

Comparability

Title I, Part A Requirement
ESEA Section 1118(c)



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DEPARTMENT OF
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September 22, 2021



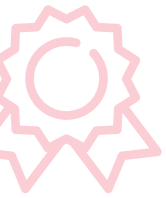
VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens



MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community



1

ALL Students Proficient and Showing Growth in All Assessed Areas



2

EVERY Student Graduates from High School and is Ready for College and Career



3

EVERY Child Has Access to a High-Quality Early Childhood Program

EVERY School Has Effective Teachers and Leaders

4



EVERY Community Effectively Uses a World-Class Data System to Improve Student Outcomes

5



EVERY School and District is Rated "C" or Higher

6



A local educational agency (LEA) may receive funds under Title I, Part A 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.

ESEA section 1118(c)(1)(A)

A local educational agency may meet this requirement on a grade-span by grade-span basis or a school-by-school basis.

ESEA section 1118(c)(1)(C)

Requirements

Each LEA receiving Title I, Part A funding shall:

1. Develop written procedures for compliance with comparability;
2. Maintain records that are updated biennially documenting such agency's compliance in maintaining comparability.

ESEA Section 1118(c)(3)



A local educational agency shall be considered to have met the requirements if the LEA has provided written assurances that the LEA has established and implemented:

- An LEA-wide salary schedule;
- A policy to ensure equivalence among schools in teachers, administrators, and other staff; and
- A policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies.



Each LEA must have an established **LEA-wide salary schedule**.

- A copy **must** be included in the LEA's comparability documentation each year.

Each LEA must have a **policy ensuring** there is **equivalence among schools in teachers, administrators, and other staff**.

- A copy **must** be maintained with the comparability documentation.

The LEA should have a **policy ensuring equivalence among schools in the provision of curriculum materials and instructional supplies**.

- A copy **must** be maintained with the comparability documentation.



The **written procedures** at a minimum should include:

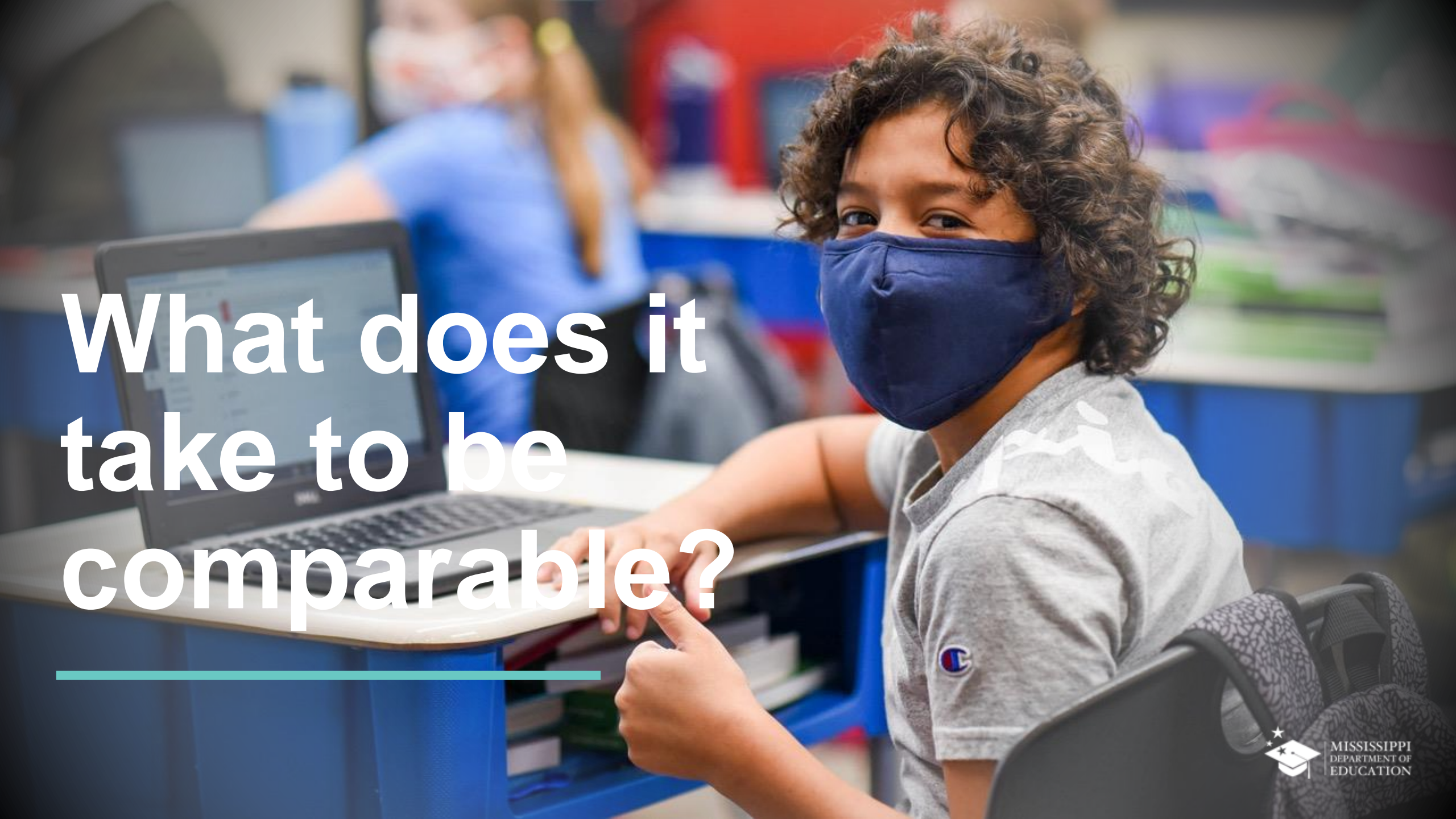
- Identification of the office and job title of the responsible person for ensuring that it occurs.
- Descriptive language in how the procedures will be carried out.
- Timelines and deadlines.
- Who will be responsible for receiving and responding to complaints
- Description of the reallocation process if the LEA has schools that are not comparable.



The written procedures:

- Identification of the methods and process used for collecting data to demonstrate comparability.
- Explicitly identifying the method and grade span (range) that will be used to calculate comparability.
- Indicate what data will be used to demonstrate comparability and who will verify the data's accuracy.
- Maintain comparability documentation for a minimum of five (5) years.





What does it
take to be
comparable?



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There are four ways that a school can be deemed comparable. However, the LEA must apply the same method to all schools within the LEA.



Grade Span Using Instructional Staff Full-Time Equivalent (FTE)

Grade Span Using Instructional Staff Salary

All Served Title I Schools Using Instructional Staff FTE

All Served Title I Schools Using Instructional Staff Salary



Comparison of state and locally-funded instructional staff **student/staff ratios in each Title I school** with the state and locally-funded instructional staff **average student/staff ratios** in **non-Title I schools or Title I comparison schools** by grade span.

A Title I school is deemed comparable if its student/instructional staff ratio **does not exceed 110 percent** of the average student/instructional staff ratio of non-Title I schools or Title I comparison schools.

Grade Span Using Instructional Staff Full-Time Equivalent (FTE)

15

Non-Title I/ Title I Comparison Schools to Title I Schools using Instructional Staff FTE

(Required - Upload a Printed Copy MCAPS)

List ALL Title I schools (serving the same grade spans range as ALL Non-Title I or Title I Comparison Schools)

LEA Name: (Enter name below) **Make Believe School District** Grade Range: (Enter the range of grades that will be compared below) **K-8th** School Year: (Enter School Term below) **2020-2021**

1	2	3	4	5	6	7	8
Title I School Name	Grade Span (Populates)	Student Enrollment (Populates)	Low Income Students (Populates)	Students Poverty Percentage (Calculate d)	Instructional Staff State/Local Funded (Instr FTE School 1-21)	Student/Instructional Staff FTE Ratio (Calculat ed)	Comparable
School A	K-8th	450	425	94%	28.00	16.07	YES
School B	K-8th	450	440	98%	11.50	39.13	NO
School C	K-8th	790	750	95%	10.20	77.45	NO
School D	K-6th	973	889	91%	27.90	34.87	NO
School E	K-8th	457	422	92%	29.70	15.39	YES
School F	K-6th	256	221	86%	14.60	17.53	YES
School G	K-8th	1567	1453	93%	9.60	163.23	NO
School H	K-8th	678	667	98%	14.70	46.12	NO
0	0	0	0	#DIV/0!	0.00	#DIV/0!	#DIV/0!

110% of the Average for all Non-Title I and Title I Comparison School's Instructional FTEs Ratio

23.39

List ALL Non Title I or Title I Comparison schools (serving the same grade spans as Title I Schools)

LEA Name: (Enter name below) **Make Believe School District** Grade Range: (Enter the range of grades that will be compared below) **K-8th** School Year: (Enter School Term below) **2020-2021**

1	2	3	4	5	6	7	8
Non-Title I or Title I Comparison Schools Name	Grade Span (Populates)	Student Enrollment (Populates)	Low Income Students (Populates)	Students Poverty Percentage (Calculate d)	Instructional Staff State/Local Funded (Instr FTE School 1-21)	Student/Instructional Staff FTE Ratio (Calculat ed)	n/a
School I	K-8th	904	435	48%	40.00	22.60	n/a
School J	K-8th	1426	567	40%	60.00	23.77	n/a
School K	K-8th	1234	408	33%	50.00	24.68	n/a
School L	K-8th	654	298	46%	25.00	26.16	n/a
School M	K-8th	789	389	49%	71.00	11.11	n/a
0	0	0	0	#DIV/0!	0.00	#DIV/0!	n/a
Total		5007	2097		246.00	20.35	

Non-Title I/ Title I Comparison Schools to Title I Schools using Instructional Staff Salary FTE

23.39 is 110% of the average of the Non-Title I or Title Comparison School (20.35)



Comparison of instructional staff/student ratios for state and locally-funded instructional staff salary in each Title I school with the average instructional staff/student ratios for state and locally-funded **instructional staff salary** in non-Title I schools or Title I comparison schools by **grade span**.



A Title I school is deemed comparable if its instructional staff/student **salary ratio exceeds 90 percent** of the average staff/student salary ratio of non-Title I schools or Title I comparison schools.

Grade Span Using Instructional Staff Salary

18

Non-Title I / Title I Comparison Schools to Title I Schools using Instructional Staff Salary

(Required - Upload a Printed Copy MCAPS)

List ALL Title I schools (serving the same grade spans as ALL Non-Title I or Title I Comparison Schools)

LEA Name: (Enter name below)

Make Believe School District

Grade Range: (Enter the range of grades that will be compared below)

K-8th

School Year: (Enter School Term below)

2020-2021

1	2	3	4	5	6	7	8
Title I School Name	Grade Span (Populates)	Student Enrollment (Populates)	Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Instructional Staff State/Local Funded (Instr Salaries School 1-21)	Salary/Student Ratio (Calculated)	Comparable
School A	K-8th	450	425	94%	\$2,105,976.00	\$4,679.95	YES
School B	K-8th	450	440	98%	\$5,648,880.00	\$12,553.07	YES
School C	K-8th	790	750	95%	\$260,000.00	\$329.11	NO
School D	K-8th	973	889	91%	\$1,843,852.00	\$1,895.02	YES
School E	K-8th	457	422	92%	\$1,847,402.00	\$4,042.46	YES
School F	K-8th	256	221	86%	\$3,467,785.00	\$13,546.04	YES
School G	K-8th	1567	1453	93%	\$777,843.00	\$496.39	NO
School H	K-8th	678	667	98%	\$2,390,376.00	\$3,525.63	YES
0	0	0	0	#DIV/0!	\$0.00	#DIV/0!	#DIV/0!

90% of the Average for all Non-Title I and Title I Comparison School's Instructional Salary Ratio

\$1,085.06

List ALL Non-Title I or Title I Comparison schools (serving the same grade spans as Title I Schools)

LEA Name: (Enter name below)

Make Believe School District

Grade Range: (Enter the range of grades that will be compared below)

K-8th

School Year: (Enter School Term below)

2020-2021

1	2	3	4	5	6	7	8
Non-Title I or Title I Comparison Schools Name	Grade Span (Populates)	Student Enrollment (Populates)	Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Instructional Staff State/Local Funded (Instr Salaries School 22-42)	Salary/Student Ratio (Calculated)	N/A for Non-Title I School
School I	K-8th	904	435	48%	\$2,389,037.00	\$2,642.74	n/a
School J	K-8th	1426	567	40%	\$2,383,749.00	\$1,671.63	n/a
School K	K-8th	1234	408	33%	\$283,749.00	\$229.94	n/a
School L	K-8th	654	298	46%	\$570,000.00	\$871.56	n/a
School M	K-8th	789	389	49%	\$410,000.00	\$519.65	n/a
0	0	0	0	#DIV/0!	\$0.00	#DIV/0!	n/a
Total		5007	2097		\$6,036,535.00	\$1,205.62	

\$1,085.06 is 90% of the average of the Non-Title I or Title Comparison School (\$1,205.62)

Non-Title I / Title I Comparison Schools to Title I Schools using Instructional Staff Salary



Comparison of student/instructional staff ratios for state and locally- funded instructional staff Full Time Equivalent (FTE) where **all schools are Title I schools** with the average student/staff ratios for state and locally funded instructional staff.



A Title I school is deemed comparable if its student/instructional **staff FTE ratio lies between 90 percent and 110 percent** of the average student/instructional staff FTE ratio for all schools.

All Served Title I Schools Using Instructional Staff FTE

21

Comparability Report All Served Title I Schools Using Instructional Staff FTE

(Required - Upload a Printed Copy to the LEA Document Library's Comparability folder in MCAPS)

List all schools in the LEA.

LEA Name:

Make Believe School District

School Year:

2020-2021

ALL Served Title I Schools						
NOTE: Each Title I School's ratio must fall between 90 and 110 percent of the average ratio for all schools.					90% of Student/Instructional Staff Ratio	16.10
					110% of Student/Instructional Staff Ratio	19.60
1	2	3	4	5	6	7
Schools	Grade Span	Student Enrollment	Poverty Percentage	Instructional Staff FTE	Student/Instructional Staff FTE Ratio	Comparable?
1	K-8th	450	77%	27.50	16.36	Yes
2	6th-8th	450	52%	76.00	5.92	No
3	3rd-5th	790	63%	41.00	19.27	Yes
4	K-3rd	973	81%	42.00	23.17	No
5	K-3rd	457	92%	22.75	20.09	No
6	6th-8th	256	86%	15.00	17.07	Yes
7	K-12th	1567	93%	89.00	17.61	Yes
8	9th-12th	678	84%	12.00	56.50	No
9	9th-12th	904	98%	35.00	25.83	No
10	K-12th	1426	87%	80.25	17.77	Yes
11	K-6th	1234	89%	92.50	13.34	No
12	K-6th	654	71%	47.75	13.70	No
13	3rd-5th	789	83%	15.00	52.60	No
0	0	0	0	0.00	#DIV/0!	
Total		10628		595.75	17.84	

All Served Title I Schools Using Instructional Staff FTE



Comparison of instructional staff/student ratios for state and locally- funded instructional staff salary where **all schools are Title I schools** with the average instructional staff/student ratios for state and locally funded instructional staff.



A Title I school is deemed comparable if its instructional staff/student **salary ratio lies between 90 percent and 110 percent** of the average instructional staff/student salary ratio for all schools.

All Served Title I Schools Using Instructional Staff Salary

24

Comparability Report All Served Title I Schools Using Instructional Staff FTE

(Required - Upload a Printed Copy to the LEA Document Library's Comparability folder in MCAPS)

List all schools in the LEA.

LEA Name:

Make Believe School District

School Year:

2020-2021

ALL Served Title I Schools						
NOTE: Each Title I School's ratio must fall between 90 and 110 percent of the average ratio for all schools.					90% of Student/Instructional Salary Ratio	16.10
					110% of Student Instructional Salary Ratio	19.60
1	2	3	4	5	6	7
Schools	Grade Span	Student Enrollment	Poverty Percentage	Instructional Staff FTE	Student/Instructional Staff FTE Ratio	Comparable?
1	K-8th	450	77%	27.50	16.36	Yes
2	6th-8th	450	52%	76.00	5.92	No
3	3rd-5th	790	63%	41.00	19.27	Yes
4	K-3rd	973	81%	42.00	23.17	No
5	K-3rd	457	92%	22.75	20.09	No
6	6th-8th	256	86%	15.00	17.07	Yes
7	K-12th	1567	93%	89.00	17.61	Yes
8	9th-12th	678	84%	12.00	56.50	No
9	9th-12th	904	98%	35.00	25.83	No
10	K-12th	1426	87%	80.25	17.77	Yes
11	K-6th	1234	89%	92.50	13.34	No
12	K-6th	654	71%	47.75	13.70	No
13	3rd-5th	789	83%	15.00	52.60	No
0	0	0	0	0.00	#DIV/0!	
Total		10628		595.75	17.84	

All Served Title I Schools Using Instructional Staff FTE

Grade Span Ranges



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- The grade span grouping range used for comparing schools to demonstrate comparability is very important.
- The LEA is required to define the **Grade span grouping** range used to determine comparability in its **Comparability Procedures**.

The MDE has established the following grade span ranges to be used to ensure consistency across the State:



K-2
3rd-5th
6th-8th
9th-12th
K-5th
K-8th
K-12th

Examples of the grade span range grouping within the written procedure may include:


1. The LEA will use the following grade span ranges: K-5th, 6th-8th, and 9th-12th. Any school that has overlapping grade levels will be included with the grade span range that they have the most in common with.

Or

2. The LEA will use the following grade span ranges: K-2nd, 3rd-5th, 6th-8th and 9th – 12th. For any schools with overlapping grade levels, that school will be broken down into K-2nd, 3rd-5th, 6th-8th and 9th – 12th and be compared with the appropriate grade span.



Examples of the grade span range grouping within the written procedure may include:

- 
3. The LEA will use the following grade span range K-8th and 9th-12th. Any school that has overlapping grade levels will be included with the grade span range that they have the most in common with.

Or

4. The LEA serves all schools with Title I, Part A funds and will compare each school against the average of all schools.



If the LEA has only **one school per grade span** and **none** of the grade spans overlaps the LEA is **exempt** from demonstrating comparability, however, the LEA still must submit:

- the **Comparability School Informational List** and
- the **Comparability Summary & Assurances form**.

The LEA is also **still required** to have **written procedures in place** and **maintain documentation for five years**.

ESEA Section 1118(c)(4)



Grade Span	Title I Schools	Non-Title I Schools	Total
K-2 nd	1		1
3 rd -5 th	1		1
6 th -8 th	1		1
9 th -12 th		1	1



There is only one school per grade span and no grade span overlaps in this example. The LEA is exempt from demonstrating comparability; however, the LEA still must provide the school listing and the comparability summary and assurance document. The LEA is still required to have procedures in place.

- If the LEA has multiple schools serving grades that cross more than one of the basic grade span ranges, **and at least one of those schools is a Title I school**, those schools **must** be included in the comparability demonstration.
- Schools must be compared using the grade ranges of K-2nd, 3rd-5th, 6th-8th, 9th-12th, K-6th, K-8th, or K-12th provided, they have at least one grade level that overlaps.

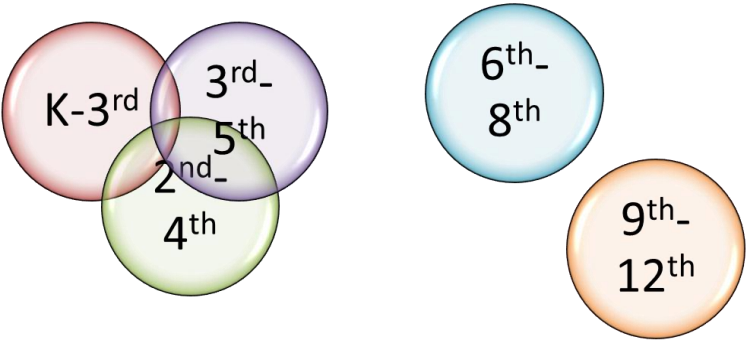
Example 1

An LEA has five schools: K-3rd, 3rd – 5th, 2nd-4th, 6th-8th and 9th – 12th. The LEA may choose to use the grade span ranges: K-5th, 6th-8th, and 9th-12th. The K-3rd, 3rd-5th, and 2nd-4th schools would be compared in the K-5th grades span range because they all have a grade span in common (3rd). At least one school within that grade range is a Title I school, thus all of the schools must be compared. The 6th-8th and the 9th-12th schools do not have additional schools within their ranges, thus, comparability is not required.

In Example #1, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school.



Grade Span	Title I Schools	Non-Title I Schools	Total # of Schools
K-3 rd	1		1
3 rd -5 th		1	1
2 nd -4 th	1		1
6 th -8 th		1	1
9 th -12 th		1	1



In Example #1, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school.

The LEA's comparability procedures would state:

The LEA will use the following grade spans ranges: K-5th, 6th- 8th, and 9th –12th and each school that has overlapping grades will be grouped with the grade span that they have the most in common with.



Example 2.

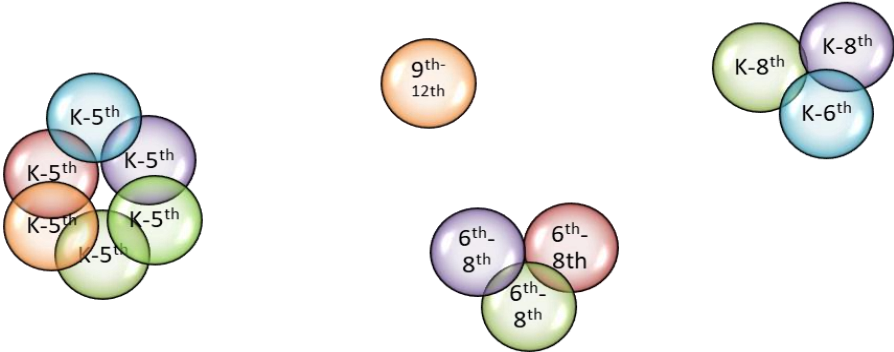
An LEA has thirteen schools: six K-5th, three 6th–8th, one 9th-12th, one K-6th and two K–8th. There is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. There are **several options** that the LEA can use.



In Example #2, **Option #1**, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **four** grade span ranges provided that at least one school in the grade span range is a Title I school: K- 5th, 6th -8th, 9th-12th and K- 8th.



Grade Span	Title I Schools	Non- Title I Schools	Total # of Schools
K-5 th	4	2	6
6 th -8 th	2	1	3
9 th -12 th		1	1
K-6 th	1		1
K-8 th		2	2



In Example #2, **Option #1**, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **four** grade span ranges provided that **at least one school in the grade span range is a Title I school:** K- 5th, 6th -8th, 9th-12th and K- 8th.

The LEA's comparability procedures would state:

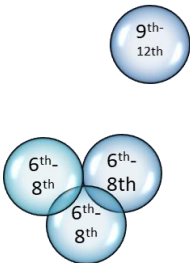
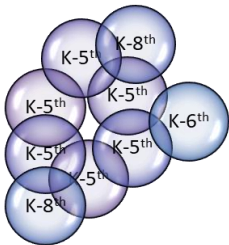
The LEA will use the following grade spans ranges: K-5th, 6th-8th, K-8th, and 9th-12th and each school that has overlapping grades will be grouped with the grade span range that they have the most in common with.



In Example #2, **Option #2**, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **three** grade span ranges provided that at least one school in the grade span is a Title I school, K- 8th, 6th -8th, and 9th-12th.



Grade Span	Title I Schools	Non- Title I Schools	Total # of Schools
K-5 th	4	2	6
6 th -8 th	2	1	3
9 th -12 th		1	1
K-6 th	1		1
K-8 th		2	2



- In Example #2, **Option #2**, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **three** grade span ranges provided that at least one school in the grade span range is a Title I school: K- 8th, 6th -8th, and 9th-12th.

The LEA's comparability procedures would state:

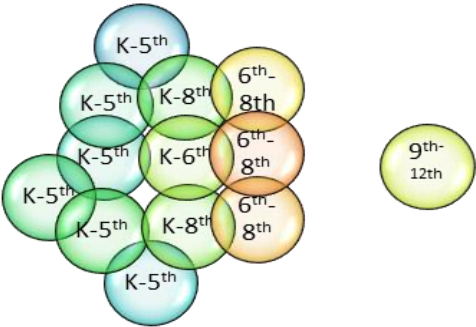
The LEA will use the following grade spans ranges: K-5th, K-6th, and K-8th and each school that has overlapping grades will be grouped with the grade span that they have the most in common with.



In Example #2, Option #3, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **two** grade span ranges provided that at least one school in the grade span range is a Title I school: K- 8th and 9th-12th.



Grade Span	Title I Schools	Non- Title I Schools	Total # of Schools
K-5 th	4	2	6
6 th -8 th	2	1	3
9 th -12 th		1	1
K-6 th	1		1
K-8 th		2	2



In Example #2, **Option #3**, there is at least one grade level in the LEA that overlap the other grade spans and the grade level is in at least one Title I served school. The LEA could have **two** grade span ranges provided that at least one school in the grade span range is a Title I school: K- 8th and 9th-12th.

The LEA's comparability procedures would state:

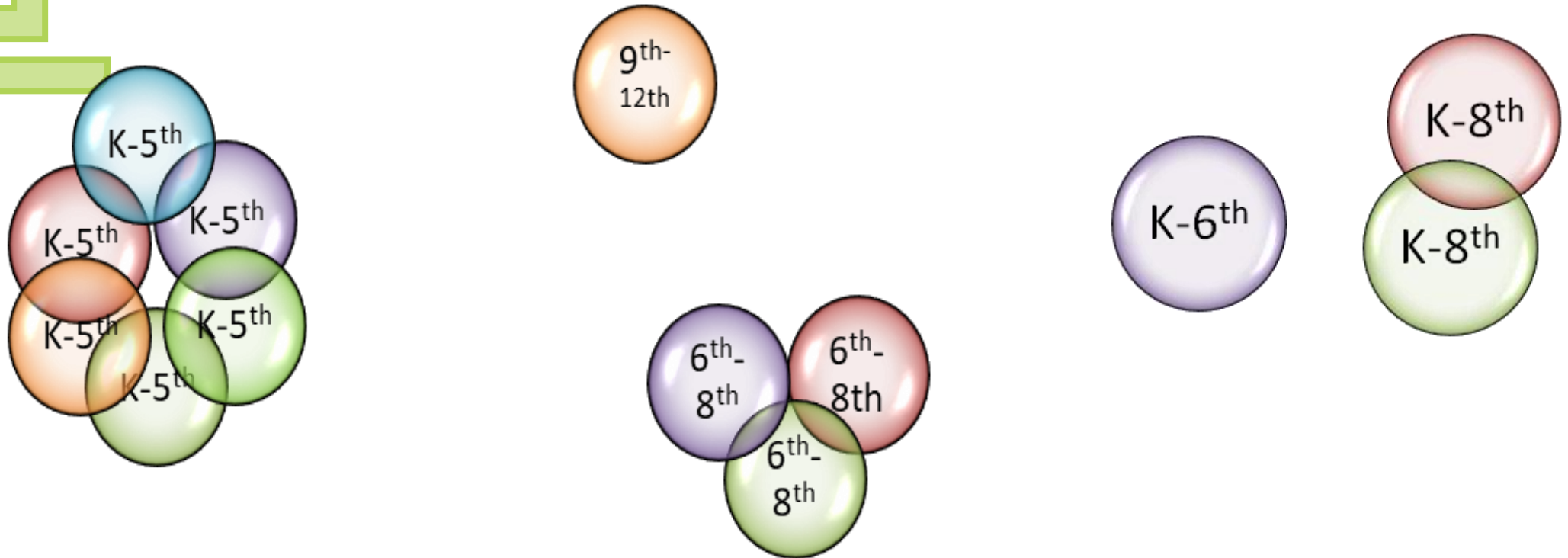
The LEA will use the following grade spans ranges: K-8th and 9th–12th and each school that has overlapping grades will be grouped with the grade span that they have the most in common with.



No school may be excluded from comparability simply because it crosses multiple grade span groupings. Thus, the LEA must take this into account when determining grade span ranges



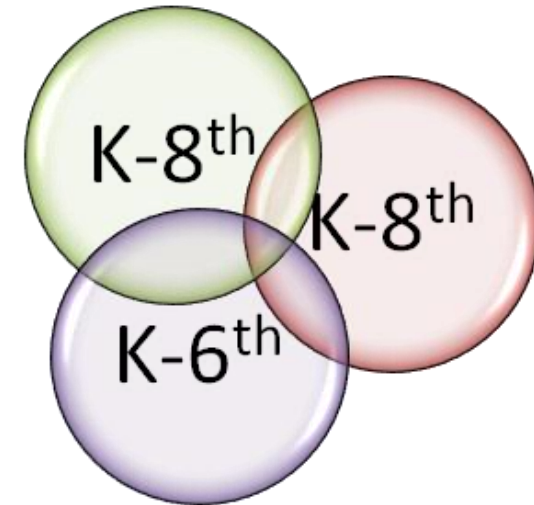
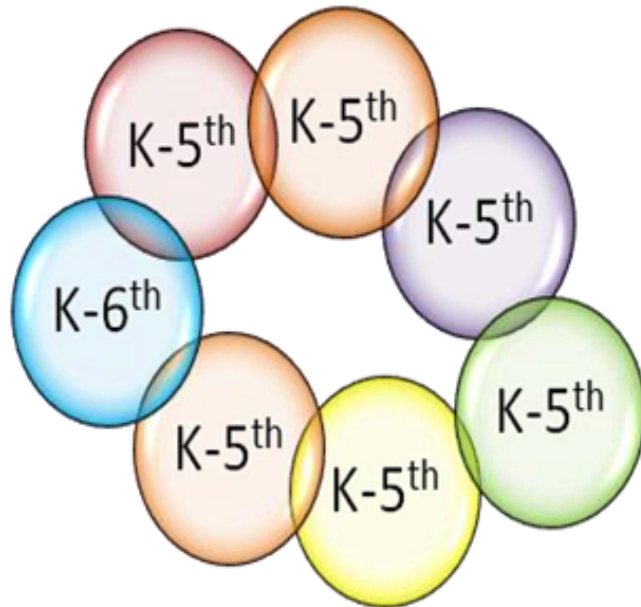
For instance, if the LEA has six K-5th, three 6th – 8th, one 9th -12th, one K – 6th, and two K – 8th.



The K-6th school could be included in the K-5th grade span range.

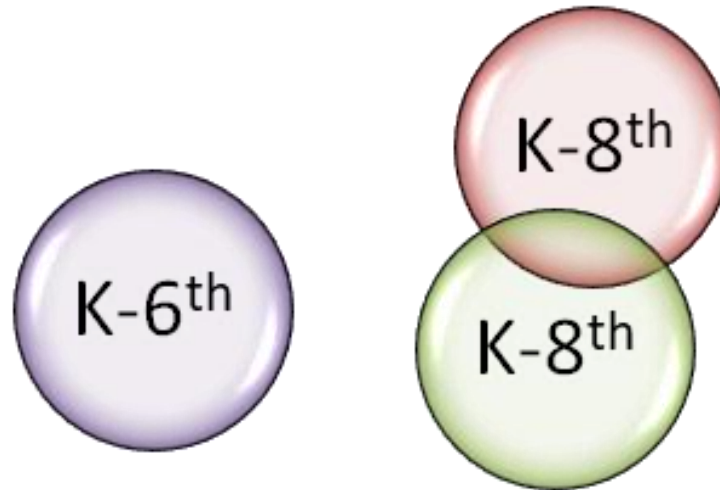
Or

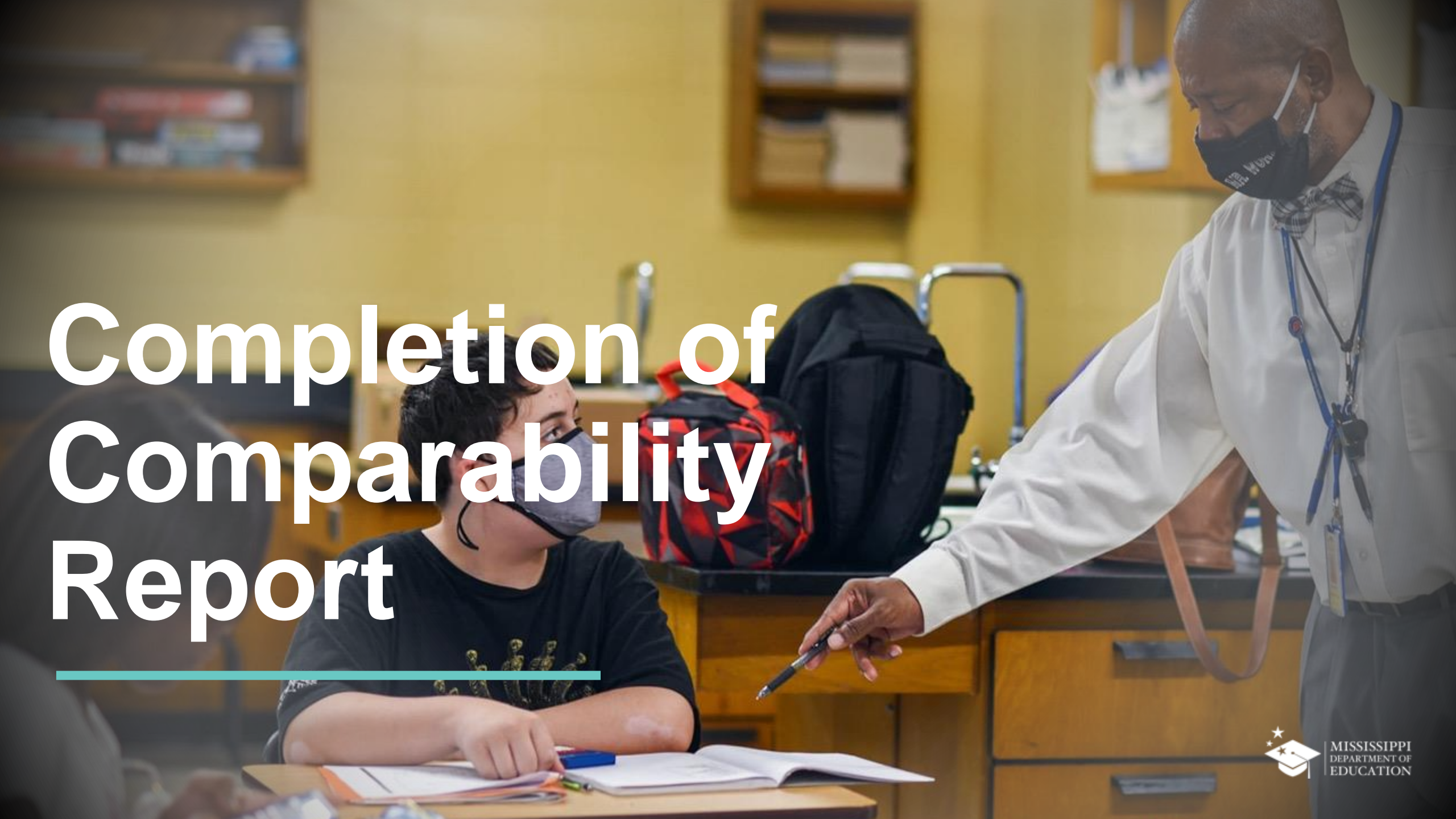
The K-6th school could be included in the K-8th grade span range.



However

The K-6th nor K-8th schools cannot be identified as a separate grade span range because they have grade levels that overlap served Title I schools.





Completion of Comparability Report



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List the appropriate schools in the LEA. LEA Name: _____
School Year: _____

[illegible]

List the appropriate schools in the LEA.

LEA Name: _____
 School Year: _____

[illegible]

Schools listed as Served Title I Schools and Non-Served Title I Title I Comparison Schools



List **all** schools in the LEA.

LEA Name:

School Year:

All Served Title I Schools Compared Using Instructional Staff FTE

The LEA will enter:

1. LEA Name, School Year, Grade Span Range*
2. School's Name
3. Grade Span
4. School's total enrollment from MSIS month 1 report
(excluding PreK students)



The LEA will enter:

5. Low-Income student count from the FY21 MCAPS Funding Application's School Eligibility section (column I)
6. Enrollment counts by grade level from the MSIS month 1 report. The total amount in column 6 will turn green if it equals the amount that the LEA entered for the enrollment total for grade K-12th.

This information will prepopulate on the Comparability Report and the Instructional Personnel forms.



Instructional Personnel FTEs (Required- to be kept on file with comparability's documentation on site.)

Instructional personnel includes all licensed classroom teachers and other licensed personnel assigned to the school who provided services that support instruction: principals, assistant principals, instructional coaches, librarians, must, are, and physical education teachers, guidance counselors, speech therapists, licensed school workers, and psychological personnel. Other personnel directly supporting instruction assigned to the school may include paraprofessionals and other personnel such as non-licensed social workers. Personnel not involved in providing instructional support **MAY NOT** be included. Other personnel that **MAY NOT** be include are clerical, custodial, food service, transportation, and any other personnel not providing instructional support. **Do not include any PreK personnel or 100% federally funded personnel.** Please remember that federally funded would include, Title I, II, III, IV, V, Homeless, CTE, SPED, etc. If personnel is paid from federal and state/local funds indicate the portion of the salary for each personnel in the appropriate column "3" or column "4."

[illegible][illegible]

Instructional Personnel FTEs (Required- to be kept on file with comparability's documentation on site)

Instructional personnel includes all licensed classroom teachers and other licensed personnel assigned to the school who provided services that support instruction: principals, assistant principals, instructional coaches, librarians, must, are, and physical education teachers, guidance counselors, speech therapists, licensed school workers, and psychological personnel. Other personnel directly supporting instruction assigned to the school may include paraprofessionals and other personnel such as non-licensed social workers. Personnel not involved in providing instructional support **MAY NOT** be included. Other personnel that **MAY NOT** be include are clerical, custodial, food service, transportation, and any other personnel not providing instructional support. **Do not include any PreK personnel or 100% federally funded personnel.** Please remember that federally funded would include, Title I, II, III, IV, V, Homeless, CTE, SPED, etc. If personnel is paid from federal and state/local funds indicate the portion of the salary for each personnel in the appropriate column "3" or column "4."

[illegible]

The LEA will enter:

1. Last Name of employee and First Name of employee
2. Specific position (1st Grade Teacher, Math Teacher, Health Teacher, etc.)
3. Federally-funded portion of the position FTE or Salary
4. State/Locally-funded portion of the position FTE or Salary



Prepopulates:

- The LEA's name
 - School's name
 - School's grade span
 - School Year
-
- The **total State/Local FTE or Salary will prepopulate in the Comparability Report** column 4 for Instructional Staff FTE or Salary.





Instructional personnel includes all licensed classroom teachers and other licensed personnel assigned to the school who provide services that **support instruction**: principals, assistant principals, instructional coaches, librarians, music, art, and physical education teachers, guidance counselors, speech therapists and licensed social workers and psychological personnel.

Other personnel directly supporting instruction assigned to the school may include paraprofessionals and other personnel such as non-licensed social workers.

Personnel not involved in providing instructional support **MAY NOT** be included.

Other personnel that **MAY NOT** be included are clerical, custodial, food service, transportation, and any other personnel not providing instructional support.

Do not include any PreK personnel or 100% federally-funded personnel.





Please remember that federally-funded would include Title I, II, III, IV, V, Homeless, CTE, SPED, etc.

If personnel is paid from federal and state/local funds indicate the portion of the salary for each personnel in the appropriate column 3 or column 4.

The MDE has set the maximum FTE that any **non-licensed instructional staff is 0.50.**

Comparability Report Option 1 Grade Span (FTE)

Comparability Report

Non-Served Title I or Title I Comparison Schools to Served Title I School Using Instructional FTEs

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Served Title I Schools serving the same grade span range as ALL Non-Served Title I or Title I Comparison Schools

110% of the Average for Non-Title I/
Title I Comparison Schools

2.3

LEA Name: Test

Grade Range: K-12th

School Year: 2021-2022

1	2	3	4	5	6	7	8
Served Title I School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff FTEs State and Local Funded (Populates)	Student to Instructional Staff FTE Ratio (Calculated)	Comparable (Yes or No)
Title I 1	K-12th	200	100	50%	165.8	1.2	YES
Title I 2	K-12th	300	200	67%	165.8	1.8	YES
Title I 3	K-12th	400	300	75%	165.8	2.4	NO
Title I 4	K-12th	500	400	80%	165.8	3.0	NO
Title I 5	K-12th						
Title I 6	K-12th						
Title I 7	K-12th						
Title I 8	K-12th						
Title I 9	K-12th						
Title I 10	K-12th						
Title I 11	K-12th						
Title I 12	K-12th						
Title I 13	K-12th						
Title I 14	K-12th						
Title I 15	K-12th						
Title I 16	K-12th						
Title I 17	K-12th						
Title I 18	K-12th						
Title I 19	K-12th						
Title I 20	K-12th						

Comparability Report

Non-Served Title I or Title I Comparison Schools to Served Title I School Using Instructional FTEs

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Non-Served Title I or Title I Comparison Schools serving the same grade span range as ALL Served Title I Schools

LEA Name: Test

Grade Range: K-12th

School Year: 2021-2022

1	2	3	4	5	6	7
Non-Served Title I or Title I Comparison School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff FTEs State and Local Funded (Populates)	Student to Instructional Staff FTE Ratio (Calculated)
Non-Served Title I & Title I Comparison 1	K-12th	200	100	2	165.8	1.2
Non-Served Title I & Title I Comparison 2	K-12th	300	200	1.5	165.8	1.8
Non-Served Title I & Title I Comparison 3	K-12th	400	300	1.333333333	165.8	2.4
Non-Served Title I & Title I Comparison 4	K-12th	500	400	1.25	165.8	3.0
Non-Served Title I & Title I Comparison 5	K-12th	200	100	2	165.8	1.2
Non-Served Title I & Title I Comparison 6	K-12th	300	200	1.5	165.8	1.8
Non-Served Title I & Title I Comparison 7	K-12th	400	300	1.333333333	165.8	2.4
Non-Served Title I & Title I Comparison 8	K-12th	500	400	1.25	165.8	3.0
Non-Served Title I & Title I Comparison 9	K-12th	200	100	2	165.8	1.2
Non-Served Title I & Title I Comparison 10	K-12th	300	200	1.5	165.8	1.8
Non-Served Title I & Title I Comparison 11	K-12th	400	300	1.333333333	165.8	2.4
Non-Served Title I & Title I Comparison 12	K-12th	500	400	1.25	165.8	3.0
Non-Served Title I & Title I Comparison 13	K-12th	200	100	2	165.8	1.2
Non-Served Title I & Title I Comparison 14	K-12th	300	200	1.5	165.8	1.8
Non-Served Title I & Title I Comparison 15	K-12th	400	300	1.333333333	165.8	2.4
Non-Served Title I & Title I Comparison 16	K-12th	500	400	1.25	165.8	3.0
Non-Served Title I & Title I Comparison 17	K-12th	200	100	2	165.8	1.2
Non-Served Title I & Title I Comparison 18	K-12th	300	200	1.5	165.8	1.8
Non-Served Title I & Title I Comparison 19	K-12th	400	300	1.333333333	165.8	2.4
Non-Served Title I & Title I Comparison 20	K-12th	500	400	1.25	165.8	3.0
Total	7000			Total	3315.0	110% of Average

2.3

Non-Served Title I or Title I Comparison Schools to Served Title I Schools Using Instructional FTEs

Comparability Report Option 2 Grade Span (Salary)

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Comparability Report

Non-Served Title I or Title I Comparison Schools to Served Title I School Using Instructional Salary

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Served Title I Schools serving the same grade span range as ALL Non-Served Title I or Title I Comparison Schools

90% of the Average for Non-Title I/
Title I Comparison Schools

\$3,732.43

LEA Name: TEST

Grade Range: K-8th

School Year: 2021-2022

1	2	3	4	5	6	7	8
Served Title I School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff Salary State and Local Funded (Populates)	Instructional Staff Salary to Students Ratio (Calculated)	Comparable (Yes or No)
Title I 1	K-2nd	200	100	50%	\$1,470,000.00	\$7,350.00	YES
Title I 2	3rd-5th	300	200	67%	\$1,470,000.00	\$4,900.00	YES
Title I 3	6th-8th	400	200	50%	\$1,470,000.00	\$3,675.00	YES
Title I 4	K-6th	500	200	40%	\$1,470,000.00	\$2,940.00	YES
Title I 5	K-8th	200	100	50%	\$1,470,000.00	\$7,350.00	YES
Title I 6	K-2nd	300	200	67%	\$1,470,000.00	\$4,900.00	YES
Title I 7	3rd-5th	400	200	50%	\$1,470,000.00	\$3,675.00	YES
Title I 8	6th-8th	500	200	40%	\$1,470,000.00	\$2,940.00	YES
Title I 9	K-6th	200	100	50%	\$1,470,000.00	\$7,350.00	YES
Title I 10	K-8th	300	200	67%	\$1,470,000.00	\$4,900.00	YES
Title I 11	K-2nd	400	200	50%	\$1,470,000.00	\$3,675.00	YES
Title I 12	3rd-5th	500	200	40%	\$1,470,000.00	\$2,940.00	YES
Title I 13	6th-8th	200	100	50%	\$1,470,000.00	\$7,350.00	YES
Title I 14	K-6th	300	200	67%	\$1,470,000.00	\$4,900.00	YES
Title I 15	K-8th	400	200	50%	\$1,470,000.00	\$3,675.00	YES
Title I 16	K-2nd	500	200	40%	\$1,470,000.00	\$2,940.00	YES
Title I 17	3rd-5th	200	100	50%	\$1,470,000.00	\$7,350.00	YES
Title I 18	6th-8th	300	200	67%	\$1,470,000.00	\$4,900.00	YES
Title I 19	K-6th	400	200	50%	\$1,470,000.00	\$3,675.00	YES
Title I 20	K-8th	500	200	40%	\$1,470,000.00	\$2,940.00	YES

Comparability Report

Non-Served Title I or Title I Comparison Schools to Served Title I School Using Instructional Salary

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Non-Served Title I or Title I Comparison Schools serving the same grade span range as ALL Served Title I Schools

LEA Name: TEST

Grade Range: K-8th

School Year: 2021-2022

1	2	3	4	5	6	7	8
Non-Served Title I or Title I Comparison School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff Salary State and Local Funded (Populates)	Instructional Staff Salary to Students Ratio (Calculated)	Comparable (Yes or No)
Non-Served Title I & Title I Comparison 1	K-2nd	200	100	2	\$1,470,000.00	\$7,350.00	YES
Non-Served Title I & Title I Comparison 2	3rd-5th	300	200	1.5	\$1,470,000.00	\$4,900.00	YES
Non-Served Title I & Title I Comparison 3	6th-8th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	YES
Non-Served Title I & Title I Comparison 4	K-6th	500	400	1.25	\$1,470,000.00	\$2,940.00	YES
Non-Served Title I & Title I Comparison 5	K-8th	200	100	2	\$1,470,000.00	\$7,350.00	YES
Non-Served Title I & Title I Comparison 6	K-2nd	300	200	1.5	\$1,470,000.00	\$4,900.00	YES
Non-Served Title I & Title I Comparison 7	3rd-5th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	YES
Non-Served Title I & Title I Comparison 8	6th-8th	500	400	1.25	\$1,470,000.00	\$2,940.00	YES
Non-Served Title I & Title I Comparison 9	K-6th	200	100	2	\$1,100,000.00	\$5,500.00	YES
Non-Served Title I & Title I Comparison 10	K-8th	300	200	1.5	\$1,470,000.00	\$4,900.00	YES
Non-Served Title I & Title I Comparison 11	K-2nd	400	300	1.333333333	\$1,470,000.00	\$3,675.00	YES
Non-Served Title I & Title I Comparison 12	3rd-5th	500	400	1.25	\$1,470,000.00	\$2,940.00	YES
Non-Served Title I & Title I Comparison 13	6th-8th	200	100	2	\$1,470,000.00	\$7,350.00	YES
Non-Served Title I & Title I Comparison 14	K-6th	300	200	1.5	\$1,470,000.00	\$4,900.00	YES
Non-Served Title I & Title I Comparison 15	K-8th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	YES
Non-Served Title I & Title I Comparison 16	K-2nd	500	400	1.25	\$1,470,000.00	\$2,940.00	YES
Non-Served Title I & Title I Comparison 17	3rd-5th	200	100	2	\$1,470,000.00	\$7,350.00	YES
Non-Served Title I & Title I Comparison 18	6th-8th	300	200	1.5	\$1,470,000.00	\$4,900.00	YES
Non-Served Title I & Title I Comparison 19	K-6th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	YES
Non-Served Title I & Title I Comparison 20	K-8th	500	400	1.25	\$1,470,000.00	\$2,940.00	YES
Total		7000			Total \$29,030,000.00	90% of Average	\$3,732.43

Non-Served Title I or Title I Comparison Schools to Served Title I Schools Using Instructional Salary

Comparability Report All Served Title I School Using Instructional FTEs

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Served Title I Schools

LEA Name: TEST

School Year: 2021-2022

90% of the Average for Student/Instructional Staff FTE ratio	0.865
110% of the Average for Student/Instructional Staff FTE ratio	1.058

1	2	3	4	5	6	7	8
Served Title I School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff FTE State (MAY Populate)	Student to Instructional Staff FTE Ratio (Calculated)	Comparable (Yes or No)
Title I Served 1	K-12th	200	100	50%	200.3	1.001	Yes
Title I Served 2	K-12th	300	200	67%	360.8	1.203	No
Title I Served 3	K-12th	400	300	75%	325.3	0.813	No
Title I Served 4	K-12th	500	400	80%	325.3	0.651	No
Title I Served 5	K-12th	200	100	50%	195.5	0.978	Yes
Title I Served 6	K-12th	300	200	67%	325.3	1.084	No
Title I Served 7	K-12th	400	300	75%	325.3	1.230	No
Title I Served 8	K-12th	500	400	80%	325.3	1.537	No
Title I Served 9	K-12th	200	100	50%	1325.3	0.151	No
Title I Served 10	K-12th	300	200	67%	325.3	0.922	Yes
Title I Served 11	K-12th	400	300	75%	325.3	1.230	No
Title I Served 12	K-12th	500	400	80%	325.3	1.537	No
Title I Served 13	K-12th	200	100	50%	325.3	0.615	No
Title I Served 14	K-12th	300	200	67%	325.3	0.922	Yes
Title I Served 15	K-12th	400	300	75%	325.3	1.230	No
Title I Served 16	K-12th	500	400	80%	325.3	1.537	No
Title I Served 17	K-12th	200	100	50%	325.3	0.615	No
Title I Served 18	K-12th	300	200	67%	325.3	0.922	Yes
Title I Served 18	K-12th	400	300	75%	325.3	1.230	No
Title I Served 19	K-12th	500	400	80%	325.3	1.537	No
Title I Served 20	K-12th	500	400	80%	325.3	1.537	No

All Served Title I Schools Using Instructional FTE

Comparability Report Option 3 All Title I Schools (Salary)

62

Comparability Report All Served Title I School Using Instructional Salaries

(Required- Uploaded a printed copy to the LEA Document Library's Comparability folder in MCAPS)

List ALL Served Title I Schools

90% of the Average for Student/Instructional Staff Salary ratio	\$ 1,462,494.87
110% of the Average for Student/Instructional Staff Salary ratio	\$ 1,787,493.73

LEA Name: TEST

K-12th

School Year: 2021-2022

1	2	3	4	5	6	7	8
Served Title I School's Name	Grade Span (Populates)	Total Student Enrollment (Populates)	Total Low Income Students (Populates)	Students Poverty Percentage (Calculated)	Total Instructional Staff Salary State (MAY Populate)	Student to Instructional Staff Salary Ratio (Calculated)	Comparable (Yes or No)
Title I Served 1	K-12th	200	100	50%	\$297,546,924.00	\$1,487,734.62	Yes
Title I Served 2	K-12th	300	200	67%	\$597,546,959.50	\$1,991,823.20	No
Title I Served 3	K-12th	400	300	75%	\$597,546,924.00	\$1,493,867.31	Yes
Title I Served 4	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No
Title I Served 5	K-12th	200	100	50%	\$597,546,924.00	\$2,987,734.62	No
Title I Served 6	K-12th	300	200	67%	\$597,546,924.00	\$1,991,823.08	No
Title I Served 7	K-12th	400	300	75%	\$597,546,924.00	\$1,493,867.31	Yes
Title I Served 8	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No
Title I Served 9	K-12th	200	100	50%	\$597,547,924.00	\$2,987,739.62	No
Title I Served 10	K-12th	300	200	67%	\$597,546,924.00	\$1,991,823.08	No
Title I Served 11	K-12th	400	300	75%	\$597,546,924.00	\$1,493,867.31	Yes
Title I Served 12	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No
Title I Served 13	K-12th	200	100	50%	\$597,546,924.00	\$2,987,734.62	No
Title I Served 14	K-12th	300	200	67%	\$597,546,924.00	\$1,991,823.08	No
Title I Served 15	K-12th	400	300	75%	\$597,546,924.00	\$1,493,867.31	Yes
Title I Served 16	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No
Title I Served 17	K-12th	200	100	50%	\$597,546,924.00	\$2,987,734.62	No
Title I Served 18	K-12th	300	200	67%	\$597,546,924.00	\$1,991,823.08	No
Title I Served 18	K-12th	400	300	75%	\$597,546,924.00	\$1,493,867.31	Yes
Title I Served 19	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No
Title I Served 20	K-12th	500	400	80%	\$597,546,924.00	\$1,195,093.85	No

All Served Title I Schools Using Instructional Salaries



The LEA's name, School Year, the Schools' names, Grade spans, Enrollment, and Low-Income Students information for each school will prepopulate from the information the LEA placed on the School Information List.

The **LEA must use** one of the grade span range in the drop-down list.



Each coordinating school's total State/Local FTE or Salary will **prepopulate from their Instructional Personnel form** within the workbook on the comparability report form column 5 (ALL Served Title I Schools forms) or column 6 (Grade Span forms).

The Students Poverty Percentage, Student/Instructional Staff FTE or Instructional Staff Salary/Student and Comparability determination will calculate for the LEA.

Comparability Summary Report and Assurances

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TITLE I COMPARABILITY SUMMARY REPORT and ASSURANCES

School Year **2020-2021**

Mississippi Department of Education (MDE)

Office of Federal Programs

(Upload Signed copy to the LEA Document Library Comparability Folder in MCAPS)

Local Educational Agency (LEA) Information		
LEA Name	Name of Person Completing Form	
Superintendent's Name	Person Responsible for Completion of Form Official Title	
LEA's Mailing Address	Telephone Number	Email

Submission Type and Comparability Basis	
Submission Type – Check one appropriate response: <input type="checkbox"/> This report is an original submission uploaded to MCAPS no later than November 6 th . <input type="checkbox"/> This is a revised submission, following the reallocation of resources to ensure comparability, and is submitted not later than November 30.	
Comparability Basis – Check one appropriate response: <input type="checkbox"/> Comparability was calculated on a district basis. (Complete School Listing Form, Comparability Report and Comparability Summary and Assurances. Form and upload to MCAPS LEA Document Library) <input type="checkbox"/> Comparability was calculated on a grade-span basis. (Complete School Listing Form and Comparability Summary and Assurances and upload to MCAPS LEA Document Library) <input type="checkbox"/> LEA has only one building for each grade span. (Complete School Listing Form and Comparability Summary and Assurances and upload to MCAPS LEA Document Library)	

Data Collection Date	
Required for the CURRENT school year (date must be between the first day of school and September 30th) Applies to all data: school list, student enrollment, number low income students, personnel FTE by funding source, etc.	

Schools with 100 or Fewer Students excluded from comparability	
School Name	# Enrolled

Total Number of Title I Schools	Total Number of Non-Title I Schools

Assurances of Title I Comparability	
The LEA has established and <u>implemented</u> the following: <ol style="list-style-type: none">1) a local educational agency-wide salary schedule;2) a policy to ensure equivalence among schools in teachers, administrators and other staff; and3) a policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies.4) a policy ensuring the LEA's hiring practices meet state and federal license requirements (i.e. teachers must be licensed to teach in a MS public school) and paraprofessionals must meet State requirements; and5) written procedures for complying with the comparability requirements as detailed in the Comparability Handbook provide by the MDE.	
I understand that the LEA must document implementation of the above policies, procedures and salary schedules. I understand that demonstrating comparability is a prerequisite for receiving Title I, Part A funds. I attest to the accuracy of the information provided.	
<input type="checkbox"/> All Title I Schools are Comparable <input type="checkbox"/> All Title I Schools are <u>NOT</u> Comparable and a Letter of Explanation is Attached	

Signature	Signature
Superintendent's Signature	Date (Must be no later than November 6 th)
Signature	
Federal Program Director's Signature	Date (Must be no later than November 6 th)

The LEA will enter:

1. LEA information
2. Select submission type and Comparability basis
3. Data Collection Date
4. If the LEA has schools with 100 or Few Students





5. Total number of Title I Schools and Non-Title I Schools
6. Select if all Title I Schools are comparable or not (if not a letter of explanation is uploaded with the form)
7. Signature of the Superintendent and the Federal Programs Director including the date of signature



All required documents must be uploaded by **Friday, November 5, 2021**. Documents must be uploaded as one document into the LEA's Document library>2022>LEA Documents>Comparability folder

All resources to complete the Comparability Forms may be found in the MDE Document Library>Comparability>FY22 Comparability folder.

Questions



TA Session Date	Time	Topic	Meeting Information
Tuesday, September 28 th	11:00 am	How to complete Comparability forms accurately	To register click HERE for the TA session on "How to complete Comparability forms accurately."
Tuesday, September 28 th	2:00 pm	Comparability between Title I & Non-Title I Schools	To register click HERE for the TA session on "Comparability between Title I & Non-Title I Schools."
Wednesday, September 29 th	11:00 am	Which grade span options best fits your LEA	To register click HERE for the TA session on "Which grade span options best fits your LEA."
Wednesday, September 29 th	2:00 pm	Comparability using All Schools	To register click HERE for the TA session on "Comparability using All Schools."
Thursday, September 30 th	11:00 am	Comparability using Grade Spans	To register click HERE for the TA session on "Comparability using Grade Spans."
Thursday, September 30 th	2:00 pm	Which salaries to include in Instructional Personnel	To register click HERE for the TA session on "Which salaries to include in Instructional Personnel."

TA Session Date	Time	Topic	Meeting Information
Tuesday, October 5 th	11:00 am	Which FTEs to include in instructional personnel	To register click HERE for the TA session on "Which FTEs to include in Instructional Personnel."
Tuesday, October 5 th	2:00 pm	Data to Use for Comparability Report	To register click HERE for the TA session on "Data to Use for Comparability Report."
Thursday, October 7 th	11:00 am	Which grade span options best fits your LEA	To register click HERE for the TA session on "Which grade span options best fits your LEA."
Thursday, October 7 th	2:00 pm	Data to Use for Comparability Report	To register click HERE for the TA session on "Data to Use for Comparability Report."
Wednesday, October 13 th	11:00 am	Comparability between Title I & Non-Title I Schools	To register click HERE for the TA session on "Comparability between Title I & Non-Title I Schools."
Wednesday, October 13 th	2:00 pm	How to complete Comparability forms accurately	To register click HERE for the TA session on "How to complete Comparability forms accurately."

TA Session Date	Time	Topic	Meeting Information
Tuesday, October 19 th	11:00 am	Which grade span options best fits your LEA	To register click HERE for the TA session on "Which grade span options best fits your LEA."
Tuesday, October 19 th	2:00 pm	Comparability using All Schools	To register click HERE for the TA session on "Comparability using All Schools."
Thursday, October 21 st	11:00 am	Which FTEs to include in instructional personnel	To register click HERE for the TA session on "Which FTEs to include in instructional personnel."
Thursday, October 21 st	2:00 pm	How to complete Comparability forms accurately	To register click HERE for the TA session on "How to complete Comparability forms accurately."
Wednesday, October 27 th	11:00 am	Which salaries to include in Instructional Personnel	To register click HERE for the TA session on "Which salaries to include in Instructional Personnel."
Wednesday, October 27 th	2:00 pm	Comparability using Grade Spans	To register click HERE for the TA session on "Comparability using Grade Spans."



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