

SWASD Procedures for the Provision of Titles I & VIII (II & IV) Nonpublic Equitable Services

Month	Activity
January - April	<ul style="list-style-type: none"> • Annually the school district, referred to as “LEA” throughout will notify nonpublic schools of their right to participate in Title I, Title VIII (II & IV; if applicable) programming during the 2023-24 school year. The communication will also include a copy of the Intent to Participate Form and Nonpublic Complaint Procedures. • Nonpublic schools will submit the response form indicating their intent to participate in applicable Title I along with data for students that are low-income (current grade, street address, and zip code). • Eligible nonpublic schools are located within the LEA’s geographic boundary. Eligible nonpublic schools will submit the response form indicating their intent to participate in Title VIII (Titles II and IV). If participating, the nonpublic school will also provide the number of students in grades K-12 enrolled in the nonpublic school during the previous school year.
April-May	<ul style="list-style-type: none"> • The LEA will match addresses of nonpublic school students to public school attendance area for the Title I budget determination. • The LEA invite eligible nonpublic schools to participate in and hold a meaningful consultation meeting with the nonpublic schools to determine the provision of services for the upcoming school year. • The LEA and nonpublic school will complete the consultation agreement detailing the Title I services for next school year and the PDE mandated Affirmation of Consultation form. • The LEA will provide the nonpublic school with a copy of both the consultation agreement and the Affirmation of Consultation forms. Both the LEA representative and the nonpublic representative will sign the forms indicating consultation has occurred and agreement on the services. <p>Affirmation of Consultation – Nonpublic official should complete and sign this section on the form ONLY if you believe the timely and meaningful consultation HAS NOT occurred or the program design is not equitable with respect to eligible nonpublic school children.</p> <p>DISAGREEMENT Section of Affirmation form:</p> <div style="background-color: black; color: white; padding: 2px;"> <p>Check box and sign affirmation if nonpublic disagrees Check box/sign below ONLY if in disagreement with the LEA)</p> </div>

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June-August	<ul style="list-style-type: none"> • The LEA will complete the Title I, II and IV projects in the LEA’s Consolidated Application grant. Nonpublic schools should have “Third Party View” of the grant to review it. Once reviewed the nonpublic school will sign the USDE / PDE mandated Affirmation of Consultation with Private School Officials form, if not done previously. <p style="margin-left: 20px;">The Consolidated Application grant should be submitted by June 30 to receive a July 1 start date to begin obligating funds. Nonpublic schools should review and sign the form as early as possible - ideally by mid-June.</p> <ul style="list-style-type: none"> • The LEA will submit the Consolidated Application to the PDE. • The LEA will follow our procurement procedures in regard to awarding contractual/intergovernmental agreements for the provision of providing Title I, Title VIII (II and IV) services to nonpublic schools. • The LEA contact will submit a Board Resolution to the Pittsburgh Board of Education for the approval of grant funds and to contract with a vendor- decided upon through the LEAs procurement process- to provide Title I, Title VIII (II and IV) services to nonpublic schools.
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September	<ul style="list-style-type: none"> • Title I services delivered by the LEA or vendor/s will begin. Title VIII (II and IV) services will be determined by a needs assessment that must be completed and submitted prior to services being provided. • The LEA will provide the nonpublic schools with the Title I, Title VIII (II and IV, if eligible) equitable share that will detail the amount available for services and how it was derived. The communication will include another copy of the Nonpublic Complaint Process. NOTE: the timeframe for providing this information is dependent upon when the LEA receives the preliminary allocations from the Pennsylvania Department of Education (PDE). As referenced in “Winter” section, once the final allocations are determined the equitable share may be adjusted due to the upward or downward change to the LEA’s preliminary allocation.
Mid-Year	<ul style="list-style-type: none"> • The LEA will check-in with the nonpublic schools in regard to how services are progressing and offer support where needed.
Winter	<ul style="list-style-type: none"> • When the Consolidated Application opens for funding adjustments, if the USDE final allocation adjustments impact the nonpublic school(s), a revised Title I, Title VIII (II and IV) equitable share will be sent to the nonpublic school official(s) notifying of the change.

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On-going	<ul style="list-style-type: none">• The LEA maintains open communication with the nonpublic school official(s) and encourages them to contact the LEA as needed. In addition, the LEA is in contact with vendors if applicable that provide services on a regular basis to ensure the programs are operating smoothly. The LEA will visit nonpublic school(s) at least one time during the year to ensure services are occurring as agreed upon during consultation.
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