

EQUIVALENCE IN INSTRUCTIONAL STAFF AND MATERIALS

In accordance with federal regulations, the Board of Education will ensure equivalence among District schools in teachers, administrators, and auxiliary personnel and in the provision of curricular materials and instructional supplies. The Superintendent shall follow the State Education Department guidelines in determining such equivalence on an annual basis and report to the Board on the status of District schools with regard to equivalence.

Cross-Reference: Policy 4325, Remedial Instruction

Reference: 34 CFR § 200.43(c)(1)(i), *ESEA Chapter 1 Program in Local Educational Agencies*
State Education Department, Office of School Improvement Grants
Management and Compliance, *Consolidated Application and Applicant's Guide and Instructions for Consolidated Application*

Adopted: April 20, 1999

EQUIVALENCE IN INSTRUCTIONAL STAFF AND MATERIALS EXHIBIT

COMPARABILITY REPORT FORM

DISTRICT CODE:

1. Check if the District is requesting an exemption for:

- a. _____ Fewer than 1000 students District-wide
- b. _____ One building per grade span in the District (non-overlapping)

**If the District is exempt from Comparability requirements, STOP HERE.
Items 2 through 15 do not have to be completed.**

2. Check if the District is excluding State and/or locally funded programs for:

- a. _____ Limited English Proficient Students
- b. _____ Children with Handicapping Conditions
- c. _____ PCEN Compensatory Services
- d. _____ Local Tax Levy Only for Compensatory Education Services

**THE COMPLETED FORM SHOULD BE KEPT ON FILE IN THE DISTRICT
FOR REVIEW DURING FEDERAL AUDITS AND
STATE EDUCATION DEPARTMENT MONITORING VISITS,
OR MAILED TO THE STATE EDUCATION DEPARTMENT UPON REQUEST.**

GRADE SPAN GROUP COMPARISONS: (Duplicate page for each group reported)

3. **Grade Span Group This Page:** (Check One)

_____ Primary _____ Elementary _____ Middle/Jr. High _____ High School _____ Other

4.

	(a) List Non-Title I Schools	(b) Building Grade Span	(c) Total Number Pupils Enrolled	Personnel (d) Total FTE Instr Staff
		to		
		to		
		to		
		to		
5. TOTAL	(a)		(c)	(d)

6. a. **Divide Total Pupils Enrolled, 5(c), by Total FTE Instructional Staff, 5(d), to obtain the Average Pupil/Staff Ratio**

6. a. _____

b. **Multiply 6(a) by 110%**

b. _____

7.

	(a) List Title I Schools	(b) Building Grade Span	(c) Total # Pupils Enrolled	Personnel	
		to		(d) Total FTE Instr Staff	(e) Pupil/ Staff Ratio (7c ÷ 7d)
		to			
		to			
		to			
		to			
8. TOTAL	(a)		(c)	(d)	(e)

Any Title I school in #7(a) is not comparable if its Pupil-Staff Ratio in column 7(e) exceeds the Pupil-Staff Ratio in #6(b).

Comparability check if all schools in a grade span group are Title I schools:

9. **Multiply #8(e) by 110%**

9. _____

Any Title I school in #7(a) is not comparable if its Pupil-Staff Ratio in #7(e) exceeds the Pupil-Staff Ratio in #9.

ONLY COMPLETE THIS PAGE IF PAGE 2 WAS NOT COMPLETED

ALTERNATE DISTRICT-WIDE REPORTING PROCEDURE

	(a) List All Non-Title I Schools in District	(b) Building Grade Span	(c) Total Number Pupils Enrolled	Personnel (d) Total FTE Instr Staff
		to		
		to		
		to		
		to		
11. TOTAL	(a)		(c)	(d)

12. a. Divide Total Pupils Enrolled, 11(c), by Total FTE Instructional Staff, 11(d), to obtain the Average Pupil/Staff Ratio **12. a.** _____

b. Multiply 12(a) by 110% **b.** _____

	(a) List All Title I Schools in District	(b) Building Grade Span	(c) Total # Pupils Enrolled	Personnel	
		to		(d) Total FTE Instr Staff	(e) Pupil/ Staff Ratio (c ÷ d)
		to			
		to			
		to			
		to			
14. TOTAL	(a)		(c)	(d)	(e)

Any Title I school in #13(a) is not comparable if its Pupil-Staff Ratio in column 13(e) exceeds the Pupil-Staff Ratio in #12(b).

Comparability check if all schools in the District are Title I schools:

15. Multiply #14(e) by 110% **15.** _____

Any Title I school in #13(a) is not comparable if its Pupil-Staff Ratio in #13(e) exceeds the Pupil-Staff Ratio in #15.