# Offer of Consultation for Eligible Non-Public (Private) Schools to Participate in ESSA Title Programs

(Date) (Name and address of non-public school)

Dear (name of private school official, if known):

The Every Student Succeeds Act of 2015 (ESSA) requires that timely and meaningful consultation occur between each public school district receiving ESSA funds prior to any decision that affects the opportunities of eligible private school children, teachers, families, and other educational personnel to participate in programs funded under Titles I, IIA, IIIA, and IVA.

The goal of consultation is for district and private school officials to reach agreement on whether each private school will participate in each program and how the district will provide equitable and effective programs for eligible private school children.

Public school districts are required under the Every Student Succeeds Act (ESSA) to offer eligible children attending non-public (private) elementary and secondary schools, their teachers, and their families, services or other benefits, such as supplemental instruction, professional development, parent involvement, or materials and supplies that are equitable to those provided to eligible public school children, their teachers and their families.

This letter is our annual “intent to participate” offer in (name of public-school district) ESSA programs (Titles I, IIA, IIIA, and IVA). This letter also describes in brief the opportunities for private schools that may be available under ESSA. Note that each title program has its own eligibility requirements and funding calculations and those may determine whether it is worthwhile to pursue equitable service opportunities. For each program described below, private school officials must affirm interest in participating by responding to this initial outreach (see suggested timelines in last paragraph below), then by participating in a ‘meaningful consultation meeting’, and finally by signing the ‘ESSA Affirmation of Consultation and Agreement’, each party keeping a copy of the agreement for their records.

* **Title I** is a federally funded program that provides supplemental instructional services to eligible students who are attending public or non-public schools. The amount of funds available to provide services in each school is determined by the number of low-income students living in the participating Title I public school attendance area. To be eligible to participate in the Title I program, a student does not have to be low-income but must live in a participating Title I school attendance area. Students participating in the Title I program must be identified through multiple criteria assessment as having an educational attainment that is below the level appropriate for their grade-level.
* **Title IIA** is designed to increase student achievement; improve the quality and effectiveness of teachers, principals, and other school leaders; increase the number of teachers, principals, and other school leaders who are effective at improving student academic achievement; and provide students from low-income families and minority students greater access to effective teachers, principals, and other school leaders. The amount of funds available to provide services in each school is determined by dividing the public-school district Title II allocation by the district enrollment and participating private school enrollment.
* **Title IIIA** provides supplemental services that improve the English language proficiency and academic achievement of ELs, including through the provision of language instruction educational programs (LIEPs) and activities that increase the knowledge and skills of teachers who serve Els. The amount of funds available to provide services in each school is determined by dividing the Title III district allocation by the public-school district EL count and participating private school EL count.
* **Title IVA**, also referred to as the Student Support and Academic Enrichment (SSAE) program, is intended to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to improve the academic achievement and digital literacy of all students. The amount of funds available to provide services in each school is determined by dividing the public-school district Title IV allocation by the district enrollment and participating private school enrollment.

As stated above, should you choose to have eligible students participate in any of these programs, further consultation will be necessary to outline program requirements and to agree upon the design of a viable program. The ‘consultation period’ for ESSA title programs suggested by the DESE should normally take place between April 15 to June 30.

This form should be returned no later than June 1. The form can be returned using email, fax, or another method that assures timely response and suits both parties.

(Printed name of private school representative) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ESSA district title-specific program coordinator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Public Schools

**Offer of Consultation to Eligible Non-Public (Private) Schools**

**Name of Non-Public School(s):**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please check the appropriate response**

Our school(s) **would like to discuss participation** in ESSA Title Programs in (school year 2023-2024) and to participate in a formal ‘consultation’ meeting at an agreed upon date by public and private school officials. \_\_\_\_\_\_\_\_

Our school(s) **does not want to participate** in any ESSA program. \_\_\_\_\_\_\_\_

Non-Public (Private) School Representative Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Non-Public (Private) School Representative Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position or Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_