

Approved May 6, 2013

Minutes of the Title I District Advisory Council K-12
Meeting on Monday, March 11, 2013

Attendance

Dr. Terry Jaurequi, Director, Special Projects
Dr. Terry Larsen, Consultant
Robert Kwan, Chairman
Barbara Crespo, Executive Secretary, Special Projects

Baldwin	
Brightwood	Monica Vargas
Brightwood	Maria Torres, School Community Coordinator
Emery Park	Audrey Stering
Fremont	Chris Ng
Garfield	Saira Santizo
Granada	Maria Sison
Marguerita	
Monterey Highlands	
Northrup	
Park	Siobhan Abel
Ramona	
Repetto	Beatrice Bojorquez
Ynez	Anita Gonzalez
St. Therese School	
St. Stephen Martyr School	
Alhambra High	Pu Zhu Chen Yolanda Galvan
Century High	Delia Guzman
Mark Keppel High	Lien Luu, School Community Coordinator Anna Wong Lee Yong Mei Liu Betty Banh
San Gabriel High	Bikyin Mak, School Community Coordinator May Trinh

Title I DAC meeting began at 6:35 p.m. Pledge of alliance to the flag was recited.

Introductions were made and a warm welcome to new representatives from Park School and Garfield School. Dr. Larsen mentioned that he was the former Director of Special Projects and retired almost three years ago.

Approval of Minutes of the November 5, 2012 Meeting

Dr. Jaurequi and Chairman Robert Kwan requested the council to take a few minutes to review the Minutes of the meeting on November 5, 2012. No further changes noted, Yolanda Galvan, member for Alhambra High School,

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made a motion to approve the Minutes as read and Saira Santizo, representing Garfield School, seconded the motion. The Minutes were approved unanimously.

Federal Program Monitoring On-Site Audit

The on-site visit was December 10th to December 14th, 2012 and the online audit was in July of 2011. As I had mentioned at a prior meeting in November, there was a probability the audit team would contact members of the Title I DAC but in as it turned out only representatives from the DELAC and School Site Council were interviewed. Programs reviewed on-site were: Title II-Improving Teacher Quality, Title III-English Learner Education and Equity, State EIA-LEP and State EIA-SCE, Child Developmental Options Program (preschools operated at several sites), Migrant Ed, Fiscal/Accounting Records, Uniform Complaint Procedures and Contracts. It was required to upload documentation referred to as "evidence" one month prior to the visit onto a CDE computer program called CAIS (California Accountability and Improvement System). This evidence was reviewed by an assigned auditor for the program being reviewed who provided feedback and worked closely with our office. During the on-site visit, the auditors went to the three comprehensive highs to interview school personnel, parents, teachers and administrators. Title I and English Learner auditors were impressed with the classroom visitations. The auditors found two non-compliant findings at San Gabriel High School. Upon review of documentation, discussions and interviews it was revealed that San Gabriel HS School Site Council members have not fully participated in the development of the Single Plan for Student Achievement, including proposed expenditures and that San Gabriel HS did not fulfill ELAC legal requirements. There is a 45-day window in which to address and correct these findings. We have addressed these issues with San Gabriel HS. We will be holding School Site Council and English Learner Advisory Committee training.

We are very glad with the overall turn-out of the audit. The process validated the District's systems of operation ensuring compliance with State and Federal guidelines. The District received positive recognition for its programs and staff. As a result of the findings at San Gabriel HS, additional protocols will be institutionalized to ensure that all committee and council members will be well-trained district wide so parents, teachers and others can fully participate in their respective councils and committees.

California Department of Education Consolidated Application for Categorical Funding Winter Data Collection Certified February 28, 2013:

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| Page 1 | 2012-2013 Certification of Assurances is required every fiscal year. This report is for the LEA to certify that all of the applicable state and federal rules and regulations will be observed. |
| Page 2 | 2012-2013 Protected Prayer Certification is signed by the Superintendent assuring that it has no policy that prevents or otherwise denies participation in constitutionally protected prayer in public schools. |
| Page 3-4 | 2012-2013 Application for Funding – These pages indicate the funding the District is applying for; EIA, Title I Part A, Title II, Teacher Quality, Title III, Immigrant and Title III LEP English Learner. The Application is to be reviewed and approved by the District's Board of Education. |
| Page 5-6 | Title III-Not discussed because it is not applicable to the DAC. |

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Page 7 Federal Transferability-Not discussed because it is not applicable. The District does not transfer funds.

Page 8, a-d 2012-13 Economic Impact Aid-these pages states funding for SCE and LEP. This report is to collect data to make allowable reservations at the District level to determine the amount available for school-level allocations.

Page 9 **2012-13 Title I Part A, District (LEA) Allocation**

This page indicates a basic entitlement in the amount of	\$5,239,276
Plus carryover (12 or 15 month 2011-2012)	\$ 408,831
Total Allocation	\$5,648,107
Reserve for indirect costs (pays for operation expenses such as HR, electrical bills, custodial staff)	\$ -324,224
Reserve for administration (pays for Special Projects, District Staff)	<u>-486,565</u>
Adjusted Allocation	\$4,837,318

Page 10 **2012-2013 Reservations for Title I Part A. (As required by law)**
To report LEA required reservations before distributing funds to schools and to calculate and report nonprofit private school set-aside values. The funds are set aside for services to low income students at nonprofit schools. One percent is reserved for Parent Involvement for AUSD parental involvement and private school low-income families. The balance is distributed to the schools for parent level meetings, training and supplies. Direct and indirect services to homeless children, regardless of their school of attendance is set aside and Professional Development a minimum of 10% is set aside.

Page 10 a-e **School Level Reports**
These pages identify the amount of Title I Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit schools by ranking of schools by the number of low income students per school, the per student amount, the public school parental involvement amount, and the total amount school allocation. This reports the allowable exception as (a) which indicates the school met the 35% low-income requirement.

Pages 11-12 **2012-2013 Title I, Part A Reservations Allowed**
This report is for reservations for Title I Part A (required) before distributing funds to the schools and to calculate and report nonprofit private school set-aside values. Funds used for professional development for teachers and paraprofessionals, nonprofit private school equitable services, page is not applicable.

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Page 13 Title I, Part A Reservations, Allowed (Summary) indicates the amount available for school allocations.

Page 14 Title I, Part A Program Improvement Midyear Activity and Expenditure Report
The LEA is required to provide a mid-year status of activities related to Choice and or Supplemental Educational Services (SES) services. The report indicates the number of students applying for Choice was 24. The number of students who transferred was 2. Number of students who applied for SES was 211 and the number of student who received SES was 175. Total expenditure using Title I Part A funds \$232,100.

Pages 15-20 Not applicable it is for Title II and Title III.

A motion to approve the 2012-2013 Consolidated Application for Funding Categorical Programs Winter Data Collection as read was made by Audrey Stering, parent from Emery Park and Beatrice Bojorquez representing Repetto School seconded the motion to approve the application. The council unanimously approved the application.

The next meeting is schedule on May 6, 2013

The meeting adjourned at 8:25 p.m.