

**Policy**

Book: Policy  
Section: 2000 - Program  
Title: TITLE ONE SERVICES  
Number: 2415  
Status: Active  
Legal:  
Adopted: 05/20/2002  
Last Revised:  
Last Reviewed:

**Policy Detail****2415 TITLE ONE SERVICES**

The Board of Education elects to augment the instructional program of educationally deprived pupils by projects supported by federal funds allocated under Title I - The Improving America's Schools Act of 1994 (IASA) (Public Law 103-382) Part A and Part C Subpart 2.

**Purpose**

The purpose of Title I is to enable schools to provide opportunities for children to acquire the knowledge and skills contained in the challenging State content standards and to meet the challenging State performance standards developed for all children.

**Title I Grants**

The school district is eligible to receive a Basic Grant. A school district meeting specific criteria may also be eligible for a Concentration Grant or Target Grant. Eligibility and the amount of the grant shall be in accordance with Federal and State Title I guidelines.

**Application Procedure**

The school district will submit an application and plan for Title I funds to the New Jersey Department of Education for approval. The school district application shall describe: student assessment strategies, indicators that will be used to provide information on student progress, professional development activities, poverty criteria used to select eligible school attendance areas, nature of programs to be conducted, plans to provide for and include eligible children in private schools and other information as required in the application. The school district plan will be developed in conjunction with parent(s) or legal guardian(s) of children served under the Title I program and appropriate staff serving in the program.

**Program Requirements**

Title I funds will be used only in eligible school attendance areas as designated in the Title I guidelines and regulations. In order for a school to be designated as an eligible school attendance area, for Title I purposes, the percentage of children from low-income families in the school attendance area must be at least as high as the percentage of children from low-income families in the school district as a whole.

The school district must use the best available measure for identifying children from low-income families to identify eligible school attendance areas, determine the ranking of each area and to determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.

The school district will provide the State Department of Education assurances that it will provide the maximum coordination between the Title I program, the regular school program and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English proficient (LEP) children. Title I funds will be reserved so that

migrant children who are otherwise eligible to receive Title I service, even if they arrive during the school year, are served.

#### Type Of Title I Program

The school district will offer a Target Assistance Title I program.

#### School-wide Program

Definition - A school-wide program is one in which Title I funds are used to upgrade the entire educational program of a high-poverty school. For this purpose, Title I funds may be combined with funds from other federal, State and local sources.

Eligibility - The school district is eligible for a School-wide Program in a school that serves an eligible school attendance area in which at least 50% of the children are from low income families or at least 50% of the children enrolled in the school are from such families.

State Approval - A School-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

#### Target Assistance Schools

Definition - All schools receiving Title I funds and who are either ineligible for or choosing not to elect the option of operating School-wide Programs will be known as Target Assistance Schools. Such schools may use Title I funds only for services to children identified as having the greatest need for special assistance.

Eligibility - Children not older than age 21 who are entitled to a free public education through grade twelve and pre-school age children who are old enough to benefit from an organized instructional program in a school or educational setting are eligible for Title I services in a Target Assistance School Program. Children who are economically disadvantaged; homeless children; children with disabilities; migrant children; limited English proficient children; and children who participated in a Head Start or Even Start program at any time during the two years preceding the year for which selection is made are eligible for Title I services in a Target Assistance Schools Program on the same basis as all other children.

Selection of Students - Children eligible for services are those from the population described above and identified by the school as failing or most at risk of failing, to meet the State's performance standards on the basis of multiple, educationally related, objective criteria established by the school district and supplemented by the school.

State Approval - A Target Assistance program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

Assignment of Personnel - Personnel paid from Title I funds in Target Assistance Schools may assume limited duties assigned to personnel not so paid as long as the amount of time spent on such duties is the same proportional of total work time as prevails with respect to similar personnel at the same schools, participate in general school planning and professional development and team teach with regular classroom teachers, if such collaboration directly benefits participating children.

#### Special Rules

Simultaneous Service - Schools may serve Title I students and students with similar educational needs in the same educational setting, where appropriate.

Comprehensive Services - If health, nutrition and other social services are not otherwise available to eligible children in a Target Assistance School, then, as a last resort, a portion of allocated funds may be used to provide such services in accordance with the Title I regulation and guidelines. These comprehensive services may only be provided if the school has engaged in a comprehensive needs assessment, has established a collaborative partnership with local service providers, and has determined that funds for such services are not reasonably

available from other public or private sources.

Professional Development - Each Target Assistance School shall devote sufficient resources to carry out effectively appropriate professional development activities. Such a school may, however, enter into a consortium with another school to carry out such activities.

#### Public School Choice

Definition - A school district may use Title I funds and State, local and private funds, to develop and implement programs which will enable parent(s) or legal guardian(s) of Title I children to select the public school their children will attend.

State Approval - A School-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

#### Assessment

The school district will review annually the performance of each school in order to determine whether satisfactory progress has been made toward meeting New Jersey's standards in reading, writing and mathematics. The assessments used for this purpose are those described in New Jersey's Title I State Plan and other indicators the school district describes in the plan. The school district may take corrective action at any time if a school fails to make adequate progress. The school district will take corrective action for the third year if this failure continues for two consecutive years. All assessment and school improvement will be conducted in accordance with the guidelines and regulations.

#### Staff

Title I services will be provided by appropriately certified and trained teaching staff members, paid on a district-wide salary schedule. Title I staff members shall be encouraged to coordinate plans and activities with other teaching staff members and to be readily accessible to parent(s) or legal guardian(s) of pupils receiving Title I services.

#### Parent Involvement

The Title I program will be developed and evaluated in consultation with the parent(s) or legal guardian(s) of participating pupils. The Board will ensure the participation of parent(s) or legal guardian(s) through its policy as agreed upon by parent(s) or legal guardian(s). The parent(s) or legal guardian(s) involvement shall include, but not be limited to:

1. Informing parent(s) or legal guardian(s) of a pupil's selection for Title I services, the reason for the pupil's selection, and the specific instructional objectives established for the pupil;
2. Reporting the pupil's progress in the Title I program and arranging conferences between individual parent(s) or legal guardian(s) and the pupil's Title I teachers;
3. Providing materials, suggestions, and training to assist parent(s) or legal guardian(s) in the education of their children at home;
4. Providing parent(s) or legal guardian(s) with timely information about the design, operation, and evaluation of the program;
5. Annually convening a public meeting, to which all parent(s) or legal guardian(s) of participating pupils are invited, for the purpose of explaining Title I programs and activities;
6. Informing parent(s) or legal guardian(s) of their right to participate in program design and implementation and inviting them to participate; and
7. Permitting parent(s) or legal guardian(s) to observe the conduct of Title I activities.

To the extent practicable, information and activities for parent(s) or legal guardian(s) will be provided in a language and form that the parent(s) or legal guardian(s) understands.

The Board will annually, in consultation with parent(s) or legal guardian(s), assess the effectiveness of the parent involvement program.

#### Fiscal Requirements

The amount of funds the school district may be entitled to is based on the school district formula count as indicated in the Title I guidelines and regulations. The school district will use Title I funds for projects designed to provide supplemental services to meet the special educational needs of educationally deprived children at the (secondary) school levels. Title I funds will only be used to pay for authorized activities as indicated in the school district's application and plan and as provided for in the Title I guidelines and regulations.

#### Maintenance Of Effort

The school district may receive the full Title I allocation if the State Department of Education determines that either the school district's per pupil expenditures or aggregate expenditures of State and local funds for free public education in the preceding year were not less than 90 percent of the expenditures for the second preceding year. The school district's allocation will be reduced by the exact percentage by which the school district failed to meet the 90 percent level.

#### Comparability of Services

Title I funds will be used only to supplement the district's regular programs and will not be used to supplant state and local funds received by this district. The school district will use state and local funds to provide educational services in schools receiving Title I assistance that, taken as a whole, are at least comparable to services being provided in schools that are not receiving Title I assistance. Moreover, state and local funds will be used to provide comparable services in all schools receiving Title I assistance.

In order to achieve comparability of services, the Board directs the Superintendent to assign teachers, administrators, and auxiliary personnel and to provide curriculum materials and instructional supplies to schools and classes in such a manner as to ensure equivalence throughout the district in professional services and educational materials.

Title I services provided to private school pupils will be equivalent to those provided to public school pupils.

#### Supplement

The school district will use Title I funds to supplement, and to the extent practicable, increase the level of funds that would, in the absence of such funds, be made available from non-federal sources for the education of pupils participating in Title I programs and projects.

#### Capital Expenses

The school district may apply to the State Department of Education for costs associated with capital expenses incurred to provide equitable services for eligible private school children.

#### Property

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Education, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with state and federal guidelines.

#### Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

#### Evaluation

The Superintendent or designee will conduct an annual evaluation of Title I projects that include objective measurements of pupils' educational achievement. The results of the evaluation will be used to improve the program. In addition, an evaluation will be conducted at least once every three years to determine whether improved performance has been sustained for a period of more than one year. The Superintendent will report to the Board any decline in achievement levels along with a recommendation for corrective action.

20 U.S.C.A. 3801 et seq.

20 U.S.C.A. 6301 et seq.

34 C.F.R. Part 200

Title I - Program Guidelines, New Jersey Department of Education

Adopted: 20 May 2002