

LETTER OF AGREEMENT
Between
SPRING GROVE AREA SCHOOL DISTRICT
And
THE LINCOLN INTERMEDIATE UNIT 12

Title I Nonpublic Programs and Services

This agreement is made and entered into as of the 1st day of July 2023, by and between Spring Grove Area School District (hereinafter referred to as the "School District") and the **LINCOLN INTERMEDIATE UNIT 12**, (hereinafter referred to as "LIU")

1. TERM

The Term of this Agreement shall be for one year, beginning on July 1, 2023, and ending on June 30, 2024 (the "Initial Term"). Upon mutual agreement of the Parties, this Agreement may be extended beyond the Initial Term for two successive terms of one year each from July 1st to June 30th of the applicable year (each a "Renewal Term"). Unless extended for one of the two available Renewal Terms, this Agreement shall expire automatically at the conclusion of the Initial Term or Renewal Term then in effect. Notwithstanding the foregoing or any other provision of this Agreement, either Party may terminate this Agreement at any time, with or without cause, upon providing the other Party thirty (30) days prior written notice.

2. DESCRIPTION

Upon the terms and conditions set forth herein, Spring Grove Area School District requests that the LIU provide secular, neutral, non-ideological remedial reading instructional services as articulated in the school district's request for assistance and in accordance with the school district's consolidated application for a Title I Reading Program for academically-eligible students attending: Non-public schools in the Hanover and York area. For the 2023-2024 year this includes: Christian School of York, Freedom Christian School, St. Rose of Lima School, and St. Teresa of Calcutta-Conewago.

LIU agrees to comply with all Title I statutory and regulatory requirements.

The School District and LIU agree to pool funds throughout the LIU region for instruction in participating private schools. The pooled funds will be used to serve equitably the private school students most at risk who reside in participating public school attendance areas

regardless of the amount of funds that was generated based on the number of children from low-income families attending that private school.

The School District will provide Parent and Family Engagement in accordance with Title I at the private school(s). (No set aside amount.)

OR

The School District requests that LIU provide Parent and Family Engagement in accordance with Title I at the private school(s). (Set aside amount included in the attached Addendum A.)

3. FEES AND PAYMENT

3.1 In consideration of the services mutually agreed upon as described herein, School District shall pay the Lincoln Intermediate Unit a sum not to exceed the district's annual nonpublic school set aside as determined by their per-pupil allocation times the number of low income private school children. The total allocation is itemized in the attached Addendum A and is subject to change yearly.

3.2 The Lincoln Intermediate Unit shall provide the School District with an outline of the anticipated size and scope of services provided at the private schools (See Addendum A).

3.3 The Lincoln Intermediate Unit shall invoice the School District for allocated funds once final allocations are received from the state. Payment is requested by the LIU within 30 days of the billing date.

4. LINCOLN INTERMEDIATE UNIT RESPONSIBILITIES:

4.1 To provide instructional services by appropriately certified staff, as required by Title I.

4.2 To provide small group supplemental reading instruction for eligible private school students.

4.3 To provide these services on-site at the private school(s) or at a mutually agreed upon alternative site during regular hours of the school day.

4.4 To use appropriate evaluative testing/screening procedures and materials to include those outlined in Addendum A.

4.5 To provide the School District and the private school an outline of the local assessment plan.

4.6 To purchase/provide appropriate materials.

- 4.7 To inventory and tag any and all materials, devices, equipment and other property purchased with the School District's Title I funds as belonging to the School District and to account for and return all such property to the School District at the end of the term of the Agreement.
- 4.8 To provide supervision of instruction.
- 4.9 To involve parents in the education of the students served.
- 4.10 To assure all financial and legal responsibilities involved in providing the instruction:
 - 4.10.1 Pay salary and all benefits for the program staff providing instructional services to Title I-eligible students.
 - 4.10.2 Provide instructional materials, which supplement regular instruction.
 - 4.10.3 Provide diagnostic testing instruments.
 - 4.10.4 Other responsibilities necessary to conduct the program as intended.
- 4.11 To require the LIU teacher to complete the following requirements in addition to providing the weekly instructional periods:
 - 4.11.1 Conduct assessments as needed for eligible private school students.
 - 4.11.2 Maintain records of assessment data, instructional activities, and attendance for students served.
 - 4.11.3 Meet with parents for conferences as requested.
 - 4.11.4 Provide progress report at the end of the year for each student served.
- 4.12 To be responsible for the following:
 - 4.12.1 Provide the School District with information about the students served.
 - 4.12.2 Provide the School District with the data necessary to complete their Title I responsibilities including assessment and related data.
 - 4.12.3 Meet with private school administrators twice annually to review instructional services provided to their students, professional development needs and parent and family engagement activities, if applicable.
 - 4.12.4 Provide School District with documentation of semi-annual meetings and consultation with nonpublic schools.
 - 4.12.5 Provide the School District access to the program at any time.

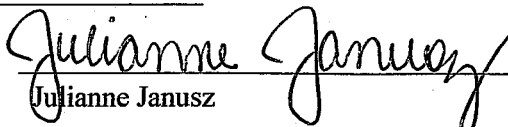
5. SCHOOL DISTRICT RESPONSIBILITIES:

- 5.1 Provide LIU with names of nonpublic schools identified to participate in Title I.
- 5.2 Ensure that LIU is provided with names and addresses of academically eligible nonpublic school students who reside in Title I attendance areas.
- 5.3 Inform the Lincoln Intermediate Unit of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including changes in the original funding allocation.
- 5.4 The School District assures LIU that all meaningful consultation between the School District and the above-named private school(s) is completely in accordance with ESSA regulations.
- 5.5 The School District will develop and provide a written procedure for resolving complaints in accordance with the Every Student Succeeds Act.

6. MISCELLANEOUS

- 6.1 The Lincoln Intermediate Unit maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.
- 6.2 The Lincoln Intermediate Unit shall indemnify, defend, and hold harmless the School District from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of LIU, its officials, agents, or employees.
- 6.3 The School District and LIU acknowledge that it may be necessary to modify this Agreement if there is a reauthorization of ESSA during the performance period of the contract. Periodic operational revisions not directly impacting the terms spelled out in this agreement will be articulated in revisions of the Addendum A.

The parties have entered into this Agreement as of the Effective Date first above written:

<u>Spring Grove Area School District</u>	<u>Lincoln Intermediate Unit</u>
Signature: <u></u> Julianne Janusz	Signature: _____ Lisa Menges
Title: <u>Federal Programs Coordinator</u>	Title: <u>Director of Nonpublic School Services</u>
Date: <u>June 26, 2023</u>	Date: _____

Addendum A
to Letter of Agreement for Title I Nonpublic School Services
between Spring Grove Area School District and Lincoln Intermediate Unit

The purpose of this document is to articulate details regarding the execution of the 2023-2024 Letter of Agreement between **Spring Grove Area School District** (hereinafter referred to as the "School District") and the **LINCOLN INTERMEDIATE UNIT**, (hereinafter referred to as "LIU") for the provision of remedial reading instructional services in accordance with the Title I Reading Program at: **Christian School of York, Freedom Christian School, St Rose of Lima and St Teresa of Calcutta-Conewago.**

Transfer of Responsibility:

The **Spring Grove Area School District** and LIU agree that responsibility for providing the Title I program as outlined in the Agreement and Addendum transfers from the School District to LIU upon the effective date of the Agreement. Such responsibilities include:

- Provision of remedial reading instructional services in accordance with the Title I Reading Program
 - to an estimated **10** eligible educationally-disadvantaged students
 - by qualified personnel
 - on a projected frequency of at least once to several times per week dependent on assessed student needs
 - on-site at the above named nonpublic school(s) or a mutually agreed alternative site
 - purchasing/inventorying/tagging necessary instructional materials & equipment as appropriate
 - utilizing a variety of grade-level and age-appropriate, evidence-based instructional strategies and materials which may include computer-based instructional resources
- Conducting evaluative and diagnostic testing/screening measures to include but not limited to:
 - Fountas and Pinnell Benchmark Assessment System, Phonological Awareness Test 2, Qualitative Reading Inventory 7, Wilson Assessment of Decoding and Encoding, CORE Phonics Survey, leveled word lists, fluency/comprehension probes, and/or similar instruments as well as informal assessments and reading inventories as deemed appropriate by the LIU reading specialist.
- Conduct parent and family engagement activities in accordance with Title I program guidelines as indicated in the Letter of Agreement

Fees and Payments:

In consideration of the services mutually agreed upon as described in the Letter of Agreement and this Addendum, **Spring Grove Area School District** shall pay the Lincoln Intermediate Unit **\$1123.46** (per-pupil allocation) multiplied by the number of low income private school children. The total allocation is itemized below:

Funding Category	Total Funds
Instructional Services	14,605.00
Parent and Family Engagement	148.00
Total Direct Services	14,753.00

LIU acknowledges that the allocations reflected in this agreement are preliminary and that final allocations will be available after November 30th. The School District agrees to provide LIU with the final Title I allocation for the 2023-2024 school year for the above named nonpublic school(s) within 15 days of notification of the final amount. The School District and LIU acknowledge that an increase or decrease in funds from the preliminary allocation may increase or decrease the services outlined in this agreement.

SD Title I Nonpublic Performance Goal for 2023-2024: A minimum of 50% of non-public Title 1 students will show an increase of at least one level from initial to final assessment as measured on the selected annual assessment.



School District Request for LIU 12 Services for Nonpublic School Students 2023-2024 School Year

District Contact Information

Name: Julianne Janusz Phone/Ext: 717-225-4731
Paradise Elementary
Principal/Federal Programs
 Title: Coordinator Email: januszj@sgasd.org

The **Spring Grove Area** School District requests that Lincoln Intermediate Unit 12 (LIU) provide the following services to Title I eligible students in nonpublic schools during the 2023-2024 school year. (If requesting services, a Letter of Agreement (LOA) will be sent to your district at a future date, if not already in place. The LOA must be fully executed before services can begin for the 2023-2024 school year.)

Requested Service	Anticipated Funds
<input type="checkbox"/> No services requested	\$N/A
<input checked="" type="checkbox"/> A. Direct instruction in reading (for students who are academically-eligible for Title I services)	\$14,605
<input checked="" type="checkbox"/> B. Parent and Family Engagement activities (optional)	\$148
ESTIMATED TOTAL FUNDS FOR REQUESTED SERVICES (A + B)	\$14,753

Please specify the time period of your request for services:

Start Date: (Month/Year) August 2023

End Date: (Month/Year) June 2024

With these funds, we ask that LIU provide the above services for students at the following nonpublic school(s):

Nonpublic School(s)	Estimated # of academically-eligible Students
Christian School of York	3
Freedom Christian School	1
St Rose of Lima School	2
St Teresa of Calcutta-Conewago	4

Please complete and return this form **by Friday, June 23, 2023** to:

Lisa D. Menges
 Director of Nonpublic School Services
 Lincoln Intermediate Unit 12
 P. O. Box 70, New Oxford, PA 17350
 Phone: (717) 624-6525
 Fax: (717) 624-6522
 Email: ldmenges@iu12.org