



Name of Local Educational Agency (LEA)

Name of Private School or Agency

# Private School Consultation Agreement

**Agreements with private schools are due in ePlan by Aug. 1.**

The Every Student Succeeds Act (ESSA) in §§ 1117 and 8501 requires that timely and meaningful consultation between the LEA and private school officials 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. 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 equitable services coordinator as the ombudsman for ESSA equitable services requirements.

This sample form covers 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 their consultation agreement for each private school to the ePlan “LEA Document Library” by **Aug. 1**. LEAs that have uploaded consultation agreements for each participating private school will have satisfied the ESSA requirement that consultation agreements be forwarded to the ombudsman.

The private school agency/school official and LEA agree on the terms below for the following program (Use a separate form for each 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 the 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

**Describe how the proportion of funds allocated under Title I, 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