

February 6, 2008

Sheldon Independent School District

TO PARENTS OF STUDENTS ATTENDING C. E. King High School:

Under the federal No Child Left Behind (NCLB) Act of 2001, the Texas Education Agency (TEA) is required to identify Title I, Part A campuses in need of improvement if the campus does not make Adequate Yearly Progress (AYP) for the same indicator. Campuses that advance to Stage 2, 3, or 4 are required to offer Supplemental Educational Services (SES) to eligible students.

SES are additional academic instructional opportunities designed to increase the academic achievement of students attending campuses identified for school improvement status. These services may include academic assistance such as tutoring, remediation, and other educational interventions, provided that such approaches are consistent with the content and instruction used by the local education agency (LEA) and are aligned with the State's academic content standards. SES must be high-quality, researched-based, and specifically designed to increase student academic achievement. The cost of these services is assumed by the LEA, and thus, these services are free to you as parents/guardians.

All students from low-income families are eligible to request SES if they attend a Title I, Part A campus that has failed to make AYP for three or more consecutive years. As the parent or guardian of a student attending a campus identified for school improvement status, you have the option to choose an approved SES provider from the state-approved list.

In the event that funding for SES does not meet the demand for services, the LEA must set priorities in order to determine which eligible students will receive services. In this case, C. E. King High School will determine which eligible students will receive services using the following criteria: Priority will be given to the lowest achieving students in 10<sup>th</sup> grade math..

You may read about SES on TEA's website at [http://www.tea.state.tx.us/nclb/titleia/sip/2007-08/2007-08\\_sip.html](http://www.tea.state.tx.us/nclb/titleia/sip/2007-08/2007-08_sip.html). If your student is eligible for SES, additional information is available at the School Improvement Resource Center's website for SES at <http://www.esc13.net/statewide/ses/>. You also may find more information on the school improvement process at the School Improvement Resource Center's website at <http://www5.esc13.net/statewide/sirc/index.html>. If you do not have access to the internet, please call the contact person listed at the end of this letter, and this information will be provided to you.

Attached you will find a list of all the SES providers willing to serve our geographical location. The attachment includes the names, contact information, program summaries, and records of effectiveness for each of the available providers.

Supplemental educational services are available annually. The final deadline for choosing a provider is 30 days from the date of this letter. The form to request services is attached. **To request services fill out the attached form and return it to your campus principal.** If you have questions please contact Mrs. Norma Alvarez at 281-727-3531. The start date for supplemental educational services is within 30 calendar days after parents have informed the LEA of their choice of a provider.

Once you have selected a provider, the LEA will enter into an agreement with the provider that includes the following:

- student goals developed in consultation with the parent;
- how the student's progress will be measured;
- how the parents will be regularly informed of the student's progress;
- a timetable for improving student achievement;
- a provision for termination of the agreement if the provider fails to meet student progress goals and timetables;
- provisions governing payment for services;
- provisions prohibiting the provider from disclosing to the public the identity of any student eligible for or receiving supplemental educational services; and
- an assurance that supplemental educational services provided will be consistent with applicable, health, safety, and civil rights laws.

If you have questions concerning this letter or need us to provide you with paper copies of the material referenced in the websites, please contact Mrs. Paula Askew at 281-727-3509.

Sincerely,

Mr. Michael Null, Principal  
C. E. King High School

Attachment

## Supplemental Educational Services Responsibilities of Involved Parties

### State Responsibilities

- Consult with parents, teachers, districts, and interested members of the public to promote maximum participation by providers to ensure, to the extent practicable, that parents have as many choices as possible.
- Provide an annual notice to potential providers informing them of the process for obtaining approval to be a provider of supplemental educational services.
- Develop and apply objective criteria for approving potential providers.
- Maintain an updated list of approved providers across the state by district from which parents may select.
- Develop, implement, and publicly report on standards and techniques for monitoring the quality and effectiveness of tutoring services offered by approved providers.
- Remove from the state approved list any approved providers that fail, for two consecutive years, to contribute to increasing the academic proficiency of students served by the providers.
- Protect the privacy of students who are eligible for or receive supplemental educational services.

### District Responsibilities

- Notify parents about the availability of tutoring services at least once a year.
- If requested, help parents choose a provider.
- Determine which students should receive services if not all students can be served.
- Enter into an agreement with a provider selected by parents of an eligible student.
- Assist the state in identifying potential providers within the district.
- Protect the privacy of students who are eligible for or receive supplemental educational services.

### Provider Responsibilities

- Enable the student to attain his/her specific achievement goals.
- Measure the student's progress and inform the student's parents and teachers of that progress.
- Adhere to the timetable for improvement student achievement that is developed by the district in consultation with the student's parents and the providers.
- Protect the privacy of students who are eligible for or receive supplemental educational services.
- Provide tutoring that is consistent with applicable health, safety, and civil rights laws.
- Provide tutoring that is secular, neutral, and non-ideological.

### Parent Responsibilities

- Actively participate in the supplemental educational services program by choosing a provider.
- Work with the provider to develop specific academic achievement goals, measures of student progress, and a timetable for improving achievement.
- Support the student's work at home to meet achievement goals.
- Provide transportation to and from tutoring sessions if the school district does not provide transportation.
- Ensure that the student attends tutoring services for which he/she is enrolled.
- Share any concerns regarding services with the district's contact for SES.