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Bureau of Special Education FY'10 Memo #4

Date: September 8, 2009

To: Superintendents
Special Education Directors

From: Office of the Commissioner of Education

Division of Instruction
Bureau of Special Education

RE: LEA Reporting Requirements in IDEA/ARRA Coordinated Early Intervening Services (CEIS)

The Bureau of Special Education is providing this reminder about the use of IDEA/ARRA funds for CEIS and the district reporting requirements.

Up to 15 percent of IDEA/ARRA funds may be used for children in grades K through 12 who are not currently identified as children with disabilities, but who need additional academic and behavioral support to succeed in a general education environment. Districts that are identified with significant disproportionality in identification placement or discipline are required to use the maximum dollar amount for CEIS. Other districts may elect to use up to 15% of IDEA funds for CEIS. Districts who fund CEIS must report the number of children who received CEIS and the number of those children who subsequently received special education and related services under Part B during the preceding two-year period (i.e., the two years after the child has received CEIS).

The Office of Special Education Programs (OSEP) has created a template designed to assist districts and States in their documenting and reporting of CEIS funds.

The Bureau of Special Education will be using this template with districts to report CEIS beginning with the 2008-2009 school year. The template is in the form of an excel spreadsheet. There are tabs on the bottom creating worksheets for multiple school years. This form can easily be updated and e-mailed for reporting purposes, assisting both the districts and States in efficiency. For districts who are required or voluntarily funded CEIS in the 2008-2009 school year, a letter will be sent out requesting the initial reporting of the number of students who received CEIS for that year.

The template is available on the Department's website under forms or you may e-mail Cheri Sullivan, Education Consultant at cheri.sullivan@ed.state.nh.us.