

  
**Orange County Schools**

**No Child Left Behind  
Title I, Part A**

**Supplemental  
Educational  
Services  
(SES)**



**Parent/Guardian Information Booklet  
2011  2012**

*Students are eligible for tutoring if they receive free or reduced-price school lunch.*

No Child Left Behind  
Title I, Part A

**FREE TUTORING**

**SUPPLEMENTAL EDUCATIONAL  
SERVICES**

***Mr. G. Patrick Rhodes, Superintendent***

***Dr. Denise Morton, Chief Academic Officer***

***Dr. Lisa Ann Napp, Director  
for Elementary Education &  
Director of Title I Programming***

*In compliance with Federal Law,  
Orange County Schools administers all  
education programs, employment activities and  
admissions without discrimination against any person  
on the basis of gender, race, color, religion,  
national origin, age or disability.*

# OCS TITLE I SCHOOLS ELIGIBLE FOR SES

## SES Contact Information

Please tell the person answering the phone that you are calling about SES tutoring and ask to speak to the SES School Coordinator (not during school hours).

<u>School</u>	<u>Phone</u>
Central Elementary School .....	(919) 732-3622
Efland—Cheeks Elementary School .....	(919) 563-5112

### PLEASE NOTE

Only students attending these elementary schools listed above and who are eligible to receive free/reduced lunch may receive SES Tutoring.

Transportation is NOT provided for SES. Parents are responsible for transportation.

For information about tutoring schedules at your child's school, please check with the SES School Coordinator.

Provider summary information on pages 3 and 4. Read all information before completing application.



# **Supplemental Educational Services**

## **What are Supplemental Educational Services?**

Supplemental Educational Services (SES) are extra academic services such as tutoring and other academic enrichment services offered outside of the regular school day to help students improve reading and mathematics skills.

## **Which schools must offer free tutoring services?**

Title I schools accepted into the SES Pilot Program must offer free tutoring services after not making Adequate Yearly Progress in the same subject for two or more years. A list is included in this booklet.

## **Who is eligible for free tutoring?**

Students are eligible if they receive free or reduced-price school lunch and attend a Title I school that has not made Adequate Yearly Progress in the same subject for two or more years.

## **What is Adequate Yearly Progress?**

Through statewide testing, Adequate Yearly Progress (AYP) measures the yearly progress of different groups of students at the school, district, and state levels against a yearly target in reading and mathematics.

## **Can every student in a Title I school participate in the SES program?**

No. Only students who qualify for Free or Reduced-Price Lunch are eligible for SES. Also, because of the limited number of spaces in the SES program, Orange County Schools may not be able to enroll every eligible student. Participation in the program is based on the number of applicants and the amount of funds available. Priority is given to the eligible students with the greatest academic needs.

## **Who provides free tutoring services?**

SES Providers are companies or organizations that are approved by North Carolina Department of Public Instruction to offer services to your child. A brief description of all Providers and the services they offer is included in this brochure. At this time, these are the only approved Providers who have agreed to work with OCS students.

## **How do parents choose the Provider for their child?**

Names and descriptions of all approved Providers who may offer services in OCS are listed in this booklet. Parents may request assistance from their school or the OCS Office of Title I in selecting a Provider, including identifying Providers that can serve children with disabilities and with limited English proficiency. Contact information is provided in this booklet if you wish to contact the Providers directly about their services and programs.

## **What factors should parents consider in choosing a Provider?**

Parents may want to consider: where and when the Provider offers services; how often and for how long students will be served; how students are grouped during tutoring; whether the Provider can meet the academic needs of their child; tutors' qualifications; and how student progress will be measured.

## **What about exceptional students or limited English proficient students?**

Eligible students with disabilities and eligible limited English proficient students must be offered services, but the Providers may differ so each student's needs are addressed.

## **Who pays for tutoring services?**

OCS will pay the Providers directly, based on a pre-approved contract. The costs may vary by Provider; therefore, the amount of tutoring a child could receive may vary depending on the Provider the parent chooses. There is no cost to parents.

## **Is transportation provided for students who qualify for SES?**

No. Transportation is not provided with SES services.

## **When will services begin and for how long will services be provided?**

SES applications will be accepted through **January 17, 2012**. Parents will be notified by **January 23rd 2012**, if their child qualifies for services. **Tutoring services will begin around February 1st, 2012**. All SES Providers will offer a predetermined number of sessions. The number of sessions may vary for individual students based on the Provider chosen. All services must be completed by the end of the school year.

## **How do I apply for SES tutoring for my child?**

If your child is approved to receive Free or Reduced Lunch in an identified Title I school, you can receive for SES tutoring. **Complete the SES application form included in this booklet. Provide complete addresses, including apartment numbers, and phone numbers. Return the completed application to your child's school by Tuesday, January 17, 2012.**

## **How will I know if my child was approved for SES services?**

All families who submit an Application for Free SES Tutoring will be notified in writing by **January 23rd, 2012**, regarding the status of their request. Also, if your child is approved, the SES Provider will work with the school to contact you with specific information about the program (e.g., time and location). **Please be sure to update your contact information with the school if it changes from the application.**

## **How can I learn more about SES?**

Families can contact the SES School Contact at their home school at the number listed on the next page or the SES District Contact at **(919) 732-3622 ex: 15501**.

# SES Providers

## **Academic Achievers/S&L Consultants**

**Contact: Shannon Martin**  
**(980) 355-0968**

K-5 Reading & Math

Academic Achievers/S&L Consultants provides tutoring programs that include language arts, reading and math lessons. Curriculums are customized for each student. Tutoring includes team exercises, bi-weekly quizzes, assessments, and one on one tutoring. Parents and teachers will have daily communication regarding student's attendance, behavior and progress.

## **Academic Enrichment Services and Systems**

**Contact: Beverly Washington Jones**  
**(919) 688-2377**

K-5 Reading & Math

Academic Enrichment Services and Systems provides 30-hours of tutorial services in reading and math to students in grades K-5. Certified teachers and highly qualified tutors engage students in a variety of research-based tutorial strategies. Students are pre and post tested and identified needs are aligned to specific competencies as outlined with the NC Standard Course of Study. Academic growth and challenges are monitored to ensure that students are successful. Instructional delivery ranges from one-on-one to small group tutorials.

## **Accelerated Achievement at Measurement, Inc.**

**Contact: Suzanne Johnson**  
**(919) 683-2413 ext. 1146**

K-5 Reading & Math

Accelerated Achievement at Measurement Incorporated provides excellent academic services in Reading and Math. Our lessons are hands-on, engaging and tightly-aligned with the North Carolina Standard Course of Study and integrate the Common Core Standards. Our program provides a solid educational base for students to become successful in Reading and Math. During the 2010-2011 academic year, our students in Durham gained an average increase of 27% in Reading and 42% in Math.

## **Capitol Educational Support**

**Contact: Hanif Omar**

**(919) 402-8738**

Capitol Educational Support's reading and math programs provide customized instruction to students with special needs as well as general education students customized instruction. The program includes individual attention and qualified teachers to help students improve their reading or math skills within an interactive and fun small group setting.

K-5 Reading & Math

## **L & U Consultants (Learning and You)**

**Contact: Dr. Magnoria Lunsford**

**(919) 683-6104**

L & U Contractors (Learning and You) provides tutoring services for students in grades K-8. We incorporate various learning strategies that are aligned with state standards, the Sony Playstation and Lightspan Interactive software. The classroom is organized into four instructional stations: one-on-one with the teacher, independent practice, small group, and technology for drill and practice.

K-8 Reading & Math

## **Responsibilities & Assurances of All Parties**

### **Responsibilities of the Provider**

The Provider agrees to :

- To keep confidential the identity of any student receiving services unless written permission for disclosure is obtained from the student's parent(s).
- Provide Supplemental Educational Services consistent with the North Carolina Standard Course of Study.
- Keep parent(s) and appropriate school personnel regularly informed of student's progress. (Parent(s) and school personnel will receive written progress reports at least monthly.)
- Actively involve parent(s) in setting achievement goals for their child and regularly invite parent(s) to participate in conferences to discuss student progress.
- Develop a Learning Plan Agreement which will contain a statement of goals and a timetable for achieving these goals in conjunction with OCS and with the student's parent(s). Provider shall make no changes in any student's Statement of Goals or timetable without the written consent of OCS and the student's parent(s).
- Notify parent(s) and appropriate school personnel if a child is absent for a scheduled session.
- Comply with all applicable federal, state, and local health, safety, and civil rights laws.
- Ensure that all instruction and content are secular, neutral, and non-ideological.
- Manage student behavior.
- Supervise students until an authorized person(s) arrives to pick up them up.
- Develop a plan of action in the event a tutor is absent.
- Tutor children only from the approved district list.
- Properly complete and submit all required paper work to the OCS, Office of Title I by stated deadlines.

### **Responsibilities of Orange County Schools**

OCS agrees to:

- Develop, in consultation with parent(s) (and the Provider chosen by the parent(s)), a statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement. In the case of a student with disabilities, the Learning Plan is consistent with the student's individualized education program under section

614(d) of the Individuals with Disabilities Education Act.

- Enter into a contract with the Provider that is in accordance with the laws of No Child Left Behind.
- If requested, assist parents in choosing a Provider from the list of those approved by the State.
- Apply fair and equitable procedures for serving students if the number of spaces for access to approved Providers is not sufficient to serve all students.
- Keep confidential the identity of any student who is eligible for, or receiving, Supplemental Educational Services under this subsection unless written permission for disclosure is obtained from the student's parents.
- Notify parents about the availability of Supplemental Educational Services.

### **Responsibilities of the Parents/Guardians**

Parents agree to:

- Be active participants in the Supplemental Educational Services program with their child.
- Communicate with the Provider about any special needs of the student.
- Assure that the student will be present for services.
- Participate in at least one meeting with the Provider.
- Review progress reports.
- Participate in the development of the academic goals and timeline with the Provider and OCS.

## **Responsibilities of the Student**

The student agrees to:

- Help set academic achievement goals.
- Attend tutoring sessions.
- Complete assignments.
- Ask questions and communicate with the Provider.
- Share information with parents.
- Adhere to the rules of the OCS Code of Conduct.

## **Termination Provisions**

This agreement may be terminated for the following reasons:

- The student misses three consecutive sessions without an acceptable excuse as determined by OCS and the Provider.
- The Provider fails to comply with the above assurances.
- The Provider fails to meet the terms and conditions set forth in this contract.
- The parent/guardian is not satisfied with services provided.
- All parties have the right to file a complaint or grievance by following OCS policy. For additional information, please contact your child's school or the OCS Office of Title I at **(919) 732-3622 ex: 15501**



## DATES TO REMEMBER

<b>Applications Due:</b>	January 17, 2012
<b>Placement Letters Sent Home</b>	January 23, 2012
<b>Tutoring Begins:</b>	February 1, 2012 Please check with your SES School Coordinator for the beginning date.

ESTE FOLLETO  
ESTÁ DISPONIBLE EN ESPAÑOL  
VEA DENTRO DE LA PÁGINA PRINCIPAL  
PARA MAS INFORMACIÓN