

## **Supplemental Educational Services Provider Criteria**

### **Criterion 1:**

**Have a demonstrated record of effectiveness in improving student academic achievement [NCLB Section 1116(e)(4)(B)]**

1. Provide evidence that your program has a positive impact on student achievement demonstrated through state, local school system, and/or another independent, valid and reliable performance test, particularly for low-income, underachieving students (cite available research studies as appropriate and provide specific data).
2. Provide evidence that your program has accelerated the achievement of identified Title I students, at-risk students, students with disabilities, English language learners and/or students in schools operating school wide programs.

### **Criterion 2:**

**Document that the instructional strategies used by the provider are high quality, based upon research [NCLB Section 1116(e)(12)(C)], and designed to increase student academic achievement.**

1. Clearly and specifically explain how the key instructional practices and major design elements of your program are:
  - (a) Of high quality,
  - (b) Based on research (empirical research citation must be included), and
  - (c) Specifically designed to increase student academic achievement.Note: Major design elements may include mode of instruction, class size, time on task, etc.

### **Criterion 3:**

**Assure that services are consistent with the instructional program of the local school district and with Florida's Sunshine State Standards.**

1. Describe the program's connection to Florida's Sunshine State Standards, particularly Reading. When possible, cite the specific outcome(s) your program addresses.
2. Clearly, describe the specific process the program uses to assess or diagnose student needs; identify skill or knowledge gaps; and prescribe an instructional program based on the student's individual needs.
3. Describe the specific process and measure(s) the program uses to assess, monitor, and track student progress on a continuous and regular basis.
4. Describe how the program will develop a timetable for each student's achievement gain that includes clear goals for the student.

5. Describe the specific procedures to be used to report on student progress to parents, teachers, and appropriate local school district staff. Provide a sample progress report, if available, in English or other languages.
6. Explain how frequently student progress will be communicated to teachers and appropriate local school district staff in accordance with confidentiality precautions as set forth in NCLB.

**Criterion 4:**

**Provide evidence that the provider is financially sound [NCLB Section 1116(e)(12)(B)].**

1. Submit any 2 of the following sources of evidence of financial soundness:
  - Copies of a notarized business license or formal documentation of legal status with respect to conducting business in Florida.
  - A description of how your business currently receives funds (i.e. grants, fees-for-service, etc.).
  - Credit ratings from an independent rating agency.
  - Two annual financial statements or other comparable documents of financial viability (e.g. financial letters of credit, Dunn & Bradstreet credit report).
2. Proof of liability insurance (include company name and policy number, or a copy of the policy cover page).
3. Submit an explanation of any known unresolved complaints with the Better Business Bureau.

**Criterion 5:**

**Document that the provider will provide Supplemental Educational Services consistent with applicable federal, state, and local health, safety, and civil rights laws [NCLB Section 1116(e)(5)(C)].**

1. How does the program conduct criminal background checks on all employees working directly with children before hiring?
2. Describe the safety record and procedures of your business.
3. Describe the location and environment where your services are/will be provided.
4. Describe how your organization complies with federal, state, and local civil rights protections for employees and students.
5. Describe and submit a copy of all required licenses and/or certifications for health and safety. If you submit a copy of licenses or certificates please submit hard copy.
6. If you intend to provide services to students with disabilities, submit evidence demonstrating that your organization complies with IDEA and ADA requirements.