

West Virginia Department of **EDUCATION**

## High Cost / High Acuity Reimbursement Application

Presented by:  
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July 15, 2015

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## High Cost/High Acuity Funding Available for Reimbursement-2015

IDEA Funding = \$ 822,303  
State Appropriated Funding = \$1,500,000

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## High Cost/High Acuity Fund Eligibility for Reimbursement

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- Definition: Individual application for an eligible SWD who:
  - is 3-21 years of age;
  - has a current IEP;
  - lives within the LEA requesting funds or receives special education and related services within the LEA;
  - court-ordered out-of-state placements (*first included in FY12*);
  - cost is equal to or greater than \$33,400\* annually (*a decrease from the 2014 criteria of \$33,600 annually*).

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### High Cost/High Acuity Fund

#### Other Excluded and Included Categories for Eligibility

- ❑ IEP Placed Out of State Students
  - Students with disabilities placed out-of-state by the district IEP team **may not** be submitted for reimbursement through the High Cost Expenditure Fund.
- ❑ Out of County Placements
  - Students placed into a district by another agency (i.e. foster care and emergency shelters), **may** be submitted for reimbursement, but all High Cost/High Acuity criteria requirements must also be met.
  - Reimbursement will not be provided under both high cost/high acuity and out-of-county funding reimbursement mechanisms.

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### High Cost/High Acuity Fund

#### Eligible Expenses

Costs required to provide direct special education and related services, as identified in the student's IEP:

- Personnel (teachers, aides, service providers) including extended school year
- Evaluations recommended by IEP Team and documented on IEP
- Supplementary classroom materials for specially designed instruction
- Assistive technology services or devices identified on the student's IEP
- Equipment (mats, prone stander)
- Construction (ramp, handicap accessible bathroom)
- **Special** transportation (must be noted in IEP)
- Educational cost for court ordered out-of-state students

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### SWD Served in District with Costs that Meet or Exceed \$33,400 Annually

- Pages 1 through 5 of the application must be completed and submitted.
  - (Page 1 and 6 are to be completed for court-ordered OOS students.)
- Documentation must be submitted to verify all amounts submitted for reimbursement and to support FTE calculations claimed.
- A copy of the IEP for the year in which the expenses were incurred is to be submitted. (Counties may submit only the pages of the IEP that support the expenses claimed if desired.)
- Payroll expenses claimed should be supported by the PAI.510 report for the period July 1, 2014-June 30, 2015.
- Eligible Medicaid Reimbursement will be subtracted from the total amount of approved expenses submitted for reimbursement but may be used to determine whether or not a student meets minimum expenditure criteria.
  - (For example, a student with expenses totaling \$34,000 but with eligible reimbursement from Medicaid at \$10,000 meets the minimum expenditure criteria. However, the amount eligible for reimbursement will be calculated at \$24,000.)

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### FTE Calculation Examples

Instructions for calculation of FTE can be found at <http://wvde.state.wv.us/osp/highcostexpenditures.html> Click on Methods for Calculations.

Few examples include:

- Calculate FTE for Teachers
  - Caseload **OR**
  - Actual time (minutes) spent with students
- Calculate FTE for therapists (when employed by the county as a regular employee)
  - Use minutes as recorded on the IEP. Schedules do not always reflect the true IEP required times - may be more or less but calculation must be based on IEP required minutes.

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### FTE Calculation Examples

- Calculate FTE for bus drivers and bus aides
  - Miles per student
  - OR**
  - Minutes each student is on bus

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### PAI.510 Report

- Run report for the specific application period
  - July 1-June 30
- Carefully review the extra pay amounts
  - **Reduce total pay** by these amounts when not attributable to this student—If attributable to student, list in column 4 for other pay and explain on page 3 of application.
  - **Reduce fixed benefits** by amount of pay excluded- (i.e. Social Security, Medicare, Retirement)

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## Transportation Allowance

- Utilize the Transportation Allowance Final Comp tables for the 2015 school year to calculate mileage rate
- Provide WVEIS attendance report of absences then claim reimbursement only for days present x miles traveled on bus per day
  - Days school in session less absences
- Use per mile rate , **NOT** fuel cost per gallon
- Specialized transportation must be specified on IEP in order to receive reimbursement



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## Transportation Allowance-Example

School was held 180 days and student missed 25 days. Student rides the bus 15 miles per day. Calculated rate is \$1.81 per mile.

155 days x 15 miles x \$1.81 = \$4,208.25

*A table of calculated mileage rates for each county will be provided on the website with the High Cost/High Acuity application and other related information.*



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## Other Reimbursement Items

When listing cost of other items, these **must be required by the IEP**. Examples include but are not limited to:

- Assistive technology (touch screen, text reader, sound field system, etc.)
- Equipment (prone stander, lift device, specialized desk, etc.)
- Instructional materials (raised line paper, computer programs, books on CD, etc.)



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## Application for Reimbursement of Expenses for Out-of-State Students placed by the Courts

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### High Cost/High Acuity Expenditure Reimbursement-Minimum Expenditure Criteria

**OOS students do not meet the minimum expenditure criteria for 2015:**

Costs have declined, students have increased, and avg. per pupil amount varies.

2011-Estimate of OOS cost: \$4,400,000
Number of OOS students: 126
Total cost per student: \$34,920
2015-Estimate of OOS cost: \$3,650,000
Number of OOS students: 134
Total cost per student: \$27,238*

\* Does not meet minimum expenditure criteria of \$33,400 for FY 2015

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## Application

**However,** OSP has reserved \$250,000 in another funding source for reimbursement to those that submit applications. The same application will be used. The potential reimbursement amount is as follows

Tuition withheld from FY15 special education funding per student	\$ 16,440
Less Average State Aid Per Pupil (2014-2015 year)	\$ 4,220
Less Credit from Prior Year Charges Per Student (Applied 2015 year)	\$ 7,519
Total Expenses Eligible for Reimbursement	\$ 4,701

Last year expenses were reimbursed at approximately 46% of amount requested. If reimbursement under high cost/high acuity funding were permitted, reimbursement per student would equal approximately \$2,162 per student.

Minimum Reimbursement with \$250,000 set aside if applications are submitted for 133 eligible students = \$1,879/student. (Applications were received for 85 OOS students last year. If applications submitted remain at that number for this year, the amount of reimbursement could be as high as \$2,941 per student.

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### High Cost/High Acuity Expenditure Reimbursement

Will OOS students be eligible in future years?

Answer depends on certain variables:

- Amount expended in total on OOS students.
- Average per pupil expenditure
- Number of OOS students

In years that OOS students do not qualify, when financial resources are available, OSP will set aside \$250,000 to provide reimbursement of cost to counties for the court-ordered OOS students.




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### Requirements-Court Ordered OOS

- Completed Application – 1 application per student (Complete only pages 1 and 6);
- WVEIS enrollment screen showing EO code;
- Current IEP (IEP current when student was in placement 2013-2014);
- Documentation of LEA /DHHR Participation in IEP Team Meeting for Out-of-State Student; and
- **Postmarked by July 31, 2015**




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### Consideration of Plan Changes for the High Cost/High Acuity Fund

- In accordance with IDEA regulations §300.704, the SEA is to annually review, and amend as necessary, the State plan for the high cost/high acuity fund.
- This review should occur in consultation and coordination with representatives from LEAs.




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This year's application deadline for the 2014-2015 year.

Applications must be **Postmarked** by:

**July 31, 2015\***

(Please do not email applications)



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**\*Extension of Due Date**

- For those in attendance at today's meeting, the due date will be extended to:  
**August 14, 2015**

Please make sure you have signed the attendance roster and have indicated the county you represent.



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Consideration of Plan Changes for the High Cost/High Acuity Fund

IDEA §300.704 states that the SEA should annually review, and amend as necessary, the State plan for the high cost fund.



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### Consideration of Plan Changes for the High Cost/High Acuity Fund

- Plan was first developed in 2006 and participation in the annual review has dwindled during the years.
- Additional input will be solicited and participation may be requested.
- Plan change to be discussed is to alter the plan to consider the financial impact of the high cost student to the county's budget.



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### Consideration of Plan Changes for the High Cost/High Acuity Fund

- Proposed bills to amend WV Code §18-20-5 that addresses the distribution of the 1.5 million that is also a part of the high cost/high acuity plan. Suggested amendments have stated:
  - *...boards shall receive disbursements that equalize, as near as reasonably possible, the budget percentage for each county board that is consumed by eligible, but not reimbursed, expenditures for serving exceptional children with high cost/high acuity special needs so that no county board's budget is affected disproportionately.*



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### Consideration of Plan Changes for the High Cost/High Acuity Fund

§300.704 IDEA

- (A) Establish, in consultation and coordination with representatives from LEAs, a definition of a high need child with a disability that, at a minimum—
- (1) Addresses the financial impact a high need child with a disability has on the budget of the child's LEA; and
- (2) Ensures that the cost of the high need child with a disability is greater than 3 times the average per pupil expenditure (as defined in section 9101 of the ESEA) in that State;
- (B) Establish eligibility criteria for the participation of an LEA that, at a minimum, take into account the number and percentage of high need children with disabilities served by an LEA;



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### Consideration of Plan Changes for the High Cost/High Acuity Fund

- An email or other form of communication will be forthcoming that will discuss possible plan change as well as to solicit comments from the county and/or additional recommendations of change to the plan.

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