

[Date]

[Name of Local Public School District Title Programs Coordinator for NCLB]
[Address of Local Public School District]

RE: No Child Left Behind Act (P.L. 107-110)

Dear [Coordinator's Name],

The No Child Left Behind Act requires the equitable participation of private school students and teachers in a number of federal education programs. I am attaching a letter from Superintendent of Public Instruction Jack O'Connell in which it is noted that "...services and/or benefits are to be equitable in comparison to services and benefits for public school children, and are required to be provided after timely and meaningful consultation with appropriate private school officials."

To ensure the equitable participation of students, teachers and other personnel at [Name of Your School], I am writing to notify you that I have been designated to represent [Name of Your School] as the appropriate official for purposes of participation in timely and meaningful consultation as specified in Title IX, Part E, Sections 9501ff, and to sign off on any program or any certification of assurances.

It is difficult for me to predict which services and benefits would be available and beneficial for the students and teachers of [Name of Your School] without first knowing what NCLB services and benefits will be made available by the district next year for its public school students. Please know, however, that we wish to be invited to participate in timely and meaningful consultation regarding such programs and services.

Please note that I am enclosing a comprehensive chart of those programs available from NCLBA that require equitable participation of private school students and teachers. Some of these programs are funded on a formula grant basis; others are funded through competitive grants. The district may not be participating in all of these programs. Would you please indicate those programs in which the district will, or intends to participate and return the "NCLB Response Form" to me by [insert a date that allows a response window of two weeks].

Once I receive this chart from you, I will call you to set an initial consultative meeting to:

- discuss and determine those NCLB programs and services for which my school will seek equitable participation for our students, teachers, and/or other personnel; and
- set dates to meet for timely and meaningful consultation on each program.

- continued -

In addition to the NCLB programs, our school is also interested in receiving information regarding any local, state or federal programs that require or permit the participation of private school students or staff. We may choose not to participate, but we cannot make such choices unless we have been informed in a timely manner. Please be so kind as to direct all relevant announcements to my attention.

I look forward to hearing from you in the very near future. In advance of your response, I thank you for your willingness to work together cooperatively.

Sincerely,

[Your Name and Title]
[Name of Your School]

Encls: Response Form and Letter From Superintendent O'Connell
[Cc: Name of Your School's Principal and Title (if letter is signed by other than principal)]

NCLB RESPONSE FORM

Name of Public School District	
Name of District Contact Person With Private Schools	
District Contact Phone Number	
Name of School	
Name of School Contact	
School Phone Number	

Please indicate below those NCLBA programs in which your district plans to participate.

NCLB PROGRAMS PLANNED	TITLE OF PROGRAM	PROGRAM NAME
SAMPLE: <input checked="" type="checkbox"/>	Title I, Part A	Improving Basic Programs Operated by Local...
<input type="checkbox"/>	Title I, Part A	Improving Basic Programs Operated by Local Educational Agencies
<input type="checkbox"/>	Title I, Part B, Subpart 1	Reading First
<input type="checkbox"/>	Title I, Part B, Subpart 3	William F. Goodling Even Start Family Literacy
<input type="checkbox"/>	Title I, Part C	Education of Migratory Children
<input type="checkbox"/>	Title II, Part A	Teacher and Principal Training and Recruitment Fund
<input type="checkbox"/>	Title II, Part B	Math and Science Partnerships
<input type="checkbox"/>	Title II, Part D	Enhancing Education through Technology
<input type="checkbox"/>	Title II, Part A	Language Acquisition, Language Enhancement, and Academic Achievement Act
<input type="checkbox"/>	Title IV, Part A	Safe and Drug-Free Schools and Communities (including set-aside funding for the Governor)
<input type="checkbox"/>	Title IV, Part B	21 st Century Community Learning Centers
<input type="checkbox"/>	Title V, Part A	Innovative Programs
<input type="checkbox"/>	Title V, Part D, Subpart 3	Partnership in Character Education
<input type="checkbox"/>	Title V, Part D, Subpart 6	Gifted and Talented Students

Title VI makes it possible for the California Department of Education and local school districts to transfer federal education program funds allocated for one purpose to other purposes authorized by NCLB. Whether the CDE or the local district takes advantage of the ability to transfer funds or receives a special authorization for additional flexibility, the obligation to provide equitable services to private school students and teachers remains. If your district plans to transfer funds as allowed under Title VI, please check the chart below:

<input type="checkbox"/>	Title VI	Flexibility and Accountability
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Please return this form by: