

WEST SHORE SCHOOL DISTRICT



Todd B. Stoltz, Ed.D.
Superintendent of Schools

DATE: September 22, 2016
TO: Special Education Teachers, Related Service Providers
FROM: Timothy H. Dorsey, Ed.D.
RE: Extended School Year (ESY)

September marks the beginning of the planning process for our extended school year programming. I would like to thank all of the professionals, paraprofessionals, and related service providers who worked during ESY this past summer. I would also like to thank the case managers who supplied all the materials for their students. If you currently have a student on your caseload that was provided ESY in 2016, their summary of performance was recently sent to you.

The following information is important for ALL to review:

For those students who received ESY this past summer, an IEP meeting may need to be scheduled in order to draw any conclusions based on the data that was collected on the specific goals that were addressed during ESY.

For all students, analysis of progress monitoring should compare students' progress, including related service(s) from the end of 2015-2016 school year to the beginning of the 2016-2017 school year during the first 4-5 weeks of school.

Planning for Extended School Year in 2017 begins now. Any student identified in a target group (autism/pervasive developmental disorder, serious emotional disturbance, intellectual disability) must have their ESY determination finalized NO later than **February 28, 2017**, per Chapter 14 requirements as part of the IEP process. You are already beginning to schedule IEP meetings and ESY will be an item discussed. If the team determination is to provide ESY, this must be documented in the IEP and include all of the following information:

- The reason for the determination including the data
- Goal(s) for ESY instruction
- SDI necessary for instruction of the goal
- Location of the intervention (TBD)
- Frequency and duration of the instruction and/or support
- Transportation needs (ex: harness, wheelchair assessable, etc.)

Tentative dates have already been selected for the summer of 2017. Pending board approval ESY classroom sessions will begin on or about **June 26, 2017**. Classroom sessions occur in 1.5 hour or 3 hour increments for a total of 15 sessions. Extent and service model is individualized for each student, so flexibility for the above dates and time may occur. Communication with the IA who is supporting your building is required in those circumstances.

Following the IEP meeting where the team determines that a student is eligible, please forward an additional copy of the IEP and the ESY student information form. The ESY student information form can be downloaded from the Special Education Department website (Resources/IDEA/ESY) along with additional information regarding ESY determination. This documentation should be submitted to ACE no later than **March 17, 2017** in order to allow for planning and staff for the summer. When submitting please indicate the paperwork is for ESY.

Thank you for your timeliness in this decision and the completion of the paperwork. If you should have any questions, please communicate with the instructional advisors or me for clarification.

cc: Tom Burnheimer
Instructional Advisors