

## **PCSD Title II Supplement Not Supplant Procedure**

The Superintendent and Title II Director will ensure that all Title II funds for the Piedmont City School District are designated for Title II services and are used exclusively to supplement the regular education program. These funds shall not replace, or supplant, state and local funds that would be used, in the absence of Title II funds, for Title II students.

Title II funds may not replace public education services that are provided to all students. The following procedure ensures that Title II funds are used to supplement, and where possible, increase the level of funds that would otherwise come from non-federal sources for the education of children participating in Title II programs.

**Schoolwide Program:** The district will demonstrate that Title II funds supplement the funds required to be provided to the schoolwide program. Evidence: district and school budgets, including backup documentation showing that the school is receiving funds for free public education, including services for LEP and Special Education students.

**Procedure for Dissemination:** The Title II Director will disseminate this written policy and procedure to all administrators within the district and on the district website. After dissemination, the Title II Director will meet with school administrators and Title II staff to ensure a clear understanding of the Supplement, Not Supplant concept and the procedures enacted to follow this policy.

**Staffing:** Piedmont City School District will maintain records to demonstrate that each Title II program receives staff services commensurate with the staff payment.

**Professional Development:** Piedmont City School District will maintain a description of professional development provided at the district level funded by Title II. This professional development will not duplicate services provided for non-Title I purposes that, in the absence of Title II funds, would be provided to all staff. The PCSD Central Office will maintain a description of school-level professional development paid for by Title II funds.

**Parent/Guardian Involvement:** Piedmont City School District will maintain a description of district-level parental involvement activities funded by Title II. These activities will not duplicate those that the district would provide in the absence of Title II funds. The PCSD Central Office will maintain a description of school-level parental involvement activities paid for by Title II funds.

**Schoolwide Programs:** Piedmont City School District will demonstrate that Title II funds supplement those funds required to be provided to the district-wide program.

**Guidance/Counseling (If applicable):** The district will demonstrate that guidance and counseling services funded by Title II are provided to Title II participants and are supplemental

to other available services. These services will not duplicate those that, in the absence of Title II funds, would be provided to all students and parents.

**Dissemination:** Piedmont City School District will disseminate this information and the accompanying procedures to all administrators and Title II staff to ensure clear understanding of the Supplement, Not Supplant concept and the procedures put in place to follow this policy.

**Supplement, Not Supplant Means Tests:**

1. Is the program or activity that the district wants to fund required under state, local, or another federal law? If so, it is supplanting unless otherwise noted in the applicable law.
2. Were state or local funds used in the past to pay for this program or activity? If they were, it is supplanting.
3. Are the same programs or activities being implemented in other areas of the schools and funded by state or local funds? If yes, this is supplanting.

The Piedmont City School District will review this policy each year and distribute it to parents at the Annual Title II meeting, and post it on the district's website.