

Kent ISD
LEA – Private School Collaboration

On behalf of the local districts, Kent ISD coordinates and initiates the process of meaningful consultation with the private schools located within Kent County, Michigan. The following is the process that takes place beginning in January of each year.

1. Kent ISD sends a letter to the Superintendents of the 20 local districts with a request to participate in the consortium. This had been a year to year request, but in 2018, districts committed to a three year agreement. Each year of the consortium, 19 districts have participated.
 - a. Participation in the consortium includes service agreements among the LEAs – Each LEA provides services to all eligible students at private schools physically located within their district boundaries. LEAs enter into agreements that include the types of services, start and end date of services, as well as how billing will take place for these services.
2. Kent ISD sends a letter to all private schools located within Kent County. This letter is sent on behalf of the participating districts, covering Title I, A; Title I, C; Title II, A; Title III, A; and Title IV, A.
3. The local districts send letters to private schools (outside of Kent County) in which their resident students may be attending, within a 20-25 miles radius. The LEAs then coordinate all services with these private schools outside of the consortium.
4. The private schools return the participation letters, student address information, enrollment numbers, Needs Assessment, and Improvement Plan to Kent ISD. Kent ISD coordinates all of the information on behalf of the local districts, with the LEAs having access to all information throughout the process.
5. Kent ISD sends follow-up communication to private schools who have not responded to the initial request, and include the LEA on all communications. The local district will also try to make contact with the private school at this time.
6. Kent ISD coordinates a collaboration meeting at the end of March in which all participating LEAs and private schools attend. During this meeting:
 - a. Kent ISD provides a short presentation in which the process of the consortium is reviewed and any updated guidance from MDE or USED is shared.
 - b. The LEAs meet to determine where their resident students are located, share which schools participate in Title programs, and collaborate with other LEAs about estimated allocations.
 - c. The private schools meet with the local districts in which they are physically located. They engage in meaningful consultation around not only the needs of the students and staff located in that district, but the needs of the students from other districts in which they have entered into a service agreement with.
 - d. All participating LEAs remain throughout the meeting so that questions can be answered about student addresses and eligibility.
 - e. The LEAs and private schools begin completing the meaningful consultation document.
7. The private schools and local districts continue to engage in meaningful consultation after the initial meeting at Kent ISD to update allocation amounts and to finalize services and student eligibility.
8. The LEAs monitor the implementation of the Title programs throughout the school year.
9. At amendment time, November to January, the LEAs and private schools continue to engage in meaningful consultation to provide updates to services and budgets.