



# Supplemental Educational Services (SES)

September 2009

To comply with the federal *No Child Left Behind Act* of 2001, the Wyoming Department of Education (WDE) instructs any school district with a school that is in its second year of school improvement, on corrective action, or in restructuring, to arrange for supplemental educational services (SES) to eligible children in the school. Providers of supplemental educational services must have a proven record of effectiveness or a high probability of success in the educational services they make available to students. Through an application process which details the service provider's qualifications, credibility, methods of instruction, etc., the WDE will generate a list of approved service providers in each school district. From that list, parents and the school district where the child attends school, will together select a service provider for the child.

The main purpose of supplemental education services is to:

- ✓ increase the academic achievement in reading/language arts or mathematics of eligible students as measured by the State's assessment system, and
- ✓ enable these children to attain proficiency in meeting State Academic Performance standards.

It is required that additional instruction will be in the areas of reading and math in order to help students meet Wyoming's academic achievement standards, as shown by improved scores on Wyoming's state assessment, Performance Assessment for Wyoming Students (PAWS).

## What are Supplemental Educational Services?

- Supplemental educational services are additional instruction designed to increase the academic achievement of students in schools in need of improvement.
- These services may include academic assistance such as tutoring, remediation, and other educational interventions as long as such methods are consistent with the content and instruction used by the local school district and are aligned with the State's academic content standards.
- Supplemental educational services must be provided outside the regular school day.
- Supplemental educational services must be of high quality, research-based, and specifically designed to increase student academic achievement.

## Who is eligible to receive Supplemental Educational Services?

- Eligible students are all students from low-income families who attend Title I schools that are in their second year of school improvement, in corrective action, or in restructuring.
- Eligible students may or may not be a member of a subgroup that caused the school not to make Adequate Yearly Progress (AYP).
- Eligible students may or may not be in a grade that takes the statewide assessment.
- Students do not have to receive Title I services in order to be eligible.
- Priority will be given to the lowest-achieving eligible students if not enough funding is available for all eligible students whose parents request such services.

## Who is eligible to provide Supplemental Educational Services?

Entities eligible to apply to provide supplemental educational services may include, but are not limited to:

Community agencies, charter schools, private schools, individuals, public schools, libraries, community colleges, universities, private companies, on-line schools, family literacy programs, Even Start programs, Boards of Cooperative Educational Services (BOCES), and faith-based organizations.

(Sources: Wyoming Department of Education, Title I Office, May 2005; U.S. Department of Education "Supplemental Educational Services *Non-Regulatory Guidance*," June 2005.)

### What are the responsibilities of the parents?

- ✓ Contact the school personnel identified in the supplemental educational service information sent home by the school district;
- ✓ Choose a provider for their child from all supplemental educational service providers identified by the State for the area served by the school district within a reasonable distance of that area;
- ✓ Cooperate with the school district and the provider in developing and identifying specific academic achievement goals for the student, measures of student progress, and a timetable for improving achievement;
- ✓ Ensure that their child attends the program regularly;
- ✓ Change or terminate services, if they are not satisfied.

### What are the responsibilities of the school district?

- Identify students who are eligible for supplemental educational services.
- Notify parents annually of
  1. the availability of supplemental educational services;
  2. approved providers whose services are available within the school district or whose services are reasonably available in neighboring school districts; and,
  3. a brief description of the services, qualifications, and demonstrated effectiveness of each approved provider to assist the parent in selecting a provider.
- Contact providers selected by the parents and enter into a contractual agreement on behalf of the student.
- Pay the provider for services rendered from its Title I, Part A allocation.
- **Districts are not required to provide transportation for services offered away from the school location.**
- **Districts also are not required to provide space or resources (i.e., staff, computers, copies, facility).**

### What are the requirements for approved service providers?

To be included on a list of approved supplemental service providers (SSP), agencies or individuals must:

- ✓ Have demonstrated a record of effectiveness in improving student academic achievement;
- ✓ Provide documentation that the instructional strategies used are high quality, based on research, and designed to increase student academic achievement;
- ✓ Give assurance that services comply with the instruction program of the school district and with Wyoming state content and performance standards;
- ✓ Ensure that their services are secular, neutral, and non ideological;
- ✓ Give assurance that it will provide supplemental educational services consistent with applicable federal, state, and local health, safety and civil rights laws;
- ✓ Provide evidence that the provider is financially sound and have verification of insurance and their ability to meet state and local health standards.

### What are the responsibilities of the approved provider?

- Providers must ensure that the instruction is aligned with Wyoming academic achievement standards.
- In the case of a student with disabilities, providers must ensure that the instruction is consistent with the student's individualized education program (IEP).
- Providers may not refuse services to a student based on academic standing or identification as a special needs student or English Language Learner.
- Approved providers are expected to deliver services to students, not to provide training to a teaching staff.
- Providers are to supply the parents and the school with information on the progress of the children in a format and, to the extent practicable, in a language that parents can understand.
- Providers are to ensure that all individuals who will interact with students are fingerprinted and background checked according to Wyoming Statute § 21-7-401.
- Providers must supply their own resources (space, materials, staff, computers, etc.).
- Providers must enter into an agreement with the school district that defines the goals for the student; how progress will be measured, how much instructional time will be needed; where services will be provided; how parents and the school will be informed of the child's progress; provisions for the payment for services to the provider by the school district; assurance of the child's right to identification privacy; description of the research-based program to be used; qualifications of staff who will deliver the instruction; and an IEP or 504 plan, if applicable.
- Providers must ensure on-site supervision of students.

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