

SUPPLEMENTAL EDUCATIONAL SERVICES 2009-2010

What are Supplemental Educational Services (SES)?

Tutoring and other academic enrichment services that are:

- In addition to instruction provided during the school day
- Specifically designed to increase academic achievement and enable students to reach proficiency on the PSSA
- Of high quality and research-based

Who is eligible for SES?

Children from *low-income* families attending Title I schools that are in School Improvement II, Corrective Action I, Corrective Action II, and Making Progress across these levels. (See list of eligible schools.) If Title I funding is insufficient to meet the demand to serve income-eligible students, priority must be given to the lowest achieving, low-income students.

How will parents/guardians of eligible students be notified about SES?

- During the week of September 21, automated calls will be made to the homes of all eligible students, asking the parents to watch for the SES mailing.
- Beginning September 30, families of eligible students will receive student-specific applications and information booklets in the mail. The information booklets have six (6) components:
 1. an informational letter about SES
 2. a flyer about the October 4 SES Provider Fair
 3. a list of 40 SES information sessions that NCLB District Liaisons will lead for parents/guardians across the District
 4. the state-approved list of SES Providers
 5. information about the SES Providers
 6. a list of questions for parents/guardians to ask SES Providers to aid in the selection process
- The informational letter will be translated into eight (8) languages and will be available at the eligible schools as well as on the Title I website.

How can parents/guardians of eligible students learn more about SES?

- Parents/guardians of eligible students should attend the SES Provider Fair on October 4, 2009 from Noon – 3:00pm in the Atrium of the School District of Philadelphia's Education Center.
- Parents/guardians should attend one of the 40 SES information sessions.

How do parents/guardians of eligible students apply for SES?

- Choose a first, second and third choice provider from the application. Information about the individual providers is in the informational booklet.
- Make an appointment with the first choice SES Provider and make sure that the selection is appropriate for the child.
- Write in the first, second, and third choices on the Application and Agreement and have the *first choice* SES Provider sign the application.
- The parent/guardian and the student must sign the application.
- Leave the completed application with the *first choice* SES Provider.

Is there a deadline for completing the SES Application and Agreement?

- *OCTOBER 22, 2009* is the due date.
- While SES Providers can and will take applications after the October 22, 2009 due date, submitting the application on time maximizes the benefit and the number of hours of service a student receives from SES. (Typically services end March 31, 2009.)

What can a parent/guardian expect once the student is enrolled in SES?

- The parent/guardian will need to sign a FERPA Waiver that will allow the District to share the student's information with the SES Provider.
- The SES Provider will assess the student and share the results with the parent/guardian. Together, Achievement Goals will be created and tutoring will begin (early November).
- Each month, the parent/guardian will need to sign Achievement Goals (first month) or Progress Reports. The SES Provider should provide a signed copy of these reports to the parent/guardian.
- Each month, the parent/guardian will need to sign an Attendance Report to verify the student's attendance.

What if the parent/guardian does not receive the SES information packet? How do they know whether or not the student is eligible to receive SES?

If a child attends a school that is in School Improvement II, Corrective Action I, Corrective Action II, or Making Progress across those levels and the family did not receive an Application and Agreement and informational booklet via the U.S. mail:

- Go to your child's school.
- Ask for a *Request for Supplemental Educational Services (SES) Eligibility Status* form.
- Complete this form *at the school*. We need the school to confirm that it is in fact the parent/guardian who is requesting confidential information.
- The school will fax the completed form to the SES Office and a member of the SES Team will call the parent/guardian to discuss the student's eligibility.

For more information,

- Visit the Title I website at <http://webgui.phila.k12.pa.us/offices/t/title1> The website will be updated once the SES documents are completed.
- Call your NCLB District Liaison, Terry Wisniewski, SES Manager, 215-400-5874, or Chris McBride, SES Coordinator, 215-400-6834.