



# ADDISON NORTHWEST SCHOOL DISTRICT PROCEDURE

<b>PROCEDURE</b>	<b>Title I Part A Carryover Monitoring PROCEDURES</b>		
<b>SECTION</b>	<b>Instruction</b>	<b>CODE</b>	

## **Specific Procedures Outline:**

Under the Every Student Succeeds Act (ESSA), local carryover of Title I Part A funds is limited to 15 percent of the previous year's allocation. ESSA allows LEAs to apply to the SEA for a waiver of this limit once every three years. Vermont's Ed Flex authority enables the Agency of Education to waive this limit a second time in a three-year period.

This procedure is designed to monitor Title I spending to ensure that specific plans are in place to avoid excess Title I Part A funds for two years of a three-year period.

## **District Procedures to Ensure Comparability Compliance**

The Consolidated Federal Program Team Leader will oversee that the district will manage spending of Title I Part A funding by ensuring the following:

- Quarterly meetings between the CFP Team Leader and the Director of Finance and Operations to review grant budgets.
- Quarterly meetings between the CFP Team Leader and Principals to assess needs, ensure investments are occurring as indicated in the grant application and if additional needs are determined add investments.
- Submit amendments as necessary (adjust budgets, add new investments, revise existing investments, etc.).

## **Document meeting Title I, Part A comparability requirements:**

Meeting logs, grant monitoring spreadsheets, and correspondence will serve as documentation that the above parameters have been met.

Source: V. Nichols, 2020

***Clarification: This most recent procedure is the one that is to be used. All prior drafts are null and void.***

***November 2020***