

June 26, 2018

Greetings everybody ~ this is Chuck Lomonte, your Title II Coordinator and State Ombudsman.

By now you have conducted your site setup, you've completed your Federal, General and program assurances in the application, and you have certified for participation in a cooperative.

As State Ombudsman one of my responsibilities is to ensure equitable services to all students in both private and public schools. My portion of this application is the non-public school participation form. So, let's see how the private schools and the public schools interface together. You'll notice in your application that the non-public participation form is not an active link, but this "send an e-mail to non-public certifying official is". So, I am going to click on that now and send an email to the non-public certifying officials.

You'll notice here on this page there are two non-public schools within the boundary lines of the LEA so if you don't have any non-public schools you don't have to worry about this section at all. This won't even be populated for you.

For those of you that do have non-public schools, and you have more than one, it's critical that they are all listed here, every single one of your approved non-public schools. So you will notice here I have Pine Island Alternative School and Pine Mountain Academy. You are going to want to put in the school contact. This is the person who you consulted with and just a reminder by now you've conducted your consultation in a timely and meaningful manner and you are ready to interface with that non-public school to lock in your agreement and make those assurances with the non-public school.

The contact person you consulted with is here and very critical with their email. One thing I want to note are these two buttons here it's called Non- Public (NP) school by checking this box that's what will trigger that email once you hit send email to the non-public school. They will not get their non-public participation form unless you click this box. This is a critical piece of information.

I'm going to click Pine Island Alternative School – If you would like you can send them an additional message (ie) "See you Tuesday" and send your email. So you'll notice on the bottom once you sent that email you can return to the ESEA menu as I'm doing now. I just want to go back and make a note for you: An email with the login password and electronic signature has been sent to the certifying official of this non-public school.

If you do not click on the Non-public (NP) school box that email regardless of you clicking "send email" will not be sent. It is critical that you check off the box.

Now we are going to return to the ESEA menu. Once you've sent that private school official their form these will come up *Pine Island Alternative School* and I'm going to go into the Pine Island Alternative School.

You'll notice if you put your information in correctly the contact information in correctly the contact information of the non-public school will come up on top. Here is where you will have the affirmation of consultation so the private school will have this and they will go in and they will certify "yes I've been consulted within a timely and meaningful manner". That percentage share was shared with them. You'll notice that the equitable shared percentage was shared with them.

The method of consultation: (Face to Face), we hope that at least annually you are consulting face to face and the date of consultation. If there are multiple dates you can put multiple dates in.

So, then there is the participation certification: Here is where the private school makes a decision based on their consultation as to which titles they want to participate in. Just a quick note on that Title III a non-public school will not be able to participate in Title III unless you as the LEA are receiving Title III services.

So, they can't participate at all if the LEA (Local Education Agency) is not participating in Title III.

You will notice that those populated with a no and then the private school will make a decision as to which titles they want to participate in. In this case I would check off yes for Title I, yes for Title II, and yes for Title IV.

So, this Pine Island Alternative School will be participating in these three titles. The moment you check yes and they send this and verify this that it is going to populate a calculation of funds on another page. So, the moment that that's checked off.

The other piece they are going to agree to is that they have been consulted with and are satisfied with the program design and educational services to be offered with each of the participating Title Programs. So hopefully they'll check yes as I'm doing there and they don't have to worry about this bottom box.

If for some reason, they check "no" they haven't been consulted with, or, are not satisfied with the program then they check here if there was disagreement between the LEA and the non-public school. Did the LEA provide in writing why? If there is a no in any one of these three fields one, two, and three I am as State Ombudsman it will trigger a consultation with you as the LEA making sure you are giving them their due process and putting things in writing.

That is how the non-public school participation form works. At the bottom they will be able to put their PIN number and date and certify that and you'll be off and running. This will lock in the agreement if yes is checked off in these boxes then then non-public agrees they have been consulted with, you agree and that you are satisfied. So that's a binding agreement between the public and non-public.

So what that would do is trigger and populate this field down here called Calculating funds for the Non-public School, and you'll notice we have calculating funds for Title I, Title II, and Title IV. The fields that we checked off and here they are there is \$ in each of these fields and the amounts being transferred out into other titles. So you have this there is nothing you can do with this other than to certify that

these numbers are correct and just look at them in calculating funds for non-public schools.
It's just for you viewing to see what is going on. So I really appreciate your time and we are going to pass it off.

Thank you.