CCIP Note #559

Re: Nonpublic Data System (NPDS) Federal Reporting
Date: October 4, 2024
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives and Consolidated Funding Application Contacts

NONPUBLIC DATA SYSTEM FEDERAL REPORTING NOW OPEN

The Nonpublic Data System (NPDS) data reporting window will open on October 7, 2024, for FY26 reporting. The data window will close on November 15, 2024. This is the third 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 ADM excel files. Federal Participation forms and Consultation Guides will not be available until February during the Participation window. Updated Instructions are available HERE.

Public districts should reach out to every nonpublic school where they have children enrolled and begin consultation for FY26. It is best practice to forward this CCIP note to each nonpublic school listed on the FY25 CCIP Title I Nonpublic School Service page, to discuss the data required to participate in each grant and to determine how the nonpublic school will be reporting low-income counts. Districts should monitor NPDS during this open window and ensure that the nonpublic schools with whom they have a relationship are moving their federal forms to Federal ADM Submitted status.

**Important note: Nonpublic schools should only select districts from which they have federally disaggregated data; low income, English Learners, English Learners Immigrant or Eligible Children with Disabilities. There is no need to report every child on the Federal Participation tab, as we use the reported State ADM for Title IIA and Title IVA calculations. If you are a nonpublic school principal, you should not be selecting districts without those counts. If you import your buildings from last year and see buildings where you do not have federally disaggregated counts, use the trash can to remove them prior to creating your excel file.

LOW-INCOME IDENTIFICATION REMINDERS

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, they'll have forms that have been completed by parents for free or reduced-price lunch. Many nonpublic schools do not participate in this program. For these schools, the Ohio Household Income verification form may be used. 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's important that the nonpublic school and the public district work in consultation to ensure accurate data is provided in the NPDS participation tab. Ultimately, it falls on the public district 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.

If the district intends to make changes with the way buildings are sort ordered on the Building Eligibility page in FY26, those conversations should begin now. For example, if the district is a Community Eligibility Program (CEP) district and may opt to rank order public buildings by Direct Certification counts only, that is a discussion that should be occurring now. If the district is considering making any change in FY26 like serving a building for the first time, closing a building or changing grade spans, that is a topic you would want to discuss now.

NON-CHARTERED, NON-TAX SCHOOL PARTICIPATION

Guidance is available HERE to assist public school districts in providing equitable services to non-chartered, non-tax schools.

REMINDER ABOUT UPCOMING NONPUBLIC SUPPORTS

Monthly Webinar

Equitable services and NPDS reporting are the topics for the October Office of Federal Programs webinar.
October 10, 2024, 9:00 am– Nonpublic Updates and Verification of Data

Federal Programs Open Office Hours Team Meeting Link Join the meeting now

OMBUDSMAN OPEN OFFICE HOURS

The first Wednesday of every month at 10:00 am (except for January and it will be the second Wednesday)

Open to public and nonpublic school officials. Come with your questions, concerns, issues or just to listen to
the discussion.

November 6, 2024
December 11, 2024
January 8, 2024
February 5, 2024
March 5, 2024

April 2, 2024
May 7, 2024
June 4, 2024

Microsoft Teams meeting
Join on your computer, mobile app or room device
Click here to join the meeting
Meeting ID: 286 710 348 98
Passcode: YM9qH5
Or call in (audio only)
+1 614-721-2972,,354195795# United States, Columbus
Phone Conference ID: 354 195 795#

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.