

Summary of 2017-2018 Closeout Report
Q7: Private School Engagement Process
for
Title IV, Part A Project
Student Support and Academic Enrichment Program



Submitted November 16, 2018 by
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District, school, or organization's name?	Please describe the process you used to identify and engage private schools.
Alachua	<p>The district sends a certified letter and an "Intent to Participate" form each spring to all area private schools. The letter lists the federal programs and asks the school to indicate the program(s) in which they would like to participate. The letter provides a deadline for responding and requests that private schools notify the district if they do or do not want to participate, and if so, in what program(s). The district maintains a copy of the certified tracking forms to document receipt of the letter by each school. District staff then hold two meetings, one in the fall and another in the spring, when private schools are provided further information on each federal program and the opportunity to provide input regarding program design and implementation. Private schools do not participate in all federal programs. Some schools select only certain programs for participation. Consultation with private schools wishing to participate in Title IV programming is an ongoing process and occurs throughout the school year. The Title IV contact works with individual private school principals, headmasters, and teachers, to provide services and programs to students at each school.</p>
Baker	<p>Private school list was obtained from the DOE website for Baker County. Certified letters were then sent to each site for interest in participation.</p>
Bay	<p>1-A Title IV needs survey was sent to all private schools as well as information explaining the purpose of the grant. 2-Each private school was contacted via email in an effort to identify the number of students enrolled at each private school that would have attended the list of targeted public schools with greatest needs. 3-A private school collaboration meeting was scheduled for each school to ensure equitable services and to discuss needs and concerns one on one with Bay District Schools.</p>
Bradford	<p>Letters are sent to private schools with a Notice of Intent to Participate for them to sign if they want to participate in Title 1, Title 2, Title IV, and 21st CCLC grants. We have quarterly meetings with all of our private schools choose to participate in any district provided services. At the first quarterly meeting in September 2018, we discussed the Title IV grant and the suggested proposal of graduation coach. Northside was the only school with a high school and they agreed that it would help their students as well.</p>

Brevard	Due to initial application time constraints, the former Title IV coordinator met with the Title II coordinator (me) and discussed the consultation process and what had occurred for the FY18 school year. The needs assessment for their Title II allocation is lengthy and descriptive and each school's was copied and shared with the Title IV office.
Broward	A memo was sent to all charter school and private school principals within Broward County. They were invited to participate in several orientation sessions. As the application was developed, they were included in activities associated with the grant and approximately 20 schools partnered with the District in the 17/18 School Year.
Calhoun	Calhoun County School District has no private schools in the district.
Charlotte	We discussed T4A face-to-face at our quarterly meeting and also communicated via email.
Citrus	We have a yearly meeting in which we invite all our private schools. At this meeting, we discuss all of the federal programs available to private schools. Specifically, we discussed Title IV and the focus of the grant. In addition, we also visited the private schools and provided consultation meetings.
Collier	CCPS has an established list of private schools that are invited to learn about federal fund opportunities each year. All private schools were invited to learn about Title IV. Consultations were held with schools that expressed interest.
Columbia	The private schools were contacted by phone and the purpose of the Title IV grant was discussed with each principal. The private schools were invited to participate in Title IV program that the district was proposing to design or given the option of providing the district with a plan of their own for Title IV.
Desoto	Letters are sent via certified mail to all private schools within DeSoto County before the end of November offering services provided by federal programs available through the LEA. The consultation form is included to provide an outline regarding topics to be discussed in the meeting. Schools expressing interest are then invited to a county-wide meeting with representatives from the available programs. At this meeting input from attendees will be incorporated into the grant proposals and the consultation form is signed by the private school representative. To date, none of the private schools have expressed an interest. The meeting agenda covers identification of students' academic needs, outlining available programs.

Dixie	Character Community Services, Inc. is the only private, non-profit school in Dixie County. The LEA began communication efforts by mailing a letter of intent in January 2017. By not responding to multiple communication efforts, CCS chose not to participate in any of the federal programs offered by our district for the 2017-18 school year.
Duval	Private school administrators were invited to attend a consultative meeting to discuss the Title IV, Part A grant project. All schools were invited to attend the consultative meeting. The project required a comprehensive needs assessment process due to the funding amount. Private schools were asked about areas of focus they would like to receive professional development in. They votes on the areas they wanted to participate in.
Escambia	A collaboration meeting was held to discuss the scope and components of Title IV, Part A grant. At this meeting, ideas were solicited for possible expenditures using the allocation from the private school staff members in attendance. After consultation meeting, individual meetings with private school administrators were held to determine final expenditures.
FAMU School	The District is a K-12 Lab School and does not have private schools within its LEA.
FAU School	N/A
Flagler	The district sent out invites to all private schools within the district to participate in the Federal Programs consultation mtg. The Coordinator of Federal Programs held consultation mtgs. with each private school in the district who elected to participate.
Florida School for the Deaf and Blind	FSDB does not have any private schools in its district.
Gadsden	on such short notice to write the initial grant application, we started with a data analysis with stakeholders and for those private schools who did not participate in the process of analysis, we sent emails and followed up with phone calls to determine the needs of private schools
Hamilton	Skipped question
Hardee	Hardee has no not-for-profit private schools. The only for-profit school was sent invitation to participate in consultation and declined.

Hendry	<p>We meet annually with private school representatives to explain an offer the assistance available through our grant based projects including this one. We also invited them to participate in professional development.</p>
Hernando	<p>In February or March of each year the District sends two notifications by certified mail to all private schools listed in the State Choice directory to invite them to a Federal Programs Symposium for the purpose of sharing information about all Federal programs that private schools might participate, including Title I, Part A and a second letter specifically about participating in Title I, Part A. Included with the invitation is a list of programs and an Intent to Participate form. Schools who do not respond to the invitation or Title I letter are sent a second notice by email. Schools that attend or indicate an interest in participating in Title I, Pmt A are contacted by the Director of Federal Programs or her designee to manage a face-to-face meeting to go over the consultation topics. These meetings take place in advance of writing the project application, in order to determine the number of students who meet the eligibility for free and reduce price lunch and to begin planning the program including whether to use a third-party contractor; how, where and when services will be provided; the multiple educationally related criteria that will be used to identify the students who will receive the Title I services. During the first face-to-face meeting, the private school is given a calendar of consultation topics and follow-up meetings are scheduled for the school year. The calendared meetings are January, February-April, May, June July, August-September, October and November-December. Once the Service Delivery Plan has been drafted another consultation meeting is scheduled to review the details and sign the plan with the private school officials. Ongoing communication is regular by phone, email and regular in person meetings. Once services begin site visits to the private schools also include an observation of the classroom where services being provided. Consultation with private school officials also includes a discussion around what services will be provided for the parents of the students receiving Title I services. The district does not set aside funds for professional development for the private school teachers, however the private schools have the option of participating in Title II.</p>

Highlands	<p>After being notified that our district would receive Title IV monies, I contacted the private schools, and I asked if they would send a representative to a meeting at the District Office. We discussed opportunities for using the Title IV monies. The opportunities the private schools were interested in were Prevent Teach Reinforce (PTR) and Mental Health First Aid for Youth. When PTR started, most of the schools participated in the training. The schools' representatives attended a two day professional development on what PTR actually was and how to use it in the schools. After the initial two day training, the representatives had to select a student that was disruptive and needed some interventions. The private school representatives were given a schedule of days that they would meet as a group to SKYPE with a professor Dr. Danielle Liso of UF Center for Autism and Related Disabilities (CARDS). Dr. Liso would speak with each representative to learn more about their selected students. Dr. Liso would then give them suggested strategies to help that particular student. The participants were to create a behavior plan for the student. This professional development went from January 25 & 26, 2018 until May 2018. Usually participants would come every other week to SKYPE with Dr. Liso. At the end, all the participants gathered together to SKYPE with Dr. Liso and review the progress of the selected students. This model will be presented at the CARD conference in January 2019. For the Mental Health First Aide for Youth, the LEA had a specific training for private school participants before school started in July 2018. Private School participants were appreciative for the professional development, but they were a little overwhelmed of the 8 hours of training. They suggested having the training for two half days.</p>
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<p>Hillsborough</p>	<p>Inclusion in the project was determined based on a similar process utilized by the district to ensure equitable services for private schools through other entitlement grants. Private schools who have enrolled students whose neighborhood school is within the subset of sites designated as Title IV project schools are eligible to receive funding. Individual private school allocations were determined using a per-pupil allocation. Eligible private schools were provided written notification of the grant award. The district scheduled in-person meetings to further share information about grant requirements and assist with development of individualized school plans for private schools. Private schools were requested to indicate in writing whether their school consented or declined to participate. Through the consultative process, private school partners who elected to participate were given the option to utilize district-planned Title IV SSAE services or to collaborate with the district to plan other viable options that address school needs.</p>
<p>Indian River</p>	<p>The district implemented a strategic planning process that was open to the public, including stakeholders from private schools. In accordance with P.L. 107-110, Title IX, Part E Uniform Provisions, Subpart 1, Section 9501, the School District of Indian River County (SDIRC) consults with private school officials regarding for equitable services to private school children and teachers with our local education agency service area. Certified letters and email correspondence is sent from SDIRC to the private school official regarding the timely and meaningful consultation process. The SDIRC federal program staff requests that private school officials respond to an invitation to attend a scheduled meeting to learn more about equitable services to private school children and teacher and how participation will positively impact student achievement . In the SDIRC, no private schools elected to participate in federal programs during this reporting period.</p>
<p>Jefferson</p>	<p>During consultation, all private schools are contacted and provided information about the Title IV program as well as other program opportunities. Private schools that are interested, are engaged in the development of services based on the needs of their student population. Private school officials are involved in year-round consultation to evaluate and continue making sure that service meet the needs and are beneficial to the students.</p>
<p>Lafayette</p>	<p>We wrote them a letter informing them on the project and had many phone conversations.</p>

Lake	<p>Lake County School district provided notification for private schools to participate in this project. An Annual Federal Programs Meeting to which all private schools in the district were invited was held in January. The purpose of the meeting was to notify participants of federal Title programs funded through the district, and of their right to participate. A representative of the district's Strategic Initiatives and Grant Acquisitions Department (SIGA) attended the meeting to engage and inform participants activities to participate. Thirteen schools that attended the meeting indicated an interest in additional information and participation. Follow up was conducted with each school and several participated in activities offered.</p>
Lake Wales Charter	<p>N/A - Private Schools are the responsibility of the Sponsor District - Polk County Schools</p>
Lee	<p>The District held a consultation meeting in November 2017 with private schools interested in participating. Schools were invited to attend this additional consultation meeting via an invitational letter sent by certified U.S. Mail (and by e-mail, when addresses were available) to all private schools registered with the Florida Department of Education. Needs and interests of private schools were collected from knowledgeable school representatives during this meeting. Private schools prepared a comprehensive plan for the services it requests under its allocation from this grant, and this plan will be approved by the project director prior to implementation. The District will seek amendments from the Florida Department of Education should any allowable private school request require it.</p>
Leon	<p>Initial contact with charter schools registered with the Florida DOE is made through certified mail in the late fall prior to the start of services. Follow-up letters and phone calls are made when no response is received. From December through January, contact is made with schools that opt to participate. This practice is conducted in collaboration through our Title I Part A office for all Federal Programs.</p>
Levy	<p>Invitations are sent via certified mail to all Levy County private schools per the Florida DOE Directory of Private Schools. The invitation includes the "intent to participate" form as well as the information of the first meeting (meeting notice). Phone calls and emails are made, until schools are reached, to follow up with private schools who both return and do not return the intent forms.</p>

Liberty	The LEA has one private school in the district. A letter was sent inviting the private school to meet to discuss all federal programs to include Title IV,A. At the meeting after hearing information regarding T4A the private school did not elect to participate.
Madison	There is a consultation in the fall and also notifications go out. We currently do not have any participating private schools.
Manatee	In the fall, all administrators of not-for-profit private schools in Manatee County are invited to attend the School District of Manatee County’s Annual Private School Grants Fair meeting, which is held in November. The purpose of this meeting is for participants to learn about resources that may be available to eligible private school students in the next school year. At that time, private school administrators indicate their intent to participate in the Title IV, Part A program for the following academic year. The timeline for consultation is distributed to private school administrators at the Annual Private School Grants Fair meeting. Between January and May, consultation meetings, with each private school administrator, are conducted to collect academic data, identify students, calculate allocations, determine services, and determine the effectiveness of the program (if applicable). Any decisions about services are made by the SDMC upon receiving input from the private school officials through consultation. The district specialist and private school administrators sign off on the Affirmation of Consultation and Title IV Private School Plan. All instructional services, activities, and professional development are delivered according to the timeline established during consultation.
Marion	Title IV was included in the general meeting about all federal programs. There was no interest in participation for last year, but this has changed for the coming year. Moving forward, we have built in funds for their participation in case they decide to participate throughout the year and we are in ongoing conversations with several schools.
Martin	SPRING CONSULTATION WITH PRIVATE SCHOOLS YIELDED THE OPPORTUNITY TO SHARE THE MARTIN COUNTY SCHOOL DISTRICT TITLE IV PROGRAM ACTIVITIES. THIS CONSULTATION MEETING ALSO PROVIDED THE OPPORTUNITY FOR PRIVATE SCHOOLS TO OPT. IN TO TITLE IV SERVICES.

Miami-Dade	Using the FDOE contact information for private schools, emails were sent, meaningful consultation meetings were held, and communication was continued throughout the year to touch base.
Monroe	<p>Monroe County School District consults with all non-profit private schools registered with the FLDOE that serve students who live in Monroe County. Each school is made aware of the consultation process of all federal programs via an invitation with meeting date is sent in December via certified mail to all private schools in the district. An "Intent to Participate" form is returned by the school. Once the Program Assistant receives all of the intent forms, the initial consultation meeting occurs in January. The participating schools, attend the meeting to discuss the specifics of the grant projects and a timeline or requirements. In consultation with the private school, it was determined that poverty would be based on the same measure of poverty used by the public schools. They would use the income levels from the public school's free/reduced price lunch application. Based on the total number of children from low income families residing in each participating public school attendance area, MCSD calculates the total amount of funds for each area. MCSD reserves an amount of funds for the private school children (equal to the PPA multiplied by the number of low income private school students in the area) to provide equitable services to eligible private school participants. A plan for determining how the funds will be spent is developed in collaboration with the private school. This done via an initial needs assessment completed by the private school in consultation with their stakeholders and the district Federal Programs offices. Once the needs assessment is complete and reviewed, the private school completes their Action Plan and submits this to the Federal Programs offices in March for review. If the activities are allowable and aligned with the needs assessment, they are kept as record for the upcoming school year as the intent for their portion of equitable services.</p>
Nassau	Individual phone calls were made to each school and then letters were mailed.

Okaloosa	<p>In accordance with the Federal Program guidelines for the SY 2017-18, the district will consult with private schools who opted into a consultative relationship with the district at the Consultation Meeting in November 2016. If interested, these private school leaders will be invited to participate in the program development meetings as the scope of services are outlined and the criteria for identification of students are comprised. Students served under this program will include both public and private schools in Okaloosa County, specifically private schools who have agreed to consult with the district for equitable services in the SY 2017-18. The program manager will serve as the Point of Contact to liaise between the Local Educational Agency and private schools. Private schools who opt for services under this program will be assigned a part-time service provider who will conduct services outlined in the program manual on the private school campus. The Private School Point of Contact and the LEA's program manager will maintain frequent contact in order to determine students' entrance into and exit from services of the program. Participating private schools will be required to complete tasks in the evaluation process in order to contribute to the data that are used to determine the success of the program.</p>
Okeechobee	<p>We notified all private schools of the availability of Title IV funding by mail. Our Teacher on Special Assignment contacted the schools by phone also. Private schools did not elect to participate in any federal projects that were offered.</p>
Orange	<p>We met prior to grant submission with private school leadership to explain the components of the grant. Once we were approved we met with them again to inform them of the professional development opportunities for them and their staff. We provided an over view of trauma and the impact of trauma and student academic and behavioral performance</p>
Osceola	<p>Consultation</p>
P.K. Yonge School	<p>Does not apply.</p>

<p>Palm Beach</p>	<p>A consultation/needs assessment inventory with participating private schools (any non-profit private school operating in the district) is an on-going process that takes place quarterly through the Private School Advisory Council (PSAC). Additionally, a Quantitative Needs Inventory is completed annually in the spring to prepare for the following year. Consultation with the Specialist for Private Schools in Federal and State Programs was conducted in preparation for the application. In January, all nonprofit private schools were invited to participate in Titled programs and were invited to a program overview if they were interested in participating or getting more information. The Director of Federal and State Programs or designee, and other related department leaders, was on the January 2018 Private School Advisory Council Meeting agenda for further planning, consultation, and discussion. Federal and State Program (FSP) holds Private School Advisory Council meetings with all participating schools to discuss all required components for consultations. If a school was not able to attend, a site visit was conducted by the Program Specialist to discuss topics.</p>
<p>Pasco</p>	<p>We have a grants fair each year. Title IV was included in that process. Each school filled out an intent to participate form and a consultation was completed.</p>
<p>Pinellas</p>	<p>The Special Projects Director provided an overview of the Title IV funding priorities and purpose to private school officials during the Fall 2017 consultation. While there was not a specific formula for calculating equitable services, the Special Projects Director proposed using the same formula as Title II. Private school officials were in agreement, as they were familiar with that calculation. Templates were provided to private school officials for documenting a needs assessment and developing a plan for use of their Title IV funds. In addition, written guidelines were provided to outline processes and timelines for reimbursement. Private school officials submitted their needs assessments and participation plans for approval. The Special Projects Director and Account Clerk provided ongoing support for implementation throughout the project period.</p>
<p>Polk</p>	<p>Consultation Meeting; On-site visits to the private schools; phone conversations; email conversations</p>

Putnam	<p>All private schools in Putnam County were invited to a meeting on June 1st, 2017 to discuss district data and private school eligibility for federal education services. All private schools opted out of participation. A follow up invitation was sent to private schools on October 10th, 2017. All private schools again opted out of participation.</p>
Santa Rosa	<p>Santa Rosa School District conducts consultation meetings with private schools throughout the school year. During the 17-18 school year, one private school opted to participate. Further consultation meetings were conducted with the school, an allocation amount was determined, and consensus was reached on what support/materials could be provided through the Title IV grant. The school to focus on technology activities, essentially integrating the funds with their Title I Part A funds. Title I Part A funds were used to subscribe to Success Maker 2.0 for reading and math intervention. New head phones for this implementation were purchased using the Title IV funds.</p>
Sarasota	<p>Sarasota County Schools holds an annual entitlement grant meeting each February, to which all eligible Sarasota non-profit private schools are invited. In addition to providing attending schools with information about existing programs such as Title I and IDEA and asking in which they would like to participate, the district asks schools to share information about their areas of greatest need, in anticipation of any new grants which may become available in the next school year. Although they were invited to do so at the February 2017 meeting, no private schools provided this information either at the meeting or in the months that followed. Private schools which indicated interest in participating in Federal grants were invited via email on October 13 to provide input on the district's 2017-18 Student Support and Academic Enrichment grant. Two private schools responded that they were interested in participating, but did not respond to multiple follow-up requests for further consultation. An additional third school expressed an interest in participating, and district staff spoke with a school representative about their needs. During the phone call, it was determined that the school's primary needs centered on providing services for ELL and ESE families, and the district was able to provide information to help address those needs. Since the district offered consultation but received no credible responses, it does not plan to include private schools in the activities outlined in the application.</p>

Seminole	Seminole County private schools are identified through the FDOE website and compared to an internal private schools contact list for updates. In addition, SCPS staff has ongoing communication with all private schools via email and phone. In an effort to encourage transparency and encourage ongoing communication Seminole County private schools are provided with the district's contact information of Title IV Part A lead staff including phone numbers and email addresses.
South Technical Charter Academy	Currently, SouthTech Charter LEA is comprised of only two schools serving a very small segment (.8%) of the student population of Palm Beach County. The Sponsoring District, Palm Beach County, addresses the larger issues specific to Delinquent, Neglected and Private School students. Therefore, SouthTech defers to the Sponsoring District, which provides services to all eligible Delinquent, Neglected and Private School students in Palm Beach County through annual, formalized processes.
St. Johns	Sent a meeting invitation Held the meeting Completed Intent to Participate forms
St. Lucie	The Federal Programs department and the Student Services department engages in continuous consultation with the private schools in the district. We routinely share funding opportunities available to the schools and invite the schools to participate in grant funded professional development
Sumter	Letters, phone calls
Suwannee	Each year area private schools are contacted via phone and certified mail of the annual Title Programs informational meeting. The schools are given an opportunity to discuss their needs and to opt to participate in all federally funded programs.
Taylor	The Taylor County School District has two private schools within the district. In accordance with P.L. 107-110, Title IX, Part E Uniform Provisions, Subpart 1, Section 9501, the Taylor County School District mailed certified letters of initial consultation to all private Schools within the district. Letters inviting the private school to participate in the 2018-19 Title IV Program were mailed certified return-receipt to all private schools on October 3, 2017. A stakeholder meeting was also scheduled for interested parties including parents, school staff, community members, and private school officials on November 9, 2017. Both private schools within the district declined participation in the 2018-19 federal programs.

Union	We only had one private school in our district during the 2017-18 school year. A letter was written describing the events and inviting them to take part. I hand-delivered the letter. The private school director did not wish to participate and signed the form stating so.
United Cerebral Palsy of Central Florida	N/A - we are a Charter LEA
Volusia	All participating Private Schools received information regarding Title IV during the annual consultation meeting. A webinar was held the following month and information was shared in detail regarding the grant parameters and allowable activities. Each private school received the link to a Needs Assessment Survey. Quarterly webinars are held with the Private School Steering committee and then information is shared with all private schools as part of the ongoing consultation process.
Wakulla	Wakulla County only has two eligible non-profit private schools in the district. In December, a certified letter was sent to each school informing them that their school could be eligible for federal funds under Title I, Part A. The letter also detailed the intent of Title IV, Part A and provided a form for the private school to complete and return if they were interested in learning more about the program. The letter also informed the private school of the first consultation meeting scheduled for January 14th. The letter encouraged the schools to come and learn about how Title IV, Part A could benefit their students and teachers. Both schools declined the invitation to participate in Title IV, part A services.
Walton	We meet with all private schools annually to discuss federal programs and processes, this includes their intent to participate. Nonpublic schools are required to complete a "Nonpublic School Intent to Participate in Federal Programs" form. We also send notification information via mail and email. All nonpublic schools are invited to attend our District Advisory meetings and School Board meetings where federal program applications and plans are shared and approved.
Washington	Face to Face consultation