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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | ***Non-Public School Name:*** |  | | ***Street Address, State and Zip Code:*** |  | | ***Name of Individual Completing the form:*** |  | | ***Title of Individual Completing the form:*** |  | |
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| **Affirmation of Consultation** |
| |  |  | | --- | --- | | I agree that this school has been consulted in a timely and meaningful manner by the LEA in the planning of the Elementary and Secondary School Emergency Relief (ESSER) Fund application and equitable share percentage. | \_\_\_Yes \_\_\_No | | **Method of Consultation** (phone call, email, meeting) | **Date of Consultation** | |
| **Participation of Certification**   |  |  | | --- | --- | | The non-public school wishes to participate in equitable services from the ESSER Fund.  Comments: | \_\_\_Yes \_\_\_No |   **Agreement on Consultation** |
| |  |  | | --- | --- | | This school is satisfied with the program design and educational services to be provided with ESSER funds.  Comments: | \_\_\_Yes \_\_\_No | | If there was any disagreement between the LEA and the non-public school, did the LEA provide in writing the reasons why the LEA disagreed? | \_\_\_Yes \_\_\_No | |
| **Right to File A Complaint:** |
| A non-public school official shall have the right to file a complaint with the State educational agency asserting that the local educational agency did not engage in consultation that was meaningful and timely, did not give due consideration to the views of the non-public school official, or did not make a decision that treats the non-public school students equitably as required by Section 1117 of the Every Student Succeeds Act (ESSA).  If the non-public school official wishes to file a complaint, the official shall provide the basis for the noncompliance with this section by the LEA to the State educational agency, and the LEA shall forward the appropriate documentation to the State educational agency. The complaint process document is available [here](https://www.maine.gov/doe/learning/esea/resources). |
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