


TO: Special Education Directors/Supervisors
FROM: Jennifer L. Boykin, Ed.D., Executive Director 
RE: Extended School Year Information, 2022-2023
DATE: April 5, 2023

Information and guidance for the submission of the 2022-2023 ESY Application and Reimbursement Request is now available on the MDE at:

<https://www.mdek12.org/OSE/funding/special-education-extended-school-year>.

Available information and guidance include:

- Extended School Year (ESY) Application and Instructions
- Extended School Year (ESY) Fillable Forms
- Extended School Year (ESY) Eligibility and Planning Quick Guide
- Extended School Year (ESY) Determination Quick Guide
- Extended School Year (ESY) Approved Educable Child Facilities

Relative due dates to receive funding reimbursement for ESY services are as follows:

- June 1, 2023: Initial ESY Application
 - On or before the due date, notify the ESY Program Contact (by email) that the initial application has been uploaded to SharePoint.
 - If an amendment to the initial ESY application is necessary, upload required and supporting documents to SharePoint as soon as possible. Notify the ESY Program Contact (by email) of any amended information.
- September 30, 2023: ESY Reimbursement Request
 - On or before the due date, notify the ESY Program Contact (by email) that the ESY Reimbursement Request has been uploaded to SharePoint.

The ESY Program Contact is Vanessa Virgil, vvirgil@mdek12.org. If you have any questions, please contact the ESY Program Contact or reach out to us by phone at (601) 359-3498.