



**Supplemental Educational
Services (SES)
District/Provider Meeting**

Colorado Department of Education
July 31, 2012

Wes Montoya, Ph.D.
State SES Coordinator



New to Implementing SES

WELCOME!

• **CDE representatives/Communication Protocol**

- Patrick Chapman, Executive Director Federal Programs Administration
 - Trish Boland, Ph.D., Director Title IA
 - Kathryn Smuckler, Title IA
 - Wes Montoya, Ph.D., SES Coordinator
 - Nazanin Mohajeri-Nelson, Ph.D., (Nazie) SES evaluation
 - DeLilah Collins, CDE Student SES Data (Question regarding OMNI)
 - Lynn Bamberry and Kim Burnham [RFP]
 - SuppEdServices
 - Website
 - Lists

Announcements

- Next RFP
 - English Language Development (ELD), August 1, 2012,
 - Reading, Writing, Math, ELD, (December/January 2012/2013)
- Reapplication every 3 years (If approved in 2010-2011 you must reapply in December/January 2012/2013)
- Colorado SES Guidance June 2012 (replaces USDE SES Guidance Jan 2009)
- Title I SES School List 2012-2013

Changes to Provider Information

- Changes to approved SES provider lists updated once per month
- Changes to business information (such as names and owners should be supported by proper documentation)
 - send to SuppEdServices@cde.state.co.us for approval

Changes to Provider Information

- Email any changes to contact information (e.g., email addresses, phone numbers) to SuppEdServices@cde.state.co.us
- Any changes to the provider's program require reapplication!

SES Implementation Guidelines

- Access to Colorado SES Guidance
 - [Colorado SES Guidance June 2012](#)
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses-ti_a_regsandguidance_sesguid.pdf
- Access to Colorado Code of Ethics
 - [SES Code of Ethics](#)
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_code.pdf

SES Implementation Guidelines

Access to CDE Links

- [Access to Evaluation Summary](#)

EVALUATION OF NCLB TITLE I, PART A:
SUPPLEMENTAL EDUCATIONAL SERVICES
ACADEMIC YEAR 2010 – 2011 FINDINGS

- http://www.cde.state.co.us/FedPrograms/dl/imp_ses_2010-2011evalrpt.pdf

- [Access to Evaluation Reports](#)

– Webinar on the general components of provider effectiveness (Evaluation)
August 21 , 2012 3-4pm (Mountain)

- http://www.cde.state.co.us/FedPrograms/dl/imp_ses_sesproevalsum.pdf

CDE SES Website

Access to CDE Links

- Access to Protocol for Evaluation of Providers
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_proto.pdf
- Access to Decision Tree
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_dectree.pdf
- Access to Provider Monitoring Indicators
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_provmonit.pdf

CDE SES Website

Access to CDE Links

- Access to List of SES Providers
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_complst.pdf

- Access to List of Schools and Districts that are required to offer SES
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_2012sesschlst.pdf

Basic Information

Districts / Schools

- Start date for SES
 - October 15-enrollment window completed
- SES District Monitoring
 - Program Implementation
 - Parent notification,
 - Enrollment window
 - Contracts
 - Student goals
 - Etc
 - Fiscal
 - 15% set aside, post award revisions, reallocation

Basic Information

Contracts -- <http://www.cde.state.co.us/FedPrograms/imp/ses.asp>

- Agreement
 - Specify
 - Achievement goals
 - How student progress will be measured & reported to parents, teachers, districts (How often; tailored)
 - Timetable for achieving goals
- Include a provision for termination of provider if goals are not met
 - Next steps when a provider is terminated
 - Determine the remaining PPA
 - Place student with parents second choice of provider if sufficient PPA remains.

Basic Information

- Protect student identity and confidentiality
 - (All SASIDS are to be in password protected documents)
- Align program with student IEP, ILP, or 504 when goals are developed by district/provider/parent
 - (share contents of ILP, IEP, or 504 with providers)
- Provider attendance requirements (i.e., what needs to happen if a provider can't make a session)
 - [Code of Ethics](#) p. 1
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_code.pdf

Roles and Responsibilities

Districts / Schools

- Cooperate with the state and providers to serve eligible students
- Implement the SES program in accordance with the Colorado Guidance and the State's Code of Ethics
- Offer services to eligible students and make sure they have access to tutoring quickly and efficiently (Parent Notifications)

Roles and Responsibilities

Districts / Schools

- Collaborate with providers to implement an effective program
- (P-4) Provide space for providers to serve on site
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses-ti_a_regsandguidance_sesguid.pdf
- Cooperate with the State in evaluating the effectiveness of services offered in district

Roles and Responsibilities

Providers

- Implement the program in accordance with the **APPROVED APPLICATION**, Colorado Guidance, and the State's SES Code of Ethics
 - Cooperate with districts to serve eligible students

Roles and Responsibilities

Providers

- Provide effective tutoring that improves the academic achievement of students on the state assessment, TCAP or other assessments for students in K-2, CBLA and the state assessment for English Language Development (ELD), WIDA
- Collaborate with districts to implement an effective program
- Monitor own effectiveness and make improvements where needed

Roles and Responsibilities

State

- Approval of providers
- (R-4) Monitoring of the SES implementation both by districts and providers
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses-ti_a_regsandguidance_sesguid.pdf
- (R-1, R-2) Monitoring of District SES program (onsite and desk)
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses-ti_a_regsandguidance_sesguid.pdf

Roles and Responsibilities

State

- Evaluating SES provider program effectiveness
- Removing providers that have not been effective for two consecutive years
- Providing technical assistance to districts and providers in implementing SES
- Resolving conflicts where there is no other avenue

District SES Monitoring

- District Monitoring
 - Program Implementation
 - Parent Letters
 - Enrollment window
 - Website Requirements
 - Contracts
 - Start Date

District SES Monitoring

- SES Monitoring
 - Number of eligible students
 - Number who applied for services
 - Number who received services
 - Expenditures (federal, state, and local)

District/Provider SES Monitoring

- Monitoring of SES occurs
 - During onsite monitoring of a district
 - When there are concerns with the provider or district
 - Randomly
- Monitoring findings and reports are public
- Based on Monitoring Indicators
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses_provmonit.pdf
- Districts/Providers should report any concerns to the State
- Districts are encouraged to file a formal complaint, when provider is a NO SHOW.

New Guidance

(From Colorado SES Guidance)

- Eligible students ([A-6 SES Guidance](#))
 - http://www.cde.state.co.us/FedPrograms/dl/imp_ses-ti_a_regsandguidance_sesguid.pdf
- SES student enrollment. (C-1)
- Limiting Providers (E-3) and (Appendix C)

New Guidance

(From Colorado SES Guidance)

- District Website (F-3)
- PPA and districts negotiating tutoring costs (G-11)
- District responsibility when less than 15% of SES funds are used. (G-19)

Additional Requirements *if* Reallocating Unspent Funds

- Districts must reserve full 15% (including Choice) until authorized to reallocate through post award process
- Colorado Guidance
 - One sign-up window & notification
 - Partnering with community organizations
 - Fair & equitable access to facilities
- Reallocation
 - Prior to June 30, 2013

New Guidance

(From Colorado SES Guidance)

- Providers will update teachers and parents with progress reports after every five sessions. (J-6)
- Students may be tutored in Reading or Math or ELD. (J-1)
 - Providers may offer tutoring for math, reading, and ELD services if approved in each area.
 - If a student is enrolled in SES for math he/she may only be tutored in math for that contracted time period.
- Terminating student tutoring services. (J-8)

Reporting Requirements for Student Data

- Providers required to submit data through OMNI Tracking system.
 - CDE does not upload or enter student data on behalf of a provider.
- Providers required to refer to the OMNI User Manual prior to contacting CDE for assistance

(Continued) Reporting Requirements for Student Data

- Providers must enter the previous month's services by the 15th of the month.
 - Failure to enter student data timely could result in the loss of revenue for that student.
- **SASID numbers should only be sent in a password protected document.**
 - Providers that send SASID numbers otherwise will not receive assistance until the information is received in the correct format and may be placed on warning.

Districts Serving as Own Provider

- SES application process
 - Must be on the state approved provider list
- Provide choices to parents
 - CANNOT only promote/showcase own program
- Contracting with Self
 - (Agreement)

Reminders

- Marketing of SES tutoring by providers
 - Check with districts prior to sending out flyers and brochures.
 - Brochures and other materials sent to parents should contain “Your student **may** be eligible for services”
- Incentives
 - Nominal value
 - \$50
 - Instructional computers
 - Allowable if used for instructional program

Reminders

- List of Approved Providers on the CDE SES website -- <http://www.cde.state.co.us/FedPrograms/imp/ses.asp>
 - **Check regularly**
 - notify SupEdServices@cde.state.co.us of changes
 - Updated once per month after all SES approved provider lists are final
 - Service sheets will be updated one time per year.

Reminders

- Program must be implemented as APPROVED by State (including hours of service)
 - Modifications have to be approved by the state
 - Changes to program must be completed through a reapplication process
- Progress reports to students, parent, and districts
 - After every 5 sessions

Reminders

- Staying on the Approved SES Provider List
 - Must reapply every 3 years
 - Must conduct business in compliance with Colorado Guidance, & Code of Ethics
 - Must comply with evaluation protocol (provide data as needed)
 - Must not have 2 substantiated complaints against company

Reminders

- Evaluation
 - Reports are public
 - Based on Evaluation Protocol
 - Data come from State Assessments,
 - Reading--- CSAP/TCAP, CBLA,
 - Math--- CSAP/TCAP
 - ELL---CSAP/TCAP
 - ELD--- WIDA
 - Providers not effective for 2 years, will be removed from the list

Reminders

- Data Entry Expectations for Providers (including districts that are providers) ~ OMNI SES Tracker System
 - Timely
 - Accurate
 - Complete (pretests, posttests, all other information)

Contact Information

- ❖ Wes Montoya, Ph.D., SES
Coordinator
 - ❖ Monitoring
 - ❖ Montoya_w@cde.state.co.us
 - ❖ 303 866-6298
- ❖ Nazanin Mohajeri-Nelson, Ph.D.,
(Nazie) [SES Evaluation]
 - ❖ Mohajeri-nelson_n@cde.state.co.us
 - ❖ 303-866-6205
- ❖ Delilah Collins -- (Questions about OMNI)
 - ❖ Collins_d@cde.state.co.us
 - ❖ 303 866-6850
- ❖ Administrative Support
 - Website
 - Lists
 - ❖ SuppEdServices@cde.state.co.us
- ❖ Kim Burnham and Lynn Bamberry [SES RFP]
 - ❖ Burnham_k@cde.state.co.us
 - ❖ Bamberry_l@cde.state.co.us