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MEMORANDUM

TO: County Superintendents
County Directors of Special Education

FROM: Susan Beck
Director
Office of Federal Programs & Support, Special Education

DATE: March 1, 2021

SUBJECT: Reimbursement for the Education of Students with Exceptionalities Placed by Other State Agencies in a Facility Located in the County School District (Out-Of-County Students) FY 21

The West Virginia Department of Education, Office of Special Education & Student Support is accepting applications from local education agencies for reimbursement of the cost of educational services to students with exceptionalities ages 3-21 who have been placed by the Department of Health and Human Resources (DHHR) or the Department of Juvenile Services (DOJ) into facilities or specialized foster homes operated or supported by DHHR or DOJ in counties that are not the students' home counties during the 2020/2021 school year. State funds in the amount of \$558,935 are available for this purpose and will be provided to the districts requesting reimbursement on a pro-rated basis.

Requests for reimbursement must be received on or before April 23, 2021. Late applications will not be considered. County school districts are eligible for reimbursement for serving exceptional students who:

- have met the eligibility criteria established in Policy 2419: *Regulations for the Education of Students with Exceptionalities*;
- are receiving special education and related services from the county school district according to Individualized Education Programs developed in accordance with Policy 2419;
- have been placed within the jurisdiction of the county school district in a facility or specialized foster home operated or supported by the Department of Health and Human Resources or Department of Juvenile Services; and
- are not residents of the county.
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To obtain reimbursement for these students, county school districts are required to submit the attached application (WVDE 28-02-11), which:

- identifies the exceptional student, the student's home county, placing state agency, name or type of facility where placed, beginning and ending date of educational services, location of services provided, full-time equivalency (FTE), placement option and exceptionality;
- includes a budgetary reimbursement request; and
- includes certification by the county superintendent of schools that the information is correct and complete.

Reimbursement Rate

In the completion of Part II-Budgetary Reimbursement of the application, counties are to use the Office of School Finance calculation titled "Public School Support Program, Basic State Aid Allowance on a Per Pupil Basis Based on the Final Computations for the 2020-2021 Year". The amount from the column heading "Total Allowance per Pupil 2020-2021" is to be entered in the application where indicated. For your convenience, a copy of this table is enclosed. The amount eligible for reimbursement will be the per pupil amount multiplied by the total of FTE eligible students as calculated in Part I of the application. If requests exceed the amount available, the total funds available will be prorated based on the individual county's request to the sum of all requests received.

Funding Level Request for FY 21

The WVDE has \$558,935 in state funds budgeted for out-of-county instruction during the period July 1, 2020, to June 30, 2021. Due to funding availability, reimbursement will be limited to this amount for FY 21.

In order to be eligible for reimbursement, **applications must be postmarked no later than April 23, 2021** to:

Susan Beck, Director of Special Education
WV Department of Education
Office of Federal Programs & Support
1900 Kanawha Blvd. East
Building 6 Suite 700
Charleston, WV 25305-0330

For your convenience, the out-of-county application is available on the department website at the following internet address: <https://wvde.us/special-education/finance/funding-opportunities/>. If you have any questions, please contact Susan Beck at (304) 558-2696, extension 53263.

Enclosure