

**Program Quality Review
Title I Private School Programs**

School Data			
LEA Name/Code		Date of Review	
LEA Contact		Number of Students	
Private School Name		Number Served	
Private School Official		Title I Allotment	

Feedback	
Commendations:	
Concerns:	
Recommendations:	

I. Consultation: Has the LEA appropriately consulted with private school officials regarding provision of equitable Title I services?		
Quality Requirement	Quality Indicators	Comments
<p>The LEA consults with appropriate nonpublic school officials in a timely and meaningful manner regarding the provision of Title I educational services to eligible children. [SEC 1120(a)]</p>	<p>Were private schools officials provided a meaningful and timely opportunity to consult with the LEA about services that may be provided with Title I funds?</p> <ul style="list-style-type: none"> • Notifications of meetings • Meeting agendas • Minutes of meetings • Interview with private school officials 	
<p>The LEA consults with nonpublic schools during the design and development of its Title I Program. [SEC 1120(b)]</p>	<p>Has ongoing consultation been conducted for:</p> <ol style="list-style-type: none"> 1) How children will be identified; 2) What services will be offered; 3) How and where the services will be provided; 4) How the services will be assessed; 5) The size and scope of services to be provided to eligible children; and 6) Total amount of funds available (school allocations and pro-rata share of set-asides)? <ul style="list-style-type: none"> • Review signed written affirmations 	

II. Participating Students: Have students been appropriately identified to determine funding and services?		
Quality Requirement	Quality Indicators	Comments
All participating private school children are residents of an eligible school attendance area of the LEA for Title I. [SEC 1120(c)(1)(C)]	Do all of the children live within the eligible school attendance area? <ul style="list-style-type: none"> • Attendance area documentation reports • Student list 	
Expenditures for services are equal to the proportion of funds allocated to participating school attendance areas based on the number of children from low-income families who attend nonpublic schools. [SEC 1120(c)]	Are funds reserved for services to private school children based on the same criteria used to allocate Title I funds to participating public schools? <ul style="list-style-type: none"> • Examine private school/LEA set asides • Samples of surveys use to determine low-income students 	
The criteria for eligibility for Title I services is objective, education-related, and uniformly applied to identify students with academic need. [SEC 1120]	Is the criteria for eligibility for Title I services objective, education-related, and uniformly applied? <ul style="list-style-type: none"> • Student selection criteria • Student trace outcome 	
The LEA, in consultation with the private school, has determined how the equitable share of funds will be utilized in supporting Title I activities for Title I students.[SEC 1120(c)]	Does evidence show that an equitable share of funds was reserved and that funds are expended according to the approved LEA project? <ul style="list-style-type: none"> • Budget demonstrates fund expenditures • Title I Application Set-Asides for Parent Involvement, Professional Development, and District-wide Instructional Initiatives • Use of any reallocated funds to school allotments (carryover) 	

III. Equitable Services: Are services provided to students equitable to Title I services provided to students in Title I schools?		
Quality Requirement	Quality Indicators	Comments
<p>Educational services and benefits for eligible nonpublic school children are equitable in comparison to services and other benefits for public participating children. [SEC 1120]</p>	<p>Does evidence show that services offered to private school children is equitable to the services provided to public school children?</p> <ul style="list-style-type: none"> • Title I program descriptions • Interview private school officials • Lists for eligibility/service 	
<p>Title I services and program operations are administered under the Title I targeted assistance rules and regulations.[SEC 1114]</p>	<p>Does evidence support that Title I services and inventory offered to Title I eligible private school students are kept separate from the non-Title I eligible students?</p> <ul style="list-style-type: none"> • Title I Staff Schedules • Interview Title I Staff/3rd Party Contractor • Equipment inventory list 	
<p>Private school teachers employed by the LEA is appropriately employed for Title I purposes. [SEC 1120 (a)]</p>	<p>Is the private school teacher employed outside of the time he or she is employed by the private school? Does the LEA supervise the private school teacher they have employed to provide the Title I services?</p> <ul style="list-style-type: none"> • Employee observation records • Payroll records • Interview private school officials 	

IV. Fiscal Accountability: Does the LEA maintain the control of funds and title to materials, equipment, and property purchased with Title I funds?		
Quality Requirement	Quality Indicators	Comments
Title I services, materials, and equipment are used for secular, neutral, and non-ideological instruction at the private school.[SEC 1120](a)(2)]	Does evidence show that Title I services offered to private school children provide secular, neutral, and non-ideological instruction at the private school? <ul style="list-style-type: none"> • Budgets • Purchase orders from private schools • Contracted Services documents (if applicable) • Labeling of Title I equipment • Equipment Inventory sheet • Location of instruction 	
Title I personnel (teachers, aides/paraprofessionals, coordinators, etc.) have their Title I time and daily duties documented through a fixed schedule or time and effort log. If paid from more than one source, a time documentation log detailing the dates and hours worked/activities performed during each school day is available. [SEC 1120]	Does the documentation support and align with Private School Guidance? <ul style="list-style-type: none"> • Printed time and effort documentation • Title I staff schedules 	
Title I services are supplemental or above and beyond the primary instruction delivered by classroom teachers. They are not taking the place of the primary classroom instruction.[SEC 1120]	Does evidence show that services offered to private school children is equitable to the services provided to public school children? <ul style="list-style-type: none"> • Review program descriptions • Interview private school officials 	

STUDENT TRACE

Services provided to private school students should be consistent with programmatic provisions of operating a Targeted Assistance Program. A student is randomly selected from a list of Title I eligible private school students. The student selected should be one for which records should be relatively complete. The documents and interview questions should describe Title I selection, Title I services, and Title I expenditures for the selected student.

Student	Grade	Teacher
STUDENT SELECTION: Eligible private school students must reside within the attendance area of a participating public school located in a low-income area and be failing, or at risk of failing, to meet student academic achievement standards.		
Document Review: <ul style="list-style-type: none"> • Rank order list of students • Multiple objective academically-related criteria used to develop rank order list • Student assessment results/work samples 	Private School Official Interview Questions: <ul style="list-style-type: none"> • How was this student selected for Title I services? • How do these services meet this student’s needs? 	Comments:
TITLE I SERVICES: Title I service are provided only for those students and their families that are eligible to participate and must improve student academic achievement in regular private school classrooms.		
Document Review: <ul style="list-style-type: none"> • Sample lesson plan for student instruction • Records/work samples/assessment results related to instruction • Schedule of Title I services • Schedule of regular classroom teacher • Master schedule for school • Parent participation/communication records 	Private School Official Interview Questions: <ul style="list-style-type: none"> • Where (location) are Title I services provided for this student? • How what ways do the Title I services support what this student learns in the regular classroom? • How is this student’s family involved with the Title I program? • Using the Title I funds/materials, what student growth/gains are expected? 	Comments:
TITLE I FUNDS: Title I funds must be used only for instructional costs associated with providing Title I instructional services to eligible private school students.		
Document Review: <ul style="list-style-type: none"> • Materials/equipment used for student instruction • Purchase orders/invoices 	Private School Official Interview Questions: <ul style="list-style-type: none"> • How are these materials used to provide Title I services for this student? • Where (location) is the Title I purchased materials/equipment stored when not in use for the Title I services? 	Comments:

	<ul style="list-style-type: none">• Do any other students use the Title I purchased materials/equipment?	
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