



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

THE ASSISTANT SECRETARY

FEB 05 2014

Dear Chief State School Officer:

This letter serves as a follow-up to my letter of November 14, 2013, in which I informed you that a State educational agency (SEA) approved to implement ESEA flexibility through the end of the 2013–2014 school year would have the opportunity to seek a one-year extension of its ESEA flexibility request through a streamlined process. In a webinar on November 19, 2013, U.S. Department of Education (ED) staff reviewed in greater detail the information to be included in an extension request.

Attached please find an optional extension request template letter that may be useful to you and your staff as you finalize your extension request. The optional template is designed to help organize your extension request and includes placeholders where you can address required information including 1) how ESEA flexibility has been effective in enabling you to carry out the activities for which ESEA flexibility was requested, including how ESEA flexibility has contributed to improved student achievement; and 2) how extending ESEA flexibility is in the public interest.

The template letter also lists the attachments that your State may need to include as part of your extension request; which attachments your State must submit will vary based on your State's individual circumstances. Please note that, at a minimum, each State with Part B monitoring "next steps," with a condition on its ESEA flexibility request, or designated as high risk must address the required actions in the extension submission. In addition, a State may, if it so chooses, make amendments to its request to support its continuous improvement efforts. A State should submit any amendments to its request, including required amendments to address monitoring "next steps," conditions, or high-risk status, using the existing amendment process and procedures. You can find the directions and the amendment request template on the ESEA flexibility website at: <http://www2.ed.gov/policy/elsec/guid/esea-flexibility/index.html>. Extension requests must be submitted to ED no later than February 28, 2014, or 60 days after receipt of your State's Part B monitoring report, whichever is later.

I have also attached an optional intent to request an extension template. Although optional, submitting an intent to request an extension will assist us in our planning so that we can review extension requests in a timely manner. To submit the optional intent to request, please email your ED state contact or eseaflexibility@ed.gov by February 19, 2014. The submission or non-submission of the optional intent to request does not have a bearing on the decision of ED to extend ESEA flexibility, nor does it imply a definitive commitment for a State to request an ESEA flexibility extension. Finally, a State that submits a notice of intent is not bound to then submit a request for an extension.

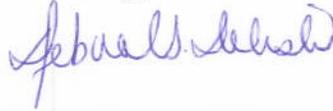
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The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

Thank you for your continued commitment to improving the quality of instruction and academic achievement for all students. Your ESEA flexibility State contact will be reaching out to provide additional details and support as you prepare your ESEA flexibility extension request. In the meantime, please do not hesitate to contact your ESEA flexibility State contact or eseaflexibility@ed.gov if you have any questions. Please know that our team at ED looks forward to continuing to support you and your staff as you engage in this important work.

Sincerely,



Deborah S. Delisle

Attachments

OPTIONAL ESEA FLEXIBILITY EXTENSION TEMPLATE LETTER

Dear Secretary Duncan:

I am writing to request a one-year extension of [State's] ESEA flexibility, so that [State] can continue to implement ESEA flexibility through the end of the 2014–2015 school year.

[State] seeks to extend ESEA flexibility through the end of the 2014–2015 school year because *[include description, including examples, of how the waiver has been effective in enabling State to carry out the activities for which ESEA flexibility was requested, including how ESEA flexibility has contributed to improved student achievement]*.

Extension of [State's] ESEA flexibility through the end of the 2014–2015 school is also in the public interest because *[include description, including examples, of how extending ESEA flexibility is in the public interest]*.

[For a state requesting an extension with no changes to its ESEA flexibility request.]

With this letter, [State] affirms that it is implementing its ESEA flexibility request as approved on *[insert date of most recent approval]* without changes.

[For a state proposing amendments to its ESEA flexibility request—only include attachments that apply in your specific situation.]

As part of the extension process, [State] proposes changes to its currently approved ESEA flexibility request. Attached please find the following documents:

- (1) a completed amendment request template, reflecting the necessary consultation of stakeholders and describing any substantive amendments the State is making to its approved request, including those required to address ESEA flexibility Part B monitoring “next steps,” conditions on the State’s request, high-risk status, or any optional substantive amendments proposed;
- (2) a redlined version of the [State's] currently approved ESEA flexibility request reflecting all proposed changes; and
- (3) any additional evidence or documentation required to support the extension request.

I understand that these documents will be reviewed to ensure that they comply with the principles and timelines of ESEA flexibility.

Thank you for your consideration of this request.

Signed,

Chief State School Officer

Attachments (as appropriate)

- (1) Completed amendment request template
- (2) Red-lined version of ESEA flexibility request
- (3) Additional evidence or documentation supporting the extension request