**ARKANSAS DEPARTMENT OF EDUCATION**

**DIVISION OF ELEMENTARY & SECONDARY EDUCATION**

Complaint Form for Equitable Services for Title I and Programs Covered under

Title VIII to Private School Students and Teachers

**Office of the State Ombudsman**

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| Name of person filing complaintTitle/position of person filing complaintName of private schoolStreet address of private school EmailPhone number |  |
| Name of Local Educational Agency (LEA) complaint is againstStreet address of LEA Contact nameEmailPhone number |  |

Title II and VIII programs (ESEA section 1117 and 8501):

Title I, Part A − Improving basic programs operated by LEAs

Title I, Part C − Education of migratory children

Title II, Part A − Supporting eﬀective instruction state grants

Title III, Part A − English language acquisition, language enhancement, and academic achievement

Title IV, Part A − Student support and academic enrichment grants

Title IV, Part B − 21st Century Community Learning Centers

What federal statutory or regulatory requirements that apply to equitable services do you feel have been violated? (Please attach any supporting documentation.)

Please describe the issue(s), including dates; and any steps you have taken and people you have contacted from the LEA to resolve the issue and their response(s). Please attach any supporting documentation.

Please describe the solution or the action you feel would resolve this problem.

Date

☐ Yes ☐ No

Are you willing to participate in the mediation process to try to resolve your concerns?

Yes \_\_\_\_\_\_\_\_\_\_\_\_

By typing your name, this serves as your electronic signature.

This form must be signed and submitted to the Arkansas Department of Education, Division of Elementary & Secondary Education

and a copy to the local school district.

In lieu of mailing, you can email to **Chelsey Moore, chelsey.moore@ade.arkansas.gov**

***Change to Existing Requirement: Complaint Process for Participation of Private School Children – Time Limit*** The timeframe that an SEA has for responding to a complaint from parents, teachers, or other individuals concerning violations of ESEA section 8501 regarding the participation by private school children and teachers is 45 days. In addition, the Secretary must investigate and resolve an appeal of an SEA’s resolution of a complaint within 90 days.

*(ESEA section 8503.)*

***Changes to Existing Requirement: Consultation***

The topics subject to consultation have been expanded to include the following:

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How the proportion of funds allocated for equitable services is determined.

Whether the LEA will provide services directly or through a separate government agency, consortium, entity or third-party contractor.

Whether to provide equitable services to eligible private school children by pooling funds or on a school-by- school basis.

When, including the approximate time of day, services will be provided.

Whether to consolidate and use funds available for Title I equitable services in coordination with eligible funds available for equitable services under programs covered under section 8501(b) to provide services to eligible private school children in participating programs.

The written affirmation that consultation has occurred must provide the option for private school officials to indicate such officials’ belief that timely and meaningful consultation has not occurred or that the program design is not equitable with respect to eligible private school children.

*(ESEA section 1117(b)(1).)*

**Relevant Statutory, Regulatory, and Guidance References**

* Title IX TITLE IX, PART E UNIFORM PROVISIONS SUBPART 1—PRIVATE SCHOOLS Equitable Services for Eligible Private School Students, Teachers, and Other Educational Personnel Non‐Regulatory Guidance, Section H and sample form J‐16

 34 C.F.R. §299.12

 ESSA Sections 1117(b)(6); 1117(c)2; and 8501(c)6

**For internal use only‐**

Date of receipt of form:

Completion of complaint process: