

ESEA Consolidated Private School Portions

Title I-A

*All public LEAs

*Charter schools do not have boundaries and therefore are exempt from providing equitable services

1st page - Private Schools Administration page

<input type="checkbox"/>	Private Schools
	Administration

The LEA must list each private school they are consulting with as well as if they are in the LEA's boundary or outside of the LEA's boundary. The status listed is very important because that is what determines which funds they are eligible to participate in equitable services.

- Schools listed on the Admin page populate as a drop down options on the Eligible Private Schol page for each of the funds
 - If the school is not appearing on the Eligible Private School Service page, add the school on the Private School Administration page
- Title I –private schools address may be within or outside the LEA's boundary
- Title II and IV – private school addresses must be within the LEA's boundary
- All schools listed on the Private School Administration page must have a completed Notice of Intent to Participate uploaded in Title I Related Documents

Active Schools		
Building Name		District Status Optional Documents
Type	Document Template	Document/Link
Notice of Intent to Participate	Notice of Intent to Participate - Fillable	
Beautiful Savior Academy		Out of District
Calvary Chapel Christian School		Out of District

2nd page - Title I Related Documents

- Each Notification of Intent to Participate (NIP) must be complete
- Every school listed on the Private School Administration Page must have an uploaded document
- No Response – evidence of 3 good faith attempts must be included and attached to that school's NIP
 - Evidence may include: emails, phone logs, certified mail receipts

ESEA Consolidated Private School Portions

3rd page - Private School Proportionate Amount page

1) Public School Title I Attendance Areas for the All Arizona School System (LEA) <small>ALL funded Title I schools must be added to this list.</small>	2a) Number of Public School children from Low-Income Families at Title I schools	2b) Number of Private School children from Low-Income Families residing in the All Arizona School System's Title I Attendance Areas	3) Total Number of children from Low-Income Families
	127	0	127
	292	9	301
	286	4	290
	314	0	314
	466	0	466
	233	6	239
	294	0	294
	135	6	141
	309	9	318
	347	3	350
	602	7	609
	948	1	949
Total:	4,353	45	4,398

PROPORTIONATE SHARE of the All Arizona School System's Title I allocation	LEA's Share	Private Schools' Share
\$ 3,931,259.74	98.98 % \$ 3,891,160.89	1.02 % \$ 40,098.85

LEA's Title I allocation	1% for parent and family engagement	Proportionate share % for equitable services, multiplied by the 1% for parent and family
\$ 3,931,259.74	\$ 39,312.60	\$ 400.99

- List **every Title I funded school** (marked "Funded" on the School Eligibility page)
- The LEA's **low-income data** auto populates from the School Eligibility page
- After verifying student addresses submitted by each private school, compile the number of students attending private schools for each funded school
- Column 2b corresponds to the **total number of students living in that Title I school's boundary who attends a participating private school**. (data is kept at the private school)
- Common misconception: the data to determine if the private school will have a TI-A program works just like data the LEA uses for the School Eligibility page
 - Enrollment and income data come from the previous year (For FY24- data from 22-23 school year)
 - This has nothing to do with academic need and should not be collected at this time
 - Students who draw funds are determined by their home address being located in one of the LEA's TI funded schools and if they qualify based on income
 - This data (just like LEA's School Eligibility page) determines if the private school may participate and if so, their allocation for the following year
 - The allocation (just like the LEA's School Eligibility page) will never decrease unless the LEA loses funds or transfers funds after the original private school allocation has been determined
- Column 3 auto-fills once column 2b is complete
 - The minimum **private school share** and **family engagement** amounts auto-fill on the Set Aside page

ESEA Consolidated Private School Portions

4th page - Set Aside page

3. Total Private School Pool of Funds. This amount should be the sum of lines 3a, 3b, 3c, 3d, 3e		
a. Minimum amount to allocate	\$ 118,967.57	
b. Portion of funds for equitable Administrative Activities		\$ 49,121.57
c. Portion of funds for equitable Indirect Costs, if applicable		\$ 1,189.68
d. Portion of funds for equitable Professional Development (optional)		\$ 0.00
e. Total portion of funds for equitable Instructional Services (Note: This amount should reflect Total Private School Pool of Funds minus lines 3a, 3b, 3c, 3d)		\$ 77,656.32

- The total from the Proportionate Amount page should match the minimum amounts prefilled in **3** and **3c** on the left
- **3a** – *optional* Administrative Costs – must be necessary and reasonable (the amount may NOT be more than what is set aside in **3e** for students and must be less than proportional)
 - overseeing private school service, transportation costs, postage costs for certified letters
- **3b** - *optional* Indirect Costs – amount may NOT be more than the LEA’s approved indirect cost rate times the minimum amount to allocate
 - 6910 – must be labeled as Set Aside 3b in the budget narrative
 - SA 2 + SA 3b = total max indirect cost rate/Line Item Total
- **3c** – only LEAs with \$500,000.00 or more are *required* to set aside the minimum amount for family engagement
 - Amount must be broken out by participating private school in the budget narrative
- **3d** – optional professional development; after consultation the LEA may determine if a portion will be used for Title I professional development
 - May only be used for private school teachers of eligible Title I students (not school-wide)
- **3e** – required instructional services to be divided among eligible participating private schools
 - **3a + 3b + 3c + 3d + 3e** = Minimum amount to allocate/**prefilled amount**

ESEA Consolidated Private School Portions

5th page - Eligible Private School Service page

- **Portion of Funds for Equitable Instructional Services total** should match **3e** from the SA page
- **Number of Participating Students** should = the total number of private school students from the Private School Proportionate Amount page
- PPA = the minimum amount required by the LEA minus 3a, 3b, 3c and 3d divided by the number of eligible private school students

Portion of Funds for Equitable Instructional Services. (See Set Aside 3e)	\$ 30,757.87
Enter Total Number of Eligible Participating Private School Students	32
Adjusted Per Pupil Amount (PPA) for Private Schools	\$ 961.18

- List each participating private school in the appropriate location (In district/Out-of-District) along with the number of students who qualify based on income
 - Verify all schools from the Private School Administration page are listed
 - Verify participation matches what is written on the NIP
 - Total number of eligible private school students should = the number listed at **the top of the page**
- Note the Private School Amount for each participating private school
 - Total should = what is allocated for each participating private school in the Title I budget narrative
- Budget Narrative – The amount on this page will be labeled **Set Aside 3e + Private School Name** next to each activity in the budget narrative

Common misconception: program participation is based on the student's address, the school's address, and for Title I-A, if the student qualifies based on academic need **NOT INCOME**

ESEA Consolidated Private School Portions

Title II-A, Title IV-A

6th and 7th pages – Title II-A/Title IV-A Eligible Private School Service page

PPA Calculation	
Title II LEA Original Allocation	\$ 304,543.25
Title II LEA Private Schools Administrative Costs to Provide Private School Services <i>This includes the cost to administer Title II funds to private schools. This may include indirect costs and the percentage of salaries of Federal Projects Director and/or Professional Learning Director administrative costs to provide services. Object code 100/200/300 (41, 51).</i>	* \$ 0.00
Title II Adjusted LEA Total Allocation <i>This is the amount of Title II funds remaining for the LEA to use.</i>	\$ 304,543.25
Number of Total Students in LEA <i>Enter the total amount of all students enrolled within the LEA. This includes both Title I and Non-Title I students.</i>	5,928
Total Number of Students in Participating Private Schools <i>After consulting with the private schools, enter the number of ALL students enrolled in the participating private school(s).</i>	* 165
Sum of Total Number of Both LEA and Private School Students	6,093
Title II Adjusted Per Pupil Amount (PPA) <i>This is the sum of both LEA and private school students divided into the adjusted LEA Total Allocation.</i>	\$ 49.98

- All private schools from the Private School Administration page that are listed as IN-District must be listed under the appropriate participation section
- The participation status must match what is marked on the NIP
- *Optional* Administrative Costs – must be necessary and reasonable (the amount may NOT be more than what is allocated for students and must be less than proportional)
 - review budget narrative for reasonable/necessary activity
 - **TIV-A has a 2% cap** of the total LEA allocation for administrative costs
- *Optional* Indirect Costs – amount may NOT be more than the LEA's approved indirect cost rate
 - 6910 – must be labeled as Private School Indirect Cost in the budget narrative
 - LEA Indirect Cost + PS Indirect Cost = total max indirect cost rate/Line Item Total
- The **number of students in the LEA** auto populate from the Title I School Eligibility page
- **Total number of private school enrollment** = total enrollment for all participating private schools
 - Total should = what is allocated for each participating private school in the Title II budget narrative
- Budget Narrative Review – The amount on this page will be labeled using the **Private School Name**
 - Title IV-A will also have the program type (Safe & Healthy, Well-Rounded, Technology)

Title IV-A – additional pages

- Title IV-A Program Narrative Questions
 - Add all equitable service activities in under the appropriate program type aligned to the budget narrative
- Title IV-A Allocation Worksheet
 - Include equitable service costs when separating by program type

ESEA Consolidated Private School Portions

Title I, II, IV Budget Narratives

- All activities must be clearly labeled
 - Title I – Set Aside 3a, Set Aside 3b
 - Title I – 3c, 3d, and 3e must also include the private school's name
 - Title II – private school name
 - Title IV- private school name + Well Rounded, Safe & Healthy, and/or Technology
- All activities must be broken out by private school with the exception of administrative and indirect costs
- All activities must include a brief description of the services or activity
- Title I – supplies may not be purchased without being tied to instruction (supplies alone are not allowed)
- Title I – programs must be **targeted** for eligible students and may not be school-wide
 - May not purchase programs school-wide – must be broken out and only for the number of students participating who have an academic need
- Budget narrative totals must = amounts listed for each private school on the Eligible Private School Service page

Title I, II, IV LEA Integrated Action Plan

- All funds/activities for private school equitable services must have action steps in the LIAP
- Descriptions must align with the budget narratives
- Add the Private School program tag