



Alabama

**TITLE I, 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 16.

**TITLE I, 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. Equitable Services: Title I, Part A, Allocation - Improving Academic Achievement	
<b>A. Determining Proportional Share for Equitable Services</b>	
A1. LEA Low-Income Enrollment from eGap	
A2. Private School Low-Income Enrollment for ALL participating schools	
A3. Total Low-Income Enrollment (A1 + A2)	
A4. Public School Proportion =	A5. Private School Proportion =
<b>B. Private School Equitable Service Allocation</b>	
B1. Total LEA Title I Allocation from eGap	
B2. Proportional Share for Private School Equitable Services (A5)	
B3. Total Equitable Services Allocation for ALL Private Schools (B1 x B2)	
<b>C. Administrative Costs Set-Aside for the Private School Allocation</b>	
C1. Administrative percentage reserved by LEA	
C2. Administrative costs (up to 10%) reserved at LEA (B3 x C1)	
<b>D. Parent and Family Engagement Set-Aside for the Private School Allocation</b>	
D1. Is the LEA's Title I Allocation (B1) greater than \$500,000? <b>NOTE:</b> If yes, 1% of the private school allocation shall be used for Parent and Family Engagement activities.	
D2. Parent and Family Engagement Set-Aside (B3 x 1%)	
<b>E. Per Pupil Amount (PPA) for Private School Equitable Services</b>	
E1. Total Equitable Services Allocation after ALL set asides (B3 - C2 - D2)	
E2. Per Pupil Amount - PPA (E1 divided by A2)	
<b>F. Private School Allocation</b>	
F1. Low-Income Enrollment at	
F2. Title I Allocation for	(F1 x E2)

**TITLE I, PART A - NEEDS ASSESSMENT & BUDGET DEVELOPMENT**

**3. How will the needs of students most at-risk be identified and served first?**

*NOTE: When ranking students, utilize two or more objective educationally-related criteria.*

**4. What equitable secular services will be offered?**

*NOTE: All federal programs and activities, including materials and supplies, shall be secular, neutral, and non-ideological. (ESSA Section 1117(a)(2))*

**5. How will the services be provided?**

**6. Where will the services be provided?**

**7. Who will provide the services?**

**8. Provide a detailed budget showing how services will be provided to the private school.**

Instructional Services Budget	
<i>NOTE: Expenditure details must be provided in Equitable Services Timeline (Section 9).</i>	
Certified Teachers for Tutoring	
Purchased Services for Eligible Students	
Supplies and Materials for Eligible Students	
<b>Remaining Balance for Instructional Services</b>	

**9. Provide a timeline for Title I, Part A, private school services for the current school year.**

Instructional Activities/Services			
Description of Activity/Service	Location of Activity/Service	Planned Date of Activity/Service	Date Activity/Service Occurred

**10. How will the LEA use the 1% Parent and Family Engagement set aside to support eligible parents and families at this private school?**

**NOTE: Include all expenditure details in the Equitable Services Timeline (Section 11).**

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**11. Provide a timeline for Title I, Part A, private school services for the current school year.**

Parent and Family Engagement Activities/Services			
Description of Activity/Service	Location of Activity/Service	Planned Date of Activity/Service	Date Activity/Service Occurred

**TITLE I, PART A - ACADEMIC NEEDS ASSESSMENT**

**12. What evidence-based methods and instructional strategies will be used?**

**13. How will these services coordinate with and supplement the regular classroom program?**

**14. How will student progress be evaluated?**

**15. Describe high-quality, on-going professional development that will be provided for teachers and staff that work with participating students.**

**TITLE I, 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

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

**Title I, 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 I 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 I funds. Carryover funds should be obligated through consultation between the local education agency and private school officials.

Title I, Part A, Carryover for		
Extenuating Circumstance		
	Description of Services	Budgeted Amount
Carryover Allowance		
Instructional Services		
Parent and Family Engagement		
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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