

Administrative Memo

Date: April 4, 2017
To: Missouri School Administrators, Special Education Directors, Finance Administrators, MOSIS and Core Data Contacts
From: Roger Dorson, Deputy Commissioner
Subject: FAS-17-002 – Verification of Data Used in FY 18 Part B IDEA (Section 611) Allocation Calculations

The Special Education Finance section has posted the preliminary data to be used in the FY 18 (2017-18) Part B IDEA (Section 611) allocations. The data were pulled on March 14, 2017.

IDEA requires the calculation to be based on the sum of three components: Base Amount, Population calculation, and Poverty calculation.

The Base Amount is calculated using the number of students in the LEA with IEPs in 1998. For new LEAs, it is calculated using the number of students with IEPs during the first year the LEA was established.

The Population amount is calculated using data from the following sources:

Population Data	Submission	Due Date
September Enrollment	October 2017 cycle – MOSIS/Core Data Screen 16	10/15/2016
Parentally Placed Private School Students*	October 2017 cycle – MOSIS/Core Data Screen 16	10/15/2016
Non-Resident**	October 2017 cycle – MOSIS/Core Data Screen 16	10/15/2016
Home School Students	February 2017 cycle – Core Data Screen 15	2/15/2017
Non-Public Enrollment	Non-Public School submits Non-Public Registration form	11/15/2016
Neglected/Delinquent Students	Neglected and Delinquent Institutions submit Annual Survey	12/2016

September Enrollment counts will be adjusted for LEAs that have (1) *enrolled students also coded with a 2100 placement code and (2) have **non-resident (NR) students included in September enrollment.

The Poverty amount is calculated using data from the following sources:

Poverty Data	Submission	Due Date
Free/Reduced Price Lunch Counts	October 2017 cycle – MOSIS/Core Data Screen 15	10/15/2016
Community Eligibility Provision (CEP) Identified Student %	Food and Nutrition Services – Program Year 2016-17	4/2016

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The preliminary data to be used in the FY 18 Part B IDEA (Section 611) data may be viewed at <http://dese.mo.gov/financial-admin-services/special-education-finance/part-b-funding-and-allocations>.

LEAs have until **midnight, April 16, 2017**, to adjust September Enrollment, Parentally Placed Private School Student, Non-Resident, Home School, and Federal Programs Free and Reduced Price Lunch data used in the calculation if it has been incorrectly reported. These corrections must be made in the appropriate system noted in the tables above, and LEAs are responsible for verifying that any updates/changes are saved. Errors on reporting this data could result in a decrease in the LEA's Part B IDEA (Section 611) allocation.

The CEP Identified Student percentage, Non-Public, and Neglected/Delinquent counts cannot be changed. However, we want LEAs to be aware of the data that will be used.

Special Education Finance will query the September Enrollment, Parentally Placed Private School Student, Non-Resident, Home School, and Federal Programs Free and Reduced Price Lunch data again on April 17, 2017, to pull any revisions. Changes made after April 16, 2017, will not be included in the FY 18 allocation calculations.

Questions may be directed to spedfunding@dese.mo.gov or by calling 573-751-0622.