

From the Office of Educator Quality and Certification

RE: Title II A -Allowable and Unallowable Professional Development Expenditures

At the request of the United States Department of Education's (USDE) Title II, Part A Program Office, RIDE has been asked to reiterate the appropriate uses of teacher quality funding to our Local Education Agencies (LEAs); specifically around the use of Title II, Part A funds for high quality professional development. The purpose of Title II, Part A funding is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensure that all teachers are highly qualified. Title II, Part A professional development funds must only be used for expenses that are allowable, reasonable, necessary and based upon a needs assessment conducted by the district. Expenditure of Title II, Part A funds must also be supplemental and not supplant local or state funded initiatives.

Allowable Professional Development includes activities that:

- a. Improve and increase teachers' knowledge of core academic subjects (Mathematics, Language Arts, Social Science and World Languages)
- b. Are part of the school's or district-wide educational plans
- c. Provide teachers and principals the knowledge and skills to support students meeting state academic standards
- d. Improve upon classroom management skills
- e. Are sustained, and classroom focused and are not one day or short term workshops
- f. Advance teacher understanding of effective instruction strategies that are based on scientifically based research; and
- g. Are developed with participation of teachers, principals, parents, and administrators.

Equipment and Supplies:

Supplies and equipment purchased with Title II, Part A funds must be used for allowable Title II, Part A-funded professional development activities and if they are "reasonable and necessary" per the Office of Management and Budget cost principles in OMB Circular A-87. Any equipment or supplies purchased with Title II, Part A funds must be used for the teacher's or principal's professional development. A teacher may also use such equipment or supplies for use in the classroom. Beyond this, for any equipment or supplies purchased both for professional development and other purposes not authorized by Title II, Part A, Title II, Part A funds may only pay for the relative share of benefit to that program.

For example:

Title II, Part A funds may be used to pay for

- DVDs and videos that are part of an allowable professional development program and that serve to reinforce the professional development provided and

Reference books, professional journals, and instructional resources that are part of an allowable professional development program and reinforce the professional development provided.

Unallowable Expenditures:

Title II, Part A funds may not be used for

- Reference books, professional journals, and instructional resources if such materials are intended to be part of a general professional development library and are not part of the professional development itself,
- Student textbooks; and
- Computers, laptops, iPads, electronic whiteboards and other similar technology, unless the LEA can confirm either (1) that only the technology will only be used for Title II, Part A professional development for teachers, principals, or other authorized staff, or (2) other local, state, or Federal programs pay their fair share for the benefits that come for their use for non-Title II, Part A purposes.

In this regard, some LEAs, for example, have sought approval from RIDE for the purchase of hardware and software.

Consistent with the principles above, the **purchase of** technology, such as i-Pads solely with Title II, Part A funds is not allowable unless the LEA can ensure and document that the purchased technology will be used **ONLY** for Title II, Part A-funded professional development and **ONLY** for allowable Title II, Part A activities. Hence, we recommend that LEAs expend Title II, Part A funds on teacher and principal professional development and use other funds for technology.

If you have any questions regarding the appropriate uses of Title II, Part A funding please contact Mary Keenan at Mary.Keenan@ride.ri.gov or by phone at (401) 222-8497.