



SUPERINTENDENT OF PUBLIC INSTRUCTION

Chris Reykdal Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · <http://www.k12.wa.us>

February 9, 2018

(X) Action Required

Due date: April 30, 2018

(X) Informational

BULLETIN NO. 009-18 SPECIAL PROGRAMS & FEDERAL ACCOUNTABILITY

TO: Educational Service District Superintendents
School District Superintendents
School District Business Managers
Private School Administrators
Federal Grants Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Guidance on Private School Participation in Federal Programs

CONTACT: Mary Jo Johnson, Program Supervisor, Private Schools
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PURPOSE/BACKGROUND

Since the passage of the Elementary and Secondary Education Act (ESEA) in 1965, school districts have been required to provide equitable services to private school students, teachers, and in some cases, other education personnel, and parents under a number of federal programs. The Office of Superintendent of Public Instruction (OSPI) issues this bulletin to provide guidance for private school participation in ESEA federal programs. Although Perkins IV is authorized under the Carl D. Perkins Career and Technical Education Act of 2006, it is also included in the application for participation in federal programs for private schools. Find descriptions of the available federal programs in Attachment A. Detailed instructions and responsibilities for private schools and school districts are also included as attachments.

Annually, private schools are required to notify OSPI and the local school district of their intent to participate in federal programs through the district. Private schools complete their intent to participate via the Private Participation in Federal Programs application in the [Education Data System \(EDS\)](#). The application is due **April 30**.

PRIVATE SCHOOLS

In order for a private school to qualify for and then participate in federal program equitable services, a private school must:

- Be a state approved, non-profit, elementary or secondary school and have submitted the annual certification through the Washington State Board of Education.

- Have completed the Private School October Enrollment Report P105B form by October 2017. This information drives the allocations for services for the 2018–19 school year.
 - **In addition to completing the P105B form, private schools must accurately report additional student data in Section 3 and Section 4 of the Private Participation in Federal Programs application (see Attachment B).**
- Have notified the school district and OSPI of its intent to participate or not in federal program equitable services by completing and submitting the Private Participation in Federal Programs application in EDS. Instructions to log into EDS are in Attachment D. See Attachment A for a detailed list of federal programs with equitable services requirements, and Attachment B for a detailed list of responsibilities for private schools.

If a private school does not complete the Private Participation in Federal Programs application in EDS by April 30, its students, teachers, and other education personnel are not eligible to participate in equitable services for the 2018–19 school year.

SCHOOL DISTRICTS

School districts must make initial contact with all private schools located in their boundaries to ensure they complete the Private Participation in Federal Programs application in EDS. Instructions to access EDS are included in Attachment D. School districts must continue to consult with participating private schools throughout the school year.

The Title I, Part A program also requires school districts to provide equitable services to **eligible** students who attend participating private schools located **outside the school district boundaries**. For this reason, each school district must also identify if their students attend private schools located outside district boundaries. If the students are eligible to generate funding for Title I, Part A equitable services, the school district would also be responsible to provide services to eligible students.

Review Attachment C for a detailed list of responsibilities and instructions for districts to ensure implementation of federal program requirements to provide equitable services.

PARTICIPATION IN FEDERAL PROGRAMS RESOURCES

- OSPI Private School Resources
<http://k12.wa.us/ESEA/PrivateSchools.aspx>
- Fiscal Changes and Equitable Services Requirements under ESEA as Amended by ESSA
<https://www2.ed.gov/policy/elsec/leg/essa/essaguidance160477.pdf>
- Ensuring Equitable Services to Private School Children: A Title I Resource Tool Kit
<https://www2.ed.gov/programs/titleiparta/ps/titleitoolkit.pdf>

- Title I Services to Eligible Private School Children, Non-Regulatory Guidance
<http://www2.ed.gov/programs/titleiparta/psguidance.doc>
- The No Child Left Behind Act of 2001: Benefits to Private School Students and Teachers
<http://www2.ed.gov/nclb/choice/schools/privbenefits/benefitstops.pdf>
- Title IX, Part E Uniform Provisions: Non-Regulatory Guidance
<http://www2.ed.gov/policy/elsec/guid/equitableserguidance.doc>
- Carl D. Perkins Career and Technical Education Act of 2006
<http://www2.ed.gov/policy/sectech/leg/perkins/index.html> and
<http://www.k12.wa.us/ESEA/pubdocs/Non-regulatoryGuidanceCarlPerkinsSectionH-ParticipationPrivateSchStudents-Personnel.pdf>
- USDA Child Nutrition Income Guidelines 2017–18
<http://www.k12.wa.us/ChildNutrition/Programs/NSLBP/Free-Reduced/IncomeGuidelines.pdf>

TECHNICAL ASSISTANCE WEBINAR

OSPI will schedule a webinar for school district and private school officials regarding private school participation in federal programs. This training will focus on the requirements and responsibilities of private schools and school districts. Information will be sent at a later date.

INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Mary Jo Johnson, Program Supervisor at maryjo.johnson@k12.wa.us; or Julie Chace, Program Supervisor at julie.chace@k12.wa.us. You can also call the Title I/LAP office at 360-725-6100. OSPI's TTY number is 360-664-3631.

This bulletin is also available on OSPI's website at
<http://www.k12.wa.us/BulletinsMemos/bulletins2018.aspx>.

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CR:mjj:jc

Attachment A: Federal Programs Required to Provide Equitable Services
Attachment B: 2018–19 Private School Responsibilities for Participation in Federal Programs
Attachment C: School District Requirements for Private School Participation
Attachment D: 2018–19 Education Data System (EDS) Log-in Instructions
Attachment E: School District Affirmation of Consultation with Private Schools 2018–19