

**SOUTH BURLINGTON SCHOOL DISTRICT
PROCEDURE TO PREVENT EXCESS TITLE I PART A CARRYOVER**

Background

Under the Every Student Succeeds Act (ESSA), local carryover of Title I Part A funds is limited to 15 percent of the previous year's allocation. ESSA allows LEAs to apply to the SEA for a waiver of this limit once every three years. Vermont's Ed Flex authority enables the Agency of Education to waive this limit a second time in a three-year period.

Procedure

- The Director of Learning will work with each Title I Continuous Improvement Team to identify specific, needs-based activities to obligate the entirety of Title I Part A funds each fiscal year.
- The Director of Learning will closely monitor the progress of activities at Title I schools to ensure the successful completion of each activity.
- The Business Manager will review and request eligible reimbursement of Title I funds after the reconciliation of the previous month. When requesting eligible Title I funds, School Wide Plan investments will be reimbursed from Title I funding first, and then from other Title funding.
- A coordinated effort between the Office of Learning and Business Office will ensure the prevention of excess Title I Part A carryover.

February 25, 2021