



MILWAUKEE PUBLIC SCHOOLS
Office of Family Services
Non-Public School Title Program Coordination

Stephanie Jones, Title Program Supervisor
Room 253, #18; 5225 W. Vliet Street
Milwaukee, Wisconsin 53208
Phone: (414) 475-8122
(414) 852-2509
E-mail: jonessj@milwaukee.k12.wi.us

September 14, 2010

To: Non-public schools participating in Title Programs for eligible City of Milwaukee resident students
Re: Title Program Consultation Meeting

Under the federal Elementary and Secondary Education Act (ESEA, now commonly referred to as "No Child Left Behind" legislation), Milwaukee Public Schools is required to engage in consultations on key issues that affect the ability of eligible private school students to participate equitably in Title programs. Any non-public school serving City of Milwaukee resident students may attend these consultation meetings, even if they are not currently participating in Title programs with the district. Here are meeting details:

When: 8:00 a.m. until 12:00 noon on Wednesday, September 14, 2010
Where: Milwaukee Public Schools (Auditorium), 5225 W. Vliet St.

ESEA consultation topics include:

- How MPS will identify the needs of Title I eligible private school children
- What services MPS will offer to eligible private school children
- How and when MPS will make decisions about the delivery of services
- How, where and by whom MPS will provide services to eligible private school children, including a thorough consideration and analysis of the views of the private school officials on the provision of Title I services through a contract with a third-party provider
- How MPS will assess academically the Title I services to eligible private school children in accordance with §200.10 and how MPS will use the results of that assessment to improve Title I services
- The size and scope of the equitable services that MPS will provide to eligible private school children and, consistent with §200.64, the proportion of funds that will be allocated to provide these services
- The method or sources of data that MPS will use under §200.78 to determine the number of private school children from low income families residing in participating public school attendance areas, including whether MPS will extrapolate data, if a survey is used
- The equitable services MPS will provide to teachers and families of participating private school children

Title Program Consultation Meeting Minutes

1. Welcome (Stephanie Jones, ESEA Program Supervisor assigned to non-public school programs, 475-8122)
 - a. Pointed out that ESEA required consultation topics are printed on the meeting notices available as a handout (see bullet points above). The district is ready to address any and all of the topics addressed at any time and pointed out that while there is an obligation to consult under the law, MPS is the Local Educational Agency (LEA) ultimately responsible for the legal and responsible use of funds under ESEA.
 - b. Mrs. Jones asked for everyone to take a moment to review each topic as each topic will be addressed in this meeting.
 - c. Mrs. Jones requested if anyone had a question, that they please stand and state your name and school's name.

2. Milwaukee Non-public Schools
 - a. Title Program Calendar: Training opportunities and deadline – Mrs. Jones stated to call Mrs. Knox at 475-8892 to register for Title program informational sessions. Watch this web site for updates: http://www2.milwaukee.k12.wi.us/title_i/Web_Pages/non-public.html. Mrs. Jones also pointed out changes on the calendar and re-enforced the procedures for stipend requests.
 - b. Milwaukee Private School Email Listserv: Mrs. Jones recommended all private school representatives to have an additional staff member added to listserv so that they will have direct access to information about opportunities available to them. (To join, send email request to jonesj@milwaukee.k12.wi.us or knoxcr@milwaukee.k12.wi.us. When sending requests for many people, include the email address for each individual on a separate line.) There was also a sign-up sheet available if anyone was interested in being added to the listserv.
 - c. Milwaukee Non-public RISAC Committee: Mrs. Jones stated schools had the opportunity to input on ESEA/IDEA issues during these meetings. This group, also known as the Religious and Independent School Advisory Committee (RISAC), will normally meet every other month, at MPS Central Office. Marquette University's Center for Transformation of Learning, Catholic, Lutheran, Choice and other independent schools are represented on this committee. This group engages in ongoing consultation with MPS on issues related to public and private school cooperation. Meetings are public and open to all private schools. RISAC may be contacted by private school officials with concerns about relationship issues with MPS. Contact Don Kolander at 414-453-4567 ext. 2032 for more information. Meeting times and places are published in the non-public school Title program calendar posted at the MPS non-public school web site.

3. Title IA Improving Academic Achievement through instruction, professional development and parental involvement
 - a. Procedures for computing non-public allocations (Cathie Anderson – Finance)
 - i. Milwaukee private schools are surveyed to determine the number of low income, Milwaukee resident students from K5 to age 17 attending the school on a specific date. The date is the same for the public schools. Equitable participation in Title IA is determined by computing the percentage of such students who attend private schools. Overall, there was a significant reduction to Title I and to Title II. This is caused by a reduction in the base allocation as well as a significant reduction in carryover. This affects equitable participation as the district has funding obligations under NCLB that are not subject to equitable participation and must be funded first.
 - ii. The Equitable Participation percentage is applied to funds set aside for instruction, professional development and parental involvement and funds for program administration are added to those amounts. Individual school allocations are determined by multiplying the number of eligible low income student's times the per pupil. This is the same formula as is applied to public schools.
 - iii. Title II- Mrs. C. Anderson stated that there was a miscalculation for the Title II allocations. In addition, the ability to shift costs to another funding sources has allowed the district to increase professional development in Title II for equitable purposes. New numbers will be mailed and submitted on the website today.

- iv. Mrs. C. Anderson stated if anyone has any further questions for finance department please email them to Stephanie Jones for her to get an answer and post it on our website.
 - b. Class Size Reduction: Mrs. Jones stated according to research there has been great impact on instruction in small classes with as few as 13 students, the pull out of 6, but no more than 8 is a smaller class size than that which research has provided. It is not cost effective to implement a 1:1 or even a 1:4 model, that we must look across the city of Milwaukee at large and take into consideration the number of Milwaukee resident students who would not receive services with a 1:1 model. The state has also confirmed and recommended that 1:6 is more reasonable and cost effective.
 - c. Title IA assessments: AGS GRADE and GMADE: results and accommodations
 - i. Title I service can not be provided until students were identified by local schools and schedules set. Mrs. Jones also encouraged schools to support the Title I testing program by making accommodations as requested during the testing period.
 - ii. Providers should share testing data with private school staff and Title I parents. Other assessment information should also be available from the Title I service provider.
 - d. American Recovery Reinvestment Act (ARRA)
 - i. Mrs. Jones stated to keep ledgers for ARRA separated from Title I.
 - ii. If schools plan to use ARRA funds for summer services it must be closed by July 31st and invoices by August 15th.
 - e. Needs Assessments
 - i. The vendor and non-public schools were expected to collaborate in order to identify the academic needs and showing data to support the need.
 - ii. Based on the needs assessment, what professional development and parent involvement is needed to improve the Title I students' academic success.
 - iii. Obligating Title Funds: Schools are not allowed to obligate funds. Schools should not set up professional developments it must be set up by the vendor. During the last consultation meeting which was held on May 18, 2010 all schools were advised to meet with their vendor to make the plans by using the Needs Assessment form. It will be the school's responsibility to pay for any professional development or parent involvement that was not authorized by their vendor.
- 4. Titles IIA (Professional Development), Title III (Support for English Language Learners)
 - a. Procedures for computing non-public allocations
 - i. MPS surveys to determine number of students enrolled in grades K4 to 12 in schools located in Milwaukee. It also surveys to determine the number of those students who are from low income families. Those totals are compared to public school totals to determine equitable participation for Title Ila, and IId. Private schools get allocations or access to programs in proportion to need and the percentage of students being served by private schools.
 - ii. Under Title III, private school students are determined to be "English Language Learners" (ELL) based upon results of a state sponsored test. The percentage of ELL students served in private schools determines the percentage of Title III funds to be set aside for private schools.
 - iii. Under Title Ila and IIIa, the per pupil amount is determined by dividing the relevant enrollment numbers for each private school into the amount available for all private schools. The school gets that per pupil amount for every eligible student.
 - iv. Under Titles IId, private schools participate in available programs in proportion to the percentage of students served. Allocations are not provided.

- b. Review of procedures and deadlines for making Title program requests
 - i. Once again private schools are being asked to submit tax information for staff members for whom taxable stipends would be paid under Title IIa, and III. Once again this year, schools will be asked to submit the information on a form provided by MPS on or before Friday, October 15, 2010. The form may be found at:
http://www2.milwaukee.k12.wi.us/title_i/Downloads/StipendPaymentsMultipleEvents1011.xls

Spend a little time explaining how the form would work and urge schools to attend the Title program trainings for more information.

- c. Note that new Title program request forms for 10-11 are now available at the non-public school web site.

Mrs. Jones also point out deadlines for submission of requests for purchases which are due January 28, 2011, submission of requests for the 10-11 school year is May 20, 2011 and for completion of all activities and submission of all related documentation for use of current year funds is June 3, 2011. Title IIa funds could still be used for events after that date, but that 2011-12 funds would have to be used for such events.

- 5. Title IID Enhancing Education Through Technology – Neva Moga (438-3612), Nicol Peters-Freeman (438-3645):
Mention that Private schools must sign up for TIID each year during the Affirmation of Consultation period to be eligible. Mrs. Jones introduced Neva Moga of Title IID. She discussed three opportunities under Title IID for Milwaukee private schools.
 - a. Fall course offerings for non-public school staff members: visit www.enroll.milwaukee.k12.wi.us
 - b. Instructional Technology Leaders Program: Participants in the program would be trained and become responsible for sharing information and assisting their colleagues in integrating technology. Contact Neva Moga by Oct. 5 to participate.
 - c. Integrating Technology for Grade 4 and 5 Teachers: Training will be provided to integrate technology into the classrooms. Best Practice knowledge as well as technical skills will be offered. Contact Nicol Peters Freeman to participate.
- 6. Non-public School Title Program Site Visits in 2010-2011: are still being set up. Mrs. Jones noted that she would especially like to visit new schools. Expect a call from Title I secretary with a follow-up letter of confirmation. Mrs. Jones asked that anyone interested in setting up a visit to see her after the meeting.
- 7. Title III – Vital information on Title III assessment schedule (Jesus Santos 475-8091 and Deb Spatz 475-8800).
 - a. Mrs. Jones announced that there would be a separate meeting for any schools interested in Title III. This meeting would be for any school with bilingual students, otherwise known as English Language Learners (ELL).
 - b. The following key points were discussed during this meeting
 - i. In order to qualify for Title III it must have been selected during the affirmation consultation period.
 - ii. September 24th is the deadline for the identification of ELL new students through the W-APT screening process.
 - i. Eligibility for K – 3 grade levels must have at least 10 students with the same language.
 - ii. Eligibility for 4th to 8th grade and grades 9th to 12th must have at least 20 students with the same language.
 - iii. Two hand outs were distributed: the 2010-2011 ASSESS for ELLs Key Dates and ACCESS for ELLS Test Administration Training dates.
 - iv. CD's were distributed to school that participated in ACCESS testing last year. The CD's need to be updated for the 2010-11 ACCESS file.
 - v. There are six additional schools that would like to participate in ACCESS testing. Guidelines to qualify and participate in Title III were discussed.

8. Title IV – Making Proud Choices/Reducing the Risk Programming (Brett Fuller). Note: Mr. Fuller was actually the first presenter at the meeting.
- a. Title IV – Brett Fuller, Curriculum Specialist, reiterated the federal government’s plan to phase out the Title IV budget. He explained that there was a minimal amount of carry-over funds and that this money could be used for the Making Proud Choices Program (for Grades 6-7-8) and Reducing the Risk (Grades 9-12). Both programs’ objective is to reduce the risk of teenage pregnancy, STDs and HIV in adolescents.
 - c. Mr. Fuller explained that materials and training is available for some middle and high school staff; however, all trainings are provided during the regular school day (no substitute coverage provided), and funding does not allow for any evening or weekend sessions.
 - d. Fuller provided a handout, 2010-2011 Title IV High Risk Sexual Programming that outlined Making Proud Choices and Reducing the Risk curriculums. Mr. Fuller can be reached at (414) 475-8057 or fullerba@milwaukee.k12.wi.us

9. Other discussion of ESEA/IDEA consultation topics / Questions and Answers

- a. Mrs. Jones addressed the ESEA/ EDEA consultation topics thru-out the consultation.
- b. Questions and concerns that were addressed by schools are as follows:
 1. Brenda White- Archdiocese-
(Q) What impact does the District’s decision to continue funding class size reduction have on private school Title II allocation?
(A) *The combination of less funding and higher cost for the same level of service resulted in approximately \$500,000 less being available for equitable participation purposes.*
 2. Maria Schram- St. Joan Antida-
(Q) Why is counseling not permitted?
(A) *Academic Counseling can be used only after instructional dollars have been exhausted. Title I funds are primarily designed to provide instructional programs.*
 3. (Q)There were several concerns about the adequacy about the research to determine the 1.6 ratio, *it was stated that Sage research and Intervention research differ.*
(A) Ms. Jones gave the following examples:
California, Tennessee, and Wisconsin set different thresholds for student-teacher ratios which include both Sage and Intervention research:
 - California’s CSR (Class Size Reduction) program defined a small class as one with a ratio of 1:20 (intervention)
 - Tennessee’s Project STAR (Student Teacher Achievement Ratio) defined a small class as one with a ratio in the 1:13-1:17 range (intervention)
 - Wisconsin’s SAGE defined a small class as one with a ratio of 15:1.
 - Also, as previously stated 1:6 ratio is cost effective.*Ms. Jones also recommended schools to visit <http://dpi.wi.gov/sage/> for more information on Sage.*
 4. Sandy O’Brien- St. Marcus-
(Q) Who is the governing body of the decision regarding class size?
(A) MPS has consulted with private school officials on key issues that relate to class size, ultimately MPS as the LEA makes the final decisions with respect to the Title I services. Also, as previously stated the state has also confirmed and recommended that 1:6 is more reasonable and cost effective.

- (Q) Where, does it say in the handbook that class size should be 6-8 students?
(A) Reference to class size is in the vendor's RFP (Request for Proposal) which will be posted on the non-public website.
5. (Q) Who is the Title I contact at DPI?
(A) Dr. Myrna Toney is MPS contact at DPI, (608) 266-2690. You can also find her contact information on the non-public website.
6. Clarifications regarding the eligibility worksheet were discussed.
- a. In regards to which students should be included in the eligibility worksheet, Mrs. Jones clarified that only Milwaukee resident student should be listed on the worksheet.
 - b. Ranking should be done by the school.
 - c. Eligibility should be based upon current school year information.
 - d. Right Step Vinnie Holly pointed out that some schools may start late which may delay the eligibility list. Mrs. Jones discouraged the list from being completed too early and to wait until students can be identified.
7. Kim Fisher- Risen Savior
(Q) Requested to see the contract that was done with the vendors.
(A) A template of the RFP680 (Request for Proposal) and the contract will be posted to the non-public website.
8. Mary Beth Gardner- Pius-
(A) Why has TII gone down?
(Q) Please refer to item 3.-iii above.