

CCIP Note # 225

Keywords: Supplemental Educational Services (SES), Public School Choice (PSC), Parents
Attention: Superintendents, Treasurers, and Consolidated Application Contacts
Summary: SES Approved Provider list available for FY11; Parent Notification Letters and District Web Site Information

SES Approved Provider list available for FY11

FYI

Superintendents, Treasurers, and Consolidated Application Contacts

The list of approved SES providers for the state of Ohio is now accessible using the SES Provider Look-up at <http://dnet01.ode.state.oh.us/ses/ProviderLookup.aspx>

****SPECIAL NOTE:** The ODE is still awaiting approval from the U.S. Department of Education on a waiver to allow districts/schools in improvement to serve as SES providers. This may require an update to any publications your district is preparing regarding SES. As soon as a decision on the waiver is given, a CCIP Note will be sent for LEAs to update their list of providers willing to serve in their area.

Parent Notification Letters and District Web Site Information

FYI

Superintendents, Treasurers, and Consolidated Application Contacts

Title I served schools in School Improvement (SI) Status Year 1 and above are required to offer parents the option to transfer their child to a school not in improvement status (PSC). The U.S. Department of Education (USDOE) requires that parents of eligible students be notified of their choice options **no later than 14 days** prior to the first day of school.

Please send a copy of the required Parent Notification Letter for each Title I served building identified in SI Year 1 and above to the Ohio Department of Education (ODE). Revised requirements for the parent notification letters can be found in the Document Library under Public School Choice under the heading Accountability:
<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=825>

A SAMPLE Parent Notification Letter

School Improvement (SI)/Public School Choice (PSC) can be found at:

<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=817>

*This is a sample template provided by the USDOE for use by the LEAs. In addition to these requirements, the Ohio Department of Education also requires:

- An explanation of what the ODE or district and school are doing to address the achievement problem.
- Attachments/enclosures providing further information requested in the notification letter must be submitted for pre-approval to ODE if pertaining to requirements not addressed in the letter.

A SAMPLE Parent Notification Letter for Community Schools Can be found at:

<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=1052>

*This is a sample template provided by the USDOE for use by the LEAs. In addition to these requirements, the ODE also requires:

- How the school compares to others in terms of academic achievement.
- An explanation of why Public School Choice may be limited.
- Attachments/enclosures providing further information requested in the notification letter must be submitted for pre-approval to ODE if pertaining to requirements not addressed in the letter.

Public School Choice letters should be submitted for review to the Office of Federal Programs, Ohio Department of Education (ODE) at PSC_SES@ode.state.oh.us as soon as possible so that the letters may be reviewed prior to their dissemination to parents. Any enclosures that may be part of the package sent out to parents should also be included.

Supplemental Educational Services (SES)

Title I served schools in School Improvement Status Year 2 and above are required to offer SES to eligible students. SESs are offered outside of the school day and the tutoring is conducted by state-approved providers. USDOE requires that letters be sent to parents informing them of the opportunity to participate in free tutoring for their child/children. Requirements for the letters can be found in the Document Library under Supplemental Educational Services under the heading Accountability:

<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=816>

A SAMPLE Parent Notification Letter

School Improvement (SI)/Supplemental Educational Services (SES) can be found at:

<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=818>

This SAMPLE SES Parent Notification Letter is for illustrative purposes only and should be revised to be reflective of the district SES Program.

Supplemental Educational Services letters should be submitted for review to ODE's Office of Federal Programs at PSC_SES@ode.state.oh.us as soon as possible so that the letters may be reviewed prior to their dissemination to parents. Any enclosures that may be part of the package sent out to parents should also be included.

Web Sites

Federal regulations require LEAs offering PSC (SI Year 1 and above) and SES (SI Year 2 and above) to prominently display (easy for parents to locate) on their local Web sites the following information:

- The number of students who were eligible for PSC and SES, beginning with data from the 2007-2008 school year and for each subsequent year.
- The actual number of students who participated in SES and/or opted for Public School Choice beginning with data from the 2007-2008 school year and for each subsequent year.
- A list of SES providers approved to serve the district, as well as the locations where the services are provided for the current school year.

*You may use this link (extracted from the ODE Lookup Site) which lists all the state-approved providers that said they would serve your district and where their services will be provided:

<https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=65897>

- A list of available schools to which students eligible for PSC may transfer for the current school year.
- A link to the ODE Web site (Lookup site) listing of state-approved SES providers does not meet the standard for compliance.
 - This issue will be a part of the PACTS on-site review process.
 - Consolidated Applications/Revisions may not receive Final Approval Status until compliance is met.
 - If an LEA does not have a Web site, please inform the Office of Federal Programs so that the information may be posted on the ODE Web site on behalf of the LEA.

Please contact your Federal Programs consultant at (614) 466-4161 if you have any questions or need assistance.