

# 2020-2021 Title I Budget Updates

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# The Purpose of Title I

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***Title I is a program and not a funding source.***

***It's a federally-funded program designed to provide instructional services to low-achieving children to meet academic standards and to serve high-poverty areas for the benefit of economically-disadvantaged children.***

Title I funds must supplement all available state funds and must not supplant these state funds.

# Clarification on Categorical Program Advisor

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## 100% **Categorical Program Advisor**

- Title I program duties only
- No English Learner program duties
- No testing

# Categorical Program Advisor - Options

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## Half **Categorical Program Advisor** / Half **TSP Advisor**

- 50% Title I program duties
- 50% English Learner program duties

## 100% **TSP Advisor**

- Title I program duties
- English Learner program duties

# 2020-2021 Title I Changes

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**Clerical Relief** (Budget Item 21477 Commitment Item 240004) –  
Eliminated in 7S046 and 7E046

Per Personnel Commission, Clerical Relief is for a school to get extra clerical support for a short period of time (3-6 months) and is not used to pay school's clerical staff to work extra hours.

# Clarification on Clerical Z-Time

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- Pay a school's clerical staff for working on the Title I program during unassigned days or off-basis. This is not time and a half, which would be considered Clerical OT.
- By contract, any clerical staff member that works a 40-hour week (8 hours per day assignment) and works on a Saturday or after their 8 hour day is required to be paid overtime which is **Clerical OT – Not an allowed item in Title I**
- If not an 8 hour/day employee, the person can be paid Clerical Z-Time for extra hours as long as person does not work more than 8 hours per day or 40 hours per week. (Per Personnel Commission, the only 6 hour positions that qualify are Parent Resource Liaisons and IT Staff)

# 2020-2021 Title I Changes

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**Community Representative X/Z-Time** (Budget item 27787 Commitment Item 290004) – Eliminated in 7S046, 7E046 and 7T691

Per Personnel Commission, Z-time is only paid during off basis or unassigned days. Any extra time in the given day for the Community Rep. to work is charged to the position. This will cause schools to overdraft in the position line.

# 2020-2021 Title I Changes

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**Multi –funding of equipment** will be allowed if using a combination of two or more of these funds:

- 7S046 (Title I SWP Funds)
- 7E046 (Title I Parental Involvement Funds)
- 7T691 (CSI Funds)



# Clarification on Technology/Equipment

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## **General Supplies Technology:**

Unit cost plus fees and tax = less than \$500

## **Non-Capitalized Equipment:**

Unit cost plus fees and tax = \$500 to \$499.99

## **Capitalized Equipment: CDE Approval Required**

Unit cost plus fees and tax = \$5,000 or more

**January 30, 2021** – Shopping cart deadline for Title I funded Technology/Equipment purchases.

*Budget adjustments for those orders must be processed well in advance. Due date to be announced.*

# 2020-2021 Title I Changes

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**Custodial Supplies** for intervention program

Changed from \$1.00 per student to \$1.25 per student

Funds allocated must not exceed the amount of students participating in intervention program

# 2020-2021 Title I Changes

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## **Other Non-Instructional Contracts** (Budget item 50003)

Duplication service costs using the current District's Toshiba contract

If using Title I, must multi-fund with no more than 50% coming from Title I

## **Non-Instructional Contracts – Other Services** **NEW ITEM**

Pays for Information Technology service contracts for schools

Charged to the 10% indirect cost limits

# 2020-2021 Title I Changes

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Closed – **Prof. Expert Certificated** (Budget Item 11275 Commitment Item 190004)

Replaced with – **Prof. Expert Cert. – Subs** (Budget Item 13834 Commitment Item 190002) in 7S046 and 7E046

# 2020-2021 Title I Changes

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## **FSEP / Title I Deadlines**

If the deadline falls on a weekend or a non-work day, the new deadline will be on the next workday.

# 2020-2021 Planning

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- Do not assume there will be a second allocation. **Use allocations wisely.**
- Do not assume that if there is a second allocation, it will be substantial.
- It will be an FPM (Federal Program Monitoring) year! Do not assume your school will not be participating. **Follow all guidelines.**
- Do not assume budget adjustments can be processed at the last minute. **Plan ahead.**

# 2020-2021 Professional Development

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Allocate funds from the beginning. What if there is no Title I second allocation?

**Tentative PD Schedule** – may be adjusted based upon data and available resources

## # of Elementary PDs by Grade Level & Subject

Kindergarten –	4 ELA	4 Math
First –	3 ELA	4 Math
Second –	3 ELA	4 Math
Third –	3 ELA	4 Math
Fourth –	3 ELA	4 Math
Fifth –	3 ELA	4 Math

\*Math PDs are contingent upon program selected  
(i.e., Eureka / Illustrative)

## # of Secondary PDs by Grade Level & Subject

Sixth –	3 ELA	3 Math
Seventh –	3 ELA	3 Math
Eighth –	3 ELA	3 Math
ELA 9 –	2	
ELA 11 –	3	
US History 11 –	2	
Algebra 1 –	3	
Algebra 2 –	3	
Geometry –	2	

Tentative Summer Institute June 2021 – Two Days Per Content Area

# 2020-2021 Professional Development

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**Teacher Release Days:** (Budget Item 10377 Commitment Item 110001)

To pay teachers during their regular work day to attend professional development (\$510 per day)

**Teacher X-Time (Non-Tutor):** (Budget Item 14693 Commitment Item 110004)

To pay teachers to attend professional development beyond their regular work day (\$85 per hour)

**How much will it cost?** Examples:

4 teachers attend 3 math PDs for 6 hours each  $(4 \times 3 \times 6 \times \$85) = \$6,120$

7 teachers attend 3 math PDs for 6 hours each  $(7 \times 3 \times 6 \times \$85) = \$10,710$



# 2020-2021 School Plan for Student Achievement

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Two New Requirements:

1. **Resource Inequities**
2. **Evidence-Based Interventions**

(Previously only required of CSI and ATSI schools.  
Now a requirement for all Title I schools.)

**ATSI and CSI schools:** Implementation and resulting data to be closely monitored  
(Two Handouts)

# 2020-2021 School Plan for Student Achievement

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## **TSP Plan:**

- Not part of Title I program
- Instructions/guidance will go directly to Principals not Title I Designees
- Housed on SPSA template
- Aligned to LCAP (Local Control and Accountability Plan)

# 2020-2021 School Plan for Student Achievement

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- All 7S046 and 7E046 budget items must be entered in the SPSA.



<b>Funding Source</b>	<b>Budget Description &amp; Budget Item No</b>	<b>Total Cost &amp; FTE</b>	<b>Funding %</b>
CE-ESSA T1 Schools( 7S046 )	117361 - CAT PRG AD C1T 27/11 (6 Hrs / 5 Days)	122,487 1.00	100

- Requires open communication between Principal, SAA, and Title I Designee
- In addition to approving the SPSA, the SSC must approve all expenditures.

# Align SPSA's Budget Summary with the items entered in SFE (School Budget Signature Form)

## Budget Summary

Budget Item Description	CE-ESSA T1 Schools (7S046) FTE & Amount	CE-ESSA-T1 C&C Coach (7T124) FTE & Amount	CE-ESSA T1 Sch-Paren (7E046) FTE & Amount
10600 - TCHR AST DEG TK NW/1 (3 Hrs / 5 Days)	3.00 27,906	0.00 0	0.00 0
117361 - CAT PRG AD C1T 27/11 (6 Hrs / 5 Days)	1.00 122,487	0.00 0	0.00 0
27785 - COMMUNITY REP C (6 Hrs / 5 Days)	1.00 19,020	0.00 0	1.00 6,340
40239 - POTENTIAL FNDING VAR	0 1	0 0	0 1
40261 - PENDING DISTRIBUTION	0 -169,412	0 0	0 -6,339
	5.00 2	0.00 0	1.00 2

# School Site Council Meetings

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Approval of the 2020-2021 SPSA and the 2020-21 Budget are two separate action items and must be well-documented.

**SSC approval must take place prior to your school's budget development appointment.**

**Good Idea:** Discuss and document what the SSC would like to do with extra funds that are released during the budget development appointment.

**Good Idea:** Discuss and document where the SSC would like to pull funds from if it is discovered additional funds are needed to cover a position/benefits at the budget development appointment.

**Schedule a SSC meeting the day after the budget development appointment just in case it is needed.**

# Submit 2020-21 SPSA

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**Electronically submit the SPSA on February 21<sup>st</sup>**

If receive “successfully submitted” message, all components are complete.

**Important:** If do not receive “successfully submitted” message, there is one week until BD appointments begin to complete missing items and verify budget items were entered correctly.

Must be “successfully submitted” prior to budget development appointment.

**Check the “2020-2021 SPSA Checklist” to ensure SPSA is complete**

(1 Handout)

# Title I Support – A Phone Call Away

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Community of Schools:  
Carson  
Fremont  
Harbor City / Lomita

Achievement Network

Partnership Schools

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Community of Schools:  
Gardena  
San Pedro  
Wilmington  
Rivera

Partnership Schools

*Thank you for all you do for our students, families and communities!*