

# Title I SINA/DINA

## Budgeting for Sanctions

- Professional Development
- Choice
- Supplemental Educational Services (SES)

May 2015



# Introduction...

- [Iowa Department of Education](#)
- [Title I - Iowa Department of Education](#)
- [Title I Reference Manual](#)
- [Title I Contact Information](#)

# Agenda

## ○ SINA Notifications

- *All* SINA schools

## ○ SINA Plan

- *All* SINA schools

## ○ Title I General Budget – SINA/DINA sanctions

- Required set-asides to be included in the Title I application General Budget

## ○ Notification of Unexpended Funds

## ○ Additional SINA budget – additional funds

- Included within the Title I application as a separate menu item

## ○ SINA/DINA Resources and Links

## ○ Contacts

# SINA Notification

Upon SINA identification, the LEA must annually notify parents with the following information:

- Meaning of SINA/DINA identification
- How the school compares in terms of academic achievement to other schools
- Reasons for SINA/DINA identification
- What the school is doing to address the problem
- What the LEA, AEA, or State is doing to help the school
- How the parents can become involved
- How the building will participate in technical assistance
- Offer choice – all SINAs
- Offer SES – SINA 2+

❖ [IDoE website with guidance pertaining to SINA](#)

Examples of **AYP Parent Notification Letters** can be found here

# SINA Plan

- All buildings identified as SINA must complete a SINA plan
- Plan is accessed through C-Plan
- Required evidence upload(s) include:
  - Choice/Transfer - **All** SINA buildings must upload evidence (parent notification letter) the district has offered a transfer option (choice)
  - Supplemental Educational Services (SES) - **SINA 2+** must upload evidence the building has communicated the option of SES
- Plan certification –
  - School must certify
  - District must certify
  - State may then certify or un-certify

## Title I

### Form Name

General Budget



Title I Assurances ✓

Selection of Schools ✓

Homeless Education ✓

Staff Assignments ✓

Within District Targeting of Funds ✓

Title I Narratives for Targeted Assistance ✓

Schoolwide Operating Programs ✓

Upload parent policy and compact ✓

Title I Equipment Inventory ✓

## SINA

# Title I General Budget – SINA/DINA Sanctions

## Professional Development

All schools designated as SINA 1 or 2 *must* set aside and spend a total of 10% of the building allocation (as reflected on the within district targeting of funds screen) for professional development related to the area of identification (reading and/or math)

**OR**

All districts designated as DINA 1 or 2 *must* set aside and spend a total of 10% of the entire Title I allocation for professional development related to the area of identification (reading and/or math)

Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600	Instruction - Property 700	Instruction - Other Expenses / Other Uses of Funds 800
	\$45,827	\$16,852	\$16,308	\$4,000	\$2,593	\$3,000
Instruction 1000 -	Certified Salary \$45,827 Para Salary Sub Salary Summer School Salary Other Other Description Local Neglected Neglected Description	FICA \$3,505 IPERS \$4,092 Insurance \$9,255 Other Other Description Local Neglected Neglected Description	Travel Between Buildings \$350 <b>Professional Development \$5,274</b> Estimated SES \$10,684 Other Other Description Local Neglected Neglected Description	Consumables Software \$2,000 Title I Books Diagnostic Testing Materials \$2,000 Other Other Description Local Neglected Neglected Description	Computers \$2,593 Other Other Description Local Neglected Neglected Description Private School Priv School Description	Professional Dues Other Other Description Local Neglected Neglected Description Homeless \$3,000 Homeless Description

Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600
	\$0	\$0	\$7,600	\$0
Instruction Staff & Support Services 2200 -			<b>Professional Development \$7,600</b> Travel Other Other Description	

# Title I General Budget – SINA 1 Sanctions

## Choice-related transportation

(A total of 20% of the district budget must be reserved)

All schools designated as SINA 1 *must* set aside a total of 20% of district Title I allocation for choice-related transportation even though there may be no options available.

Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600
<div style="border: 2px solid red; border-radius: 50%; padding: 5px; display: inline-block;">                     Student Transportation Services 2700 -                 </div>	Salary <input type="text"/>	FICA <input type="text"/> IPERS <input type="text"/> Insurance <input type="text"/>	School Choice <input type="text" value="\$10,684"/>  Homeless(Optional) <input type="text"/> Other <input type="text"/> Other Description <input type="text"/>	

# Title I General Budget – SINA 2+ Sanctions

**Choice-related transportation**

**AND**

**Supplemental Education Services (SES)**

(A total of 20% of the district budget must be reserved)

All schools designated as SINA 2+ *must* set aside a total of 20% of district Title I allocation for choice-related transportation and SES.

Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600
Student Transportation Services 2700 -	Salary <input type="text"/>	FICA <input type="text"/> IPERS <input type="text"/> Insurance <input type="text"/>	School Choice \$10,684 Homeless(Optional) <input type="text"/> Other <input type="text"/> Other Description <input type="text"/>	

Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600	Instruction - Property 700	Instruction - Other Expenses / Other Uses of Funds 800	Total \$ 106,864
	\$45,827	\$16,852	\$16,308	\$4,000	\$2,593	\$3,000	\$88,580
Certified Salary	\$45,827	FICA \$3,505	Travel Between Buildings \$350	Consumables <input type="text"/>	Computers \$2,593	Professional Dues <input type="text"/>	
Para Salary	<input type="text"/>	IPERS \$4,092	Professional Development \$5,274	Software \$2,000	Other <input type="text"/>	Other <input type="text"/>	
Sub Salary	<input type="text"/>	Insurance \$9,255	Estimated SES \$10,684	Title I Books <input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	
Summer School Salary	<input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Diagnostic Testing Materials \$2,000	Local Neglected <input type="text"/>	Local Neglected <input type="text"/>	
Other	<input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	Other <input type="text"/>	Neglected Description <input type="text"/>	Neglected Description <input type="text"/>	
Other Description	<input type="text"/>	Local Neglected <input type="text"/>	Local Neglected <input type="text"/>	Other Description <input type="text"/>	Private School <input type="text"/>	Homeless \$3,000	
Instruction 1000 -		Neglected Description <input type="text"/>	Neglected Description <input type="text"/>	Local <input type="text"/>			

# Notification of Unexpended Funds Form

N PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW

## NOTIFICATION Unexpended Funds for Choice-Related Transportation & Supplemental Education Services

Title I  
Iowa Department of Education  
Grimes State Office Building  
400 E 14<sup>th</sup> Street  
Des Moines, IA 50319-0146

Please complete the following and e-mail or mail to your Title I consultant.

School District Name \_\_\_\_\_

Required Sanctions: School Choice  Supplemental Education Services

Date of parent notification of the school choice option \_\_\_\_\_ Date parent notification was submitted to the state \_\_\_\_\_

Please check box if there are no choice options

Dates of two enrollment windows for Supplemental Education Services (if applicable) \_\_\_\_\_

District's Title I Allocation: \_\_\_\_\_

<input type="checkbox"/> Amount reserved for school choice & supplemental education services (20% of district's general Title I allocation)	\$
Amount needed to fulfill requests	\$
Amount of reserve remaining	\$
Amount of reserve requested to be reverted to district's Title I general budget	\$

The law establishes joint funding for choice-related transportation and SES. Unless a lesser amount is needed to meet demand for choice-related transportation and to satisfy all requests for SES, an LEA must spend an amount equal to 20 percent of its Title I, Part A allocation (the "20 percent obligation"). If an LEA spends less than the amount needed to meet its 20 percent obligation, it must meet the following criteria before it may use unexpended funds from the 20 percent obligation for other allowable activities. 34 C.F.R. §200.48(d)(2)(i)

### ASSURANCES

The district has met the following criteria:

- a. Partnered to the extent practicable, with outside groups, such as faith-based organizations, other community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive supplemental education services.
- b. Ensured that eligible students and their parents have a genuine opportunity to sign up to transfer or to obtain supplemental education services by—
  - 1) Providing timely, accurate notice
  - 2) If applicable, ensuring that sign-up forms for supplemental education services are distributed to all eligible students and their parents and are made widely available and accessible through broad means of dissemination, such as the Internet, other media, and communications through public agencies serving eligible students and their families
  - 3) If applicable, providing a minimum of two enrollment "windows," at separate points in the school year, that are of sufficient length to enable parents of eligible students to make informed decisions about requesting supplemental education services and selecting a provider
  - 4) If applicable, ensuring that eligible supplemental services providers are given access to school facilities, using a fair, open, and objective process, on the same basis and terms as are available to other groups that seek access to school facilities.
- c. Assures that funds will be reverted to the district's general Title I budget and expended in compliance with all Federal and State laws, rules, and regulations regarding Title I programming.

In addition, an LEA that spends less than the amount needed to meet its 20 percent obligation and does not intend to spend the unexpended amount in the subsequent school year must maintain records that demonstrate it has met the criteria above and must notify the SEA that it has met the criteria and intends to spend the remainder of its 20 percent obligation on other allowable activities.

Signature (Authorized Representative)/Title \_\_\_\_\_

Date \_\_\_\_\_

# Additional SINA Allocation

Additional SINA funds are provided to Title I buildings through a separate allocation. (This is in addition to the district's Title I allocation.)

This allocation is located in a separate budget – accessed through the main menu of the Title I application.

Any expenditures within this budget *must* be aligned with the building SINA plan (found in C-plan).

Title I
Delinquent
SINA
SIG

Title I
<b>Form Name</b>
General Budget
Title I Assurances ✓
Selection of Schools ✓
Homeless Education ✓
Staff Assignments ✓
Within District Targeting of Funds ✓
Title I Narratives for Targeted Assistance ✓
Schoolwide Operating Programs ✓
Upload parent policy and compact ✓
Title I Equipment Inventory ✓
SINA

## Building Budget

2014-2015

Waiting District Final Approval

SINA Schools (24)

Comments (0)

Save

Finish

Close

### 2014-15 Building Budget

2014-15 Allocation - \$11,839

ALL REQUIRED SCREENS MUST BE COMPLETE BEFORE THE TITLE I OFFICE WILL APPROVE THE BUDGET AND RELEASE FUNDS

Round to the nearest dollar.



- FICA cannot be greater than 7.65% of Total Salary.
- IPERS cannot be greater than 8.93% of Total Salary.

Print Detail

Print Summary

Amendment Lookup : 0							
Add Amendment							
Expand All							
Collapse All							
Expenditure Accounts	Salaries 100	Employee Benefits 200	Purchased Services 300	Instruction - Supplies 600	Instruction - Property 700	Instruction - Other Expenses / Other Uses of Funds 800	Total \$ 11,839
	\$8,045	\$1,321	\$0	\$2,254	\$0	\$0	\$11,620
Instruction 1000 -	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	
	Other Description <input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	Other Description <input type="text"/>	
	Sub Salary \$1,445	Insurance <input type="text"/>	Professional Development <input type="text"/>	Diagnostic Testing Materials <input type="text"/>	Computers <input type="text"/>	Professional Dues <input type="text"/>	
	Para Salary <input type="text"/>	IPERS \$707	Travel Between Buildings <input type="text"/>	Title I Books <input type="text"/>			
Certified Salary \$6,600	FICA \$614		Software \$2,100				

# Resources and Links

[Iowa DOE Guidance for SINA/DINA](#)

[USDE Non-Regulatory Guidance for SINA/DINA](#)

[Set Asides for Choice and SES](#)

[Supplemental Educational Services \(SES\)](#)

[SES Webinar](#)



# Title I Contact Information

- **Iowa Title I Office**

Grimes State Office Building

400 E. 14<sup>th</sup> Street

Des Moines, IA 50319

Phone: 515-281-5313

FAX: 515-242-5988

## ***Website***

- <https://www.educateiowa.gov/pk-12/title-programs/title-i/title-i-part>



# Title I Contact Information

- Title I Administrative Consultant

**Geri McMahon**

(515) 281-3944

[geri.mcmahon@iowa.gov](mailto:geri.mcmahon@iowa.gov)

- Title I Administrative Assistant

**Mary Bartlow**

(515) 281-5314

[mary.bartlow@iowa.gov](mailto:mary.bartlow@iowa.gov)

# Title I Consultant Information

## Carolyn Paulaitis

(515) 281-6131

[carolyn.paulaitis@iowa.gov](mailto:carolyn.paulaitis@iowa.gov)

- School Improvement Grants

## Rick Bartosh

(515) 281-0368

[richard.bartosh@iowa.gov](mailto:richard.bartosh@iowa.gov)

- School Wide Programs
- Neglected and Delinquent Programs

# Title I Consultant Information

## Susan Selby

(515) 281-4732

[susan.selby@iowa.gov](mailto:susan.selby@iowa.gov)

- Migrant Education
- Parent Involvement
- SES and School Choice

## Sandy Johnson

(515) 281-3965

[sandra.johnson@iowa.gov](mailto:sandra.johnson@iowa.gov)

- Homeless Education/McKinney-Vento Act
- Title I Comparability

# Title I Consultant Information

**Jan Kuhl**

(515) 281-3552

[janice.kuhl@iowa.gov](mailto:janice.kuhl@iowa.gov)

**Rosanne Malek**

(515) 281-3199

[rosanne.malek@iowa.gov](mailto:rosanne.malek@iowa.gov)