

Comparability

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



Barbara Greene

Title I, Part A Coordinator

mdek12.org



MISSISSIPPI
DEPARTMENT OF
EDUCATION

September 14, 2022



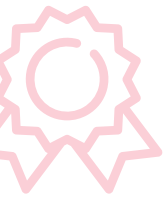
VISION

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



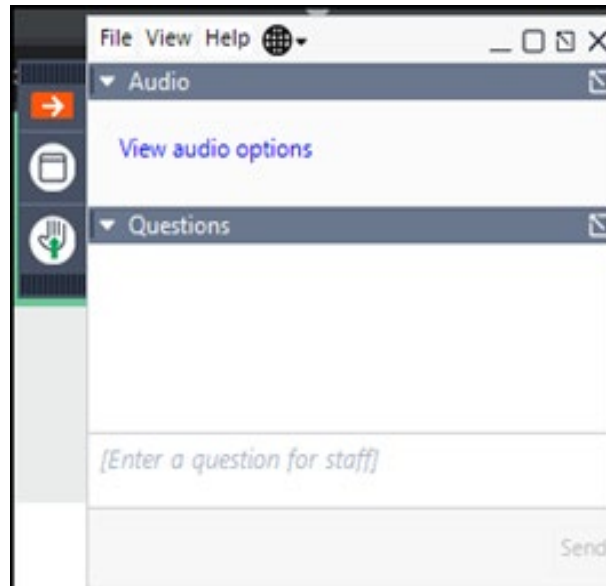
EVERY School and District is Rated “C” or Higher

6

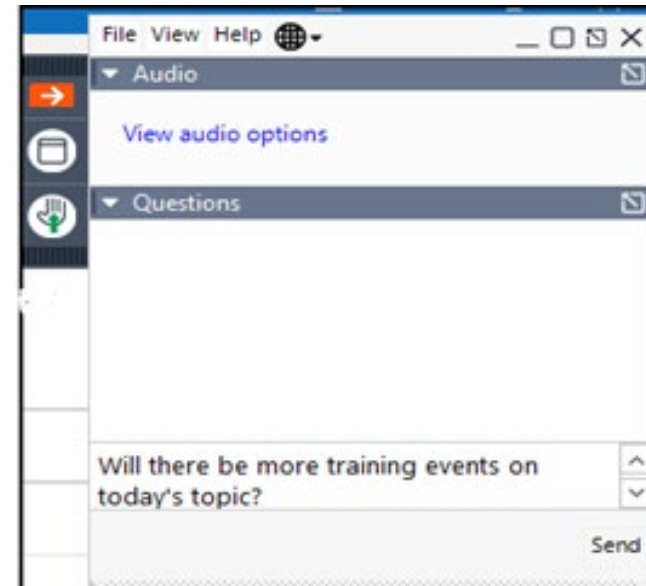


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- This session will be recorded to increase availability and access to the technical assistance session.
- Recording will be available as a resource.
- Presentation and recording will be updated in MCAPS, MDE Document Library, Technical Assistance Sessions folder.

- Session Overview
- Requirements
- What Does it Take?
- Examples of Each Option
- Completion of the Comparability Report
- Questions

- The goal of this session is to provide LEAs specific documentation and information needed to determine comparability.
- Our objective is to ensure the required comparability documentation upon submission is completed accurately for 100% of the LEAs upon initial upload into the Mississippi Comprehensive Automated Performance-based System (MCAPS).

Session Overview



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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 Sec. 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 Sec. 1118(c)(1)(C)

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 Sec. 1118(c)(3)(B)

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**.

Requirements



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1. Each LEA must have an established **LEA-wide salary schedule**.
 - A copy **must** be included in the LEA's comparability documentation each year.

2. 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.

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

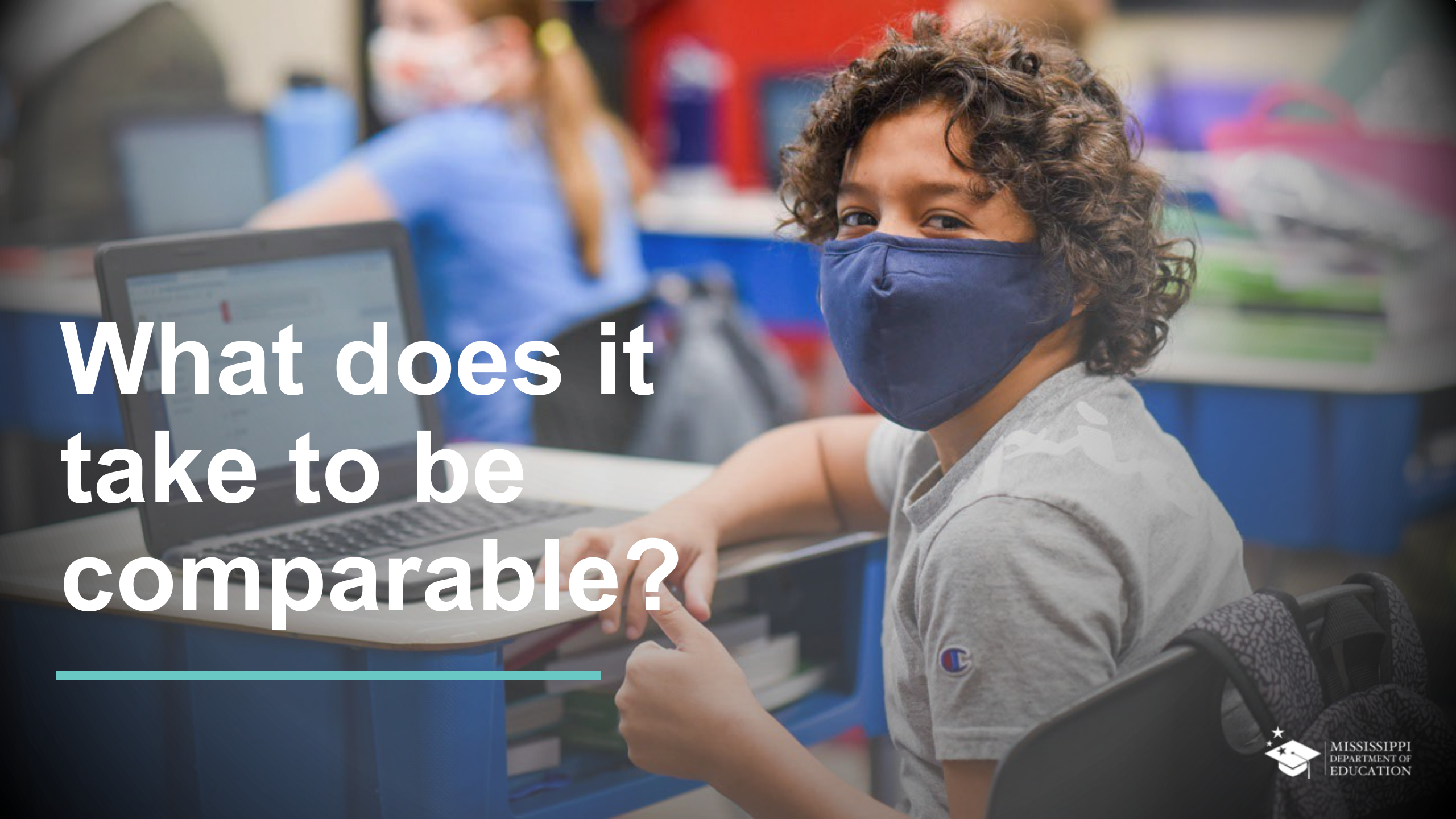
- A copy **must** be maintained with the comparability documentation.

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/or** 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.

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) 20xx- 20xx	
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 FTE School 1-21)	Student/Instructional Staff FTE Ratio (Calculated)	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) 20xx-20xx	
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 FTE School 1-21)	Student/Instructional Staff FTE Ratio (Calculated)	n/a
School I	K-8th	904	435	48%	40.00	22.60	
School J	K-8th	1426	567	40%	60.00	23.77	
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.

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) 20xx-20xx		
1 Title I School Name	2 Grade Span (Populates)	3 Student Enrollment (Populates)	4 Low Income Students (Populates)	5 Students Poverty Percentage (Calculated)	6 Instructional Staff State/Local Funded (Instr Salaries School 1-21)	7 Salary/Student Ratio (Calculated)	8 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) 20xx-20xx		
1 Non-Title I or Title I Comparison Schools Name	2 Grade Span (Populates)	3 Student Enrollment (Populates)	4 Low Income Students (Populates)	5 Students Poverty Percentage (Calculated)	6 Instructional Staff State/Local Funded (Instr Salaries School 22-42)	7 Salary/Student Ratio (Calculated)	8 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	

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

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

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.

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:

20xx-20xx

ALL Served Title I 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	

The student/
Instructional
Staff FTE
ratio lies
between
16.10 and
19.60

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 staff salary 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

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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

LEA Name: Test Year

School Year 20xx-20xx

90% of the Average for Student/Instructional Staff Salary ratio	\$ 740.66
110% of the Average for Student/Instructional Staff Salary ratio	\$ 905.25

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/Local (Populates)	Instructional Staff Salary to Student Enrollment Ratio (Calculated)	Comparable (Yes or No)
1	K-8th	450	345	77%	\$ 458,627.00	\$ 1,019.17	No
2	6th-8th	450	234	52%	\$ 876,456.00	\$ 1,947.68	No
3	3rd-5th	790	500	63%	\$ 384,295.00	\$ 486.45	No
4	K-3rd	973	789	81%	\$ 984,274.00	\$ 1,011.59	No
5	K-3rd	457	422	92%	\$ 257,344.00	\$ 563.12	No
6	6th-8th	256	221	86%	\$ 254,000.00	\$ 992.19	No
7	K-12th	1567	1453	93%	\$ 938,000.00	\$ 598.60	No
8	9th-12th	678	567	84%	\$ 540,987.00	\$ 797.92	Yes
9	9th-12th	904	887	98%	\$ 832,983.00	\$ 921.44	No
10	K-12th	1426	1244	87%	\$ 904,883.00	\$ 634.56	No
11	K-6th	1234	1098	89%	\$ 759,876.00	\$ 615.78	No
12	K-6th	654	463	71%	\$ 775,345.00	\$ 1,185.54	No
13	3rd-5th	789	656	83%	\$ 779,311.00	\$ 987.72	No
0	0	0	0	#DIV/0!	\$ -	#DIV/0!	#DIV/0!
0	0	0	0	#DIV/0!	\$ -	#DIV/0!	#DIV/0!
0	0	0	0	#DIV/0!	\$ -	#DIV/0!	#DIV/0!
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0	0	0	0	#DIV/0!	\$ -	#DIV/0!	#DIV/0!
0	0	0	0	#DIV/0!	\$ -	#DIV/0!	#DIV/0!

The student/
Instructional
Staff salary
ratio lies
between
\$740.66 and
\$905.25.

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

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

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.

or

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.

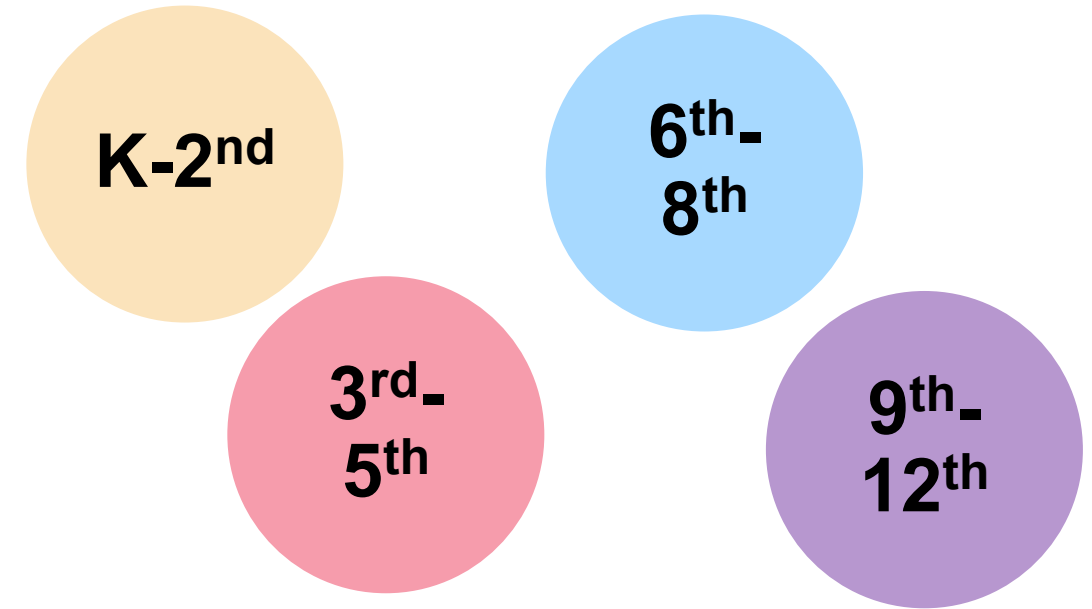
or

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

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

**What if I only
have one
school per
grade span?**

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.

ESEA Sec. 1118(c)(4) states that if in the LEA there is only one school per grade span and no grade span overlaps, the LEA is exempt from demonstrating comparability.

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)

What if I have overlapping grade spans?



Example 1.

An LEA has twelve schools: one K-3rd, three K-5th, three 6th–8th, three 9th-12th, one 4th-6th and one 7th–12th. 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.

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

When an LEA has schools where schools have various grade spans it is considered to have overlapping grade spans. For example, the LEA has twelve (12) schools.

Three K-5th

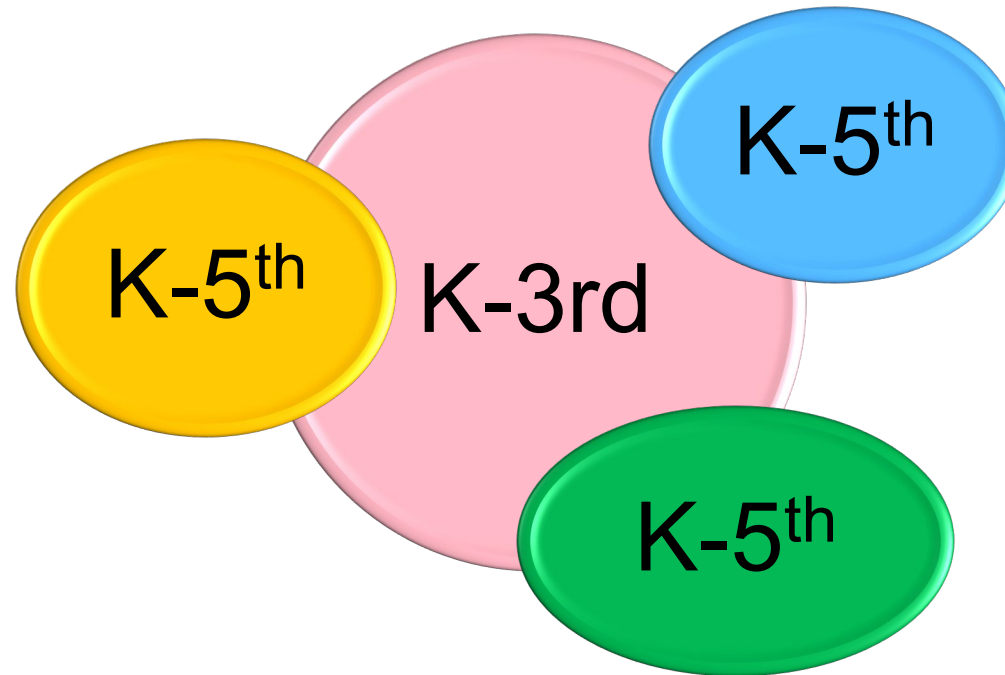
Three 6th – 8th

Three 9th – 12th

One K-3rd

One 4th-6th

One 7th- 12th



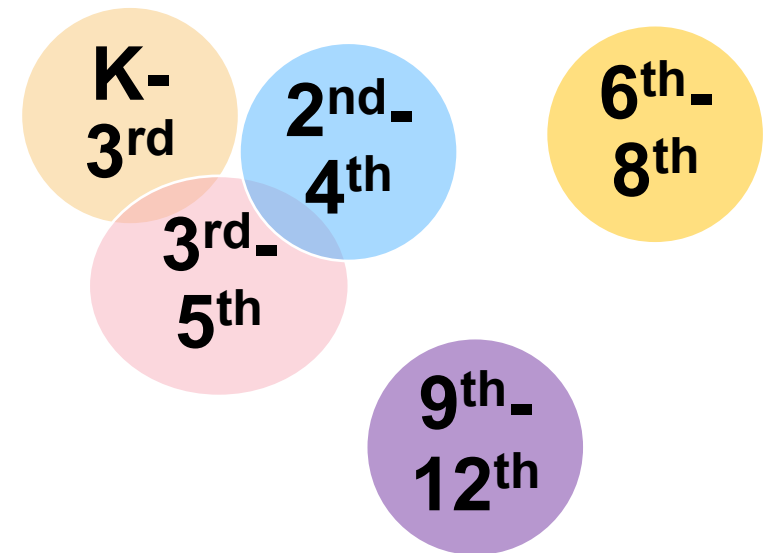
- If the LEA has multiple schools serving grades that cross more than one of the basic grade span ranges, **and at least one of those schools is a Title I school**, those schools **must** be included in the comparability demonstration.
- Schools **must** be compared using the grade span ranges of: K-2nd, 3rd-5th, 6th-8th, 9th-12th, K-5th, K-8th, **or** K-12th established by MDE OFP to ensure consistency across the State.

Multiple Schools Overlapping Grade Span

Example #1

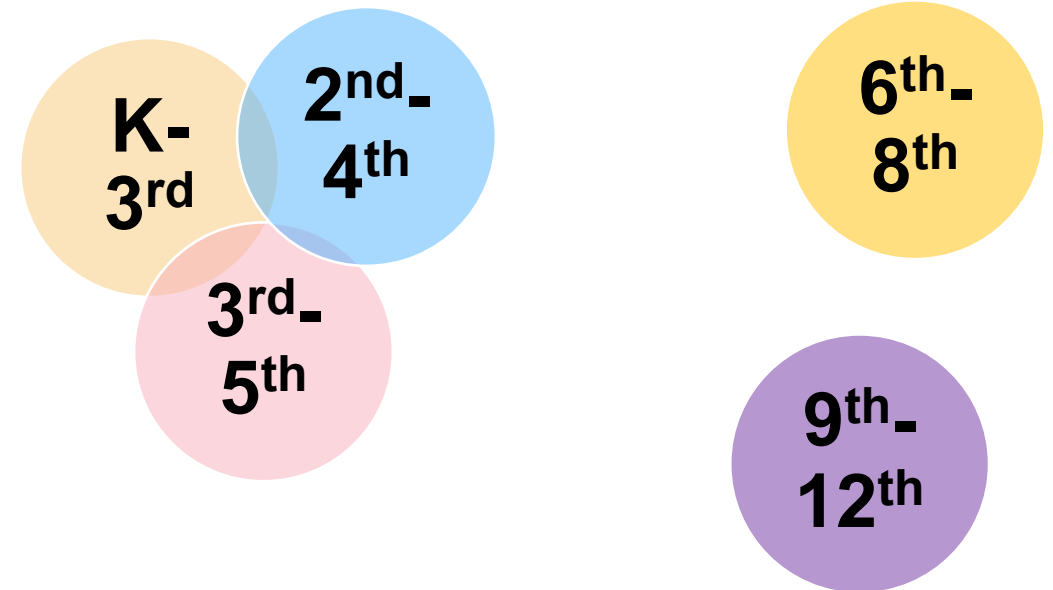
Example 1

- From the list of grade span ranges, 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 grade schools would be compared in the K-5th grades span range because they all have a **grade span in common (3rd)**.
The schools in this range must be compared because at least one school is a Title I school.



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 1

- The 6th-8th and the 9th-12th schools **do not have additional schools within their ranges**, thus, **comparing schools is not required**.

In this case the LEA would upload in the MCAPS LEA Document Library>2023>LEA Documents>Comparability> 2022-2023 School Year folder **as one document**:

1. Printed copy(s) of the “Schools Informational Listing” tab from the Workbook(s) used to determine comparability for grade span K-5th.
2. Printed copy(s) of the “Comparability Report” tab from the Workbook(s) used to determine comparability for grade span K-5th.
3. Printed copy(s) of the “Do not have to compare Schools Informational Listing” form for the 6th-8th & 9th-12th grade schools.
4. Comparability Summary Report and Assurances form.

Multiple Schools Overlapping Grade Span

Example #2

Example 2.

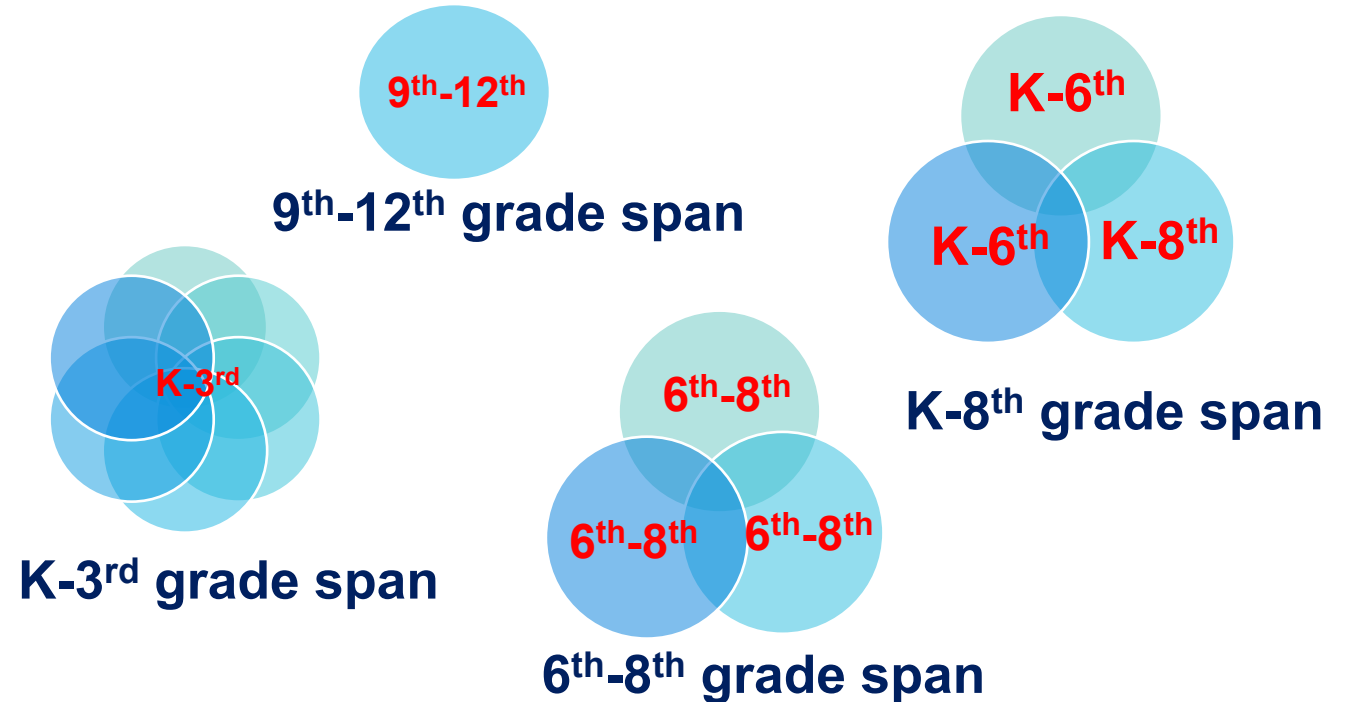
An LEA has thirteen schools: six K-5th, three 6th–8th, one 9th-12th, one K-6th and two K–8th. There is **at least one grade level** in the LEA that **overlap** the other grade spans **and** the grade level is **in at least one Title I served** school. There are **several options** that the LEA can use.

Grade Span	Title I Schools	Non-Title I Schools	Total # of Schools
K-3 rd	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

Option #1

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 choose to 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-3 rd	4	2	6
6 th -8 th	2	1	3
9 th -12 th		2	1
K-6 th	1		1
K-8 th		2	2



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.

The 9th-12th schools do not have additional schools within their ranges, thus, comparing schools is not required.

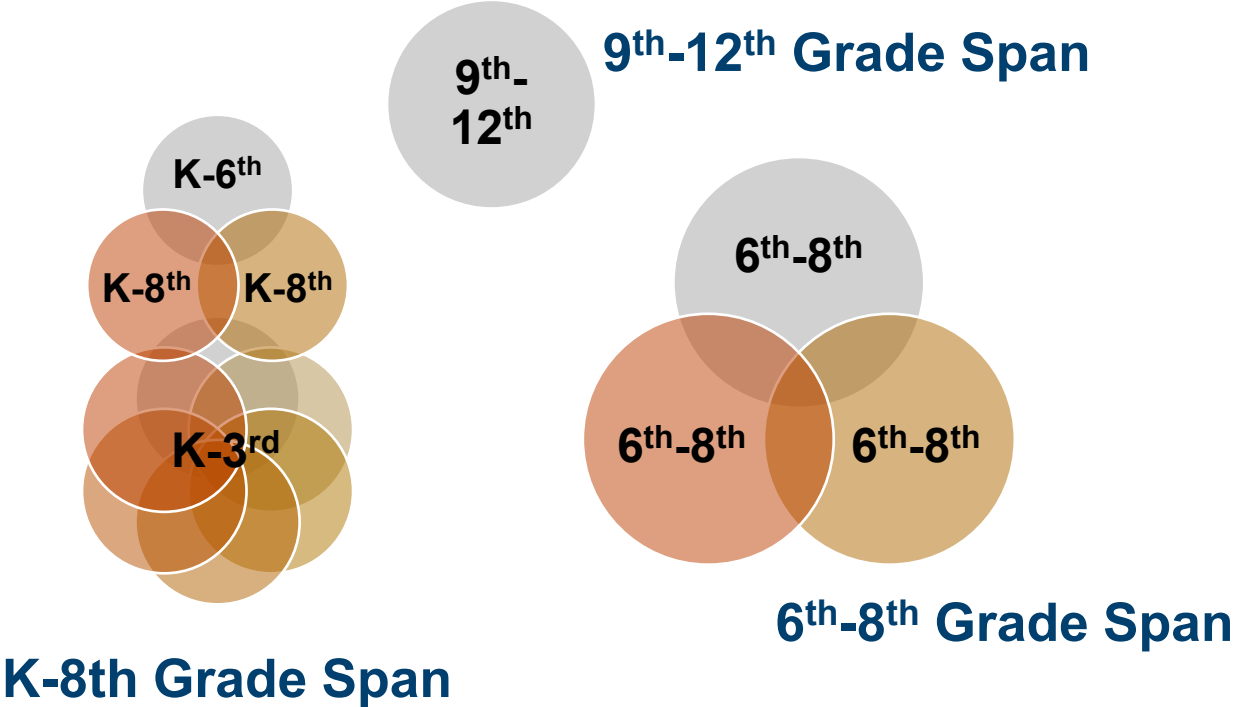
In this case the LEA would upload in the MCAPS LEA Document Library>2023>LEA Documents>Comparability> 2022-2023 School Year folder **as one document**:

1. Printed copy(s) of the “Schools Informational Listing” tab from the Workbook(s) used to determine comparability for grade span K-5th, 6th-8th, and K-8th.
2. Printed copy(s) of the “Comparability Report” tab from the Workbook(s) used to determine comparability for grade span K-5th, 6th-8th, and K-8th.
3. Printed copy(s) of the “Do not have to compare Schools Informational Listing” form for 9th-12th grade schools.
4. Comparability Summary Report and Assurances form.

Option #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 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-3 rd	4	2	6
6 th -8 th	2	1	3
9 th -12 th		2	1
K-6 th	1		1
K-8 th		2	2



The LEA's comparability procedures would state:

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

The 9th-12th schools do not have additional schools within their ranges, thus, comparing schools is not required.

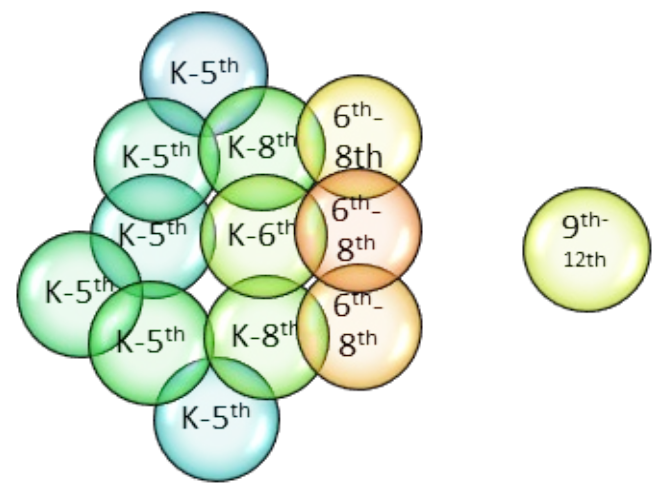
In this case the LEA would upload in the MCAPS LEA Document Library>2023>LEA Documents>Comparability> 2022-2023 School Year folder **as one document:**

1. Printed copy(s) of the “Schools Informational Listing” tab from the Workbook(s) used to determine comparability for grade span K-8th and 6th-8th.
2. Printed copy(s) of the “Comparability Report” tab from the Workbook(s) used to determine comparability for grade span K-8th and 6th-8th.
3. Printed copy(s) of the “Do not have to compare Schools Informational Listing” form for 9th-12th grade schools.
4. Comparability Summary Report and Assurances form.

Option #3

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-3 rd	4	2	6
6 th -8 th	2	1	3
9 th -12 th		2	1
K-6 th	1		1
K-8 th		2	2



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.

The 9th-12th schools do not have additional schools within their ranges, thus, comparing schools is not required.

In this case the LEA would upload in the MCAPS LEA Document Library>2023>LEA Documents>Comparability> 2022-2023 School Year folder **as one document**:

1. Printed copy(s) of the “Schools Informational Listing” tab from the Workbook(s) used to determine comparability for grade span K-8th.
2. Printed copy(s) of the “Comparability Report” tab from the Workbook(s) used to determine comparability for grade span K-8th.
3. Printed copy(s) of the “Do not have to compare Schools Informational Listing” form for 9th-12th grade schools.
4. Comparability Summary Report and Assurances form.

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.



Completion of Comparability Report



MISSISSIPPI
DEPARTMENT OF
EDUCATION

School Informational List

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

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

[illegible]

Comparability Report School Information List

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

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

Comparability Report School Information List

Schools that do not have to be compared.

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

[illegible]

The LEA will enter:

1. LEA Name, School Year, *Grade Span Range* (only if the LEA is demonstrating Comparability using grade spans)
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 FY22 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 if you are required to demonstrate comparability.

Determining Instructional Staff

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, ESSER, etc.

If personnel is paid from federal and state/local funds indicate the portion of the FTE/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 or personnel to be 0.50.**

Name	Position	Federally Funded	State Funded	Included
Dr. Judy K. N...			1	YES
Chad Daniels		0.5	0.5	Yes, only 0.5
Brendsn		0.5	0.5	NO
Barbara C	Teacher	1		NO
John W			1	YES
Dr. Meli	Secretary		1	NO
Dr. Diona Ste	Kindergarten TA	0.5		NO
Mr. Kerry Thomas	PE Teacher		1	YES
Mr. Greg Smith	5 th Grade Math Teacher		1	YES
Ms. Aisha McGee	PreK TA		0.5	NO
Mr. Arthur Goss	Computer Lab TA		0.5	YES

**Remember that
the maximum
FTE for a
classified
person is 0.5.**

Name	Position	Federally Funded	State Funded	Included
Dr. Judy K. Nelson	Principal		\$10,000.00	YES
Chad Daniels	Assistant Principal	\$3,000.00	\$3,000.00	Yes, only \$3,000.00
Brendsha Roby-Fletcher	Custodian	\$1,000.00	\$1,000.00	NO
Barbara Greene	2 nd Grade Teacher	\$5,000.00		NO
John Woodard	Librarian		\$5,000.00	YES
Dr. Melissa Levy-Jackson	Secretary		\$5,000.00	NO
Dr. Diona Stevenson	Kindergarten TA	\$2,000.00		NO
Mr. Kerry Thomas	PE Teacher		\$5,000.00	YES
Mr. Greg Smith	5 th Grade Math Teacher		\$5,000.00	YES
Ms. Aisha McGee	PreK TA	\$2,000.00		NO
Mr. Arthur Goss	Computer Lab TA		\$2,000.00	YES

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

This information will prepopulate from the school informational listing section.

[illegible]

This information will calculate and import to the comparability report section.

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

This information will prepopulate from the school informational listing section.

[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

Comparability Report

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 Report Option 1 Grade Span (FTE)

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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: 20xx-20xx

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		
Title I 3	K-12th	400	300	75%	165.8		
Title I 4	K-12th	500	400	80%	165.8		
Title I 5	K-12th	200	100	50%	165.8		
Title I 6	K-12th	300	200	67%	165.8		
Title I 7	K-12th	400	300	75%	165.8		
Title I 8	K-12th	500	400	80%	165.8		
Title I 9	K-12th	200	100	50%	165.8		
Title I 10	K-12th	300	200	67%	165.8		
Title I 11	K-12th	400	300	75%	165.8		
Title I 12	K-12th	500	400	80%	165.8		
Title I 13	K-12th	200	100	50%	165.8		
Title I 14	K-12th	300	200	67%	165.8		
Title I 15	K-12th	400	300	75%	165.8		
Title I 16	K-12th	500	400	80%	165.8		
Title I 17	K-12th	200	100	50%	165.8		
Title I 18	K-12th	300	200	67%	165.8		
Title I 19	K-12th	400	300	75%	165.8		
Title I 20	K-12th	500	400	80%	165.8		

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

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

20xx-20xx

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 FTE 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			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)

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

LEA Name: TEST Grade Range: K-8th School Year: 20xx-20xx 90% of the Average for Non-Title I/ Title I Comparison Schools **\$3,732.43**

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	300	75%	\$1,470,000.00	\$3,675.00	NO
Title I 4	K-6th	500	400	80%	\$1,470,000.00	\$2,940.00	NO
Title I 5	K-8th	200	100	50%	\$1,470,000.00	\$7,350.00	
Title I 6	K-2nd	300	200	67%	\$1,470,000.00	\$4,900.00	
Title I 7	3rd-5th	400	300	75%	\$1,470,000.00	\$3,675.00	
Title I 8	6th-8th	500	400	80%	\$1,470,000.00	\$2,940.00	
Title I 9	K-6th	200	100	50%	\$1,470,000.00	\$7,350.00	
Title I 10	K-8th	300	200	67%	\$1,470,000.00	\$4,900.00	
Title I 11	K-2nd	400	300	75%	\$1,470,000.00	\$3,675.00	
Title I 12	3rd-5th	500	400	80%	\$1,470,000.00	\$2,940.00	
Title I 13	6th-8th	200	100	50%	\$1,470,000.00	\$7,350.00	
Title I 14	K-6th	300	200	67%	\$1,470,000.00	\$4,900.00	
Title I 15	K-8th	400	300	75%	\$1,470,000.00	\$3,675.00	
Title I 16	K-2nd	500	400	80%	\$1,470,000.00	\$2,940.00	
Title I 17	3rd-5th	200	100	50%	\$1,470,000.00	\$7,350.00	
Title I 18	6th-8th	300	200	67%	\$1,470,000.00	\$4,900.00	
Title I 19	K-6th	400	300	75%	\$1,470,000.00	\$3,675.00	
Title I 20	K-8th	500	400	80%	\$1,470,000.00	\$2,940.00	

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

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

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	
Non-Served Title I & Title I Comparison 2	3rd-5th	300	200	1.5	\$1,470,000.00	\$4,900.00	
Non-Served Title I & Title I Comparison 3	6th-8th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	
Non-Served Title I & Title I Comparison 4	K-6th	500	400	1.25	\$1,470,000.00	\$2,940.00	
Non-Served Title I & Title I Comparison 5	K-8th	200	100	2	\$1,470,000.00	\$7,350.00	
Non-Served Title I & Title I Comparison 6	K-2nd	300	200	1.5	\$1,470,000.00	\$4,900.00	
Non-Served Title I & Title I Comparison 7	3rd-5th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	
Non-Served Title I & Title I Comparison 8	6th-8th	500	400	1.25	\$1,470,000.00	\$2,940.00	
Non-Served Title I & Title I Comparison 9	K-6th	200	100	2	\$1,100,000.00	\$5,500.00	
Non-Served Title I & Title I Comparison 10	K-8th	300	200	1.5	\$1,470,000.00	\$4,900.00	
Non-Served Title I & Title I Comparison 11	K-2nd	400	300	1.333333333	\$1,470,000.00	\$3,675.00	
Non-Served Title I & Title I Comparison 12	3rd-5th	500	400	1.25	\$1,470,000.00	\$2,940.00	
Non-Served Title I & Title I Comparison 13	6th-8th	200	100	2	\$1,470,000.00	\$7,350.00	
Non-Served Title I & Title I Comparison 14	K-6th	300	200	1.5	\$1,470,000.00	\$4,900.00	
Non-Served Title I & Title I Comparison 15	K-8th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	
Non-Served Title I & Title I Comparison 16	K-2nd	500	400	1.25	\$1,470,000.00	\$2,940.00	
Non-Served Title I & Title I Comparison 17	3rd-5th	200	100	2	\$1,470,000.00	\$7,350.00	
Non-Served Title I & Title I Comparison 18	6th-8th	300	200	1.5	\$1,470,000.00	\$4,900.00	
Non-Served Title I & Title I Comparison 19	K-6th	400	300	1.333333333	\$1,470,000.00	\$3,675.00	
Non-Served Title I & Title I Comparison 20	K-8th	500	400	1.25	\$1,470,000.00	\$2,940.00	
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: 20xx-20xx

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 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: 20xx-20xx	
1 Served Title I School's Name	2 Grade Span (Populates)	3 Total Student Enrollment (Populates)	4 Total Low Income Students (Populates)	5 Students Poverty Percentage (Calculated)	6 Total Instructional Staff Salary State (MAY Populate)	7 Student to Instructional Staff Salary Ratio (Calculated)	8 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

Comparability Summary and Assurances

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 Fewer 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

TITLE I COMPARABILITY SUMMARY REPORT and ASSURANCES

School Year: **20XX-20XX**

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, <u>following</u> 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:	
1) a local educational agency-wide salary schedule;	
2) a policy to ensure equivalence among schools in teachers, administrators and other staff; and	
3) 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; and	
5) 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	

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

All highlighted areas must be completed.

This section should only be completed IF the LEA has schools with enrollments of less than 100 students.

All required documents must be uploaded by **Friday, November 4, 2022**. Documents must be uploaded as one document in MCAPS>LEA Document Library>2023>LEA Documents>Comparability> 2022-2023 School Year folder.

All resources to complete the Comparability Forms may be found in the MDE Document Library>Comparability>FY23 Comparability folder.

Questions





Future Technical Assistance Schedule



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TA Session Date	Time	Topic
Tuesday, September 20, 2022 TA #1	10:00 am	Comparability Procedures 101
Tuesday, September 20, 2022 TA #2	2:00 pm	Collecting Comparability Data
Thursday, September 22, 2022 TA #3	10:00 am	Determining Grade Span Options
Thursday, September 22, 2022 TA #4	2:00 pm	Comparing All School Using Instructional Salaries
Tuesday, September 27, 2022 TA #5	10:00 am	Comparing All School Using Instructional FTEs
Tuesday, September 27, 2022 TA #6	2:00 pm	Comparing School by Grade Spans Using Instructional Salaries
Thursday, September 29, 2022 TA #7	10:00 am	Comparing School by Grade Spans Using Instructional FTEs
Thursday, September 29, 2022 TA #8	2:00 pm	Completing Comparability Forms

TA Session Date	Time	Topic
Tuesday, October 4, 2022 TA # 9	10:00 am	Comparability Procedures 101
Tuesday, October 4, 2022 TA # 10	2:00 pm	Collecting Comparability Data
Thursday October 6, 2022 TA # 11	10:00 am	Determining Grade Span Options
Thursday October 6, 2022 TA # 12	2:00 pm	Comparing All School Using Instructional Salaries
Tuesday, October 11, 2022 TA # 13	10:00 am	Comparing All School Using Instructional FTEs
Tuesday, October 11, 2022 TA # 14	2:00 pm	Comparing School by Grade Spans Using Instructional Salaries
Thursday, October 13, 2022 TA # 15	10:00 am	Comparing School by Grade Spans Using Instructional FTEs
Thursday, October 13, 2022 TA # 16	2:00 pm	Completing Comparability Forms

[MDE's Office of Federal Program Comparability Section](#)

[FY22 Comparability Documents](#)

[Elementary and Secondary Education Act \(ESEA\), as amended by the Every Student Succeeds Act \(ESSA\)](#)



Dr. Judy K. Nelson

Executive Director

Jnelson@mdek12.org

Brendsha A. Roby-Fletcher

Director of Non-Competitive Grant Programs

BrRoby-Fletcher@mdek12.org

mdek12.org



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Barbara Greene

Title I, Part A Coordinator

bgreene@mdek12.org

mdek12.org



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