February 10, 2020

TO: Private School Administrative Team seeking **Title I Equitable Services**

FROM: Sheila Dyer, Principal on Assignment, Federal Programs and Grant Management

SUBJECT: Affirmation of Consultation for Title I Services, 2020 - 2021

In accordance with Section 1117(b) of the Elementary and Secondary Education Act, we verify and are satisfied that timely and meaningful consultation regarding appropriate services for Title I students residing in Polk County and enrolled at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the 2020-2021 school year occurred before any decisions affecting services for these students were made. This affirmation does not imply agreement by all parties regarding the provision of Title I services by the School Board of Polk County (LEA).

The following required topics were discussed during the consultation process:

1. Timeline of consultation with private school officials regarding the Title I program and the development of the Title I, Part A application and other Title I funded activities.
2. Method(s) for feedback from private school officials for evaluation.
3. How the LEA will identify the needs of eligible private school children.
4. What services the LEA will offer to eligible private school children, their parents and their teachers and how parent and family needs will be identified.
5. How, where, and by whom the LEA will provide services to eligible private school students.
6. How the LEA will academically assess the services to eligible private school children, and how the results will be used to improve Title I services.
7. The size and scope of the equitable services that the LEA will provide to eligible private school children, the proportion of funds that the LEA will allocate for these services, and how that proportion of funds will be determined.
8. The method and sources of data that the LEA will use to determine the number of private school children from low-income families residing in participating public school attendance areas.

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1. How and when the LEA will make decisions about the service delivery mechanism that the LEA will use to provide equitable services. This discussion must allow for thorough consideration and analysis of private school officials’ view on the provision of services through a third-party provider.
2. How, if the LEA disagrees with the private school officials about the provision of services through a contractor, the LEA must provide the private schools officials a written analysis of its reasons for the decision.
3. Whether the LEA will provide services directly, or through a separate government agency, consortium, entity, or third party contractor.
4. Whether to provide services to eligible private school children:
	* 1. Under a pool arrangement: or
		2. To individual schools, based on the number of eligible children from each school.
5. When, including the approximate time of day, services will be provided.
6. Whether to consolidate Title I, Part A equitable services funds with other ESEA funds for private school children.

If the LEA disagrees with the private school officials about any issue subject to consultation, the LEA will then provide private school officials with its reasons in writing and request a meeting with the private school officials to address their concerns. If the LEA and private school are unable to come to an agreement, the private school officials have the right to file a complaint with the Florida Department of Education. If the private school officials believe that the LEA did not engage in consultation that was meaningful and timely, did not give due consideration to the views of the private school officials, or did not make a decision that treats the private schools’ students equitably then they have a right to file a complaint with the FLDOE.

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| *(Print)**(School Board representative)* | *(Sign)* | *(Date)* |
| Private school does \_\_\_\_\_\_\_\_\_\_ does not \_\_\_\_\_\_\_\_\_\_\_\_ (*initial one*) believe that timely and meaningful consultation has occurred. If does not, please share why.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| *(Print)**(Private School representative)* | *(Sign)* | *(Date)* |

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