



Independent School District 625
Saint Paul Public Schools
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Office of Educational Equity
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TO: Principals, Department Heads and Program Managers
FROM: Yusef Mgeni, Director, Office of Educational Equity
SUBJECT: Eligible Uses of Integration Revenue (Deseg Funds)
DATE: March 3, 2009

This memo will assist schools and programs in identifying and documenting site-specific proposals for the use of Integration Revenue (categorical funds) during the 2009-2010 school year. Integration revenue is allocated to specifically “create or enhance an integrated (inclusive¹) learning environment.”

Examples of ways in which schools/programs can use Integration Revenue include the following:

- Educationally justifiable activities (including both academic and cultural components) that support increased opportunities for interracial contact and learning, both within the district and on an inter-district basis;
- Staff development costs for preparing teachers to work with diverse populations in an integrated (inclusive) setting;
- Development and implementation of strategies to meet the unique needs of specific cultural groups of students;
- Supplemental support services for unique students’ needs in integrated schools and integrated school programs; and
- Programs designed to improve both racial and socio-economic balance.

Funds may also be applied to staffing, curriculum development, facilities, technology, materials, food, transportation, site councils, inter-district partnerships and outreach-related family or marketing issues that augment the above eligible criteria. You are expected to include measurable results in your proposed use of these funds, and provide a year-end report, so MDE can evaluate our efforts for the school year.

*****MDE has imposed a new formula (effective 7/1/09) for the use of Integration Revenue at any site or program: no less than 60% of funds must be spent on direct student services; no more than 30% may be spent on staff development; and no more than 10% may be spent on administrative costs.**

¹ An “inclusive learning environment” is one that incorporates the culture, history and intellectual contributions of *all* racial and ethnic groups into the daily lives of its students, faculty, families and community. It includes race, language, gender, learning ability, SES, religion, etc. (SPPS “Inclusiveness Plan” approved 2.21.06 by the SPPS Board of Education)

Because these are categorical (restricted) funds, any change in their approved use during the school year, will need to be authorized in writing by your Executive Director or a Senior Staff Member with authority to do so.

Integration Revenue “do’s” . . .

- Integration Revenue may be used to cover salary and benefits for licensed and non-licensed staff, in direct proportion to the amount of their individual work activities, which meet the eligible criteria on the reverse side of the page.
- Funds may be used for instructional materials, substitute pay, staff development, textbooks, field trips, food or other materials/activities and related costs, when those expenses increase inclusive family/community involvement, or measurably create or expand an inclusive learning environment in SPPS buildings, classrooms/programs or between SPPS and suburban districts.
- Funding for ELL, Special Education, LCD and related classes programs and activities that are inclusive, or seek to increase the participation and achievement of under-represented groups, or related expenses as long as they facilitate inclusive learning environments.
- Activities that build the capacity of licensed or non-licensed staff to address the needs of diverse learners are also eligible expenditures.

. . .and “don’ts”

- Integration Revenue may not be used to fully fund staff member(s), or to fully fund any program/activity, unless 100% of the staff member(s) time or the total program is dedicated to eligible Integration Revenue initiatives. Only the applicable portion of the staff time or program activities may be allocated funds.
- Pull-out (instructional) or isolated learning activities/communities that in any way decrease inter-racial contact, do not meet these eligibility requirements and therefore are ineligible expenditures. Mainstream, inclusive models only, please.
- Activities, materials or staff members that focus primarily on administration, attendance, truancy, discipline, athletics or other non-inclusive or non-educationally justifiable activities or materials are ineligible expenditures.
- Integration Revenue may not be used to “supplant” other funding sources.
- Value-added benefit: On the issue of using Integration Revenue to “supplant” other funding sources, staff should ask themselves, if they would use funds in this manner (or fund a percentage of the position/activity) if they did not have Integration Revenue?” Specific, measurable documentation should clearly identify the “value-added benefit” of using any Integration Revenue funds.

For questions, or any assistance in complying with these requirements, contact Your Executive Director, senior staff member or Yusef Mgeni, Director of the Office of Educational Equity at 651.767-8338, or at yusef.mgeni@spps.org.

Thank you, in advance for your cooperation. Your feedback or specific suggestions/recommendations on these requirements are encouraged.