

**REQUEST TO EXCLUDE TITLE I, PART A ARRA FUNDS IN DETERMINING THE 10 PERCENT PROFESSIONAL DEVELOPMENT SET-ASIDE FOR A SCHOOL IN IMPROVEMENT**

Ramona Coats, Team Leader  
Title I, IIA, and VI  
Oklahoma State Department of Education  
2500 N. Lincoln Boulevard  
Oklahoma City, Oklahoma 73105

Dear Ms. Coats:

I am writing on behalf of the [*Name of School District and County/District Code*] which has schools identified for improvement under Title I, Part A of the Elementary and Secondary Education Act of 1965 (ESEA) to request a waiver for fiscal year (FY) 2009 of the requirement in section 1116(b)(3)(A)(iii) of the ESEA to determine a school's 10 percent professional development set-aside based on the total amount of funds made available to the school under section 1113 of the ESEA for FY 2009 (*i.e.*, including funds made available from both the LEA's regular Title I, Part A allocation and its Title I, Part A allocation under the American Recovery and Reinvestment Act of 2009 (ARRA)). In particular, I am seeking this waiver to allow each Title I school within the [*Name of School District*] that has been identified for improvement to calculate their 10 percent professional development set-aside in accordance with the following formula:

$$(a) * (b \div c) * (.10)$$

Where:

- a = the total allocated to the school site of the Title I Breakdown of Allocations;
- b = the LEA's regular Title IA allocation for 2009-2010; and
- c = the LEA's total FY 2009-2010 Title IA allocation (regular Title IA plus Title IA ARRA funds)

As long as we comply with the requirements of section 1113 of the ESEA with respect to serving eligible school attendance areas with our FY 2009 Title IA allocation (consisting of Title IA funds received through the ARRA and the regular FY 2009 appropriation), we have discretion with respect to how we will allocate our Title IA funds to our Title I schools. The requested waiver will increase the quality of instruction for students and improve the academic achievement of students by ensuring that no school within our LEA that implements this waiver will be obligated to spend a disproportionate amount of the Title IA funds available to it on professional development activities. The [*Name of School District*] believes the basic 10 percent set-aside, which schools in improvement will still have to provide, is substantial. Requiring significantly more funds to be spent on professional development may actually be counter-productive by overwhelming teachers, many of whom are already over-scheduled and cannot meaningfully absorb more professional development.

Through the waiver, each school can determine whether its professional development needs warrant expending Title IA ARRA funds to meet those needs. The [*Name of School District*] hereby assures that, if we are granted the requested waiver:

- We will ensure that our schools will implement the waiver in accordance with the formula above;
- We will ensure that all schools in improvement within the LEA will comply with all statutory and regulatory requirements regarding their professional development obligations with respect to the funds that are not "factored out" in accordance with the formula above;
- We will ensure that our schools use the funds freed up by the waiver to address needs identified based on data, such as Statewide or formative assessment results; and
- Our schools in improvement will comply with all of their other Title I, Part A statutory and regulatory obligations, including the obligations in sections 1114 and 1115 to have schoolwide and targeted assistance programs that "use effective methods and instructional strategies that are based on scientifically based research."
- We will complete and submit the **10% Professional Development Worksheet for Buildings in School Improvement** that reflects the calculation of funds used for professional development.

Please feel free to contact me by phone or email at [*contact information*] if you have any questions regarding this request. Thank you for your consideration.

Superintendent's Signature \_\_\_\_\_ Date \_\_\_\_\_