



FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org

## Implementing Equitable Services Requirements

A key component of implementing equitable services requirements is providing timely and meaningful consultation. But what does meaningful consultation really mean?

## Discussion

- What is the goal of consultation?
- What should timely and meaningful consultation provide?
- What does ongoing consultation mean?
- Written affirmation requirement
- Timeline for equitable services
- Consultation topics
- Communication Plan



FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org

## What is the goal of consultation?

The goal of consultation is reaching an agreement between the LEA and appropriate private school officials on how to provide equitable and effective programs for eligible private school children, teachers and other educational personnel, and families.

# Timely and Meaningful Consultation

## Consultation should

- provide ample time and genuine opportunity:
- for all parties to express their views,
  - to have their views seriously considered, and
  - to discuss viable options for ensuring equitable participation.

## Consultation should not

- include pre-determined program decisions with no input from all parties, such as:
- already established third party contract,
  - already determined services, and
  - already established timelines.

## Ongoing Consultation Efforts and Documentation

- On going consultation can be conducted in person, via e-mails, by mail, and through LEA-organized meetings.
- It is important that LEAs document their efforts and the ongoing communication between them and the private schools.
- Documentation can include e-mails, phone call logs, letters, attendance sheets, meeting agendas, webinar information, etc.

*Please note that one general information session is not considered meaningful consultation.*

## Written Affirmation

- LEA must obtain written affirmation that timely and meaningful consultation occurred.
- Keep in mind that private school administrators should have the opportunity to sign a written affirmation indicating timely and meaningful consultation did not occur, or that the program design is not equitable.

LEAs will be required in the future to submit written affirmations documentation to the equitable services ombudsman every year.



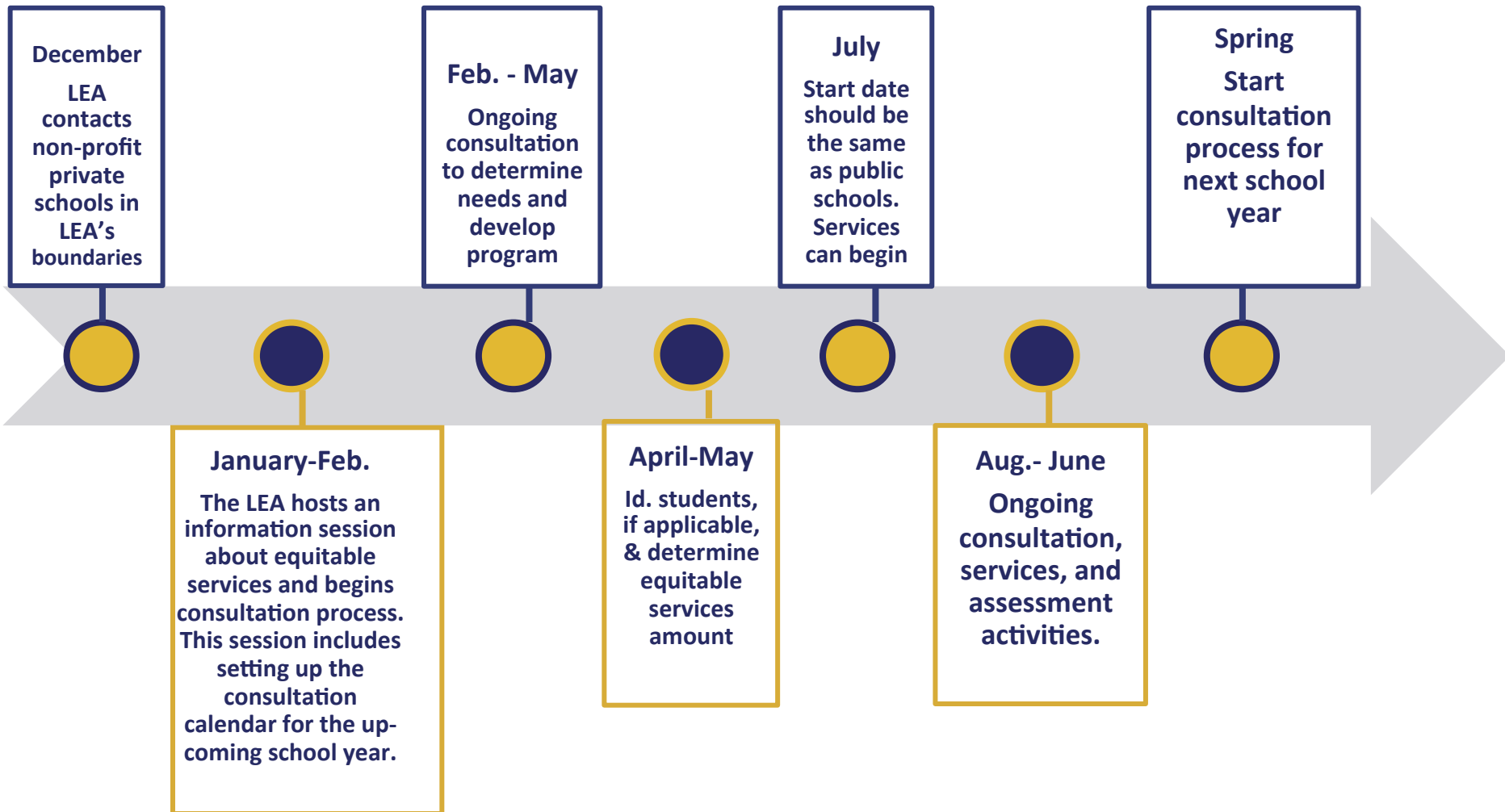
FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org

## What should an LEA do if a written affirmation indicates that timely or meaningful did not occur?

An LEA should reach out to the appropriate private school and so that an agreement can be reached on the relevant issue(s).

Keep in mind meaningful having a serious, important, or useful quality or purpose.

# Suggested Timeline for Equitable Services





## Consultation topics must include:

- How LEA will identify the needs of eligible private school children;
- The method or sources of poverty data (Title I Part A only);
- What services will LEA offer and how, where, when, and by whom will those be provided (including delivery of services and whether a third-party contractor will be used);
- The size and scope of the equitable services that the LEA will provide;
- How will the LEA academically assess services and how will those results be used to improve services;
- How, if LEA disagrees with private school officials regarding provision of equitable services, the LEA will provide notice, an analysis, and reasons to the private school officials;
- Whether to provide funding through a “pool of funds” or with the proportion of funds allocated under this section;
- Whether to consolidate and use Title I Part A funds in coordination with funds from other eligible programs that are dedicated to providing equitable services to private school students.

## Communication Plan

- Identify the purpose of your communication.
- Identify your audience.
- Plan and design your message.
- Consider your resources.
- Plan for obstacles and emergencies.
- Strategize how you'll connect with others who can help you spread your message.
- Create an action plan.
- Decide how you'll evaluate your plan and adjust it, based on the results of carrying it out.



[www.FLDOE.org](http://www.FLDOE.org)

Nicolle Tanner  
Equitable Services Ombudsman  
[Nicolle.Tanner@fldoe.org](mailto:Nicolle.Tanner@fldoe.org)  
850-245-9349 (Office)

