

# Title Programs in Nonpublic Schools



*ALMOST ALL YOU WANTED TO KNOW, BUT WERE AFRAID TO ASK*

Carolyn J. Cherry, Coordinator, District Support Services-NCLB  
Minneapolis Public Schools

Jon Peterson, Coordinator, District Support Services-NCLB  
Minneapolis Public Schools



## Overview—Nonpublic Process



- Consultation
- Maintaining Documentation
- Contracting with Third Party Providers
- Maintaining Fiscal Authority



## The Consultation Process-Overview

- **Goal:** to design and implement programs that will provide equitable services and meet the needs of eligible private school students and teachers
- **Timely:** Occurs prior to decisions being made about programs, must continue throughout implementation and evaluation
- **Meaningful:** Private schools will be able to have an impact on the content and delivery of program and services

*Deb Landvik, MDE-2007*



## Consultation Process Requirements

- Determine how eligible children's needs are identified;
- What services will be offered;
- How and when decisions about the delivery of services will be made;
- How, where, and by whom the services will be provided;



## Consultation Process Requirements

- Size and scope of services;
- Proportion of funds allocated;
- Method for determining poverty data;
- Equitable services to teachers and parents of participants;
- How services will be assessed and improved based upon assessment results.

## Documentation—Required

- Record of visits by LEA to nonpublic schools (monthly)
- October
  - ✓ Eligibility lists due
- November
  - ✓ Nonpublic Fall Report (MDE)
  - ✓ Verification of Resident/Nonresident Status Form (free and reduced)

## Documentation—Required

- **By November/December**
  - ✓ Family Notification Letter
  - ✓ Annual Title I/III Meetings
- **April**
  - ✓ Updated Eligibility Lists
  - ✓ Affirmation of Consultation Letters
  - ✓ Intent to Participate
- **May/June**
  - ✓ Meetings w/ Nonpublic Administrators
  - ✓ Develop Program Plans



## Contracting with Third Party Providers

- LEA's may *not* contract out the consultation process
- LEA must maintain authority over the relationship between the Third Party Contractor and the Nonpublic school
- LEA may not delegate its obligation or responsibility to Nonpublic school officials or Contractors



## Contracting with Third Party Providers

- **Proposals from providers should include costs related to:**

- Instruction
- Administration
- Professional development, and
- Parental involvement
- Standards and Assessment
- Compliance with local, state, and federal regulations and guidance

*Virginia Berg, DOE-2008*



## Maintaining Fiscal Authority

- **Keys to staying out of Nonpublic Jail:**

- Taking responsibility for the administration and oversight of all Title related funds;
- Ensuring communication and developing a feedback loop regarding processes, procedures, and rules;
- Ensuring all requests for Nonpublic expenditures be preapproved
- Compliance, program efficacy, and finance
- Tracking the 'life cycle' re: use of federal funds



## Helpful Websites

- **MDE Nonpublic Website:**

[http://education.state.mn.us/MDE/Accountability\\_Programs/No\\_Child\\_Left\\_Behind\\_Programs/Serving\\_Nonpublics/index.html](http://education.state.mn.us/MDE/Accountability_Programs/No_Child_Left_Behind_Programs/Serving_Nonpublics/index.html)

- **DOE Nonpublic Website, NCLB:**

<http://www2.ed.gov/about/offices/list/oii/nonpublic/nclbinfo.html>

- **DOE Nonpublic Website, Private Schools:**

<http://www2.ed.gov/programs/titleiparta/ps.html>



## Helpful Websites

- **DOE Nonpublic Website, Non-regulatory Guidance:**

<http://www2.ed.gov/programs/titleiparta/psguidance.doc>

- **MPS Nonpublic Forms:**

[http://www.mpls.k12.mn.us/Non\\_Public\\_Resources.html](http://www.mpls.k12.mn.us/Non_Public_Resources.html)



## Activities



### Consultation Scenario

Public school and Nonpublic school officials had a phone conversation in April about Title I services for the following fall. The nonpublic school is new to receiving Title I services. In September, a Title I tutor comes to the nonpublic school to provide services to students; the nonpublic administrator, somewhat confused, has the tutor start working with students who were 'low'.

Discuss.



## Activities



### Maintaining Documentation Scenario

MDE is coming to your district to do an audit of nonpublic Title I files. What documentation should you have on hand to show that the nonpublic school has been involved throughout the school year(s)?

Discuss.



## Activities



### **Contracting with Third Party Providers Scenario**

The Contractor is planning the Title I Family meeting and, upon the request of the nonpublic administrator, agrees to pay for the food for the event. The nonpublic admin. tells the Contractor that they can just ask the District/LEA to reimburse them for costs. After the event, the Contractor submits a receipt for reimbursement.

Discuss.



## Activities



### **Maintaining Fiscal Authority Scenario**

A nonpublic school sent in a preapproval request for three (3) staff to attend an out-of-state conference. The District gave approval for those 3 staff. After the conference occurred, five (5) staff sent in receipts requesting reimbursement for the conference—including airfare, hotel, shuttle and baggage.

Discuss.

