

New Title I Parental Involvement Regulations

Title I Principles

- **Reasonable and Necessary**

In making decisions about using Title I Parental Involvement funds, it is important to examine several issues whether it's purchasing a carafe to serve tea at parent nights or paying for something else. Expenditures are expected to be *reasonable and necessary* as well as *allowable*.

Ask yourself: *Is this the best use of parental involvement funds or are there other ways that material, activities, and trainings would benefit student achievement more?*

- **Supplement, Not Supplant**

The supplement, not supplant provision requires Federal funds to be used to augment or add to the regular education program. The LEAs must be careful not to supplant, that is not to substitute federal funding to replace state, local and other federal funds. Title I can't pay for an expenditure if it was paid for by state, local or other federal funds the previous year.

Ask yourself:

1. *What materials, activities, and trainings would be provided in the absence of federal funds?*
2. *How do you fund similar items for non-Title I schools?*
3. *Would you be comfortable in explaining that the expense was reasonable, necessary supplemental and not supplanting?*

Parental Involvement Activities

- Meetings to engage parents in planning, development, and evaluation of your Title I Programs.
- Meetings to discuss their child's programs and to inform parents about the school's Parental Involvement Program.
- Local or regional parent training plus materials on topics such as the state performance standards, school curriculum, student academic assessments, family literacy, math/technology night, teacher-parent conferences, and parenting skills

****Allowable Expenditures****

- Meeting advertisement
- Invitations
- Flyers

****Allowable Expenditures** (continued)**

- Newsletters
- Training Materials
- Drinks
- Website
- Translation of information for parental outreach into language spoken by a significant percentage of parents of Title I eligible children
- Communication costs including internet, telephone, newsletters, postage and printing, announcements, pamphlets and brochures explaining parental notice, rights, and requirements, report cards, progress review, written parental involvement policies, written complaint procedures, parents right to know teacher and paraprofessional qualifications, limited English proficient students' general and language instruction educational programs
- Contracts with community based organizations to provide parent involvement services
- Distribution of home based educational activities that impact learning
- Payroll costs related to work on parental involvement activities
- Equipment and supplies for a parent resource center/room
- Inexpensive items given to parents such as booklets to use in supporting instruction in the home
- Reasonable and necessary refreshments or even a light meal is an allowable expense if the training is long and part of a parent training or the parent advisory committee is meeting during meal time. Limit food expenditures; get donations.
- Drinks are allowable for meetings and trainings that are an hour or more in length

****NON-ALLOWABLE TITLE I EXPENDITURES****

- Personal items, gifts and door prizes
- Promotional items, memorabilia and public relations items
- Student recruitment items
- General purpose equipment
- Entertainment costs such as live music
- Purchase, rental, maintenance, and repair of buildings or vehicles
- Paying for employee positions such as a janitor, therapist, or nurse
- Audit costs
- Movie tickets, t-shirts, bags, lapel pins, caps, or trinkets of any kind
- Food/trophies/plaques for award ceremonies

An event does not necessarily qualify if parents are in attendance. Parental involvement activities must include parents who are just parents, not school staff who are also parents. Do not provide food at every meeting. Be able to justify your expenses to a monitor.