Determining Need for Extended School Year Services

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ESY – Historical Perspective

- ESY appeared in federal regulations in 1999
  - Established as a component of a free appropriate public education (FAPE)
  - ESY was previously “defined” through a series of court cases and OSEP policy letters
  - Most focused on a “regression/recoupment” approach to determining the need for ESY
    - Cordrey v Euckert (6th Cir., 1990)
    - Kenton v Hunt (6th Cir., 2004)

ESY Rule in Michigan

- Prior Michigan Rules 340.1738 and 340.1748 (SXI and SCI “230 day programs”) were longer school year programs by design - not ESY
- Proposed rule changes in 2002 and more recently in 2006 regarding the “230 day programs” drew opposition by the parent and disability advocacy community
  - In part, the ESY discussion grew out of this opposition
- State Board Policy developed out of that discussion
Initially, State Board was concerned that standards and the guidance documents were non-regulatory, and desired a mandatory rule.

- MDE amended R. 340.1721e to require consideration of additional criteria by IEPT.
- Rule became effective April 3, 2009. Attachment C.

Intended to implement the ESY Standards and Guidelines adopted at August 12, 2008 State Board meeting. Attachment A & B.

- Guidance document is an expanded version of the Standards
- All the Standards are included in the Guidance document

Foundational premise

- ESY can be a component of FAPE, and must be considered for all students.
  - R. 340.1721e(2)(d)
  - Remember the Federal regulation requirements also, set forth in §300.106

- However, provision of ESY continues to be the exception and not the rule.
ESY Basics

- ESY must be considered for every student at every Individualized Education Program (IEP) Team meeting
- ESY decisions are made by the IEP Team
- ESY decisions are determined individually
  - May not be based on disability label
  - May not be based on program placement
  - Not based on receipt of prior ESY services
- Must be made timely

ESY is limited - §300.106(a)(2)

Regulation:

(2) Extended school year services must be provided only if a child’s IEP Team determines, on an individual basis, in accordance with §§ 300.320 through 300.324, that the services are necessary for the provision of FAPE to the child.

“Only”

Comments (71 FR 46582):

- The inclusion of the word “only” is intended to be limiting. ESY services must be provided “only” if a child’s IEP Team determines, on an individual basis, in accordance with §§ 300.320 through 300.324, that the services are necessary for the provision of FAPE to the child. We do not think this language is overly restrictive; instead, we think it is necessary for providing appropriate parameters to the responsibility of the IEP Team.
ESY Services and FAPE

- ESY would only be required for a FAPE if the student would not receive "meaningful educational benefit" from his/her program absent ESY.
  - The primary factor utilized by the Courts and the regulations when discussing "educational benefit" remains whether the student makes progress in the general curriculum and toward achieving goals and objectives.

Timely determination

- ESY determination must be timely:
  - Rule indicates that such determination must be in "sufficient time" to plan for the delivery of ESY.
  - Expectation is that ESY to be determined by IEPT early enough to permit exhaustion of administrative remedies prior to break in service.
  - Extrapolating, IEPT meeting to be completed at least 75 calendar days (for due process complaint, 30 day resolution period plus the 45 day hearing timeline) before the end of the school year for summer ESY services (or roughly the middle to end of March).

Additional Requirements

- ESY cannot be based on a formula.

- Transportation, related services and supplementary aids and services must be considered when planning ESY.

- District not required to create new programs for LRE purposes.
Threshold Requirement – The Rule

- R. 340.1721e(3) requires that:
  - [T]he individualized education program team shall do all of the following: (a) Determine if a student’s current annual goals address 1 or more skills that need extended school year services.

Threshold Question – Guidance Document

- Is there one or more current annual goal(s) that address skills which need to be maintained without interruption for the student to benefit meaningfully from a FAPE?

Threshold Question

- Looks to goals in the IEP being reviewed – learned goals which must be maintained, not the newly proposed goals for the up-coming IEP
- The answer to this question must be answered “yes” in order to continue – no need to consider the additional questions if there is no identified goal area.
Guidance Document Explanation

- There must be at least one current IEP goal where **significant concerns** exist regarding **skill maintenance** during a break in services.
  - Should represent skills which are **essential** to the student’s progress.
  - This threshold question focuses on whether there is significant concern over a lack of skill maintenance (in other words, **regression** in skills).

Level of “Concern”

- The “concern” will need to rise to the level such that without ESY services, the student will be denied a FAPE (i.e., will be unable to receive meaningful educational benefit from the educational program).

- If there is no concern regarding the student’s “skill maintenance,” ESY is not needed for a FAPE.

Concern in Existing Goals

R. 340.1721e(3)(a)

- The determination looks to existing, learned goals.

- No new annual goals for ESY!
The factors

- If there is a significant concern regarding skill maintenance during a break in services:
  - for each goal area of concern IEPT to consider the following factors:
    - Regression/Recoupment
    - Nature and Severity of Disability
    - Critical Stage or Area of Learning

Factor #1: Regression/Recoupment

- Are there data that indicate to the IEP Team that in this goal area(s) of concern there is a serious potential for regression of skills beyond a reasonable period of recoupment?

  - What data supports this determination?
    - Data collected over prior breaks in service (e.g., summer, holiday breaks, spring break, etc.)

Regression/Recoupment

- All students, including non-disabled, regress during breaks in service.
  - If the student with a disability would regress such that they would be unable to recoup the lost skills in sufficient time to permit the student to benefit meaningfully from the balance of the school year, ESY services will be necessary.
- The IEPT to determine what a reasonable recoupment time is for the individual student.
Regression/Recoupment

- A student is not required to have regressed in the past.
  - While empirical data of regression/recoupment is best, if no empirical data exists the IEPT may determine serious potential for regression and inadequate recoupment based on expert opinion.
  - Opinion needs to be based on individual assessment of the student.
    - See, Cordrey v Euckert

Factor #2: Nature and Severity of Disability

- Are there data regarding the nature or severity of disability of the student that indicates to the IEP Team that there is a need to provide services in the identified goal area(s) of concern during breaks in the school year?
  - What data supports this determination?

Nature/Severity of Disability

- A student may require more consistent and highly-structured programming techniques due to the severity of the disability.
  - Looks at the vulnerability of the student with respect to reverting to lower functioning levels in behaviors, etc.

- Chronic nature of disability may require ESY to maintain skills which would otherwise be lost and not recovered in a reasonable amount of time.
Nature and Severity of Disability

- Reversion to lower level functioning or behaviors implies a regression analysis.
  - Many severely impaired, low-functioning students will likely not revert to lower functioning
  - Program rules for these students (SXI, SCI) continue to require more instructional days, hours, limited breaks in instruction.
    - ESY still must be considered for every student, including those placed in longer school year programs (SXI/SCI).

Factor #3: Critical Stages and Areas of Learning

- Is there information that indicates to the IEP Team that in the identified goal area(s) of concern the student is at a critical stage of learning and/or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student’s capacity to acquire essential skills?

“Data” or “Information”

- The Rule and the MDE Standards document utilize the word “information” with respect to this last category.
  - The Guidance document still utilizes the word “data”
  - Are they synonymous? - Likely not
- “Data” is generally quantifiable, objective, and observable and generally related to the individual student.
- “Information” may not necessarily be numeric or quantifiable
  - Would expect that it would still carry an indicia of reliability, but not necessarily directly based on/related to the student.
Definitions

- **Critical stage in learning:**
  - learning must occur without delay and that learning the skill(s) in the identified goal area(s) of concern will enhance the student’s ability to function independently.

- **Critical area of learning:**
  - an area of instruction that is essential to the student’s development in achieving self-sufficiency and independence.

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**Critical Stage/Area of Learning**

- If there is an identified goal area in which the student is in a critical stage/area of learning where failure to provide service will **severely limit the student’s ability to acquire essential skills**, then:
  - The IEPT must consider/answer four additional questions

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**Critical Stages or Areas of Learning**

- Is there a skill that needs to be mastered **immediately**? If the student does not master the skill **immediately**, is the degree of mastery likely to be **permanently** reduced? What data support this? or
Critical Stages or Areas of Learning

- Is the student at a critical stage of development where there is a window of opportunity that will be lost if services are not provided? What data support this? or

Critical Stages or Areas of Learning

- Are there changes in the student's medical, physical, or sensory status that makes it possible to predict an accelerated rate of learning during the ESY period (critical stage)? What data support this? or

Critical Stages or Areas of Learning

- Is the skill in a critical area of learning and will a break in services result in the loss of a window of opportunity for mastering the skill? What data support this?
Critical Stages or Areas of Learning

- If the answer to all of these questions is NO, ESY services are not needed for a FAPE.
- If the answer to one or more of these questions is YES, the IEP Team needs to develop a plan for ESY services.

What does ESY look like?

- Not an extension of the school year program
  - Not necessarily “Summer School” though this may be a component for some students
- Not just placement in existing summer instructional programs
- Determined individually
  - ESY will not look the same for all/most students

ESY

- May be:
  - In a typical classroom setting, but not necessarily
  - Small group instruction or related service
  - Home instruction
  - Periodic instruction at various times through the summer
  - In the community or through cooperation with other agencies
  - Consultation
  - Etc.
Extent of ESY Service

- ESY services will vary based on the student and the area of concern.
  - May be anything from consultation through the summer, to year round daily instruction.
  - Limited to the goal area of concern
  - Limited to the amount of service necessary to prevent the loss of skills, or to assure that lost skills will be recoupable within a reasonable amount of time.

When to collect data?

- Document the need for ESY at the start of the school year.
  - measure the effects of “breaks in instruction”
- Collect baseline, intermediate and end-point progress:
  - end of instruction/school year
  - beginning of subsequent instruction/school year
  - performance after long weekends, winter and spring break

Data/Information to consider

- Progress monitoring of IEP goals and objectives
- Daily academic and/or behavioral performance records;
- Criterion-referenced and norm-referenced test data;
- Therapy logs/progress reports;
- Behavioral checklists;
- Student work samples;
- Data recorded and provided by parents;
- Data from another school district that the student attended
Data/Information

- Expert opinion (remember, school evaluators and teachers are experts too!)
- Parent input;
- Anecdotal records from teachers/service providers collected throughout the year;
- Point sheets and frequency charts;
- The student’s prior experience with regression/recoupment; and
- Interviews with present and past teachers or service providers, the parents, and the student;

Other Information Sources

- Medical records indicating that the student has experienced significant trauma making the need for services immediate;
- Medical records that indicate an immediate need for services that cannot wait until after a break;
- Reports from outside agencies and professionals;

Other “Non-typical” Information Sources

- Professional peer-reviewed literature in the goal area(s) of concern that provides research substantiating a critical stage in learning and that this learning must occur without delay;
- Data(?) that indicate continuous or year-round programming is an integral part of the teaching methodology used with the student;
- Developmental standards within the goal area(s) of concern that indicate the student is at a critical stage of learning.
IEP Documentation of ESY

- The current MDE IEP form does not adequately document the ESY discussion/determination.
  - Recommended that local districts/ISDs consider revising IEP language to at least include the threshold question to be posed to IEP team.
  - May include additional documentation forms if threshold question is answered in the affirmative.
- Must provide Prior Written Notice of IEP and ESY recommendation.
  - See, A.B. v San Francisco Unified School District, 51 IDELR 158 (ND Ca., 2008)

Training & Documentation

- Staff will need to be trained on the ESY Guidelines
  - Currently, many do not engage in any “real” discussion regarding ESY.
  - Staff will need to raise ESY at every IEP and document the discussion.
- The October 2007 Draft MDE Standards and Guidance had model forms attached as Appendix B and C, which were omitted from later versions.
  - Recommended that local districts/ISDs create forms and procedures to collect data and document IEP discussions regarding ESY.

THANK YOU

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STANDARDS FOR EXTENDED SCHOOL YEAR SERVICES IN MICHIGAN

Office of Special Education and Early Intervention Services
Michigan Department of Education

Approved by the State Board of Education
August 12, 2008
The need for extended school year (ESY) services must be considered for every student with a disability at each Individualized Education Program (IEP) Team meeting. ESY services must be provided if the IEP Team determines that such services are necessary for the provision of a free appropriate public education (FAPE) to the student. The need for ESY must be determined individually and may not be provided or denied based upon category of disability or program assignment.

In considering ESY services, the IEP Team must answer the following question:

Is there one or more current annual goal(s) that address skills which need to be maintained without interruption for the student to benefit meaningfully from a FAPE?

There must be at least one current IEP annual goal where significant concerns exist regarding skill maintenance during a break in services. A goal area of concern should represent skills essential to the progress of the student.

A student may be determined to need ESY services due to:

1) A serious potential for regression of skills beyond a reasonable period of recoupment;
2) The nature or severity of the disability; or
3) Critical stages or areas of learning.

If there is no goal area of concern, ESY services are not needed for a FAPE.
If there is one or more identified goal area(s) of concern, the following questions must be answered by the IEP Team:

Are there data that indicate to the IEP Team that in the identified goal area(s) of concern there is a serious potential for regression of skills beyond a reasonable period of recoupment?

Regression refers to the inability of the student to maintain an acquired skill in an identified goal area of concern when special education instruction or related services in an IEP goal area are interrupted and require an unreasonable amount of time for recoupment.

Recoupment is the student’s capacity to recover those skills that have regressed to a level demonstrated prior to the break in instruction. The IEP Team determines what a reasonable period of recoupment is for each student.

The IEP Team needs to take into account the fact that all students, whether in general education or special education, lose skills when there is a break in services. Students who lose skills over breaks in service, but who can recoup those skills with re-teaching in a reasonable amount of time, are not eligible for ESY services. This is the case with most students with disabilities.

The provision of ESY services may not be limited only to those students who have actually experienced serious regression of skills requiring an unreasonable amount of time for recoupment. The IEP Team must assess the potential for difficulties in regression and recoupment.

Are there data regarding the nature or severity of disability of the student that indicate to the IEP Team that there is a need to provide services in the identified goal area(s) of concern during breaks in the school year?

The IEP Team must consider whether the nature or severity of the student’s disability requires highly-structured or consistent programming without substantial breaks in service in order to make progress in the identified goal area(s) of concern.

Is there information that indicates to the IEP Team that in the identified goal area(s) of concern the student is at a critical stage of learning or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student’s capacity to acquire essential skills?

A ‘critical stage in learning’ means that the learning must occur without delay and that learning the skill(s) in the identified goal area(s) of concern will enhance the student’s ability to function independently.
A ‘critical area of learning’ means an area of instruction that is essential to the student’s development in achieving self-sufficiency and independence.

The IEP Team needs to determine that:

1) There is a skill that needs to be mastered immediately—if the student does not master the skill immediately the degree of mastery is likely to be permanently reduced;

2) The student is at a critical stage of development where there is a window of opportunity that will be lost if services are not provided;

3) Changes in the student’s medical, physical, or sensory status make it possible to predict an accelerated rate of learning during the ESY period; or

4) The skill is in a critical area of learning and a break in services will result in the loss of a window of opportunity for mastering the skill.

Other factors that must be considered:

**Determination of the need for ESY services must be based on data.**

As in all IEP decisions, the IEP Team must base ESY decisions on data. Data sources may include (but are not limited to):

1) Progress monitoring data on IEP goals and objectives.

2) Data recorded and provided by parents.

3) Data from another school district that the student attended.

4) Reports from outside agencies and professionals.

5) Interviews with present and past teachers or service providers, the parents, and the student.

6) Medical records indicating that the student has experienced significant trauma making the need for services immediate.

7) Data that indicate continuous or year-round programming is an integral part of the teaching methodology used with the student.

8) Vocational or pre-vocational assessments.

9) Medical records that indicate an immediate need for services that cannot wait until after a break.
10) Data that indicate loss of access to on-the-job training will potentially result in significant delays in mastering critical pre-vocational or vocational skills.

11) Professional peer-reviewed literature in the goal area(s) of concern that provides research substantiating a critical stage in learning and that this learning must occur without delay.

12) Developmental standards within the goal area(s) of concern that indicate the student is at a critical stage of learning.

**Determination of the need for ESY services may not be based on a formula.**

Formulas lack the individualization needed to ensure that IEP Teams make appropriate decisions to meet the unique needs of students with disabilities. The determination may not be based on a policy that prohibits or inhibits full consideration of the unique educational needs of each student.

**ESY services can be provided in a variety of ways.**

Ways that ESY services can be provided include (but are not limited to):

1) A traditional classroom setting.
2) School-based programs that vary in length of schedule.
3) Daily instruction in specific IEP goal areas.
4) Small group instruction.
5) One or more related services at a community recreation program.
6) Cooperative programs with other agencies.
7) Intra-school cooperative programs.
8) Consultation with a job coach.
9) Intensive short-term instruction at various points in the summer months to prevent regression.
10) A week of intensive review just prior to the beginning of the school year.
11) Home-based programs that include parent training.

Related services (including therapy services and transportation) and supplemental aids and services must be considered, as well as instructional programming when developing a plan for ESY services.
Least restrictive environment (LRE) requirements for ESY services are not identical to LRE requirements for the normal school year.

The requirements for placement in the LRE during the academic year apply to ESY services. However, a school is not required to create new programs as a means of providing ESY services to students with disabilities in integrated or inclusive settings if the school does not provide services at that time for its students without disabilities. Similarly, a school is not prohibited from providing ESY services to a student with a disability in a noneducational setting if the student’s IEP Team determines that the student could receive necessary ESY services in that setting. The IEP Team should consider a flexible service model that takes the individualized needs of the student into account.

For example, a middle school student with autism spectrum disorder has a social skills goal to interact with typically developing peers in general education classes during the normal school year. This goal is identified by the IEP Team as a goal area of concern requiring ESY services because the data indicate regression and recoupment is a serious issue. The school district does not operate any middle school general education classes during the summer, and does not have a general education summer school program. The school district is not required to create a general education class and compel general education students to attend in order for the student to continue to work on this goal. The school district could address LRE by using organized activities in the community in which typically developing peers participate during the summer. Examples could include (but are not limited to) a local recreational program, a local library reading club, or a softball team.

ESY services are provided only for those annual goals identified as areas of concern and which are determined to require ESY services.

ESY services are not intended to duplicate all services provided during the normal school year for most students who require ESY.

New annual goals are not developed for ESY services.

ESY services are based on first identifying an existing annual goal area of concern and then determining the need for ESY services.

Consideration of ESY services needs to be made in a timely manner.

The IEP Team is obligated to consider the need for ESY services at every IEP meeting. While the student’s IEP must be renewed every calendar year, there is no deadline for proposed ESY services within the IEP. In other words, the IEP Team may decide to add or subtract the need for various ESY services throughout the year, making changes to the IEP as necessary.
In the event that the need for ESY services and/or the characteristics of those services is not known at the time of the annual IEP meeting, the IEP Team can identify the date it will reconvene to determine the need and services to be provided. The IEP Team may also plan what data should be gathered to assist in making later determinations. An addendum documenting any changes may be completed and attached to the current IEP.

Although there is no timeline for the IEP Team’s consideration of ESY services, the Individuals with Disabilities Education Act (IDEA) regulations specify that “public agencies are expected to ensure that these determinations are made in a timely manner so that students with disabilities who require ESY services in order to receive FAPE can receive those necessary services.” [Federal Register, Vol. 64, No. 48, 1999, pg. 12576] This means that the determination of the need for ESY services should be accomplished in sufficient time to make plans for the delivery of ESY services and to permit any party to exhaust administrative remedies (mediation, facilitated IEP, due process complaints and hearings, and state complaints) if there is a difference in opinion prior to the break in services.
## Table of Contents

### Sections 1-4 3-16

- Section 1: Legal Framework 3-5
- Section 2: Definition of Extended School Year Services in Michigan 6
- Section 3: Determination of the Need for Extended School Year Services 7-11
- Section 4: Other Factors that Must be Considered 12-16

### Appendices 1-4 17-31

- Appendix 1: A Summary of Standards for Extended School Year in Michigan 17-18
- Appendix 2: Extended School Year Decision-Making Flowchart and Questions for Extended School Year Decision Making 19-20
- Appendix 3: Extended School Year Resources 21-27
- Appendix 4: Glossary of Terms 28-31

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### Purpose

The purpose of this document is to provide information and assistance for parents, educators, administrators, and service providers regarding the implementation of the Standards for Extended School Year Services in Michigan.
Michigan has provided extended school year (ESY) services for students with severe cognitive impairments and severe multiple impairments through longer or alternate school-year classroom programs since the beginning of the implementation of special education rules developed by the State Board of Education in 1973 in response to PA 198 of 1971, the Michigan law that first mandated special education programs and services for students with disabilities. This law was one of the first of its kind in the nation, and later served as a model for the federal special education law, PL 94-142 of 1975. The *Individuals with Disabilities Education Act* (IDEA) 2004 is the most recent reauthorization of the federal special education law.

PL 94-142 and its accompanying regulations required that school districts provide a free appropriate public education (FAPE) to all students with disabilities but did not mention ESY services. ESY services were initially established as a part of providing FAPE through a series of court cases beginning in the late 1970s. These court cases also established that not all students with disabilities require ESY services and that providing ESY services was the exception rather than the rule. The Office of Special Education Programs (OSEP) and the Office of Special Education and Rehabilitative Services (OSERS) of the U.S. Department of Education has also issued a series of letters regarding ESY services that discuss the implications of these court cases and their relationship to special education regulations. The court cases are discussed in detail in the article *Extended School Year Services: A Review of Eligibility Criteria and Program Appropriateness* (Research & Practice for Persons with Severe Disabilities, 2002, Vol. 27, No. 3, 188-203). The OSEP letters are discussed in detail in the Florida Department of Education's Technical Assistance Paper ESE311202: *Determining an Individual Student’s Need for Extended School Year Services: Appendix*.

In 1999, the OSEP issued the final regulations that stemmed from the IDEA 1997 reauthorization. These regulations included language addressing ESY services for the first time. As noted in the comments included in the *Federal Register* (pages 12575-76 of Number 48 of Volume 64 for the *Federal Register* published March 12, 1999), the new ESY regulations did not create new legal standards but instead codified well-established case law in the area and reflected the longstanding interpretation of the IDEA by the courts and the U.S. Department of Education.
§ 300.106 Extended school year services.

(a) General.

(1) Each public agency must ensure that extended school year services are available as necessary to provide FAPE, consistent with paragraph (a)(2) of this section.

(2) Extended school year services must be provided only if a child’s IEP Team determines, on an individual basis, in accordance with §§ 300.320 through 300.324, that the services are necessary for the provision of FAPE to the child.

(3) In implementing the requirements of this section, a public agency may not:
   (i) Limit extended school year services to particular categories of disability; or
   (ii) Unilaterally limit the type, amount, or duration of those services.

(b) Definition. As used in this section, the term extended school year services means special education and related services that:

(1) Are provided to a child with a disability:
   (i) Beyond the normal school year of the public agency;
   (ii) In accordance with the child’s IEP; and
   (iii) At no cost to the parents of the child; and

(2) Meet the standards of the SEA.

(Approved by the Office of Management and Budget under control number 1820–0030)
(Authority: 20 U.S.C. 1412(a)(1))

Free Appropriate Public Education Federal Regulations:

§ 300.17 Free appropriate public education.

Free appropriate public education or FAPE means special education and related services that:

(a) Are provided at public expense, under public supervision and direction, and without charge;

(b) Meet the standards of the SEA, including the requirements of this part;
(c) Include an appropriate preschool, elementary school, or secondary school education in the State involved; and

(d) Are provided in conformity with an individualized education program (IEP) that meets the requirements of §§ 300.320 through 300.324.

§ 300.101 Free appropriate public education (FAPE).

(a) General. A free appropriate public education must be available to all children residing in the State between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled from school, as provided for in § 300.530(d).

(b) FAPE for children beginning at age 3.

(1) Each State must ensure that:
   (i) The obligation to make FAPE available to each eligible child residing in the State begins no later than the child’s third birthday; and
   (ii) An IEP or an IFSP is in effect for the child by that date, in accordance with § 300.323(b).

(2) If a child’s third birthday occurs during the summer, the child’s IEP Team shall determine the date when services under the IEP or IFSP will begin.

(c) Children advancing from grade to grade.

(1) Each State must ensure that FAPE is available to any individual child with a disability who needs special education and related services, even though the child has not failed or been retained in a course or grade, and is advancing from grade to grade.

(2) The determination that a child described in paragraph (a) of this section is eligible under this part, must be made on an individual basis by the group responsible within the child’s LEA for making eligibility determinations.

It is the ESY and FAPE regulations, coupled with case law, that form the legal basis for ESY services for students with disabilities. Michigan’s ESY standards are found in the document Standards for Extended School Year Services in Michigan. A summary of these standards is provided in Appendix 1.
ESY services refer to special education and/or related services provided beyond the normal school year or school day for the purpose of providing a FAPE to a student with a disability. Some students with disabilities may not receive a FAPE unless they participate in programs and/or related services during time periods when other students, whether they have a disability or not, normally would not be served. Consequently, some students may require ESY services in order to receive a FAPE. Some students may suffer losses of social, behavioral, communication, academic, self-sufficiency, or other skills during periods of interruption of services that are so significant that they can jeopardize progress made during the normal school year. Each student has his or her own unique educational needs. Therefore, ESY services will accomplish different purposes for different students and will be provided in different ways to address the student’s unique needs.

All students who are eligible for special education and/or related services must be considered for ESY services at each IEP, although most students will not be entitled to these services. The need for ESY services must be determined individually and cannot be provided or denied based upon category of disability or program assignment.

ESY services are provided in accordance with the student’s IEP at no cost to the parents or child and meet the Michigan standards for ESY services.
The need for ESY services must be considered for every student with a disability at each Individualized Education Program (IEP) Team meeting. ESY services must be provided if the IEP Team determines that such services are necessary for the provision of a FAPE to the student.

The student’s IEP Team is a group of individuals composed of the student’s parents, the student, if appropriate, general education teacher(s), special education and related service providers, an administrator or school representative, individual(s) who can interpret the instructional implications of evaluation results, and others, as appropriate. Each member of the IEP Team brings important information about the student’s individual needs and his/her academic, social, and behavioral progress.

The determination of the need for ESY services is a two-step process, with several additional factors that must be considered (see the Extended School Year Decision-Making Flowchart and Questions for Extended School Year Decision Making in Appendix 2).

In considering the need for ESY services, the IEP Team must first answer the following question:

Is there one or more current annual goal(s) that address skills which need to be maintained without interruption for the student to benefit meaningfully from a FAPE?

There must be at least one current IEP goal where significant concerns exist regarding skill maintenance during a break in services. Goal areas of concern should represent skills essential to the progress of the student.

The determination of the need for ESY services must be based on data. The IEP Team needs to evaluate the data to determine which, if any, goals represent areas of concern that may present significant difficulties in maintaining skills during breaks (see Section 4 for a discussion on data sources).

A student with a goal area of concern may be determined to need ESY services due to:

1) A serious potential for regression of skills beyond a reasonable period of recoupment;

2) The nature or severity of the disability; or

3) Critical stages or areas of learning.
• If there are no identified goal areas of concern, then ESY services are not needed for a FAPE.

• If there is one or more identified goal area of concern, then the following questions must be answered by the IEP Team:

1) **Are there data that indicate to the IEP Team that in the identified goal area(s) of concern there is a serious potential for regression of skills beyond a reasonable period of recoupment?**

Regression refers to the inability of the student to maintain an acquired skill in an identified goal area of concern when special education instruction or related services in an IEP goal area are interrupted and require an unreasonable amount of time for recoupment.

Recoupment is the student’s capacity to recover those regressed skills to a level demonstrated prior to the break in instruction.

This is a two-part question: (1) there must be serious potential for regression of skills related to the goal area(s) of concern, and (2) the potential period of recoupment must be beyond a reasonable amount of time.

The IEP Team determines what a reasonable period of recoupment is for the goal area(s) of concern for each student. In making this determination, the IEP Team must consider the unique needs of the student, rather than basing the determination on a formula. This is because formulas do not provide the individualization needed for this type of decision. It is not possible to develop a formula that can take into account the unique needs of all of the students with disabilities in the state of Michigan. Any formula, by its nature, will inadvertently exclude someone from appropriate consideration for ESY services.

The IEP Team needs to take into account the fact that all students, whether in general education or special education, lose skills when there is a break in services. Students who lose skills over breaks in service, but who can recoup those skills with re-teaching in a reasonable amount of time, are not eligible for ESY services. This is the case with most students with disabilities.

The provision of ESY services cannot be limited only to those students who have actually experienced serious regression of skills requiring an unreasonable amount of time for recoupment. The IEP Team must assess the potential for such difficulties in regression and recoupment.
2) **Are there data regarding the nature or severity of disability of the student that indicate to the IEP Team that there is a need to provide services in the identified goal area(s) of concern during breaks in the school year?**

The IEP Team must consider whether the nature or severity of the student’s disability requires highly-structured or consistent programming without substantial breaks in service in order to make progress in the identified goal area(s) of concern.

If a student requires more consistent or highly-structured programming techniques due to the severity of the disability, the student may be more vulnerable to the loss of essential skills when the school program is interrupted.

A student with severe disabilities may revert to lower-functioning levels or exhibit more behaviors which interfere with learning after a long break in programming.

A student’s mental, emotional, or physical health, or the chronic nature of his or her disability, may also indicate the need for ESY services in order to maintain skills that otherwise would be lost and not recovered in a reasonable amount of time.

3) **Are there data that indicate to the IEP Team that in the identified goal area(s) of concern, the student is at a critical stage of learning or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student’s capacity to acquire essential skills?**

A ‘critical stage in learning’ means that this learning must occur without delay and that learning the skills in the identified goal area(s) of concern will enhance the student’s ability to function independently. For example, very young students with significant disabilities may require ESY services to prevent loss of critical language, behavior, or self-help skills they learned during the school year.

A ‘critical area of learning’ means an area of instruction that is essential to the student’s development in becoming self-sufficient and independent. This includes skills that are essential for the promotion and maintenance of the student’s self-sufficiency. Skills such as toileting and eating are essential for minimal independence; stable relationships, impulse control, and appropriate peer interactions are necessary for community living.
The critical stage/critical area of learning must be identified, and the following questions must be answered:

a) Is there a skill that needs to be mastered immediately? If the student does not master the skill immediately, is the degree of mastery likely to be permanently reduced? What data support this?

b) Is the student at a critical stage of development where there is a window of opportunity that will be lost if services are not provided? What data support this?

c) Are there changes in the student’s medical, physical, or sensory status that makes it possible to predict an accelerated rate of learning during the ESY period (critical stage)? What data support this?

d) Is the skill in a critical area of learning and will a break in services result in the loss of a window of opportunity for mastering the skill? What data support this?

- If one or more of these questions on critical stages/areas of learning is answered yes, then the IEP Team needs to develop an ESY plan.
- If all of these questions are answered no, then ESY services are not needed for a FAPE.

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**Summary: Determining the need for ESY services**

ESY must be considered for every student with a disability at each IEP Team meeting. ESY services must be provided if the IEP Team determines that such services are necessary to the provision of a FAPE.

**Answer the following question:** Is there one or more annual goal(s) where significant concerns exist regarding skill maintenance during a break in services?

- If no, ESY is not needed for a FAPE.
- If yes, for each goal area of concern, answer the following questions:

  1) Is there information that indicates to the IEP Team that in this goal area there is a serious potential for regression of skills beyond a reasonable period of recoupment? What data support this?

  2) Is there information regarding the nature or severity of disability of the student that indicates to the IEP Team that there is a need to provide services in the identified goal area of concern during breaks in the school year? What data support this?
3) Is there information that indicates to the IEP Team that in the identified goal area of concern the student is at a critical stage of learning or in a critical area of learning where failure to provide a service beyond the normal school year or school day will severely limit the student’s capacity to maintain essential skills?

Answer the following questions:

a) Is there a skill that needs to be mastered immediately? If the student does not master the skill immediately, is the degree of mastery likely to be permanently reduced? What data support this?

b) Is the student at a critical stage of development where there is a window of opportunity that will be lost if services are not provided? What data support this?

c) Are there changes in the student’s medical, physical, or sensory status that makes it possible to predict an accelerated rate of learning during the ESY period (critical stage)? What data support this?

d) Is the skill in a critical area of learning and will a break in services result in the loss of a window of opportunity for mastering the skill? What data support this?

• If the answer to all of these questions is no, ESY services are not needed for a FAPE.

• If the answer to one or more of these questions is yes, the IEP Team needs to develop a plan for ESY services.
1) **Determination of the need for ESY services must be based on data.**

As in all IEP decisions, the IEP Team must base ESY decisions on data.

Data sources may include (but are not limited to):

a) Progress monitoring data on IEP goals and objectives.

b) Data recorded and provided by parents.

c) Data from another school district that the student attended.

d) Reports from outside agencies and professionals.

e) Interviews with present and past teachers or service providers, the parents, and the student.

f) Medical records indicating that the student has experienced significant trauma making the need for services immediate.

g) Data that indicate continuous or year-round programming is an integral part of the teaching methodology used with the student.

h) Vocational or pre-vocational assessments.

i) Medical records that indicate an immediate need for services that cannot wait until after a break.

j) Data that indicate loss of access to on-the-job training will potentially result in significant delays in mastering critical pre-vocational or vocational skills.

k) Professional peer-reviewed literature in the goal area(s) of concern that provides research substantiating a critical stage in learning and that this learning must occur without delay.

l) Developmental standards within the goal area(s) of concern that indicate the student is at a critical stage of learning.

Potentially, the most useful data available will be the progress monitoring data on current IEP goals and objectives. Well-designed IEPs have goals and objectives that are specific and measurable, use action words, and are realistic, relevant, and time-limited.

Goals and objectives that have clear descriptions of the skills and/or knowledge to be taught and how the student’s progress will be measured.
‘Measurable’ means that it can be counted or observed. Measurable goals and objectives enable IEP Teams to know how much progress the student is making at each measurement interval.

‘Using action words’ means having three components to the goals and objectives:

1) The desired direction of the behavior (e.g. increase, decrease, maintain).

2) The specific area of need (e.g. reading skills, communication skills, self-care skills).

3) The target level of attainment (e.g. performs skill without assistance, reads 100 words per minute correct in grade level text).

‘Realistic and relevant’ means that the goals and objectives address the student’s unique needs that result from the disability.

‘Time-limited’ means that measurement intervals will be meaningful and short enough to make appropriate educational decisions based on the data.

The time to think about documenting the need for ESY services is at the start of the school year rather than at the end. Procedures for measuring progress should be sensitive enough to determine the effects of breaks in instruction that occur during the school year.

At a minimum, the IEP Team should collect progress monitoring data about the student’s performance at baseline, intermediate, and endpoint intervals of the IEP.

Consider gathering progress monitoring data about the student’s performance after long weekends, winter, and spring breaks.

Consider making measurements at these times: at the end of instruction (i.e., the end of the current school year); at the beginning of the subsequent instruction (i.e., the beginning of the next school year); and at the time of recoupment (i.e., the date of regaining skills that have been attained by the end of the previous school year).

More frequent, ongoing progress monitoring may be more useful in making ESY decisions (as well as ongoing instructional decisions).

In the event that the need for ESY services or the characteristics of those services are not known at the time of the annual IEP meeting, the IEP Team can identify the date it will reconvene to determine the need and services to be provided. The IEP Team may also plan what data should be gathered to assist in making later determinations. An addendum documenting any changes may be completed and attached to the current IEP.
Progress monitoring data are not the only data that IEP Teams should consider. The IEP Team must consider data from a variety of sources. Parent involvement in the determination is critical, and information provided by parents must be considered. The list above outlines examples of other data sources. Note that this list is not exhaustive, and data from sources not listed above can also be considered.

2) Determination of the need for ESY services cannot be based on a formula.

Formulas lack the individualization needed to ensure that students with disabilities have appropriate decisions made by IEP Teams to meet their unique needs. Case law is clear that the determination cannot be based on a policy that prohibits or inhibits full consideration of the unique educational needs of each student. It is not possible to develop a formula that can take into account the unique needs of all of the students with disabilities in the state of Michigan. Any formula, by its nature, will inadvertently exclude someone from appropriate consideration for ESY services.

3) ESY services can be provided in a variety of ways.

Ways these services can be provided include (but are not limited to):

a) A traditional classroom setting.

b) School-based programs that vary in length of schedule.

c) Daily instruction in specific IEP goal areas.

d) Small group instruction.

e) One or more related service(s) at a community recreation program.

f) Cooperative programs with other agencies.

g) Intra-school cooperative programs.

h) Consultation with a job coach.

i) Intensive short-term instruction at various points in the summer months to prevent regression.

j) A week of intensive review just prior to the beginning of the school year.

k) Home-based programs that include parent training.

Related services (including therapy services and transportation) and supplemental aids and services must be considered, as well as instructional programming, when developing a plan for ESY services. IEP Teams are encouraged to be creative in providing ESY services.
ESY services can be offered through summer school, although offering summer school by itself is not an acceptable substitute for ESY services. The summer school setting can offer meaningful opportunities for a student, as well as provide frequent practice for the maintenance of skills. However, ESY services must be tailored to the unique needs of each student and cannot be based solely on the availability of services during the summer. The IEP should specifically indicate how a summer school program would address the student’s unique educational needs and what specific special education and/or related services, as well as supplemental aids and services, will be provided to meet those needs at the summer school program.

It is recommended that special education personnel collaborate with summer school staff, informing them of appropriate modifications and accommodations based on the student’s needs. Under Section 504 of the Rehabilitation Act of 1973, a school cannot discriminate against a student with a disability in any program and/or activity offered by that school.

Although ESY services are generally considered during the summer break, they cannot be explicitly limited to the summer months. IEP Teams can consider other times outside of the normal school year, including outside the normal school day.

4) **Least restrictive environment (LRE) requirements for ESY services are not identical to LRE requirements for the normal school year.**

The requirements for placement in the LRE during the academic year apply to ESY services. However, a school is not required to create new programs as a means of providing ESY services to students with disabilities in integrated or inclusive settings if the school does not provide services at that time for its students without disabilities.

Similarly, a school is not prohibited from providing ESY services to a student with a disability in a noneducational setting if the student’s IEP Team determines that the student could receive necessary ESY services in that setting. The IEP Team should consider a flexible service model that takes the individualized needs of the student into account. For example, when social goals and objectives are targeted for ESY services, the IEP Team needs to take into account whether the student needs opportunities for interaction with same-age peers in a nonschool setting if the usual school setting is not available.

For example, a middle school student with autism spectrum disorder has a social skills goal to interact with typically developing peers in general education classes during the normal school year. This goal is identified by the IEP team as a goal area of concern requiring ESY services because the data indicate regression and recoupment is a serious issue. The school district does not operate any middle school general education classes during the summer, and does not have a general education summer school program. The school district is not
required to create a general education class and compel general education students to attend in order for the student to continue to work on this goal. The school district could address LRE by using organized activities in the community in which typically developing peers participate during the summer. Examples could include (but are not limited to) a local recreational program, a local library reading club, or a softball team.

5) **ESY services are provided only for those annual goals identified as area(s) of concern and which are determined to require ESY services.**

ESY services are not intended to duplicate all services provided during the normal school year for most students who require ESY.

6) **New annual goals are not developed for ESY services.**

ESY services are based on first identifying an existing annual goal area of concern and then determining the need for ESY services. The purpose of ESY services is to maintain skills rather than to teach new ones.

7) **Consideration of ESY services needs to be made in a timely manner.**

The IEP Team is obligated to consider the need for ESY services at every IEP meeting. While the student’s IEP must be renewed every calendar year, there is no deadline for proposed ESY services within the IEP. In other words, the IEP Team may decide to add or subtract the need for various ESY services throughout the year, making changes to the IEP as necessary.

In the event that the need for ESY services and/or the characteristics of those services is not known at the time of the annual IEP meeting, the IEP Team can identify the date it will reconvene to determine the need and services to be provided. The IEP Team may also plan what data should be gathered to assist in making later determinations. An addendum documenting any changes may be completed and attached to the current IEP.

Although there is no timeline for the IEP Team’s consideration of ESY services, the IDEA regulations specify that “public agencies are expected to ensure that these determinations are made in a timely manner so that students with disabilities who require ESY services in order to receive FAPE can receive those necessary services.” [Federal Register, Vol. 64, No. 48, 1999, pg. 12576] This means that the determination of the need for ESY services should be accomplished in sufficient time to make plans for the delivery of ESY services and to permit any party to exhaust administrative remedies (mediation, facilitated IEP, due process complaints and hearings, and state complaints) if there is a difference in opinion prior to the break in services.
Appendix 1: A Summary of Standards for Extended School Year in Michigan

ESY must be considered for every student with a disability at each IEP Team meeting. ESY services must be provided if the IEP Team determines that such services are necessary to the provision of a FAPE.

**Answer the following question:** Is there one or more annual goal(s) where significant concerns exist regarding skill maintenance during a break in services?

- If no, ESY is not needed for a FAPE.
- If yes, for each goal area of concern, answer the following questions:

  1) Is there information that indicates to the IEP Team that in this goal area there is a serious potential for regression of skills beyond a reasonable period of recoupment? What data support this?

  2) Is there information regarding the nature and/or severity of disability of the student that indicates to the IEP Team that there is a need to provide services in the identified goal area of concern during breaks in the school year? What data support this?

  3) Is there information that indicates to the IEP Team that in the identified goal area of concern the student is at a critical stage of learning and/or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student’s capacity to acquire essential skills?

To answer this question, first answer the following questions:

  a) Is there a skill that needs to be mastered immediately? If the student does not master the skill immediately, is the degree of mastery likely to be permanently reduced? What data support this?

  b) Is the student at a critical stage of development where there is a window of opportunity that will be lost if services are not provided? What data support this?

  c) Are there changes in the student’s medical, physical, or sensory status that makes it possible to predict an accelerated rate of learning during the ESY period (critical stage)? What data support this?

  d) Is the skill in a critical area of learning and will a break in services result in the loss of a window of opportunity for mastering the skill? What data support this?
• If the answer to all of these questions is no, ESY services are not needed for a FAPE.

• If the answer to one or more of these questions is yes, the IEP Team needs to develop a plan for ESY services.

**Other factors that must be considered:**

• The determination of the need for ESY must be based on data.

• The determination of the need for ESY services cannot be based on a formula.

• ESY services can be provided in a variety of ways.

• LRE requirements for ESY services are not identical to LRE requirements for the normal school year.

• ESY services are only provided for those annual goals identified as an area of concern and which are determined to require ESY services.

• New annual goals are not developed for ESY services.

• Consideration of ESY services needs to be made in a timely manner.
Appendix 2: ESY Decision-Making Flowchart and Questions for ESY Decision Making

The documents in this appendix, Extended School Year Decision-Making Flowchart and Questions for Extended School Year Decision Making, are intended to be used together.

If there are concerns, then consider:
- Annual goal area
- If no concerns, an ESY plan is not needed for a FAPE
- Regression/recoupment
- Nature or severity of disability
- Critical stages or areas of learning

Data:

Do the data support the need for ESY services?
- If yes: Develop an ESY plan
- If no: An ESY plan is not needed for a FAPE
Questions for Extended School Year Decision Making
(Use in conjunction with the ESY Decision-Making Flowchart)

Is there one or more annual goal area(s) of concern addressing skills that need to be maintained without interruption for the student to benefit meaningfully from a FAPE?

• If no, then ESY services are not needed for a FAPE.

• If yes, for each goal area of concern answer the following questions:

  1) Is there data that indicates to the IEP Team that in the identified goal area of concern there is a serious potential for regression of skills beyond a reasonable period of recoupment? What data support this?

  2) Is there data regarding the nature or severity of the disability of the student that indicates to the IEP Team that there is a need to provide services in the goal area of concern during breaks in the school year? What data support this?

  3) Is there information that indicates to the IEP Team that in the identified goal area of concern the student is at a critical stage of learning or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student’s capacity to acquire essential skills? To answer this question, answer the following questions:

     a) Is there a skill that needs to be mastered immediately? If the student does not master the skill immediately, is the degree of mastery likely to be permanently reduced? What data support this?

     b) Is the student at a critical stage of development where there is a window of opportunity that will be lost if services are not provided? What data support this?

     c) Are there changes in the student’s medical, physical, or sensory status that makes it possible to predict an accelerated rate of learning during the ESY period (critical stage)? What data support this?

     d) Is the skill in a critical area of learning and will a break in services result in the loss of a window of opportunity for mastering the skill? What data support this?

• If the answer to all of these questions is no, then ESY services are not needed for a FAPE.

• If the answer to one or more of these questions is yes, then the IEP Team needs to develop a plan for ESY services.
Appendix 3: ESY Resources

This is a compilation of resources that were reviewed during the development of the Standards for Extended School Year Services in Michigan.

Documents referenced in Section 1: Legal Framework

<table>
<thead>
<tr>
<th>State or Publication</th>
<th>Document</th>
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<tbody>
<tr>
<td>Florida Department of Education</td>
<td>Technical Assistance Paper—Determining an Individual Student’s Need for Extended School Year Services (2002)—see Appendix for discussion of OSEP letters.</td>
</tr>
</tbody>
</table>

In addition to public comment (June & July 2007, and November & December 2007), the Michigan State Board of Education discussion (August 14, 2007), the Michigan Administrative Rules for Special Education and the IDEA 2004 and its 2006 implementing regulations, the following resources were reviewed during the development of Michigan’s ESY Standards:

<table>
<thead>
<tr>
<th>State, Organization, or Publication</th>
<th>Document</th>
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</thead>
<tbody>
<tr>
<td>Alabama</td>
<td>Special Education in Alabama: A Right not a Favor.</td>
</tr>
<tr>
<td>Alaska</td>
<td>Alaska Special Education Handbook—Section 13 Extended School Year Services.</td>
</tr>
<tr>
<td>Arkansas</td>
<td>Proposed Rules for Extended School Year (includes present language).</td>
</tr>
<tr>
<td>California</td>
<td>Regulation 5 CCR 3043—Extended School Year Services.</td>
</tr>
<tr>
<td>Colorado</td>
<td>Determining Extended School Year Services.</td>
</tr>
<tr>
<td>State</td>
<td>Resource</td>
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<tr>
<td>Delaware</td>
<td>Title 14—923 Children with Disabilities Subpart B General Duties and Eligibility of Agencies 6.0 Extended School Year Services.</td>
</tr>
<tr>
<td>Florida</td>
<td>Technical Assistance Paper—Determining an Individual Student’s Need for Extended School Year Services &amp; Extended School Year Services for Students with Disabilities: A Guide for IEP and FSP Teams.</td>
</tr>
<tr>
<td>Georgia</td>
<td>Free Appropriate Education (FAPE).</td>
</tr>
<tr>
<td>Hawaii</td>
<td>Chapter 56, Subchapter 5: Individualized Education Program (scroll down to §8-56-40: Extended School Year Services).</td>
</tr>
<tr>
<td>Idaho</td>
<td>Chapter 2 of the Idaho Special Education Manual addresses FAPE but not ESY. Form 410c of Idaho’s IEP forms has a section for ESY consideration.</td>
</tr>
<tr>
<td>Illinois</td>
<td>Communication on Extended School Year Services for Students With Disabilities.</td>
</tr>
<tr>
<td>Indiana</td>
<td>Technical Assistance Document: Determining the Need for Extended School Year Services.</td>
</tr>
<tr>
<td>Iowa</td>
<td>Heartland AEA Special Education Manual Module 3 (scroll down to Chapter 9, page 152, Extended School Year Services Decision Making).</td>
</tr>
<tr>
<td>Kentucky</td>
<td>Kentucky Special Education Regulations on ESY (see Section 8) &amp; Kentucky Regulations on ESY for all students who are struggling (not just students with disabilities).</td>
</tr>
<tr>
<td>Maine</td>
<td>Special Education Regulations 2007 (see page 113 for ESY).</td>
</tr>
<tr>
<td>State</td>
<td>Source</td>
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<tr>
<td>Maryland</td>
<td>Technical Assistance Bulletin 5, Extended School Year Services &amp; Extended School Year Services by the Maryland Disability Law Center.</td>
</tr>
<tr>
<td>Massachusetts</td>
<td>Question and Answer Guide on Special Education Extended School Year Programs.</td>
</tr>
<tr>
<td>Michigan</td>
<td>Kent ISD Guidelines for Determining the Need for Extended School Year Services.</td>
</tr>
<tr>
<td>Minnesota</td>
<td>Chapter 5 of the Total Special Education Systems (TSES) Manual (Section 5.02.04).</td>
</tr>
<tr>
<td>Mississippi</td>
<td>Extended School Year Services: MS Department of Education ESY Guidelines. Note: this is a powerpoint &amp; Extended School Year Handbook.</td>
</tr>
<tr>
<td>Missouri</td>
<td>Extended School Year Questions &amp; Answers &amp; Recommendations for Extended School Year Policies.</td>
</tr>
<tr>
<td>Montana</td>
<td>Extended School Year.</td>
</tr>
<tr>
<td>Nebraska</td>
<td>Extended School Year (ESY) Services—A Technical Assistance Document.</td>
</tr>
<tr>
<td>Nevada</td>
<td>Extended School Year and Special Education—Technical Assistance Document.</td>
</tr>
<tr>
<td>New Hampshire</td>
<td>Bureau of Special Education FY ’08 Memo #4 Re: Extended School Year Services (ESY).</td>
</tr>
<tr>
<td>New Jersey</td>
<td>Appendix G NJDOE OSEP Policy Letters.</td>
</tr>
<tr>
<td>New Mexico</td>
<td>Technical Assistance Manual—Extended School Year Services.</td>
</tr>
<tr>
<td>New York</td>
<td>Extended School Year Programs and Services—Questions and Answers.</td>
</tr>
<tr>
<td>State/Region</td>
<td>Resource</td>
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<tr>
<td>Oklahoma</td>
<td>Technical Assistance Document—Extended School Year Services for Children and Youth with Disabilities.</td>
</tr>
<tr>
<td>Pennsylvania</td>
<td>Extended School Year Eligibility—Pennsylvania Code &amp; Guide to Extended School Year Services in Pennsylvania.</td>
</tr>
<tr>
<td>Rhode Island</td>
<td>Approval of Special Education Regulations—memo from RI DOE Commissioner.</td>
</tr>
<tr>
<td>South Dakota</td>
<td>Primer on the Provision of Extended School Year Services.</td>
</tr>
<tr>
<td>Tennessee</td>
<td>Extended School Year Services for Students in Sevier County Schools &amp; What Extended School Year Is and Is Not &amp; Extended School Year Services Frequently Asked Questions.</td>
</tr>
<tr>
<td>Texas</td>
<td>Extended School Year Services for Students with Disabilities.</td>
</tr>
<tr>
<td>Utah</td>
<td>Rule R277-751. Special Education Extended School Year.</td>
</tr>
<tr>
<td>Vermont</td>
<td>Special Education Guide ESY on page 64.</td>
</tr>
<tr>
<td>West Virginia</td>
<td>Notice to Parents of Special Education Students with Disabilities Concerning Extended School Year Services. Also, the OSEP Letter to Given addresses ESY in West Virginia.</td>
</tr>
<tr>
<td>Wisconsin</td>
<td>Determining Extended School Year Services: A Practitioner’s Guide.</td>
</tr>
<tr>
<td>Wyoming</td>
<td>Guidelines for the Provision of Extended School Year Services for Students with Disabilities.</td>
</tr>
<tr>
<td>Mountain Plains Regional Resource Center</td>
<td>A Primer on the Provision of Extended School Year Services for Parents and Educators 2006.</td>
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<tr>
<td>Source</td>
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</table>
| Special Ed Connection (This is a subscription service.) | (2006) *Smartstart IEPs: Extended School Year Programming.*  
(2008) *LRP Tips on ESY.* |
OSEP and OSERS letters do not carry the force of law but do indicate the interpretation of ESY by these agencies. Generally, the above letters discuss case law and regulations in relation to the specific question asked about ESY. Except for the Letter to Given, we were not able to locate copies of these letters for free download on the internet. All of these were retrieved online from Special Ed Connection, a subscription service. |
See the Appendix of this Florida Department of Education document for summaries of most of these letters: *Technical Assistance Paper—Determining an Individual Student’s Need for Extended School Year Services* (2002).

**Case Law**

A number of cases related to ESY were reviewed in their entirety: Armstrong v Kline 1979; Hendrick Hudson District Board of Education v Rowley 1982; Johnson v Independent School District No. 4 of Bixby 1990; Reusch v Fountain 1994; MM v Greenville 2002; McQueen v Colorado Springs 2006.

Except for Hendrick Hudson District Board of Education v Rowley 1982 and Reusch v Fountain 1994, we were not able to locate copies of these letters for free download on the internet. All of these were retrieved online from Special Ed Connection, a subscription service.

Appendix 4: Glossary of Terms

**Annual goal area(s) of concern.** Current IEP goal where significant concerns exist regarding skill maintenance during a break in services. Goal area(s) of concern should represent skills essential to the progress of the student.

**Case law.** The law made by courts interpreting cases and laws as opposed to law made by legislatures. In the American system, the primary sources of law are: (1) constitutions, (2) statutes/regulations, and (3) case law.

**Critical area of learning.** An area of instruction that is essential to the student’s development in becoming self-sufficient and independent. This includes skills that are essential for the promotion and maintenance of the student’s self-sufficiency. Skills such as toileting and eating are essential for minimal independence; stable relationships, impulse control, and appropriate peer interactions are necessary for community living.

**Critical stage in learning.** This learning must occur without delay and learning the skill(s) in the identified goal area(s) of concern will enhance the student’s ability to function independently. For example, very young students with significant disabilities may require ESY services to prevent loss of critical language, behavior, or self-help skills they learned during the school year.

**Due process complaint and hearing.** A due process hearing is an administrative proceeding that resembles a court hearing. School districts and parents present witnesses, evidence, and arguments to support their positions. An administrative law judge (ALJ) decides each issue and orders corrective action as needed. A due process hearing is initiated by filing a due process complaint. A due process complaint may be filed by either a parent or a school official in the event of a dispute about an issue, which typically arises out of or is related to the IEP process. Issues that might be involved include a student’s evaluation, identification, placement, IEP, or any other matter concerning the appropriate education and services for a student. There are specific requirements and procedures involved in filing a due process complaint, including timeliness. See the MDE Procedural Safeguards Notice and Michigan Due Process Request Model Form for additional information.

**ESY.** Extended school year refers to services which are special education and/or related services provided beyond the normal school year or school day for the purpose of providing a FAPE to a student with a disability. Originally defined in a series of court cases (case law) as sometimes necessary to provide a FAPE, ESY now is a part of the IDEA regulations.
**Facilitated IEP.** An IEP Team meeting led by a facilitator. Facilitation refers to the use of specialized skills to run a meeting in a fair, inclusive and organized fashion. It can be used in any IEP Team meeting, or in a resolution session. Facilitation is used to ensure that meeting participants interact respectfully, have ample opportunity to express their views and ideas, and focus on developing the appropriate IEP for the child involved. It can help participants avoid disputes or resolve them before they escalate. Facilitation can increase the chances of achieving a signed IEP agreeable to all parties. An independent, neutral facilitator can aid communication when issues are complex or relationships among the participants are strained. A facilitator also can free a meeting leader to focus on the issues at hand while the facilitator runs the meeting. Facilitators do not serve as participants, attorneys or advocates. They have no input on substantive matters and make no decisions. The participants control the outcome. Also see MSEM.

**FAPE.** Free appropriate public education, which is explicitly defined in the IDEA 2004 and the 2006 regulations for implementing the IDEA. FAPE means special education and related services that: (a) are provided at public expense, under public supervision and direction, and without charge; (b) meet the standards of the special education agency, including the requirements of this part; (c) include an appropriate preschool, elementary school, or secondary school education in the state involved; and (d) are provided in conformity with an IEP that meets the requirements of §§ 300.320 through 300.324.

**IDEA.** The federal *Individuals with Disabilities Education Improvement Act of 2004* [short title—*Individuals with Disabilities Education Act* (IDEA)], which is the current version of the original federal special education law, the Education for All Handicapped Children Act of 1975 (Public Law 94-142).

**IEP Team.** Individualized Education Program Team. The student’s IEP Team is a group of individuals composed of: the student’s parents, the student, if appropriate, general education teacher(s), special education and related service providers, an administrator or school representative, individual(s) who can interpret the instructional implications of evaluation results, and others as appropriate. Each member of the IEP Team brings important information about the student’s individual needs and his/her academic, social, and behavioral progress.

**MDE.** Michigan Department of Education.

**Mediation.** Mediation is a collaborative means of resolving disputes with help from a neutral third party. During the mediation process the parties share ideas and attempt to develop a solution that meets the needs of the child and is workable for all concerned. The mediator aids communication, but the parties make all the decisions. A successful mediation results in a written, signed agreement that can be incorporated into an IEP and enforced in court. Mediation can be requested by a parent or an educator for any special education or early intervention issue at any time. Mediation is voluntary and confidential.
Discussions during mediation cannot be used as evidence in later legal proceedings. It can be used as a means of early resolution, though the parties are always free to pursue a hearing or complaint. Also see MSEMP.

**MSEMP.** Michigan Special Education Mediation Program. The MSEMP is a program funded by the MDE to provide mediation and facilitation services that enable parents and educators discuss and resolve issues relating to special education disputes. The MSEMP also conducts workshops that enhance skills in collaborative problem solving. The MSEMP services are free to users. See the MSEMP web site (www.cenmi.org/msemp) for more information.

**Nature or severity of disability.** In the context of ESY, the IEP Team must consider whether the nature or severity of the student’s disability requires highly-structured or consistent programming without substantial breaks in service in order to make progress in the identified goal area(s) of concern. If a student requires more consistent and highly-structured programming techniques due to the severity of the disability, the student may be more vulnerable to the loss of essential skills when the school program is interrupted. A student with severe disabilities may revert to lower-functioning levels or exhibit more behaviors which interfere with learning after a long break in programming. A student’s mental, emotional, or physical health, or the chronic nature of his or her disability, may also indicate the need for ESY services in order to maintain skills that otherwise would be lost and not recovered in a reasonable amount of time.

**Normal school year.** Sometimes informally referred to as the regular school year, ‘normal school year’ is the phrase the IDEA 2004 implementing regulations of 2006 use in describing ESY services: From § 300.106 Extended school year services, “... the term extended school year services means special education and related services that— (1) Are provided to a child with a disability— (i) Beyond the normal school year of the public agency.” The Michigan Revised School Code and the Michigan Revised Administrative Rules for Special Education refer to this only as the ‘school year.’

**OSE-EIS.** The Office of Special Education and Early Intervention Services in the Michigan Department of Education.

**OSEP.** Office of Special Education Programs. This is the federal office within the U.S. Department of Education that oversees the states’ compliance with special education laws and regulations for students with disabilities. OSEP is an office of OSERS.

**OSERS.** The Office of Special Education and Rehabilitative Services. This is the federal office that provides oversight to the states’ compliance with laws and regulations for persons with disabilities of all ages.

**Regression.** The inability of a student to maintain an acquired skill in an identified goal area(s) of concern when special education instruction or related services in an IEP goal area are interrupted and require an
unreasonable amount of time for recoupment.

**Recoupment.** The student’s capacity to recover those regressed skills to a level demonstrated prior to the break in instruction.

**State complaint.** A state complaint involves an allegation (claim) that a district has failed to implement an IEP for a child or student with a disability or has not complied with state or federal regulations related to early intervention or special education services. Formal complaints must be written and signed and must include the facts on which the allegation is based and a proposed resolution. Anyone can file a state complaint. There are specific requirements and procedures involved in making a state complaint, including timeliness. See the MDE Procedural Safeguards Notice and Michigan Special Education Model Complaint Form for additional information.
In pertinent part:

R 340.1721e Individualized education program team meeting; determination of eligibility for special education programs and services; individualized education program.

Rule 21e. (1) The superintendent or his or her designee shall convene an individualized education program team meeting.

(2) An individualized education program shall be based on all diagnostic, medical, and other evaluative information requested by the team, or provided by the parent or student who is disabled and shall include all of the following information, in writing:
   (a) A statement of the student's present level of academic achievement and functional performance.
   (b) A statement of annual goals, including short-term objectives.
   (c) Appropriate objective criteria and evaluation procedures and schedules for determining whether the objectives are being achieved.
   (d) A statement documenting that extended school year services were considered.

(3) In considering extended school year services, the individualized education program team shall do all of the following:
   (a) Determine if a student's current annual goals address 1 or more skills that need extended school year services. For any identified annual goal, the individualized education program team shall consider all of the following:
      (i) Data that indicate that in the identified annual goal there is a potential for regression of skills beyond a reasonable period of recoupment.
      (ii) Data regarding the nature or severity of the disability of the student that indicates that there is a need to provide services in the identified annual goal during breaks in the school year.
      (iii) Information that indicates that in the identified annual goal the student is at a critical stage of learning or in a critical area of learning where failure to provide a service beyond the normal school year will severely limit the student's capacity to acquire essential skills.
   (b) If the individualized education program team determines that the data or information in any of subrule (3)(a)(i) to (iii) of this rule indicate a need for extended school year services, then extended school year services shall be included in the student's individualized education program.
   (c) Determination of the need for extended school year services shall not be based on a formula or policy that prohibits full consideration of the unique educational needs of each student.
   (d) Related services, transportation, supplementary aids and services, and instructional programming shall be considered when planning a student's extended school year services.
   (e) Consideration of extended school year services shall be accomplished in sufficient time to make plans for the delivery of extended school year services.

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