

Special Education Accounting & Reporting

Rick Cruz, Consultant
School Financial Services Team

Matt Baier, Fiscal Data Coordinator
School Financial Services Team

**WASBO New Administrators and
Support Staff Conference**
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WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent

Topics

- Funding Sources & Eligibility
- Reminders
- Resources
- Ask questions when you have them

Special Education-Fund 27 Defined

If the school or district had no students with disabilities enrolled, *the cost would not exist.*

- Only the *excess costs* of providing special education to children with disabilities (defined in s. [115.76](#)) and school-age parents are eligible for categorical aid
- Students with IEPs during the regular or extended school years, not summer school
- Includes charges for services to other districts as a result of hosting a package or cooperative program [66.0301](#)
- School-Age Parent costs also charged to this fund

Funding Sources



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Non-Local Funding Sources

State categorical aids

- Special Education and School-Age Parents (SPED)
- High-Cost Special Education (HCSE)

Federal IDEA Part B Formula Grants

- Flow-through
- Early Childhood

IDEA Part B Discretionary Grants

Medicaid School-Based Services (SBS)

Funding Amounts 2023-2024

Program	State Aid	IDEA
SPED/SAP	\$558,036,700	
High Cost SPED	\$13,032,000	
Transition Readiness Investment Grants	\$1,500,000	
Transition Incentive Aid	\$3,600,000	
IDEA Formula		\$219,035,270

Special Ed/School-Age Parents Aid

- Districts, CESAs, CCDEBs, independent charter schools (ICS) are eligible
- Reimbursement of eligible costs are prorated at around 25-30%
- Paid in six installments
 - 15% each month November - March
 - 25% in June
- Revenue Source 611 (Fund 27)

IDEA Part B Formula Grants

Districts and independent charter schools are eligible

- Eligibility contingent on meeting conditions
 - [Maintenance of Effort](#) (MOE)
 - Signed Assurances
- Allocations based on formula
- Expenditures budgeted and reimbursed in current fiscal year
- Sources 341 (flow-through), 347 (preschool), and 342 (discretionary)

High-Cost Special Ed Aid

- Districts, CESAs, CCDEBs, independent charter schools are eligible
- Based upon claims from LEAs
- Eligible for 90% of locally-funded, IEP-driven individual student costs over \$30,000
- Prorated for available funding from sum-certain allocation
- Paid in June
- Source 625
- [High-Cost Special Education Aid](#) (HCSE)

Medicaid School-Based Services

- Districts, independent charter schools, CESAs, CCDEBs
- Payment for student-specific expenditures, based on the billing submitted by the individual providing the direct services
- Significant administrative requirements
- Source 780, Federal Funding, % reimbursement
- If services are funded with federal money, then the LEA is responsible for time and effort reporting
- [Medicaid-SBS link](#)

Funding Eligibility

DISCLAIMER: The following slides outline eligible costs in broad categories. They are not a definitive list of eligible costs. Eligible costs are specified by state and federal laws and program documentation.



State Aid & Federal IDEA Eligible

The salary and benefits of special education teachers and related services staff may be funded through IDEA, state special education categorical aid, or a combination of both aid programs.

- Salary and benefits of licensed special education teachers, aides, and some support staff
- Licensure + Assignment = Eligibility
- Benefits eligible only when tied to salary
- [Licensing](#)
- [Valid Licensing Codes](#)

State Aid & Federal IDEA Eligible

- [Aid-eligible staff costs](#)
- OT/PT, SPED supervision/coordination, SPED transportation
- Special education teachers and aides
- “Act 221” Pupil services positions
- Other support staff including clerical workers, attendance secretaries, pupil services directors, principals are not eligible
- School-age parent instruction (state aid only)
- [SPED Eligibility and Coding](#)

Act 221 Pupil Service Positions

- State aid-eligible share of FTE set by rule
 - Social Workers: 59%
 - Guidance Counselors: 10%
 - School Nurses: 29%
 - Psychologists: 84%
 - [Guidelines](#)
 - [WUFAR Funding](#)

State & IDEA Eligible Transportation

- Eligible only when required by IEP
- Eligible route must be 100% IEP-required
 - Incidental Benefit Exception: picked up at same location; no additional costs; doesn't displace rider with IEP
 - Newly Homeless Accommodation or Foster Care: up to 20 days

State & IDEA Eligible Transportation

Additional service on regular route to and from school

- Example, a bus aide for one student per their IEP
- Only the excess cost of the service is eligible (Fund 27)
- Regular route transportation (Fund 10)

A student may be be eligible for special education categorical aid for support services (paraprofessional, aide) while being transported on the regular bus route and be eligible for Pupil Transportation Aid

State & IDEA Eligible Transportation

- A student who exclusively rides *a specialized transportation route* may not be counted for Pupil Transportation Aid
- Students with disabilities who receive specialized services *on a routine bus route* are counted as regular education students for the purpose of transportation aid.
- Vehicle and equipment purchases with pre-approval
- No approval needed for equipment <\$10,000
- [Specialized Transportation Aid Eligibility & Funding](#)

Other State & IDEA Eligible Costs

Contracted services

- SPED Substitutes and Aides
- OT/PT
- Audiology/Interpreter
- Orientation & Mobility
- Speech/Language
- Transition

Other State & IDEA Eligible Costs

- Regular and Extended School Year (ESY)
- Excludes Summer School
- Homebound instruction travel
- Unemployment, up to 1 year after termination
- Tuition (placement) to non-WI public school district
- [IDEA – Allowable Costs](#)

IDEA Formula-Only Eligible Examples

- [Child Find](#) Program for early identification
- Clerical support (not for Medicaid filing)
- Contracted nursing
- Curriculum/instructional development
- Equitable Services (private school)
- Evaluations
- IDEA auditing costs

IDEA Formula-Only Eligible Examples

- Equipment, supplies, technology
- Legal administration (documentation, policy, training)
- Remodeling
- Professional staff development (training, college credit)
- Transition skills development
- Tuition to private agency

WUFAR Project Codes

Common project codes

- 011: Local cost, eligible for categorical aid
- 019: Local cost, not eligible
- 340: IDEA grant-funded cost, direct to district
 - Roll-up of 341, 342, and 347
- 317: Federal grant-funded cost via another district
- 517: Federal grant-funded cost via CESA/CCDEB
- 599: Cost funded by another grant

WUFAR Project Codes

- Reported and verified in WISEdata Finance
- Describe costs by funding source and aid eligibility
- Full list in [Special Education and School-Age Parents Aid Eligibility](#)
- [WUFAR Coding](#)

Eligibility vs. Coding



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Eligibility vs. Coding

- [*Special Education and School-Age Parents Age Eligibility*](#) describes aid-eligible costs
- [Fund 27 Matrix](#) shows valid WUFAR account codes for special education reporting but does not indicate eligibility
- [IDEA Allowable Costs](#)

Contracting



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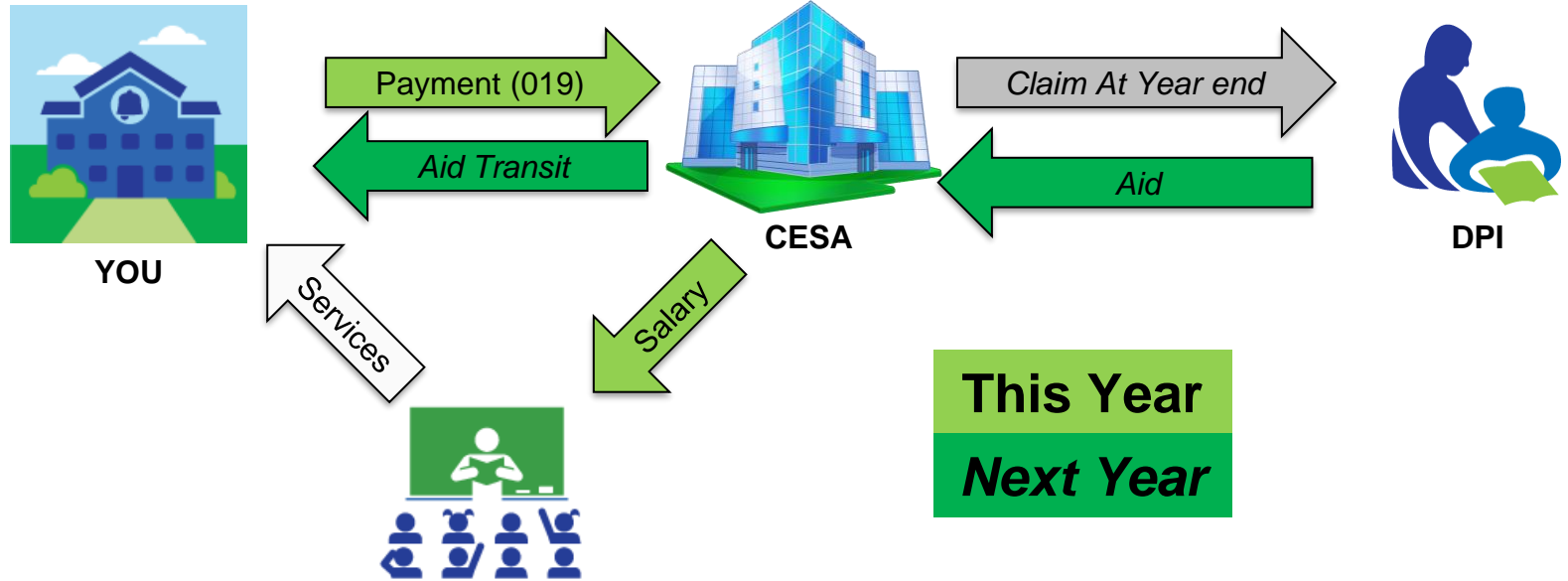
Contracting w/ Eligible LEAs

- Contractor/fiscal agent is eligible LEA
Includes CESA, CCDEB, another district, independent charter school (ICS)
- The cost is eligible for state categorical aid
- Contractor/fiscal agent receives aid, responsible for transiting it back per agreement
- Unless paid with grant funds

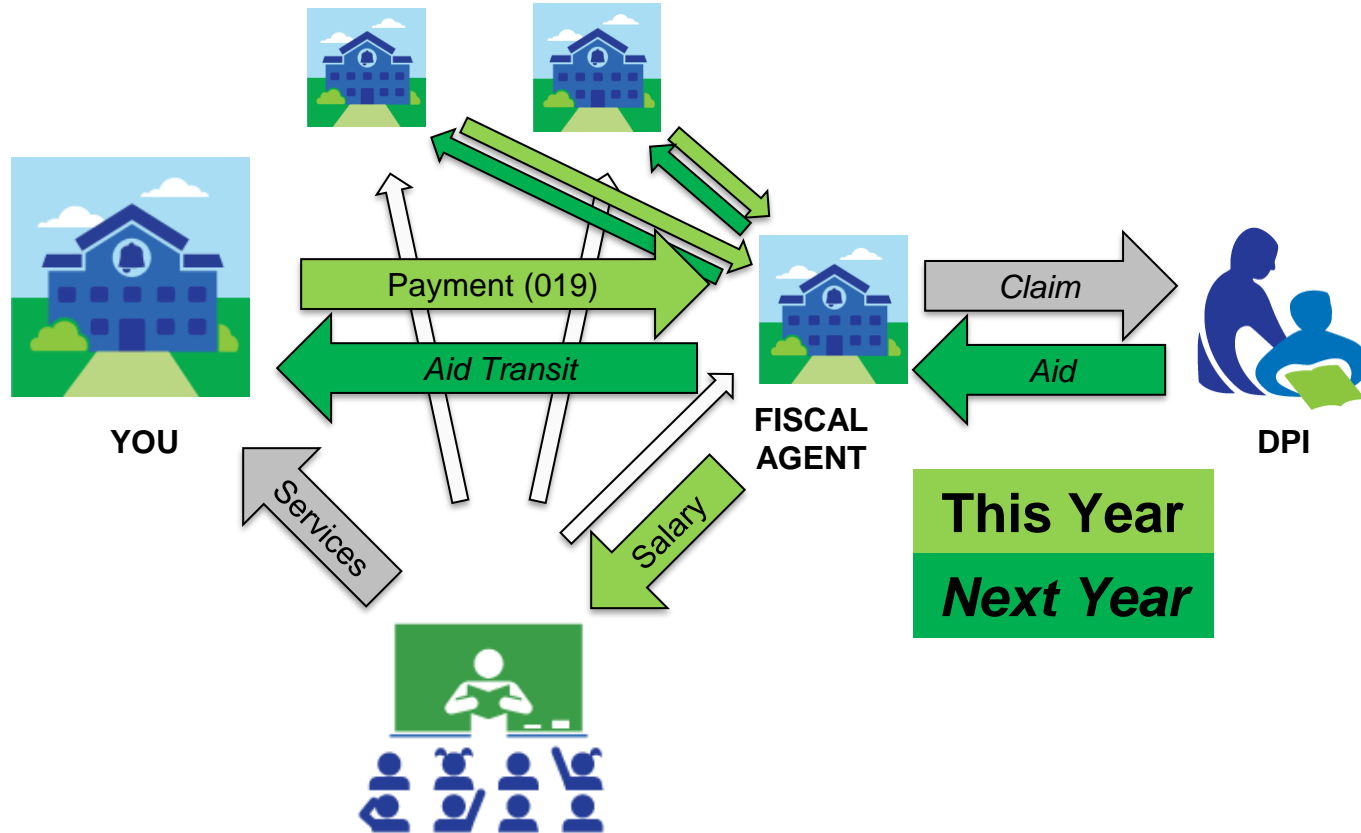
Contracting w/ Eligible LEAs

- Direct Contract
- Package Program
- [Cooperative \(66.0301\) Agreement](#)
 - Admin Rule
 - Contract Provisions
 - Sample docs of contract, resolution

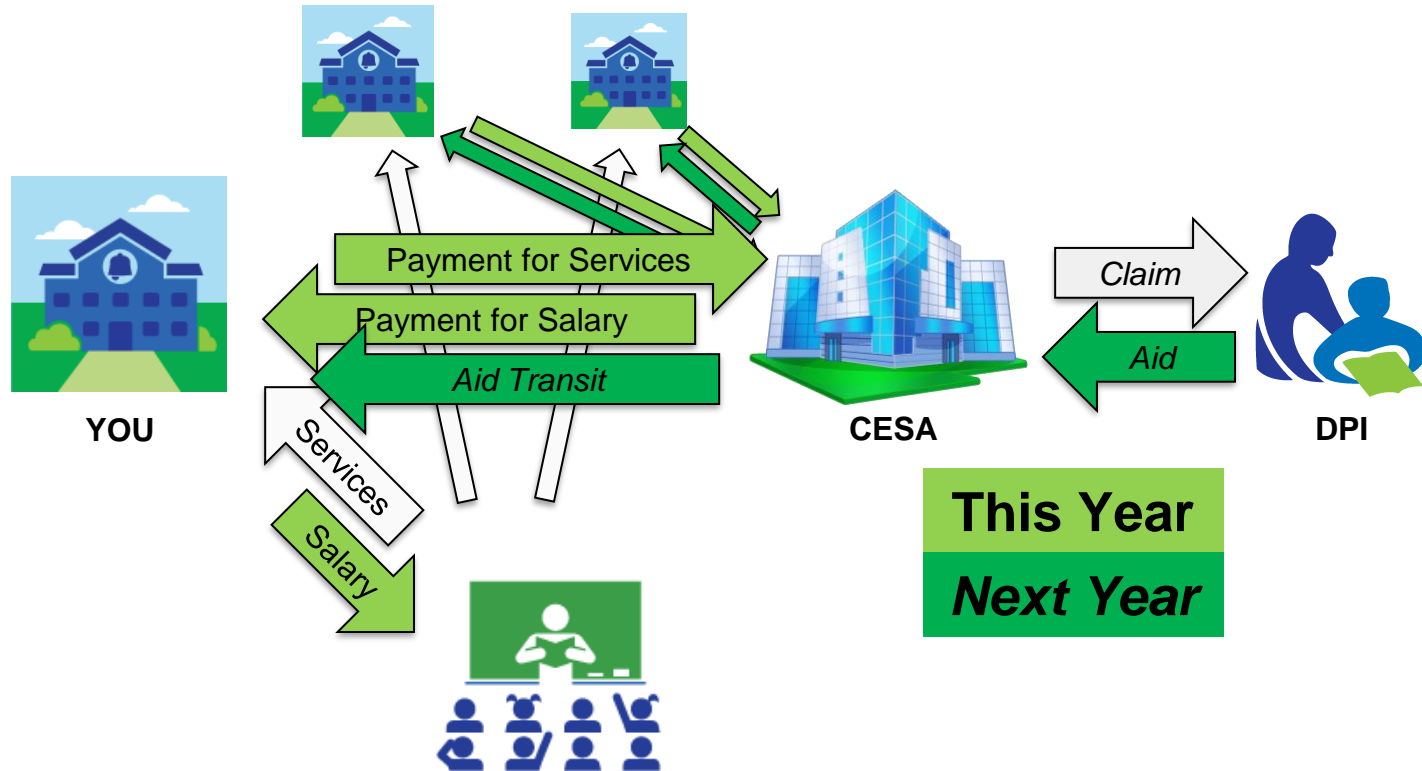
Direct Contract



Cooperative (66.0301) Agreement



Package Program



Reminders



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Maximizing Your Revenue

- Verify Staff Are Licensed to avoid No Valid License Adjustments
- Use a checkoff/tracking system for SPED staff and new hires
- Track Costs for High-Cost Special Education (HCSE) Students with specific units of time in IEP
- Use Flow-Through Grant Money
- [Licensing Resources](#)

Open Enrollment for SwDs

- District of attendance (non-resident) district assumes FAPE and MOE, retains state & federal special education aids
- The resident school district counts the pupil in membership for state aid and revenue limit purposes. The Third Friday in September is the date upon which a school district's allowable revenue limit and state aid is based.

Special Needs Scholarship Program

SNSP schools are required to implement the IEP or services plan of SNSP students as modified by agreement between the SNSP school and the student's parent.

SwD counted by resident district for general aids paid in the next fiscal year.

[FAQ](#) [SNSP Payment Types](#)*

Tuition Agreements

- For individual students, Wis. Stat. § 121.78
- Resident district pays another district for instruction/placement
 - Specify exact amount of tuition this year
 - Specify maximum estimated aid transit next year

Tuition Agreements

**Resident
District**



**Pays Tuition for an individual student
to attend another district**

**Another
District**



Appeals of Open Enrollment denial will be overturned when denying districts who accept students under tuition agreements. If you have space for tuition, you have space for Open Enrollment.

Cooperative Agreements

- For student programs, Wis. Stat. § 66.0301
- Multiple LEAs share costs of a program
- One LEA is fiscal agent
- Resident District is FAPE agency
 - Assign correctly in WISEdata
- Specify cost sharing/allocation
- Identify categorical aid transit

Cooperative Agreement

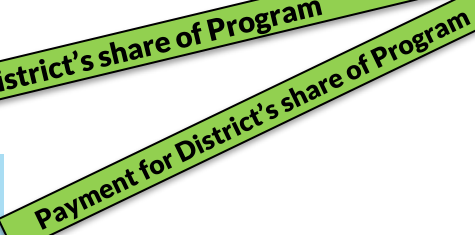
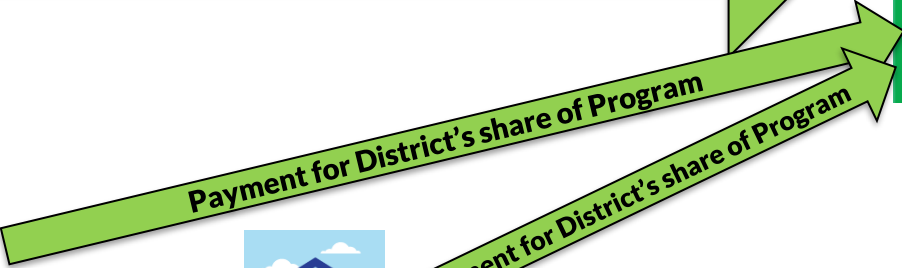
**Resident
District**



**Program Host
FISCAL AGENT**



Payment for District's share of Program



Tuition vs. Cooperative Agreements

Tuition Agreements

- For **students**
- Authority: s. 121.78
- Resident district pays another district for instruction/placement

Cooperative Agreements

- For **programs**
- Authority: s. 66.0301
- Multiple LEAs share costs of a program
- One LEA is fiscal agent

- Resident district remains FAPE agency in either case
- Districts may not cast tuition agreements as “66.0301” to avoid space determination/Open Enrollment issues

DPI Website Links

Special Education Aids:

dpi.wi.gov/sfs/aid/special-ed/overview

WUFAR:

dpi.wi.gov/sfs/finances/wufar/overview

IDEA Technical Assistance:

dpi.wi.gov/sped/educators/fiscal

Tuition Agreements:

dpi.wi.gov/sfs/finances/tuition/overview

DPI Contacts

State special education aids and reporting:
Rick Cruz, School Financial Services
ricardo.cruz@dpi.wi.gov, 608-266-8255

IDEA flow-through and preschool grants:
Rachel Zellmer, Special Education
rachel.zellmer@dpi.wi.gov, 608-266-1787