



Title I News

September 2005

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Due Dates Extended!

Numerous schools and districts have contacted the State Title I office regarding the upcoming deadline for the district parental involvement policy, school parental involvement policy, school-parent compact, and the district dispute resolution policy. Many school boards require board approval before adapting new policies, often involving several board reviews. For this reason, the State Title I office has extended the due dates for the following items:

- **Parental Involvement Components – Due January 13, 2006**
— www.dpi.state.nd.us/title1/targeted/require/parent/index.shtm
- **Dispute Resolution Policy – Due January 13, 2006**
— www.dpi.state.nd.us/title1/followup.pdf

For more information regarding these submissions, please see page 3 of this newsletter.

2005 Fall Regional Workshops

The Department of Public Instruction, Title I office, has scheduled and planned two fall regional workshops to provide information on Title I issues and the implementation of the *No Child Left Behind* (NCLB) Act.

- **October 3, 2005 – Bismarck – Best Western Ramkota Hotel**
- **October 10, 2005 – Fargo – Ramada Plaza Suites**

The fall workshops are relevant to both targeted assistance staff and schoolwide project staff. The sessions have been planned to meet the needs of Title I teachers, authorized representatives, coordinators, and schoolwide personnel. We highly encourage attendance at these workshops so that all staff receives updated information.

The workshops consist of a pre-conference session on Sunday night before each workshop. The pre-conference session, presented by McREL, is titled “Classroom Instruction That Works” and will run from 7:00 pm to 8:30 pm.

Other sessions scheduled for these workshops include:

- Updates regarding *No Child Left Behind* and Title I
- Summary of future initiatives at the federal and state level
- Overview of Title I regulations and compliance status
- Summary of Title I parent involvement requirements
- Using Title I funds outside the school day
- Reading strategies
- Math strategies
- Summary of IDEA Reauthorization

Participants can also expect to see the Title I Recognition Awards and the Annual “Year in Review” Slideshow at the luncheon and receive a new scientifically-based research tool at these workshops.

The State Title I office has worked with the University of Mary in Bismarck so this workshop may be taken for credit. Participants who attended the spring workshop (April 2005) and this fall workshop may apply for one graduate credit.

The workshop memo, tentative agenda, and registration form are available on the Title I website at www.dpi.state.nd.us/title1/events.shtm. Registration is due to the State Title I office by September 26, 2005.



Monthly Articles Postponed

This month's issue of *Title I News* has been scaled back significantly due to the increasingly hectic environment in the State Title I office. State Title I staff have been busily preparing for the regional workshop presentations, reviewing consolidated applications, etc. Due to these reasons, our September 2005 newsletter has been condensed and does not include our usual monthly articles (director's report, reading, math, Reading First, and research articles). However, these articles will re-appear next month in the October 2005 issue of *Title I News*.

Is Your Title I Reading and/or Math Credential Up-To-Date?

The Title I office has a list of Title I teachers whose reading and/or math credentials have expired. **Please note**, schools will not be able to receive Title I funds if their Title I teacher holds an expired credential. If you are uncertain about the status of your reading and/or math credentials, please contact Sandy Peterson in the State Title I office by telephone at (888) 605-1951, (701) 328-2170, or e-mail at smpeterson@state.nd.us.

Title I credentials are not renewed automatically when your teaching license is renewed. To renew your teaching license you **must** contact Education Standards and Practices Board (ESPB) by phone at (701) 328-9643 or e-mail at diweber@state.nd.us.

REMINDER – Due Dates for Various Title I Information

Title I personnel and authorized representatives are reminded of the various items that are due to the State Title I office this fall. As noted by the first article in this newsletter, an extension has been given for the parental involvement and dispute resolution policy. Further details were provided on each of these items in our fall mailing. This mailing is available online at www.dpi.state.nd.us/title1/targeted/mailings/fall05.pdf. The list below highlights the items that are due, the due date, and the website where more information can be found.

- **National Title I Distinguished School Recognition Program**
 - Due September 26, 2005
 - www.dpi.state.nd.us/title1/distinguished.pdf
- **Application for Title I Reallocated Funds**
 - Due October 13, 2005
 - www.dpi.state.nd.us/title1/reallocated.pdf
- **Dispute Resolution Policy**
 - Due January 13, 2006
 - www.dpi.state.nd.us/title1/followup.pdf
- **Parental Involvement Components**
 - Due January 13, 2006
 - www.dpi.state.nd.us/title1/targeted/require/parent/index.shtm

New Staff Hired for Title I Must be Highly Qualified

Both the *No Child Left Behind* (NCLB) Act and state law require that all new staff hired to work in a program supported with Title I funds must be highly qualified before the position is offered to them. The State Title I office has recently had a flood of cases where both Title I teachers and Title I aides/paraprofessionals have been hired, are working under contract in a Title I program, and do not have a Title I credential or Title I paraprofessional certificate of completion.

Hiring new Title I staff who are not highly qualified puts a school's Title I funds in jeopardy. Listed below are the Title I staff contacts for both Title I credentials and certificate of completion. The contact person for Title credentials is Sandy Peterson. Sandy can be reached by telephone at (701) 328-2170 or by e-mail at smpeterson@state.nd.us. Nita Wirtz is the contact person for the paraprofessional certificate of completion. Nita can be reached by telephone at (701) 328-1876 or by e-mail at nwirtz@state.nd.us.

Districts that have employed staff without the appropriate credentialing or certification, should contact the State Title I office immediately to begin the necessary process to rectify the situation. Keep in mind, any new staff hired with reallocated Title I funds **must** also be highly qualified before they are employed within the district or school.



Parental Involvement Q & A

The State Title I office has received several phone calls and e-mails regarding issues involving the district parental involvement policy, school parental involvement policy, and parent-school compact. Below are some of the most frequent questions and answers.

Parental Involvement Policy at the School and District Level

- Q. Since we only have one school in our district, do we still need a school policy and district policy?
- A. Yes. Technically, all components of the district and school policy must be addressed in either one (school/district policy) or two policies (school policy and district policy). If you would like to write one joint policy, that is fine. You will need to make sure that each element from the school guidance and the district guidance is included.
- Q. Since we are a small, rural school some issues outlined in the guidance do not apply. For instance, we do not have Head Start, Reading First etc. Can we simply omit the components that do not apply to our school/district?
- A. If there are components that do not pertain to your school district, you are not to omit this information but rather include it and state that it is not applicable for your school/district. Otherwise, it will appear as though you did not address that component.
- Q. After revising the parental involvement policies, must we get school board approval?
- A. Obtaining school board approval for these policies is definitely best practice; however, it is not required by federal law. Whether or not a Title I parental involvement policy must be approved by the school board is a local decision informed by the content of the document. What is critical is that the policy must be agreed upon by the parents of participating Title I children.
- Q. Our school board requires a minimum of three readings before they can officially approve the revised parental involvement documents. What happens if we cannot meet the extended January deadline?
- A. The State Title I office believes it is best practice to have school board approval for the Title I parental involvement documents. Therefore, any school this is unable to meet the January 13, 2006 deadline can receive an extension by contacting Lauri Nord in the State Title I office. Lauri can be reached by telephone at (701) 328-2282 or by e-mail at lnord@state.nd.us.

Parent – School Compact

- Q. Does our parent-school compact have to be school/district wide? For instance, teachers in grades 7-12 Title I settings have very different expectations than from teachers in elementary Title I settings.
- A. The compact that is developed should reflect your unique needs at the school level. If you are teaching Title I 7-12, your compact should reflect the needs of your age group. A school-compact at the elementary level would reflect the needs of this age level of students. You can deviate from the template provided; however, to be sure to include all required parts as identified in NCLB.

Further information regarding these updates, as well as the State Title I office's response to the U.S. Department of Education, can be found on-line at www.dpi.state.nd.us/title1/targeted/require/parent/index.shtm. **Please note the State Title I office has extended the due dates for these documents. Schools and districts now have until January 13, 2006 to submit their revised parental involvement information.**



2006 National Title I Conference



The National Title I Conference is the premiere event for individuals working within the Title I program. With nationally recognized speakers and thousands of participants, this is the ideal place to gain further knowledge about programs, policies, and great ideas pertinent to Title I.

This year's National Title I Conference, A Galaxy of Stars, is being held on January 28-31, 2006, in Dallas, Texas. The conference has been organized around four central themes of learning and teaching, connections, policy and practice, and parent options. Below is a further description of these categories.

The four central themes for the conference include:

- **Learning and Teaching** - Title I is integrated into virtually every area of the school and district, strongly influencing the learning and teaching strategies aimed at raising the achievements of all students. This theme includes sessions focused on curriculum, instruction, assessment, scientifically-based research, reading, and mathematics.
- **Connections** - If Title I was ever a stand-alone program, it certainly is *not* now. Title I has connections with many, if not all, of the other federal education programs. This theme includes sessions focused on teacher and paraprofessional quality, homelessness, poverty, early childhood, special education, limited English proficiency, and other federal programs.
- **Policy and Practice** - Department of Education presenters, representing the Office of Student Achievement and School Accountability and the Office of the Inspector General will provide attendees with policy and practice information on the requirements of Title I, Part A, as amended by NCLB. This theme includes sessions focused on state, district, and school accountability; state-level and district-level reviews; and recent guidance.
- **Parent Options** - This theme includes, among other topics, parent engagement, the parent's role in public school choice and supplemental educational services, and communication with parents regarding teacher quality. Sessions will also focus on family literacy and advocacy skills.

Attendees at the conference may choose to attend sessions within a single theme or sessions across thematic lines – the choice is yours.

Some of the new features of the conference include:

- Staggering the start-stop times of sessions and breaks to accommodate growing numbers of participants.
- Availability of food throughout the day. Each participant will get “break bucks” that can be spent on food at any time.
- Distribution of paper copies of handouts or participants can buy a flash drive with all of the handouts.

Additional information and registration forms for this conference can be accessed at www.titlei.org. The information outlined in this article was adapted from the National Title I website at www.titlei.org.

Good Reads

- *A Dozen Activities to Promote Parent Involvement* by Linda Starr – www.educationworld.com/a_curr/curr200.shtml
- *20 Technology Skills Every Educator Should Have* by Laura Turner – <http://thejournal.com/magazine/vault/articleprintversion.cfm?aid=5387>
- *An Aligned and Coordinated Approach to Education for Children 3 to 8 Years Old* – by Kimber Bogard and Ruby Takamishi – <http://srcd.org/documents/publications/SPR/spr19-3.pdf>



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Monitoring for 2005-2006

Until the department has established a coordinated process for monitoring schools in North Dakota, program staff in the State Title I office will continue to monitor Title I programs through the self-monitoring process. A self-monitoring guide has been created for both Title I schoolwide schools and targeted assistance schools. The State Title I office has selected 40 schools to participate in the self-monitoring process for the 2005-2006 school year. The self-monitoring guide as well as the list of the 40 schools to be monitored is available online at www.dpi.state.nd.us/title1/targeted/resource/monitor/index.shtm.

After the completed self-monitoring guide and supporting documentation has been reviewed by Title I program staff, a decision will be made as to whether an on-site visit is needed. This process will help narrow the number of schools that actually need an on-site monitoring review, yet still allowing more schools to be reviewed each year.

The Title I authorized representative in the 40 schools selected to be monitored can expect to receive written correspondence from the State Title I office regarding the directions for the self-monitoring submission process.

Schools identified to participate in the self-monitoring process may want to attend the session *Is My Title I Program In Compliance?* at the upcoming Fall Regional Workshops.

Upcoming Events

Title I Fiscal IVN Session

The State Title I office will conduct an IVN session on Title I fiscal issues. This IVN session will be a repeat of the session provided at the 2005 Spring Regional Workshops. The target audience for this meeting is business managers and new Title I authorized representatives.

■ September 22, 2005 at various IVN sites

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

Title I Fall Regional Workshops

The State Title I office is hosting two regional workshops for Title I personnel.

■ October 3, 2005 in Bismarck, North Dakota

■ October 10, 2005 in Fargo, North Dakota

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

32nd Plains Regional IRA Conference – Linking Literacies and Content

32nd Plains Regional IRA Conference – Linking Literacies and Content – is geared toward all educators, but in particular for educators with a special interest in reading.

■ November 9-12, 2005 in Minneapolis, Minnesota

Information is available online at www.reading.org/association/meetings/32nd_plains.html.

National Title I Conference – A Galaxy of Stars

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■ January 28-31, 2006 in Dallas, Texas

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