



Greenfield Public Schools

195 Federal Street, Suite 100, Greenfield, MA 01301

Title I Comparability Procedure

Greenfield Public Schools is required to use district funds to provide educational services in Title I schools that are comparable to the services provided in non-Title I schools. Greenfield Public Schools' Comparability Procedure and annual demonstration describe the district compliance with comparability requirements.

Comparability is an annual requirement for the district to be eligible to receive Title I, Part A funds. To demonstrate comparability on an annual basis, the district's Title I office oversees the computation of the ratio of pupils to total instructional staff at each school within a grade span. School enrollment is based upon the October SIMS report and instructional staffing is based on the October Education Personnel Information Management System (EPIMS) report.

For these computations, only the following EPIMS classification personnel at each school, who are paid out of State or local funds, are included:

EPIMS 1305	Principal
EPIMS 1310	Asst/Vice Principal
EPIMS 2305	Teacher
EPIMS 2310	Teacher – support content instruction
EPIMS 2325	Long Term Substitute Teacher
EPIMS 2330	Instructional Coach
EPIMS 3329	Guidance Counselor

Staff paid from Title I or other federal funds are excluded.

The Title I office will perform the comparability demonstration calculations using the Massachusetts Department of Elementary and Secondary Education comparability instructions and forms. The Comparability demonstration will be completed by October 31 so that any necessary adjustments in staffing can be in place by November 30.

When a Title I school does not meet comparability, state and local resources that are provided to the school will be adjusted to bring the school into comparability with the other schools at the same grade-span. The school district business manager and district supervisory personnel responsible for staffing will participate in making staff adjustments. Adjustments will be made in a timely manner by no later than November 30 to get schools back into a comparable position to avoid Title I financial sanctions.