

Nonpublic Low Income and Residential Verification

Nonpublic schools complete the nonpublic registration in the fall of each year with the Department of Elementary and Secondary Education (DESE). During registration the nonpublic must select one of the four methods below in determining economic deprivation. As part of the Local Education Agency's (LEA) responsibility in serving nonpublic students, the LEA must verify the information reported by each nonpublic school that has children residing in the LEA's boundaries.

Here are the methods for determining economic deprivation:

- 1. Using the same measure of low income used to count public school children (School Lunch Program). This count may be collected for funding through School Food Services or collected through a survey form.
- 2. Using the results of a survey that, to the extent possible, protects the identity of families of nonpublic students, and allowing such survey results to be extrapolated if complete actual data are unavailable. This option allows a school to extrapolate the number of low-income nonpublic children from actual data on a representative sample of nonpublic children. The representative sample size should be large enough to reasonably conclude that the poverty estimate is accurate.
- 3. Applying the low-income percentage of each participating public school attendance area to the number of nonpublic children who reside in that school attendance area.
- 4. Using an equated measure of low income correlated with the measure of low income used to count public school children.

***Method 1 MUST be selected if the nonpublic takes part in the School Lunch Program.**

If the nonpublic chooses **method 1, 2, or 4** the following will be required to be provided to the LEA:

- Address, Income (exempt only if the nonpublic chooses method 1 and takes part in the School Lunch Program), Grade level of each child, and Household Size of each family with economic deprivation; and
- Address and Grade level of each child in the LEA's boundaries without economic deprivation—All eligible children that reside in the LEA may be served

If the nonpublic chooses **method 3** the following will be required to be provided to the LEA:

- Address and Grade level of each child in the LEA's boundaries—All eligible children that reside in the LEA may be served

If the nonpublic has students with direct certification the following will be required to be provided to the LEA:

- Address, Method of direct certification, and Grade level of each child

Keep in mind, if the nonpublic wishes to choose **methods 2-4** consultation with, and agreement from, the LEA is required prior to use. **The LEA, after consultation with the nonpublic school, shall have the final authority to decide which method is used.**