



**Non-public School Title Program Calendar
2023-2024 School Year
5225 W. Vliet Street; Room 2, # 1
Milwaukee, Wisconsin 53208**

Date	Event	Time	Location	Directions	Contact Information
Summer	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	Scan/Email (or upload to a shared Google folder) copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Lau Compliance Center. Enter student information for potential ELs into a shared Google sheet and email Lau Compliance to look at Google sheet.	hubbelmn@milwaukee.k12.wi.us
7/1/2023 * See note for Title III-A NA below.	ESEA Title I-A/II-A/III-A/IV-A Needs Assessment and Program Development Plan . Please note, no funding may be accessed until an approved plan is on file. Any instruction, parent involvement, professional development, training, courses, etc. not included in this plan will require a 30 day preapproval.	Due no later than 4:00 PM		Schools should plan to submit their preliminary plan to their Title I-A/II-A/III-A/IV-A vendor prior to July 1st to ensure that the ESEA Department receives it by the July 1st deadline. Services can not start until NA is approved.	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
7/7/2023	Student Count Date "New Schools Only"	N/A		New School sites must count all students enrolled on this date. Count information must be added to Affirmation Form and Enrollment Spreadsheet.	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
7/21/2023	Non-public School Affirmation of Consultation Form and Enrollment Spread Sheet Due. (New Schools).	Due no later than 4:00 PM		U.S. mail or hand deliver signed and completed Affirmation and Enrollment Summary forms. Email to title1@milwaukee.k12.wi.us	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
8/8/2023	ESEA Non-public New Administrator Training		Zoom or MPS Central Services District Office 9:00-11:00 AM		Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
9/6/2023	Identification of newly enrolled potential K5- 12th grade EL students	NA	Schools	Screening to be conducted at local school sites. Scan/Email (or upload to a shared Google folder) copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Lau Compliance Center. Enter student information for potential ELs into a shared Google sheet and email Lau Compliance to look at Google sheet.	Monica Hubbell, MPS Language Access hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
9/12/2023	ESEA Title Program Consultation Meeting (All Titles)	8:30 AM to 10:30 AM	Zoom Link will be sent out.		Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
Upon entering Title I-A and prior to exiting Title I-A	STAR Assessment	NA		All Title I-A students should be assessed when entering Title I-A and assessed again before exiting Title I-A or assessed at the end of the school year.	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
9/15/2023	Student Count Date	NA		School sites must count all students in attendance on this date. Count information must be added to Affirmation Form and Enrollment Spreadsheet.	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
End of September Exact Date TBD	Review information to prepare for ACCESS upload with the state	NA	Schools that automatically upload.	Verify enrollment in DRC.	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
			Schools that do not have automatic upload.	Locate your school's ACCESS Google sheet. Cross reference the student names from the previous school year's tab with the current school year's tab. Identify unaccounted students between tabs and add those to the current school year's tab. Then review the current school year's tab and update WISE IDs, grade levels, and enrollments.	
10/6/2023	Annual Non-public School Affirmation of Consultation Form and Enrollment Spreadsheet Due	Due no later than 4:00 PM		U.S. mail, hand deliver, or email signed and completed Affirmation form. Email completed Enrollment Summary form to title1@milwaukee.k12.wi.us	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us

Mid-October Exact Date TBD	Final review of information to prepare for ACCESS	Due no later than 4:00 PM	Schools	Locate your school's ACCESS Google sheet. cross reference the student names from the school's EL Identification & Requests Google sheet with the ACCESS Google sheet. Identify unaccounted eligible students between Google sheets and add those to the ACCESS Google sheet.	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
Beginning of November Exact Date TBD	Verification of student roster in WIDA AMS	This is within DRC.	Schools	Contact MPS Lau Compliance Office	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
11/7/2023	ESEA Small Consultation Meeting/Training	9:00 – 11:00 AM	Zoom link will be sent out.	MPS Central Services, 5225 W. Vliet St., Milwaukee, WI RM 210-211	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
11/30/2023	Updated Rolling Eligibility Report Due	Due no later than 4:00 PM		The rolling eligibility list allows students that are added to the eligibility list to receive services immediately. Students should only be added to Title groups if room is available. Students should never be added to replace current students receiving services. Schools should plan to submit their list to their Title I-A/II-A vendor prior to November 30th to ensure that the ESEA Department receives it by the November 30th deadline.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
ACCESS Testing Window 12/4/2023- 2/2/2024.	ACCESS Testing Window for English Learners - participation contingent upon completion of Home Language Survey and Screener.	N/A	Schools	Testing to be conducted at local school sites.	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
Upon entering Title I-A and prior to exiting Title I-A	STAR Assessment	N/A		All Title I students should be assessed when entering Title I and assessed again before exiting Title I or assessed at the end of the school year.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
1/23/2024	ESEA Title Program Consultation Meeting (All Titles)	8:30-10:30 AM	Zoom link will be sent out.	MPS Central Services, 5225 W. Vliet St., Milwaukee, WI Auditorium	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
1/30/2024	Updated Rolling Eligibility Report Due	Due no later than 4:00 PM		The rolling eligibility list allows students that are added to the eligibility list to receive services immediately. Students should only be added to Title groups if room is available. Students should never be added to replace current students receiving services. Schools should plan to submit their list to their Title I-A/II-A vendor prior to January 30th to ensure that the ESEA Department receives it by the January 30th deadline. Rolling eligibility list ends.	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
2/2/2024	ACCESS Testing Window Closes	N/A	Schools	Return ACCESS testing materials.	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
Upon entering Title I-A and prior to exiting Title I-A	STAR Assessment	N/A		All Title I-A students should be assessed when entering Title I-A and assessed again before exiting Title I-A or assessed at the end of the school year.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
2/20/24 to 2/22/2024	Vendor Selection Fair	TBD		MPS Central Services, 5225 W. Vliet St., Milwaukee, WI RM 206-208	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
3/1/24	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	Scan/Email (or upload to a shared Google folder) copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Lau Compliance Center. Enter student information for potential ELs into a shared Google sheet and email Lau Compliance to look at Google sheet. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
3/5/2024	23-24 Affirmations Due to the Title Office	Due no later than 4:00 PM		MPS Central Services, 5225 W. Vliet St., Milwaukee, WI RM 2	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us and title1@milwaukee.k12.wi.us
3/5/2024	ESEA Small Consultation Meeting/Training	9:00 – 11:00 AM		MPS Central Services, 5225 W. Vliet St., Milwaukee, WI RM 210-211	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us

3/30/2024	Eligibility Report	Due no later than 4:00 PM		Schools should plan to submit their list to their Title vendor prior to March 30th to ensure that the ESEA Department receives it by the March 30th deadline.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
4/30/2024	Last Day to Submit 23-24 Pre-approvals for Materials	NA		April is the last day to submit Material pre-approvals for the 23-24 school year.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
4/3/24	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	<i>Scan/Email (or upload to a shared Google folder) copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Lau Compliance Center. Enter student information for potential ELs into a shared Google sheet and email Lau Compliance to look at Google sheet. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.</i>	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
Upon entering Title I-A and prior to exiting Title I-A	STAR Assessment	NA		All Title I students should be assessed when entering Title I and assessed again before exiting Title I or assessed at the end of the school year.	
5/1/2024	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	<i>Scan/Email (or upload to a shared Google folder) copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Lau Compliance Center. Enter student information for potential ELs into a shared Google sheet and email Lau Compliance to look at Google sheet. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.</i>	Monica Hubbell, MPS Language Assessor hubbelmn@milwaukee.k12.wi.us Liz Zizzo, Title III-A Coordinator zizzoe@milwaukee.k12.wi.us
5/1/2024	Summer Schools Plans Due	Due no later than 4:00 PM		Schools should plan to submit their summer school plan to their Title I-A/II-A/III-A vendor prior to May 1st to ensure that the ESEA Department receives it by the May 1st deadline. Only students that received Title services during the school year may participate in Title I-A summer school.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
5/7/2024	ESEA Title Program and IDEA Consultation Meeting (All Titles)	8:30-10:30 AM		MPS Central Services, 5225 W. Vliet St., Milwaukee, WI Auditorium	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
5/30/2024	Eligibility Report *Please note, no funding may be accessed until an approved eligibility list is on file. May eligibility list may only be used to start up services at the beginning of the year (2024-2025) .	Due no later than 4:00 PM		Schools should plan to submit their list to their Title I-A/II-A vendor prior to May 30th to ensure that the ESEA Department receives it by the May 30th deadline.	

Notes: Title III-A allocations are based on the ACCESS test administered the previous school year, not enrollment, and are released by DPI. Therefore, Title III-A does not have preliminary allocations and there is no specific timeline for the release of final allocations. The Needs Assessment is due two weeks after final allocations are shared. If schools want to plan for Title III-A services, please know that invoices cannot be submitted until final allocations are shared with vendors and schools.

