

## Title I Student Selection Procedure in Targeted Assistance Schools

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Each district must have a procedure outlining the process used in Targeted Assistance schools to identify students failing, or most at-risk of failing to meet the State's challenging student academic achievement standards on the basis of multiple, educationally related objective criteria established by the district and supplemented by the school.

This sample template is not an official Massachusetts Department of Elementary and Secondary Education document. It is provided only as an example.

### Title I Student Selection Procedure in Targeted Assistance Schools

Eligible students are identified in targeted assistance schools through a student selection process that begins in May, prior to each school year. First, classroom teachers in conjunction with Title I teachers complete a Student Eligibility form for each student that is most in need of Title I English Language Arts and Mathematics academic support. In kindergarten all students will have an eligibility form completed since this form is used for a dual purpose, eligibility and assessment portfolio checklist.

The completion of the student eligibility forms will generate a composite score. From the composite scores a rank ordered list of eligible students will result. The student eligibility process will be completed by June of each year in preparation for the next school year.

At the beginning of each school year, Title I teachers confer with classroom teachers to assure that the eligibility information is accurate, and that the neediest students will be serviced. Also, since each classroom teacher administered informal English Language Arts and Mathematics assessments at the beginning of each school year, these test results are also referred to.

The criteria used for selection was developed by a team of Title I teachers, classroom teachers, Title I Directors, building principals and members of the Title I Parents' Advisory Council. Students with limited English proficiency and students with disabilities are given equal consideration for the Title I services.

Copies of all eligibility forms are included with this document.