

# Iowa Department of Education

## Schools in Need of Assistance (SINA) APPLICATION

**Note: Local education agencies having at least one attendance center identified as a school in need of assistance need to complete this application process.**

For technical assistance with the SINA program application, contact the Title I Consultant for your District.

The reauthorized Elementary and Secondary Education Act (ESEA) *No Child Left Behind Act of 2001 (NCLB)* continues to emphasize the goal of all students being proficient in reading and mathematics. Each year LEAs provide the Adequate Yearly Progress (AYP) data of students in Title I schools. When a school fails to make AYP for a single year, it is identified as a school in the “Watch” year. Schools in “Watch” year status do not face sanctions. However, to fulfill Title I Federal requirements (Section 1116) of ESEA, school buildings that do not make adequate yearly progress for two consecutive years are designated as schools in need of assistance (SINA). Buildings identified for two or more consecutive years in reading and/or mathematics must participate in a technical assistance program provided through the SEA. Efforts at the state, district and building levels must concentrate on actions that will be undertaken to assist all students in attaining proficiency. LEAs should be cognizant of this requirement and plan educational programming that implements strategies for improved student achievement.

Title I legislation requires buildings identified as SINA to publish a public notice related to this identification. In addition, this notice must provide parents with information regarding school choice options within the LEA.

The Department will elect to freeze the AYP status of all districts and schools in the state for the 2016-2017 school year. This effectively gives each district and school the same AYP status for the 2016-2017 school year that the district or school had during the 2015- 2016 school year. This also means that any designation of district or school in need of assistance (DINA/SINA) because of AYP status will remain the same as it was in 2015- 2016.

Designations of district or school in need of assistance (DINA/SINA) come with requirements to write and enact improvement plans, implement corrective actions, or restructure. With AYP status frozen, districts and schools will continue the implementation of the same plans or actions as were developed in 2015-2016. Districts and schools will be able to amend their plans if they choose. Districts and schools are not required to amend their plans. In addition, a school that has restructured is not required to restructure again.

The Iowa Department of Education is required by NCLB legislation, Section 1003, to reserve school improvement funds from the State Title I allocation. These funds must be used at the local level for the purpose of funding school improvement activities designed to improve student achievement in schools in need of assistance (SINA). Through a state allocation process these funds are allocated annually to local school districts for use in identified buildings.

Local education agencies that have received notification for a Title I school in need of assistance (SINA) and have received notification of school improvement grant funds that

are available for use in the current school year to fund activities that support the building action plan must complete the SINA application in order to receive those funds. The SINA assurances and budgets may be accessed through the Title I electronic Internet application at <https://portal.ed.iowa.gov>. The Iowa Department of Education Iowa Education Portal site will appear. On the blue navigation menu bar, highlight “A&A Account” and click on “Sign In.” On the “Sign In” tab, enter your Account ID (e-mail address) and password to sign into DOE – Education Portal. Click the “Sign In” button. The user should click **Title I** to access the Title I application Home screen.

Completion of the School Improvement SINA Budget for the district, School Improvement SINA Budget for each identified building, School Improvement Assurances SINA forms, SES and School Choice plan, together with the building Title I SINA action plan encompass the basic requirements to apply for SINA funds. In addition, the district must complete the Within District Targeting of Funds (WDTF) form.

**Note:** LEAs receiving Title I SINA funds must complete a budget and participate in the development of the Title I SINA Action Plan for **each** identified school in need of assistance.

CONTACTS

**Note: The Contacts screen must be completed in order to proceed with the application process.**

The Contacts screen is where the Title I coordinator will enter contact information in the available areas. The contact person is the individual who will be contacted about information given in the SINA application.

Contacts

+ Add New Contact

The user will see a listing of the Title I application programs that pertain to their local education agency and may see information listed for the last Title I SINA contact of record. The user will have the option to click the **Delete** button if the contact information is incorrect or the **Edit** button to update the contact information or leave it as listed. Please verify the SINA contact person’s e-mail address, name, mailing address, office telephone number, and title.

SINA

First Name	Last Name	E-mail	Phone	Title	
Joe	Smith	jsmith@school.k12.ia.us	123/456-7890 Ext. 987	Superintendent	<div style="text-align: right;"> <input type="button" value="Delete"/>  <input type="button" value="Edit"/> </div>

SINA

No Contacts

If there is no SINA contact listed from the previous year, the user should click the **No Contacts** button to enter the correct information in the Contact form and then click the **Save** button.

0

**Title I** **District not Updated**

**SINA** **District not Updated**

Form Name	Status	Updated By	Updated
School Improvement Assurances SINA	District not Updated		3/30/2016
SES/Choice Transition	District not Updated		4/26/2016
Building Budget	District not Updated		3/30/2016
SINA Plan	District not Updated		4/26/2016
Budget Summary	State Final Approved		3/30/2016

Title I Application

**SINA ASSURANCES**

Click on “School Improvement” to open the SINA program application menu and click on SINA Assurances to begin the application process. **Note:** The School Improvement SINA Program application will only be available if your district has a Title I building that has been designated as a school in need of assistance (SINA).

The SINA Assurances form will be displayed. The assurances should be reviewed and the user should click on the box at the bottom to certify that the information contained in the SINA application and action plan is correct and that the user has been given the responsibility of acting as the authorized representative for the LEA. In certifying the assurances, the authorized agent also assures the Iowa Department of Education that the Title I SINA assurances will be implemented and complied with as stated and that it is understood that the local education agency must comply with all applicable requirements upon approval of this application and plan by the SEA.

Following the Iowa Department of Education approval of the SINA application, half (50%) of the SINA allocation will be distributed to the LEA. The LEA must report the budget as final upon the completion of the project, which should be no later than July 15. The remainder of the funds will be distributed after the final certification is approved. All funds must be expended by June 30. **Funds may not be carried over into the following school year.**

Iowa schools have worked hard to improve student achievement. On-going efforts and new initiatives are designed to continue this work and to benefit students. Thank you for your work as you proceed with this task. If you have questions, please contact your consultant for technical assistance and compliance issues.

Once the SINA Assurances form has been certified, click the **Finish** button to save this action and return to the SINA Program Home screen. The SINA Assurances form will show the “District Finished” status.

*Click the SINA Building Budget form to be completed next.*

**SINA BUDGET**

There are two Title I SINA budget forms: (1) the Title I SINA Program Budget Summary which represents the total **district** amounts requested for specific items found in the Budget for each identified building receiving School Improvement SINA funds; and (2) the Title I SINA Program Budget form which provides an **itemized** account of expenditures to be incurred for the identified **building**. The SINA budget is supported with additional Title I dollars allocated to your LEA. The SINA budget is to reflect expenditures that assist with the implementation of your SINA action plan. Therefore, there should be a direct and clearly discernible correlation between your SINA action plan and budget items. SINA funds must be used for activities that have the best possibility to improve and sustain student achievement and foster systemic change within your school. SINA funds cannot be used for expenditures that do not have a direct impact on student achievement (e.g. an extensive technology purchase, furniture, copier). **Note:** SINA funds cannot be carried over.

No data can be entered on the Title I SINA Program Budget Summary form for the district. This is a summary table that displays totals automatically transferred from the SINA Program Budget form for each identified building. To enter or review the Title I SINA budget for an identified building, from the SINA Home screen menu, click the building name.

Once the SINA Program Budget form is displayed for the identified building, the user will be allowed to enter the specific breakdown of Title I SINA expenditures claimed on the budget, and, if necessary, to provide a description of expenditures.

The user may only enter SINA budget figures on the **building** SINA Program Budget form and those figures will be automatically placed into the district Title I SINA Program Budget Summary table each time the user clicks the **Tab** button. **Note: Do not attempt to enter any figures in the “Total” fields as the total is automatically calculated as you enter specific expenditure figures.** Round all amounts to the nearest dollar. Be sure the total project budget amount applied for on the Title I SINA Program Budget does not exceed the Title I SINA allocation as noted on the SINA Program Budget form.

✓ **TIP: Click Save often to avoid losing data.**

The building SINA Budget form has as its purpose the providing of detail that is not possible to provide in the district Title I SINA Program Budget. To assist you with this specific budget development, the following explanation of the Title I Budget will be made by discussing the nine columns moving left to right across the top of the budget.

✓ **TIP: Expenditures included in the budget will be approved only if the connection to the action plan is clear.**

FUNCTIONS	OBJECTS						
Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	TOTAL

**Functions** – Each function number represents a broad series of expenditures used in uniform financial accounting.

**Expenditure Accounts** – These expenditure categories represent the names of expenditure accounts to be used to classify Title I SINA expenditures.

**Objects – Salaries** – The salary amounts include all payments for services rendered that will be paid directly by the LEA from Title I SINA funds to existing teachers who work beyond the contract day or year for SINA related activities.

**Objects – Employee Benefits** – Title I SINA funds may be used to pay Iowa Public Employees Retirement System (IPERS), Federal Insurance Contribution Act (FICA) of salaried Title I employees employed for the purpose of the SINA project within the identified building, and other related benefits. Since the percent of contribution on both the above-mentioned programs may change, proposed expenditures should be based upon the current percent of 7.65% for FICA and 8.93% for IPERS. **The user must itemize the employee benefits by categories on the Budget Detail screen – FICA, IPERS, and Insurance (e.g. workers compensation insurance, medical, dental, disability, life insurance, and unemployment).**

**Objects – Purchased Services** – Purchased Services includes all payments to be made to other agencies or individuals not on the payroll for specific services performed for the SINA project within the identified building. **Note:** Equipment repair is considered a purchased services expense.

**Objects – Supplies** – Approvable amounts for materials and supplies for the Title I school improvement project are to be entered in the Supplies column. Expenditures for materials and supplies will be limited to the minimum required to implement and continue Title I SINA activities or services. Examples of supplies are consumable materials, computer software, books, manuals, etc. **Expenditures for Title I SINA supplies to be purchased must be itemized by category as identified on the building SINA Budget form.**

**Objects – Property** – Approvable amounts for instructional equipment are to be entered in the Property Column. Expenditures for instructional equipment will be limited to the minimum required to implement and continue Title I SINA activities or services. Examples of items budgeted in property might be computer hardware or furniture. **Expenditures for Title I SINA property to be purchased must be itemized by category as identified on the SINA Budget form.**

**Objects – Other Expenses and Other Uses of Funds** -- The Other Expenses Column includes other expenditures not classified as Salaries, Employee Benefits, Purchased Services, Supplies or Property. This is the column to use for professional dues and indirect costs.

**Objects – Total** – This column includes the sum total of amounts recorded in each of the preceding columns.

✓ **TIP: See Function explanations below for proper placement of these costs.**

Explanation of the Functions 1000-4000 requires certain detail related to regulations governing Title I SINA expenses. Each expenditure category is explained as follows:

FUNCTION S	OBJECTS						
Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	TOTAL
Instruction 1000	<b>Total \$60,640</b> Certified salary \$2,640 Associates salary \$4,400 Subs salary \$5,455 Other (No Indirect Costs) \$48,145 Instructional Coaches or Reading Specialist	<b>Total \$2,705</b> FICA \$1,898 IPERS \$807 Ins \$0 Other (No Indirect Costs)	<b>Total \$11,225</b> Travel Between Bldgs \$0 Prof. Staff Development \$11,225 Other (No Indirect Costs) \$0	<b>Total \$1,000</b> Consumables \$0 Software \$1,000 Title I Books \$0 Diagnostic Testing Mat. \$0 Other (No Indirect Costs) \$0	<b>Total \$0</b> Computer \$0 Other (No Indirect Costs) \$0	<b>Total \$0</b> Prof. Dues \$0 Other (No Indirect Costs) \$0	\$75,570

**Function 1000 – Instruction** – Instruction costs would include salaries and employee benefits that are paid to existing teachers who work beyond the contract day or year for such purposes as additional professional development, student academic assistance, parent engagement planning or presentation, or other activities as appropriate. **Note:** Additional staff may not be hired for the purpose of adding additional grade level sections or reducing class size, but they can be hired as instructional coaches. However, substitute teachers or temporary staff may be hired for the purpose of developing, implementing or evaluating the SINA action plan. Title I SINA funds may be used to pay employee benefits under the Iowa Public Employees Retirement System (IPERS) and Federal Insurance

Contribution Act (FICA) for salaried Title I teachers and educational associates as these are mandated by law.

Purchased Services would include stipends paid to non-district employees for such things as professional development activities and material or program development specific to the SINA action plan. The Supplies column includes approvable amounts for *supplementary* materials that are directly connected to the SINA action plan that would not ordinarily be the responsibility of the district. The Property costs would be utilized for approvable amounts for *supplementary* instructional equipment that is directly connected to the SINA action plan that is beyond that typically purchased by the district.

Other Expenses and Other Uses of Funds would include indirect costs and would not be included under Function 1000 Instruction costs.

✓ **TIP: Indirect Costs go under Function 2300.**

FUNCTIONS	OBJECTS						TOTAL
	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	
Expenditure Accounts							
Instructional Staff and Support Services 2200			Total \$0 Travel \$0 Between Bldgs Other \$0				\$0

**Function 2200 – Instructional Staff and Support Services** – Purchased Services includes amounts for in-service and travel.

FUNCTIONS	OBJECTS						TOTAL
	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	
Expenditure Accounts							
Administration Support Services 2300	Total \$0 Title I Coord salary \$0 Clerical salary \$0 Other \$0	Total \$0 FICA \$0 IPERS \$0 Ins \$0	Total \$0 Audit (if \$0 eligible) Other \$0			Total \$2,680 Indirect Cost \$2,680 Other \$0	\$2,680

**Function 2300 – Administration Support Services** – Salaries and Employee Benefits for the administration of Title I programs cannot be paid from Title I SINA funds.

Approvable amounts for restricted indirect costs are to be entered on the Title I SINA project budget in the column, Other Expenses and Other Uses of Funds.

Indirect Costs are those costs that are not readily identifiable with the activities or contracted services, but are nevertheless incurred for the joint benefit of those activities and programs of the organization. **Note:** Indirect cost expenditures must comply with the U.S. Office of Management and Budget Circular A87.

The Iowa Department of Education annually calculates the indirect cost rates for LEAs from data submitted on their certified annual reports. The Iowa Restricted Indirect Cost Plan for LEAs establishes maximum predetermined rates for a given fiscal year. The advantage of an Indirect Cost Allocation Plan

and rate is that it is a simplified means for determining a fair share for indirect costs of Federal grants and contracts. For information regarding the indirect cost rate calculation, contact Janice Evans, School Finance Consultant at 515/281-4740 or [janice.evans@iowa.gov](mailto:janice.evans@iowa.gov).

The indirect cost rate percentages for each LEA can be found at the bottom of the Title I General Budget or on the Iowa Department of Education website at <https://www.educateiowa.gov/indirect-cost-rate>. **The restricted indirect cost percentage can be applied only to the amounts of salaries and employee benefits approved for Title I SINA staff.**

**Note:** For Title I purposes, the given fiscal year indirect cost rate applies to the project established for the school year and remains in place even when project expenditures extend into the next fiscal year.

FUNCTIONS	OBJECTS						TOTAL
	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	
Expenditure Accounts							
Student Transportation Services 2700	Total \$0 Input \$0 Total	Total \$0 FICA \$0 Ins \$0	Total \$0 Input \$0 Total				\$0

**Function 2700 – Student Transportation Services** – There would be few instances where Title I SINA dollars could be used for transportation.

**Note:** The district set-aside from Title I general budget project funds cover transportation costs for school choice.

FUNCTIONS	OBJECTS						TOTAL
	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	
Expenditure Accounts							
School Nutrition Services 3100	Total \$0 Input \$0 Total	Total \$0 FICA \$0 IPERS \$0 Ins \$0	Total \$0 Input \$0 Total	Total \$0 Input \$0 Total			\$0

**Function 3100 – School Nutrition Services** – Title I SINA funds may be used for providing food and food services only when they are not covered by State or Federal funds received from the Bureau of Nutrition and Health Services of the Iowa Department of Education. The SEA will review each request individually.

FUNCTIONS	OBJECTS						TOTAL
	Salaries 100	Employee Benefits 200	Purchased Services 300	Supplies 600	Property 700	Other Expenses/Other uses of Funds 800	
Expenditure Accounts							

Community Services (Parent) 3300	<b>Total \$0</b>	<b>Total \$0</b>	<b>Total \$0</b>	<b>Total \$1,750</b>			\$1,750
	Input \$0	FICA \$0	Input \$0	Input \$1,750			
	Total	IPERS \$0	Total	Total			
		Ins \$0					

**Function 3300 – Community Services (Parent)** – Title I SINA funds used for community services (parent) would include all costs incurred for parent/family engagement activities beyond those that are the responsibility of the district such as a nominal amount for food provided as part of a parent meeting or activity; childcare during parent activities; printing for parent activities; books for at-home reading. **Note:** Only activities beyond those already funded by Title I general budget project funds would be allowed.

**SINA BUDGET GUIDANCE**

**Purpose**

The purpose of this guidance is to assist Iowa Schools in Need of Assistance (SINA) under Title I of the Elementary and Secondary Education Act (ESEA) in developing their supplementary budgets. To ensure a meaningful process, schools are encouraged to work with all stakeholders to develop a comprehensive budget that truly reflects improvement efforts and is supplemental to other services.

**General Information**

If a school does not meet the annual Adequate Yearly Progress (AYP) state participation goals or state Annual Measurable Objectives (AMO) in reading or mathematics assessment in either the “all students” group or any one of the subgroups for two consecutive years, it is designated as a school in need of assistance, which is also referred to as SINA. SINA schools that receive Title I funds are required to comply with No Child Left Behind (NCLB) sanctions, which include writing a plan, submitting a budget, setting aside money for professional development (SINA/Delay 1 & 2). The Iowa Department of Education has developed a [transition plan](#) for ensuring that school districts provide alternative supports for students eligible for supplemental education services (SES) and school choice in buildings with the greatest need during the 2016-2017 school year. This transition plan was developed following four public forums held across Iowa in March and April and submitted to the U.S. Department of Education on May 6. For a full list of requirements that apply to SINA schools please consult the Iowa Department of Education’s guidance.

**How to Budget**

Title I SINA budgets that are considered approvable are those budgets that (1) establish goals based on need, (2) employ strategies for improvement connected to the plan, and (3) use funding in a way that is allowable and reasonable. The plan should be written BEFORE the budget is completed.

It is discouraged to use SINA funds to purchase supplies and materials. However, if it is necessary, the quantity should be kept to a minimum and the reason for the purchase should be clearly articulated in the SINA plan.

**Suggested use of funds include:**

- Increasing instructional time and/or intensity in the deficient area(s)
- MTSS (Multi-Tiered System of Supports) professional learning/training
- Professional learning/training in areas of instructional need, including direct explicit instruction
- Providing substitutes for teachers to attend professional learning/training

**Inappropriate uses of SINA funds include:**

- Purchasing a new math or reading curriculum
- Paying the salary of a para educator
- Paying a portion of the Title I teachers' salary and/or benefits

The table below can be used as a resource to help create alignment between the SINA budget and the SINA plan.

Goal (Data Driven)	Strategy for Improvement (In Plan)	Funding Required (In Budget)

**Contacts**

If you have additional questions about prioritizing or allowable use of your grant funds, please contact Jillian Townsell at [jillian.townsell@iowa.gov](mailto:jillian.townsell@iowa.gov) or Geri McMahon at [geri.mcmahon@iowa.gov](mailto:geri.mcmahon@iowa.gov) .

When all information has been entered and corrected on the building SINA Program Budget form, the user will be returned to the SINA Program Home screen and the building SINA budget will display the “District Finished” status. The user may continue to build budgets for additional SINA schools by clicking on the building names in the menu or click on the district SINA Program Budget form to see the total budget figures in each category on the summary table.

When all building SINA Program Budget forms and validation edits are complete, click on the **Finish** button. The user will be returned to the SINA Program Home screen.

Upon completion of all required forms, the **Submit** button will appear at the bottom of the status table on the SINA Program Home screen. Clicking the **Submit** button will send an automatic e-mail to notify the SEA that the district has completed the SINA application process.

Once the user has clicked the **Submit** button, the district will not be able to make changes to the Title I application forms. If there would be the need to make a change to information submitted in the application, please contact the Title I consultant for your AEA.

If during the course of the SINA budget project year it becomes necessary for the user to amend the identified building budget, please refer to the Title I Amending a Title I Budget section to receive guidance on submitting an amendment to the SINA budget.

At the close of the SINA budget project year, the user should refer to the Title I Reporting Title I Expenditures section to comply with the requirements for reviewing the SINA budget and certifying the SINA project budget as final. School improvement funds must be expended by **June 30**, and final certification of the Title I SINA budget must be finished no later than **July 15**. There are no carryover funds but if the district spent less than the approved amount on the SINA project, the SINA budget must be amended to reflect actual expenditures. Refer to the Amending a Title I Budget section for guidance on amending a SINA budget, if necessary.

## SINA/DINA ACTION PLAN

Schools and districts in need of assistance (SINA/DINA) must submit electronically through the Iowa Department of Education web application server a SINA/DINA plan. The action plan may be found at <https://portal.ed.iowa.gov> under C-Plan. Federal legislation requires technical assistance in developing the action plan and implementing instructional strategies to improve student achievement. All Title I schools in need of assistance must develop the two-year action plan in consultation with parents, school staff, the local education agency, and outside experts.

Each AEA has Statewide SINA Support Team members trained to assist schools in the process as prescribed in NCLB, Section 1117. The action plan should be completed, peer reviewed, and submitted to the state Title I office within 90 days of notification.

As you prepare to update your **two** year plan in the spring, it is important to focus on data relative to administrators, teachers, students, parents, and other stakeholders. It is imperative that the building/district frequently evaluate the success of actions outlined in the SINA/DINA plan. The system must be flexible enough to make appropriate adjustments to the plan **BASED ON DATA** to ensure increased student achievement and appropriate professional development of staff. As you monitor the effectiveness of your plan, always ensure that the actions are systemic in nature.

### SINA Plans

2016-2017 District not Updated

SINA Schools (1) Comments (0) Save Finish for District Close

The school/district will continue implementing the two year SINA plan with no changes for the 2016-2017 school year.

The school/district has amended the two year SINA plan for 2016-2017 school year. Specific changes are reflected in the question(s) below. (You only need to complete the question(s) that are being amended)

Please download your Sina 3 template from here, complete the form and upload back to the application below. Sina 3 Template Download

Upload SINA Plan

2016-2017 District not Updated

SINA Schools (1) Comments (0) Save Finish for District Close

**According to ESEA section 1116(b)(13), LEAs must permit a student who previously transferred to another public school under the No Child Left Behind Act of 2001 (NCLB) to remain in that school until the child has completed the highest grade in that school**

The Iowa Department of Education will require the Superintendent (or designee) of each LEA with at least one SINA 1 or above building to assure they will permit a child who transferred to another public school under the No Child Left Behind Act of 2001 (NCLB) to remain in that school until the child has completed the highest grade in that school.

**LEAs must provide students eligible for SES in schools with the greatest need (e.g., schools with large numbers or percentages of students eligible for SES, or as defined in the State's transition plan) with alternative support and activities intended to improve student outcomes consistent with allowable uses of Title I funds and all applicable fiscal requirements;**

The Iowa Department of Education will assure the United States Department of Education these requirements will be met through three specific actions:

- A. The Iowa Department of Education will require the Superintendent (or designee) of each LEA with at least one SINA 2 or above building to actively assure the Iowa Department of Education that they will identify, using the same procedures and measures as the 2015-2016 school year, the students eligible for SES in their LEA during the 2016-2017 school year;
- B. The Iowa Department of Education will require the Superintendent (or designee) of each LEA with at least one SINA 2 or above building to assure the Iowa Department of Education that they will provide alternative support and improvement activities to each eligible SES student, intended to improve student outcomes, consistent with allowable uses of Title I funds and all applicable fiscal requirements.
- C. The Iowa Department of Education will require each LEA with at least one SINA 2 or above building to narratively describe the alternative supports they will provide for the students eligible for supplemental educational services. The Iowa Department of Education will review these narratives in conjunction with each LEA's Title 1 Part A budget.

According to ESEA section 1116(b)(13), LEAs must permit a student who previously transferred to another public school under the No Child Left Behind Act of 2001 (NCLB) to remain in that school until the child has completed the highest grade in that school

The Iowa Department of Education will require the Superintendent (or designee) of each LEA with at least one SINA 1 or above building to assure they will permit a child who transferred to another public school under the No Child Left Behind Act of 2001 (NCLB) to remain in that school until the child has completed the highest grade in that school.

### SES & School Choice Plan

2016-2017
District not Updated

SINA Schools (1)
Comments (0)
Save
Finish for District ⚠
Close

I assure the state that the district will permit a child who transferred to another public school under the No Child Left Behind Act of 2001 (NCLB) to remain in that school until the child has completed the highest grade in that school.

I assure the state that the district will identify students eligible for SES using the same procedures and measures as in the 2015 - 2016 school year.

Each district with at least one SINA 2+ building must provide to students eligible for SES alternative supports and activities intended to improve student outcomes. Describe the alternative supports and activities that the district will provide to students eligible for SES.

2016-2017
District not Updated

SINA Schools (1)
Comments (0)
Save
Finish for District ⚠
Close

### SINA/DINA SET-ASIDES

For technical assistance with Choice and Supplemental Education Services, contact your district Title I consultant or Susan Selby at 515/281-4732 or [susan.selby@iowa.gov](mailto:susan.selby@iowa.gov).

### Professional Development

Local Education Agencies designated DINA1, DINA1 Delay, DINA2 or DINA2 Delay are required to set aside and spend 10% of the district allocation for professional development in the areas(s) of identification. Local Education Agencies with buildings identified as SINA1, SINA1 Delay, SINA2 or SINA2 Delay are required to set aside and spend 10% of the BUILDING allocation for professional development in the areas(s) of identification. These expenditures must be shown in the Title I budgets.

### Choice-Related Transportation

The Iowa Department of Education will require the superintendent (or designee) of each LEA with at least one SINA 1 or above building to permit a child who transferred to another public school under NCLB to remain in that school until the child has completed the highest grade in that school. Any required funds for Choice-Related Transportation should be included in the Title I General Budget.

### School Choice/Title I Schools

#### **When a school is identified as SINA, what must they do?**

Upon identification of status as a school in need of assistance, the district must use the Iowa Department of Education template to provide parents with written information regarding its SINA identification. The letter can be found at

[https://www.educateiowa.gov/pk-12/no-child-left-behind/schools-and-districts-need-assistance-sinadina/guidance-schools-and#AYP\\_Parent\\_Notification\\_Letters](https://www.educateiowa.gov/pk-12/no-child-left-behind/schools-and-districts-need-assistance-sinadina/guidance-schools-and#AYP_Parent_Notification_Letters)

The district must report to the Iowa Department of Education, through Student Reporting in Iowa (SRI), the following for each identified building:

- The number of students eligible for choice
- The number of students requesting choice
- The number of students granted choice [Title I, section 1111(h)(4)(F)].

The following is how an LEA may fund transportation costs for the school choice option:

- Unless a lesser amount is needed to meet demand for choice-related transportation and to satisfy all requests for supplemental education services, and LEA must spend up to an amount equal to 20 percent of its Title I, Part A allocation before any reservations, for:
  - Choice-related transportation
  - Supplemental education services; or
  - A combination of choice-related transportation and supplemental education services.

### Supplemental Education Services (SES)

LEAs with at least one SINA 2 or above building will identify, using the same procedures and measures as the 2015-2016 school year, the students eligible for SES in their LEA during the 2016-2017 school year. They will provide alternative support and improvement activities to each eligible SES student, intended to improve student outcomes, consistent with allowable uses of Title I funds and all applicable fiscal requirements. Each LEA with at least one SINA 2 or above building will narratively describe the alternative supports they will provide for the students eligible for supplemental educational services. Any required funds for SES should be included in the Title I General Budget.