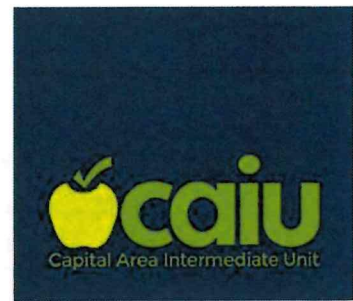




MEMORANDUM OF UNDERSTANDING

2025-2026 School Year

Title III

This Memorandum of Understanding represents the agreed-upon program, services and products to be provided in the CAIU #15 Title III Consortium. This MOU defines how the CAIU #15 Title III Consortium will meet the Title III requirements and details the roles and responsibilities of the member districts and the fiscal agent of the consortium during the **2025-2026 school year**.

Capital Area Intermediate Unit #15 will act as lead local education agency (LEA), fiscal agent and member. The consortium shall be named the CAIU #15 Title III Consortium.

The Capital Area Intermediate Unit #15 will be responsible for acting as the fiscal agent for the Consortium and will file the required expenditure reports and maintain fiscal records. The Consortium will plan to expend all Title III funds during the 2025-2026 school year. If all funds are not expended and there is carryover, monies will be pooled and made available to all member districts.

Responsibilities of Lead Local Education Agency, CAIU #15

1. *Maintenance of the written MOU or agreement regarding consortium members' participation, uploaded to the Consolidated Application as an attachment.*
2. *Submission of the consortium's collaboratively developed Title III, Part A program plan, assurances and budget in the Consolidated Application.*
3. *Monitoring use of Title III funds, including ensuring the funds are shared and spent to fully carry out the program plan, benefit all consortium members, and ensure fulfillment of Title III, Part A-required activities.*
4. *Control of all fiscal transactions of the consortium (requisitions, purchases, payments, etc.).*
5. *Maintenance of records of all inventory lists and financial transactions carried out on behalf of the consortium.*
6. *Expenditure monitoring of all participating LEAs to ensure compliance with Title III, Part A supplement, not supplant requirements.*
7. *Organizing Title III consortium members' meetings, professional development or other related effective activities.*
8. *Fulfillment of data gathering, reporting and documentation submission requirements, on behalf of the Consortium, for Title III, Part A monitoring and reporting purposes.*
9. *With consortium members, assist in coordinating activities and share relevant data under its plan with local Head Start and Early Head Start agencies, including migrant and seasonal head Start agencies, and other early childhood education providers*
10. *Compilation of data received from member AUNs and enter aggregated responses into the Title III Professional Development Excel Reporting Tool. This will provide a single, District Fact template record that reports the entire Professional Development requirement for the entire Consortium membership, designated under the AUN of the Lead agency.*
 - a. <https://www.education.pa.gov/Documents/Teachers-Administrators/PIMS/Excel%20Reporting%20Tools/Title%20III%20Professional%20Development%20Activities%20Survey.xls>
 - b. *Note: It is recommended that the Lead Agency (and Member AUNs) retain copies of individual Member LEA data for record keeping purposes.*
11. *Distribute an Intent to Participate in Title III to NPS*
12. *Provide state-required Home Language Survey to all NPS interested in participating in Title III*

13. Capture English Language (EL) NPS enrollment, upload enrollment into eGrants, and share with Cortoria members
14. Assess all potential EL students in nonpublics to determine EL status and share WIDA scores with member districts.
15. Nonpublic consultation
 - a. Consortium lead holds responsibility for uploading Nonpublic Affirmation of Consultation to the Title III application
 - b. Consortium lead holds responsibility for the provision of services
 - c. Consortium lead holds responsibility for monitoring the provision of services

Duties and Responsibilities of Districts/Charter Schools/AVTS in Consortia

1. Reviewing Title III guidelines and requirements
2. Completing any delegated tasks
3. Completing all obligations as outlined in the Title III plan or funding application
4. Providing data to meet annual data reporting requirements, including:
 - a. Number of students serving in Title III programs
 - b. Number of teachers serving in Title III programs
 - c. Completion of the Title III Professional Development Excel Reporting Tool and submitting the file to the point of contact for their LEA's designated Lead Agency Contact, <https://www.education.pa.gov/Documents/Teachers-Administrators/PIMS/Excel%20Reporting%20Tools/Title%20III%20Professional%20Development%20Activities%20Survey.xls>
 - Note: It is recommended that the Member AUNs (and Lead Agency) retain copies of individual Member LEA data for record keeping purposes.
5. With consortium lead, cross-coordinate activities and share relevant data under its plan with local Head Start and Early Head Start agencies, including migrant and seasonal head Start agencies, and other early childhood education providers

Changes regarding the dates of provision or the scope and/or nature of these services must be made by agreement of the Members.

Parent Notification Provisions (Summer Programs Only)

The LEA will have parent notification provisions for identification and placement in Title III supplemental services within 2 weeks after a summer program begins. If a child is identified for and placed in a Title III supplemental program, LEAs will notify parents of a child's TITLE III SUPPLEMENTAL program eligibility.

ELD Program Accountability

The ESSA moved accountability for programs that serve English learners previously contained under Title III to Title I. ELD program accountability will not be calculated as a consortium. Schools enrolling more than 20 ELs will have growth calculated and reported using the EL Indicator in the PA Future Ready Index. Schools with fewer than 20 eligible ELs will use the WIDA Growth Charts provided by PDE to gauge progress toward language proficiency.

The CAIU #15 Title III Consortium will be responsible for submitting the final application and reports to PDE on behalf of the members. In addition, each member may be required to complete a report as well to be submitted to the CAIU for compilation of results. Signature of the LEA representative represents the consortium has met and conferred and the member LEAs are in agreement to all stated.

Reservation of 2025-2026 Funds

- Each Member LEA will *not* need to reserve any of their current allocation to cover costs associated with CAIU responsibilities.

Signatures of Authorized Representatives:

Name of Districts/Charter School/AVTS: Susquehanna Township School District

<u>Lisa Klingler</u> Consortium Lead LEA Representative	<u>Tamara Willis</u> Consortium Member LEA Representative (Superintendent or Designee)
<u>Lisa Klingler</u> Signature of Consortium Lead LEA Representative (CAIU #15 Title III Consortium)	<u>Tamara Willis</u> Signature of Member LEA Representative
Date <u>06 / 05 / 2025</u>	Date <u>05/19/25</u>