



New Hampshire Department of Education  
Title II Part A

# Private School Equitable Participation Guidelines

## Consultation

School district personnel must consult with appropriate private school officials during the design, development, and implementation of the professional development program. Professional development activities must meet the needs of the private school teachers. If the professional development needs of the private school teachers are different from those of public school teachers, a separate plan needs to be developed for the private school. Consultation must occur in a timely manner and before the school district makes any decision that affects the opportunities of eligible private school teachers to participate in this program. Documentation of this consultation must be kept by the school district.

## Equitable Services

Private school teachers must have the opportunity to participate in Title II Part A professional development activities equivalent to the opportunity provided to public school teachers. A formula is used to determine equitable services based on an equitable per pupil rate. The district must reserve no less than this amount of their Title II Part A grant. This formula determines an amount for budgeting purposes and should not be viewed as an *allocation*. Districts may be able to meet some of the equitable services obligation through *in-kind* (no money exchanged) activities.

## Allowable Activities

Professional development activities may include:

- Improving the knowledge of teachers, principals, and other educational personnel in one or more of the core academic subjects and in effective instructional teaching strategies, methods, and skills;
- Training in integrating technology effectively into curricula and instruction;
- Training in how to teach students with different needs, including students with disabilities or limited English proficiency, and gifted and talented students;
- Training in methods of improving student behavior, identifying early and appropriate interventions, and involving parents more effectively in their children's education;
- Leadership development and management training to improve the quality of principals and superintendents; and
- Training in the use of data and assessments to improve instruction and student outcomes.

**Reminder:** Title II Part A funds can never be paid directly to the private school. For detailed information, please refer to Section J of the *Title II Part A Non-Regulatory Guidance*  
<http://www.ed.gov/programs/teacherqual/guidance.doc>.

# Private School Equitable Participation Guidelines

Formula To Determine Amount for Equitable Services

	Example District A	Example District B	Example District C
<b>A. Number of Students</b>			
A1. District's Public School Student Enrollment as of October 2008	8,800	5,800	9,000
A2. Participating Private School Enrollment as of October 2008	500	350	425
A3. Total Number of Students (=A1+A2)	9,300	6,150	9,425
<b>B. Title II Part A FY 2008-09 Allocation To Be Used for Professional Development</b>			
B1. FY 2008-09 Allocation (previous year)	315,000	285,151	424,316
B2. Indirect cost + Administration for Public and Private School Programs + Class Size Reduction (CSR) +Recruitment Activities + Transfers from Title II Part A to another program	CSR 288,150 <u>Indirect 10,000</u> Total 298,150	CSR 46,000 Indirect 7,100 <u>Transfer 50,000</u> Total 103,100	CSR 182,500 <u>Indirect 11,500</u> Total 194,000
B3. Title II Part A allocation amount district is using for professional development activities (=B1-B2)	16,850	182,990	230,316
B4. Professional Development funds used per-pupil rate = B3/A3	1.81	29.75	24.44
<b>C. Hold Harmless Amount</b>			
C1. This is based on FY 2002 Eisenhower Professional Development + Title VI (Federal Class Size Reduction) used for professional development – per-pupil rate	3.01	20.59	17.88
<b>D. Per-pupil Rate</b>			
D1. Use either B4 or C1 figure – <b>whichever is larger</b>	3.01	29.75	24.44
<b>E. Equitable Services</b>			
E1. Amount district must reserve for Equitable Services for Participating Private Schools (=A2*D1). For More than one private school multiply the per-pupil rate by the individual school enrollment from A2.	3.01*500 = 1,505	29.75*350 = 10,412.50	24.44 * 425 = 10,387