

East Greenbush Central School District

ADMINISTRATION CENTER

29 Englewood Avenue, East Greenbush, New York 12061

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James McHugh

Assistant Superintendent for Curriculum and Instruction

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Dear Parents and Guardians:

The New York State Education Department (NYSED) requires all school districts to provide Academic Intervention Services (AIS) to students who scored below established proficiency levels on the New York State English Language Arts and Mathematics assessments. Academic Intervention Services provides additional focused instruction designed to help students achieve the grade level learning standards in a specific academic area. The intensity of these services varies and is designed to be responsive to student needs.

Each district is also required to consider multiple student performance measures and has within its discretion the flexibility to provide AIS services for students who score as proficient but are in the district's professional judgment "at risk of not achieving the New York State K-12 Learning Standards." Special Education and English Language Learners are eligible for AIS services on the same basis as their peers.

Each building within the East Greenbush Central School District has an Instructional Support Team that considers the following types of student performance measures:

- Kindergarten Screening Assessments
- New York State grades 3-8 Assessments in English Language Arts and Mathematics
- Dynamic Indicators of Basic Early Literacy Skills (DIBELS) Assessments Grades K-2
- Comprehensive Assessment of Reading Strategies (CARS) Grades 2-5
- Test of Silent Contextual Reading Fluency Grades 6-8
- Woodcock Reading Mastery Assessment Grades 9-12
- Grade 11 English Regents
- Fountas & Pinnell Benchmark Assessments Grades K-5
- English Language Arts and Mathematics Benchmark Assessments Grades K-5
- Classroom performance
- Teacher recommendations based on an individual student's response to intervention (RtI) monitoring (*Response to Intervention is an instructional approach that incorporates gradually intensifying small group and individual interventions based on a student need(s).*)

If your child is deemed eligible for Academic Intervention Services you will receive written notification of this support along with progress reports at the end of each marking period from your child's service provider. It is important to remember that informal and formal assessment is a required ongoing process that informs our teachers' instructional decisions. If you have any concerns about your child's performance you should not hesitate to contact the teacher, building principal or Curriculum and Instruction office.

Any person or entity representative alleging the district has not upheld its responsibilities under Title 1 of the Elementary and Secondary Education Act (ESEA), as well as the district's responsibilities for Academic Intervention Services under the Commissioner's regulations section 100.2(ee), may submit a complaint in writing to the Superintendent of Schools (Mr. Jeffrey P. Simons). After 30 days, any decision of the Superintendent which is unsatisfactory to the complainant, or the district's lack of a response to the complaint, may be appealed to the State Education Department.

<http://www.p2.nysed.gov/accountability/TI/complaintappeals.htm>

All such complaints to SED must:

1. Be submitted in writing to NYS Education Dept., Title I School Community Services Office, Room 320 EB, 89 Washington Avenue, Albany, NY 12234
2. Be signed by the person or agency representative filing the complaint
 - a. Must specify the requirement of law or regulation being violated and the related issue, problem and/or concern
 - b. Must contain information/evidence supporting the complaint
 - c. Must state the nature of the corrective action desired
 - d. Must contain a copy of the original signed complaint; and a copy of the district's response to the original complaint

Sincerely,

James McHugh

Assistant Superintendent for Curriculum and Instruction