



State of Vermont
Vermont Department of Education
120 State Street
Montpelier, VT 05620-2501

To: Principals, Superintendents, Special Education Administrators
From: Karin Edwards, Director of Student Support Division
Date: September 15, 2009
Subject: Act 117 Educational Support System Survey

ACTION NEEDED
BY 10/7/09

Act 117 requires that annually each district provide the Vermont Commissioner of Education with a description of the Educational Support System (ESS), how it is funded, and how building the capacity of the ESS is addressed in the School Action Plan. The information you send us is then summarized, analyzed and reported in the Act 117 Report to the VT Legislature on January 15, 2010.

This memo is intended to inform you of procedures, timelines and adjustments that have been made to the survey. The Web link to the ESS Survey is:
http://www.surveymonkey.com/s.aspx?sm=JIOKE_2bnP3CpBGNpFgC2n3w_3d_3d. It is very important that only one response is submitted per school. As part of this memo, there are two additional documents: *A List of Potential Funding Sources for Supports and Services in the Educational Support System*, and a compilation of all ESS Survey questions to be used as a worksheet to fully prepare answers before completing the actual survey on line. **Do NOT attempt to complete the survey using the sample in this document. You must use the Web link provided above to submit the response.**

The following general instructions will help you complete the survey:

- We ask that you choose a primary funding source for each support/service. If the support/service has two funding sources that each contribute 50% of the funding, choose only one to report.
- *Survey Monkey* requires that the survey be started and completed on one computer. *Survey Monkey* also requires that you complete all fields before moving on to the next page. You may save information entered, close the survey and return at a later date, but once you have pressed “submit” you can not go back and make changes.
- Do not enter survey responses for multiple schools from one computer. Each additional entry will delete the previous school’s information.
- Before pressing “submit” print a copy of the Survey for your records.

Finally, we want to remind you that you may use Best/Act 230 Funds to build the capacity of your school’s ESS or to enhance your EST.

If you have questions regarding the ESS Survey or use of Survey Monkey, Mike Bailey can be reached using the Child Count Helpline at 828-1499. If you have questions about survey content, ESS in general or funding of ESS supports, please contact Bev Heise, Educational Support System Consultant, at 828-0551, or email DOE-ESSconsultants@state.vt.us.

Thank you for supplying this important information about the supports available to Vermont’s students.

Potential Funding Sources for Building the Capacity of the Educational Support System

1. **Local /School Budget**—funds raised through taxes for the local school budget.
2. **Consolidated Federal Programs Grants (Title I, IIA, IID, IV, V)** – Grants to support the success of disadvantaged students: Title I- supplemental academic help for disadvantaged students who are failing or at risk of failing the standards; Title IIA-teacher and principal training and recruitment programs; Title IID-expanded access to technology, Title IV-Safe and Drug Free Schools violence prevention and anti drug programs; Title V-flexible funding for a wide range of school activities including purchase of books, teacher training and innovative programs.
3. **Limited English Proficient and Immigrant Students (Title III)** – Federal funds that must be used for the purpose of helping limited English proficient and immigrant students attain English language proficiency and increase core academic knowledge. Funds may be used to: develop high-quality language instruction educational programs; provide related professional development; and promote parental and community involvement.
4. **Migrant Education (Title I, Part C)** - education for migratory students.
5. **Title I Pass-Through** – available to Title I schools that did not make Adequate Yearly Progress (AYP) and have been given School Improvement or Corrective Action status. Grant funds must be used to address the reasons the school did not make AYP.
6. **21st Century Grants** - Support for beyond-school programs (before school, after school, weekends, vacations and summer) in art, academics and athletics.
7. **Native American and Alaskan Native Children in School (Title VII)** - Federal funds available to school districts in collaboration with Native American tribes to support drop out prevention, academic enrichment, early childhood and family programs, family literacy initiatives and cultural enrichment programs.
8. **Act 230/BEST Grants** – BEST Grants may be used for training, program development, and building school and regional capacity to meet the needs of students with emotional behavioral problems. Act 230 grants, in match with local funds, may be used for training that result in lasting changes in the educational support system.
9. **Reading First** – competitive grants to districts to ensure that every student can read at grade level or above by the end of third grade through the application of proven instructional and assessment tools consistent with scientifically based research.
10. **IDEA (Early Intervening Services)** – 15% of funds received under IDEA Part B (with some restrictions) used to provide early intervening services for students not identified as needing special education or related services but needing additional academic and behavioral supports to succeed in the general education environment.

11. **State Special Education** - There are two areas of flexibility allowed under the State Funding formula – core staff time and the small group rule. Each school district has pre-determined core staff FTEs established for professionals and paraeducators. Core staff designation may be assigned to specific staff members each year and the salary and benefits for core staff are allowed as special education costs, whether they are serving student with IEPs, 504 plans, and/or EST plans. Core staff cannot be used to cover staff in self-contained special education programs.

The second option for serving non-special education students with staff whose salary and benefits are reimbursed under the state funded formula is under the small group rule. This allows for a special education staff person, during non-core staff time, to serve a small group (not to exceed 8 students) as long as the majority of the students are receiving IEP services. Again, this does not apply to services in self-contained special education programs.

12. **Medicaid Reimbursement** – Each supervisory union submitting Medicaid bills receives a percentage reimbursement of the funds generated to be used for reasonable costs of administering Medicaid claims, prevention and intervention programs in grades pre-K through 12 designed to ensure all students achieve the Vermont standards.
13. **Early and Periodic Screening, Diagnosis and Treatment (EPSDT) School Based Health Access administered through the Vermont Health Department** – Schools are reimbursed for the time school nurses, guidance, and others spend on Medicaid related (non-direct clinical service) activities. Once schools are reimbursed, funds are used to expand and promote population based health related services (i.e. giving families information about Dr. Dinosaur and helping them enroll; helping children access services through their medical and dental home, funding school nurse positions, or support for the Tooth Tutor program).
14. **Success Beyond Six** – School district funds contracted with Community Mental Health Centers for mental health professionals (home-school coordinators, counselors, case managers and social workers) to work in schools.
15. **LD Lab Grants** - This highly competitive, limited grant funded opportunity is designed to provide adolescents in middle and high school, who have been identified with learning disabilities, with the explicit structured language instruction they need, of sufficient intensity and duration (90 minute blocks of time daily). Mentoring is provided with professional development using a strong research base linked to instruction.
16. **Child Nutrition Programs** – the School Breakfast Program and the National School Lunch Program (includes After School Snack Program and Seamless Summer Option) provide subsidies for meals served to students in public and private schools and residential childcare institutions. All meals are eligible for some subsidy, with meals for low-income students receiving additional reimbursement.
17. **The Special Milk Program** – Subsidizes milk served in schools and non-residential child care programs that do not participate in the School Breakfast or School Lunch Program.

18. **Child and Adult Care Food Program** – The Child and Adult Care Food Program provides funding to child care programs, like the EEE, or EEI, who are licensed, which can provide reimbursement for meals and snacks served to children in care. Meals are typically served at no charge to families and the programs receive reimbursement which is determined by the income levels of the families served, much like the school lunch and breakfast programs.
19. **Early Education Initiative (EEI)** – EEI serves at-risk preschool children who are ineligible for, or inadequately served by, existing early childhood education programs. EEI services are coordinated with community programs to avoid duplication and to make the best possible use of resources.
20. **Essential Early Education (EEE)** – EEE provides early childhood special education services for children ages 3 through 5.
21. **Even Start Family Literacy** – Even Start is a federally funded program model that integrates adult, parenting and early childhood education into a comprehensive literacy program to break the intergenerational cycle of poverty and low literacy. Even Start programs offer educational services primarily to children from birth through age 7 and their parents.
22. **Building Bright Futures Direct Services (BBFDS)** – BBFDS funds are overseen by Building Bright Futures Regional Councils and are used to foster good outcomes for all young children and their families. Good outcomes are fostered through health care outreach, information and referral to community child development and family support resources and through providing developmentally appropriate opportunities for young children and empowering assistance for parents.
23. **Tobacco Free Schools** - There are four primary goals for use of this funding source including, development and implementation of comprehensive school tobacco policy, provision of tobacco use prevention education, involvement of family and community in supporting school-based tobacco prevention initiatives, and coordination of tobacco prevention efforts. Funds may be used for coordination, curriculum and/or policy development and implementation.
24. **Student Assistance Programs Grants (SAP)** – Grants from the Division of Alcohol and Drug Abuse Prevention (ADAP) to schools for primary and secondary prevention of drug abuse, i.e. for education, screening and referral to a core team.
25. **Grants** – Funds generated as a result of proposals written to foundations and agencies.
26. **Parent Organizations or Community Donations and Volunteers** –Funds generated by parent or community organizations or donations of goods and/or services from parents or community members/businesses.

Educational Support System Survey: 2008 - 2009 School Year

Instructions for the 2008 - 2009 School Year ESS Survey

Overview:

VSA Title 16, Section 2904, requires that each district annually provide the Vermont Commissioner of Education with a description of the Educational Support System (ESS), how it is funded, and how building the capacity of the ESS is addressed in the School Action Plan. The information you will be sending us in this survey for the 2008 - 2009 school year will be summarized, analyzed and reported in the annual Act 117 Report presented to the VT Legislature by the Vermont Department of Education Student Support Team.

The Educational Support System Survey is a web-based format. The link that brought you to this survey instruction page was sent to the principal(s) of each public school in Vermont.

Background information on Act 117, the ESS Survey, funding codes and potential funding sources were included in the email that directed you to this survey. Before beginning the survey, we recommend that you print these documents for reference. Please complete the survey no later than October 7, 2009.

Please note that this survey is for the 2008 - 2009 School Year.

Survey Content:

The survey is divided into seven primary sections for a total of 53 questions:

1. Instructions (this page);
2. School and Contact Information;
3. ESS Supports and Services Offered: Health and Nutrition;
4. ESS Supports and Services Offered: Academic;
5. ESS Supports and Services Offered: Mental Health and Social;
6. ESS Supports: Part of School Action Plan;
7. Survey Submission

Specific instructions for completing each section are included in the body of the survey.

Navigating the Survey:

When you have completed reading these instructions, click "Next" at the bottom of the page to begin the survey. After you complete each section, click "Next" to continue. You can also click on "Prev" (Previous) to go back to a section to make changes. If you are interrupted while you are completing the survey, you may come back and complete it later. However, note that your responses to a particular section will not be saved until you click on "Next" or "Prev" at the end of each section. When you have completed the last section, click "Submit." Once you have clicked "Submit" no further changes may be made to the survey.

Printing the Survey:

To create a copy of the survey for your records, you may print out each section using your web browser's print function. For most web browsers (e.g. Internet Explorer, FireFox, Netscape Navigator), the print option is available by clicking on the "print" icon located in the top of your browser window. Alternatively, you may select "file" in your web browser's tool bar at the top of the page and then select "print" from the resulting drop down menu. Note that you must print out each section as you complete it.

Questions?

If you have questions about this process, the information requested, ESS, funding of ESS supports, or funding code numbers and the descriptions of potential funding sources, please e-mail DOE-ESSConsultants@state.vt.us.

Educational Support System Survey: 2008 - 2009 School Year

For questions on navigating, printing or completing the survey, please contact Mike Bailey at 828-3132.

Thank you in advance for helping to make this required data collection a success!!!

Please click "Next" below, to continue...

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

School and Contact Information

* 1. Please choose your Supervisory Union from the list below:

* 2. Please choose your school from the list below:

* 3. Please insert the contact information for the person completing the survey:

First Name:

Last Name:

Title:

Email:

Phone number:

Date completed:

* 4. Please enter the contact information for the Chair or Facilitator of the Educational Support Team (EST) in your school for the current 2009-2010 school year:

First Name:

Last Name:

Title:

Email:

Phone number:

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

ESS Supports and Services: Health and Nutrition

Please indicate which Health and Nutrition Supports and Services were available in your school during the 2008 - 2009 school year and the corresponding primary funding source.

If your school does not provide a particular service listed in this section, select NO SERVICE OFFERED in that service category.

If the primary funding source for a particular service is not listed, select "Other Funding Source" and provide a description of the funding source in the space provided.

* 5. School Nursing and Health Services

* 6. Food, Nutrition and Wellness Programs and Services

* 7. Dental Clinics and Services

* 8. School-based Health Centers and Clinics

* 9. Exercise and Fitness Programs [beyond P.E. classes]

10. Please indicate if your school offers any additional Health and Nutrition Supports and Services NOT already listed in this section. After completing the question, click "Next" at the bottom of the page to continue.

Note: If you select "Yes" to this question you will be directed to questions 11 - 16 to provide additional details. If you select "No" to this question the survey will continue on question 17 in the Academic Supports and Services section.

Yes

No

Educational Support System Survey: 2008 - 2009 School Year

Other Health and Nutrition Supports and Services Offered

Please indicate up to three additional Health and Support Services offered by your school during the 2008 - 2009 school year. Please provide the name of the support or service, and then select a PRIMARY funding category from the adjacent drop-down menu.

If the primary funding category is not listed, please select "Other Funding Source" and provide a description of the funding source in the space provided.

11. Please enter a description of one additional Health and Nutrition Support or Service offered by your school in the space provided.

12. Please select one PRIMARY funding source for the additional Health and Nutrition Support or Service just described in question 11.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

13. Please enter a description of one additional Health and Nutrition Support or Service offered by your school in the space provided.

14. Please select one PRIMARY funding source for the additional Health and Nutrition Support or Service just described in question 13.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

15. Please enter a description of one additional Health and Nutrition support or service offered by your school in the space provided.

Educational Support System Survey: 2008 - 2009 School Year

16. Please select one PRIMARY funding source for the additional Health and Nutrition Support or Service just described in question 15.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

ESS Supports and Services: Academic

Please indicate which Academic Supports and Services were available in your school during the 2008 - 2009 school year and the corresponding primary funding source.

If your school does not provide a particular service listed in this section, select NO SERVICE OFFERED in that service category.

If the primary funding source for a particular service is not listed, select "Other Funding Source" and provide a description of the funding source in the space provided.

* 17. Literacy Supports and Supplementary Programs

* 18. Early Education and Early Intervention

* 19. All Day/Extended Day Kindergarten

* 20. Math Supports

* 21. Study Supports

* 22. Small Group or One-to-One Instruction

* 23. Phonological Screening at Primary Grades

* 24. English as a Second Language/LEP supports

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

* 25. Preschool Developmental Screening

* 26. Kindergarten Screening

27. Please indicate if your school offers any additional Academic Supports and Services NOT already listed in this section. After completing the question, click "Next" at the bottom of the page to continue.

Note: If you select "Yes" to this question you will be directed to questions 28 - 33 to provide additional details. If you select "No" to this question the survey will continue on question 34 in the Mental Health and Social Supports and Services section.

Yes

No

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

Other Academic Supports and Services Offered

Please indicate up to three additional Academic Services offered by your school during the 2008 - 2009 school year. Please provide the name of the support or service, and then select a PRIMARY funding category from the adjacent drop-down menu.

If the primary funding category is not listed, please select "Other Funding Source" and provide a description of the funding source in the space provided.

28. Please enter a description of one additional Academic Support or Service offered by your school in the space provided.

29. Please select one PRIMARY funding source for the additional Academic Support or Service just described in question 28.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

30. Please enter a description of one additional Academic Support or Service offered by your school in the space provided.

31. Please select one PRIMARY funding source for the additional Academic Support or Service just described in question 30.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

32. Please enter a description of one additional Academic Support or Service offered by your school in the space provided.

Educational Support System Survey: 2008 - 2009 School Year

33. Please select one PRIMARY funding source for the additional Academic Support or Service just described in question 32.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

ESS Supports and Services: Mental Health and Social

Please indicate which Mental Health and Social Supports and Services were available in your school during the 2008 - 2009 school year and the corresponding primary funding source.

If your school does not provide a particular service listed in this section, select NO SERVICE OFFERED in that service category.

If the primary funding source for a particular service is not listed, select "Other Funding Source" and provide a description of the funding source in the space provided.

* 34. School Psychological Services and Clinicians

* 35. School Counseling/Guidance Services

* 36. Behavior Intervention Specialists and Services

* 37. Home School Coordinator

* 38. Trained Crisis Response Team

* 39. Conflict Resolution Program

* 40. Child Protection Team

* 41. School-wide Discipline Plan

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

* 42. Social Skills Instruction

* 43. School Substance Abuse Prevention Program

* 44. Teacher Advisor System

* 45. School Social Worker

46. Please indicate if your school offers any additional Mental Health and Social Supports and Services NOT already listed in this section. After completing the question, click "Next" at the bottom of the page to continue.

Note: If you select "Yes" to this question you will be directed to questions 46 - 51 to provide additional details. If you select "No" to this question the survey will continue on question 52.

Yes

No

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

Other Mental Health and Social Supports and Services Offered

Please indicate up to three additional Mental Health and Social Supports and Services offered by your school during the 2008 - 2009 school year. Please provide the name of the support or service, and then select a PRIMARY funding category from the adjacent drop-down menu.

If the primary funding category is not listed, please select "Other Funding Source" and provide a description of the funding source in the space provided.

47. Please enter a description of one additional Mental Health and Social Support or Service offered by your school in the space provided.

48. Please select one PRIMARY funding source for the additional Mental Health and Social Support or Service just described in question 46.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

49. Please enter a description of one additional Mental Health and Social Support or Service offered by your school in the space provided.

50. Please select one PRIMARY funding source for the additional Mental Health and Social Support or Service just described in question 48.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

51. Please enter a description of one additional Mental Health and Social Support or Service offered by your school in the space provided.

Educational Support System Survey: 2008 - 2009 School Year

52. Please select one PRIMARY funding source for the additional Mental Health and Social Support or Service just described in question 50.

If the funding source is not available, select "Other Funding Source" and provide an explanation in the space provided.

You must use SurveyMonkey to submit this survey!

School Action Plan

Below is one question related to whether any services listed above are a part of the School's Action Plan.

53. Are any of the services provided part of the School's Action Plan?

1. Yes

2. No

You must use SurveyMonkey to submit this survey!

Educational Support System Survey: 2008 - 2009 School Year

Survey End and Feedback

If you want to copy your survey responses, please remember to use your web browser to print off a copy of each section before clicking on "Submit."

If you wish to make corrections, you may click on "Prev" to be taken back to previous survey sections. If you are satisfied with your responses to all of the questions as you have answered them, please click "Submit" below. Note that you will NOT be able to edit your answers once you submit the survey. After clicking "Submit" you will be directed to a Vermont Department of Education Act 117 information web page, verifying your submission.

If you have any comments about this survey, please take a moment to record any feedback you may have in the space provided.

On behalf of the Student Support Team, thank you again for your participation in this survey!

54.

You must use SurveyMonkey to submit this survey!