

# Transforming Education in Rhode Island



## The Race to the Top Opportunity

### Race to the Top

RIASBO Meeting

November 14, 2011



# TRANSFORMING EDUCATION IN RHODE ISLAND



## The Race to the Top Opportunity

# AGENDA

- Overview and Design Approach
- Budget Amendments
- Cash Reimbursements
- Induction Program
- Evaluation Intermediary Service Providers (ISPs)
- Teacher Recruitment Platform for LEAs
- ARRA Reporting

# Overview on RTTT Budget

- The RTTT budget was prepared using detailed cost estimates for district activities and is organized around the following five support systems:
  1. Standards and Curriculum
  2. Instructional Improvement Systems
  3. Educator Effectiveness
  4. Human Capital Development
  5. School Transformation and Innovation
- The framework helps delineate the specific actions that RIDE, districts, charters and state schools will undertake in order to achieve our statewide goals.

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# Design Approach

- Rhode Island has taken a unified approach in the design of statewide systems that will allow educators (teachers and leaders) and parents to support student achievement.
- RIDE will be coordinating the use of district funds toward the procurement of the services and expertise necessary for the design, development, and implementation of the five RTTT systems.
- All districts will be prepared to implement and have full access to the systems that are being built regardless of the individual RTTT allocation.

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# Budget Amendments

- Budget amendments for RTTT will follow the same process currently used for the CRP federal grants and LEAs will submit requests through the AcceleGrants system requiring both program and fiscal approval.
- An amendment to a previously approved budget application is required whenever there is a/an:
  - Balance of unapplied RTTT funds appearing in the budget summary;
  - Anticipation that the approved RTTT plan, as currently designed, will not be fully implemented as expected, resulting in unexpended funds at the end of the grant period;
  - Change in the total amount of available funds that has caused the currently approved budget to exceed the total amount of available funds due to changes in the sequencing and timelines of the RTTT activities;
  - Cumulative anticipated change(s) within or among objects of expenditure (budget series) that exceeds 10% of the total approved budget, or over \$100,000.00, whichever amount is less;
  - Change in the scope, goals, and/or intent of the currently approved SOW;
  - Change in program activities and/or staffing that alters the scope, goals and/or intent of the currently approved SOW; and/or
  - Changes that are required to correct any validation error messages that occur because of changes in allocation amounts.

# Budget Amendments

- Please note that when amending your budget, allowable expenses under this grant generally will be limited to personnel and contractual services.
- Other forms of expenses, such as equipment and supplies, will not be approved unless directly related to the implementation of a specific RTTT task, such as an alternative delivery of a training session or to accommodate training for audiences with special needs, and such costs will need **preapproval from RIDE prior to budget submission.**
- ***RIDE will not approve expenditures of RTTT funds to support current expenditures or budget reductions.***

# Non-Committed RTTT Funding

- The Title I, Part A, formula was used to determine the allocation of RTTT funds to each LEA and will allow for some LEAs to receive more funds than the projected amounts needed to implement the RTTT plans.
- The additional non-committed RTTT funds are available to these LEAs based on the results of the gap analysis to ensure that all remaining RTTT resources are invested in areas that will help LEAs achieve the performance targets and goals set out in their Scope of Work (SOW).
- **PROPOSAL:** LEAs requesting access to these funds should amend their budget and include a proposal describing how these funds will be invested to reach RTTT goals.

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### LEA Savings Redirection

- If an LEA has achieved savings, for example substitute replacement costs were lower than estimated, the savings should be redirected into the following areas:
  - 1) conduct deeper trainings throughout the district to build additional capacity;
  - 2) identify and mentor those individuals who need additional, deeper-level, targeted support; and
  - 3) develop and establish innovative alternative approaches to learning, such as the virtual high school initiative.

**PROPOSAL:** LEAs with savings, requesting redirection of these funds, should amend their budget and include a proposal describing how these funds will be invested to reach RTTT goals.



# Cash Reimbursements

- Cash reimbursement requests will follow the same process as currently established through AcceleGrants.
- Filing of quarterly reports is required for approval of cash reimbursements.
- Race to the Top is different in that each budget is separated by the 5 support systems previously mentioned, in which cash reimbursements are requested separately.

# Induction Program

- RIDE has hired induction coaches to support our beginning teachers, as part of our Race to the Top initiative. Each LEA has an allocation, budgeted in AcceleGrants, to support induction-coach services and the development of the induction program.
- **LEA budgets in AcceleGrants for Induction:** There will be no opportunity for amending the budget this year, as the total cost of the entire program will be prorated across all LEAs.
- **Coaches released from districts:** For those teachers that will be paid through a Memorandum of Agreement with RIDE, similar to the process used for teaching fellows, each LEA should invoice RIDE quarterly for the agreed upon salary and benefits of the coach.

# Evaluation Intermediary Service Providers (ISPs)

- RIDE has procured the services of a fiscal agent to hire ISPs for Evaluation work on behalf of the LEAs. The vendor selected through a competitive bid process is West Bay Collaborative (WBC).
- Those LEAs working with ISPs through West Bay Collaborative can expect to be contacted by WBC to arrange and agree upon the services the LEA will receive. WBC will invoice the LEAs for these services. Please follow standard cash reimbursement procedures through AcceleGrants.
- LEAs that have a pre-approved alternative Evaluation services model need to follow the standard cash reimbursement procedures.



# Teacher Recruitment Platform for LEAs

- RIDE has procured the services on behalf of the LEAs for the Teacher Recruitment platform. The vendor selected was School Spring Inc.
- RIDE has set up an Human Resources meeting with the LEAs that takes place quarterly and School Spring will be presenting the level of services and provide a training on the system. This will be held tomorrow, November 15, 2011 at NRIC.
- For further information regarding these services, please contact Hilda Potrzeba at 401-222-8891.

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## **ARRA Reporting**

# LEA Roles and Responsibilities

1. Job Reporting
2. 1512 Financial Reporting
3. Vendor Payment Report
4. Accounting for Set-asides

# Jobs Reporting

**To comply with OMB guidance, LEAs** must:

1. Complete and/or collect jobs data workbooks or no jobs attestations for themselves and from their vendors.
2. Submit jobs data and no jobs data attestations to RIDE two days prior to the end of the reporting quarter (e.g., December 29, 2011).
3. Maintain adequate supporting documentation for data quality review and potential audits.

# Jobs Data: What must I report?

- LEAs must report all hours that will be paid with ARRA funds including:
  - Professional development
  - Substitute teachers
  - Consultants
  - Other ARRA-funded positions
- Hours are to be reported in the quarter in which they are worked
  - Report job hours regardless of reimbursement
  - If an employee discharges time such as sick, personal, or vacation time and his or her salary is paid with ARRA funds, these hours should be reported
- Remember not to group similar positions on a single row in your job workbook



### No Jobs Attestation

If no jobs were created or retained within the quarter, a no jobs attestation must be submitted. The following information is required:

- Name of the Sub-Recipient or Vendor
- Award Name and Award Number
- Date of Attestation
- Quarter and Calendar Year
- Clear statement that there are no ARRA-funded job hours to report

Do not submit blank or “Zero Hours” jobs data workbooks.

# ARRA 1512 Financial Reporting

- There are three major changes in Race to the Top reporting procedures:
  1. LEAs are NOT required to submit 1512 reports for Race to the Top to [FederalReporting.gov](http://FederalReporting.gov).
  2. LEAs MUST submit to RIDE a vendor payment report from their financial systems.
  3. LEAs MUST record the set-aside expenses on their books with journal entries provided by RIDE each quarter.

# ARRA 1512 Reporting

- Due to the structure and complexity of the Race to the Top budget, RIDE will be procuring services and paying vendors on behalf of the LEAs using the set-aside contribution.
- RIDE will populate the Race to the Top 1512 prime report on behalf of the LEAs using this vendor data in addition to the data within the vendor payment reports provided to RIDE by the LEAs.
- LEAs are not to submit a Race to the Top 1512 report to [FederalReporting.gov](http://FederalReporting.gov)

# Vendor Payment Report

- All LEAs are required to submit a complete vendor payment report to RIDE
- The report should include all vendors that have been paid by the LEA, regardless of reimbursement
- This report must include the following information:
  - Vendor Payment Date
  - Vendor Name
  - Vendor HQ Zip Code + 4 **&/OR** Vendor DUNS Number
  - Payment Amount
  - Product or Service Description

# Accounting for Set-Asides

1. LEAs MUST record the set-aside expenses on their books with journal entries provided by RIDE each quarter.
2. Please keep all back-up documentation for audit purposes.

**Sample journal entry:** Instructional Improvement Systems (Formative Assessment)

### LEA funds received by fiscal agent (RIDE)

Cash \$10,000

(21264100-99997-997-97-9700-10xxx-9700)

Revenue \$10,000

(21264100-99998-998-98-9800-44501-9800)

### LEA funds expended by fiscal agent (RIDE)

Expenditure \$10,000

(21264100-01300-241-10-0000-53220-0000)

Cash \$10,000

(21264100-99997-997-97-9700-10xxx-9700)

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# Questions?

