

# Affirmation of Meaningful Non-Public School Consultation

***Traditional Affirmation forms with non-public schools are due in ePlan by May 1.***

## Overview

The Every Student Succeeds Act (ESSA) §§ 1117 and 8501 requires LEAs to provide equitable services to students and teachers in eligible non-public schools. The requirement of providing equitable services is achieved through timely and meaningful consultation between the local educational agency (LEA) and non-public school officials. The consultation process must occur prior to any decision that affects the opportunities of eligible non-public school students, teachers, and other educational personnel for equitable services. This consultation must be ongoing, continuing throughout the implementation and assessment of these activities.

## State Ombudsman

To help ensure equitable services and other benefits are being provided for eligible non-public school students, teachers, and other educational personnel, the state must designate an ombudsman to monitor and enforce the requirements under both Title I and Title VIII. Tennessee has designated the department's Title II and equitable services coordinator as the ombudsman for ESSA equitable services requirements. If there has been no consultation or agreement between the LEA and the non-public school, a complaint may be filed on behalf of the non-public school by completing the Complaint to the Ombudsman [form](#) found in [eplan.tn.gov > TDOE Resources](#) > ESSA/IDEA Non-public Schools Information & Documents. Complaints must be signed by the individual(s) or organization(s) filing the complaint and copied to the LEA. Complaints must be sent to the department to the attention of the ombudsman via email to [Michelle.Harless@tn.gov](mailto:Michelle.Harless@tn.gov).

## Traditional Affirmation of Meaningful Non-Public School Consultation

This sample form covers the meaningful consultation process between an LEA and a non-public school and can be edited to meet stakeholders' needs. The completed form must be uploaded annually (in May) by the LEA to ePlan as part of the initial submission of the Consolidated Funding Application (CFA).

<b>At a minimum, the ongoing consultation process <u>must</u> cover the topics below for each applicable Title program. Check <i>Yes</i> or <i>No</i>, or <i>N/A</i> to indicate that the following topics were discussed during the consultation:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
For Title I, Part A only: How the proportion of funds allocated under Title I for equitable services are determined			
For Title I, Part A only: The method or sources of data that the LEA will use to determine the number of non-public school children from low-income families residing in participating public school attendance areas			
For Title I, Part A only: Whether to coordinate funds available for Title I equitable services with funds available for equitable services required by Title VIII (Title I, Part C, Title II, Title III, and Title IV)			
For Titles I-C, II, III, and IV: How the proportion of funds allocated under each applicable Title for equitable services are determined			

At a minimum, the ongoing consultation process <b>must</b> discuss the topics below for applicable Title programs. Check <b>Yes</b> or <b>No</b> to indicate that the following topics were discussed during the consultation:	Yes	No
The size and scope of equitable services to be provided to eligible non-public school students, families, teachers, and other educational personnel and the amount of funds available for those services		
Whether the LEA responsible for providing equitable services will provide the services directly, through a separate LEA, or through a third-party contractor		
Whether to provide equitable services to eligible non-public school students by pooling funds or on a school-by-school basis		
How students' needs will be identified		
What services will be provided, including how, when, where, and by whom		
How decisions about the services will be made, how the services will be assessed, and how the results of the assessment will be used to improve those services		

The non-public school will be participating in the following (use N/A only for LEAs that do not receive the grant):	Yes	No	N/A
Title I-A: Improving Basic Programs Operated by State and Local Educational Agencies			
Title I-C: Migrant Education			
Title II-A: Preparing, Training and, Recruiting High-Quality Teachers, Principals, and Other School Leaders			
Title III-A: Language Instruction for English Learners and Immigrant Students			
Title IV-A: Student Support and Academic Enrichment (SSAE) program			
Title IV-B: 21st Century Community Learning Centers			

For each Title marked "Yes" above, the non-public school or agency official affirms for the _____ school year:	Yes	No
That timely and meaningful consultation has occurred.		
The program design is equitable for eligible private school students, families, teachers, and other education personnel.		

<hr/> Name of Local Educational Agency	<hr/> Name of Non-Public School or Agency
<hr/> Local Educational Agency Official	<hr/> Non-Public School Representative
<hr/> Date	<hr/> Date