



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**To:** Headmasters of Nonpublic Schools

**From:** Kathy Demsey, Chief Financial Officer  
Finance and Internal Operations Office

Ajit Gopalakrishnan, Chief Performance Officer  
Performance Office

**Date:** October 9, 2019

**Subject:** Nonpublic School Enrollment Report (Form ED159) for 2019-20

Section 10-188 of the Connecticut General Statutes (C.G.S.) requires nonpublic schools to file annual attendance reports with the Commissioner of Education. The intent of this legislation is to demonstrate that private schools educating Connecticut students are providing equivalent education. The Connecticut State Department of Education (CSDE) uses Form ED159 to collect enrollment and staffing data from nonpublic schools. All state-approved nonpublic schools are required to report the ED159.

The Form ED159 data collection application will open on October 9, 2019. These data are used to calculate three federal grants pursuant to the Elementary and Secondary Education Act (ESEA) 20 U.S.C. § 6301 et seq., and two state health service grants pursuant to C.G.S. Section 10-217a. Accurate and timely submission of data through the Form ED159 is important to ensure that school districts receive all funds to which they are entitled and can provide resources and services to the participating nonpublic schools.

The CSDE will continue collecting a federally mandated data element implemented last year: *the number of immigrant students*. Immigrant children and youth are defined, under Section 3301(6) of Title III of the ESEA, as individuals who are ages 3 through 21, who were not born in the United States (defined as each of the 50 States, the District of Columbia, and the Commonwealth of Puerto Rico), and who have not been attending one or more schools in any one or more states for more than three full academic years. Please note that the months need not be consecutive.

Data for the Form ED159 must be submitted through an online application. It can be accessed at <https://csde.ct.gov> (instructions enclosed). **Please submit complete and accurate data by October 31, 2019.** The user accounts for each user have the ability to enter and certify data. However, please note the certification must be completed by a school administrator. If your school is new this year or has not been assigned user accounts for data entry and certification, or if you have encountered any issues or questions about submitting data through the ED159, please contact Dr. YuHui Alison Zhou at [Alison.Zhou@ct.gov](mailto:Alison.Zhou@ct.gov) or 860-713-6893. Thank you.

AG/KD:az

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Enclosures: (2)