



# Alabama

## TITLE III, PART A, PRIVATE SCHOOL EQUITABLE SERVICES EQUITABLE SERVICES IMPLEMENTATION FORM



**NOTICE: As of March 2020, only electronic forms will be accepted.**

- Complete this form for each participating private school located in the LEA. (Opening in Adobe Acrobat recommended)
- This form must be completed by the public school official in consultation with private school officials.
- The private school administrator is required to certify this form and should add comments, if any, in item 10.

**TITLE III, PART A - GENERAL INFORMATION**

1. Private School Information	
Private School Name	
Street Address	
City/Town and Zip Code	
Contact Person	
Contact Telephone Number	
Contact Email	
LEA	
School Year (YYYY-YYYY)	

2. How were students at the private school identified as English Learners (ELs)?

3. Equitable Services: Title III, Part A, Allocation - Language Instruction for English Learners	
A. Number of Students	
A1. Total LEA English Learner (EL) Enrollment from eGap	
A2. Total Private School EL Enrollment for ALL Participating Schools	
A3. Total EL Enrollment (A1 + A2)	
B. Title III, Part A, Allocation	
B1. Total LEA Title III Allocation from eGap	
B2. Administrative percentage reserved by LEA in eGap	
B3. Administrative costs (up to 2%) reserved at LEA (B1 x B2)	
B4. LEA allocation minus administrative costs (B1 - B3)	
C. Per Pupil Amount (PPA) / Total Private School Equitable Services Allocation	
C1. Per Pupil Amount (PPA) (B4 divided by A3)	
C2. Total Equitable Services Allocation (A2 x C1)	
D. Private School Allocation	
D1. EL Student enrollment at	
D2. Title III Allocation for	(C1 x D1)

**TITLE III, PART A - PROGRAM DESCRIPTIONS**

**4. Describe how the needs of eligible ELs, their teachers, and other educational personnel were identified.**

**5. Describe how the LEA will provide supplemental services to support the language development needs of identified ELs, as well as the professional development needs of their teachers and other educational personnel who work with ELs at the private school.**

**6. Check the option(s) agreed upon for Title III, Part A, services following consultation.**

<input type="checkbox"/>	Tutoring for ELs before, during, and/or after school hours
<input type="checkbox"/>	Professional development for private school teachers for ELs
<input type="checkbox"/>	Parent, Family & Community Engagement Activities
<input type="checkbox"/>	Summer school programs to provide English language instruction for ELs
<input type="checkbox"/>	Supplemental materials and/or supplies for EL instruction <b>NOTE:</b> The supplemental materials and/or supplies are in addition to those that the private school would be required to provide in the absence of Title III services. These materials and supplies must be clearly labeled and identified as property of the LEA. They must be secular, neutral, and non-ideological. The LEA is required to maintain oversight of all materials and supplies purchased with Title III funds.

**7. Provide a detailed description of the supplemental services that will be supported by Title III.**

- What supplemental services will be provided to the private school?
- How and Where will the supplemental services be provided?
- Who will provide the supplemental services?
- How much will each supplemental service cost?

**8. Describe how and when the effectiveness of the services supported with Title III funds will be evaluated.**

<b>9. Describe how the evaluation results will be used to improve services.</b>

**TITLE III, PART A - MEANINGFUL CONSULTATION**

Meaningful consultation is required between the local education agency and private school officials to design and develop the program services and benefits to be provided. Consultation meetings must continue throughout implementation and assessment of such services. Record of consultations such as agendas, notes, and sign-in sheets must be kept on file with the LEA and be made available upon request.

Dates of Consultation	
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**10. Comments from Private School Officials regarding the collaboration process.  
(If none, type "none" in the space provided.)**

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**Title III, Part A, Agreement of Services**

<b>YES</b>	Timely and meaningful consultation did occur for the program design and is equitable with respect to eligible private school children, resulting in agreement between public and private school officials.
<b>NO</b>	Timely and meaningful consultation did <b>not</b> occur and/or the program design is <b>not equitable</b> with respect to eligible private school children.

\_\_\_\_\_ must obligate Title III funds for equitable services by the end of the service period. Any equitable service funds that have not been obligated by the determined date will be considered declined by \_\_\_\_\_ and will be utilized by the local education agency unless extenuating circumstances are identified during the consultation process.

Date Determined for Obligation of all funds: \_\_\_\_\_

\_\_\_\_\_  
School System Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Private School Representative Signature

\_\_\_\_\_  
Date

**NOTICE: Please print and sign completed forms. Electronic signatures will not be accepted.**

**NOTICE:** Extenuating circumstances identified during the consultation process may result in Carryover of Title III funds. Carryover funds should be obligated through consultation between the local education agency and private school officials.

Title III, Part A, Carryover for		
Extenuating Circumstance		
	Description of Services	Budgeted Amount
Carryover Allowance		
Tutoring Services		
Professional Development Services		
Parent, Family & Community Engagement Activities		
Summer School for ELs		
Materials/Supplies		
Total Carryover Remaining		

Timely and meaningful consultation has taken place between the local education agency and private school officials to determine how Carryover funds will be obligated in a timely manner. Consultation meetings must continue through implementation and assessment of such services. Record of consultations such as agendas, notes, and sign-in sheets must be kept on file with the LEA and be made available upon request.

Dates of Consultation	
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\_\_\_\_\_  
School System Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Private School Representative Signature

\_\_\_\_\_  
Date

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