[Date]

Dear Private School Administrator:

Each year the Mississippi Department of Education requires the School District to inform area private schools of the possibility of participation in federally funded grant programs available to the School District for the upcoming school year (2024-25), including: *[District: delete Titles III-A and IV-B if the District receives no grant for these Programs. However, Title I, Part C must remain in the list.]*

* Title I, Part A (Educational Assistance to At-risk Students);
* Title I, Part C (Education of Migratory Children);
* Title II, Part A (Professional Development/Supporting Effective Instruction);
* Title III, Part A (Language Instruction for English Learners and Immigrant Students);
* Title IV, Part A (Well Rounded Education/Safe and Healthy Students/Effective Use of Technology);
* Title IV, Part B (21st Century Community Learning Centers);

It is the District’s responsibility to ascertain whether your school wishes to participate in one or more of these federally funded programs. Only private schools operated by a registered nonprofit business entity may participate. Preschools/daycares lacking a 5-year-old kindergarten are not eligible.

To indicate a desire to participate in one or more of the above-listed programs to the extent your school is subsequently determined to be eligible, **complete the Intent to Participate form included below and return to the Federal Programs Director at the School District address indicated below.**

The **deadline** for your response is \_\_\_\_\_\_\_\_\_\_\_\_\_, 2024. (If this date is not at least thirty days after this letter’s post-mark date, then the deadline is 30 days after the post-mark.) The District will make further contact attempts if you are unresponsive two weeks after this Initial Contact Letter is mailed. **A private school that does not respond by the deadline will be considered non-participating, absent good cause.**

Upon return of your school’s **Intent to Participate** form to the School District, the identified private school representative will be contacted in order to begin consultations about equitable services programs.

Feel free to mark all program boxes and make your final decision about individual program participation during our consultations.

**If your school does NOT desire to participate in ANY equitable services programs** for school year 2024-25, please mark the appropriate box and return the form to us.

Sincerely,

[Name of Federal Programs Director]

Federal Programs Director

\_\_\_\_\_\_\_\_\_\_\_\_\_ School District

Mailing address: \_\_\_\_\_\_\_\_\_\_

Email & Phone: \_\_\_\_\_\_\_\_\_\_\_

**Every Student Succeeds Act (ESSA) – Title-Program Descriptions**

*[District: If you receive no grant for a program (III-A and/or IV-B), delete that program information below, matching the program list in the letter above. Do not delete the Title I, Part C text.]*

**Title I, Part A: Educational Assistance to At-risk Students**

Title I-A provides supplemental educational services and activities for those private school students most at risk of failing and in need of instructional support.

The private school’s proportional allocation of Title I-A funds is based on the number of students identified as low-income. Private school students from low-income families who generate funding are not necessarily the private school’s most-at-risk students who will receive services – this sub-set of most-at-risk students will be determined in the first weeks of the new school year.

**Title I, Part C: Education of Migratory Children**

Title I-C supports educational programs and services that address the unique challenges of migratory children (the children of migrant agricultural/fishery workers). Additionally, the program ensures that migratory children are not penalized by disparities among the states in curriculum, graduation requirements, and academic standards. Services help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related issues, and other factors that inhibit the ability of such children to succeed in school.

The District must enquire about, and the private school should alert the District to, any migratory students enrolled at the private school. Such students will receive services from the Mississippi Migrant Education Service Center, which delivers I-C services throughout Mississippi under MDE supervision.

**Title II, Part A: Professional Development/Supporting Effective Instruction**

Title II-A funds are made available to improve teaching and student learning, addressing specific student needs.  Activities include high-quality professional development for teachers, administrators and staff that can help students achieve high academic standards.

Funds are available in equal proportion for public and participating private schools per school enrollment.

**Title III, Part A: Language Instruction for English Learners and Immigrant Students**

Title III-A provides educational services for eligible private school students who are identified as qualifying *English Learners (ELs)* and/or qualifying *Immigrant Students*. For definitions, see the *Glossary*, here: <https://www2.ed.gov/policy/elsec/leg/essa/essatitleiiiguidenglishlearners10219.pdf>

*The School District must have qualified for the relevant grant*. If so, qualifying private school ELs/Immigrant students will receive proportional funding on a per-student basis, relative to the number of public school district ELs/Immigrant students.

**Title IV, Part A: Well-Rounded Educational Opportunities/Safe and Healthy Students/Supporting the Effective Use of Technology (“Student Support and Academic Enrichment”)**

Title IV-A – the Student Support and Academic Enrichment (SSAE) program – is intended to increase the capacity of local educational agencies and schools to provide all students with access to a well-rounded education, improve student health and school safety conditions for optimal student learning, and enhance the use of technology in order to improve the academic achievement and digital literacy of all students.

Funds are available in equal proportion for public and participating private schools per school enrollment.

**Title IV, Part B: 21st Century Community Learning Centers (CCLC)**

Title IV-B – the 21st CCLC program – supports the creation of community learning centers that will provide academic enrichment opportunities during non-school hours for children, particularly students who attend high-poverty and low-performing schools.

The program helps students meet state and local standards in core academic subjects, such as reading and mathematics; offers students a broad array of enrichment activities that can complement their regular academic programs; and offers literacy and other educational services to the families of participating children.

A first tier of participant students is populated through a qualification procedure. If additional program capacity is available, a second tier is opened on a first-come first-served basis. Private school students may qualify for the first tier or participate in the second tier (program capacity permitting). *The School District must have qualified for this grant*.

**[*Name of School District*]**

**Refused Consultation** (include supporting documentation)

**Private School Intent to Participate for 2024-2025 School Year**

(to be completed by Private School and returned to School District)

Name of Private School:

|  |
| --- |
|  |

Private School Address:

|  |
| --- |
|  |

**The business entity operating the Private School is** (check the applicable box):

A Nonprofit Corporation registered with the Mississippi Secretary of State.

*If the Nonprofit Corporation’s name differs from the above-stated “Name of Private School,” include the Nonprofit Corporation’s business name registered with the Mississippi Secretary of State, which must be findable using the MS Sec. State website’s “business search” tool:*

|  |
| --- |
|  |

Any other type of business entity or non-entity *(not eligible for equitable services).*

**Private School Representative**

|  |  |  |
| --- | --- | --- |
| Name: | Title: | |
| Phone: | Email: | |
| Signature:  \*My typed name serves as my electronic signature. | | Date: |

We do not intend to participate in any equitable services programs for school year 2024-25.

*(If choosing not to participate, stop here, and return this form to the school district.)*

Assuming we are determined during consultation to be eligible to participate, we intend to participate in the following 2024-25 equitable services programs identified in the contact letter as being offered:

Title I-A  Title I-C  Title II-A  Title III-A

Title IV-A  Title IV-B

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| List the number of students currently enrolled in each grade at the Private School (**do not include pre-K**):   |  |  |  |  |  | | --- | --- | --- | --- | --- | | K |  |  | 7 |  | | 1 |  |  | 8 |  | | 2 |  |  | 9 |  | | 3 |  |  | 10 |  | | 4 |  |  | 11 |  | | 5 |  |  | 12 |  | | 6 |  |  | Total |  | |  | | | | | | **#** qualifying English Learners\*: | | | |  | | # qualifying Immigrant\* students: | | | |  | | The Private School received equitable services during the preceding school year, or  The Private School is seeking to receive equitable services for the first time.  If participating, the Private School will be contacted when this form is returned to the District.  **School District: Upload the returned form to MCAPS by March 8, 2024.**  \*For English Learner and Immigrant definitions see the *Glossary* at the link below. |

<https://www2.ed.gov/policy/elsec/leg/essa/essatitleiiiguidenglishlearners10219.pdf>