Reporting Staff Data Correctly Can Save You Time

NDE Data Conference

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Where does the Title I Data Come From?

- NSSRS (Nebraska Staff and Student Record System)
  - Staff: Staff Templates
  - Student: Student Templates
  - Student: Title I Programs Template
- CDC (Consolidated Data Collection)
  - Title I, Part A: Annual Participation Report
- Grants Management System
  - Title Applications

Where are the Title I Reports?

<u>NSSRS Validation</u> *(Nebraska Student & Staff Record System)*
- NSSRS Verifications Reports
  - Staff
    - Title I Paraprofessionals
  - Student
    - Title I Programs
    - Title I Programs Roster
  - New for 2012-2013 Title I Comparability Reports
    - Only for districts required to do Comparability
    - Created in conjunction with CDC collection

<u>CDC</u> *(Consolidated Data Collection)*
- Title I, Part A: Annual Participation Report
- New for 2012-2013 Title I Comparability Cover Sheet

How Do I Know if We Have Targeted Assistance Schools or Schoolwide Projects?

- TAS use a matrix to identify students to receive Title I supplemental services
  - Annual self-review
- SW projects must have a completed schoolwide plan which has been peer reviewed
  - 40% or higher poverty
  - 3-year peer review schedule
  - Annual self-review

Title I Staff Reporting

- New in 2012-2013 <u>all</u> instructional paraprofessionals will be reported in <u>all</u> schools
- Staff in Targeted Assistance Schools
  - Use the Special Program Indicator of 2 or T for Title I funded staff. Use any other Special Program indicators if appropriate.
- Staff in School-wide projects
  - Do NOT use Special Program Indicator of 2 or T,
  - Use any other Special Program indicators if appropriate.
    - *Will need to separate % of FTE paid w/ Federal funds from % paid w/ District funds if not 1 FTE Federal*

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Some of the New Title I Staff Assignments

- T-1150 – Head Teacher – Early Childhood Title I Targeted Assistance

- T-1160 – Teacher – Early Childhood Title I Targeted Assistance

When is staff data used?

- Title I Comparability Report
  - New in 2012-13 this will be able to be done using data from CDC @ NSSRS
  - This report affects about 25 - 30 of the larger districts
    - Those having at least two buildings with enrollment of 100 or more.
  - It compares Title I schools to similar grade span schools within a district
- Federal reporting
  - Highly Qualified Paraprofessionals
  - NCLB Qualified Teachers (CSPR) *Consolidated State Performance Report*
  - End of the year audits

Reporting Instructional Paraprofessionals

NEW! in *2012-13* ___ALL SCHOOLS___

- Report **ALL** **instructional** paraprofessionals regardless of funding
- Will need to split the FTE portion of time that is funded by Title I or other federal program from the portion of time paid with District funds

See Appendix D in the Staff Reporting Instructions

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Reporting Instructional Paraprofessionals

Staff Position Assignment

- Assignment Code
  - 0-5160   Instructional Paraprofessional at Non Title I school or not funded w/ federal dollars at Title I school
- Special Program Indicator (SPI) – *funding source*
  - 2-5160 - Instructional Paraprofessional - Title I Targeted Assistance
  - 7-5160 - Instructional Paraprofessional – Early Childhood Special Ed
  - E-5160 - Instructional Paraprofessional – ESL/LEP Federally Funded
  - F-5160 - Instructional Paraprofessional – Paid with Other Federal Funds
  - P-5160 - Instructional Paraprofessional – Early Childhood Non Sped
  - S-5160 - Instructional Paraprofessional – Special Education
  - T-5160 - Instructional Paraprofessional – Early Childhood Title I Targeted Assistance

Do **NOT** Include Paraprofessionals Whose *Only* Responsibilities Include

- Assisting with lunchroom
- Transportation
- Working in the Office
- Working in the Health Office
- Computer technicians
- Family service coordination
- Serving as a translator

<u>Title I Schoolwide</u> or <u>Title I funded</u> Paraprofessional Requirements

- Must have a High School Diploma or GED
  and either
- An Associates Degree
- 48 or more semester credit hours of college
- Or passed one of the 4 approved tests
  - (listed on the next page)

- Please make sure to indicate education attained on the Staff Demographics (16) for all paras

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Staff Template: Paraprofessional Assessment Passed Flag

- **Title I Instructional Paras only**, enter codes 1 through 4 only if a passing score was achieved on the assessment
    - Enter "0" if no passing score was achieved
    - Enter "1" for ParaPro by ETS
    - Enter "2" for WorkKeys by ACT
    - Enter "3" for Para Educator by Master Teacher
    - Enter "4" for Project Para by UNL

Title I Programs Template in NSSRS

- Student Level Data

  ▫ Services in Targeted Assistance School

  ▫ Title I services provided to nonpublic students

  ▫ Title I funded Early Childhood services that are NOT part of a schoolwide project

Student Template: Title I Services to Nonpublic Students

Nonpublic Students

- ALWAYS considered Targeted Assistance
  - Code 1 (Yes) to identify a nonpublic student reported by a public district as receiving Title I services from the public district.
  - Code 2 (No) for:
    - public schools students (even if served by Title I)
    - students attending nonpublic and state operated schools.

Why do districts have to report nonpublic students receiving Title I services?

- Students attending nonpublic schools are considered public school students during the time they receive Title I services

- Federal reporting

What is Title I Comparability?

- Ensures that Title I funds are *supplemental*
- *New in 2012-13:* NDE will be able to complete initial calculations using CDC & NSSRS data
- This report affects about 25 - 30 of the larger districts
  - ▫ Those having at least two buildings with enrollment of 100 or more in same or similar grade spans
- It compares Title I schools to similar grade span schools within a district

What is Title I Comparability? (continued)

- Most Common Options for Reporting
  - Compares staff to student ratios
    - Which will be done at NDE
    - Four Reports options
      - Include all students, instructional staff
      - Exclude Special Education students and staff
      - Exclude ELL students and staff
      - Exclude Special Education and ELL students and staff

  - Compares staff salaries
    - Which will not be able to be done at NDE

Title I Programs Template?

- (1) County District Number
- (2) School Year Date: 2012-06-30
- (3) NDE Student ID
  - ▫ This is a key field. A value must be supplied for each record or the data loading process will reject the record.
- (4) Reporting Date
  - ▫ A value must be supplied for each record or the data loading process will reject the record.

Title I Programs Template (continued)

Enter the code indicating if this student received or is receiving the Title I services listed at any time during this school year.

- (5) Title I Reading ELA (English Language Arts)
- (6) Title I Math
- (7) Title I Science
- (8) Title I Social Studies
- (12) Title I Counseling Social work

Title I Programs Template (continued)

Enter the code indicating if this student received or is receiving the Title I services listed at any time during this school year.

- (13) Title I Health Dental
- (20) Title I Early Childhood Education
  - Enter the code indicating if this student received or is receiving Title I Early Childhood (pre-kindergarten) services at any time during this school year in a program that is **not** part of a Title I Schoolwide project.

Title I Programs Template (continued)

Enter the code indicating if this student received or is receiving the Title I services listed at any time during this school year.

- (21) Title I Vocational/Career
- (22) Title I Support Other
  - You can describe the services received under Support Other in Title I Support Other Description.
- (24) Title I Support Other Description
  - Provide a description of the other support services this student received or is receiving under Title I Support Other.

What is Reported in the CDC ?
(Consolidated Data Collection)
Title I Annual Participation Report
Due Date—June 30

- Part 1: TAS and/or SW Special Program Project Sites
  - Family Literacy Services (Yes / No)
  - Extended time Instructional Programs (Yes / No)
  - Schoolwide Projects Serving Students Eligible for the Migrant Education Program
    - Number of SW projects that serve migrant students
    - Number of SW projects that combine migrant education funds

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What is Reported in the CDC? (continued)

- Part 2: Title I Part A Funded Staff during regular school year in (TAS only)
  - TAS Title I program
  - TAS preschools
  - Title I teachers providing services in nonpublic school
  - Staff in Neglected or Delinquent facilities being paid with Title I, Part A funds

What is Reported in the CDC? (continued)

- Part 2: FTE of Title I Part A Funded Staff during regular school year for programs listed on previous slide (TAS only)
  - Administrators (Non-Clerical)
    - Title I does **NOT** allow paying superintendent salaries
  - Teachers
  - Teacher Aides / Paraprofessionals
  - Staff providing support services (non-clerical)
  - Other (Specify)

What is Reported in the CDC? (continued)

- Part 3: Neglected / Delinquent
  - Local Neglected
    - Number of students by grade level, in residential agencies located within the district that received at least 1 day of Title I, Part A funded instruction either in the district or in the Rule 18 interim program school (local neglected only)
      - Complete only if the District receives Neglected funds

What is Reported in the CDC? (continued)

- Part 3: Neglected / Delinquent (Title I, Part D)
  - Local Delinquent
    - Include the number of students receiving instructional services
      - Reading / Language Arts
      - Mathematics
      - Science
      - Social Studies
      - Vocational / Career
      - Other (Specify)

What is Reported in the CDC? (continued)

- Part 3: Neglected / Delinquent
  - Local Delinquent
    - Include the number of students receiving instructional services
      - Support Services
        - Guidance / Counseling
        - Health/Dental/Eye Care
        - Other (Specify)

What is Reported in the CDC? (continued)
Due Date—Fall (TBA)

- New for 2012-2013 Title I Comparability Cover Sheet
  - Data used to populated the NSSRS Validation Title I Comparability Verification Reports
  - District may select options 1, 2, 3 or 4
  - Data will be final when CDC report is "approved"
  - No paper

Data in the Grants Management System (GMS)

- NCLB Consolidated Application
  - Title I Program Information
  - Title I Targeting Steps
    - Step 1 includes number of resident public and nonpublic students , and low-income information
    - Step 4 includes required and allowable set asides
    - Step 4 identifies nonpublic allocation
    - Step 4 identifies buildings eligible to receive Title I services

What if our District Chooses to Not Serve One or More Eligible Buildings?

- Buildings must be served in *Rank Order* if > 1,000 students in district
- Districts do not have to serve ALL eligible buildings
  - May not have enough funds
  - May want to focus on specific grade spans
- Districts choose which building(s) to serve if < 1,000 students in district

How are PLAS (Persistently Lowest Achieving Schools) Determined?

- Tier I & Tier III schools are Title I schools (buildings) that have been identified for Title I Needs Improvement.
- **Tier I Schools** mean the five (5) or 5% (whichever is greater) of the lowest-achieving Title I schools identified to be in school improvement, corrective action, or restructuring **plus** any Title I served secondary school with a graduation rate of less than 75 percent over the three latest years that was not identified in the five (5) or 5% (whichever is greater) of the lowest-achieving Title I schools.

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How are PLAS Determined?
(continued)

- Any Title I school identified to currently be in school improvement, corrective action, or restructuring, but was not identified as a Tier I School will be considered a persistently low achieving **Tier III** school.

How are PLAS Determined?
(continued)

- ALL secondary schools that are eligible for, but do not receive, Title I funds, based on the latest available NCLB application are considered in the calculation of **Tier II** schools

How are PLAS Determined?
(continued)

- Using the latest available AYP data of the "all students" group for all the secondary schools that are eligible for, but do not receive, Title I funds, add the number of students considered proficient (proficient and advanced levels) in Reading and the number of students considered proficient in Math divided by the sum of the number of students enrolled a full academic year for AYP (FAY) in Reading and Math to derive a performance proficiency. Rank this new percent proficient in ascending order to determine the **performance rank** for each school.

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FFATA
(Federal Funding and Transparency Act)

- NDE required to report awards to subrecipients > $25,000
- NDE submits report monthly
- DUNS (Data Universal Numbering System) required
- Districts/ESUs must register in the Central Contractor Registry (CCR) annually

Who Can Answer Your Questions?

NDE Title I Staff

- **Pat Frost**
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- **Randy McIntyre**
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- **Diane Stuehmer**, Federal Programs Administrator & Title I Director
  - 402-471-1740
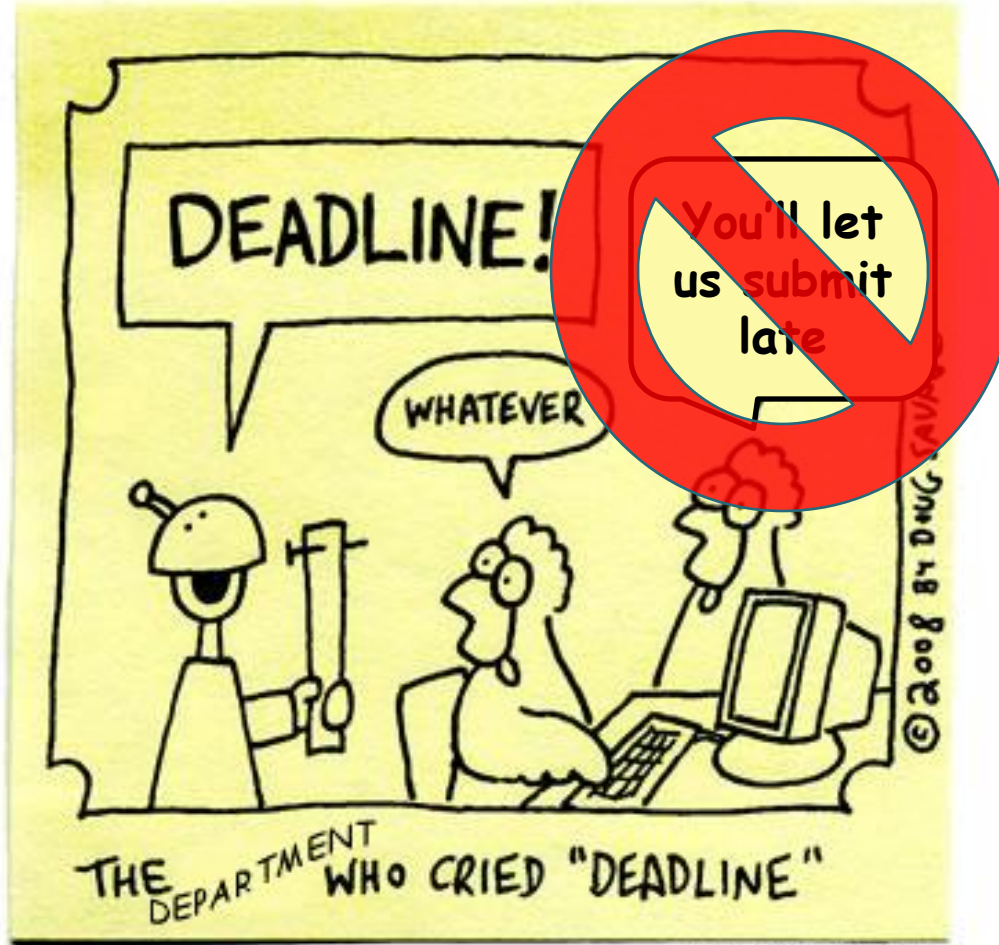 - diane.stuehmer@nebraska.gov

NDE Help Desk
  - 402-471-3151
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Due Dates

Sample Fall Calendar

Data Collection/Form	Due Date	Review Period Ending date – FIINAL NO CHANGES
Non Certificated Staff	31-Oct	15-Nov
Carl D. Perkins Career and Technical Education Act Report	10-Aug	15-Nov
Summer School Supplement	31-Aug	15-Nov
Elementary Class Size		
Summer School Student Unit	15-Oct	15-Nov
Elementary Site Allowance	15-Oct	15-Nov
Assessed Valuation and Levies	15-Oct	15-Nov
Two-Year New School Adjustment Application	15-Oct	15-Nov
Student Growth Adjustment	15-Oct	15-Nov
Instructional Time	15-Oct	15-Nov
Instructional Program	15-Oct	15-Nov
	31-Oct	15-Nov
Membership (last Friday in September)	31-Oct	15-Nov
SPED Child Count	31-Oct	15-Nov
EC Program Participation	31-Oct	15-Nov
Nonpublic Membership	31-Oct	15-Nov

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