

# Private Non-Profit

Title III Services for PNP Schools

PNP User Guide Training



# Objectives

## AGENDA

- Networking Breakfast
- Welcome and Introductions
- Title III, PNP User Guide Training
- Title III, PNP Website and Resources Overview
- Title III, PNP Planning Tool
- Question and Answer/Closing

# Objectives

## Training Goals

- **Content Objective**
  - Participants will explore the rules and regulations related to Title III, Part A equitable services to Private Non-Profit (PNP) schools.
- **Language Objective**
  - Participants will read and collaborate about the procedures for local educational agencies (LEAs) to assist in planning, designing, implementing, and evaluating services related to Title III, Part A services to PNP schools.

# Private Non-Profit

## Title III, Part A Services for PNP Schools

### Introduction

- Title III, Part A Services for PNP Schools details the responsibilities that Title III-funded LEAs have in providing equitable services to eligible PNP schools. Make note : when citing statute the term private school(s) is used. However, at times, private school(s) and PNP school(s) may be used interchangeably.
- As part of the Every Student Succeeds Act (ESSA), Title III, Part A equitable services are to be provided to eligible PNP school English language learners (ELLs), their teachers, and other educational personnel. Under Title III, Part A statute, the primary goal is to enable all children attain English proficiency and master standards in academic subjects.

# PNP Schools User Guide



## Private Non-Profit

Title III, Part A Services for PNP Schools



User Guide



# PNP Schools Reference Sheet

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Title III Services for PNP Schools

## PNP Schools Reference Sheet

### PNP Schools Reference Sheet

The local educational agency (LEA) four-step process ensures compliance regarding Title III, Part A in providing equitable services to eligible (ELLs) in private non-private (PNP) schools.

- Step 1: Annual Contact and Consultation**  
LEAs are required to annually contact PNP schools within its jurisdiction to be aware of the availability of federal program services and to establish the consultation the LEA and PNP school must establish. Every Student Succeeds Act (ESSA) Title VIII, Part F – Un
- Step 2: Determine Eligibility**  
LEA is responsible for determining eligibility for PNP schools. The consultation the LEA and PNP school must establish. The state's policy for identification can be used if agreed upon by school representatives during the consultation.
- Step 3: Determine and Provide Services**  
The services that the LEA will provide should be discussed during the consultation to meet the educational needs of ELLs, teachers, and other educational personnel. The LEA participation which may include: services for ELLs, material development, and services for parents of ELLs.
- Step 4: Evaluate Services**  
LEA is responsible for evaluating Title III, Part A services of the assessment of services will depend on the size and type of program provided.

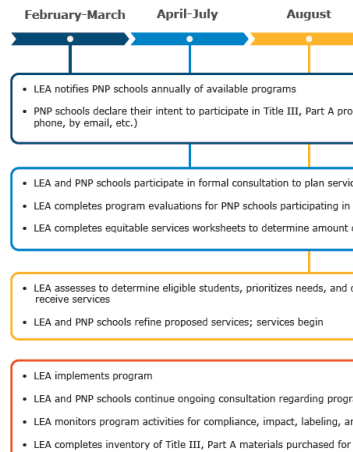
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Title III Services for PNP Schools

## PNP Schools Reference Sheet

### Timeline of Procedures

While there is no required timeline for meeting Title III, Part A requirements for equitable services, the following sample schedule is offered:



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Title III Services for PNP Schools

## PNP Schools Reference Sheet

### Timely and Meaningful Consultation

The series of activities demonstrate how a meaningful consultation process is conducted.

- LEA must annually contact PNP schools of available services (even if the PNP school has declined services).
- Initial contact should occur before the LEA submits for federal funding. If a PNP school notifies the LEA of its intent to participate in Title III, Part A services, the LEA should begin the consultation process with the PNP school's representatives.
- Consultation may occur in person, online, through video communication, or documented phone calls.
- Consultation should occur before the LEA makes any decisions that affect the opportunities of the eligible PNP school's and other educational personnel to participate in Title III, Part A services.
- As part of the consultation process, the LEA must document the consultation demonstrating that the consultation to the LEA making any decisions.
- Consultation should include a discussion of service mechanisms that the LEA could use to provide equitable services.
- Consultation should continue throughout the implementation and assessment of activities.

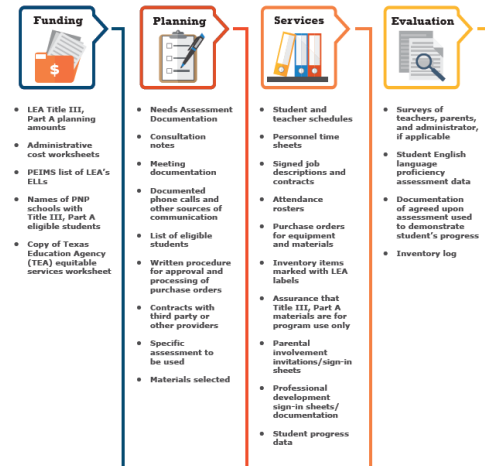
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## PNP Schools Reference Sheet

### Maintaining Documentation

Documentation of program activities is critical to ensuring compliance with ESSA, Title III, Part A guidelines.



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# Title III, Part A: Responsibilities

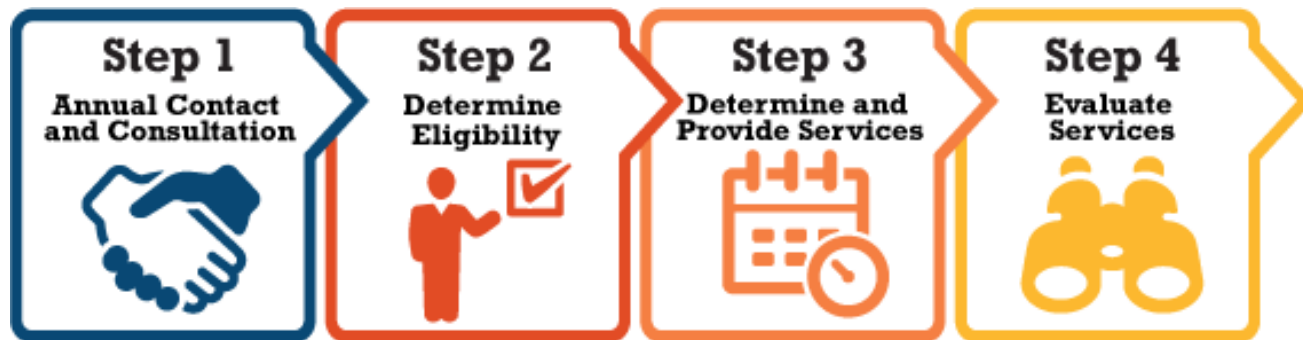
Title III-funded LEAs have a responsibility to provide equitable Title III, Part A services to private non-profit (PNP) schools' eligible English language learners (ELLs) with the primary goal of ensuring all students gain English proficiency and master challenging standards in academic subjects.

In addition, local educational agencies (LEAs) must follow a process to plan, design, implement, and evaluate their program and services.



# LEA Four-Step Process

The LEA four-step process ensures compliance with federal law regarding Title III, Part A in providing equitable services to eligible ELLs in PNP schools.





# LEA Four-Step Process

## Step 1: Annual Contact and Consultation

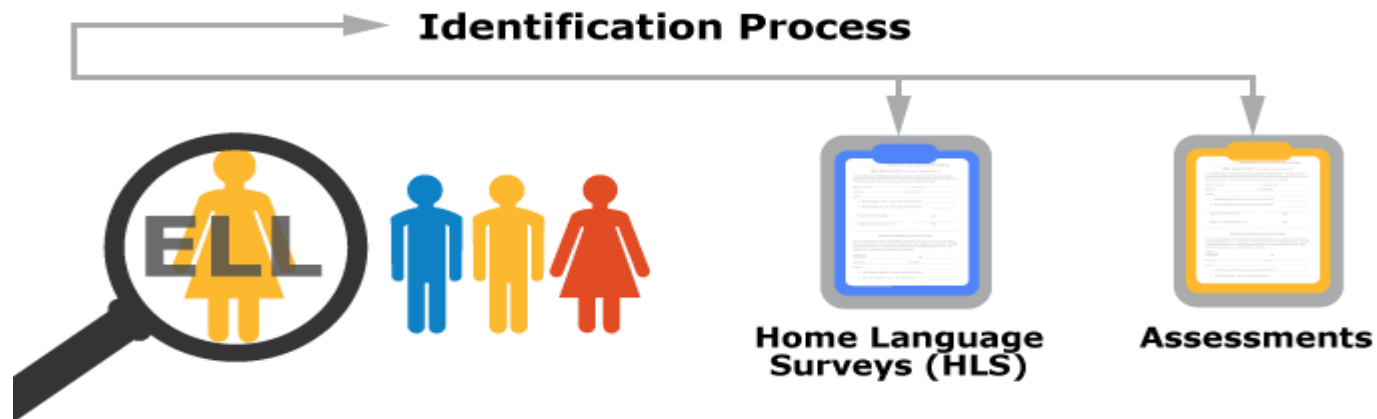
The annual contact begins the consultation process between the LEA and PNP schools located within its attendance boundary. Adequate notice is critical in ensuring a meaningful consultation and the likelihood that those involved will be well prepared with the necessary information and data for decision-making.



# LEA Four-Step Process

## Step 2: Determine Eligibility

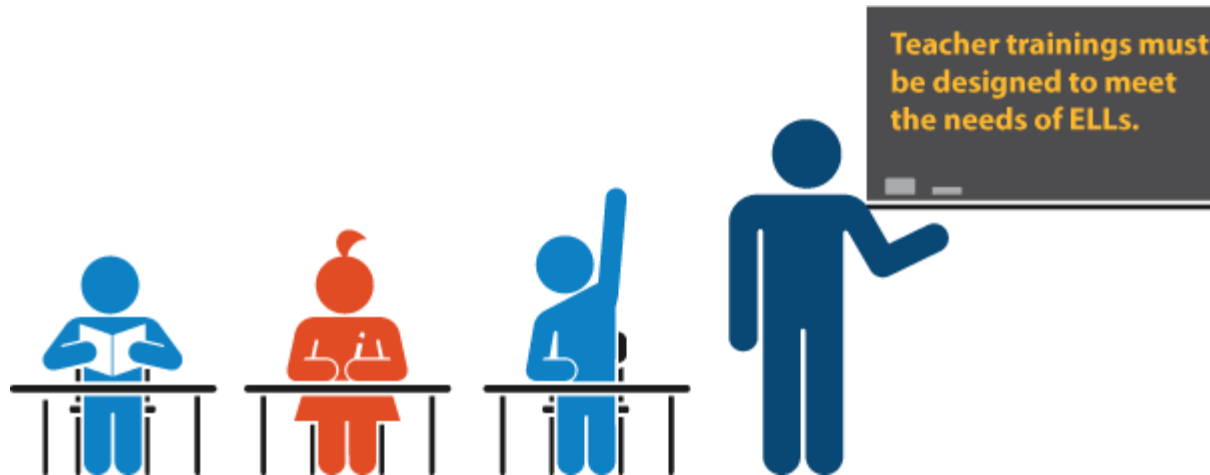
The LEA is responsible for determining eligibility for the PNP school's ELLs. During the consultation, the LEA and PNP school must establish eligibility criteria. The state's policy for identification can be used if agreed upon by LEA and PNP school representatives during the consultation.



# LEA Four-Step Process

## Step 3: Determine and Provide Services

The services that the LEA will provide should be discussed during consultation. Services should be designed to meet the educational needs of the PNP school's ELLs, teachers of ELLs, and other educational personnel.



# LEA Four-Step Process

## Step 4: Evaluate Services

The LEA is responsible for evaluating Title III, Part A services for PNP schools. The extent of the assessment of services will depend on the size and scope of services provided. **Evaluation** is a part of the consultation discussion and may include, but is not limited to, services, activities/consultation, and materials/equipment.



# Funding

- Federal law stipulates the use of Title III, Part A funds and how LEAs can meet compliance.
- A service delivery plan must be provided by employees of the LEA or through a contract made by the LEA with a third party (**third party contract\***).
- TEA requires LEAs with participating PNP schools to complete and submit an equitable services worksheets annually.
- In no case are funds actually transferred to participating PNP schools; only services are provided.





# Maintaining Documentation

Documentation of program activities is critical to ensuring compliance with ESSA, Title III, Part A guidelines.

There is:

- Required Documentation
- Types of Documentation



**Consolidated Federal Grant Application**



**Consolidated Compliance Report**



**Equitable Services Worksheets**



**Private Nonprofit School Participation Report (Schedule PR7000)**

# PNP Planning Tool



## PNP Planning Tool

LEA: \_\_\_\_\_ Date: \_\_\_\_\_

PNP: \_\_\_\_\_ Annual Consultation Date: \_\_\_\_\_

Annual Consultation Notes:


Plan for determining eligibility/exit:


Type(s) of Assessment(s): *(if applicable)*

Types of Materials/Equipment:


Types of Services:

Types of Professional Development:


Parental Component:

Required Documentation:

	<input type="checkbox"/> Identify on Grant Application
	<input type="checkbox"/> Report on the Consolidated Compliance Report
	<input type="checkbox"/> Complete Equitable Services Worksheet
	<input type="checkbox"/> Download and maintain PNP Participation Report

Program Evaluation:

<input type="checkbox"/> List the eligibility and exit process: - How did the eligibility and exit process function?	<input type="checkbox"/> List the types of parental components conducted: - How did the parental components function?
<input type="checkbox"/> Log materials and equipment: - Were the materials and equipment inventoried and/or returned?	<input type="checkbox"/> List the types of assessments provided: - Did the assessments provide the necessary information needed?
<input type="checkbox"/> List professional development provided: - How was professional development successful for ELLs and teachers?	<input type="checkbox"/> List the types of program services provided: - How did the program services support ELLs?

# Texas Gateway

[www.texasgateway.org](http://www.texasgateway.org)

The screenshot shows the homepage of the Texas Gateway website. At the top, there is a navigation bar with links for 'TEA WEBSITE', 'CONTACT TEA', and 'SIGN UP FOR UPDATES'. The main header features the 'Texas Gateway for online resources by TEA' logo, navigation links for 'TEKS', 'SEARCH', and 'MORE', and buttons for 'Log in' and 'Sign Up'. A large hero image of a teacher in a classroom is overlaid with a blue box containing the text 'Online resources FOR YOUR CLASSROOM' and a 'show me more' button. Below the hero image are navigation buttons for 'BROWSE TEKS', 'BROWSE RESOURCES', and a search bar. A 'Featured Resources' section displays a carousel of resource cards, including one for 'SCIENCE' and another for 'Introduction to the Revised Mathematics TEKS'.

 **Texas Gateway**  
for online resources by TEA

# Resources and Sample Forms

- Communication log
- Sample formula to Determine Funding
- LEA Affirmation of Consultation
- LEA Checklist of Consultation Topics
- PNP Glossary
- PNP Meeting Minutes Format
- PNP Meeting Sign In
- PNP Professional Development Sign In
- PNP Sample Worksheet for Professional Development
- PNP School Letter
- PNP School Letter of Intent
- PNP School Inventory Sheet
- PNP Schools Reference Sheet
- The Compliance Process for PNPs
- Title VIII, Part F – Uniform Provisions

# Objectives

## Training Goals

- **Content Objective**
  - Participants will explore the rules and regulations related to Title III, Part A equitable services to Private Non-Profit (PNP) schools.
- **Language Objective**
  - Participants will read and collaborate about the procedures for local educational agencies (LEAs) to assist in planning, designing, implementing, and evaluating services related to Title III, Part A services to PNP schools.



# Private Non-Profit

## Title III Services for PNP Schools

For further information contact your local  
Educational Service Center.

