

**Antietam School District**  
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Complaint Process for Nonpublic School Officials

Under Title I, a local education agency (LEA) is required to provide to eligible nonpublic school children, their teachers, and their families Title I services or other benefits that are equitable to those provided to eligible public school children, their teachers, and their families. Nonpublic school officials have recourse through the complaint process if they do not believe their eligible children, teachers or families are receiving equitable services.

Aspects of the complaint process that a nonpublic school should know:

- A nonpublic school official has a right to complain to the state educational agency (Pennsylvania Department of Education ) that the local education agency (Antietam School District) did not engage in a timely and meaningful consultation process or did not give due consideration to the views of the nonpublic school official.
- Any dispute regarding the accuracy of low-income data for nonpublic school students also can be the subject of a complaint.
- For disputes with the services provided to your child by Antietam School District, please first inform your local nonpublic institution as well as Antietam School District. If your concerns are not resolved you have the right to continue the complaint process to the state (Pennsylvania Department of Education-PDE).
- PDE is required to have complaint procedures in place as required by Sec. 34 CFR 299.10-12. Included in this procedure is a reasonable time by which the state must respond in writing to the complaint.
- No later than 30 days following the written response by the state, or in the event the state fails to resolve the complaint within a reasonable period of time, the nonpublic school official may appeal the decision of the state to the secretary of the U.S. Department of Education. Such appeal must be accompanied by a copy of the state's written response, if available, and a complete statement of the reasons supporting the appeal.
- The secretary must complete an investigation of the complaint and resolve the appeal within 120 days after receipt of the appeal.

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