



## SPECIAL EDUCATION RIGHTS

# Universal Enrichment Remedy (UER) Checklist

CPS is giving students extra special education services to make up for services that were not given during 2016-17 and 2017-18. This checklist will help you ask and prepare for UER Calls and Student Specific Corrective Action (SSCA) Meetings. If you have questions, call us at 312-895-7231 for FREE legal advice.

### Inquiry Issue Areas

Check all services below that your student had stopped, delayed, or denied during 2016-17 and/or 2017-18 school years.

- Transportation (bussing)
- Extended School Year (ESY or special education summer school)
- Paraprofessional (aide)
- IEP Eligibility for Specific Learning Disability (SLD)
- Placement in a Therapeutic Day School (TDS)

### Getting a Call/Meeting

To get extra services, you need to have a UER Call or SSCA Meeting. CPS will contact some families, but many people will have to ask for a Meeting. Check the box that is true for you.

- I got a letter in February 2020 telling me my student can get UER.
- I was emailed a Notice of Conference for a UER Call.
- I was emailed a Notice of Conference for an SSCA Meeting.
- I emailed SSCA@cps.edu or called 773-553-1843 to ask for an SSCA Meeting.

Note: You should ask for a meeting if you did not check one of the first three boxes. Do not wait for CPS to contact you.

### Getting Ready for Your UER Call

If you have a UER Call, CPS will offer a set remedy (extra services) based on what your student didn't get. You can say yes to what CPS says it will give you (the UER offer), or you can ask for an SSCA Meeting to try to get extra funds or different services. Use the below steps to get ready for your UER Call.

#### 1. Read the Notice of Conference you received.

- Yes  No  Is the date/time ok for you? If not, email and ask for a new date or time.
- Yes  No  Read the issue areas listed. Are they the same as the areas you checked above? If you checked issues above that are not on your Notice, you can ask for an SSCA Meeting to try to get more services.
- Yes  No  Ask for records. Do you know what services your student got during 2016-17 and/or 2017-18? If not, you can reply to the email and ask for your student's IEPs from those years.

## 2. Understand what the UER will give your student.

\$\_\_\_\_\_ Add up all the UER funds on your Notice of Conference. Read EFE's UER fact sheet to know what the amount is for each area.

\$\_\_\_\_\_ Transportation Only: Fill in the numbers to get your reimbursement amount.

If you drove your student to/from school, calculate mileage by using this formula: Mileage rate x distance from home to school x 4 trips per day x number of days of attendance = mileage reimbursement.

2017 mileage rate: 53.5 cents per mile

[ \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_ ] = \_\_\_\_\_ x 53.5 cents = \$\_\_\_\_\_  
miles to school and back      trips per day      days driven      total miles      Reimbursement

2018 mileage rate: 54.5 cents per mile

[ \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_ ] = \_\_\_\_\_ x 54.5 cents = \$\_\_\_\_\_  
miles to school and back      trips per day      days driven      total miles      Reimbursement

\$\_\_\_\_\_ If your student used public transportation (CTA), cabs, or rideshare (Uber, Lyft), try to find any receipts or proof of expenses, or estimate your cost.

## 3. Decide how to use your UER funds to get your student extra services.

Yes  No  Did you pay for private services during the 2016-17 and/or 2017-18 school years? If yes, you can send proof of expenses (like receipts) and get money back for those costs.

If you want extra services now to make up for what your student missed, you have three options:

- Choose a vendor from the UER/SSCA Student Vendor List ([www.bit.ly/CPS-Vendors](http://www.bit.ly/CPS-Vendors)).
- Choose a different CPS vendor.
- Become a Parent Vendor. Pay up front for services and get reimbursed later by CPS. Read EFE's UER fact sheet to learn about the vendor options.

## 4. Decide if you want to accept UER or ask for an SSCA Meeting.

Yes  No  Are you ok with 2 And 3 above? If not, you can ask for an SSCA Meeting to try to get more services. You WILL STILL GET AT LEAST what the UER says if you ask for an SSCA Meeting.

You may want to ask for a meeting if one or more of the below are true:

- Your student's Notice of Conference does not have all the services that were denied listed on it.
- You do not think the UER is enough to make up for your student's delay/denial.
- You do not think the CPS vendors are good for your student and/or you are not able to be a parent vendor and pay for services up front out of your pocket.

## After Your UER Call

Read and sign the waiver.

If you accept the UER you will have to sign a waiver that says you are accepting this offer. **If you sign it, you will not be able to try to get more services** for anything that happened during the 2016-17 and 2017-18 school years. There are two types of waivers:

- Transportation Only: If you only accept getting paid back for the cost of transportation, you can still ask for an SSCA Meeting to try to get extra services based on other issue areas.
- All other issues: If you accept UER funds for Extended School Year, Paraprofessional, Specific Learning Disability, or because your student missed school because of no transportation, you cannot ask for an SSCA Meeting or try to get any more services.

It is important you read and understand the waiver before signing it. If you have any questions or are not sure what it means, please call Equip for Equality for FREE legal advice at 312-895-7231 before signing it.

## Preparing for your SSCA Meeting.

If you did not agree to UER and asked for an SSCA Meeting, you will need to get ready for your upcoming meeting. Please read Equip for Equality's SSCA Meeting Checklist for more information. Call Equip for Equality for FREE legal advice at 312-895-7231 with any questions.