

FINANCIAL MANAGEMENTRevenues from the Federal Government

Internal Controls - Chapter 1

The following controls are established for the Chapter 1 program:

- A. All Chapter 1 funded purchases and expenditures shall be directly related to allowable Chapter 1 activities and services that are necessary to effectively carry out the objectives of the current program, and for the benefit of eligible participants.
- B. Chapter 1 purchases and expenditures shall be restricted to those incurred by persons with direct Chapter 1 duties and responsibilities and/or which benefit only eligible Chapter 1 participants.
- C. Chapter 1 funded inservice training shall be directly related to specific Chapter 1 program activities and provided only to persons with Chapter 1 program responsibilities and duties.
- D. Appropriate documentation of all Chapter 1 purchases and expenditures incurred shall be maintained for accountability and audit purposes.

Parent Involvement - Chapter 1

Each school offering Chapter 1 programs shall comply with federal and state requirements by providing for:

- A. Written parent notification of the selection of students for services;
- B. Accessibility to parents of specific instructional objectives for their children;
- C. Periodic student progress reports to parents;
- D. Accessibility of support materials to be utilized in the home when requested by parents;
- E. Parent participation in the instructional program on a volunteer basis; and
- F. Parent input and recommendations in program planning and modification.