



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: November 24, 2021
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route to: Title I Directors, Principals of Title I Targeted Assistance Schools
From: Kathy Ehling, Assistant Commissioner
Division of Educational Services
Deadline: December 22, 2021

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

Under the *Every Student Succeeds Act (ESSA)*, Title I-funded schools currently operating targeted assistance programs have the option to transition to Title I schoolwide programs. Transitioning to a Title I schoolwide program allows a district 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.

Beginning in the 2022-2023 school year, any school that plans to transition to a Title I schoolwide program (as outlined on p.4 of the [Title I Schoolwide Transition Process](#)) must notify the NJDOE by completing the 2022-2023 Application of Intent to Operate a Title I Schoolwide Program by Wednesday, **December 22, 2021**. This application will be submitted electronically to the Office of Supplemental Educational Programs via the following link [2022-2023 Schoolwide Intent to Operate Application](#).

Note: Schools already approved to operate a Title I schoolwide program prior to the 2022-2023 school year do not need to re-apply annually.

Background

The following Title I-funded targeted assistance schools may elect to transition to a Title I schoolwide program for the 2022-2023 school year:

- Title I targeted assistance schools with less than 40-percent poverty, for which the New Jersey Department of Education (NJDOE) grants an approved waiver (now completed and approved as part of the Intent to Operate Application process); and
- Title I targeted assistance schools that meet the 40-percent poverty requirement.

In accordance with [ESEA section 1114](#) a school operating a Title I targeted assistance program [ESEA section 1115](#) that elects to transition to a Title I schoolwide program must:

- Conduct at least one year of planning for a transition to a schoolwide program, which may be waived if the school previously has been operating under a strategic plan or improvement plan that addressed the entire school;
- Consult with all relevant school stakeholder groups; and
- Submit an Annual School Plan (ASP) that addresses 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 *ESEA* §1111(c)(2), to meet the 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; and
3. An annual evaluation of the implemented programs and services as articulated in the ASP.

Schoolwide Poverty Percentage Waiver Request

Schools with less than 40-percent poverty rates that are interested in transitioning to a Title I schoolwide program for the 2022-2023 school year must indicate that they will require a waiver on the Application of Intent to Operate a Title I schoolwide Program .

Schoolwide Program Guidance

To assist schools with the schoolwide transition process, the Office of Supplemental Educational Programs, has created a "[Title I Schoolwide Transition Process](#)" guide.

Additional details on Title I schoolwide programs are provided in the following guidance document from the United States Department of Education (USED) [Supporting School Reform by Leveraging Federal Funds in a Schoolwide Program](#). This guidance highlights advantages and flexibilities inherent in a Title I schoolwide program.

Contact Information

For questions about transitioning to a Title I schoolwide program, please email the Title I Schoolwide account at schoolwide@doe.nj.gov.

- c: Members, State Board of Education
 NJDOE Staff
 Statewide Parent Advocacy Network
 Garden State Coalition of Schools
 NJ LEE Group