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Name of LEA

Name of Private School or Agency

## Private School Consultation Final Agreement

Traditional Final Agreements with private schools are due in ePlan by Sept. 15.

### Overview

The Every Student Succeeds Act (ESSA) in §§ 1117 and 8501 requires local educational agencies (LEAs) to provide equitable services to students and teachers in eligible private schools. The requirement of providing equitable services is achieved through timely and meaningful consultation between the LEA and private school officials. The consultation process must occur prior to any decision that affects the opportunities of eligible private school students, teachers, and other educational personnel for equitable services. This consultation must be ongoing, continuing throughout the implementation and assessment of these activities. Further, LEAs are required to finalize all ESSA equitable service agreements with private school officials. LEAs that have uploaded consultation agreements for each participating private school as described below will have satisfied the ESSA requirement that consultation agreements be forwarded to the ombudsman.

### State Ombudsman

To help ensure equitable services and other benefits are being provided for eligible private 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 private school, a complaint may be filed on behalf of the private school by completing the Complaint to the Ombudsman [form](#) found in [eplan.tn.gov > TDOE Resources > ESSA/IDEA Private 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 Private School Consultation Final Agreement

This sample form expands upon and finalizes topics from the "Affirmation of Meaningful Consultation" that each LEA uploaded to ePlan as part of the consolidated funding application (CFA). This is not an exhaustive list and may not cover the entire agreement between the LEA and private school officials as each school may have individual or unique needs that could be defined as allowable for equitable services. LEAs utilizing this form should modify and add topics to reflect the actual agreement between the LEA, the private school, and any third-party contractor or other LEA providing services through a Memorandum of Understanding (MOU). LEAs must upload final agreements for each private school to the ePlan "LEA Document Library" by **Sept. 15**.

The private school agency/school official and LEA agree on the terms below for the following program (**Use and submit a separate form for each applicable ESSA program**):

- Title I-A     Title I-C     Title II-A     Title III-A     Title IV-A     Title IV-B

**The LEA responsible for providing equitable services will provide services:**

- directly
  through a separate LEA
  through a third-party contractor

**The LEA is providing services to eligible private school students, teachers, and other educational personnel by:**

- pooling funds
  on a school-by-school basis

**Is the LEA coordinating funds available for private school students and teachers for Title I equitable services with funds available for equitable services required by Title VIII (Titles I-C, II-A, III-A, IV-A, and IV-B)?**

- Yes
  No
  N/A

**Describe how the proportion of funds allocated under Title I, I-C, II, III, or IV for equitable services is determined:**

**For Title I-A only: Describe the method or sources of data that the LEA will use to determine the number of private school students from low-income families residing in Title I-participating public school attendance areas:**

**Describe the size and scope of equitable services to be provided to eligible private school students, teachers, and other educational personnel and the amount of funds available for those services:**

**Examples: “\_\_\_ teachers and students are being provided services by\_\_\_,” or “Since we are coordinating funds with different titles, we are identifying participating students and teachers by\_\_\_.”**

**Describe how the needs of the students, teachers, or other educational personnel are identified:**

**Describe what services will be provided, including how, when, where, and by whom:**

**Describe 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. Include in your discussion how progress of the program will be monitored for effectiveness and how the LEA will ensure oversight (for issues including allowability, compliance with program requirements, inventories of equipment and materials, etc.):**

For the program marked and described above, the private school agency/school official and the LEA affirms this agreement for the \_\_\_\_\_ school year.

\_\_\_\_\_  
Name of LEA

\_\_\_\_\_  
Name of Private School or Agency

\_\_\_\_\_  
Signature of LEA Representative      Date

\_\_\_\_\_  
Signature of School Representative      Date

If the LEA utilizes a third-party contractor or a separate LEA, through a MOU, to provide equitable services for the eligible private school students, teachers, and other educational personnel, the third-party contractor or separate LEA affirms this agreement for the \_\_\_\_\_ school year. Please attach the MOU or executed third-party contract.

\_\_\_\_\_  
LEA Providing Services through MOU

\_\_\_\_\_  
Name of Third-party Contractor

\_\_\_\_\_  
Signature of LEA Representative      Date

\_\_\_\_\_  
Signature of Contractor Representative      Date