

Freedom Preparatory Academy Policy and Procedures

Subject: FPA - Comprehensive Schoolwide Title I Program - Supplemental Funding
Index: Instructional Programs – *Special Programs*
Adopted: Draft

1. PURPOSE AND PHILOSOPHY

The purpose of the Title I Program is to support efforts to ensure that all children meet challenging academic standards and have a fair, equal, and significant opportunity to obtain a high-quality education.

It is the policy of Freedom Preparatory Academy to adhere to and comply with Federal and State laws and rules as they pertain to supplemental federal funding to support educators in low-income schools in improving the academic achievement of students who are economically and educationally disadvantaged.

2. SCHOOLWIDE TITLE I PROGRAM ELIGIBILITY

A schoolwide Title I program may be available for an elementary school or junior high with more than 40 percent of its students living in poverty, based on free and reduced lunch eligibility, - and which demonstrates a need for improving academic achievement of students. A schoolwide program will upgrade the entire education program in the school in order to raise academic achievement for all students.

3. COMPREHENSIVE SCHOOLWIDE TITLE I PLAN

There are three core components required by statute for effective implementation of a Comprehensive Schoolwide Title I Plan.

3.1. Comprehensive Needs Assessment

A school plan shall be developed based on a comprehensive needs assessment using academic data for the entire school and stakeholder feedback to determine the subjects and skills for which teaching and learning needs to improve, as well as gain a better understanding of the root causes of the identified needs.

3.2. Comprehensive Schoolwide Plan

The data gathered during the needs assessment will be used to develop a plan describing how the school will improve academic achievement and address the identified needs throughout the school, but particularly for the lowest achieving students.

3.3. Plan Evaluation

A school operating a Comprehensive Schoolwide Plan shall annually evaluate the implementation and results achieved by the plan. The evaluation must determine whether the plan was effective in increasing the achievement of students in meeting Utah Standards, particularly those students who had been furthest from achieving the standards. The school shall revise its plan as necessary based on the results of the evaluation to ensure the continuous improvement of student achievement.

4. SUPPLEMENTAL FUNDING

4.1. District Maintenance of Fiscal Effort

Maintenance of fiscal effort will be satisfied in the LEA by one of the following:

- 4.1.1. Looking at the amount the LEA has expended in non-federal expenditures two years previously, taking 90% of that amount, the results must be greater than or equal to the amount spent in the previous year for the District to have no reduction in Federal Title I funds for the current year; or
- 4.1.2. Looking at the amount the LEA has expended per pupil in non-federal expenditures two years previously, taking 90% of that amount, the results must be greater than or equal to the per pupil costs of the amount spent in the previous year for the LEA to have no reduction in Federal Title I funds for the current year.

4.2. Supplement not Supplant

- 4.2.1. The LEA will use Title I, Part A funds only to supplement the funds that would, in the absence of Title I, Part A funds, be made available from non-federal sources for the education of children participating in Title I, Part A programs.
- 4.2.2. The method of evaluation must:
 - [a] reflect staffing allocations with real calculations and numbers to support it;
 - [b] account for distribution of state and local funds, including staff, resources, and services, in a Title I-neutral manner; and
 - [c] be supported with documentation and a narrative to clarify allocation steps.

4.3. Time and Effort

- 4.3.1. Employees whose compensation is supported with Federal Title I funds must maintain appropriate records demonstrating 100 percent of the work time they spent in support of Title I. This applies to staff at the LEA or school-level paid completely or partially with Federal Title I funds.
- 4.3.2. Such employee's monthly payroll reporting shall:
 - [a] include employee's identification number;
 - [b] include employee's position;
 - [c] reasonably reflect total activity for which the employee is compensated;
 - [d] encompass both federally assisted and all other activities compensated by the LEA on an integrated basis;
 - [e] include employee's signature; and
 - [f] include date reported.

All after the fact entries shall be reviewed and approved by the employee's supervisor.

5.0 Fiscal - Property Records/Equipment Inventory

5.1 FPA will maintain property records and inventory on TipWeb (or similar inventory software) for equipment purchased with Title I funds that meet the requirements of 2 CFR § 200.313 - Equipment (this does not include books or furniture).

5.1.1. All Assets are imported and tracked and via TipWebIT asset manager.

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6.0 Comparability of Services

6.1 FPA has an LEA-wide salary schedule on the Title I page of our school website, Fredomprep.net.

6.2 FPA uses student to instructional staff ratios to ensure equivalence among schools regarding teachers, administrators, and other staff.

6.3 FPA determines the distribution of curriculum materials and instructional supplies based on school needs assessments to ensure equivalence among schools in materials and supplies.

REFERENCES

[20 U.S.C. § 6314](#) – Schoolwide Title I Program.

[20 U.S.C. § 6321](#) – Fiscal requirements.

[20 U.S.C. § 7901](#) – Maintenance of effort.

DOCUMENT HISTORY

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