



March 18, 2004

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

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. You are invited to send school representatives to the next consultation meeting. Here are meeting details:

When: 8:00 a.m. until 12:00 noon on Tuesday, March 30, 2004
Where: Cousins Center, 3501 S. Lake Drive in Milwaukee

Topics at Title Program consultation meetings 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.

Finally, for your information:

- The Annual **Non-public School Participation Verification Survey** is available this month of March. **Non-public schools must submit their survey by April 1, 2004 in order to participate in Title Programs in the 2004-2005 school year.**
- Reading First and Title I Consultations Scheduled for MPS Central Services Auditorium (5225 W. Vliet St.)
 - **Reading First Consultation and Grant Application Development Meeting** will be held from 8:00 to 11:30 AM on Friday, April 2, 2004. Reading First Grant Applications will be due at MPS Central Services (room 253, #11) at 4:00 PM on May 14, 2004. (Only schools that meet Reading First participation criterion and indicated an interest in Reading First participation on Verification Survey need attend. Check non-public web site for details.)
 - The final 2004-2005 list of Title I service provider options will be available beginning on April 23, 2004. Non-public schools that have opted to participate in Title I programs will be asked to make **Title I service provider selections** between April 23 and May 7, 2004. (The window has been moved back to allow April consideration of suggested vendors by the MPS Board of School Directors.) A **Title I consultation meeting** has been scheduled for Tuesday, May 4, 2004 from 8:00 to 11:00 AM at MPS Central Services auditorium. This meeting will focus on presentations and question and answer opportunities with the selected Title I service providers. If possible, schools and Title I service providers are encouraged to make tentative service delivery plans for 2004-2005 now. Beginning on May 10, all schools will have selected or been assigned a service provider and similar arrangements can be made with new schools.

Milwaukee Non-public School Title Program Consultation Meeting Agenda and Minutes
Tuesday, March 30, 2004; 8:00 to 12:00; Cousins Center
3501 S. Lake Drive in Milwaukee

- I. Welcome and continental breakfast
- II. Overview
 - A. Projections for Title funding for 2004-2005 - Shannon Gordon 475-8090
 - 1. Project level funding in Titles IA, IIA and IV and a 25% drop in Title V
 - 2. Forthcoming Title Program guidance may call for flexibility in coming year.
 - B. Non-public "equitable participation" and Title Program formulas explained
 - 1. See attachment 1: How to calculate "Allocation Enrollment" to use with current year per pupil amounts to estimate 2004-2005 allocations under Titles IIA, III, IV and V. Warning: estimates will be effected by final allocations from state and actual number of non-public school students accessing funds.
 - 2. Information provided for Title I explains the formula (based upon number of low income students and their concentration in each school) used but can not be used to predict allocations in coming year. Title I allocations for non-public schools can be expected to increase significantly (15% or more) because money set aside reflects the growth in non-public participants as well as an end to the centrally supported MPS summer school for Title I students attending non-public schools.
 - C. Start of school year access to Title funds and services
 - 1. DPI will not release final allocations to district until late August. Third Friday of September adjustments will mean that individual schools will not get final allocation amounts until end of September.
 - 2. Schools may begin to make Title Program Requests before allocations are final, but payments and purchases may not be made until allocations are set. Payments may not be made for expenditures that are not approved or that exceed allocation limits.
 - D. Proposed 2004-2005 consultation calendar
 - 1. See Non-public calendar at MPS non-public web site.
- III. Annual Private School Participation Verification Survey
 - A. Questions and answers
 - B. How to confirm MPS receipt of your school survey
 - 1. MPS non-public school web site has listing of non-public schools along with date of most recent survey response and Title participation requested per school. Survey must be submitted each year. A 2004 response date is needed for continued participation. April 1, 2004 is the last day that surveys may be submitted or for which changes in Title Program requests will be accepted from non-public schools that got certified mailing requesting survey responses.
- IV. Title IA
 - A. Vendor selection process
 - 1. See Non-public calendar at MPS non-public web site.
 - B. Summer school update
 - C. Proposed 2004-2005 Title I Testing
 - 1. see attachment 2: 2004-2005 Calendar
- V. Title IB- Reading First - Kay Mantilla - 475-8143
 - A. Overview: Eligibility, Grant Competition, Non-public School Commitments
 - 1. See Reading First information at MPS non-public web site.
 - 2. Non-public schools must meet program criterion and submit grant application per decision made at earlier Reading First Consultation. An April 2 Reading First consultation will provide information about the process.
 - 3. Equitable participation set aside for non-public schools was based upon November 2003 Reading First non-public school survey responses of 30 schools. Approximately \$206,000 has been set aside for non-public schools in Milwaukee.
 - B. Calendar of events
 - 1. See Non-public calendar at MPS non-public web site.
- VI. Title IIA
 - A. Professional Development FAQs
 - 1. See MPS non-public school web site

- B. Documentation requests
 - 1. Questions relating to professional development activities to allow the district to be assured that requested activities are allowable under Title programs.
- VII. Title IID, Anne Knackert - 438-3677
 - A. Educational Technology Professional development grant overview
 - 1. Participating non-public schools may have staff members who have bachelors degrees take graduate level classes for which reimbursements will be provided upon successful completion.
 - B. Consultation topic: continue competitive grants or extend opportunities to all?
 - 1. Consensus was reached. Classes should be offered to staff members of all Title IID non-public schools on first come first served basis. Spaces will be held for non-public participants based upon equitable participation guidelines, with more spaces to be granted as space in particular classes allow.
- VIII. Title III, Jesus Santos, Division of Bilingual Multicultural Education
 - A. Guidelines for participation
 - 1. See Title III section at MPS non-public web site.: Schools must have minimal numbers of English Language Learners in order to be eligible for participation.
 - B. Title III survey period: March 30 to May 7, 2004
 - 1. Students, grade levels and ELL levels must be submitted to the district
 - C. Allowable Title III activities
- IX. Title IV Safe and Drug Free Schools, Robert Helminiak - 475-8057
 - A. New program options
 - 1. See links at non-public school web site
 - 2. Emphasis on need for research base for Title IV programs will be greater in 2004-2005
 - B. Waivers for off menu items
 - 1. State is developing waiver application process for programs not on approved list
- X. Questions and Answers
 - A. Schools were strongly encouraged to have staff members join the non-public school listserv to keep up with developments in Milwaukee Title Programs for non-public schools. To do so:
 - 1. applicant sends e-mail to listserv@mail.milwaukee.k12.wi.us
 - 2. in body of e-mail, applicant types: subscribe non-public
- XI. Breakout sessions with Title I vendors - minutes not available

Attachment 1, page 1 of 2
Estimating Your School's Title Program Allocations under Title's IIA, IV, V and III*

1. Compute your "allocation enrollment" by adding the total number of students enrolled in your school to the total number of those students from families with incomes that would allow them to qualify for free and reduced school meals. (Half day students should be counted as a half a student.)

Example: School A has 125 full day students, of whom 55 are "free or reduced school meal equivalent" students and 15 half day students, of whom 9 are free and reduced lunch equivalent students.

# full day students in grades K4 to 12:	125
# 1/2 day students ÷ 2: 15 half day students ÷ 2 =	<u>7.5</u>
total enrolled.....	132.5
# of full day students from families with incomes qualifying them for free or reduced school meals under agriculture department guidelines :	
	55
# of half day students from families with incomes qualifying them for free or reduced school meals under agriculture department guidelines :	
	<u>4.5</u>
total free/reduced lunch equivalent.....	59.5

Allocation Enrollment is sum of these two numbers 132.5 + 59.5 = 192 students

2. Multiply the allocation enrollment times the projected per pupil amount for each Title: Based upon current Milwaukee per pupil figures, anticipated level funding in Titles IIA and IV and an anticipated 25% drop in Title V funding, here are per pupil projections for next year:

\$13.71 for Title IIA
 \$7.24 for Title IV
 \$5.38 for Title V

Example: School A's "allocation enrollment" of 192 would be multiplied times the per pupil to determine how much the school might expect to use under each Title.

Title IIA funds available: \$13.71 X 192 = \$2632 (rounded to nearest dollar)
 Title IV funds available: \$7.24 X 192 = \$1390 (rounded to nearest dollar)
 Title V funds available: \$5.38 X 192 = \$1033 (rounded to nearest dollar)

Please note: To avoid confusion, MPS will not release individual school allocation projections. Information presented here will allow schools to generate only **broad estimates** that will assist in planning. Factors that will influence actual allocations include: actual enrollment and income data from schools applying for Title Program participation in this year's survey (both individually and as a group) and final Title program allocations

* **Title III** does not use "allocation enrollments" described here in computing school allocations. Per pupil amounts are multiplied times the number of ELL students in schools that qualify for Title III participation. Because of the relatively small number of ELL students involved, small increases in qualifying schools or ELL students may significantly alter Title III per pupil amounts. The current year's per pupil amount for Title III is \$84.72.

Milwaukee Public and Non-public School Title I Allocation Formula: An Example

This chart provides information about the way that the Title I funding formula for public and non-public schools in Milwaukee uses information about numbers of students from low income families and their concentrations in schools to determine school allocations. **The example does not use actual data and can not be used to project Title I funding in a given year.** Actual poverty and allocation data for all participating schools is needed to compute school allocations.

	Column B	Column C	Column D	Column E			
School	Percent from Free and Reduced Meal Eligible Families in School	Number of Students from Families with Incomes Qualifying them for F/R School Meals	Total School Allocation (instruction, parental involvement and professional development come from this amount)	Per Pupil Allocation			
1	100%	25	\$9524	\$380.95	<p>Title I Allocation formula example: Assuming 20 schools each having 25 students and having F/R lunch percentages that vary by 5% from 5 to 100% and a \$100,000 total allocation; the "magic" allocation number is guessed at until total allocated equals amount available to be allocated. School Allocation formula is Column B X Column C X Magic Number at bottom of Column D. Per Pupil Allocation is found by dividing School Allocation by number of F/R students.</p> <p>Set aside for non-public schools is determined by percentage of City of Milwaukee resident F/R lunch eligible students being served by participating non-public schools, e.g. if 85000 F/R lunch students were being served by public schools and 15000 F/R students were being served by participating non-public schools, then 15% of funds available to MPS for Title I eligible City of Milwaukee students would be set aside for provision of services to eligible students attending non-public schools (after allowable administrative expenses were subtracted from total city allocation).</p> <p>Final allocation amounts depend upon total amount available to City of Milwaukee students (released by Wisconsin Department of Public Instruction in August) and actual F/R numbers and concentrations at participating non-public schools (determined by spring Non-public School Participation Verification Survey and verified in fall).</p>		
2	95%	25	\$9048	\$361.90			
3	90%	25	\$8571	\$342.85			
4	85%	25	\$8095	\$323.80			
5	80%	25	\$7619	\$304.75			
6	75%	25	\$7143	\$285.70			
7	70%	25	\$6667	\$266.65			
8	65%	25	\$6190	\$247.60			
9	60%	25	\$5714	\$228.55			
10	55%	25	\$5238	\$209.50			
11	50%	25	\$4762	\$190.45			
12	45%	25	\$4286	\$171.40			
13	40%	25	\$3810	\$152.35			
14	35%	25	\$3333	\$133.30			
15	30%	25	\$2857	\$114.25			
16	25%	25	\$2381	\$95.20			
17	20%	25	\$1905	\$76.15			
18	15%	25	\$1429	\$57.10			
19	10%	25	\$952	\$38.05			
20	5%	25	\$476	\$19.00			
		Total allocated:	\$100000				
		Total available:	\$100000				
		Allocation "magic" number (per pupil amount granted to school with 100% F/R lunch eligible)		\$380.95			