

# Buffalo Public Schools



## Meeting Invitation/Agenda

### Non-Public School Leaders-Virtual Federal Grant Mtg.

Tuesday, March 21, 2023

9:00AM- 11:00AM

Zoom-Link below:

**[Hover over the link below and click control click to join](https://us02web.zoom.us/j/85417067492?pwd=aDQ4cHRnY1FQOS90YWRIaVhBeE91Zz09)**

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Meeting ID: 854 1706 7492 Passcode: 869761

Join Zoom Meeting

The link is set up to allow entry at 8:45 should you have some questions prior to the meeting\*

#### **Meeting Topics Will Include:**

- Crash Course in Procedures for Federal Dollars and Spending-Compliance for Title I-end of the year data needed
- **Out of District Schools-** Compliance documents, Invoicing from districts...what is your responsibility?
- **In District Schools-** Affirmation Forms for Out of District students- expectations for invoicing
- **Inventory/Minor Equipment-** tagging items
- Encumbering Funds and deadlines to meet- timeline, BOE mtgs
- 2021-2022 Carryover and 2022-2023 budget spending- summer programs
- TSCTI- 22<sup>nd</sup> Century Technologies, Inc.-onboarding for summer
- Summer Learning- programming needs-timeline for ordering
- Parent Involvement- materials, contracted work, Obligation to Title I parents
- Social Emotional Programming- PD? When? Who?- Materials

- Budgeting for 2023-2024 school year- thinking about potential carryover, think big picture needs and timing

This is a must attend meeting to get you thinking about both your current grant funds and the potential funds for the 2023-2024 school year. If unavailable to attend, please try to have someone from the school log on in your place to gather the information.

This year the meeting is designed to fill your toolbox and to rollout new information on budgeting, finding documents, and getting the best use of your Federal Dollars...a must attend for both schools located in and outside of Buffalo!

Please RSVP to Molly Halady- [mlhalady@buffaloschools.org](mailto:mlhalady@buffaloschools.org)

**\*\*IF YOU ARE A NEW ADMINISTRATOR YOU ARE EXPECTED TO ATTEND\*\***

**Tentative timeline:**

9:00-9:15- Introduction and Welcome

9:15-10:30- Title I- capturing poverty data/lunch count, programming, assessment, TSCTI, summer programs, look at calendar to select date for budgeting 2023-2024 funds.

10:30-11:00- Q&A

**Budget Dates- May 15- June 16<sup>th</sup>**

**Like last year, I will put a schedule together for dates and time that will be both in person and on Zoom.**

**Tentative-**

**In person--May 15<sup>th</sup>/17<sup>th</sup>/19<sup>th</sup>/24<sup>th</sup>/ 22<sup>nd</sup>/ 25<sup>th</sup>/ 31<sup>st</sup>**

**June 1<sup>st</sup>/2<sup>nd</sup>/6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup>/12<sup>th</sup>/15<sup>th</sup>**

**Zoom—May 16<sup>th</sup>/ 18<sup>th</sup>/23<sup>rd</sup>**

**June-5<sup>th</sup>/13<sup>th</sup>**