

Things to know about Supplemental Educational Services:

A Local Education Association (LEA) must make Supplemental Educational Services (SES) available for eligible students attending Title I schools that are in their second year of school improvement, in corrective action, or in restructuring.

Eligible students are all students from low-income families (free and reduced) who attend Title I schools that are in their second year of school improvement, in corrective action, or in restructuring.

The LEA will notify parents about the availability of services, at least annually. An LEA may set a deadline by which parents must request SES. Note that an LEA that spends less than its 20% obligation and uses the unexpended amount for other allowable activities must, provide a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length (at least two weeks) to enable parents of eligible students to make informed decisions about requesting SES and selecting a provider.

The notice to parents should be provided directly through regular mail or email **and** more broadly on the internet or through some other public means of communication.

The LEA notice to parents must:

- (1) Explain how parents can obtain SES for their child
- (2) Identify each approved SES provider that can provide services to their students
- (3) Describe briefly the services, qualifications and evident of effectiveness for each provider
- (4) Indicate providers that are able to serves students with disabilities for LEP students
- (5) Include an explanation of the benefits of receiving SES

The LEA must prominently display on its web site (1) the number of students who were eligible for Supplemental Educational Services during the previous school year ; and (2) the number of students who participated in SES in the previous school year; and (3) the list of providers approved by the State Department of Education for the current school year. This list of providers may need to be edited to include only SES providers that are able to serve your district.

The LEA must obligate an amount equal to 20 percent of its district Title IA allocation to support the costs of providing public school choice and SES in identified schools in their district. An LEA that does not incur any public school choice expense must then obligate its full 20 percent obligation to support SES.

Children that attend private schools are not eligible to receive SES.

The LEA may help parents choose a provider, if requested.

The LEA must enter into an agreement with a provider selected by a parent of an eligible student.

The LEA may impose reasonable administrative and operational requirements through its agreements with providers. For example, an LEA may require that all employees of a provider undergo background checks if the LEA requires this in other contracts.

If sufficient funds are not available to serve all eligible children, an LEA must give priority to the lowest-achieving eligible students.

An LEA should make its SES sign-up form accessible to parents and should widely distribute the form.

An LEA may set a deadline by which parents must request SES.

The LEA may not provide a list of eligible students to an SES provider.

Providers are allowed to market their services directly to members of the community or to provide general information to the public about the availability of SES.

SES providers are not to provide incentives to Nebraska students (or parents) for enrolling or for completing services from the provider.

SES providers will not employ teachers, for remuneration, to students assigned to his or her classes unless approved by the local board of education.

SES providers will not represent their employees or agents as Nebraska State, Educational Service Unit or school district employees, agents or officials, but to clearly identify their staff as representatives of the SES provider.

The LEA is responsible to develop, in consultation with parents and the provider a statement of specific achievement goals for the student, how the progress will be measured, and a timetable for improving achievement.

The SES contract is between the district and the provider. The LEA must include the following in its agreement with the SES provider:

- (1) Specific achievement goals for the student, developed in consultation with the student's parents
- (2) A description of how the student's progress will be measured and how the student's parents and teachers will be regularly informed of that progress
- (3) A timetable for improving the student's achievement
- (4) A provision for terminating the agreement if the provider fails to meet the student's specific achievement goals and timetables
- (5) Provisions governing payment for services
- (6) A provision prohibiting the provider from disclosing the identity of any student receiving SES without written permission of the student's parents
- (7) An assurance that SES will be provided consistent with applicable health, safety, and civil rights laws

The LEA is not required to allow parents that are not satisfied with the SES their child is receiving to request and receive a new provider.

Districts with multiple buildings may want to require SES providers to bill by building.

Parent surveys may be distributed to parents any time after services have been completed.

LEAs not expending its 20 percent obligation must add the amount of any unused portion of the 20 percent obligation to the amount that must be spent on choice-related transportation and SES in the subsequent school year. To spend less than the amount needed to meet its 20 percent obligation and to use the unexpended amount for other allowable activities in a given school year, an LEA must meet, at a minimum, all of the following criteria:

1. Partner, to the extent practicable, with outside groups, such as faith-based organizations, other community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive SES.
2. Ensure that eligible students and their parents have a genuine opportunity to sign up to transfer or to obtain SES, including by: (a) providing timely, accurate notice to parents; (b) ensuring that sign-up forms for SES are distributed directly to all eligible students and their parents and are made widely available and accessible through broad means of dissemination, such as the Internet, other media, and communications through public agencies serving eligible students and their families; and (c) providing a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length to enable parents of eligible students to make informed decisions about requesting SES and selecting a provider.
3. Ensure that eligible SES providers are given access to school facilities, using a fair, open, and objective process, on the same basis and terms as are available to other groups that seek access to school facilities.

In addition, an LEA that spends less than the amount needed to meet its 20 percent obligation and does not intend to spend the unexpended amount in the subsequent school year must maintain records that demonstrate it has met the criteria above, and must notify the SEA that it has met the criteria and intends to spend the remainder of its 20 percent obligation on other allowable activities. The LEA must include in its notice to the SEA the amount of that remainder.