***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).***

*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.*

**CONTACT INFORMATION**

LEA:

LEA Representative(s):

Phone:

E-mail(s):

Non-Public School:

Address:

School Code:

School Administrator:

Phone:

E-mail(s):

**Number of low-income children**:

**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.*

* [Title I, Part A](http://www.cde.state.co.us/fedprograms/ti/a)
* [Title I, Part C\*](http://www.cde.state.co.us/migrant)
* [Title II, Part A](http://www.cde.state.co.us/fedprograms/tii/index)
* [Title III, Part A](http://www.cde.state.co.us/fedprograms/tiii/index)
* Title IV, Part A
* Title IV, Part B
* The non-public school has indicated it will not participate in the LEA’s federal programs

*\*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:*

* Proportion of funds allocated for services based on the number of children from low-income families who attend private schools
* How the proportion of funds is determined
* Method for determining the number of children from low-income families in participating school attendance areas who attend private schools (Title I only)
* How and when the addresses of low-income students will be provided to the LEA by the non-public school
* LEA Administration reservation
* Parent and family engagement activity reservation, if applicable
* Service delivery mechanisms the LEA will use to provide equitable services to eligible private school children
* How the children’s needs will be identified
* What services will be offered
* How, where, and by whom the services will be provided
* When, including the approximate time of day, the services will be provided
* How services will be academically assessed and improved based upon assessment results
* Size and scope of equitable services provided to eligible private school children, teachers, and other educational personnel
* How and when decisions about the delivery of services will be made
* 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
* Whether services will be provided directly by the LEA or through a separate agency, consortium, entity, or third-party contractor
* Whether equitable services will be provided by creating a pool(s) of funds or on a school-by-school basis
* 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

*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.*

* How private school students will be identified as ELs
* How the needs of eligible ELs, their teachers, and other educational personnel will be identified
* 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
* 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
* How, where, and by whom the Title III services will be provided
* How the Title III services will be assessed, and how the results of those assessments will be used to improve the services
* The size and scope of the Title III services to be provided
* The amount of funding available to provide Title III services
* 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

**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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