$50,000.00	\$8,750.00	\$58,750.00	The school inadvertently allocated \$50,000 in account number 3.5110.105.183.352.352.15-Bonus Pay. and should have been added to 3.5110.105.312.352.352.15-Recruitment and Retention to allow for travel and other expenses associated with Recruitment.
3	5330	196	352	15	\$5,000.00	\$0.00	\$5,000.00	-
3	5330	198	352	15	\$3,000.00	-\$3,000.00	\$0.00	A budget amendment is requested to transfer funds to accurately reflect afterschool tutorial pay.
3	5330	311	352	15	\$18,822.62	-\$18,822.62	\$0.00	A budget amendment is requested to transfer funds to accurately reflect professional development expenditures focused upon enhancing teaching and learning and increasing student achievement for students at Warren County High School.
3	5330	332	352	15	\$0.00	\$5,000.00	\$5,000.00	The principal of Warren County High School requests a budget amendment to support travel reimbursement for recruitment travel and associated expenses to seek highly qualified teachers. The goal is to obtain highly qualified teachers to support student learning and increase student achievement for Warren County High School students.
3	5110	312	352	15	\$55,469.98	-\$55,469.98	\$0.00	The principal and leadership team of Warren County High School request a budget amendment to align school improvement efforts with their focus on middle school to high school transition, teacher recruitment and retention, technology integration, and instructional support in math and science.
3	5400	312	352	15	\$5,000.00	\$0.00	\$5,000.00	-
3	5350	333	352	15	\$10,000.00	-\$10,000.00	\$0.00	A budget amendment is requested to transfer funds to an account code that reflects the object of expenditures for a Summer 2017 Middle to High School Transition Program.
3	5350	331	352	15	\$0.00	\$10,000.00	\$10,000.00	This budget amendment is requested to fund the cost of transportation for Warren County High School's Summer 2017 Middle to High School Transition Program for rising 9th grade students.
3	5330	312	352	15	\$0.00	\$18,000.00	\$18,000.00	This budget amendment is requested to reflect professional development expenditures focused upon enhancing teaching and learning and increasing student achievement for students at Warren County High School.
3	5330	181	352	15	\$0.00	\$6,300.00	\$6,300.00	A budget amendment is requested to cover the cost of a one-time annual supplement for Warren County High School Department Chairs.
3	5330	418	352	15	\$0.00	\$17,944.00	\$17,944.00	The principal and leadership team of Warren County High School request a budget amendment to fund web-based supplemental instructional tools to enhance teaching and learning and increase student achievement in English, math and science for Warren County High School students.
3	5330	411	352	15	\$0.00	\$62,650.24	\$62,650.24	This budget amendment is proposed to support Warren County Middle School's improvement efforts to enhance teaching and learning and increase student achievement in English, math, and science.
					\$226,036.89	-\$3,240.94	\$222,795.95	



Overachiever slide...what is the problem with this?

Site : 000

Edit	Type	Fd	Purp	Obj	Loc	503	Budget Amount	Amendment Amount	Revised Amount
Edit	Other	3	5330	221	352	15	\$1,991.60	\$505.56	\$2,497.16
Edit	Other	3	8100	392	000	00	\$5,723.33	\$473.05	\$6,196.38
Edit	Other	3	5110	221	352	15	\$7,660.00	\$1,340.50	\$9,000.50
Edit	Other	3	5350	211	352	15	\$321.30	\$0.00	\$321.30
Edit	Other	3	5330	211	352	15	\$994.50	\$252.45	\$1,246.95
Edit	Other	3	5110	211	352	15	\$3,825.00	\$669.38	\$4,494.38
							\$20,515.73	\$3,240.94	\$23,756.67



Overachiever slide...what is the problem with this?

Other Account Form

Cancel Save

Fiscal Year: 2017 **LEA:** 930 - Warren County Schools

PRC Name: 105 - ESEA Title I - School Improvement **Amendment # 2**

<u>Fund Code</u>	<u>Purpose Code</u>	<u>Object Code</u>	<u>Site Code</u>	<u>Local Code</u>	<u>Field 503</u>	<u>COA Title</u>
3	8100	392	000	000	00	Payments to Other Gov Units - Indirect Cost

Previous Budget Amount: \$5,723.33

Amendment Amount: \$473.05

Revised Budget Amount: \$6,196.38

DPI Comments

Audit Information



Things to remember about BAAS/CCIP:

- ✓ The “Plan” in CCIP is due August 17th, which means the Budget must first be in BAAS
- ✓ Keep in mind Budgets / Plans are reviewed in the order they are received...
- ✓ Your budget SHOULD match your Plan (CFOs)
- ✓ Amendments – “comments” will expedite process
- ✓ Consultation MUST have occurred PRIOR to submission
(Private School & Tribal – if applicable)
- ✓ The difference between “Planning” v. “Actual” allotments



Questions or Feedback?

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