

**OKLAHOMA**

STATE DEPARTMENT *of* EDUCATION



JANET BARRESI  
STATE SUPERINTENDENT  
*of* PUBLIC INSTRUCTION

# **Training for Charter Schools Regarding Children with Disabilities**

**September 24, 2013**

# The Individuals with Disabilities Education Act (IDEA)

- IDEA is our nation's special education law. IDEA stands for *Individuals with Disabilities Education Improvement Act*.
- The IDEA was originally enacted by Congress in 1975 to make sure that children with disabilities had the opportunity to receive a free appropriate public education (FAPE), just like other children.



# How do we Identify Children with Special Needs?

Child Find is a component of IDEA that requires states and districts to identify, locate, and evaluate all children with disabilities, aged birth through 21, who are in need of early intervention (SoonerStart) or special education services.



# What is Required?

All children with disabilities, residing in the State, whether attending public or private schools, should be identified, located, and evaluated.



# What is an Evaluation?

- It is a data gathering process.
- An evaluation includes information from parents, such as a special medical concern; interviews of school staff; and may include specific assessment data.
- The results of all of the above will be used to determine if a child needs special education and related services help in school.

# Requirements for Evaluations

## **An evaluation must be:**

- conducted by trained and knowledgeable persons
- conducted in all areas related to the suspected disability
- more than just one test or assessment procedure.
- in the child's native language
- nondiscriminatory toward the child



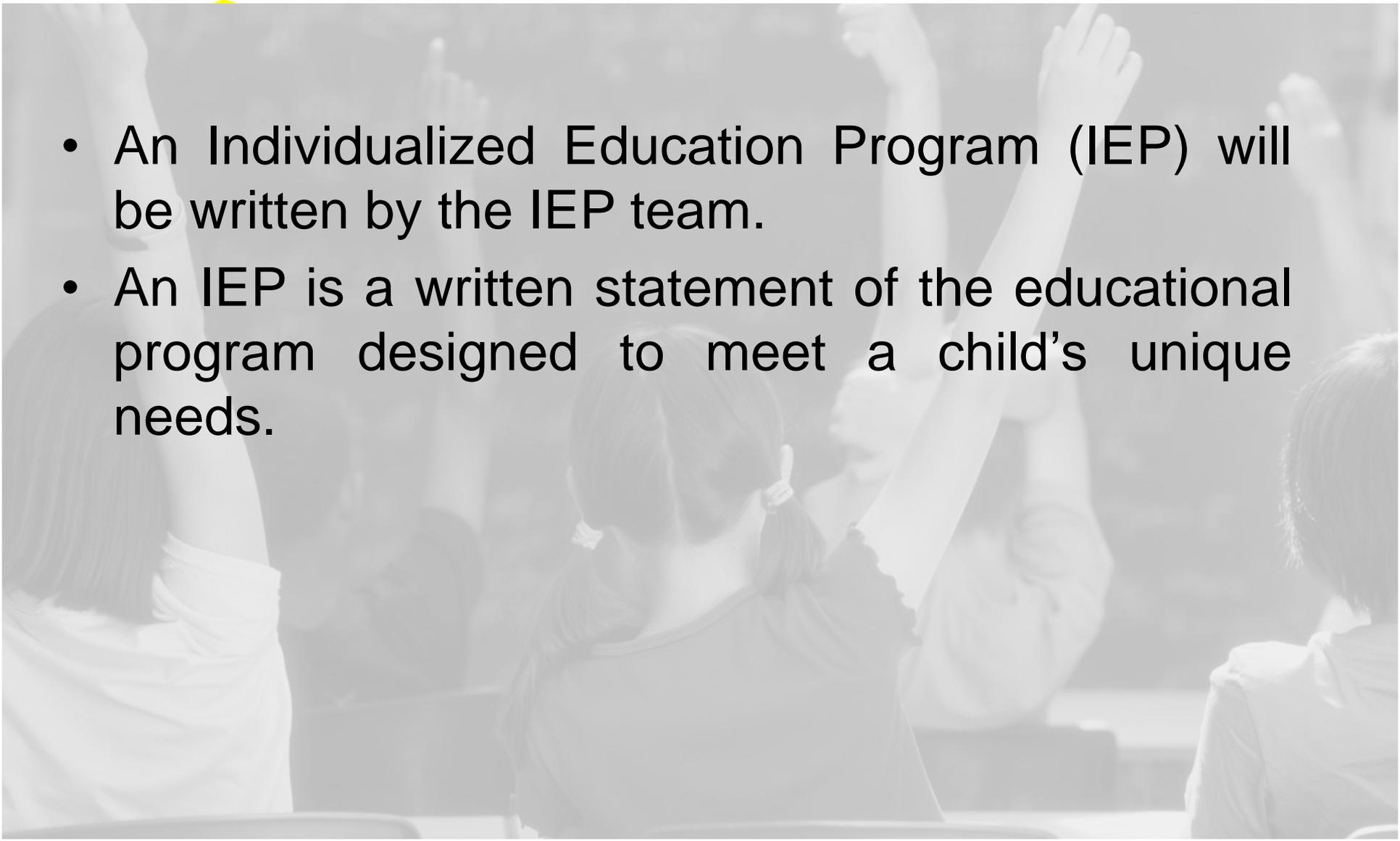
# Evaluation Timeline

- The evaluation process must be completed within 45 school days from the date parent consent is obtained.
- The reevaluation process must occur at least every 3 years.



# If the child is found eligible for special education, what is next?

- An Individualized Education Program (IEP) will be written by the IEP team.
- An IEP is a written statement of the educational program designed to meet a child's unique needs.



# Who Makes up the IEP Team?

- Parent or guardian
- At least one regular education teacher
- A special education teacher
- An administrator (capable of committing district resources)
- A qualified examiner (on the initial IEP)



# What is placement in the least restrictive environment (LRE)?

- A child with special needs must be exposed to the general education curriculum to the maximum extent possible with their nondisabled peers.
- There is a continuum of placement options that must be considered by an IEP team when making a placement decision.
- A child on an IEP may have accommodations and modifications in the LRE.

# What are Accommodations?

- **Accommodations** refer to the actual teaching supports and services to show successful demonstrated learning.
- **Accommodations** should not change expectations to the curriculum grade levels.

# Examples of Accommodations

- oral test
- oral reports
- preferred seating
- study carrel
- amplified system
- Braille writer
- additional time
- taped books
- large print
- highlighted text
- reduced answer choices



# What are Modifications?

- **Modifications** refer to changes made to curriculum expectations in order to meet the unique needs of the student.
- **Modifications** are made when expectations are beyond the students level of ability.
- **Modifications** may be minimal or very complex depending on the student performance.
- **Modifications** must be clearly documented in the IEP.

# Examples of Modifications

- Second language exemptions
- Include student in same activity, unit, or theme, but individualize the expectations and materials.
- Reduced-step or simple problems
- Alternate curriculum/assessments
- Different grading scale or criteria
- Unique goals

# Procedural Safeguards: Parent Rights in Special Education

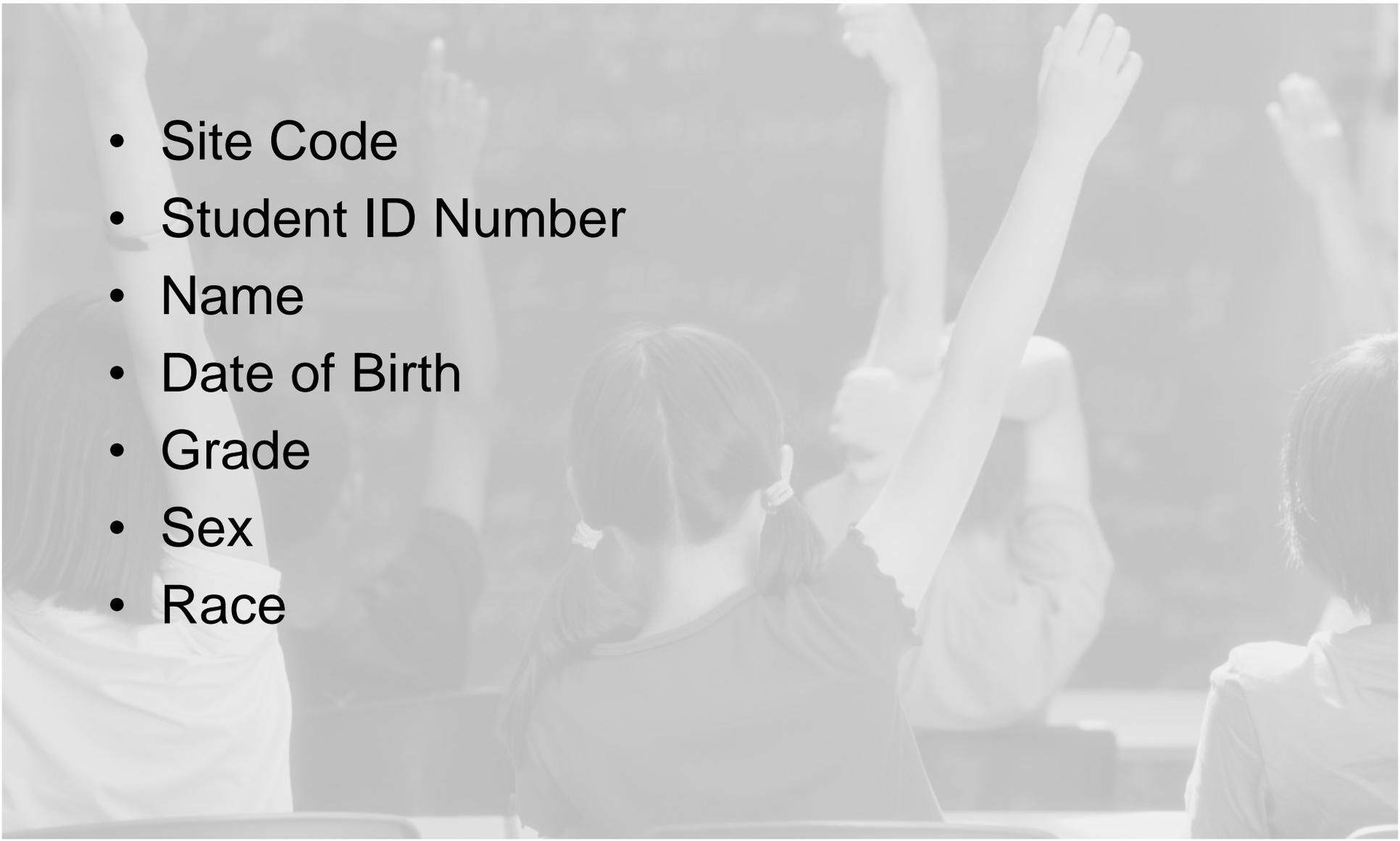


- Procedural Safeguards Notice must be given to parents upon initial placement in special education.
- The Parent Rights outline ways in which disputes can be resolved.
  - Mediation
  - Formal Complaint
  - Due Process

# Federal Reporting Requirements

- **Child Count** - number of children on IEPs in the district on October 1<sup>st</sup> of each year.
- **Data Reports** – End of the Year Report includes Annual Performance Report, Personnel, Related Service, Students Exiting, Suspensions.
- **Local Educational Agency (LEA) Assurances and Implementation Agreement** – Sound fiscal practices
- **Finance Application/Budget** – Spending federal funds

# These are some of the components of Child Count

- Site Code
  - Student ID Number
  - Name
  - Date of Birth
  - Grade
  - Sex
  - Race
- 
- A grayscale photograph of a classroom. In the foreground, a young girl with her hair in pigtails is seen from behind, raising her right hand. To her left, another child's arm is also raised. In the background, several other children are visible, some with their hands raised, suggesting an active learning environment or a classroom activity.

# End of the Year Report

- Submit at the end of each fiscal year
- Includes full-time equivalency of paraprofessional and related service personnel
- Students exiting special education
- Graduates and dropouts
- Suspensions and expulsions
- Extended school year services



Welcome

District  
Profile

Child

Reports

Search

Upload

Data/  
APR

Enrollment

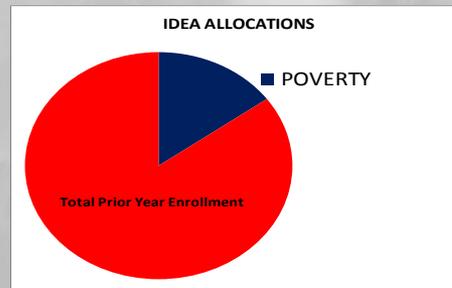
Admin

FY: 2008 County: 99 - STATEWIDE District: 9999 - SDE

- Districts must update and verify that their child count information is ready to submit before beginning the report
  - Include relevant discipline information for each child.
  - Enter exit dates and exit codes for all children who have left the district (do not delete the children from the list).

# IDEA Allocations

- The district receives federal allocation from Special Education Services (SES) based on the following formula:
  - The base allocation is the amount the LEA would have received in 1999-2000
  - The population of the LEA, including private school population (85%)
  - LEA poverty level (free and reduced lunch count) (15%)



# Use of Funds

## (34 CFR § 300.202)



- IDEA Funds must be used
  - To pay the **excess costs** of special education and related services
  - To **supplement** (and not supplant) state and local funds

# IDEA Assurances, LEA Agreement, and Consolidated Application

**OKLAHOMA**  
State Department of Education

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Grants Management and Expenditure Reporting

seaPayManager - Pay Manager

# Assurances

Grant Application - Windows Internet Explorer  
https://egrantstest.sde.ok.gov/OSDEGMSWebv02/ApplicationShell.aspx

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Grant Application x https://apps.sde.ok.gov/d...

  
**OKLAHOMA STATE DEPARTMENT OF EDUCATION**  
Janet Barresi, State Superintendent of Public Instruction

Applicant: 72-1004 BIXBY  
Application: 2012-2013 Assurances - 00  
Cycle: Original Application

IDEA Assurances  
Printer-Friendly  
Click to Return to Application Select  
Click to Return to Main List / Sign Out

IDEA Debarment Excess Cost DUNS Number Assurances Submit

IDEA Assurances Instructions

By checking this box and saving this page, the applicant hereby certifies that he/she has read, understood and will comply with the assurances listed below.

**Individuals with Disabilities Education Act (IDEA), Part B Assurances**

1. Individuals with Disabilities Education Act, Part B, as amended, and Section 619 regulations, 34 CFR Part 300 and 301.
2. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000(d) et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance.
3. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance.
4. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance.
5. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.
6. Title VII of the Civil Rights Act of 1964, which prohibits employers from discrimination on the basis of race, color, religion, sex or national origin, in hiring, promotion and other employment policies.
7. The recipient shall maintain United States Department of Education project records as required by 34 CFR § 76.730 and 731 after the completion of the activity for which the funds are used. However, if records are being used because of any litigation, claim, audit or other actions, the records shall be retained until all issues have been resolved. State law requires that financial records be maintained a minimum of five years (70 O.S. § 5-122 and 70 O.S. § 22-108).
8. The applicant shall further repay to the Oklahoma State Department of Education with nonfederal funds or from federal funds any amounts determined by the Oklahoma State Department of Education to have been misspent or misapplied because of the applicant's failure to comply with applicable statutes, regulations, and requirements.
9. No United States Department of Education federal funds shall be used to supplant funds normally budgeted or planned for services of the same type.
10. The Audit Act, OMB Circular A-133 Audits of State and Local Governments. For inventory purposes, as it relates to federally funded programs, the lower amount of the state or federal requirement for the listing of channels and equipment shall apply.
11. Beginning with the 1996-97 audit year, school districts that expend less than 500,000 in total federal funds during a fiscal year are exempt from the Single Audit Act Amendments of 1996 P.L. 104-156), and the provisions of Office of Management and Budget (OMB) Circular A133, "Audits of States, Local governments, and Nonprofit organizations." Single Audit means an audit which includes both the entity's financial statement and the federal awards. If a Single Audit is performed on an exempted school district, the cost of the audit is unallowable and cannot be charged to federal awards.
12. The Hatch Act, 5 U.S.C. 1501 et seq., which limits the political activity of public employees involved in programs supported by federal funds.
13. The Presidential Executive Order 11246 which prohibits discrimination by government contractors on the basis of race, color, religion, sex, or national origin on construction contracts for \$10,000 or more.
14. The General Education Provision Act (GEPA), 20 U.S.C. 1221 et seq. Applicant assures that:
  - (a) The applicant will administer each program covered by the application in accordance with all applicable statutes, regulations, program plan and applications.
  - (b) The control of funds provided by the applicant under each program and title to property acquired with those funds will be in a public agency and that a public agency will administer those funds and property.
  - (c) The applicant will use fiscal control and fund accounting procedures that will ensure proper disbursement of and accounting for federal funds paid to that agency under each program.
  - (d) The applicant will:
    - (i) Make reports to the state agency or board and the secretary as may reasonably be necessary to enable that state agency or board and the secretary to perform their duties.
    - (ii) Maintain records including the records required under Section 437 of General Education Provision Act and provide access to those records as the state agency, board or the secretary determines to be necessary to perform their duties.
  - (e) The applicant will provide reasonable opportunities for the participation by teachers, parents and other interested agencies, organizations, and individuals in the planning for and operation of each program.
  - (f) Any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public.

# LEA Agreement

Grant Application - Windows Internet Explorer  
https://egrantstest.sde.ok.gov/OSDEGMSWebv02/ApplicationShell.aspx?DisplayNames=Forms

Convert Select

Favorites Suggested Sites Web Slice Gallery FirstClass

Grant Application

Page Safety Tools

**OKLAHOMA STATE DEPARTMENT OF EDUCATION**  
Janet Barresi, State Superintendent of Public Instruction

Applicant: 72-1004 BIXBY  
Application: 2012-2013 LEA Agreement - 00  
Cycle: Original Application

LEA Agreement  
Printer-Friendly  
Click to Return to Application Select  
Click to Return to Menu List / Sign Out

Forms

**State Mandated Special Education Forms**

This LEA uses only OSDE forms (may include computerized forms that do not vary in substantive content or procedural requirements and safeguards from OSDE forms).

This LEA does not use State Mandated OSDE forms (that is, only forms, including computerized forms, that vary in substantive content or procedural requirements and safeguards from OSDE forms, **and have been submitted to the OSDE for approval**).

This LEA uses both OSDE and LEA forms (that is, OSDE forms as well as forms that vary in substantive content or procedural requirements and safeguards from OSDE forms, **and have been submitted to the OSDE for approval**).

Save Page

TESTvm user ID: SDE Administrator (TULSArep)

Contact Us

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# Application for Funds

- LEAs must submit an application for funds based on their allocation
- The Oklahoma Cost Accounting System (OCAS) is used when reporting budget codes
- Complete the proposed budget
- Submit the application through the Single Sign-On by the last Friday in September

# Expenditure Reports

Select an Application - Windows Internet Explorer

https://egrantstest.sde.ok.gov/osdegmswebv02/StaticPages/orgSearchResults.aspx?appsid=9572696535564288

Select an Application



**OKLAHOMA STATE DEPARTMENT OF EDUCATION**  
Janet Barresi, State Superintendent of Public Instruction

Click to Return to Menu List / Sign Out

**Applicant:** 072-1001 TULSA

**Application Select - IDEA-Special-Education** [Click for Instructions](#)

Select an application from the list(s) below and press one of the buttons:

[Open Application](#)    [Create Amendment](#)  
[Review Summary](#)    [Payments](#)

**Choose Payments**

Select	Application / Amendment	Original Submit Date	Final Approval Status	Status	Status Date
2012-2013					
<input type="checkbox"/>	13-IDEA-00 Original Application			Not Submitted	

TESTvm user ID: SDE Administrator (TULSArep)

[Contact Us](#)

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11:28 AM  
8/27/2012

# Maintenance of Effort

(34 CFR § 300.202)

- ❖ Must maintain at **100%** the level of expenditures from State and/or local funds spent on special education and related services
- ❖ Must be able to document that an amount equal to the second preceding fiscal year was expended during the first preceding fiscal year to meet maintenance of effort (MOE)

**2014 ≥ 2013**

**NO EXCEPTIONS FOR MISCODING**

# Lindsey Nicole Henry (LNH) Scholarship for Students with Disabilities

- ❖ Student was enrolled in a public school the preceding year with an IEP and were counted at the public school for funding purposes;
- ❖ Private schools must be accredited by the State Board of Education;
- ❖ Parents must complete the application process with the OSDE by December 1 of the school year considered; and
- ❖ Public schools must notify parent annually of this option.

*The Lindsey Nicole Henry (LNH) Scholarship Act (70 O.S. § 13-102.2) is a law which became effective August 26, 2011.*

# Time and Effort Reporting

- ❖ Federal regulation requires that any salaries and benefits charged to a federal award(s) must be documented in **writing**.
- ❖ Reflect **actual time spent on activities** of the federal program(s) being charged.
- ❖ The documentation should be **signed by the employee and the employee's supervisor**.
- ❖ Time and effort reports should be prepared for any staff with salary and benefits that are charged:
  - ❖ Directly to a federal award
  - ❖ Directly to multiple federal awards
  - ❖ Directly to any combination of a federal award and other federal, state or local fund sources

**SINGLE COST OBJECTIVE**

**MULTIPLE COST OBJECTIVE**

# Finance Due Dates

## ❖ **First Friday of May**

- ❖ Assurances
- ❖ LEA Agreement
- ❖ Late submission will be reflected on District Data Profiles.

## ❖ **Second Friday of June**

- ❖ Tier I – Out-of-State Residential Applications

## ❖ **Fourth Friday of July**

- ❖ Tier 2 – High Needs Application

# Finance Due Dates

## ❖ August 1

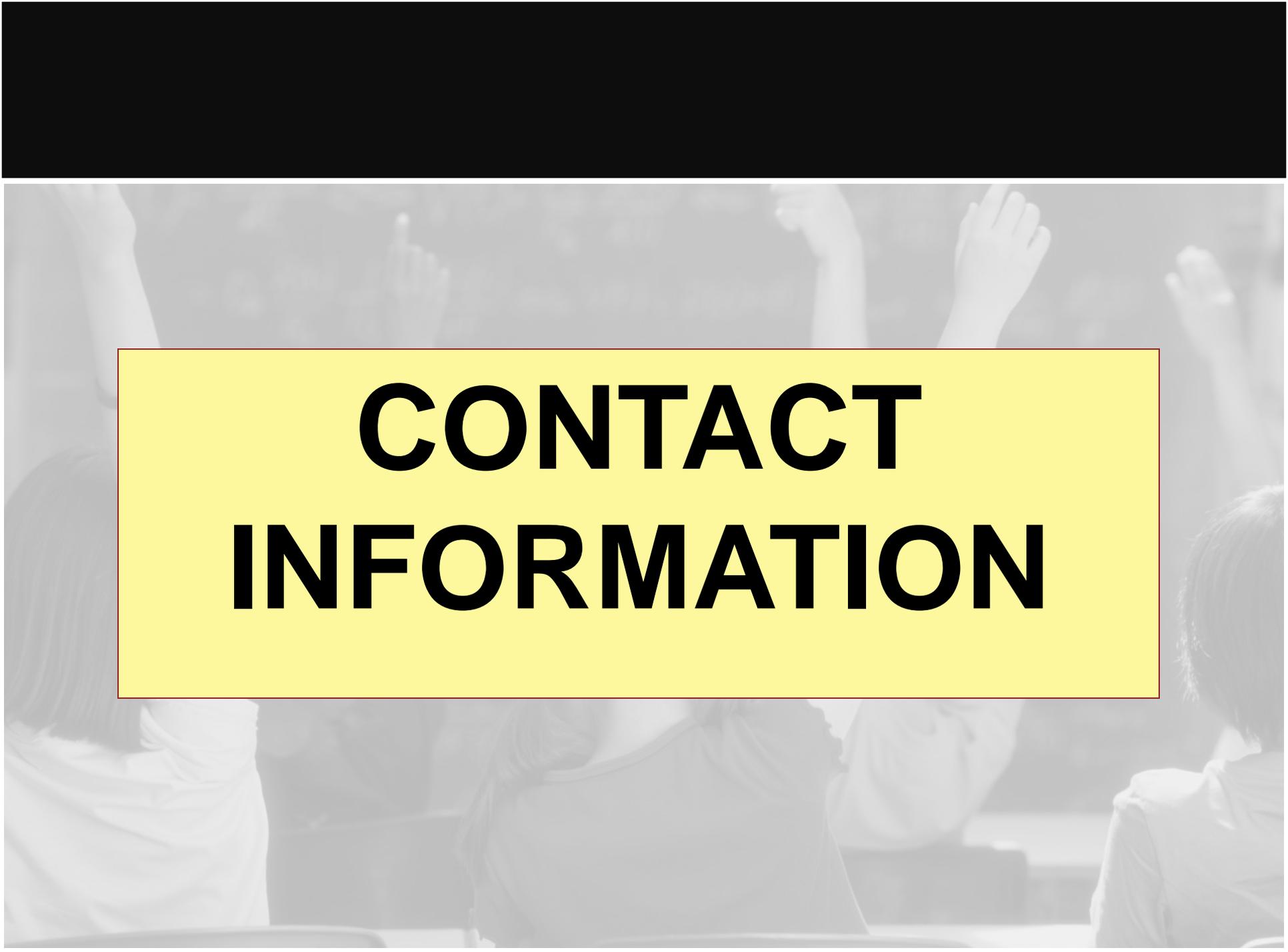
- ❖ Expenditure Reports Due
- ❖ Late submission will be reflected on District Data Profiles

## ❖ Fourth Friday of September

- ❖ Consolidated Application (Budget)
- ❖ Late submission will be reflected on District Data Profiles

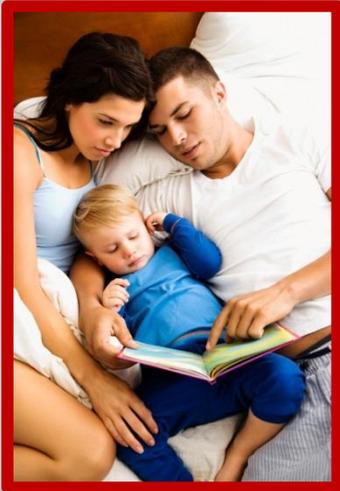
## ❖ December 1

- ❖ Submission of completed Lindsey Nicole Henry Scholarship Application



# **CONTACT INFORMATION**

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