

Desk Audit Compliance Checklist

Title I, Part A: Comparability

District/Charter: _____

Reviewer: _____

School: _____

Desk Audit Date: _____

Date that data/documentation is available: October

Legislation/Regulation Authority:

NCLB, Title I, Part A Section 1120A(c)

Intent of the Legislation/Regulation:

The purpose of this title is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging State academic achievement standards and state academic assessments. This purpose can be accomplished, *in part*, by —

- (2) meeting the educational needs of low-achieving children in our Nation's highest-poverty schools, limited English proficient children, migratory children, children with disabilities, Indian children, neglected or delinquent children, and young children in need of reading assistance;
- (3) closing the achievement gap between high- and low-performing children, especially the achievement gaps between minority and nonminority students, and between disadvantaged children and their more advantaged peers;
- (4) holding schools, local educational agencies, and States accountable for improving the academic achievement of all students, and identifying and turning around low-performing schools that have failed to provide a high-quality education to their students, while providing alternatives to students in such schools to enable the students to receive a high-quality education;
- (12) affording parents substantial and meaningful opportunities to participate in the education of their children.

Focus of Review:

Ensure that all Title I, Part A requirements are fulfilled for employees paid with Title I funds.

Method of Assessment: (Check all that apply)

- Document Review
 - Requires district submission
 - Resides at DOE
- Data Analysis
 - Requires district submission
 - Resides at DOE

Over the past three years, what guidance, technical assistance, and/or professional development has been offered to the districts and charters regarding this regulation?

Technical assistance was provided via on-site monitoring, one-on-one phone calls, website tools and regional technical assistance sessions.

Required District and Charter School Compliance Items of Title I, Part A – Comparability	Evidence	Compliance			Comments/Corrective Action	Corrective Action Due Date
		Yes	No	N/A		
LEA provides a description of the procedures used for determining comparability on the “Title I Documentation of Comparability Procedures” form	<ul style="list-style-type: none"> • The form includes responsible office, a timeline for determining comparability, a description of the procedures used for determining comparability, an assurance that only staff paid with state and local funds were included and, if necessary, how and when required adjustments in schools will be made. • The method and procedures chosen for determining comparability is appropriate (e.g., allowable method, cut points for small versus large schools, all required grades included, etc.) 					
LEA provides the data used to determine the calculations and results in the “Excel Template for Calculating Comparability”	<ul style="list-style-type: none"> • Calculations match the description in the procedures document. • Data are provided for all Title I and Non-Title I schools as appropriate. • Comparisons are made at all required grade levels. 					

LEA calculations demonstrate comparability for all Title I schools	<ul style="list-style-type: none">• All Title I schools have student to staff ratios that are within the acceptable range for comparability					
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