



Title I News

August 2004

- **New Middle School Flexibility**
- **New Features in Upcoming Title I Newsletters**
- **AYP Information Released**
- **Rural Definition of Teacher Quality**
- **Amendments to North Dakota's State Plan**
- **NCLB Legislative Committee**
- **Summary of Title I August Mailing**
- **Update on Consolidated Applications for Federal Title Funding**
- **IVN Session for Program Improvement Schools and Districts**
- **Director's Report**
- **New Fast Facts Available**
- **NDPASS Fall Workshops**
- **Attention Paraprofessionals**
- **Upcoming Events**
- **Title I Staff**

New Middle School Flexibility

In North Dakota, our biggest area of concern in getting Title I teachers to meet the teacher quality provision has been at the middle school level. Initial Title I credentials can be issued giving Title I personnel two years to obtain the required reading or math coursework to obtain a Title I credential. However, our Title I credential rules state that a teacher needs the middle school endorsement from the Education Standards and Practices Board (ESPB) before a Title I credential can be issued to teach at the middle school level. Since this has been such a problem area, we revisited the issue this past week to try and find a solution. We reexamined the language in our credential rules and will therefore be able to provide an additional solution at the middle level.

A Title I teacher at the middle school level who is licensed at the elementary (1-8 or 1-6) level or the secondary level (7-12) who submits a plan of study to ESPB can be granted up to two years to complete the middle level endorsement requirement. The new licenses being issued by ESPB will state right on the license that teaching at the middle school level is permissible with this plan of study on file on a year-by-year basis for a maximum of two years. The Department of Public Instruction staff feels that our Title I rules are broad enough to interpret this to mean that a teacher, under this scenario, complies with the licensing provisions and can be considered to have met the requirements for a middle school endorsement. Therefore, the State Title I office will grant a Title I credential to teach at the middle school level if the elementary or secondary licensed teacher has a plan of study on file with ESPB and has been granted a provisional middle school endorsement. Any Title I teacher who is interested in teaching at the middle school level should contact ESPB immediately and submit the necessary paperwork. Once the State Title I office has received the documentation that ESPB has approved a plan of study and granted a provisional endorsement, we can begin issuing Title I credentials, which will allow teachers up to two years to meet the requirements for a full middle school endorsement.

The ESPB will be moving to a new location outside the State Capitol in the fall of 2004. Therefore, the State Title I office will no longer be able to share transcripts and other documents with ESPB. Before the State Title I office can issue a credential to teach at the middle school level, we must receive a copy of SFN 50160 to document that ESPB has approved a plan of study to obtain a middle school endorsement.

New Features in Upcoming Title I Newsletters

The State Title I office has received great amounts of feedback since starting its monthly newsletter, *Title I News*. Recent feedback has indicated that much of the information has been geared towards school administrators and principals regarding the *No Child Left Behind* Act. To address this issue, the State Title I office has decided to add new monthly articles to specifically address reading, math, research, and Reading First. The first of these articles will be in the September 2004 issue of the *Title I News*.

AYP Information Released

On Tuesday, August 17, 2004, the Department of Public Instruction announced the release of the statewide Adequate Yearly Progress (AYP) results for all public schools in North Dakota. On August 19, 2004, the department distributed a news release statewide to disseminate information regarding program improvement designations for the 2004-2005 school year. The chart below summarizes this data.

2003-2004	
Number of schools that did not make adequate yearly progress on the 2003-2004 state assessment data.	44
Number of schools previously identified for program improvement that made their second consecutive year of AYP in 2003-2004 and were removed from program improvement status.	3
Number of <u>new</u> schools identified for program improvement for the 2004-2005 school year.	0
Number of schools identified for program improvement for the 2004-2005 school year.	20

Now that the 2003-2004 school AYP reports are finalized, the department will now generate the district level AYP reports based on the 2003-2004 state assessment data.

Under the prior law, North Dakota identified schools but did not identify districts for program improvement. However, NCLB requires the state to identify for program improvement any district that, for two consecutive years, does not make AYP as defined by the state's accountability system. The 2001-2002 data does not count against a district for AYP purposes. It serves as baseline data only. However, the 2002-2003 data does count as one year of not making AYP.

AYP for a district is determined by aggregating the results of academic achievement measures in reading/language arts and mathematics, student participation rates in these assessments, graduation rates, and for elementary and middle schools, the attendance rates. Many times tested subgroups are not large enough to meet the minimum group size at an individual school level. However, when all of the data is compiled into one report at the district level, the number will, in many cases, reach or surpass the minimum group size at the district level, and thus, possibly identify the district as not making adequate yearly progress even though no individual building in the district has been identified.

A total of 34 districts did not make AYP for the 2002-2003 school year. Those districts have received a letter from the State Title I office.

When a district is identified for program improvement, after two consecutive years of not making AYP, the following three provisions must be met:

1. The State must promptly notify the parents of each student enrolled in the schools served by the identified district and explain the reasons for the identification.
2. The district must develop or revise a program improvement plan no later than three months after the identification and submit it to the State Title I office. In developing or revising this plan, the district must consult with parents, school staff, and others.
3. The district must reserve not less than ten percent of its Title I, Part A funds for high-quality professional development that is specifically designed to improve classroom teaching for instructional staff.

AYP Information Released – continued on page 3

AYP Information Released – continued from page 2

There have been two recent developments regarding the issue of district program improvement.

1. If identified for program improvement, a district must set aside ten percent (10%) of their Title I funds for professional development. The law requires districts to use the set aside funds to address those areas that led to the program improvement identification. Therefore, the USDE recently announced that the ten percent (10%) set aside funds may be used throughout the district in both Title I and non-Title I buildings for all instructional staff. Districts that are identified for program improvement for the 2004-2005 school year will need to do a budget revision in September and define how the ten percent (10%) set aside funds will be used district-wide.
2. Schools that are identified for program improvement have access to additional funds that are reserved off the top of the State Title I allocation. These funds are aimed at providing schools with additional resources necessary to help raise student achievement and to make adequate yearly progress. The USDE has declared that these additional funds are only for schools in program improvement. Districts identified for program improvement are not eligible to apply for these additional funds.

Rural Definition of Teacher Quality

In March 2004, the U.S. Department of Education (USDE) created a new policy that will allow existing teachers, in eligible rural districts, who are highly qualified in at least one subject to have three years, until the end of the 2006-2007 school year, to become highly qualified in the additional subjects they teach. This policy will also carry forward for new-to-the-profession teachers in eligible rural districts. Teachers who can demonstrate the highly qualified standard in at least one subject will be granted a three-year time period to become highly qualified in the additional subjects they teach.

The Department of Public Instruction had asked the U.S. Department of Education (USDE) for permission to use an alternate definition of “small, rural” other than the definition outlined in their guidance. We proposed to adopt the definition that we use when determining Title I allocations to districts. Under this definition, all but the five largest districts would be considered rural, and so the new policy for rural districts would apply to the vast majority of North Dakota schools.

The USDE staff feel that our proposed definition only deals with large and small districts but does not address the definition of rural. Our proposed definition was not approved by the USDE. Therefore, according to the USDE’s regulation, the new policy would only apply to LEAs that meet the following two requirements:

1. The total number of students in average daily attendance at all schools served by the LEA is fewer than 600, OR all schools in the district are located in counties with a population density of fewer than ten (10) persons per square mile; AND
2. All schools served by the LEA have a school locale code of 7 or 8, as determined by the USDE secretary, OR the LEA is located in an area of the state defined as rural by the SEA or another governmental agency of the state.

Listed below, please find the school districts that **do not** meet the definition of rural, according to the USDE’s definition.

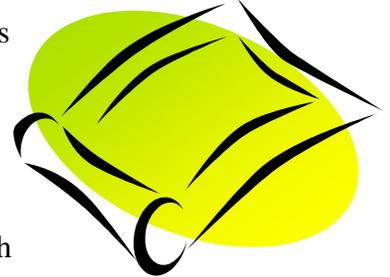
Belcourt	Devils Lake	Grand Forks	Minot	Valley City
Beulah	Dickinson	Jamestown	New 8	Wahpeton
Bismarck	Earl	Kindred	Rugby	West Fargo
Bowline Butte	Fargo	Mandan	South Prairie	Williston
Central Cass	Grafton			

Amendments to North Dakota State Plan

The department submitted written correspondence to the U.S. Department of Education (USDE) on March 31, 2004, to make amendments to the North Dakota Consolidated State Application Accountability Workbook, dated June 8, 2003.

North Dakota's amended plan addresses the following six specific issues:

1. A request to incorporate the new policy recently issued on participation rates for AYP purposes into our state plan.
2. A request to revise our definition of a full academic year as one where a student has been enrolled at a school for a period equal to or exceeding 173 instructional days, inclusive of summer school.
3. A request to incorporate the new policies recently issued for Limited English Proficient (LEP) students into our state plan.
4. A request to incorporate recent federal guidance regarding the election of a local school district to determine AYP for a Title I targeted assistance school based solely on the achievement of students who are served by Title I or who are eligible to receive Title I services.
5. A request to extend the graduation cohort beyond four years for IEP and LEP students.
6. A request to revise the definition of "small, rural schools" as stated under the new policy recently released on the highly qualified teacher provision.



On August 17, 2004, the department received written communication from the U.S. Department of Education fully approving five of the six requests in North Dakota's amended accountability plan.

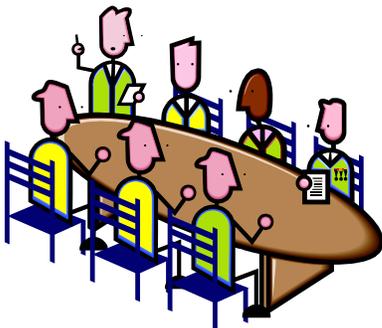
The request to revise the definition of rural as stated under the new policy on the highly qualified staff provision was denied. Please refer to the article on page 3, ***Rural Definition of Teacher Quality***, for more information on this issue.

NCLB Legislative Committee

The *No Child Left Behind* Legislative Committee held a two-day hearing in March 2004 to obtain updated information on the progress made in implementing the *No Child Left Behind Act*, as well as to gather information on the impact of the *No Child Left Behind Act* on school districts in the state.

The committee agreed to meet again within the next several months to make specific recommendations on changes that the committee would like to see addressed in the NCLB Act. You can access a copy of the Legislative Council's minutes on their website by logging on to www.state.nd.us/lr/assembly/58-2003/interim-info/minutes/index.html.

Representative RaeAnn Kelsch, chairperson, has called a meeting of the No Child Left Behind Committee. The committee will meet on September 9-10, 2004.



Summary of Title I August Mailing

Title I personnel and authorized representatives should have received the annual Title I fall mailing earlier this month. This mailing contained a wealth of information on issues concerning Title I. A few things we would like to highlight are addressed below.

- ~ In the mailing, there was a memo regarding the 2004-2005 North Dakota Outstanding Title I Educator Award. Please consider nominating an Outstanding Title I Educator in your district for this award. The individual chosen for this award will receive recognition at the 2004 31st Plains International Reading Association Conference, October 6-9, 2004. You can find more information regarding the Outstanding Title I Educator online at www.dpi.state.nd.us/title1/educator.pdf.
- ~ The State Title I office has reallocated Title I funds available for school districts. For districts to access these funds, the district must submit an application for reallocated funds and provide an explanation as to how these funds would supplement their current Title I budget. More information regarding the application process and sample explanations can be found online at www.dpi.state.nd.us/title1/realloc.pdf.
- ~ The mailing addressed the new process for monitoring Title I programs for the 2004-2005 school year. This information, as well as the list of schools to be monitored during the 2004-2005 school year, can be found online at www.dpi.state.nd.us/title1/targeted/resource/monitor/index.shtm.
- ~ Each year, the National Association of State Title I Directors sponsors a National Title I Distinguished School Recognition program. North Dakota can nominate two schools for national recognition at the National Title I Convention. We encourage all schools who meet the criteria for the award to apply. The eligibility criteria and application information is available online at www.dpi.state.nd.us/title1/national.pdf or by contacting Ann Ellefson by telephone at (701) 328-2292 or by e-mail at aellefson@state.nd.us.

Update on Consolidated Applications for Federal Title Funding

The State Title I staff are working hard to review and approve your Title I portion of the consolidated application for Federal Title Funding. Some of you have already been contacted by one of the Title I staff, and many of you will be hearing from us in the near future. We recognize that the review process hasn't been as quick as we had initially hoped, but we appreciate your willingness to work with us as we request information to get your application approved.

Most schools submitted their consolidated application electronically. In the past, when errors were found in a school's budget, we would contact you and often make changes to the paper version of the application from our office. However, we can no longer make changes to your electronic application. Rather than requiring you to "un-submit" and then "resubmit" your electronic application, when an error is found or a change needs to be made, we will be discussing these changes with you and then approving the electronic version of the application with the understanding that you will make the approved changes using an electronic budget revision.

When the application is approved based on a revised budget from the original, you will receive a copy of the revised budget from the State Title I staff person that you have been working with during the review process. This form will have two columns, the first being the budget you submitted on the electronic application, and the second column showing the revised budget that has been approved. **If you receive a revised budget form during the approval process, you will not be able to access your Title I funds until you complete an electronic budget revision.** Copy the second column exactly when you submit this revision.

Again, we are working hard to review and approve consolidated applications. If you have questions on your application, feel free to contact the State Title I office at (888) 605-1951 and we will do our best to update you on your application's progress.

IVN Session for Program Improvement Schools and Districts

In the past, North Dakota has only used Adequate Yearly Progress (AYP) reports to identify individual school buildings for program improvement. However, the *No Child Left Behind* Act requires that states also review AYP reports to identify entire school districts for program improvement as well as individual buildings. At this time, we are waiting for the department to complete and issue the 2003-2004 district AYP reports. These will be compared to the 2002-2003 AYP reports and districts that have not made Adequate Yearly Progress for two consecutive years will be identified for program improvement.

During April of 2004, the State Title I office hosted a workshop for schools that had been identified for program improvement to inform them of the requirements and provide them with resources and guidance on implementing the requirements. Some districts, however, did not have the opportunity to attend this workshop as district identification needed to include the results of the 2003-2004 AYP reports. Therefore, we plan to hold an IVN session to overview program improvement requirements. Much of the information from the April 2004 workshop will be referenced at the IVN session, but it will focus more specifically on informing districts that have newly been identified for program improvement of the specific requirements of identification, in particular the creation of a program improvement plan for raising academic performance and the requirement to set-aside ten percent (10%) of the district's Title I funds for professional development purposes..

This Program Improvement IVN Session will be held during mid-September. The registration form will be available online the first week of September at www.dpi.state.nd.us/title1/events.shtm.

Director's Report

On August 2-5, 2004, I attended the annual Title I State Directors meeting in Washington, D.C. The meetings are always very beneficial because we get to hear direct presentations from USDE staff as well as visit with Title I directors from other states.

I can basically sum up the theme or tone of my visit in one sentence. We are two and half years into the implementation of the NCLB Act and states should have all components in place at this time. The USDE staff informed state personnel that they would be heavily monitoring state agencies for compliance within the next two years. North Dakota has been scheduled for a USDE monitoring visit at the beginning of May 2005.

I know fully well, how overwhelming the NCLB Act has been these past few years. Especially in Title I, there are so many regulations with which to comply. We are very proud of our Title I program in North Dakota and welcome an opportunity to share with USDE staff how NCLB is being implemented in our state.

Aligned with the USDE's theme, school personnel can expect to be monitored throughout the 2004-2005 school year on NCLB regulations. The State Title I office recently released the list of school districts that will be monitored for Title I purposes in the 2004-2005 school year. The list of 47 school districts can be accessed on the Title I website at www.dpi.state.nd.us/title1/progress/current.shtm. In addition, the State Title I office will again do random monitoring throughout the state on the Parents' Right to Know clause and Adequate Yearly Progress (AYP) dissemination requirements.

If you have any questions on any of these monitoring issues, please contact me in the State Title I office.

I am looking forward to an exciting and productive school year. I am expecting my third child, who is scheduled to arrive in early November, the ND Legislature will convene this year, and now we will be monitored by the USDE. At least life is never boring around here!

New Fast Facts Available



The State Title I office has created several new Fast Facts in preparation for the upcoming school year. Title I Fast Facts are one-page summaries of pertinent issues relating to Title I. The new Fast Facts include:

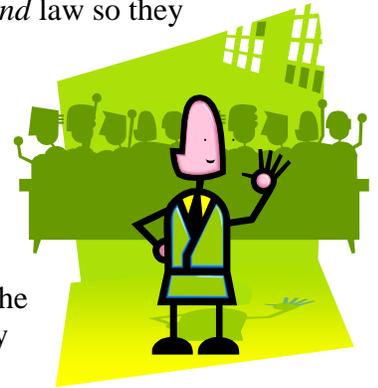
- ~ Adequate Yearly Progress (AYP)
- ~ Highly Qualified Staff Provision
- ~ Title I Assessment
- ~ Parent Involvement
- ~ Scientifically Based Research (SBR)

The entire Fast Fact series for targeted assistance Title I schools can be found online at www.dpi.state.nd.us/title1/targeted/general/facts/index.shtm. The schoolwide Title I Fast Facts can be found online at www.dpi.state.nd.us/title1/schlwide/fastfacts.shtm.

NDPASS Fall Workshops

North Dakota Parent Assistance and Supportive Schools (NDPASS) offers a variety of workshops based on educational research, literature and the best practices in the field. NDPASS has four primary workshops that clearly relate to Title I and the requirements of *No Child Left Behind* (NCLB). The four primary workshops include:

- ~ *What Every Parents Needs to Know About NCLB* presented by Rick Heidt. This workshop is designed to educate parents on the *No Child Left Behind* law so they can work proactively with school officials for their children.
- ~ *Bullying Prevention/Safe Schools* presented by Cindy Mau. Bullying is a pervasive problem in schools across the country. This workshop is designed for school staff and parents and will focus on understanding, preventing, and reducing bullying activity in the school setting.
- ~ *Parenting-School-Community-Partnerships* presented by Dr. Rich Olthoff. This workshop provides a system for enhancing parent/family involvement in the school environment. It is designed for parents, school officials, and community members.
- ~ *Melting Pot OR Selective Ignorance?* is presented by Rick Heidt. This presentation pursues the meaning of diversity, both in respect to NCLB and the many other aspects of relationships among our children. Definitions of the key words that will lead to better understanding, resources that will help, solutions to reduce discrimination/prejudice—these are just a few topics that will be discussed. Awareness and understanding are the key issues that will be addressed. Providing information on the entire realm of diversity (big/small, short/tall, blue eyes/brown eyes, young/old, skinny/fat, etc. Is there a right or wrong one?) will be the goal.



All NDPASS workshops are free of charge. To schedule a workshop, please call (701) 837-7511 or visit www.pathfinder.minot.com/index2.html for more information.

Attention Paraprofessionals

Any paraprofessionals needing to meet the qualifications of the NCLB Act by taking one of the three state approved assessments, should make sure to complete all the necessary requirements. For each of these assessments, the test taker must complete testing questions in the areas of reading, math, and writing.

On the ParaPro test, the cut score is a composite of the three areas listed above. On the HELP and Praxis I tests however, you must complete the set cut scores or higher in each of the three areas.

Title I Staff

Laurie Matzke

Director
E-mail: lmatzke@state.nd.us
Phone: (701) 328-2284

Gail Burkett

Asst. Director
Reading First Program
E-mail: gburkett@state.nd.us
Phone: (701) 328-2285

Tanya Lunde-Neumiller

Asst. Director
Schoolwide Program
E-mail: tlneumiller@state.nd.us
Phone: (701) 328-4646

Nita Wirtz

Program Administrator
Neglected & Delinquent,
CSR D Programs
E-mail: nwirtz@state.nd.us
Phone: (701) 328-1876

Ann Ellefson

Program Administrator
Homeless Programs
E-mail: aellefson@state.nd.us
Phone: (701) 328-2292

Sandy Peterson

Program Administrator
Migrant Education,
Math and Reading Credentials
E-mail: smpeterson@state.nd.us
Phone: (701) 328-2170

Mary Neigum

Fiscal Officer
E-mail: mneigum@state.nd.us
Phone: (701) 328-2281

Missy Schiller

Administrative Assistant
E-mail: mschiller@state.nd.us
Phone: (701) 328-2254

Patty Carmichael

Administrative Assistant
E-mail: pcarmichael@state.nd.us
Phone: (701) 328-3264

Mary Ann Mousel

Administrative Secretary
E-mail: mmousel@state.nd.us
Phone: (701) 328-2282

Office Fax: (701) 328-4770

Toll Free: (888) 605-1951

When the HELP assessment first came out, the writing section was not finalized, but it is now ready and must be included in order to meet the qualifications for the Paraprofessional Certificate of Completion. If you have any questions on the specific cut point scores or have further questions on the paraprofessional requirements, please visit the Title I website at www.dpi.state.nd.us/title1/aides.shtm or contact Nita Wirtz at (701) 328-1876 or by e-mail at nwirtz@state.nd.us.

Upcoming Events

Title I Schoolwide Planning Workshop #1

This workshop is geared for current targeted assistance Title I schools who wish to gain more flexibility in their Title I programming through becoming a Title I schoolwide school.

■ August 30, 2004

■ 8:30 am – 4:30 pm

■ Comfort Inn, Bismarck, North Dakota

More information is available online at www.dpi.state.nd.us/title1/events.shtm.

Title I Program Improvement IVN Session

The State Title I office is conducting this program improvement IVN session particularly for those schools and districts newly identified.

■ Date: TBA

■ Time: TBA

■ Various IVN Locations throughout North Dakota

More information is available online at www.dpi.state.nd.us/title1/events.shtm.

NDDPI Conference on Educational Improvement

This conference is for all educators. The theme of this year's conference is *Standing Up Together—For All Students*.

■ September 26-28, 2004

■ Ramkota Hotel, Bismarck, North Dakota

Information is available online at www.dpi.state.nd.us/events.shtm.

31st Plains International Reading Association (IRA) Regional Conference

This conference is for all educators with a special interest in reading.

■ October 6-9, 2004

■ Bismarck, North Dakota

Information is available online at www.reading.org.

National Title I Conference

National Title I Conference focuses on a wide variety of issues of importance to Title I practitioners at all levels. This is the only national conference devoted solely to the Title I program.

■ January 29 – February 1, 2005

■ Atlanta, Georgia

Information is available online at www.titlei.org.