

**School District
Affirmation of Consultation with Private Schools
2018–19 School Year**

Date of Initial Consultation	
Name of District	
Name of Private School	

Participation in ESSA Federal Programs (Check all that apply):

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

***Note:** This template only covers ESSA Federal Programs. There are other federal programs (IDEA, Perkins, Child Nutrition), with equitable services requirements. This form does **not** apply to them.

The goal of the consultation process is agreement between the district and private schools. District officials must take into consideration the private school officials’ views for how to serve students and the design of the program. Consultation includes meetings with private school officials before the district makes any decisions that affect the opportunities available to private schools choosing to participate in federal programs, including the transfer of funds from one ESSA program to another. If the district disagrees with the views of private school officials on any topic subject to consultation, the district must provide in writing to such private school officials, the reasons why they disagree. The final decision rests with the district.

Discuss the following topics during the initial and ongoing consultation:

- ✓ Identification of children’s needs.
- ✓ What services will be offered. Services including materials and equipment must be secular, neutral, and nonideological.
- ✓ How, where, and by whom the services will be provided.
- ✓ How services are academically assessed and how the results of the assessment will be used to improve those services.
- ✓ The size and scope of the equitable services provided to eligible private school children, teachers, and other educational personnel.
- ✓ The proportionate share of funding allocated for services and how the funding allocated is determined.
- ✓ How and when decisions about delivery of services will be made and how the private school will be notified of those decisions.
- ✓ Whether services shall be provided by the school district directly or through a separate government agency, consortium, or entity, or through a third-party contractor.
- ✓ Whether to provide equitable services to eligible private school children by pooling funds allocated for the program’s purpose or on a school-by-school basis.
- ✓ Transfer of funds from one federal program to another.

For Title I, Part A, discuss these additional topics:

- ✓ The methods or sources of data that will be used to determine the number of children from low-income families in participating public school attendance areas who attend private schools.
- ✓ How, if the school district disagrees with the views of the private school officials on the provision of services through a contract, the school district will provide in writing to the private school officials an analysis of the reasons why the district has chosen not to use a contractor.
- ✓ When services will be provided (including the approximate time of day).

Private School Official Affirmation

District explained the OSPI [complaint process and procedures \(link\)](#).

Check one:

Timely and meaningful consultation occurred and an equitable program of services was designed during the consultation process.

Consultation was not timely and meaningful and/or did not result in an equitable program of services to meet the needs of the private school children.

***If consultation was not timely and meaningful, provide a brief explanation on a separate page.**

Signature of Private School Official	Name of Private School Official	Date
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Signature of District Official	Name of District Official	Date
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The district maintains a copy of this written affirmation in its files, provides the private school official with a copy, and uploads an electronic copy to the Office of Superintendent of Public Instruction via the Private Participation in Federal Programs application in EDS.