

TITLE I TIDBITS

October 30 – November 3, 2023

The following schools have still not submitted the Low Performing School Letter Verification Forms. These forms were due to me by **Oct. 12th**. Please send in by Wednesday, **Nov. 1st!**
Ayden Middle, EB Aycock, Northwest, Pactolus, Wellcome

The following school has not submitted their school ATSI Letter. Please submit by Wednesday, **Nov. 1st!**
HB Sugg

Please use this link to see a sample Budget & Revision!
https://drive.google.com/drive/folders/1UysTBzhSAVfrdNzHNsEcFxOb708l0A28?usp=share_link

The following schools have not submitted HQ Letter Documentation Forms. These letters were supposed to go home the week of Sept. 25th! Please submit by Wednesday, **Nov. 1st!**
Bethel, CM Eppes, Eastern, WH Robinson, Wellcome

When completing Budget Amendments, they **MUST** be done in Excel, not in google. Please send a copy to both Mrs. Cox and myself! Indicate in line 4 that it is a “revision” and the “date”!

All purchases made with Title I Funds must be aligned to your School Improvement Plan and they must be listed in your budget. Don't forget they must be: Reasonable, Allowable, & Necessary
If you cannot say they are all 3, then you cannot use Federal Funds to purchase!

If you move funds from one budget code into another budget code, you **MUST** complete the Move Money form! It needs to be signed by you and sent to Mrs. Cox and myself!



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When entering events in the Title I Parent Events Google Calendar, please put your School's name in the event title!

Steps to follow when revising your Title I Budget:

1. Open your Budget in EXCEL, not google sheets!
2. In the Allocation Worksheet, Line 4, change to "Revision" and enter the date you are completing the revision.
3. If you are deleting an item to reallocate funds, do not delete the line. Simply remove the dollar amount and in parentheses put "plan item deleted" and the date.
4. If you are increasing an original allocation, in parentheses, put "allocation increased" and the date. You will then change the dollar amount you have allocated.
5. If you are adding a new item, list the item, put "added to plan" and the date. Then allocate the funds.
6. If you are moving money from one object code to another object code, you MUST complete a move money form!

I will be more than happy to come meet with you and walk you through this process if you would like!! Please just ask!!!

When entering events in the Title I Parent Events Google Calendar, please put your School's name in the event title!

Names for Parent Advisory are due to Mrs. Staton by November 3rd!! Every schools need to submit at least 2!

Please remember to send pictures of your parent events! We love to share with everyone. It is a great way to get ideas....

Be sure that you are spending your Title I Funds!! It is the expectation that you will have 75% of your funds spent by January 31, 2024!

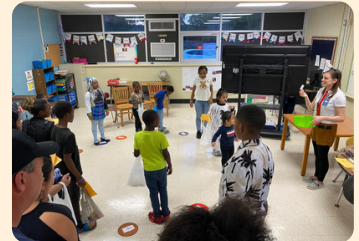
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Thank you to WH Robinson for sharing some pictures from your Monster Math Night!!



Thank you to Falkland for sharing some pictures from your Boo-ktacular Extravaganza!!



"One reason people resist change is because they focus on what they have to give up instead of what they have to gain."
Rick Godwin

