



**Non-public School Title Program Calendar  
2024-2025 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 copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Title IIIA team. Enter student information for potential ELs into a shared Google sheet and email Title 3 team to review information entered on Google sheet.	szopinrm@milwaukee.k12.wi.us
7/1/2025 * See note for Title IIIA NA	ESEA Title IA/IIA/IIIA/IVA Needs Assessment and Program Development Plan . <b>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.</b>	Due no later than 4:00 PM		Schools should plan to submit their preliminary plan to their Title IA/IIA/IIIA/IVA 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
Summer	Review 23-24 ACCESS Scores & Prepare for Upcoming 24-25 ACCESS Test	NA	Schools	Verify enrollment in Student Information System. Ensure ACCESS scores from 23-24 school year are uploaded into SIS. Contact Jill to request the necessary files.	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
7/8/2024	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
7/19/2024	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
8/6/2024	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
9/6/2024	Identification of newly enrolled potential K5- 12th grade EL students	NA	Schools	Screening to be conducted at local school sites. Scan/Email copies of the Home Language Survey (HLS) and WIDA screener score sheets to Title IIIA Team. Enter student information for potential ELs into a shared Google sheet and email Title III team to review information entered on Google sheet.	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us
9/10/2024	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 IA and prior to exiting Title IA	STAR Assessment	NA		<b>All Title IA students should be assessed when entering Title IA and assessed again before exiting Title IA or assessed at the end of the school year.</b>	Dr. Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
9/20/2024	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
9/30/2024	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 IA vendor prior to September 30th to ensure that the ESEA Department receives it by the September 30th deadline.	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 do not have automatic upload.	Complete the ACCESS Google sheet that will be sent electronically to you from the MPS Assessment Office. Follow the directions in the email to update the Google sheet to ensure the correct students are uploaded into the DRC	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
October	Enrollment Verification	NA	Schools that automatically upload.	Verify enrollment in DRC. Email Jill with any concerns with the state upload.	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us

10/11/2024	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
End of October Exact Date TBD	Verification of student roster in WIDA AMS	This is within DRC.	Schools	Contact MPS Title IIIA Team or Jill	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
11/5/2024	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
11/30/2024	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 IA 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 (December through January)	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.	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us
Upon entering Title IA and prior to exiting Title IA	STAR Assessment	N/A		All Title IA students should be assessed when entering Title IA and assessed again before exiting Title IA or assessed at the end of the school year.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
1/21/2025	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
1/30/2025	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 IA 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
End of January	ACCESS Testing Window Closes	N/A	Schools	Return ACCESS testing materials.	Jill Waltersdorf, Assessment Specialist, walterjm@milwaukee.k12.wi.us
Upon entering Title IA and prior to exiting Title IA	STAR Assessment	N/A		All Title IA students should be assessed when entering Title IA and assessed again before exiting Title IA or assessed at the end of the school year.	Dr.Mora A. Anderson ESEA Non-public Supervisor andersm3@milwaukee.k12.wi.us
2/25-27/2025	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
3/1/2025	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	Scan/Email copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Title IIIA Team. Enter student information for potential ELs into a shared Google sheet and email Title IIIA Team for review. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us
3/4/2025	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
3/5/2025	24-25 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
3/30/2025	Eligibility Report	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 IA 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

4/3/2025	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	<i>Scan/Email copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Title IIIA Team. Enter student information for potential ELs into a shared Google sheet and email Title IIIA Team to review information entered on Google sheet. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.</i>	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us
4/30/2025	Last Day to Submit 24-25 Pre-approvals for Materials	NA		April 30th is the last day to submit Material pre-approvals for the 24-25 school year.	<b>Dr. Mora A. Anderson ESEA Non-public Supervisor</b> andersm3@milwaukee.k12.wi.us
Upon entering Title IA and prior to exiting Title IA	STAR Assessment	NA		All Title IA students should be assessed when entering Title IA and assessed again before exiting Title IA or assessed at the end of the school year.	
5/1/2025	Identification of newly enrolled potential K5-12th grade EL students	NA	Schools	<i>Scan/Email copies of the Home Language Survey (HLS) and WIDA screener score sheets to MPS Title IIIA Team. Enter student information for potential ELs into a shared Google sheet and email Title IIIA Team to review information entered on Google sheet. Screen K5 students who attain an oral composite score of 5.0 in reading and writing domains and submit scoresheet.</i>	Rita Szopinski, Title IIIA Planning Assistant szopinrm@milwaukee.k12.wi.us Liz Zizzo, Title IIIA Coordinator zizzoe@milwaukee.k12.wi.us
5/1/2025	Summer Schools Plans Due	Due no later than 4:00 PM		Schools should plan to submit their summer school plan to their Title IA 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 IA summer school.	<b>Dr. Mora A. Anderson ESEA Non-public Supervisor</b> andersm3@milwaukee.k12.wi.us
5/6/2025	ESEA Title Program and IDEA Consultation Meeting (All Titles)	8:30-10:30 AM		MPS Central Services, 5225 W. Vliet St., Milwaukee, WI Auditorium	<b>Dr. Mora A. Anderson ESEA Non-public Supervisor</b> andersm3@milwaukee.k12.wi.us
Mid May	ACCESS Printed Reports Available	NA		ACCESS printed score reports will be delivered to you school. If you find any errors on your ACCESS reports, please contact Jill.	<b>Jill Waltersdorf, Assessment Specialist,</b> walterjm@milwaukee.k12.wi.us
5/30/2025	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 (2025-2026) .	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 IA vendor prior to May 30th to ensure that the ESEA Department receives it by the May 30th deadline.	

**\*Notes: Title IIIA allocations are based on the ACCESS test administered the previous school year, not enrollment, and are released by DPI. Therefore, Title IIIA does not have preliminary allocations and there is no specific timeline for the release of final allocations.**





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