

# Internal Desk Audit Compliance Checklist

## Title I, Part A: Private School Questionnaire

**Private School:** \_\_\_\_\_

**Reviewer:** \_\_\_\_\_

**LEA(s) served by:** \_\_\_\_\_

**Desk Audit Date:** \_\_\_\_\_

**Date that data/documentation is available:**

After beginning of school year

**Legislation/Regulation Authority:**

NCLB, Title I, Part A, Section 1120(b)(1)(A-H); 34 C.F.R. §200.63

**Intent of the Legislation/Regulation:**

LEAs must ensure participating private schools participate in meaningful consultation and abide by the decisions made in the consultation

**Focus of Review:**

Ensure that the LEA has met all federal requirements in the provision of Equitable Services to Private School Children

**Method of Assessment:** (Check all that apply)

- Document Review
  - Requires private school submission
  - Resides at DOE
- Data Analysis
  - Requires district submission
  - Resides at DOE
  - Telephone Interview

| Required District Compliance Items of Title I, Part A Equitable Services to private School Children  | Evidence  | Compliance |    |     | Comments/Corrective Action | Corrective Action Due Date |
|--|---|------------|----|-----|----------------------------|----------------------------|
|  |   | Yes        | No | N/A |                            |                            |
| The LEA's notifications to private schools regarding the Title I program and the availability of federal funds for services to eligible private school students, parents, and teachers was timely.       | Private school(s) response to question 1 in questionnaire |            |    |     |                            |                            |
| The LEA accepted meaningful and consistent measures of poverty from the private school to determine the funds that are generated by the private schools.   | Private school(s) response to question 2 in questionnaire |            |    |     |                            |                            |
| The LEA involved, through consultation, private school officials in determining the scope and evaluation of services to be provided for eligible students in your school.                                | Private school(s) response to question 3 in questionnaire |            |    |     |                            |                            |
| The services provided to the private school students, their parents and teachers are allowable and in accordance with the intent and purpose of Title I, Part A.   | Private school(s) response to question 4 in questionnaire |            |    |     |                            |                            |
| The LEA maintained control over the purchase and use of materials and equipment used to provide services to eligible private school students participating in Title I, Part A program.                   | Private school(s) response to question 5 in questionnaire |            |    |     |                            |                            |
| The LEA provided guidance to the private school(s) regarding the ownership and administrative control over funds and property purchased with Title I funds (i.e., materials, supplies, equipment, etc.). | Private school(s) response to question 6 in questionnaire |            |    |     |                            |                            |

| Required District Compliance Items of Title I, Part A Equitable Services to private School Children                                     | Evidence  | Compliance |  |  | Comments/Corrective Action | Corrective Action Due Date |
|---|---|------------|--|--|----------------------------|----------------------------|
| The LEA has observed Title I services being provided to private school students.  | Private school(s) response to question 7 in questionnaire     |            |  |  |                            |                            |
| The instructional delivery model used to provide Title I services (e.g., pull-out) does not cause students to miss regular instruction. | Private school(s) response to question 8 in the questionnaire |            |  |  |                            |                            |

