CCIP Note # 537

Re: Nonpublic Data System (NPDS) Federal Reporting Now Open
Date: September 29, 2023
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives and Consolidated Funding Application Contacts

Nonpublic Data System (NPDS) Federal Reporting Now Open
The NPDS data reporting window will open on October 1, 2023 for State Fiscal Year 2025 (FY25) reporting. The data window will close on November 30, 2023. This is the second year for a combined state and federal reporting window. At this time, nonpublic schools will be able to opt into federal programs, select districts and buildings for which to report and create and upload Average Daily Membership (ADM) Excel files. Federal Participation forms and Consultation Guides will not be available until February during the Participation window. Nonpublic schools may access combined reporting instructions to complete federal reporting. In addition, public districts should reach out to every nonpublic school where they have children enrolled and begin consultation for FY25.

**Important note: Nonpublic schools should only select districts from which they have federally disaggregated data, including low income, English Learners, English Learners Immigrant or Eligible Children with Disabilities. There is no need for the nonpublic school to report every child on the Federal Participation tab. The Office of Federal Programs uses the school's reported State ADM for Title IIA and Title IVA calculations. Nonpublic schools should not select districts without those counts. The nonpublic school should import the buildings from last year and see buildings in which the school does not have federally disaggregated counts, then use the trash can to remove the school prior to creating the Excel file. More details can be found in the reporting instructions above.

Low-Income Identification Reminder
The Elementary and Secondary Education Act (ESEA) requires the public district to determine an accurate count of children from low-income families who attend public and private schools and live in participating Title I public school attendance areas to allocate the proportional share of Title I funds. The most common way to identify low-income status for nonpublic schools is the forms from the National School Lunch Program. If the school participates in this program, it will have forms that have been completed by parents for free or reduced-price lunch. Many nonpublic schools do not participate in this program. These schools may also use the Ohio Household Income verification form. The federal guidance allows a few other methods to determine an accurate count of low-income students. For more information, please refer to question B-11 in the Title I, Part A Nonregulatory Guidance. In NPDS, the nonpublic school reports the number of "Free Lunch or Equivalent," and "Reduced Lunch or Equivalent" students for each grade level by public school building of residence. Then, the public district verifies the low-income counts provided by the nonpublic schools. If the public district has concerns about the accuracy of the data, it is important that the nonpublic school and the public district work in consultation to ensure accurate data is provided in the NPDS participation tab. Ultimately, the public district is required to ensure that data is accurate. If a public district believes the nonpublic school needs to use an alternate method to determine accurate low-income counts, it should ensure that the method used is not administratively burdensome for the nonpublic school.

Non-Chartered, Non-Tax Supported School Participation
Guidance is available HERE to assist public school districts in providing equitable services to non-chartered, non-tax supported schools.

Nonpublic Ombudsman Open Office Hours
The Nonpublic Ombudsman will hold Open Office Hours the first Wednesday of every month at 10:00 am. This is an opportunity to ask questions about equitable services and hear the questions/issues others are

experiencing. Open Office Hours are open to both nonpublic and public stakeholders. The meeting can be accessed here:

Join on your computer, mobile app or room device.
Click here to join the meeting
Meeting ID: 286 710 348 98
Passcode: YM9qH5
Download Teams | Join on the web

If you have questions, please contact Chantelle Carter, Nonpublic Ombudsman at Chantelle.Carter@education.ohio.gov or the ESEA Education Program Specialist in the Office of Federal Programs assigned to your district.