



VVUHSD Title I, Part A Categorical Funding Guidance for School Sites

Title I, Part A funding is provided by the federal government for students from low-income families. The school-wide Title I programs are designed to improve academic achievement for all students. Expenditures must be supplemental to the regular educational program and must ensure that all students have access to a well-rounded education. **School must demonstrate maintenance of effort for all base programs prior to utilizing Title I.** *This guide is not exhaustive and is subject to change as guidelines change through the Department of Education and ESSA requirements.*

SPSA citation with Goal and Action # required for all Title I Expenditures

Recommended/Allowable Expenditures

Personnel	<ol style="list-style-type: none"> 1. Extra Duty for teachers to tutor students 2. Supplemental teachers to support instruction, reduce class sizes, provide intervention 3. Intervention Counselors, AVID Tutors 4. Summer School, extended day programs, summer boot camp extra duty 5. On-going professional learning (PL)/conferences related to SPSA, LCAP and Strategic Plan 6. Substitute costs for professional learning release time. 7. Educational consultants for PL that is not provided by district employees. 8. Reasonable materials costs related to professional learning
Technology	<ol style="list-style-type: none"> 1. Laptops, document cameras, projectors, electronic white-boards, or technology for student use or teacher use that student will have access to as part of instruction 2. Software for students, including on-line subscriptions for student use 3. On-line supplemental instruction, including credit recovery 4. Materials and supplies to support the use of technology for instruction and student use 5. Furniture required by Title I program-specific technology purchases
Supplemental Materials /Activities	<ol style="list-style-type: none"> 1. Consumable or class sets workbooks that supplement the core textbook/curriculum, 2. Above and beyond library books 3. Supplemental reading novel/books Once base-funding MOE has been met: 4. Materials and supplies to support instruction including special/color paper, copy paper for student handouts, non-consumable supplies, craft supplies, replacement supplies for student instruction items such as mini-white boards, etc. 5. Above and beyond materials for visual and performing arts instruction or activities (try to avoid every day consumables) 6. Supplies for summer programs for student use 7. Instructional posters and manipulatives 8. Instructional programs for students to support areas such as safety, socioemotional learning, AVID strategies, English Learner Strategies, etc. 9. Supplementary college readiness exam fees, exam materials and preparedness materials related to the exam 10. Study trips to educational locations (math/science centers, technology exploration, academic competitions related to core, nature preserves, museums, zoos, libraries, etc.) which supplement the learning experience in a co-curricular manner. Must have a lesson plan, student engagement activity and an evaluation component as well as be aligned to current curricular pacing guide. 11. College/Career Tech Program visits for all student groups as part of the instructional day aligned to school college and career readiness goals 12. Nutritional student snacks for extended day programs

Parent Involvement	<ol style="list-style-type: none"> 1. Parent Engagement Liaison 2. Parent trainings, parent center supplies 3. Interpreter costs/babysitting costs for meetings with parents 4. Supplemental parent communication of an academic nature and purpose, including production (limited materials for such activities) and mailing costs 5. Light refreshments, and food for parents/guardians to increase parent attendance
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Non-Compliant Expenditures

1. Food, refreshments, alcohol, or employee awards for staff activities (including working lunches)
2. Costs for basic reading series or materials for core instruction
3. Promotional items, such as T-shirts, caps, tote bags, backpacks, imprinted pens, lanyards, custom notebooks, custom planners, key chains, custom invitations, thank you cards, promotional student flyers, posters, etc.
4. Door prizes, movie tickets, gift certificates,
5. Classroom, office or parent center general decorations
6. Study trips for recreational purposes, trips that do not have an educational related activity aligned to the pacing guide/curriculum, or trips located at amusement parks or entertainment venues, etc.
7. Costs related to purely extra-curricular events such as ASB camps, club trips, etc.
8. Ceremonies, banquets, incentives or celebrations and materials related to them (gift cards, certificates, certificate covers, trophies, medallions, yearbooks, school merchandise, prom/homecoming tickets, etc.)
9. PD that is stand-alone, 1-day, or short-term workshops not aligned to a school-wide plan or school improvement initiatives
10. Materials or costs related to standardized, mandated testing requirements (ELPAC, SBAC, etc.)
11. Appliances, athletic equipment, building maintenance or plant infrastructure, furniture, office equipment, TVs, general use projectors, general use projector screens, general use copier toner, office supplies, electric carts
12. Campus assistants, noon-time assistants, office clerks, clerical support, Office Assistants, Program Assistants, athletic personnel
13. Copy/Duplo machine leases/purchases and related items such as: maintenance, ink, and paper for general correspondence, required parent notifications (report cards, testing results, etc.), and office use.
14. Phone contracts or radios for administrators or staff
15. Infrastructure remodeling, renovations or construction not related to a specific Title I funded program which may require structural changes for the program.
16. Office supplies, office or policy forms, required notifications
17. Support for mandatory activities such as 504 and IEP meetings or any special education services
18. Any expenditure or initiative not approved by the SSC

Resources:

The U.S. Education Department General Administration Regulations (EDGAR):

www.ed.gov/policy/fund/reg/edgarReg/edgar.html

CDE - <https://www.cde.ca.gov/sp/sw/t1/authuseoffunds.asp>