



Washington  
West  
Supervisory  
Union

1673 Main Street  
Suite A  
Waitsfield, VT 05673

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June 1, 2011

Dear \_\_\_\_\_:

The IEP team has determined that extended school year programming is necessary for \_\_\_\_\_ during the summer of 2011 because a summer break without special education services will cause severe regression or loss of skills and would jeopardize the benefits accrued during this school year. The team considered many factors in making this determination and these were discussed with you during the IEP meeting held on \_\_\_\_\_. A copy of the IEP with the selected goals and services for ESY is attached.

Sincerely,

\_\_\_\_\_ and \_\_\_\_\_  
Case Manager Building Administrator

Extended school year services for your child will take place at \_\_\_\_\_ on the following dates and times:

Please indicate your preference below and return to your child's case manager by June 15th:

- \_\_\_\_\_ My child will attend ESY services as scheduled.
- \_\_\_\_\_ My child will NOT attend ESY services this year.
- \_\_\_\_\_ My child will attend ESY services, but I would like to discuss alternative dates.

\_\_\_\_\_  
Parent or Guardian Signature

Enclosures: Parental Rights in Special Education with Prior Written Notice (Form 7a)  
WWSU Policy and Procedures for ESY  
IEP

CC: Building Administrator  
Student file  
Other: \_\_\_\_\_