

DPI Guidelines for ESEA Equitable Services Table of Contents

Part 1 - Deadlines and Critical Dates

- Invitations, RSVPs and consultation dates
- Collecting information from schools
- Notifying other districts
- Affirmation Forms
- Scheduling activities
- Fiscal deadlines

Part 2 - Notification and Invitation to Private Schools

- Directory of private schools
- In-district invitations
- Inter-district students and out-of-district schools (for Title I-A only)
- Contents of invitations
- Responses from private schools
- Nonresponses or insufficient responses

Part 3 - Setting the Agenda for Initial Consultation

- Purpose of consultations
- Topics to be covered

Part 4 - General Considerations for Consulting, Planning and Implementing

- Role of private school
- District Obligation to Provide Services
- Notifying Private Schools about Lack of Cooperation
- Options for Pooling
- Public Control of Funds and Assets (District Responsibility for all Fiscal Activity)
 - All fiscal functions performed by district
 - No fiscal responsibility delegated to private schools
 - No funds turned over to private schools
- Materials, Equipment and Supplies Purchased with Federal Funds (District Ownership)
- District Staff and Contractors: Hiring, Supervising and Compensating
- Certification of Staff and Contractors
- Professional Development for Private School Staff
- Budgets, site code 860
- Reasonable Administrative Costs
- Carryover and Repurposing of Funds
- Evaluation of Effectiveness



Part 5 - Identifying Eligible Students, Teachers and Services within Each Grant

- Title I-A
 - Eligibility for services versus generation of proportionate share funds
 - Criteria for determining eligibility for services
 - Types of allowable services
 - Parent and Family Engagement
- Title II-A
 - Appropriate ways to provide PD for private schools
 - Allowable versus unallowable activities at private schools
- Title III-A
 - o Identification of English learners (ELs) for eligibility for services (PRC 104)
 - o Identification of immigrant students for eligibility for services (PRC 111)
 - Allowable activities
- Title I-C
 - o Identification of migrant students
 - Working with DPI MEP staff
- Title IV-A
 - Types of activities per USED guidance
 - o 20% and 15% spending parameters for overall PRC, not for proportionate share
- Title IV-B
 - Outreach to private schools as described in 21st Century Learning Center application
 - o Working with DPI 21st Century staff

Part 6 – Calculating Proportionate Share

- Allotments Used for Calculations and Adjustments to Calculations
- Title I-A: Counting Low-Income Students
- Titles II-A, III-A and IV-A Formulas and Examples

Part 7 – Sharing and Completing the Affirmation Form

- In-district form versus out-of-district form
- Descriptions of the sections and who fills them in
- Allowing private school more time to complete the form

Part 8 – Providing Affirmation Forms and Equitable Services Information in CCIP

- Outreach Information in Title I-A Grant Details
- Count of Private School Fund Generating Students in Title I-A Building Eligibility Page
- Student Counts and Administrative Costs for non-Title I-A grants

For additional information about equitable services under the Elementary and Secondary Education Act, contact Talbot Troy at 984-236-2797 or talbot.troy@dpi.nc.gov.