



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 23, 2018  
To: Chief School Administrators, Charter School and Renaissance School Project Leads  
Route to: Title I Directors, Principals of Title I Targeted Assistance Schools  
From: Karen L. Campbell, Acting Chief Accountability Officer  
Division of Learning Supports and Specialized Services  
Deadline: February 9, 2018

## Title I Targeted Assistance Schools – Process to Transition to Schoolwide Programs

Under the *Every Student Succeeds Act (ESSA)*, operating a Title I schoolwide program remains an option for schools. This tool allows districts to use Title I funds to improve academic achievement and enables a school to more effectively leverage federal funds to upgrade its entire educational program.

The process for how to apply to operate a Title I schoolwide program for the 2018-19 school year pertains to:

- Title I targeted assistance schools that meet the 40-percent poverty requirement, and
- Title I targeted assistance schools with less than 40-percent poverty that received an approved waiver from the NJDOE to submit an intent to operate a Title I program.

Any school that plans to transition to a Title I schoolwide program beginning in the 2018-19 school year must notify the NJDOE by completing and submitting the 2018-19 Application of Intent to Operate a Title I Schoolwide Program by **Friday, February 9, 2018** to the Office of Supplemental Educational Programs via email at [schoolwide@doe.state.nj.us](mailto:schoolwide@doe.state.nj.us). The Application of Intent to Operate a Title I Schoolwide Program is posted on the [Title I Schoolwide Programs webpage](#).

### Background

Eligible schools operating a Title I targeted assistance program may choose to operate Title I schoolwide programs as a means to implement comprehensive schoolwide reforms and needed interventions for the entire school. Transitioning to a Title I schoolwide program provides schools with the flexibility to address the needs of all students (particularly those who are low-performing), families and staff, as well as explore how to most effectively utilize federal, state and local funds in order to promote schoolwide reforms that raise the academic performance throughout the school.

In addition, operation of a Title I schoolwide program affords schools the opportunity to improve students' skills through programs and services such as counseling; school-based mental health programs; career and technical education programs; coursework for postsecondary credit; schoolwide tiered models to address effective behavioral support; professional development for teachers, paraprofessionals and other school personnel; and transitional services from early childhood education to elementary school programs.

In accordance with the *ESSA* §1114, a school operating at [Title I targeted assistance program](#) electing to transition to a Title I schoolwide program must complete the following steps:

- Must conduct at least one year of planning for a transition to a schoolwide program, which may be waived if the school has previously been operating under a strategic plan or improvement plan that addresses the entire school;

- Consult with all relevant school stakeholder groups; and
- Participate in the NJDOE's Annual School Planning Process to develop an Annual School Plan and address the following required components:
  1. A Comprehensive Needs Assessment of the entire school;
  2. Strategies to address school needs, including a description of how such strategies will:
    - a. Provide opportunities for all children, including each subgroup of students, as defined in ESSA §1111(b)(2), to meet challenging state academic standards;
    - b. Use methods and instructional strategies that strengthen the academic program in the school, increase the amount and quality of learning time, and help provide an enriched and accelerated curriculum, which may include programs, activities and courses necessary to provide a well-rounded education; and
    - c. Address the needs of all children in the school, but particularly the needs of low-achieving students who are at risk of not meeting the challenging state academic standards, through various support activities.

As part of this transition process, the NJDOE will make a webinar available for the school's use as a resource when further engaging the Schoolwide Planning Team. This webinar is expected to be posted on the [Title I Schoolwide Programs webpage](#) by Monday, February 5, 2018.

#### **Contact Information**

For questions about transitioning to a Title I schoolwide program, contact Andrea Sunderville at [andrea.sunderville@doe.state.nj.us](mailto:andrea.sunderville@doe.state.nj.us), or Dr. Anthony Wright at [anthony.wright@doe.state.nj.us](mailto:anthony.wright@doe.state.nj.us).

- c:      Members, State Board of Education  
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