

Consultation for the 2017-2018 School Year

Non-Public Schools



The goal of consultation is agreement between the LEA and appropriate private school officials on how to provide equitable and effective programs for eligible private school children. ESEA sections 1117(b)(1) and 8501(c)(1),(5).



COLORADO
Department of Education

The “goal of reaching agreement” between an LEA and appropriate private school officials is grounded in timely, meaningful, and open communication between the LEA and the private school officials on key issues that are relevant to the equitable participation of eligible private school students, teachers and other education personnel, and families in ESEA programs.



Meaningful consultation provides ample time and a genuine opportunity for all parties to express their views, to have their views seriously considered, and to discuss viable options for ensuring equitable participation of eligible private school students, teachers and other education personnel, and families. This assumes that the LEA has not made any decisions that will impact the participation of private school students and teachers in applicable programs prior to consultation, or established a blanket rule that precludes private school students and teachers from receiving certain services authorized under applicable programs. An LEA should consult with private school officials about the timeline for consultation and provide adequate notice of such consultation to ensure meaningful consultation and the likelihood that those involved will be well prepared with the necessary information and data for decision-making. Successful consultation begins well before the implementation of services, establishes positive and productive working relationships, makes planning effective, continues throughout implementation of equitable services, and serves to ensure that the services provided meet the needs of eligible students and teachers.

Note: Consultation forms must be submitted to the non-public schools ombudsman after timely and meaningful consultation. However, LEAs are not required to submit forms for non-public schools that choose not to participate in the LEA’s Federal programs. LEAs should retain documentation of the non-public school’s decline to participate or that the non-public school did not respond to the LEA’s invitation; however, these documents do not need to be submitted to the ombudsman.

CONTACT INFORMATION

LEA: _____

LEA Representative(s): _____

Phone: _____

E-mail(s): _____

Non-Public School: _____

Address: _____

School Code: _____

School Administrator: _____

Phone: _____

E-mail(s): _____

Method of determining the number of low-income children (if applicable): _____

DATES OF CONSULTATION

Please list the date(s) that consultation occurred between the LEA and the non-public school or, if consultation did not occur, indicate the dates on which the LEA attempted to contact the non-public school to provide a timely and meaningful consultation.

Please list the date(s), if any, of follow-up consultation meetings scheduled between the LEA and the non-public school.



PROGRAM PARTICIPATION

Check the box by each ESEA program to indicate the non-public school's participation in that program.

- | | | |
|---|--|--|
| <input type="checkbox"/> Title I, Part A | <input type="checkbox"/> Title III, Part A | <input type="checkbox"/> The non-public school has indicated it will not participate in the LEA's federal programs |
| <input type="checkbox"/> Title I, Part C* | <input type="checkbox"/> Title IV, Part A | |
| <input type="checkbox"/> Title II, Part A | <input type="checkbox"/> Title IV, Part B | |
| | | |

*In many cases the LEA completing this form may not be the entity managing/receiving Title I, Part C funds. In the event that the non-public school has students eligible for Title I, Part C services, the LEA is responsible for connecting the non-public school with the entity providing Title I, Part C.

TOPICS FOR DISCUSSION

Check to affirm that **all of the following** required topics were discussed during the consultation process:

- | | |
|--|---|
| <input type="checkbox"/> Proportion of funds allocated for services based on the number of children from low-income families who attend private schools | <input type="checkbox"/> How services will be academically assessed and improved based upon assessment results |
| <input type="checkbox"/> How the proportion of funds is determined, including the potential fluctuations in the LEA's allocation | <input type="checkbox"/> Size and scope of equitable services provided to eligible private school children, teachers, and other educational personnel |
| <input type="checkbox"/> Method for determining the number of children from low-income families in participating school attendance areas who attend private schools (Title I only) | <input type="checkbox"/> How and when decisions about the delivery of services will be made |
| <input type="checkbox"/> How and when the addresses of low-income students will be provided to the LEA by the non-public school | <input type="checkbox"/> Thorough consideration and analysis of the view of non-public school officials regarding third-party contractor and written explanation by the LEA if the LEA disagrees with the use of a third-party contractor |
| <input type="checkbox"/> LEA Administration reservation | <input type="checkbox"/> Whether services will be provided directly by the LEA or through a separate agency, consortium, entity, or third-party contractor |
| <input type="checkbox"/> Parent and family engagement activity reservation, if applicable | <input type="checkbox"/> Whether equitable services will be provided by creating a pool(s) of funds or on a school-by-school basis |
| <input type="checkbox"/> Service delivery mechanisms the LEA will use to provide equitable services to eligible private school children | <input type="checkbox"/> Whether to coordinate funds under Title I, Part A with eligible funds under other federal programs, including: Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part A; and, Title IV, Part B, through consolidation of the available funds |
| <input type="checkbox"/> How the children's needs will be identified | |
| <input type="checkbox"/> What services will be offered | |
| <input type="checkbox"/> How, where, and by whom the services will be provided | |
| <input type="checkbox"/> When, including the approximate time of day, the services will be provided | |

If the non-public school is participating in the LEA's Title III, Part A program, check to affirm that all of the following topics were discussed during the consultation process.

- | | |
|---|--|
| <input type="checkbox"/> How private school students will be identified as ELs | <input type="checkbox"/> How, where, and by whom the Title III services will be provided |
| <input type="checkbox"/> How the needs of eligible ELs, their teachers, and other educational personnel will be identified | <input type="checkbox"/> How the Title III services will be assessed, and how the results of those assessments will be used to improve the services |
| <input type="checkbox"/> The services that the LEA will provide to meet the language development needs of identified ELs, as well as the professional development needs of their teachers and other educational personnel at the school who work with ELs | <input type="checkbox"/> The size and scope of the Title III services to be provided |
| <input type="checkbox"/> Whether services will include initial identification of ELs and assessment of their language proficiency, as well as a determination of whether students should exit EL status | <input type="checkbox"/> The amount of funding available to provide Title III services |
| | <input type="checkbox"/> How and when the LEA will make decisions about the delivery of Title III services, including a thorough consideration of the view of the private school officials on the provision of contract services through potential third-party providers |

A signed copy of this form must be submitted by the LEA to the Colorado Department of Education Non-Public School Ombudsman no later than 30 days prior to the submission of the LEA's complete Consolidated Application. Questions or may be sent to: brooks_c@cde.state.co.us

**If the non-public school believes timely and meaningful consultation has not occurred or an agreement to provide equitable services cannot be reached, the aggrieved party may file a complaint in accordance with section 1117(b)(6) of the Every Student Succeeds Act with the non-public school ombudsman.

**SUMMARY** (May be attached as an addendum.)

Provide a summary of the agreed upon equitable services to be provided to eligible private school children below:

SIGNATURES

Check the applicable box below. Regardless of whether the first or second option is selected, both parties must sign and date below.

- ☐ The parties below agree that timely and meaningful consultation occurred between the LEA and the non-public school during the design and development of the LEA's programs, as indicated above. Further, the parties agree that timely and meaningful consultation will continue throughout the implementation and assessment of the agreed upon equitable services.
- ☐ The parties were unable to come to an agreement regarding the equitable services to be provided to eligible private school children. If applicable, please select one or both of the options below.
- ☐ The LEA's signature below indicates that the LEA attempted to provide timely and meaningful consultation, but was ultimately unable to come to an agreement with the non-public school official. If the LEA disagrees with the non-public school official with respect to an issue discussed during consultation, the LEA must provide the reasons for disagreement to the non-public school official. The LEA may provide that information below:

 - ☐ The non-public school official's signature below indicates that the non-public school official attempted to engage in the consultation process with the LEA, however, either the non-public school official believes that timely and meaningful consultation did not occur or the program designed through consultation is not equitable with respect to eligible private school children. If necessary, after contacting the non-public ombudsman, the non-public school may file a complaint regarding the disagreement with the LEA with the Colorado Department of Education in accordance with section 1117(b)(6). **

Public School Superintendent or Designee

Signature

Date

Non-Public School Official

Signature

Date

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***If the non-public school believes timely and meaningful consultation has not occurred or an agreement to provide equitable services cannot be reached, the aggrieved party may file a complaint in accordance with section 1117(b)(6) of the Every Student Succeeds Act with the non-public school ombudsman.*