



Reading Elementary School
632 VT Route 106, P.O. Box 176
Reading, Vermont 05062
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Code: E10

Policy for Independent Schools Receiving Federal Program Funds/Services

The Reading Elementary School Board (LEA) will follow all applicable State and Federal regulations in its relationship with independent schools desiring to receive Federal funds/services residing in the supervisory union/district.

The services or benefits provided must be secular, neutral and non-ideological. The services and benefits provided must be described in the Consolidated LEA Federal Programs Application Integrated Narrative Summary Plan, itemized in the budget, and the independent school assurances must be signed by the authorized independent school official and included in the Consolidated Application. The services and personnel (or agencies) providing services will be under the control and supervision of the LEA. The LEA will administer funds, retain control over the funds and retain equipment, materials and property that are purchased with federal funds on loan to the independent school.

The process for purchasing will be one of reimbursement or purchase order (mutual decision between the LEA and the independent school official). The independent school will submit a statement to the LEA itemizing expenditures for which it would like reimbursement or a detailed purchase order. This statement will include the actual bills from the original vendor(s) which clearly state and describe the item(s) or services(s) purchased by the independent school. The statement must contain those services, materials and/or equipment in the approved application.

All non-expendable materials/equipment purchased with Federal funds are considered "on loan" to the independent schools by the LEA. Materials and equipment must be labeled "Property of the Reading Elementary School Board District, FY ()." An inventory of materials and equipment will be kept by the LEA and the independent school official.

In order to comply with State and Federal accounting requirements, the LEA will require budget information from the independent school (balance, amount spent, etc.). Expenditure reports will be coordinated with the LEA's reporting to the State of Vermont. At the end of the budget period the independent schools are required to evaluate the effectiveness of their programs. Forms for this purpose will be provided and will be submitted to the State of Vermont with the LEA's annual report. If expenditure and/or evaluation reports are not received, the next fiscal year's funds will be delayed.

If the independent school moves out of the supervisory union/district, ceases to exist OR is found to be in non-compliance with applicable State and/or Federal regulations, all materials and equipment must be returned to the LEA.

READING SCHOOL BOARD:

Warned: July 25, 2000

Adopted: August 15, 2000