



**Illinois State Board of Education  
External Assurance  
July 2011**

**NCLB Title I Comparability FY2012  
User Guide for Electronic Submission**

The web-based NCLB Title I Comparability system gives users these capabilities:

- 1. Electronic Access to the NCLB Title I Comparability form**
- 2. Timely Submission of the data to ISBE**

This guide provides instructions on reporting and submitting the NCLB Title I Comparability data to ISBE.

## Part 1. Getting Started

Before using the NCLB Title I Comparability System, you will need an IWAS account.

If you do not have an existing IWAS account, please register for one by accessing the IWAS homepage through the IWAS link at this address: [www.isbe.net](http://www.isbe.net). Once you have an account, you will need to request access to the NCLB Title I Comparability System. Instructions for registering for an IWAS account and obtaining authorization for the NCLB Title I Comparability System are included in the IWAS User Guide which is located on the IWAS homepage. Please contact the ISBE Help Desk at 217/558-3600 if you need assistance.

If you already have an existing IWAS account, with access to the NCLB Title I Comparability System, you are already set-up to get to the NCLB Title I Comparability Form. The following steps provide guidance on how to access the form:

1. Login to IWAS (You need a "login" name and password.)

IWAS Homepage Screen

**Illinois State Board of Education**  
Jesse Ruiz, Board Chair      Christopher A. Koch, State Superintendent

**ISBE Home**      **Already have an account? Login Here :**

Home      **Login Name**

Sign Up Now      **Password**

Get Password       Remember Login Name

Contact Us      **LOGIN**

Help      **Get Password?**

[IWAS User Guide](#)      If you have forgotten your login name or password, click on the link below.

[IWAS Training Video](#)      **Find Login/Password**

**New Partner - Sign up Now**

Some ISBE web-based systems require electronic signatures. You can create your own logon id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

**Sign Up Now**

**Need Help?**

If you need help with logging in, the sign up procedure or your password, please click on the link below.

**Help**

This web site has been optimized for Internet Explorer 6.0 or above / Firefox 2.0 or above. You can download the latest version of these browsers by clicking on the following icons.

**VeriSign Secured**

About SSL Certificates

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2. Click on **System Listing** from the left menu of the IWAS Message screen shown below:

IWAS Message Screen

The screenshot displays the Illinois State Board of Education's IWAS Message interface. At the top, the board's logo and name are visible, along with the names of the Board Chair (Jesse Ruiz) and State Superintendent (Christopher A. Koch). A decorative banner with the text "IWASTRAIN" is present. The user is logged in as "DECATUR". A welcome message states: "Hello DocAuthor, you last logged in 7/22/2009 9:49:07 AM." The left-hand navigation menu includes links for Home, System Listing, Change Password, Messages - Inbox, Messages - Archived, Contact Us, Help, Logout, and IWAS Training Video. The main content area shows "Messages : 0 unread Inbox message(s)" and "0 unread Archived message(s)". A notification on the right indicates the email address is "test@test.com" and provides a link to update it. Below this is a "News Items" section with the message "Presently there are no active News Items" and a copyright notice for 2009. A VeriSign Secured logo is located in the bottom left corner.

When you click on "System Listing" the "My Systems Screen" will appear as shown on page 4.

- In the **"My Systems"** screen, click on NCLB Title I Comparability which is a subtitle of the **"Annual"** section under the **"Reporting"** heading. Clicking on the **"NCLB Title I Comparability Documentation"** will bring you to the NCLB Title I Comparability Main Menu.

**Note:**

*If you do not see the NCLB Title I Comparability Documentation option, contact the ISBE Help Desk at 217/558-3600.*

My Systems Screen

**Illinois State Board of Education**  
 Jesse Ruiz, Board Chair      Christopher A. Koch, State Superintendent

*IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN IWASTRAIN*

Login: DECATUR

### My Systems

Below are systems that you are either authorized to use or are awaiting authorization from either your district (Pending-District), ROE (Pending-ROE) or ISBE (Pending-ISBE). Once you are "Authorized" to access a system, simply click on the system description to use it. [Click Here for Due Dates](#)

Categories - Click to Expand/Collapse Tree	Authorization
Reporting	
Annual	
NCLB Title I Comparability Documentation	Authorized

Legend: ⓘ : System Description - Detailed    📅 : Due Dates    👤 : Profile

[Want to Signup for Other Systems?](#)

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 VERIFY >  
 About SSL Certificates

## Main Menu

The screenshot shows the 'Main Menu' for the NCLB Title I Comparability system. At the top left is the Illinois State Board of Education logo. The header includes 'NCLB Title I Comparability Main Menu' and navigation links for 'NCLB TITLE I COMPARABILITY HOME', 'ISBE HOME', and 'LOGOFF'. A session timeout of 18:51 is shown. Below the header, the RCDT ID is 39055061025. The main section is titled 'FISCAL YEAR SELECT' and contains a message: 'Select an application from the list(s) below. If you do not see the current year application (2008), [click here to create it.](#)' Below this is a table with columns: 'Select', 'Submit', 'Year - Documentation', 'Status', 'Last Submit Date', and 'Last Review Date'. One application is listed: '2008 - Title I Comparability' with a status of 'Doc Author'. At the bottom, there is a footer with contact information for the Call Center and a copyright notice for 2009.

Select	Submit	Year - Documentation	Status	Last Submit Date	Last Review Date
<a href="#">Select</a>	<a href="#">Submit</a>	2008 - Title I Comparability	Doc Author		

The Main Menu screen will list all Title I Comparability applications that have been started or submitted to ISBE. If the current year application has yet to be started, click on the link 'click here to create it'. The Status, Last Submit Date, and Last ISBE Review Date will also be appropriately displayed for each application. To begin/continue work on an application, click on the 'Select' link next to it.

### Status Descriptions:

1. Doc Author – application has been created at the lowest IWAS level user and is waiting to be completed and submitted to the RCDT Admin for review.
2. Admin – application has been created at the RCDT Admin level or is awaiting review and submittal to ISBE.
3. ISBE Review – application has been submitted to ISBE but is waiting for review/approval.
4. Returned for Changes – ISBE has sent the application back to the district for changes.
5. ISBE Approved – application has been reviewed and approved by ISBE.

## Overview

The screenshot shows the 'Overview' page of the NCLB Title I Comparability system. At the top, there is a navigation bar with the Illinois State Board of Education logo on the left, the title 'NCLB Title I Comparability Overview' in the center, and links for 'HOME', 'ISBE HOME', and 'LOGOFF' on the right. Below the navigation bar, a header section displays 'FY: 2010', 'RCDT: 39055061025', and 'Name: Decatur SD 61'. A menu bar contains links for 'Main Menu', 'Overview', 'District Information', 'Written Procedures', 'Salary Schedule', 'Equivalence Policies', and 'Comparisons'. The main content area is titled 'OVERVIEW' and contains several paragraphs of text explaining the requirements for comparability, including the exclusion of federal funding and the process for non-compliance. A footer section provides contact information for the Call Center and copyright details for 2009-2010.


The Overview screen provides a short description about the overall process of providing NCLB Title I Comparability data to ISBE. All Local Educational Agencies (LEAs) receiving Title I funds must complete and submit this form for review by November 30<sup>th</sup> every year. Districts required to submit a Comparability analysis include:

- LEAs that have only one attendance area per grade span (select "district is exempt" then "save" on the district information page and "submit" on the main menu.).
- LEAs that operate regular-year projects.
- LEAs that operate only summer projects (calculated the same as if regular year).
- Each LEA that is a part of a multidistrict or consolidated application.

As stated in the overview page, it is important to note that when comparing the services in project or attendance areas, LEAs must exclude any State Fiscal Stabilization Funds (SFSF) from their calculations. Salaries paid from SFSF funds must be excluded from a comparison using pupil/salary a ratio or pupil/expenditure ratio. FTEs paid with federal or SFSF funds must be excluded from the pupil/staff ratio. Districts using the pupil/salary ratio for comparison must also exclude any longevity in their school's salary totals.

All the schools in the district must be accounted for through comparison methods, exclusion for being unique or being exempt. Should a district demonstrate an inability to make needed changes in the distribution of fiscal and human resources to achieve a comparable level of expenditures throughout the district, an audit citation will be issued and the district's eligibility to receive future allocations of Title I funding will be in question. A process will also be employed to retrieve the Title I funding allocated for the affected schools.

## District Information



Illinois State  
Board of Education

### NCLB Title I Comparability

District Information

[NCLB TITLE I COMPARABILITY HOME](#) | [ISBE HOME](#) | [LOGOFF](#)  
SESSION TIMEOUT: 19:44

FY: 2008 - Title I ComparabilityRCDT: 39055061025

**Main Menu** | Overview | **District Information** | Written Procedures | Salary Schedule | Equivalence Policies | Comparisons

#### DISTRICT INFORMATION

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**Program Contact Person:**

Last Name: <input type="text" value="Williams"/>	First Name: <input type="text" value="Bobbi"/>	Middle Init: <input type="text"/>
Address 1: <input type="text" value="601 North Church"/>		
Address 2: <input type="text"/>		
City: <input type="text" value="Decatur"/>	State: <input type="text" value="IL"/>	Zip Code: <input type="text" value="62523"/>
Phone Number: <input type="text" value="(217) 424-3200"/> ext <input type="text"/>	Fax Number: <input type="text" value="(217) 424-3241"/>	
Summer Phone Number: <input type="text" value="( ) ( ) ( )"/> ext <input type="text"/>	Email Address: <input type="text" value="bwilliams@dps61.org"/>	

---

**District Superintendent:**

Name: <input type="text" value="Gloria J Davis"/>	Email Address: <input type="text" value="gjdavis@dps61.org"/>
Phone Number: <input type="text" value="(217) 424-3011"/>	

**Information Incorrect?**  
Program contact information is gathered from your eGMS NCLB Consolidated Application. Corrections must be made in that application in order to properly reflect them here.

**Select your District Status:**

District is not Exempt  
 District is Exempt

If your district is not exempt then select the method of comparison below. Charter and other special schools may be compared using a different method.

Pupil/Staff Ratio  
 Salary/Pupil Ratio  
 Expenditure/Pupil Ratio

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The District Information screen identifies that program contact information for the district. Changes to contact information must be made in the eGMS NCLB Consolidated Application. Select the District Status as Exempt or not Exempt. If not Exempt, identify the method of comparison to be used for your district. If Exempt, the application process is complete and the district may submit to ISBE by navigating to the main menu page and selecting "submit."


A district is exempt if:

- They have only one attendance center in the district.
- All the attendance centers are unique grade spans (for example, the district has a K-5 for one, 6-8 for another, 9-12, etc.).
- The two attendance centers with the same grade span have enrollments where one center is twice the size of the other (for example, one of the district's two K-5 schools has 250 and 560 for the other).
- The attendance centers have enrollment of less than 100.

A district is not exempt if:

They have multiple attendance centers with similar grade spans and similar student enrollments. This includes districts with less than 1000 students. (For example, if a district with less than 1000 students but has several attendance centers with the same grade spans and enrollments of 100 or more they must compare their schools.) **Note: Modifying the method of comparison after your original ratio selection may cause comparison data previously entered to be deleted.**

## Written Procedures



**Illinois State Board of Education**

### NCLB Title I Comparability

Written Procedures

[NCLB TITLE I COMPARABILITY HOME](#) | [ISBE HOME](#) | [LOGOFF](#)

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**WRITTEN PROCEDURES**

As provided for in Title I Part A - Sec. 1120A (C)(3)(A)(See appendix A), an LEA must develop procedures for complying with the comparability requirements. Those procedures should be in writing and should, at a minimum, include the LEA's timeline for demonstrating comparability, identification of the position responsible for making comparability calculations, the measure and process used to determine whether schools are comparable, and how and when the LEA makes adjustments in schools that are not comparable.

Name of School District : ABC Community Unit School District 1  
 Position Responsible for Completing Analysis: Title I Coordinator/Director (TIC)  
 Phone: 123/456-7890 Fax: 123/456-7891  
 Email: title1@abccusd1.net

Timeline for Completing Analysis In July of the new school year the Title I Coordinator/Director will conduct a NCLB Title I coordination meeting to establish and coordinate the roles of participants and their responsibilities in completing the Title I analysis. No later than August 15th the Human Resource department will provide a staffing and salary (minus longevity) report for the entire district to the TIC.


In conjunction with the completion of the NCLB consolidated application, the TIC will identify the number of Title I and Non-Title I schools in the district. September 19th will serve as the date for determining enrollment figures for each school in the district and the assigned personnel in each school. The enrollment figures will be established from attendance records reported on that date.

The grade spans used to determine groupings is as follows: K-5, 6-8 and 9-12. Schools with twice the population as other schools in their grade span will be compared

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The Written Procedures screen requires a district to identify their procedures for complying with the comparability requirements. As provided for in Title I Part A – Sec. 1120A (C)(3)(A), an LEA must develop procedures for complying with the comparability requirements. Those procedures should be in writing and should, at a minimum, include **the LEA’s timeline for demonstrating comparability, identification of the position** responsible for making comparability calculations, the measure and process used to determine whether schools are comparable, and how and when the LEA makes adjustments in schools that are not comparable. A sample set of written procedures may be found on the ISBE - External Assurance Website. Written procedures are only required for non-exempt districts that compare schools.

## Salary Schedule



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### NCLB Title I Comparability

Salary Schedule

[NCLB TITLE I COMPARABILITY HOME](#) | [ISBE HOME](#) | [LOGOFF](#)

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**SALARY SCHEDULE**

Enter your salary schedule below. You may cut and paste your schedule from any Word or Excel document.

?Years of Teaching Experience Prior to DOE Steps	Class II Bachelor's	Class III Bachelor's + 30 or Master's	Class VII Ph.D or Ed.D.
No SATEP* 1	\$32,713	\$35,329	
SATEP** 5 (0-2 yrs)	\$43,157	\$46,609	\$55,575
6 (3-6 yrs)	\$44,452	\$48,008	\$57,243

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The Salary Schedule screen requires a district to identify their current salary schedule.

# Equivalence Policies

Main Menu Overview District Information Written Procedures Salary Schedule **Equivalence Policies** Comparisons

## EQUIVALENCE POLICIES [\(View Printable Form\)](#)

### Written policy to ensure equivalence among schools in teachers, administrators, and other staff:

Per Decatur Public School District #61 School Board Policy 6:170

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, and substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

### Written policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies:


Per Decatur Public School District #61 School Board Policy 6:170

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures

The Equivalence Policies screen requires a district to identify their policy for ensuring equality among the schools within their district. Districts must have a policy ensuring equivalence among schools in teachers, administrators and auxiliary personnel. Districts must also have a policy ensuring equivalence among schools in the provision of curriculum materials and instructional supplies. The Illinois Association of School Boards (IASB) Website contains sample policies for districts that are members. The IASB reference number for Equivalency policies is 6:170 - Title I Programs.

# Comparisons



**Illinois State Board of Education**

## NCLB Title I Comparability

Comparisons

NCLB TITLE I COMPARABILITY HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT 19:47

**FY: 2008 - Title I Comparability** **RCDT: 39055061025**

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**COMPARISONS**

A comparison is needed if there are both Title I and non-Title I schools with the same grade span/enrollment range, or, there are two or more Title I schools (but no non-Title I schools) in the same grade span/enrollment range. Mark excluded schools accordingly.

Need to define Comparison Classifications? [Click here.](#)

Exclude	Unit Number	Grade Spans	Classification	Enrollment	Title I	Non-Title I	Title I with Non-Title I	Title I with other Title I	No comparison needed
<input type="checkbox"/>	1.	1030	7-8	Middle school	524	✓		✓	
Thomas Jefferson Middle School									
<input type="checkbox"/>	2.	1034	7-8	Middle school	477	✓		✓	
Stephen Decatur Middle School									
<input type="checkbox"/>	3.	0036	9-12	high school	1051		✓		✓
Eisenhower High School									
<input type="checkbox"/>	4.	0038	9-12	high school	1091		✓		✓
MacArthur High School									
<input type="checkbox"/>	5.	2002	K,1-6	Elementary	202	✓		✓	
Brush College Elem School									
<input type="checkbox"/>	6.	2004	K,1-6	Elementary	248	✓		✓	
Dennis Elem School									
<input type="checkbox"/>	7.	2005	K,1-6	Elementary	245	✓		✓	
Durfee Elem School									
<input type="checkbox"/>	8.	2007	K,1-6	Elementary	301	✓		✓	
Enterprise Elem School									
<input type="checkbox"/>	9.	2009	K,1-6	Elementary	291	✓		✓	
Benjamin Franklin Elem School									
<input type="checkbox"/>	10.	2010	K,1-6	Elementary	347	✓		✓	
Mary W French Academy									
<input type="checkbox"/>	11.	2014	K,1-6	Elementary	218	✓		✓	
William Harris Elem School									
<input type="checkbox"/>	12.	2016	K,1-6	Elementary	333	✓		✓	
Muffley Elem School									
<input type="checkbox"/>	13.	2017	K,1-6	Elementary	307	✓		✓	
Oak Grove Accelerated School									
<input type="checkbox"/>	14.	2019	K,1-6	Elementary	272	✓		✓	
Parsons Accelerated School									
<input type="checkbox"/>	15.	2023	K,1-6	Elementary	367	✓		✓	
South Shores Elem School									
<input type="checkbox"/>	16.	2025	K,1-6	Elementary	326	✓		✓	
Stevenson Accelerated School									
<input type="checkbox"/>	17.	2031	K,1-6	Elementary	360	✓		✓	
Michael E Baum Elem School									
<input type="checkbox"/>	18.	201C	K-8	charter	176	✓			✓
Robertson Charter School									
<input type="checkbox"/>	19.	2032	K-8	Special	478	✓			
Johns Hill Magnet School									
<input type="checkbox"/>	20.	2011	P-8	Special	265	✓		✓	
Garfield Montessori School									
<input type="checkbox"/>	21.	2034	P-8	Special	389	✓		✓	
Hope Academy									

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The Comparisons screen will initially list all the active schools within a district. Each school should be classified according to grade span and/or size. A district may identify its classifications by clicking on the 'Need to define Comparison Classifications? Click here' link (see next page for documentation). Provide enrollment data for each school as well as appropriate Title I/non-Title I grouping. If a school is to be excluded from any comparison, mark as such by checking the box of its row. A reason for its exclusion will be required on the next screen. Click the 'Save and Continue' button once complete.

An LEA must include all schools with 100 or more students receiving Title I funds in their comparability analysis regardless of the special status or unique purpose. A separate

comparison for two or more of the same special schools with similar student populations (i.e. Magnet, Charter, Alternative, Special Ed schools, etc.) should be completed. See the section "Classification Maintenance" on how to set up a variety of school groupings.

For each grade span group and enrollment-size range created, select the type of comparison to be made for each school.

1. If there are both Title I schools and non-Title I schools in the grouping (grade span and enrollment-size range), a comparison is needed. Check the box in the column "Title I with Non-Title I."
2. If there are two or more schools in the grouping, and all of the schools are Title I schools, a comparison is needed. **Check the box in the column "Title I with Title I."**
3. If there is only one school in the grouping, no comparison is needed. Check the box in the column entitled, "No comparison needed."

Check the "Exclude" box for any schools with 100 or fewer students that the LEA is excluding from comparability determinations. Charter and other Special Schools (i.e. Special Education, magnet, alternative, etc.) are not excluded unless they have fewer than 100 students.

### Classification Maintenance

The screenshot shows the 'Classification Maintenance' interface. At the top, it says 'NCLB Title I Comparability Classification Maintenance'. Below that, there's a form with a text input field for 'Classification Description' and 'Add' and 'Cancel' buttons. Underneath is a table with the following data:


	Classification Description
<a href="#">Edit</a>	charter
<a href="#">Edit</a>	Elementary
<a href="#">Edit</a>	high school
<a href="#">Edit</a>	Middle school
<a href="#">Edit</a>	Special

At the bottom of the page, there is a footer with contact information: 'Have questions or need help? Contact our Call Center (217)558-3600 between 8:00am - 5:00pm CST, Monday - Friday or Click here to Contact Us. Copyright © 2009, Illinois State Board of Education'.

The Classification Maintenance screen allows a district to define its own set of comparison classifications. For example, if there are both large and small elementary schools with similar grade spans the district may want to create both large and small classifications in that grade span. Such classifications can be used in future application comparisons.

To add a new classification, enter its description and click the 'Add' button. To modify an existing classification, click the 'Edit' link next to its row. Make the description change and then click the 'Update' link next to its row. **Note: making changes to an existing description will affect all applications that have used the classification in previous years.**

## Comparisons - Exclusions



**Illinois State Board of Education**

**NCLB Title I Comparability**  
Exclusions

NCLB TITLE I COMPARABILITY HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT **19:54**

FY: 2008 - Title I Comparability RCDT: 39055061025

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**EXCLUSIONS**

Include	Unit Number	Grade Spans	Classification	Enrollment	Reason
<input type="checkbox"/>	3101		charter	176	unique single school designation
Robertson Charter School					
<input type="checkbox"/>	4101	11-12	Special	0	less than 100 students
Decatur Area Technical Academy					
<input type="checkbox"/>	3002	3,5-1	Special	0	less than 100 students
Decatur Area Technical Academy					
<input type="checkbox"/>	3004	3-12	Special	0	less than 100 students
Phoenix Enrichment Center					
<input type="checkbox"/>	3001	P	Elementary	0	less than 100 students
Pershing Early Learning Center					

Save and Continue
Back to Comparisons

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The Exclusions screen will list all schools that were identified as being excluded from any comparisons. If a school was accidentally identified as being excluded, mark it as to be included by checking the box next to its row. Enter a reason for exclusion for each school to be excluded. Click the 'Save and Continue' button once complete.

## Comparisons - FTEs

**FTE Staff** - Calculate the full-time equivalent number of **instructional staff paid with state and local funds** that are regularly assigned to each school listed. FTEs paid with federal or SFSF funds must be excluded from the pupil/staff ratio. Enter data to the nearest tenth. **Vacant positions can not be used in the calculation.** "Instructional staff" is a staff member who provides direct instruction to children or who assists or supervises staff members who provide instruction, including:

- a. Teachers
- b. Principals
- c. Consultants
- d. Supervisors of instruction
- e. Librarians
- f. Guidance and psychological personnel
- g. Other personnel assigned to schools to provide direct instructional services such as music, art, speech therapy, school social work, and physical education
- h. Aides, clerical personnel, and other paraprofessionals assisting other instructional staff members providing instructional services.

Superintendents, assistant superintendents, and their staff should NOT be included in the calculations.

Enter the name, position and FTE for each staff person you are going to use for the school's comparison and select the "Add FTE" button. If you make a mistake you may use the "Clear" button or use the delete "delete" feature by the name of the staff person you want to remove. The system will add all the FTEs and transfer them to the page which will determine the school's pupil/staff ratio. Once you are finished with the school's FTEs you may select another school from the drop down menu. When the FTEs for all the schools has been completed you may select the "Continue" button at the bottom of the page.

The screenshot shows the 'NCLB Title I Comparability - FTE' web application. The page title is 'ISBE NCLB Title I Comparability - FTE'. The user is logged in as 'Name: Decatur SD 61'. The page has a navigation menu with options: Main Menu, Overview, District Information, Written Procedures, Salary Schedule, Equivalence Policies, and Comparisons. The 'Comparisons' tab is selected.


The main content area is titled 'FTE' and contains the instruction: 'Enter the FTE for each school within the district. These amounts will populate the FTE amounts on the next screen.' Below this, the school is set to 'Benjamin Franklin Elem School'.

	Name	Position	FTE
Delete	Michelle Adkins	Computer	0.55
Delete	Judith Alexander	Grade 1	1.00
Delete	Linda Allen	Elementary General Music	0.80
Delete	Dianna Anderson	Kdgn/1 Instructional Assistant	1.00
Delete	Bonita Ayd	Kdgn/1 Instructional Assistant	1.00
Delete	Kristin Barger	Grade 6	1.00
Delete	Julia Bechtel	Elementary PE	0.40
Delete	Dena Bruce	Kdgn/1 Instructional Assistant	1.00
Delete	Vernadene Cook	Grade 5	1.00
Delete	Mary Engleton	Grade 2	1.00
Delete	Garold Fowler	Orchestra	0.20
Delete	Kay Green	Grade 2	1.00
Delete	Marcia Greenwell	Kindergarten	1.00

At the bottom of the table, there are two buttons: 'Continue' and 'Back to Exclusions'.

For the purpose of determining compliance a local educational agency may exclude State and local funds (or FTEs) expended for bilingual education for children of limited English proficiency; and excess costs (or FTEs) of providing services to children with disabilities as determined by the local educational agency. By excluding these excess costs in the Special Education Schools, they can be compared to other regular schools with similar grade spans and student enrollment.

## Comparisons – Comparison Details



Illinois State Board of Education

### NCLB Title I Comparability

Comparison Details

NCLB TITLE I COMPARABILITY HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT 19:52

FY: 2008 - Title I Comparability RCDT: 39055061025

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**COMPARISON DETAILS**

A baseline comparison must be established for each School Grouping. When comparing non-Title I with Title I schools, use non-Title I schools to create the baseline. When comparing Title I with other Title I schools, use the average of the schools with the lowest percentage of poverty to create the baseline.

Classification: Special

Baseline School	Name of School	Title I	Grade Spans	% Low Income	Enrollment	FTE Staff	Pupil/Staff Ratio
<b>BASELINE COMPARISON AVERAGES:</b>					<b>371</b>	<b>30.60</b>	<b>13.35</b>
<input checked="" type="checkbox"/> 1.	Garfield Montessori School	Y	P-8	<input type="text" value="47"/>	265	<input type="text" value="21.80"/>	12.16
<input checked="" type="checkbox"/> 2.	Johns Hill Magnet School	Y	K-8	<input type="text" value="50"/>	478	<input type="text" value="39.40"/>	12.13
<input type="checkbox"/> 3.	Hope Academy	Y	P-8	<input type="text" value="93"/>	389	<input type="text" value="38.30"/>	10.16

Calculate and Save
Back to Exclusions

Have questions or need help? Contact our Call Center (217)558-3600 between 8:00am - 5:00pm CST, Monday - Friday or [Click here to Contact Us](#)

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The Comparison Details screen breaks the comparison process down by classification. For each classification, identify the school(s) to be used for a baseline average by checking the box next to its row. Enter the percentage of low income for each school. Depending on the type of comparison that the district has chosen, you will have entered either the FTE staff on the proceeding page for the pupil/staff ratio or you may enter , Salaries or Expenditures for each school for the pupil/salary or pupil/expenditure ratios.

**Salaries for the Pupil/Salary ratio** - Enter the total amount of state and local funds spent on salaries for the staff members less the amount of such salaries based on length of service (longevity/salary differentials). Enter the data to the nearest dollar. Do not include salaries paid from federal funds. Salaries paid from State Fiscal Stabilization Funds (SFSF) funds must be excluded from a comparison using pupil/salary ratio or pupil/expenditure ratio if the salaries were used for federal positions.

**Expenditures for the Pupil/Expenditure ratio** - State and Local funds as reported in the current approved budget for curriculum materials and instructional supplies for the current school year for each school should be entered in the appropriate cell in the "expenditures" columns. Salaries or other expenditures paid from State Fiscal Stabilization Funds (SFSF) funds must be excluded from a comparison using a pupil/expenditure ratio if the salaries were used for federal positions.

Should your district be audited and you use this method, **the figures will be traced back to your approved budget. Any figures used in the calculations that can't be verified will be questioned and recovered.** These numbers will be divided by the enrollment for each school to determine a per pupil expenditure. Capital Outlay is not an allowable expenditure. The following chart illustrates those funds that may be included in the expenditures total for each school.

LINE	FUNC	EXPENDITURE ACCOUNTING 2	SALARIES 3 (Obj 100's)	EMPLOYEE BENEFITS 4 (Obj 200's)	PURCHASED SERVICES 5 (Obj 300's)	SUPPLIES & MATERIALS 6 (Obj 400's)	CAPITAL OUTLAY** 7 (Obj 500's)	OTHER OBJECTS 8 (Obj 600's)
1	1000	Instruction	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
2	2110	Attendance & Social Work Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
3	2120	Guidance Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
5	2140	Psychological Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
6	2150	Speech Pathology and Audiology Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
7	2210	Improvement of Instruction Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
8	2220	Educational Media Services	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		
11	2400	School Administratio	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX	\$XXX,XXX		

Click on the 'Calculate and Save' button and the system will compute the baseline comparison average as well as identify all schools that exceed that baseline. Choose each classification for the district from the dropdown box and calculate its baseline comparison.

Schools within each classification comparison must not exceed the baseline comparison. The system will not allow submittal of the data until this check has been met.

Illinois State Board of Education

### NCLB Title I Comparability

Comparison Details

NCLB TITLE I COMPARABILITY HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT 51:35

FY: 2010      RCDT: 17064087025      Name: Bloomington SD 87

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**COMPARISON DETAILS**

A baseline comparison must be established for each School Grouping. When comparing non-Title I with Title I schools, select all of the non-Title I schools to create the baseline. When comparing Title I with other Title I schools, select half of all the schools with the lowest percentage of poverty to create the baseline.

Classification: Elementary

Baseline School	Name of School	Title I	Grade Spans	% Low Income	Enrollment	Salaries	Salary per Pupil
<b>BASELINE COMPARISON AVERAGES:</b>						<b>1234779</b>	<b>2486.13</b>
<input checked="" type="checkbox"/>	1. Oakland Elementary School	N	K-5	<input type="text" value="32"/>	470	<input type="text" value="1302615"/>	2771.52
<input checked="" type="checkbox"/>	2. Washington Elem School	N	K-5	<input type="text" value="28"/>	424	<input type="text" value="1166944"/>	2752.23
<input type="checkbox"/>	3. Bent Elem School	Y	K-5	<input type="text" value="73"/>	427	<input type="text" value="1164181"/>	2726.42
<input type="checkbox"/>	4. Irving Elementary School	Y	K-5	<input type="text" value="80"/>	376	<input type="text" value="1352239"/>	3596.38
<input type="checkbox"/>	5. Sheridan Elem School	Y	K-5	<input type="text" value="83"/>	431	<input type="text" value="1514318"/>	3513.50
<input type="checkbox"/>	6. Stevenson Elem School	Y	K-5	<input type="text" value="47"/>	495	<input type="text" value="1646545"/>	3326.35

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## Submit of Data

The screenshot shows the 'NCLB Title I Comparability' review interface. At the top, there is a header with the Illinois State Board of Education logo and navigation links. Below the header, the page title 'NCLB Title I Comparability' and 'Review' are displayed. The session ID is '39055061025' and the session timeout is '19:47'. The page content includes a 'REVIEW' section with the following text: 'Basic edit checks must be passed prior to submittal. Click on the 'Perform Edit Checks' button below to run the edit checking program. All errors must be corrected prior to being allowed to submit.' Below this text are three buttons: 'Perform Edit Checks', 'Submit', and 'Cancel'. At the bottom of the page, there is a footer with contact information and a copyright notice for 2009.

On the Main Menu tab you will note the "submit" link. Before a district can submit their data, basic edit checks must be passed. If errors exist, they will be listed; otherwise, a message will display stating that the checks have been passed and the data is ready to be submitted.

This screenshot shows the same 'NCLB Title I Comparability' review interface as the previous one, but with a success message. The text in the 'REVIEW' section now reads: 'All edit checks passed. Data may be submitted.' The 'Perform Edit Checks' button is now disabled, while the 'Submit' and 'Cancel' buttons remain active. The rest of the page layout, including the header and footer, is identical to the previous screenshot.

If you have any questions, please contact Paul Williams at 217/782-7970 or by email at [pwilliam@isbe.net](mailto:pwilliam@isbe.net). Complete and submit via the Web to ISBE by **November 30<sup>th</sup>**.

APPENDIX A

**Sec. 1120A (c) of Title I of No Child Left Behind Act, Public Law 107-110**

(c) COMPARABILITY OF SERVICES.--

(1) IN GENERAL.--

(A) Except as provided in paragraphs (4) and (5), a local educational agency may receive funds under this part only if State and local funds will be used in schools served under this part to provide services that, taken as a whole, are at least comparable to services in schools that are not receiving funds under this part.

**(B) If the local educational agency is serving all of such agency's schools under this part, such agency may receive funds under this part only if such agency will use State and local funds to provide services that, taken as a whole, are substantially comparable in each school.**

(C) A local educational agency may meet the requirements of subparagraphs (A) and (B) on a grade-span basis or a school-by-school basis.

(2) WRITTEN ASSURANCE.--

(A) A local educational agency shall be considered to have met the requirements of paragraph (1) if such agency has filed with the State educational agency a written assurance that such agency has established and implemented--

(i) a local educational agency-wide salary schedule;

(ii) a policy to ensure equivalence among schools in teachers, administrators, and other staff; and

(iii) a policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies.

(B) For the purpose of subparagraph (A), in the determination of expenditures per pupil from State and local funds, or instructional salaries per pupil from State and local funds, staff salary differentials for years of employment shall not be included in such determinations.

(C) A local educational agency need not include unpredictable changes in student enrollment or personnel assignments that occur after the beginning of a school year in determining comparability of services under this subsection.

(3) PROCEDURES AND RECORDS.--Each local educational agency assisted under this part shall--

(A) develop procedures for compliance with this subsection; and

**(B) maintain records that are updated biennially documenting such agency's compliance with this subsection.**

(4) INAPPLICABILITY.--This subsection shall not apply to a local educational agency that does not have more than one building for each grade span.