DUVAL COUNTY
PUBLIC SCHOOLS

Federal Programs/Title I
Susan M. Legutko, Executive Director
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June 16, 2014

Mr. Dewitt Lewis
Clay County Schools
900 Walnut Street
Green Cove Springs, Florida 32043

Re: 2014-2015 Private Schools Reciprocal Agreement Between Counties

Dear Title I Colleague:

At the direction of the Florida Department of Education, this letter serves as the informal agreement between Duval County Public Schools and Clay County Public Schools to serve private school Title I students, residing in neighboring school districts.

The current practice is to serve students, ages 5-17, from low-income families residing in a neighboring school district and attending a Duval County private school, is to email the address of the student to the neighboring school district where the student resides. The neighboring school district responds to the email confirming if the student is eligible for Title I services. If said student lives in a Title I attendance zone, then the Duval County Title I Office serves that student in the private school in Duval County.

Conversely, for the 2014-2015 school year, if a Duval County student, age 5-17, from a low-income family resides in Duval and attends a private school in a neighboring school district, the neighboring school district emails the address of the student to the Duval Title I Office and we will return the email confirming if the student is eligible for Title I services. If said student lives in a Title I attendance zone in Duval County, the neighboring school district will serve that student in the private school in that District.

This is a reciprocal informal agreement in that the school districts of Duval and Clay agree to serve Title I students residing or attending a private school in the same manner. If this is not agreed upon by Duval and its neighboring district, then a Memorandum of Understanding (MOU) must be developed between all school districts involved. Per the Florida Department of Education, this informal agreement is acceptable as long as parties agree in lieu of the MOU.

Sincerely,

Susan Legutko
Executive Director, Federal Programs, Title I

Carol Y. Studdard, Chairman
School Board of Clay County

Please sign and return using the enclosed prepaid envelope.

Agree ☒ Disagree ☐

Signature _____ Date 6/24/14
Clay District Representative