

# Title III, Part A

## Language Instruction for English Learners and Immigrant Children and Youth Subgrants

# Title III, Part A

## AGENDA

Expense Guidelines

Compliance

Budget

# Title III, Part A

## English Language Learner Expense Guidelines

1. The EL Title III grant obligation period begins July 1st thru June 30 of the following calendar year.
2. All expenses must occur during the approved grant period - July 1 - June 30<sup>th</sup>.
3. School districts can be reimbursed for expenses they pay on behalf of EL services but the expense must occur during the grant approval period and the invoice must be dated after the purchase order has been set up for the district by the ESC of Central Ohio
4. The ***Title III – EL Grant – PO Requisition Form*** must be completed to initiate a supply order request with a supplier/service provider's signed **W-9 and quote**. Be sure to complete all sections of the form including ISBN numbers and item quantities. Include any shipping costs on the form to determine the total cost. Consortium Guidance & Forms are located: [escoco.org/TitleIIIElConsortium.aspx](https://escoco.org/TitleIIIElConsortium.aspx)
5. **SFY 23-24 Procurement Procedure** - the ESC of Central Ohio will issue the purchase order based on the District Requisition or the Professional Meeting request review and ESCCO approval. Upon approval, the district will be issued a Purchase order to request the vendor materials/supplies or register for their conference meeting. The district is to submit the Purchase Order Request Form for approval and Invoice upon receiving supplies/materials to: **Michelle.Savage@escoco.org**, who will ensure payment to the vendor is processed.



# Title III, Part A

## Compliance

- Required uses of funds
- Authorized uses of funds

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## EXPENSE GUIDELINES - **REQUIRED**

- (1) To increase the English proficiency of LEP children by providing high-quality language instruction educational programs that are based on scientific research demonstrating the effectiveness of the programs in increasing:
  - (a) English proficiency
  - (b) Student academic achievement in the core academic subjects; and
- (2) To provide high-quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel, that is:
  - a) Designed to improve the instruction and assessment of limited English proficient children;
  - b) Designed to enhance the ability of such teachers to understand and use curricula, assessment measures, and instruction strategies for limited English proficient children;
  - c) Based on scientific research demonstrating the effectiveness of the professional development in increasing children's English proficiency or substantially increasing the subject matter knowledge, teaching knowledge, and teaching skills of such teachers; and
  - d) Of sufficient intensity and duration (which shall not include activities such as one-day or short-term workshops and conferences) to have a positive and lasting impact on the teachers' performance in the classroom, except that this subparagraph shall not apply to an activity that is one component of a long term, comprehensive professional development plan established by a teacher and the teacher's supervisor based on an assessment of the needs of the teacher, the supervisor, the students of the teacher, and any local educational agency employing the teacher.

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## EXPENSE GUIDELINES – AUTHORIZED

1. Upgrading program objectives and effective instruction strategies;
2. Improving the instruction program for limited English proficient children by identifying, acquiring and upgrading curricula, instruction materials, educational software and assessment procedures;
3. Providing
  - (A) Tutorials and academic or vocational education for limited English proficient children; and
  - (B) Intensified instruction

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## EXPENSE GUIDELINES – AUTHORIZED (*continued*)

4. Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services;
5. Improving the English proficiency and academic achievement of limited English proficient children
6. Providing community participation programs, family literacy services, and parent outreach and training activities to limited English proficient children and their families—
  - (A) To improve the English language skills of limited English proficient children; and
  - (B) To assist parents in helping their children to improve their academic achievement and becoming active participants in the education of their children;

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## EXPENSE GUIDELINES – AUTHORIZED *(continued)*

7. Improving the instruction of limited English proficient children by providing for—
  - (A) The acquisition or development of educational technology or instructional materials;
  - (B) Access to, and participation in, electronic networks for materials, training, and communication; and
  - (C) Incorporation of the resources described in subparagraphs (A) and (B) into curricula and programs, such as those funded under this subpart;
8. Carrying out other activities that are consistent with the purposes of Title III.



# Supplement, not supplant

Title III, Part A: English Language Acquisition, Language Enhancement, and Academic Achievement,\* Section 3115(g)

- Federal requirement
- Supplemental services and activities

# Title III, Part A

## Budget

1. Purchase Service (411)
2. Mileage/Meetings (430)
3. Instructional Materials (511)
4. Family/Community (419- Purchased Service or 519 – Supplies)
5. Software (519)
6. Equipment (600) \*Consortium will not purchase equipment
7. PD (412)
8. Interpreters (419)
9. Nonpublic Services/Supplies (419- Purchased Service or 519 – Supplies)

# Resources

1. USDOE Nonregulatory guidance: [ESSA Title III Guidance – English Learners September 23, 2016 \(PDF\) \(state.oh.us\)](#)
2. USDOE Nonregulatory guidance (addendum): [Addendum to September 23, 2016 Non-Regulatory Guidance: English Learners and Title III of ESEA, as Amended by ESSA \(PDF\) \(state.oh.us\)](#)
3. [Required parent notification procedures for EL identification and services](#)
4. [Maintenance of Effort](#)
5. [Expense Guidelines](#)



# Contact Information

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# ODE (DEW) Contacts

## **PROGRAM CONTACTS**

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