

Part B

Report on Maintenance of Effort Reduction and Coordinated Early Intervening Services (Table 8)

Questions and Answers

Revised August 2011

The purpose of this document is to assist states with the collection and reporting of data about coordinated early intervening services (CEIS) and maintenance of effort (MOE) reduction for every local educational agency (LEA) and educational service agency (ESA) that receives a Section 611 or Section 619 subgrant from the state. States should use this document to supplement the General Instructions provided in Table 8.

Table 8 is located on the Data Accountability Center website at www.IDEAdata.org in the Data Collection Forms, Part B Forms section. The Office of Special Education Programs (OSEP) provides instructions for Table 8 to communicate data collection requirements under the IDEA to state special education program offices. All states that receive IDEA Part B funds must submit all data elements outlined in the instructions, regardless of data submission method.

Data Elements

- 1. Should LEAs report separately for the *IDEA* regular allocation and the *ARRA* funds or combine the two?**

For A2B and A3B, the amount must include the *IDEA* regular allocation combined with the *IDEA ARRA* allocation.

- 2. During the 2009-10 school year, two districts merged and became one. How should states report FFY 2008 and 2009 allocations for these districts?**

The state should have the “combined” district that is relevant to SY 2009-10 reported in the list of LEAs and the FFY 2008 allocation reported in A2A and A3A should include the FFY 2008 allocations from the two school districts combined.

- 3. For reporting of the MOE reduction of state and/or local funds (B3), may this be the amount budgeted/projected?**

No, the amount reported for column B3 is the actual dollar (\$) amount that each LEA or ESA reduced local, or state and local, expenditures under the LEA MOE provision in *IDEA* §613(a) (2) (C) during SY 2009-10.

4. **Does the amount reserved for required CEIS in SY 2009-10 (C2B) include both the regular allocation and the *ARRA* funds?**

Yes, the amount reserved for required CEIS in SY 2009-10 (C2B) is based on the FFY 2009 Section 611 and Section 619 allocations (reported in A2B and A3B) that include both *IDEA* regular allocations and *IDEA ARRA* allocations.

5. **What is meant by "funds that are available in FFY 2009?" Since *ARRA* was a two-year grant, should states report the total two-year *ARRA* grant amount based on the amount being available to the SEA in FFY 2009?**

"Funds that are available in FFY 2009" should include all the *ARRA IDEA* and the *IDEA* regular allocations. These are the 611 funds that were made available to the SEA on the following dates: April 1, 2009, July 1, 2009, August 31, 2009, and October 1, 2009. Note that the August 31, 2009, *ARRA* allocation date was identified as September 30, 2009, in the FFY 2009 Table 8 instructions

These are the 619 funds that were made available to the SEA on the following dates: April 1, 2009, July 1, 2009, and August 31, 2009. This must include the *IDEA* regular allocation combined with the *IDEA ARRA* allocation. Note that the August 31, 2009 *ARRA* allocation date was not specified in the FFY 2009 Table 8 instructions.

6. **Is the amount reserved for voluntary CEIS in SY 2009-10 (C3B), the amount *budgeted* or the amount *claimed*?**

States should report the amount budgeted for CEIS in SY 2009-10 by LEA/ ESA. However, as stated in the OSEP Memorandum 08-09 available at <http://www.ed.gov/policy/speced/guid/idea/ceis.html> under question 21, these funds must be used during the period of their availability for obligation and must be used for comprehensive CEIS regardless of whether the significant disproportionality is resolved during the time that the funds are available.

7. **Does the LEA report the number of children receiving CEIS during the SY 2007-08 and SY 2008-09 and not during SY 2009-10 (D3)?**

Children reported in D3 received CEIS in SY 2007-08 or SY 2008-09 or SY 2009-10 AND received special education in SY 2009-10. If a child received CEIS in the fall semester of 2009-10 (i.e., fall 2009) and started receiving special education services in the spring semester of 2009-10 (i.e., spring 2010), the child should be captured in the count reported in column D3.

- 8. For column D2, how should states report children who received CEIS in one LEA and, after moving to another LEA, started to receive CEIS in the other LEA during the same school year?**

For column D2, states should report children who received CEIS in one LEA and then moved to another LEA in the LEA that is providing the CEIS at the end of the reporting period. In other words, count the child only once and in the LEA where he/she has most recently received CEIS.

- 9. For column D3, how should states report children who received CEIS in one LEA and, after moving to another LEA, received special education and related services in the other LEA?**

For column D3, states should report children in the LEA in which the children received special education and related services.

- 10. For column D3, should states report children who are found eligible for special education and related services in SY 2009-10 or received special education and related services in SY 2009-10?**

States should report children who received CEIS any time in the past two school years and RECEIVED special education and related services in SY 2009-10 in column D3.

- 11. Do all entities that receive Section 611 and/or Section 619 grants submit data for CEIS and MOE reduction?**

Yes, all states, outlying areas, and freely associated states that receive a Section 611 and/or a Section 619 grant must submit data on CEIS and MOE reduction. If the state, outlying area, or freely associated state has only one LEA or ESA, data for that single LEA or ESA must be submitted for Table 8. Further guidance will be provided to states, outlying areas, and freely associated states with unique systems.

Data Entry and Submission

- 12. Will the SEA password go to the state data manager or the program manager?**

This will be the SEA's decision, but it should go to the person responsible for submitting the data required in Table 8 to OSEP.

- 13. Will the web-based system keep a running balance of the totals per column? For instance, if the SEA enters the LEA allocation amounts in Section A, can the SEA reconcile using the column totals?**

Yes, for columns with dollar amounts or number of children, the system will provide column totals as data are entered.

14. Will the SEA have the opportunity to batch upload a flat or comma-separated file into the web-based submission system?

DAC will provide a data template for SEAs that want to upload a data file. SEAs that upload a data file must make their data conform to the data template format. There will be a facility on the web site for securely uploading data files.

15. If LEAs enter their own data and then need the SEA to unlock their data for editing, will the SEA then be able to assist with data entry?

No, if the SEA chooses to have the LEAs enter their own data, only the LEAs will be able to edit their data. The SEA will only be able to unlock the data. The state will be able to monitor the LEA's resubmission of the data through a submission status feature in the online submission system.

16. Can states download from the Table 8 web-based system the list of LEAs/ESAs that DAC pre-loaded from NCES?

DAC will provide the list of LEAs/ ESAs in a format that is convenient for the state, as requested. There will not be a feature built into the system.

17. Can states add or delete from the LEA/ESA list that DAC pre-loaded from NCES?

Yes, states can remove, add, or combine LEAs/ESAs that are on the list in order to correct the list for the designated reporting year. States will choose from the following options: combine; split; add; delete; change name; or does not receive 611 or 619 grants.

18. What is an ESA?

According to *IDEA* §602(5), an ESA is a regional public multiservice agency that is authorized by state law to develop, manage, and provide services or programs to LEAs and is recognized as an administrative agency for purposes of the provision of special education and related services provided within public elementary schools and secondary schools of the state. Additionally, an ESA also includes any other public institution or agency having administrative control and direction over a public elementary school or secondary school. For the purposes of Table 8, the term ESA includes supervisory unions and intermediate units.

19. Should states enter "-9" into columns B3, C2B, and C3B or will "0" be an acceptable entry? The data collection form instructions are to report "-9"; however,

this instruction appears to be inconsistent with instructions about when to use “-9” for other data collection forms.

States should enter "-9" in column B3 when the LEA or ESA did not reduce MOE. States should enter “-9” in column C2B when the LEA or ESA was not required to reserve funds for CEIS (i.e., SEA did not identify the LEA or ESA as having significant disproportionality). States should enter “-9” in column C3B when the LEA or ESA did not voluntarily reserve funds for CEIS. **States should enter “-9” in column D2 when the LEA or ESA was not required to use funds for CEIS and did not voluntarily use funds for CEIS.**

When states report "-9s" in Table 8, it means that a data element is not applicable to that LEA or ESA for that reporting year. In the future, the data element may become applicable to that LEA or ESA. If this occurs, states should report the appropriate numbers instead of “-9.”

Other

20. Will Table 8 become part of the State Performance Plan (SPP)/ Annual Performance Report (APR) Indicator B20?

Table 8 is due May 1, 2011; therefore it will not be part of the FFY 2009 APR due February 2011. Indicator B20 will include Table 8 in future APRs.

21. Will Table 8 be part of ED*Facts*?

Currently, there are no plans for Table 8 to be submitted through ED*Facts*.

22. Will Table 8 data be posted on IDEAdata.org? If and when Table 8 data are posted, will it be possible to search by state and LEA to track MOE reduction?

Yes, Table 8 data will be posted on IDEAdata.org. The data will be posted by state aggregates and LEAs in state-level data files. The state-level data files will be in comma separated value (CSV) format and will contain all the data collected on Table 8. The CSV format will allow users to search for state and LEA MOE reduction and sort or select data rows/columns of interest. State and national aggregates will also be posted in data tables. The data tables will be in Excel format and will contain selected data from Table 8. The data tables cannot be manipulated by users.