

Special Education LEA Application for Funds and Self Evaluation 2010-11 (iGrants Form Packages 267 and 265)



OSPI/WASA Special Education Conference
Doubletree Hotel
Seattle, Washington
August 10, 2010

**Revised August 24, 2010.
Errata corrected and a revised slide 27 inserted.**

Today's Topics

- iGrants Overview
- iGrants 267 (IDEA Budget, Assurances, Excess Cost Template, CEIS, Private Schools)
- iGrants 265 (IDEA Self-Evaluation)
- Common errors and tips

iGrants Overview



Who to Contact for Assistance

District Security Manager

District Level Contacts are listed under “Obtain User Login Credentials”

- First time users – setting up your account
- Forgotten, lost or expired passwords
- Technical assistance/changing role assignments

Customer Support

(800) 725-4311 then Option #1 or CustomerSupport@k12.wa.us

- Assistance for District Security Manager
- All ESDs and other organizations
- Technical assistance for EDS system

Who to Contact for Assistance

Program Contacts

See [Profile Page](#) for
Contact Names and
Phone Numbers

Contact program staff for ALL program related questions regarding:

- Application content
- Timelines / deadlines
- Budgets
- Appropriate use of funds

OSPI iGrants Staff

Terri Baker & Jan Burt
(360) 725-4956

Contact iGrants staff directly ONLY if the Program Contact is not available, or for technical assistance with:

- System malfunction (e.g., iGrants system not saving work)
- Fields in form packages not working (e.g., calculations)

Who to Contact for Claims Assistance

Grants Management Claims System Contacts

STACI BROOKS

Director, Grants Management
(360) 725-6278

staci.brooks@k12.wa.us

HOLLY HILL

Fiscal Analyst
(360) 725-6281

holly.hill@k12.wa.us

MICHELLE SARTAIN

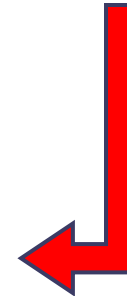
Fiscal Analyst
(360) 725-6282

michelle.sartain@k12.wa.us

I Need To...



- [Login To iGrants](#)
(All Organization Users and OSPI Staff)
- [Obtain user Login Credentials](#)
- [Get My Questions Answered](#)
- [Get a list of form package contacts](#)

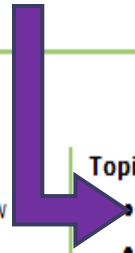


Message Center:

• [Message Center](#) 15 New

Alert!

0 New
Funding Opportunities



Topics:

- [Inventory of Form Packages](#)
- [Allocations](#)
- [Indirect Rates](#)
- [Carryover](#)

Resources:

- [Assurances](#)
- [General Resource Information](#)
- [Other Funding Opportunities](#)

Customer Service:

- [Take Our Quick Survey](#)
- [Contact Us with Technical Issues](#)

Sample Content of Message Center

The Message Center

The message center is divided into the following four categories:

- [New](#) (new messages less than 15 days from posting)
- [Current](#) (messages greater than 15 days from posting)
- [Archived](#) (messages greater than 30 days from posting)
- [Funding Alert](#) (messages marked as competitive funding)

Date: 6/29/10

Message: 66 (2010-11 System)

The following form package has been added to the list of available iGrants form packages.

Special Education IDEA-B and Section 619 (District Package)

Form Package: 267

Eligible Subgrantees: ESD, School District, Institution

Purpose: Provides financial assistance to school districts for students in need of specially designed instruction.

Due Date: 9/1/10

Questions? Contact...

Tara Canlett
360-725-6075
tara.canlett@k12.wa.us

Cherie Patterson
360-725-6075
cherie.patterson@k12.wa.us

Leslie Pyper
360.725.6232
leslie.pyper@k12.wa.us

iGrants Fiscal Period

Frequently districts call to report they can't find a form package, or that something they worked on yesterday is not there today. Before you call for assistance, be sure that you are looking in the correct Fiscal Period.

WASHINGTON STATE
OSPI Office of Superintendent
of Public Instruction

iGrants

Fiscal Period 10-11

Form Package Selector Search

Form Package ID: 267

Organization Name:

Form Package Name:

Form Package: All

107 records displayed

District	OrganizationName	ID	Name	Form Pkg Available Date	Form Pkg Due Date
Almira School District	Almira School District	267	Special Education IDEA-B and Section 619 (District Package)	06/29/2010	9/1/2010 5:00:00 PM
Anacortes School District	Anacortes School District	267	Special Education IDEA-B and Section 619 (District Package)	06/29/2010	9/1/2010 5:00:00 PM
Auburn School District	Auburn School District	267	Special Education IDEA-B and Section 619 (District Package)	06/29/2010	9/1/2010 5:00:00 PM

Know who your iGrants administrator is!
Just because you “push the send button”
does NOT mean your iGrant has been sent
to OSPI.

iGrants - Required Pages

Districts **must** complete the **Required Pages** before any form packages can be submitted. Once each page is completed, click on the icon that says “**Mark Completed**” then move on to complete all other tabs. If you have any questions, please contact the Program Manager.

Required Pages
Current Form Package Status: **NotInitiated**

Help | Assurances | District ID | Priv. Sch. Participation | HQT Plan | Transferability | REAP Flexibility

Mark Completed | Save | Print

PRINT, SIGN AND KEEP THIS PAGE

Instructions: Enter the word Agree and the name of the authorized representative in the fields at the bottom of this page. Completion of this page by the authorized representative indicates an agreement to all applicable assurances listed on this page and in certain form packages contained in the iGrants system, and is considered agreement in writing.

All program assurance pages, e.g., Title I: are listed with each of the individual form packages as the first page. The name of the person completing the assurance page and the date will appear in the grid below the moment the Save button on the program assurance page is pressed.

Non-Program Specific Assurance Pages: The General Assurance page applies to all federal and state programs in the iGrants system.

The Certification of Constitutionally Protected Prayer: The Certification of Constitutionally Protected Prayer applies to all districts that receive federal funds and must be printed, signed, and kept on file. **This section is due October 1st of each year.**

Protected Prayer Assurance:
Authorized Representatives Have Read This Assurance:
This School District certifies that it has no policy in place that prevents or otherwise denies participation in constitutionally protected prayer in public schools as set forth in the U.S. Department of Educations February 7, 2003 document. [Link To](#)

General Assurances For All Federal and State Programs:
Authorized Representatives Have Read This Assurance:

IMPORTANT: Please keep your district contact information up to date. This information is located on the District ID tab in the Required Pages section and on the Contact tab within each form package.



Fiscal Period: 10-11

Required Pages
Current Form Package Status: **Completed**

Help | Assurances | **District ID** | Priv. Sch. Participation | HQT Plan | Transferability

Set Back to Draft | Save | Print

Use **Add/Edit** button to display a list of available personnel.
Contact the District Security Manager if the person is not listed.

Superintendent: [Add/Edit](#)

Name: Bill Smith

Address:

Phone:

Fax:

Email: billsmith@district.org

Fiscal Officer: [Add/Edit](#)

Name: Jane Doe

Address:

Phone:

Fax:

Email: janedoe@district.org

Fiscal Officer Alternate: [Add/Edit](#)

Name: John Wayne

Address: 215 Hirschbeck Hgts Rd
Aberdeen, Washington 98520

Phone: 360.538.2010

Help | Begin Review | **Contact** | Application | Budget | Notes

Set Back to Draft | Save | Print

Title:

Last Name: *

First Name: *

Alternate's Last Name:

Alternate's First Name:

Address: *

City: *

State: *

Zip Code: *

Phone: * 999.999.9999 x999

Alternate's Phone: (999) 999-9999 x999

Fax:

Email: * [Send E-Mail](#)

Confirm Email: *

Alternate's Email: [Send E-Mail](#)

Confirm Alternate's Email:

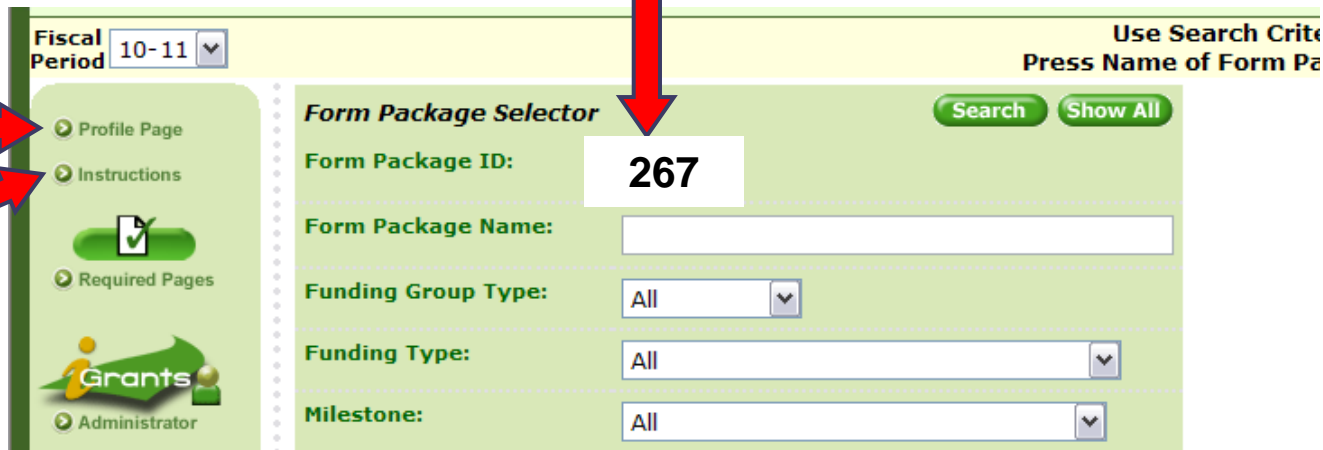
Set Back to Draft | Save | Print

The Profile Page provides the purpose of the grant as well as other pertinent information such as the OSPI Program Manager's name, fiscal information, application deadlines, etc. The Instructions page provides information on how to complete the application.

Once you have opened the grant you want

Click here to view the **Profile** Page

Click here to view **Instructions** for completing the application



The screenshot shows a web interface for grant management. At the top, there is a 'Fiscal Period' dropdown set to '10-11' and a search prompt 'Use Search Criteria Press Name of Form Package'. Below this is a 'Form Package Selector' section with a 'Form Package ID' field containing '267'. Other fields include 'Form Package Name', 'Funding Group Type' (set to 'All'), 'Funding Type' (set to 'All'), and 'Milestone' (set to 'All'). There are 'Search' and 'Show All' buttons. On the left, a sidebar contains navigation links: 'Profile Page', 'Instructions', 'Required Pages', and 'Administrator'. Red arrows point from the text on the left to these links and to the 'Form Package ID' field.

ID	Name	Form Pkg Available Date	Form Pkg Due Date	Current Package Status/Date	Modified by
267	Special Education IDEA-B and Section 619 (District Package)	7/1/2010	12/1/2010	Draft	Sped Director

iGrants System 2010-11 Form Package Profile

iGrants Form Package 267
Special Education IDEA-B and Section 619 (District Package)
Federal Grant

OSPI Program Area: Special Programs and Federal Accountability

Purpose: Provides financial assistance to school districts for students in need of specially designed instruction.

Application Information

Board Approval Required:
No

Form Package Due Date:
Wednesday, September 01, 2010 5:00 PM

Project Period:
7/1/2010 through 8/31/2011

Reference URLs and Materials

[Federal CEIS FAQ \(OSEP Memo July 28, 2008\)](#)

[Maintenance of Effort Template](#)

[IDEA-B and Section 619 Budgets](#)

[IDEA Fiscal Tutorial](#)

Website Addresses

N/A

Eligible SubGrantees

ESD
Institution
School District

Other Related Information

Allocations include a base allocation and relative population and poverty allocation.

Fiscal Information

CFDA# Code of Federal Domestic Assistance: **84.027A and 84.173A**

Funding Amounts

Authorizing Statute: PL 108-446

Carryover Amounts

100%

Funding Type: Federal Grant

Indirect Rates

Funding Source: Federal

Budget Revision Deadline: 8/31/2011

Program and Revenue Numbers

Program Acct. No:	Revenue Acct. No:	ESD Program Acct. No:	ESD Revenue Acct. No:
24	6124	12	51

Valid Program Activities

- 21 - Supervision
- 22 - Lrn Resources
- 24 - Guid. Counsel
- 25 - Pupil Safety
- 26 - Health Svs.
- 27 - Teaching
- 29 - Payment to Dist.

Contact Information

iGrants - Notes Tab

If you have posted information to the **NOTES** tab that you want the Program Manager to read, you must notify the Manager that a Note exists or it may not be reviewed. The Notes tab also stores sent emails. For example, for the form Package below, **267**, all system-generated emails regarding this form package will be automatically recorded in the Notes section shown here.

WASHINGTON STATE
OSPI Office of Superintendent of Public Instruction

iGrants

Fiscal Period 10-11

267 Special Education IDEA-B and Section 619 (District Pa
Current Form Package Status: **Substantially Approved**

Help Begin Review Contact Application Budget Approval Notes

Print

Select a Form Package

Report Tool Group Email Required Pages

Written By	Written When	Note
Tara Canlett	7/1/2010	Form Package set to Substantially Approved Sent to:

1. If a Program Manager has notified you that a specific page “Needs Work” the icon will be yellow.
2. Once you have completed the requested additional work you can resubmit your page to OSPI for review by clicking on the red “OSPI Review” icon.

The screenshot shows the application interface for '267 Special Education IDEA-B and Section'. The current form package status is 'Needs Work'. The interface includes buttons for 'Help', 'Begin Review', 'Contact', 'Application', 'Budget', 'Approval', and 'Notes'. Below these are buttons for 'Page 1', 'Page 2', and 'Page 3'. A red arrow labeled '1.' points to the 'Application' button. Another red arrow labeled '1.' points to the 'OSPI Review' button in the bottom toolbar. A third red arrow labeled '2.' points to the 'OSPI Review' button from the left side of the screen.

Modified By	Modified On	Modified By	Modified On
By Org.	By Org.	By OSPI	By OSPI
Jane Doe	6/29/2010 11:38 AM	Tara Canlett	6/30/2010 1:57 PM

Do NOT work in more than one iGrant app at a time!



I Need To...

- [Login To iGrants](#)
(All Organization Users and OSPI Staff)
- [Obtain user Login Credentials](#)
- [Get My Questions Answered](#)
- [Get a list of form package contacts](#)



Message Center:

- [Message Center](#) 11 New

Alert!

0 New
Funding Opportunities



Topics:

- [Inventory of Form Packages](#)
- [Allocations](#)
- [Indirect Rates](#)
- [Carrvover](#)

Resources:

- [Assurances](#)
- [General Resource Information](#)
- [Other Funding Opportunities](#)

Customer Service:

- [Take Our Quick Survey](#)
- [Contact Us with Technical Issues](#)



Questions



Special Education IDEA-B and Section 619 (District Package) 2010-11

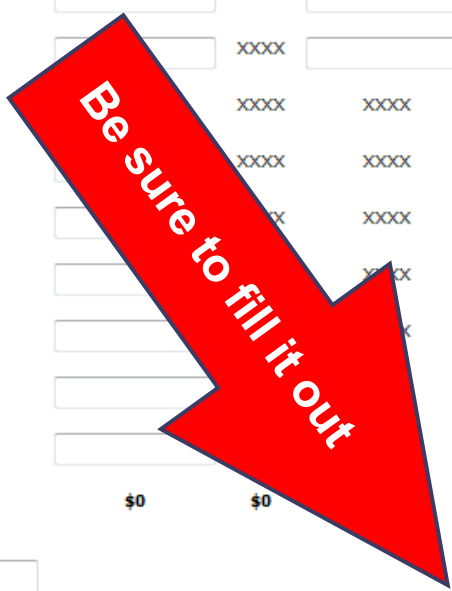
iGrants
Form Package 267



Page 1 – Budget, Assurances and Excess Cost Verification Template

- Budget(s) must be complete and submitted to OSPI for review.
- Assurances must be complete, printed, signed and mailed to the special education office.
- Excess Cost Verification Template must be complete and uploaded to page 1.

Activity	Total	Object of Expenditure								
		Debit Transfer 0	Credit Transfer 1	Salaries-Certificated 2	Salaries-Classified 3	Benefits & Payroll Taxes 4	Supplies Instr. Resources. & Non-Capitalized 5	Purchased Services 7	Travel 8	Capital Outlay 9
15 Public Relations	\$0		XXXX							
21 Superv. - Instruction	\$0		XXXX							
22 Learning Resources	\$0		XXXX							
23 Principal's Office	\$0		XXXX							
24 Guid. & Counseling	\$0		XXXX							
25 Pupil Mgt. & Safety	\$0		XXXX							
26 Health/Related Serv	\$0		XXXX							
27 Teaching	\$0		XXXX							
28 Extracurricular	\$0		XXXX							
29 Pay to School Dists.	\$564		XXXX	XXXX	XXXX	XXXX	XXXX	564	XXXX	XXXX
44 Food Services Oper.	\$0		XXXX	XXXX						
62 Grds. Care & Maint.	\$0		XXXX	XXXX		XXXX				
63 Oper. of Bldg.	\$0		XXXX	XXXX						
64 Maintenance	\$0		XXXX	XXXX						
65 Utilities	\$0				XXXX	XXXX	XXXX		XXXX	XXXX
68 Ins. -Except Trans.	\$0				XXXX	XXXX	XXXX		XXXX	XXXX
Budgeted Expenditures	\$564	\$0	\$0		\$0	\$0	\$0	\$564	\$0	\$0



Budgeted Indirect Expenditures:

Total Budgeted Expenditures: \$600

Comments:

FTE Program Staff	Act. 27-2	Act. 27-3	Act. 21-2	Act. 21-3

Page One of Form Package 267

Save Approved Approve All Print Print All

Modified By	Modified On	Modified By	Modified On
Bill Smith	7/1/2010 9:08 AM	Tara Canlett	7/1/2010 9:37 AM

Page 1

Tutorial by Tara Canlett

2010-11 IDEA Assurances

Print, sign and send this page to:

Tara Canlett
Special Education, OSPI
PO Box 47200
Olympia, WA 98504-7200

Single Agency Certification

This application is submitted for the following federal programs for students with disabilities:

- Individuals with Disabilities Education Act (IDEA), Part B (P.L. 108-446)
- IDEA, Section 619 (preschool)

Name of Superintendent: Jane Doe

Date: 6/29/2010

Section I Submission Statement for Part B of IDEA

The LEA must attach a completed Federal Excess Cost Verification Template to verify compliance with 20 U.S.C. 1413(a) regarding the use of funds under Part B of the IDEA.

Name of authorized official: Bill Smith

Position of authorized official: Director of Special Services

Date: 06/30/2010

Signature Line:

Download the Excess Cost Template by following the steps outlined below. Use the upload feature to return the completed form to OSPI.

The Excess Cost Template must be submitted before accessing IDEA funds.

Steps:

1. Right click (PC) or press file (MAC) below to download.
2. Save to personal computer.
3. Upload completed files.

Excess Cost Template

Upload completed document here. File names may *not* include symbols.

Enter file to upload

Upload

Browse

Uploaded Files	Uploaded By	Uploaded At	
NMSD 2010_11 Excess Cost.xlsx	Bill Smith	7/1/2010 9:07 AM	Delete

Save Approved Approve All Print Print All

July 1 Spending Start Date

- To receive the July 1 spending start date, districts must submit the following by September 1, 2010, including but not limited to:
 - **Page 1, including uploading the Excess Cost Verification Template.**
 - **Hard copy of signed Assurances.**
 - **District revised procedures to reflect changes to special education regulations (WAC 392-172A).**
 - **IDEA budget(s).**

Hold on Funds

- Districts may receive a hold on funds due to the following:
 - Form package 267, page 2 and/or page 3 are not complete by the December 1, 2010 deadline or have not received final approval 30 days after receiving initial feedback from OSPI.
 - All pages in form package 265 are not complete by the December 1, 2010 deadline or have not received final approval 30 days after receiving initial feedback from OSPI.
 - Citizen Complaints or Due Process Hearings with overdue corrective actions or Unresolved Audit Issues.

Page 2 – Private Schools

A. Enter the number of students unilaterally placed by their parents in private **non-profit** elementary or secondary **(K-12)** schools located within the district on 11/2/09, who are:

- ages 3 to 21, and enrolled in grades K-12,
- determined eligible for special education, AND
- whose parents have rejected FAPE, regardless of whether or not the student was served on a services plan. **This does not include students part-time enrolled (students with IEPs) in the district.**
(enter number here)

B. Describe the **child find process, including consultation with representatives of private non-profit schools, used by the district to obtain the number of elementary or secondary private school student(s) entered above, even if the district has zero in II.A.**

C. Please identify:

- **The number of private school students evaluated during the previous school year.**
(enter number here)
- **The number of private school students determined to be eligible for special education during the previous school year.** (enter number here)

How is Proportionate Share Calculated?

D. Calculation of LEA IDEA-B Proportionate Share

****Note:** Districts must enter proportionate share carryover from 2009-10 and press 'Save'. All other calculations are entered automatically.

Line 1	Students 3 to 21 years of age (from previous year's federal Child Count report)	300
Line 2	Students unilaterally placed in private non-profit school ages 3 to 21 (K-12), Section II.A	20
Line 3	Total Students 3 to 21 years of age	320
Line 4	LEA 2010-11 IDEA-B Allocation	\$152,500
Line 5	Line 4 divided by line 3	\$476.56
Line 6	Line 5 multiplied by line 2	\$9,531.25
Line 7	LEA 2009-10 IDEA-B Proportionate Share Carryover	\$1,500.00
Line 8	Line 6 plus Line 7 equals Proportionate Share dollars available for 2010-11	\$11,031.25

E. Describe the consultation process that was used to determine what services will be provided for unilaterally placed elementary or secondary private non-profit school (K-12) student(s) with the proportionate share dollars.

F. Identify the unilaterally placed students attending a private school within the district who will receive services through a Services Plan by completing the information below for each school. Please describe how, where and by whom those services will be provided.


Page 3 – Coordinated Early Intervening Services (CEIS)

- Review all CEIS information including CEIS calculation.
- Then click on the CEIS Planning and Reporting Form to:
 - Develop a CEIS plan for the current school year
 - Report on CEIS from 2009-10, if applicable
 - Access information on previous plans/use of funds for CEIS within the district

CEIS PLAN 2010-2011

Current Year's Plan

57	Put a Y (in column A below) if you are implementing in this content area and an N if you are not implementing in this content area.											(examp
58		The district has reviewed data and determined a need to focus coordinated early intervening services on:									Reading	
59		The district has reviewed data and determined a need to focus coordinated early intervening services on:									Behavior	
60		The district has reviewed data and determined a need to focus coordinated early intervening services on:									Math	
61		The district has reviewed data and determined a need to focus coordinated early intervening services on:									Writing	

62	Activity 1	Activity 2	Activity 3	Activity 4	Activity 5	Activity
<p>Funds will be used for the following activities during the 2010-2011 school year: (one activity per column, seven columns are provided for your use)</p> 						

Clipboard | Paste | Font | Alignment | Number | Styles | Cells | Editing

Security Warning Automatic update of links has been disabled Options...


A40 fx

CEISPlan [Read-Only] [Compatibility Mode]

A B C D E F G H I J K L M N

CEIS REPORT

**In the cells below, enter the number of students who received CEIS and the number of THOSE students who later became eligible for Special Education. DO NOT include the entire year, report ONLY those students who became initially eligible during that year. DO NOT include students that were found eligible in previous years.

	2007-2008 # of students received CEIS	2007-2008 # eligible for Special Education	2008-2009 # eligible for Special Education	2009-2010 # eligible for Special Education	2010-2011 # eligible for Special Education
**Some students may receive CEIS in multiple content areas. Please ensure that you are counting students <u>only once</u> in the "# of students received CEIS" column (unduplicated count).	412	8	14		
Amount Spent	\$ 20,000.00				
	2008-2009 # of students received CEIS	2008-2009 # that became eligible for Special Education	2009-2010 # that became eligible for Special Education	2010-2011 # that became eligible for Special Education	2011-2012 # that became eligible for Special Education
**Some students may receive CEIS in multiple content					



Questions



Special Education Self Evaluation for IDEA-B and Section 619 2010-11

iGrants
Form Package 265



Data

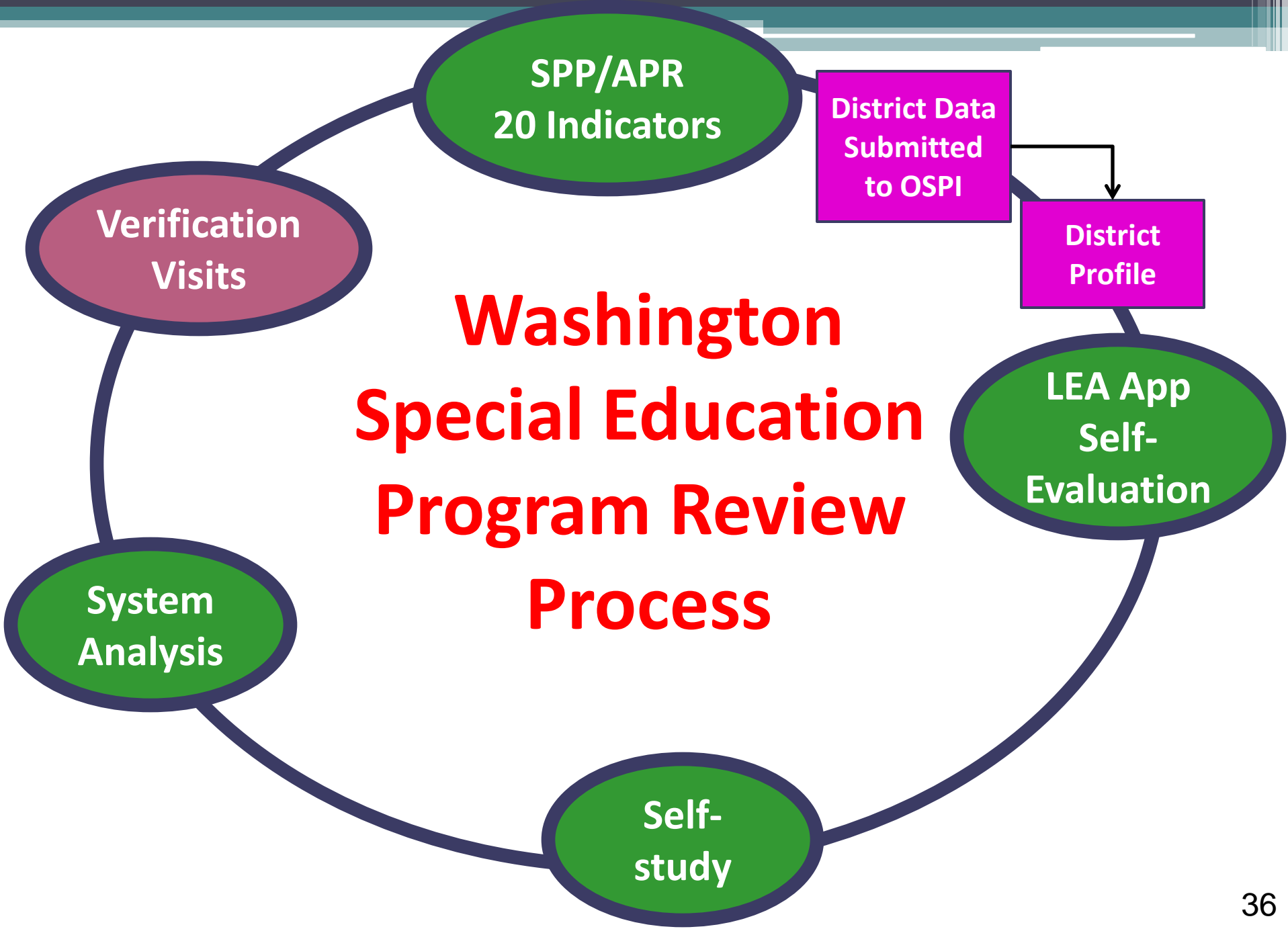
- District performance data (district data profile) available at:
<http://www.k12.wa.us/SpecialEd/Data/default.aspx>
Click on “District Profiles”
- Insert #CCDDD (County District Number)
- **NEW District Profiles will be posted to OSPI’s website by September 1.**

Accuracy of Data is Critical

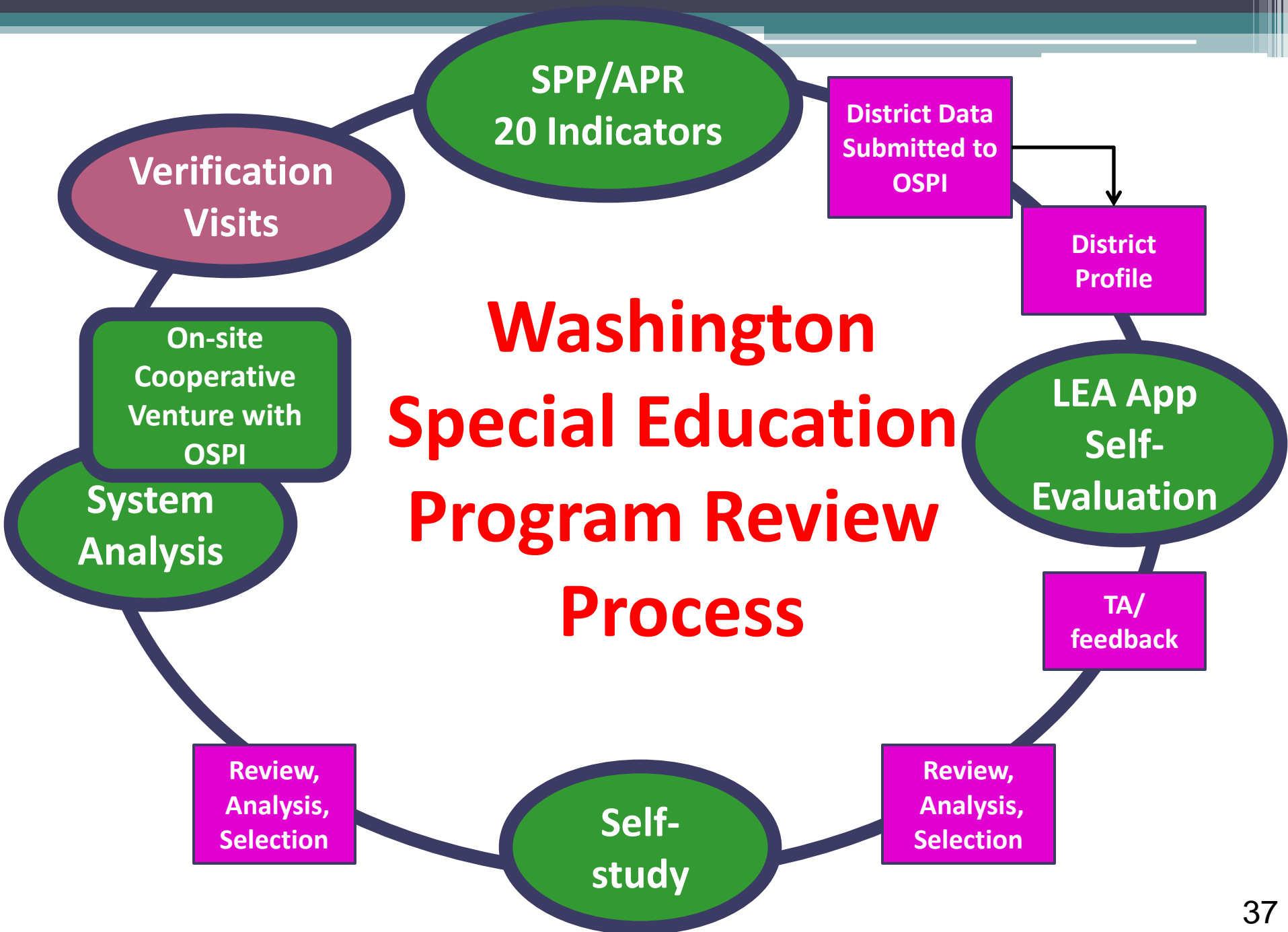
Data are important for:

- selection for program review activities,
- identification of non-compliance,
- significant disproportionality,
- district determinations.

Washington Special Education Program Review Process



Washington Special Education Program Review Process



The basics

First !! Ensure Data Accuracy

- Analyze data trends.
- What has impacted performance?
- Describe significant factors that impact your data.
- What strategies/plans are in place to address this area, including general education?

General Guidelines

- Pages 1-4 involve the completion of self-evaluation Word documents, which are found on page 6.
 - **Secondary Transition**
 - **Suspension/Expulsion**
 - **Least Restrictive Environment**
 - **Disproportionality**
- Download these documents, using the instructions on page 6, complete each one, then upload onto page 6 prior to December 1, 2010 submission.

General Tips:

- It may be helpful to complete each section of the application together with the Word document associated with the section.
- Be thoughtful about checking the boxes in each section. The content of the check boxes are not necessarily research based.
- Be consistent on your responses to Policy, Procedure and Practice review and revisions.
- Answer every question within each section carefully and completely. The more information you provide, the better understanding we will have of your district's unique situation.

General Guidelines (cont.)

- Remember, this is a public document.
 - WAC 392-172A-06050 Public information.
The school district must make available to parents of students eligible for special education and to the general public all documents relating to the eligibility of the agency under Part B of the act.

Data Verification

- Make sure your data are accurate.
- Tell us about any calculation/reporting errors and be specific in how you plan to make corrections to your reporting process.

Page 1 - Secondary Transition

- On your district's data profile, analyze the three-year data trends for each indicator.
- Have your rates increased or decreased?
- Why do you think the rates have increased or decreased?
- What improvement activities have already been implemented by the district?
- What does the district plan to do during the 2010-11 school year to improve the rates?

Page 2 - Suspension & Expulsion

- Analyze the data trends.
 - What factors may have influenced suspension/expulsion rates?
 - What improvement activities have already been implemented by the district?
- ** All districts, regardless of the status of their suspension/expulsion rates, must explain strategies to either maintain or improve suspension/ expulsion rates.**

Page 2 - Suspension & Expulsion

- Did the district exceed the set high range for suspension/expulsion in any area (within Indicator 4a or 4b) for 2008-09 or 2009-10? If the district did, (as noted in the data profile) you **MUST** review, *and revise as appropriate*, your policies and procedures related to:
 - a) Development and implementation of IEPs**
 - b) Use of positive behavior interventions/supports**
 - c) Procedural safeguards**

******You must also review district *practices* to ensure that they align with your policies & procedures.

Page 3 - LRE

- **Location of services** is a required component of the IEP [as noted in 34 CFR 300.320(a)(7)] and is necessary for accurate reporting of Least Restrictive Environment (LRE).
- LRE is based on how much time students spend in a ***general education setting***.
- Remember that “instructional time” includes the length of the school day, minus lunch. (see RCW 28A.150.205)

LRE (cont.)

- If the district has a percentage greater than the state average for CEDARS LRE Codes 3, 8, 28, or 29, the district **MUST** review, *and revise as appropriate*, your policies, procedures, and practices.

3	Special education students (ages 6 to 21) who spend 0 to 39 percent of the school day in the regular classroom.
8	Students (ages 6 to 21) receiving special education and related services in a hospital or homebound programs.
28	Students (ages 6 to 21) receiving special education and related services in public or private separate day school facilities.
29	Students (ages 6 to 21) receiving special education and related services and lived in public or private residential facilities during the school week.

LRE Tip:

- Do not copy the example table in your response unless your school week is 1800 minutes.

Page 4 - Disproportionate Representation

- For this page, districts must address cells with weighted risk ratios for 2009-10 that are between 0 and 0.5, or greater than 1.50, and meet the minimum “n” sizes (10 or more students in that cell).
- Describe the three-year data trends for these ratios. Are they getting closer to or moving further away from “1.0” ?
- Why might these trends be occurring?
- What improvement activities have already been implemented by the district?

Indicators 9 & 10

Indicator 9	Weighted Risk Ratio			11/09 Child Count
	0708	0809	0910	
	Hispanic			
All Disabilities	1.59	1.27	1.31	21
Indicator 10	Weighted Risk Ratio			11/09 Child Count
	0708	0809	0910	
	Hispanic			
Autism	3.28	2.14	2.02	N<10
Comm Dis	.81	.79	.48	12
EBD	0.00	0.00	2.85	N<10
Health Impaired	0.00	0.00	0.48	N<10
SLD	2.50	2.33	1.53	10
MR	0.00	0.00	0.00	N<10

Weighted Risk Ratios (WRR) greater than **1.5** or less than **0.5** in the most recent year must be addressed in the self-evaluation.

If the “N size” is less than **10**, you do not need to address the WRR for that cell.

Page 5 - General Supervision

- If you have identified any errors in your district's data that you have not already identified and described on pages 1-4, please describe on page 5.
- Did the district receive any due process decision(s) requiring corrective action? If so, describe the actions taken by the district.



Questions



A Recap on 267 and 265 Form Packages

Form Package	267	265
Contains:	Budget Assurances & Excess Cost Template Child Find CEIS	Self- Evaluation
Deadlines:	Early Submission deadline: Budget, Assurances and Excess Cost Template by 5:00 p.m. on 9/1/2010	Final submission deadline – 267 & 265 by 5:00 p.m. on 12/1/2010
Purpose:	To access funds earlier than 12/1/2010	To access funds

Failure to meet the 12/1/2010 deadline may result in a hold on the district's funds!

For more information...

- Tara Canlett, Fiscal Analyst, Tara.Canlett@k12.wa.us
- John Bresko, Program Supervisor, John.Bresko@k12.wa.us
- Cherie Patterson, Program Supervisor, Cherie.Patterson@k12.wa.us
- Primary Website Link: <http://www.k12.wa.us/SpecialEd/default.aspx>



OSPI
Special Education Section
360.725.6075