



Santa Clara County  Office of Education

# **2018-2019**

# **Budget Allocation Plan**

## **SELPA I**

Los Altos, Mountain View-Los Altos,  
Mountain View Whisman, Palo Alto, SCCOE



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## GUIDING PRINCIPLES:

### 1. Definitions:

- **Administrative Unit (AU):** The AU is the agency (County Office of Education) through which the funding passes from the California Department of Education to the districts within the SELPA. The distribution of funds by the AU is guided by the Special Education Local Plan Area (SELPA) Budget Allocation Plan. The AU (or SELPA Office) also has other fiscal and programmatic responsibilities in implementing the Local Plan for Special Education.
  - **California Department of Education (CDE):** The California Department of Education is the agency calculating the funding for each SELPA and distributing the funds to the Administrative Unit of the SELPA.
  - **Free Appropriate Public Education (FAPE):** Derived from the Federal Law (now IDEA '97), Free Appropriate Public Education refers to public schools being responsible to provide free appropriate public education services to disabled students in public schools, private schools, and to suspended or expelled students with disabilities.
  - **Least Restrictive Environment (LRE):** Derived from Federal law (IDEA '97), this term is used to describe how students with disabilities interact with the general education population of students. This term refers to the idea that "to the maximum extent appropriate, children with disabilities are educated with children who are nondisabled and that special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily."
  - **Regional Programs:** There are several categories of Regional Programs. For purposes of funding they are identified in three basic categories. The first is programs operated by the County Office of Education with a specific funding mechanism agreed upon by the SELPA being served. The second is a program operated by a district that is designed to serve students from districts within the SELPA. This too has a specific funding mechanism agreed upon by the districts within the SELPA. The third category is a program operated by a district, serving students with low incidence disabilities and is open to all districts within the county.
  - **SELPA:** A Special Education Local Planning Area (SELPA) is a district or group of districts united together to provide a continuum of services for students age birth through twenty-two residing within the geographical area. The SELPA governance structure ensures both fiscal and programmatic support to those educational agencies within the geographical region.
2. It is the responsibility of individual districts within each SELPA to assure a Free Appropriate Public Education (FAPE) for each special education pupil residing within it's geographical boundaries. This responsibility shall be met by direct provision of services, establishing an agreement with another public education agency, or contracting with a non-public school or agency.
  3. Allocation procedures will be fair and equitable to all districts and to the County Office of Education.
  4. The maximum State Funding will be fully utilized, according to allocation procedures and the budget allocation plan.
  5. Changes in allocation of funding will be determined according to designated timelines, so districts and the County Office of Education can make fiscal and personnel decisions.
  6. SELPA Budget Allocation Plans will be developed in accordance with current law.
  7. Districts should not be financially impacted in a negative way by operating a program for the benefit of the other districts within the SELPA.
  8. The principles of "Free Appropriate Public Education" (FAPE) and "Least Restrictive Environment" (LRE) shall not be compromised by fiscal consideration.
  9. Districts shall be accountable for the allocation and reporting of funds in support of programs and services to identified students.
  10. A uniform method of payment should be established for students served from outside the SELPA.

## COMPONENTS OF AGREEMENT:

### 1. Flow of Funding:

- a) **State Special Education Apportionments** flow from the California Department of Education (CDE) to the Administrative Unit (AU) which is the Special Education Local Plan Area (SELPA) Office at the Santa Clara County Office of Education (SCCOE). The distribution of revenue is managed by the SELPA Office Administrator and allocated in monthly increments according to the formulas agreed upon and specified in this document to each of the four (4) districts and the SCCOE Special Education department in SELPA I. The SELPA AU will distribute the apportionments immediately upon receipt.

Beginning in 2011-12, a new CDE guideline requires multi-district SELPA AUs to account for all transfers of revenue from SELPA to member LEAs in a Special Revenue Fund (fund 10), outside of the SELPA AU General Fund. Only pass-through revenues will appear in the new fund. SELPA AU and Low Incidence Equipment revenue and expenditures will continue to be accounted for in the General Fund (sub fund 810).

- b) **County Excess Property Taxes for Special Education** will be calculated by the SELPA AU, based on prior year December and April average pupil count. Each district's share of County Excess Special Education Property Taxes will be reduced by that district's share of the cost of using SCCOE Special Education programs. (Appendix B).

Santa Clara County becomes the 5<sup>th</sup> county in the state with **Special Education "Excess ERAF"** (joining Napa, San Mateo, Marin, and Mono counties). This resulted in a "swap" of SCCOE Special Ed Property Taxes for Special Ed State Aid.

- Prior to 2015-16, the Excess ERAF prior year adjustment "swaps" were done at the SELPA AU level, and affected districts only in the delayed transfer of Excess ERAF property tax for the amount of the Special Ed deficit.
  - In 2015-16, the Special Education Excess ERAF "swap" for Special Ed State Aid becomes the third funding source for AB 602 Entitlements: 1) SCCOE Special Ed "Excess" Property Tax Transfer; 2) Special Ed State Aid, 3) Special Ed Excess ERAF Property Tax. This is a dollar-for-dollar exchange of Property tax for State Aid, with timing of the cash disbursements being the only difference.
- c) **Federal IDEA Grants** Awards are sent directly to SELPA office and are distributed to districts as follows (Appendix G):
- **Federal Local Assistance Entitlement (Resource Code 3310)**  
Beginning 2018-19, Preschool Local Entitlement (Resource 3320) will be consolidated into Federal Local Assistance Entitlement.  
The Federal Local Assistance Entitlement is distributed to districts as follows: Distribute Preschool allocation (8.28%) by Prior Year December 1 Preschool Pupil Count; Distribute balance (91.72%) by Prior Year June P-2 Total K-12 ADA  
  
Beginning 2007-08, Local Assistance to SCCOE will be transferred from districts as partial payment for actual usage of SCCOE programs. (see 3.i Balance to SELPA Level Funding State Aid)
  - **Preschool Grant (Resource Code 3315)**  
The Federal Preschool Grant is distributed to districts based on prior year December 1 preschool count (ages 3-5).
  - **Preschool Staff Development (Resource 3345)**  
The Preschool Local Entitlement is distributed to districts based on prior year December 1 preschool count (ages 3-5).
  - **Federal Mental Health (see 1.f. Mental Health Funding)**
  - **Alternative Dispute Resolution Grant (Resource 3395)**  
The Alternative Dispute Resolution Grant will be shared by all 5 SELPAs and is used to pay for attendees of ADR conferences and cost of hiring an independent ADR facilitator.

Federal and state regulations regarding the use of Federal Grant funds will be strictly adhered to. (See also Maintenance of Effort Section of the Components of Agreement.)

In 2013-14, Federal Local Assistance was removed as one of the funding sources for AB 602. Once removed, State Aid will not automatically backfill any decrease in Federal Local Assistance funding.

Districts will submit to the SELPA office quarterly reports and a final expenditure report summarizing their actual expenditures for the fiscal year. The grants are paid as a reimbursement with the amount based on districts quarterly expenditures report. The grant period is extended to 27 months and a budget plan submission is required if districts have not fully expended the grant amount after the 15 month of grant period. Beginning 2015-16, CDE required LEAs to provide the Indirect Cost Rate and total indirect expenses on the Final Expenditure report.

**d) Regionalized Services and Program Specialist Revenue**

The SELPA Administrative Unit budget, included in this document, is developed by the SELPA AU and approved by the SELPA Representative Council each year. Beginning 2013-14, Regionalized Services and Program Specialist revenue that was previously used to fund the SELPA AU, were rolled into the AB 602 base calculation. SELPAs I, II, III, IV and VII will now share the cost of the SELPA AU by contributing \$7.07 per total K-12 ADA in 2018-19. SELPA AU will continue to invoice \$400 per district to cover costs of providing Diagnostic Center trainings.

**e) Low Incidence Equipment and Service Revenue**

CDE allocates funding to SELPA based on number of LI students by District of Residence. SELPA AU will divide the total funding to SCCOE and districts based on prior year December 1 LI student by District of Service.

SELPA I districts will request purchase of Low Incidence Equipment through the SELPA AU. Any amount not spent will be carried over for use in the subsequent year. The Low Incidence Equipment inventory will be kept by the SELPA AU office.

In 2013-14, Low Incidence Equipment and Low Incidence Services revenue were blended together and can be spent interchangeably. There will no longer be separate grant reporting on Low Incidence Services.

Purchases of Low Incidence Equipment for inter-district transfer students will come entirely from District of Residence LI Equipment funding, except when transfers cross SELPA AU, in which case the District of Service will pay current year per pupil LI Equipment amount and the DOR will pay the balance.

**f) Mental Health Funding**

**ONE-TIME** supplemental mental health funding was allocated to LEAs in fiscal year 2005-06 through **2010-11**, for the sole purpose of providing **pre-referral interventions** to students prior to referral for AB 26.5 mental health services. These services could include: counseling and guidance services, psychological services, parent counseling and training, behavioral services and social work services. These were restricted funds; therefore districts had to ensure that they were used only for **pre-referral intervention** activities. This funding stream no longer applies, and has been folded into other MH funding streams going forward.

1. Federal Mental Health Funds (Resource 3327) is distributed to SELPA I districts based on Weighted ADA formula for distribution to districts within SELPA (high school ADA weighted 1.5 x Elem ADA). All unused Federal Mental Health funds (after 24 month period) from Bullis Charter School will be distributed to Los Altos School District.
  - State Mental Health Funds (Resource 6512) is distributed to SELPA I districts based on Weighted ADA formula for distribution to districts within SELPA (high school ADA weighted 1.5 x Elem ADA).
- See Appendix H for more detail on guidelines on Mental Health funding.

**g) LCI/NPS/SNF Cost Share (Out-of-Home-Care Funding)**

SB 1108 (2004-05) provided that the reporting and 100% reimbursement from the state for the cost of NPS tuition for LCI residents became inoperative on June 30, 2004. In place of that, the CDE will calculate annually for each SELPA an amount for "Out-of-Home-Care" funding.

While this funding is intended to help pay the cost of serving a greater population (students living in GH, FFA, SNF, ICF and CCF, served in all types of programs, not just NPS), the estimated amount to be received by Santa Clara County is considerably less than previously received for the 100% reimbursement for the smaller population of LCI/NPS alone.

Because the new funding formula provided less revenue than the previous 100% reimbursement for NPS/LCI, and the cost for these services has not diminished, a deficit in NPS/LCI was anticipated each year which must be shared by all districts in Santa Clara County. The exact method for sharing that deficit was decided by Superintendents representing all the SELPAs in the county.

Beginning in 2010-11, Out of Home Care Funding and Expenditures for NPS/LCI (Paid by SCCOE) are cost shared separately within each SELPA AU. See MOU in Section A. First priority with Out of Home Care revenue remains to reimburse SCCOE for NPS/LCI Tuition expenditures.

**2. MOU #1 and MOU #2:**

MOU # 1 and MOU # 2 are agreements made between all SELPAs in Santa Clara County during the transition from J-50 to the AB 602 funding model. MOU#1 provides guidelines for distribution of revenue from units reported in SELPA III in the base year for serving pupils in SCCOE programs from all districts in the county. MOU #2 distributes revenue from the base year maximization of J-50 reporting to all SELPAs. (Appendix A)

- In 2005, a consultant was hired to perform an analysis of the two countywide agreements in view of statewide equalization and changes in the use of SCCOE Special Ed programs that have occurred since the agreements were written. Following the study, the (SELPA) Superintendents' Representative Council voted to make no changes to the MOU agreements.
- In 2015-16, a committee consisting of the two SELPA Directors and the two SELPA Fiscal Analysts in NW and SE SELPAs met to assess whether the MOUs still represented a fair re-allocation of AB 602 in the County. The recommendation from the two SELPA AUs was to make no changes at this time.

**3. Calculation of Apportionments:**

**a) Basic Funding Model**

As specified in AB 602, the California Department of Education will allocate special education funding to SELPAs based on the SELPA Base Rate per K-12 ADA. The basis for calculation of the SELPA rate is the combined revenue (after deficit) received by all of the districts (and SCCOE) within the SELPA from J-50 reporting of operations in the base year (1997-98). The formula includes a combination of three sources of Special Education Revenue: 1) State Special Education Apportionment, 2) County "Excess" Special Education Property Taxes, and 3) Federal Local Assistance (IDEA Part B). Inter-SELPA unit transfers in the base year were reversed at State-calculated rates to adjust revenue to SELPA-of-Residence. The total of this revenue (in 1997-98) for all member districts of the SELPA divided by the total K-12 ADA (in 1997-98) for all member districts of the SELPA constitutes the SELPA Base (Year) Rate-per-ADA. The base year was amended with the filing of the "Maximization of 1997-98 J-50s (see MOU #2). All subsequent years have been built on this base year rate, by adding COLA, State Equalization (if applicable), positive or negative adjustments for Growth (or decline) in total K-12 ADA, and any other additional SELPA revenue per ADA (such as on-going Mandated Cost Settlement to SELPAs, and Federal Augmentation Revenue to SELPAs, and Supplements to the Base.)

Beginning 2013-14 CDE has removed Local Assistance as one of the 3 funding sources of AB 602 entitlements. There will only be 2 funding sources going forward. CDE is reducing the SELPA rates/ADA to reflect only the 2 sources of revenue. Local Assistance will be distributed as a stand-alone grant, similar to all of the other IDEA

grants. So, any future decrease in Local Assistance will not need to be reflected in a corresponding increase in Special Ed State Aid.

In SELPA I, Base Rates were calculated for each district in the same manner, as follows:

1997-98 revenue (from State Special Education Apportionment, County Excess Tax Transfer, and Federal Local Assistance Grant) were added together. Adjustments were made to bring Inter-district Transfer revenue and County Office Special Education Revenue back to Districts-of-Residence. The net result is divided by the total K-12 ADA at P2 1997-98 (as specified in the AB 602 formula). This became the Base Rate for each district as AB 602 was implemented. Each subsequent year a district begins the year with the same entitlement that it ended with the previous year. A district's entitlement increases by any allocation of COLA, or Growth, State Equalization or other additional SELPA revenue made to the district. At the end of each year a new District Base Rate is calculated by dividing the current year revenue by the current year ADA. At the end of each year a comparison will be made of the district Base Rates-per-ADA within the SELPA to determine which districts are lowest-funded and eligible for equity adjustments in the subsequent year. For the purposes of comparing district Base Rates, only the AB 602 formula will be used. Revenue Limit for special education ADA will not be included in this comparison. Sample Revenue Calculation is also included in Appendix B.

For SELPA I, District Base Rate/ADA equalization was reached in 2007-08. After reaching Base Rate equalization, all districts receive new, on-going, revenue at the same rate per ADA.

Agreement for 2013-14, is to assume Local Assistance is still in the AB 602 Calculation for this one transition year. That is, District rates/per ADA for the total of the 3 sources of revenue (before inter-district transfers and payment for SCCOE Special Ed pupils) will remain equalized during the transition.

In 2014-15, Local Assistance will be distributed to districts outside of the AB 602 Base. In order to continue equalized rates/ADA, Special Ed funding will be distributed using Prior Year P2 ADA instead of by pupil count so that the distributions of Local Assistance do not change during the Grant Award Period.

**b) SELPA COLA Funds**

COLA for the SELPA is calculated by CDE at a percentage of the bifurcated statewide target. The dollar amount per ADA is distributed to SELPAs based on prior year total K-12 ADA. After achieving Base Rate Equalization, all new COLA revenue is distributed at equal amounts per ADA to all districts in SELPA I.

Bifurcated COLA (and Growth) began in 2005-06, when the CDE began calculating COLA and Growth on the State/Local portion of AB 602 funding only, basically subtracting average Federal Funding from the average (or Statewide Target) Base Rate. Then the COLA rate is applied to that part of the Statewide Target only.

In 2018-19, the COLA rate is 2.71% or about \$14.6608336431/ADA.

**c) SELPA Growth Funds**

Once Base Rate Equalization is accomplished in 2007-08, Growth funds will be adjusted at the same rate for every district, based on Current Year Gain or Loss of ADA. Any difference in the total growth adjustment for the SELPA (based on Current Year) and the CDE formula for SELPA Growth (based on the Greater ADA over a three year period) will be adjusted at the same rate per ADA for all districts in the current year, so that the difference does not create Base Rate per ADA differences between districts.

**d) Equity Adjustments**

SELPA I agreed to make efforts to equalize Base Rates- per-ADA between districts within the SELPA over a period of time. While continuing to favor a "hold harmless" concept for the higher-funded districts, except in the area of declining ADA, the lower-funded district apportionments were increased by specified additional funding in order to build those base rates higher. SELPA I agreed not to include the Revenue Limit for Special Education ADA in comparing district base rates for equity purposes. SELPA applied 60% of all new revenue (other than growth) toward equalizing base rates in 2006-07. Approximately 54% of COLA was used for equalizing in 2007-

08. The remaining new revenue in those years was distributed to all districts based on prior year total K-12 ADA. Base Rate Equalization was achieved in 2007-08.

For transition year 2013-14, in which Local Assistance is removed by CDE as a funding source for AB 602 entitlement, districts agreed to continue to keep Revenue/ADA equalized using all three Revenue Sources for 2013-14.

**e) Unallocated Funds**

Any unanticipated or unallocated revenue coming to SELPA I will be reported to the SELPA Operations/Fiscal Committee for review and recommendation as to allocation. A recommendation from the SELPA Operations Committee to the Executive Council regarding the distribution of unallocated funds will be made.

**f) Non-Public School/Agency Costs:**

A set aside pool of funds for NPS/NPA will not be implemented at the SELPA level for SELPA I. Districts will continue to be individually responsible for these costs.

**g) LCI/SDC/MTU/Trans Cost Sharing**

The cost of LCI students receiving services in SDC programs and in SCCOE programs and are residing in NW SELPAs will be shared by all districts based on percentage of total K-12 ADA. Cost sharing credits to districts for serving LCI residents in district SDC programs is aligned to Inter-district transfer agreements (severe/non-severe). Districts charged for sending LCI students to SCCOE programs will be credited the amount charged.

The following will also be included in the LCI Cost-Sharing Agreement. These costs will be shared by all of the districts in the NW SELPAs by total K-12 ADA.

- Palo Alto USD will receive a credit, at the current SCCOE Housing Policy Facilities Rate per class for four classrooms housing the CCS MTU at Juana Briones beginning 2006-07.
- Sunnyvale SD will receive a credit for that amount per class for two classrooms housing the two CCS Satellites (one at Cherry Chase and one at Vargas) beginning 2006-07.
- The cost of transporting OI students confined to wheelchairs from LCI to district programs

**h) Funding for Services provided to students in hospitals, Juvenile Court Facilities**

- The cost of serving students who reside in hospitals shall be the responsibility of the district in which the hospital is located.
- The cost of special education services provided by SCCOE for students in Juvenile Court Facilities shall be charged to districts, based on usage of the program. See the section on SCCOE funding. Special Education services for students in district-run Alternative Schools programs shall be the responsibility of the district.

**i) Balance to SELPA Level State Aid**

A countywide Fiscal Subcommittee was assembled in 2006-07 to analyze the practice of using SCCOE's Federal Local Assistance Grant as an offset to the cost of SCCOE Programs billed back to districts, and the effect of this use of Federal Local Assistance Revenue on the calculation of District Special Education Revenue in the SELPA Revenue Projection spreadsheets, line items "Balance to SELPA Level State Aid", and "Cost of SCCOE programs".

- Beginning in 2007-08, Federal IDEA Local Assistance was not allocated to SCCOE by prior year pupil count, as has been done in the past, and was no longer counted among the "Other Revenue Sources" that offset (reduce) the amount of charge-back to districts by usage. The amount of Local Assistance which would be allocated to SCCOE by the pupil count method, will instead, go to districts (by number of pupils in SCCOE Block Programs) and then, that same amount transferred to SCCOE, for partial payment, by actual usage of SCCOE programs. In this way, Federal Local Assistance Revenue to SCCOE will be used as a method of payment for actual usage of programs by districts, rather than an "off the top" subsidy. This method should not significantly change any district or SCCOE PERS reduction, or MOE calculation.

- Also beginning in 2007-08, the SCCOE column in each SELPA's Revenue Projection Spreadsheet, will no longer calculate an AB 602 Entitlement. By using the Federal IDEA Local Assistance, as an internal transfer of funds from districts to SCCOE for payment of services, by usage, and by allocating the SCCOE ASD ADA to districts within a SELPA, SCCOE will no longer accumulate an entitlement which previously needed to be adjusted in the "Balance to SELPA Level State Aid" line. The only amounts showing in the SCCOE column will be transfers from districts for actual payments by usage of SCCOE programs, and any separate entitlement for SCCOE Charter Schools. SELPA I will allocate the SCCOE ASD ADA by percentage of Special Education ASD ADA (by district of residence) within SELPA I.

#### **4. Inter-district Transfers:**

*It is the intent of the SELPA Budget Allocation Plans that Special Education Funding follows Services.*

##### **a) Inter-district Student Transfers (Based on Average Cost)**

Dependent upon mutual agreement between districts, the following model for the transfer of Special Education students between districts has been developed, reflecting the estimated average cost of providing Special Education services. A transfer reporting form may be completed by districts and submitted to the SELPA fiscal advisor. The transfer reporting form shall report services provided on December 1 and April 1 to non-district students. The SELPA office will record the information and adjust apportionment distribution to districts accordingly, based on the reporting forms. The cost of serving the transfer pupil will be subtracted from the District-of-Residence's Special Education Apportionment and added to the apportionment for the District-of-Service.

Responsibility for providing Low Incidence Equipment to a Low Incidence qualified Inter-district transfer student shall, by agreement, fall primarily on the District-of-Residence.

For the complete list of agreements regarding responsible district in Inter-district transfer situations, please refer to the SELPA Inter-district Transfer Policy.

##### **b) Designated Regional Program Student Transfers (Based on Actual Costs)**

SELPA Regional Programs, in this context, refer to those programs designated by the SELPA as specialized, requiring full funding to safeguard their existence and operation for the benefit of the SELPA. The funding model for transfer students will be used as the general method to establish costs on a per student basis, however, actual costs rather than average costs should prevail in this model. A listing of Actual Cost Reimbursement Regional Programs appears in the Inter-District Transfers section of this booklet. (Appendix E)

##### **\*\*IMPORTANT NOTE\*\***

Districts in SELPAs I, II, III, IV and VII which serve students who reside in SECSE SELPA will contract independently with those districts in SECSE SELPA for Special Education Services provided. In these instances only, apportionments will not be adjusted for the transfers. Any transfer of funds must be made through invoicing and issuance of warrants.

#### **5. Calculation of SCCOE Funding:**

##### **a) Santa Clara County Office of Education (SCCOE) Special Education Block Rates**

The SCCOE programs have been given high priority for funding purposes. These programs are considered regional programs operated for students requiring very specialized services who reside in various districts within the six SELPAs in Santa Clara County. A "Building Block" model has been developed for the calculation of costs associated with these programs, and is included in Appendix F. Average salaries and costs were compiled as well as additional services required for the more intensive needs programs. The costs have been calculated for the **Foundation (Basic) Block** along with the costs for augmented services (building blocks) for the more intensive needs programs. Block rates have increased and/or been re-benched over the years, as detailed in the exhibits in the SCCOE section. (Appendix F)

All county programs are based on an average ratio of one teacher to ten (1:10) students with the exception of the autistic program, which is built on a one to eight (1:8) ratio. The cost of the program (based on the building block model) will be charged to each district according to the percentage of students that a district has in a specific block program for that year. The funding allocation for SCCOE students served in the base year (1997-98) has been adjusted back to districts of residence. Current Year charges will be deducted from the districts' allocation of County Excess Special Education Property Tax.

In 2012-13, Mental Health Services formerly provided by County Mental Health will need to be provided by other sources/agencies in 2012-13. If districts wish to use Mental Health Revenue for Mental Health Services in the ED Block, it will be possible to direct a portion of a district's MH funds to SCCOE in payment of the Mental Health component of the ED Block. Mental Health funds will not go directly to SCCOE (as an allocation), but only in payment of a district's obligation for the Mental Health component for SCCOE E.D. students. All blocks will increase slightly due to increased costs.

In prior years beginning in 2013-14, NW and SE SELPAs have used the December 1 and April 1 census dates, for calculating charges for SCCOE programs. However, effective 2017-18, NW and SE SELPAs will use the average of October to April (7x) block enrollment census dates in the calculation of charges for SCCOE programs.

Also in 2013-14 and 2014-15: CDE switched to LCFF (Local Control Funding Formula) from the Revenue Limit Funding model at P2 2013-14. Approximately \$7.5 million which SCCOE previously received from the County Office Revenue Limit Funds Transfer to help fund the SCCOE Special Ed Block Programs reverted to the Districts of Residence of those students sent to SCCOE Special Ed Block Programs. More Special Ed Revenue gets diverted to SCCOE within each SELPA for those students, to backfill the loss of the \$7.5 million in Revenue Limit, while Districts of Residence keep all of the unrestricted LCFF revenue for those students. See MOU and explanation, Section A-5 through A-7. County Office Funds Transfer MOU extended for 2016-17, and will be reviewed annually.

Re-benched block rates are presented to SELPAs annually. In 2018-19, SELPA I has approved to use the adjusted re-benched Block Rates. (See Appendix F on SCCOE Block Rates for details).

Any difference in revenues collected and actual cost of SCCOE programs, after closing the current year will be adjusted in the subsequent year. SCCOE may carry over a reserve of Special Education revenue, which does not exceed 2% of its Special Education Expenditures for the year, for the purpose of rate stabilization to districts. Any reserve in excess of 2% will be returned to districts on a rate-per-pupil-attending-SCCOE-programs basis.

The funding model for DIS services will be based on the actual salary and benefits plus travel for DIS staff, such as Visually Impaired, and Adaptive Physical Education. (VI Program has a recommended standard of 120 hours per teacher per month).

**b) Special Education Services in Alternative Schools**

Beginning in 2002-03, Special Education services for students in SCCOE Alternative School Programs are charged back to districts by usage, in a formula similar to the block formula described above. This process replaces the previous method of charging each SELPA a percentage of the cost for these services "off the top" of the SELPA funds. Students can be enrolled in SCCOE Community Schools Programs only with a written agreement between the district and the SCCOE.

Beginning in 2013-14: With the P2 change to LCFF funding from Revenue Limit Funding, the amount of LCFF Base Funding received directly by SCCOE for Special Ed (SDC) in Court Schools ADA, will partially offset any costs to districts of residence for SCCOE Special Ed in Alt Ed.



**c) SCCOE Facilities Policy**

All SELPA Executive Councils in Santa Clara County have approved a policy to cover housing for programs operated by the SCCOE Special Education Department on district operated sites. Each school district has the responsibility for providing classroom space for the number of resident students enrolled in SCCOE Special Education programs. This housing policy specifies that when a district provides less space than its obligation, a housing fee will be added to the estimate of cost of SCCOE programs for that district. A housing compensation will be issued to the district in the form of a cash journal when district provides more space than its obligation. The SELPA facilities committee each year will recommend the value to be used in the calculation of the housing fee or compensation. (Appendix F)

Starting with 2016-17, the custodial and utilities costs incurred at the 5 "SCCOE New Construction Sites" will be removed from the blocks costs and put into Facilities costs. Another change to Facilities Policy is for district who provides space for SCCOE classroom, if they are unable to provide custodial, utilities and associated supplies, they will pay the actual cost for SCCOE to provide them.

**d) SCCOE Special Ed Transportation**

SCCOE transports LCI (and similarly, SNF) residents to SCCOE programs. Districts transport LCI students to District Programs, with the one exception that the SELPA I cost of transporting wheelchair pupils from LCI to District Programs is rolled into the NW SELPAs LCI/SDC cost share. Starting 2009-10, SCCOE Special Ed covered the Transportation deficit. Future discussion will need to address payment of these costs as the Transportation deficit continues to rise.

**6. Maintenance of effort (E.C. 56841):**

Federal funds for special education should be used to supplement and not supplant state and local funds (E.C. 56841). The specifics of the federal regulations translate this into an MOE calculation, based on expenditures for special education (Sections 300.203-300.205 of Title 34 of the Code of Federal Regulations [CFR]).

The general rule under the MOE requirement is that LEAs must spend at least the same level of state and local funds (or local funds only) on special education as in the prior year, either in terms of total or per-capita expenditures. If an LEA fails this initial test, the federal regulations allow an exempt reduction Under 34 CFR Section 300.204:

- a. Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel.
- b. A decrease in the enrollment of children with disabilities.
- c. The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child:
  - i. Has left the jurisdiction of the agency;
  - ii. Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated;
  - iii. No longer needs the program of special education.
- d. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities.
- e. The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c).

The eligibility standard in Section 300.203(a) requires that, in order to find an LEA eligible for an IDEA Part B subgrant for the upcoming fiscal year, the CDE must determine that the LEA has budgeted for the education of children with disabilities at least the same amount of local, or state and local funds, as it actually spent for the education of children with disabilities during the most recent fiscal year for which information is available.

The compliance standard in Section 300.203(b) prohibits LEA from reducing the level of expenditures for education of children with disabilities made by the LEA from local, or state and local, funds below the level of those expenditures from the same source for the preceding fiscal year.

Beginning 2016, MOE for LEAs must meet the “subsequent-year rule” where if an LEA fails to meet the MOE test in one year, the LEA is required in subsequent fiscal years to maintain effort at the level prior to the failure. Thus, the LEA must calculate its level of effort on the most recent fiscal year in which the MOE test was met.

In order to receive and keep Federal IDEA Funding:

- If the SELPA fails to pass the SEMB (Budget) software test, no Federal IDEA funds will flow to the SELPA in the current year.
- If the SELPA fails to pass the SEMA (Actuals) software test, the amount that the SELPA is short of meeting the requirement, will be returned to the CDE. Those LEAs which failed to meet the MOE requirements in the Actuals to Actuals test will be responsible for the loss. The amount recovered by the CDE will be deducted from the revenue received by those districts.
- If the SELPA passes, but a district fails to meet MOE, federal IDEA funds will be redistributed within the SELPA pursuant to SELPA policy.

#### **7. Charter School Policy – Excerpts related to fiscal issues:**

Funding for special education services, participation in the governance structure and responsibility for provision of services shall be based on the categorization of the individual Charter School (operating as a public school of its chartering entity or functioning as an LEA). Schools chartered by a LEA shall negotiate their charter and MOU with the school district from which they are seeking the charter. Charter schools may also elect to be deemed a Local Educational Agency (LEA) by providing verifiable written assurances that the Charter School will participate as a LEA in a SELPA for purposes of the provision of special education services.

- a) **Public School within a District** will participate in the State and Federal funding in the same manner as other schools within the chartering district. The chartering district will be responsible for ensuring that all children with disabilities enrolled in the Charter School receive special education and related services in a manner that is consistent with all applicable provisions of State and Federal law. The district will be responsible for funding appropriate special education services in the Charter School, even though the student may live anywhere in the State of California. The district and Charter School may enter into agreements whereby the Charter School is billed for excess costs associated with providing special education services to identified students, including the administration of special education programs. The Charter School may also be held fiscally responsible through the MOU for a fair share of any encroachment on the district’s general fund that is created by the provision of special education services throughout the district.
- b) **Public School within the County Office** will participate in the State and Federal special education funding in the following manner: (1) the SELPA where the charter school is located will distribute special education funding to the SCCOE pursuant to the SELPA Budget Allocation Plan; (2) the SCCOE will use these funds to fund the actual cost of special education services provided by the Charter School up to the total amount generated; (3) any unused funds will be returned to the SELPAs in the same proportion in which they were received. The SCCOE and the Charter School may enter into agreements whereby the Charter School is billed for excess costs, based on the SELPA-Wide average rate of local support per ADA associated with the provision of special education services to identified students, including the administration of special education programs.
- c) **Charter School as a LEA within the SELPA** A Charter School may apply to become a LEA for the provision of special education services. Application must be made to the respective SELPA by February first of the school year preceding the school year in which the Charter School anticipates operating as a LEA within the SELPA. The Executive Council of Superintendents will determine whether the Charter School has provided the requisite assurances. Once deemed a LEA, the Charter School, like all other members of the SELPA will...receive State and Federal funding for the special education in the same manner as other districts within the SELPA...be responsible for all costs incurred in the provision of special education services.

(SELPA I agreed that any return of SCCOE Charter school funds will go to the districts in the SELPA in proportion to the Charter ADA by district of residence from within the SELPA.)

SCCOE Charter Schools within the SELPA will receive the same AB 602 Entitlement per ADA as the equalized districts within the SELPA.

For the complete SELPA Charter School Policy, please refer to SELPA Policy and Procedures Manual.

**8. Interest on SELPA Pass-through Revenues:**

Distribution to districts of interest accrued on SELPA revenues will be calculated as a percentage of district Special Education State Aid to total Special Education State Aid distributed to all districts by the SELPA AU, at the end of any fiscal year.

**9. Amendment to Prior Year Budget Allocation Plan:**

None.

**10. District Financial Reports for the Budget year: as required,**

By SACS goal and function are summarized in the MOE Reports by district and by SELPA, and will be kept at the SELPA AU and be available to the public. The Annual Budget Plan as required by E.C. 56205, appears in this document, Appendix D.

**11. SELPA AU Fiscal Responsibility to districts in SELPAs I, II, III, IV and VII:**

- a) Apportionment (Sp. Ed. State Aid) calculation and distribution
- b) County Special Ed (Excess Tax) Calculation and distribution
- c) Federal IDEA Part B Grant Calculation, Distribution and Expenditure reports
- d) Low Incidence
- e) Fiscal Record keeping per (E.C. 56195.7)
- f) Apportionment adjustments for MOUs, Inter-district transfers within five SELPAs and SCCOE program costs.
- g) Apportionment adjustments for LCI/MTU Cost-sharing
- h) Prior Year apportionment adjustments, and distribution of any carryover funds at year end
- i) Distribution of Interest on SELPA Pass-through funding
- j) Annual preparation/distribution to districts of SELPA Fiscal Documentation:
  - o SELPA Budget Allocation Plan
  - o SELPA Year End Closing Exhibits, Calculations for revenue distribution
  - o SELPA MOE reporting

**12. SCCOE Special Ed Department Fiscal Responsibilities:**

- a) With the fiscal separation of SELPAs V and VI in 2001-02, SCCOE per agreement will complete the infant and NPS/LCI "J-50" reports for the CDE
- b) Completion of Part C Federal Grant Applications and Expenditure Reports
- c) Prepares estimate of increase in students and classes for subsequent year
- d) Provides Block Enrollment information
- e) Provides 1:1 Aide use information

**13. Hughes Bill Mandate Settlement:**

In response to legislation (AB 2586 Hughes Bill), the State Board of Education in 1993 adopted regulations requiring LEAs to develop BIPs (Behavior Intervention Plans) for special education students who exhibit serious behavioral problems. The regulations imposed detailed and costly requirements that exceed federal law. Test Claim CSM-4464 was tied up in the mandate reimbursement process and in the courts for over 14 years. A settlement was finally reached with Education Legal Alliance, working on behalf of San Diego USD and Butte and San Joaquin COEs.

CSBA and the Education Legal Alliance had responsibility for securing approval of the proposed settlement. In order for the settlement to take effect, 85 percent of LEAs representing 92 percent of the statewide ADA had to waive their rights to file additional mandated cost claims on the current Hughes Bill statute and regulations. Resolutions and waivers were taken to School Boards for approval and returned to CSBA in February 2009. The Settlement is currently awaiting legislation AB 661 (Torlakson) to implement. Estimated payment schedule is included, for reference, should the Mandate Settlement be implemented through legislation. At this writing, the Hughes Bill Mandate Settlement (on-going increase to AB 602 Base Rates) is not yet included in Special Ed Revenue Projections from SELPA AU, following advice of School Services. Funding for the Mandate was not included in the 2009-10 State Budget, and indications are that it would be difficult to fund, given the current State Fiscal Crisis. Still no Funding in 2010-11, and 2011-12, and 2012-13.

Districts filed Hughes Bill Mandated Cost Prior Years Reimbursement Claim forms with CDE in 2013/2014. Still no funding has been appropriated to pay claims in 2013-14.

The BIP mandate is the focus of a CSBA lawsuit challenging the State's failure to pay what has already been determined to be a reimbursable cost. They are working on their submission to the court, hoping to overturn the statute requiring that special education apportionments offset districts' BIP claim. (*Per inquiry from School Services of California, February 2015*)

The \$4 billion owed to schools for unpaid mandate claims is part of the "wall of debt" and includes BIP. The Governor's Budget proposes to provide about \$180/ADA in unrestricted funds in 2015-16 to all local education agencies, including charter schools. The Budget also proposes that for LEAs with outstanding mandate claims, the dollars received be counted against their claims.

#### **14. Parentally-Placed Student in Private School:**

The LEA where the parentally-placed children with disabilities in private schools are *located* is responsible for child find and providing special education and related services. LEAs must use a proportionate share of their Individuals with Disabilities Education Act (IDEA) 611, Part B funds, Resource 3310 to provide special education and related services to parentally-placed children with disabilities enrolled in private schools and who attend private schools *located* in the LEA. There is no exception for out-of-state parentally-placed children with disabilities attending private schools located in the LEA. Therefore, out-of-state parentally-placed children with disabilities must be included in the group of parentally-placed children with disabilities whose needs are considered in determining which parentally-placed private school children with disabilities will be served and the types and amounts of services to be provided.

#### **15. Excess Cost Calculation:**

Amounts provided to an LEA under Part B of the Act may be used only to pay the excess costs of providing special education and related services to children with disabilities. Excess costs are those costs for the education of an elementary school or secondary school student with a disability that are in excess of the average annual per student expenditure in an LEA during the for an elementary school or secondary school student, as may be appropriate. An LEA must spend at least the average annual per-student expenditure on the education of an elementary school or secondary school child with disability before funds under Part B of the IDEA are used to pay the excess costs of providing special education related services.

**APPENDIX A**  
**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SELPAs**

1. MOU # 1 – COE Operations in Base Year Calculations
2. MOU # 2 – J-50 “Maximization” in Base Year Calculations
3. MOU with SE SELPA regarding LCI Cost-Sharing
4. Santa Clara County Office Funds Transfer for Special Education ADA under LCFF



Colleen B. Wilcox, Ph.D.  
Superintendent

## Santa Clara County Office of Education (SELPA's I - VII) Memorandum of Understanding #1

### COE Operations in Base Year Calculations (March, 2000)

Implementation in 98/99 of the new Special Education Funding Formula mandated by AB 602, illuminates some critical issues which would be best served by written policy agreement between all SELPA's.

#### Background

County Office of Education Special Education programs were, under the J-50 Funding Model (which ended in fiscal year 97/98), reported in SELPA III. AB 602 specifies a formula for determining SELPA revenue for all future years according to the revenue which was generated by district J-50's within the SELPA in the base year (97/98). The AB 602 formula provides a means to adjust revenue back to SELPA of residence in the base year for all unit transfers between SELPA's. There are, however, some elements of County Office Special Education Funding which cannot be adjusted to SELPA of Residence via the unit transfer formula. This revenue remains in SELPA III, but clearly does not belong solely to the districts in SELPA III. It is the amount and disposition of this revenue which is being addressed in this document.

1) The 24.27 Frz Units in SELPA III identified by Paul Goldfinger, of School Services as funding for COE programs which serve all of the districts in the county. This is over and above what would be considered SELPA III's share of COE funding based on pupils in COE programs.

Revenue transfer from SELPA III Base Funding	<b>\$2,040,125</b> (transfer to COE)
18.45 SDC 1 Aide x \$89,516 = \$1,651,570	
5.82 DIS x \$66,762 = \$388,555	
Calculated at CDE posted Transfer Rates	

2) COE Base Year (97/98) Extended Year Funding **\$3,039,659** (transfer to COE)

Revenue transfer from SELPA III Base Funding  
From 97/98 Annual J-50 COE SELPA III

3) COE NPS/NPA Column A, B Base Year Reimbursements

base yr SELPA II OT Louise Faulker contract reimbursement	\$ 952,300 (transfer to COE)
base yr SELPA III OT Pediatric Interv. contract reimbursement	\$ 50,050 (transfer to SELPA II Reg.Serv)
Revenue transfer from SELPA III Base Funding	\$ 103,690 (transfer to SELPA III Reg.Serv)
From 97/98 Annual J-50 COE SELPA III	<b>\$ 1,106,040</b>

4) COE Alternative Schools Grant

\$116,625

**Total \$6,302,449**

#### Policy Agreement

By agreement of all seven SELPA Executive Councils, **\$6,148,709**, which is included in the base funding of SELPA III, will be transferred from SELPA III to the COE to fund programs serving all districts in Santa Clara County. This transfer of **\$6,148,709 (less deficit)** will occur every year. The COE will calculate the cost of operating Special Education Programs and the above amount will be transferred to the COE to partially fund those programs. These revenues will be used to offset the final cost of COE programs which will be charged to districts based on actual usage of those programs. In addition **\$50,050** will be transferred from SELPA III's base funding to SELPA II's Regionalized Services Budget, and **\$103,690** will be transferred from SELPA III's base funding to SELPA III's Regionalized Services Budget, as indicated above. These latter two amounts were paid with SELPA Regionalized Services funds and reported and reimbursed through the COE's J-50 (in SELPA III) in the base year.

SELPA I Executive Council Chairperson

SELPA II Executive Council Chairperson

SELPA III Executive Council Chairperson

**To be signed  
following final  
certification and  
review of 97/98  
Base Year figures**

SELPA VII Executive Council Chairperson

SELPA IV Executive Council Chairperson

SELPA V Executive Council Chairperson

SELPA VI Executive Council Chairperson



# Santa Clara County Office of Education (SELPAs I - VII)

## Memorandum of Understanding #2

### MAXIMIZATION in Base Year Calculations (March, 2000)

Recertification of the AB 602 Base Year J-50s (97/98) in February of 2000, revealed an uneven distribution among the seven SELPAs of the gains realized by Paul Goldfinger's (School Services) Countywide Maximization of Revenues.

#### Background

The Paul Goldfinger "Maximization" of Revenue for fiscal year 97/98 generated a prior year adjustment of \$1,997,738 in shared gain for Santa Clara County. An additional \$203,852 was generated as a result of specific operational changes to district J-50s. As in past practice the shared \$1,997,738 gain will be distributed to districts based on pupil count, see attached schedule, as a one-time prior year adjustment in 99/00. The \$203,852 will go to the districts which generated those funding changes by correcting the reporting of their operations for that year.

#### Maximization in the Base Year of AB 602 funding

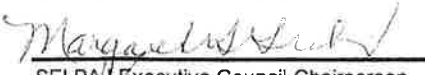
Because 97/98 is the Base Year for calculation of all future SELPA funding under AB 602, it is important to look at the fair distribution of this shared Countywide increase in funding as it rolls into the SELPA base rates. When the Maximized J-50s were rolled into the SELPA Base Rates by the California Department of Education, the gain from Maximization fell unevenly among the seven SELPAs.

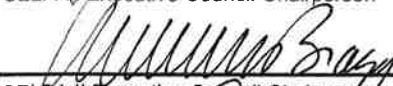
#### Inter-SELPA apportionment adjustments to fairly distribute the Maximized Base Year Revenue to all SELPAs

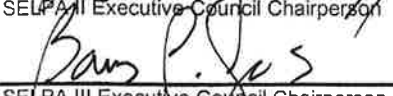
	{a}	{b}	{c}	{d}
	Base Year 97/98 Maximization Distribution by Pupil Count	Actual amount rolled into SELPA Bases by CDE AB 602 formula	Difference	Adj Entry in 99/00 Difference times 99/00 Base Proration 0.9599306091
SELPA I	182,387	135,049	47,338	45,441
SELPA II	213,902	144,910	68,992	66,228
SELPA III	309,520	(101,081)	410,601	394,148
SELPA IV	255,921	(293,011)	548,932	526,937
SELPA V	758,002	1,882,725	(1,124,723)	(1,079,656)
SELPA VI	156,993	315,909	(158,916)	(152,548)
SELPA VII	121,012	(86,816)	207,828	199,500
Totals	1,997,737	1,997,685	52	50

#### Policy Agreement


By agreement of all seven SELPA Executive Councils, \$1,997,738, representing the net shared benefit of Countywide Maximization of 97/98 Base Year Revenue, **will be adjusted each year, beginning with 98/99** to roll the original distribution by pupil count into each of the SELPA Bases. For the purpose of Revenue Projection, the full amount in Col. {a} will appear in the SELPA Appendix B Base Year calculation, line #3. **For each current year adjustment of revenue, the amount in Column C will be multiplied times that current year base entitlement proration factor, example in Column {d}.**


  
SELPA I Executive Council Chairperson

  
SELPA II Executive Council Chairperson


  
SELPA III Executive Council Chairperson

**To be signed  
following final  
certification and  
review of 97/98  
Base Year figures**

  
SELPA IV Executive Council Chairperson

  
SELPA V Executive Council Chairperson

  
SELPA VI Executive Council Chairperson

  
SELPA VII Executive Council Chairperson

# Santa Clara County Office of Education

## Memorandum of Understanding Between Santa Clara County Office of Education SELPA and the South East Consortium for Special Education SELPA


The Administrative Units of the SELPAs in Santa Clara County have met to determine Agreements concerning the funding of Non-Public Schools and Licensed Children's Institutions (LCI) in the County. Items to be addressed herein include revenue and expenses in 2009/10 and carryover dollars from the current NPS/LCI account.

The SELPAs agree that:


The revenue and expenses will continue in 2009/10 to be based on income as charted over time, including the revenues from bed count, revenue limits for NPS/LCI, and any forthcoming adjustments from CDE. Costs from those funds will continue to be for NPS/LCI tuition and actual costs of serving any SNF students.

To provide an insurance that no district or AU will be hurt this year unexpectedly and the carryover dollars of \$673,553 will be used to balance costs in 09/10. If there is any remaining balance, the balance will be distributed by ADA to the AUs to use as they see fit. If excess costs in both AUs exceed revenue and the carryover, those costs will also be split by collecting the difference on an ADA basis. If only one AU has a deficit beyond the carryover, that AU will be responsible for the difference.


For the future, beginning in 2010/11, earned income will continue to be from the current sources, but will be separated by AU for each group's costs.

  
Marc Liebman, Superintendent, Berryessa SD  
2.3.10

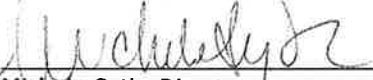
Date

  
Rhonda Farber, Superintendent, Campbell UHSD  
2-11-10

Date

  
Nancy Birenbaum, Director,  
South East Consortium for Sp ED  
SELPA XI

Date

  
Michele Syth, Director,  
Santa Clara County Office of Education SELPA  
SELPAs I, II, III, IV and VII

Date



**County Office Funds Transfer (formerly Revenue Limit),  
for SCCOE Special Education ADA under LCFF**  
(District-funded pupils attending County Office Special Education Programs)

In March of 2014, SCCOE held a countywide meeting to address the issue of the discontinuance of the County Office (Revenue Limit) Funds Transfer under the new LCFF funding formula. CDE had requested that each County Office develop its own agreement with districts sending pupils to County Office Programs, to fill the funding gap for County Office programs no longer receiving the Revenue Limit funding for Sp Ed pupils served. One great difficulty in developing an agreement was the complexity and variation between districts of the LCFF Base and LCAP-Supplemental and Concentration Grant formula. Some counties developed elaborate calculations for moving LCFF funds from district of residence to the County Programs where those students were served. **In our county, districts in each SELPA signed an MOU, saying that for 2013/2014 and 2014/2015, Districts-of-Residence would keep the LCFF funds generated by the COE Sp Ed ADA, but more Sp Ed revenue within each SELPA would follow those pupils from District-of-Residence to COE to make up for the loss of Revenue Limit funding for those students. As a result, Districts-of-Residence of SCCOE pupils receive less Sp Ed revenue, but keep more unrestricted LCFF funds. Total revenue to COE for serving Sp Ed pupils is unchanged by this agreement.**

As 2013/2014 came to an end, the California Department of Education began posing questions as to whether we should be looking at a consistent approach to this issue statewide. When the new **Principal Apportionment Data Collection** software came out in December, 2014, CDE offered a new **OPTION**. In reporting attendance: **If both** District and COE agree and each selects the **OPTION** in reporting P1 Attendance, and COE provides an agreed-upon dollar amount to transfer (for each district), CDE will then do an automatic LCFF funds transfer from the district to the County Office in 2014/2015. This option can only be designated at P1, and will be available for selection annually at P1. The P1 2014/2015 attendance reporting deadline was January 15, 2015. If no selection was made under this **OPTION**, no automatic transfer of LCFF funds from District-of-Residence to COE will happen in 2014/2015.

**After careful review, it was the recommendation of SCCOE and the SELPA Administrative Units that for 2014/2015, we abide by our MOU through this year, and do not select this **OPTION** in 2014/2015**

**Memorandum of Understanding between Santa Clara County Office of Education  
and Santa Clara County School Districts**

**For District-funded pupils attending Santa Clara County Office of Education  
Special Education Programs under Local Control Funding Formula**

Background:

Beginning in July 2013, the State of California implemented a new funding model for education of students in public schools. This model is known as Local Control Funding Formula (LCFF). As a result of this model, some significant changes were made in the funding of programs operated by county offices of education.

Prior to July 2013, Revenue Limit for ADA for students with disabilities who attended county programs was diverted at state level and sent directly to the county offices of education as the general education share of the cost of county special education programs. This funding stream was known as County Office Revenue Limit Transfer (RLT). Under LCFF, this funding stream from the California Department of Education (CDE) to county Offices no longer exists. Instead, the funding for the Santa Clara County Office of Education Special Education programs (SCCOE) ADA will go directly to the resident school districts.

For the fiscal year 2013-2014, even though the LCFF model was in place, appropriations were made based upon the previous funding model. The Revenue Limit Transfer money was sent directly to the county offices of education, just as it had been done in the past. As the California Department of Education (CDE) and districts begin to actually implement LCFF at the P2 certification of 2013/14, reconciliations in the funding streams will need to be made before year end closing. Therefore, the Revenue Limit Transfer funding stream will be returned to districts of residence. However, these (approximately \$7.5 million) Revenue Limit Transfer dollars were committed toward the operation of the county special education programs.

Purpose:

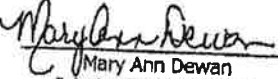
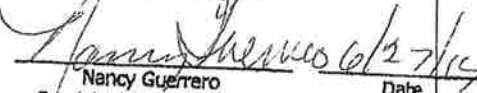

It is the purpose of this Memorandum of Understanding (MOU) to resolve two issues in regards to funding special education programs in Santa Clara County Office of Education.

- a) For 2013-2014, resolve the issue of the Revenue Limit Transfer dollars that were sent directly to Santa Clara County Office of Education (SCCOE) under the old funding formula and will now be redistributed to school districts (LEAs) at the end of the fiscal year at the state level.
- b) For 2014 -2015, resolve the issue of how to fund, under LCFF, the Special Education programs that are operated by the SCCOE.


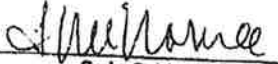
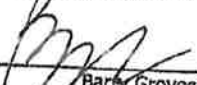
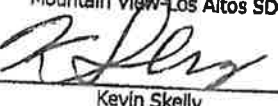
Agreements:

- 1) For the 2013 - 2014 fiscal year, the Revenue Limit Transfer dollars continue going to SCCOE through the Advance Apportionment until the California Department of Education certifies LCFF funding for the first time at the P2 certification of 2013/14 in July 2014. After the P2 apportionment certification in July 2014 as the fiscal year is closing, CDE will redistribute the RLT funds as LCFF funds, taking them back from SCCOE and distributing them to districts of residence. South East Consortium and North West Santa Clara County SELPA Administrative Units (AUs) will adjust Special Education revenue distributions so that a recalculated amount (i.e., an amount including the approximately \$7.5 million RLT) will be transferred from LEAs to SCCOE for the cost of students attending Santa Clara County Office of Education Special Education programs.
- 2) For the 2014 -2015 fiscal year, Southeast Consortium and North West Santa Clara County SELPA AUs will adjust Special Education Revenue distribution from LEAs and transfer that amount to SCCOE for students attending SCCOE Special Education programs.
- 3) SCCOE will provide a general description of services provided to SCCOE Special Education pupils that can be referenced by all districts in their Local Control and Accountability Plans. (LCAP).

AUTHORIZED SCCOE AGENTS:

 Mary Ann Dewan Interim Superintendent	<u>5/15/14</u> Date
 Nancy Guerrero Special Education Director	<u>6/27/14</u> Date
 Beth Majchrzak SELPA Director	<u>5/15/14</u> Date

SELPA SUPERINTENDENTS

 Jeff Balser Los Altos SD	<u>5/22/14</u> Date
 Terese McNamara Mountain View Whisman SD	<u>6/6/14</u> Date
 Barry Groves Mountain View Los Altos SD	<u>6/2/14</u> Date
 Kevin Skelly Palo Alto Unified SD	<u>6/10/14</u> Date

**Amendment to the Memorandum of Understanding  
between Santa Clara County Office of Education and Santa Clara County School Districts**

**For District-funded pupils attending Santa Clara County Office of Education Special Education Programs under Local Control Funding Formula**

**Agreement:**

Southeast Consortium and North West Santa Clara County SELPA AUs will adjust Special Education Revenue distribution from LEAs and transfer that amount to SCCOE for students attending SCCOE Special Education programs. **Districts of Residence will receive and keep LCFF funds for Special Education students attending the SCCOE Block Programs.** This agreement shall be renewed annually unless an overriding policy is enacted by the California Department of Education.

## **APPENDIX B**

### **CALCULATION OF APPORTIONMENT DISTRIBUTION**

Following is a summary documentation of the following:

1. 2018-19 Preliminary Special Education Revenue Projection for Districts

## FORMULA FOR CALCULATING DISTRICT SPECIAL EDUCATION STATE APPORTIONMENT

### 2018-19 CALCULATION:

Total SELPA ENTITLEMENT	
Plus	COLA,
Plus/Minus	GROWTH/DECLINING ADA,
Equals	SUBTOTAL ENTITLEMENT,
Minus	LOCAL SPECIAL ED PROPERTY TAX ALLOCATION TO DISTRICT,
Minus	APPLICABLE EXCESS ERAF ALLOCATION TO DISTRICT,
Plus/Minus	INTER-DISTRICT TRANSFERS IN/OUT,
Equals	STATE SPECIAL EDUCATION APPORTIONMENT TO DISTRICT (BEFORE DEFICIT FACTOR)*

\*To the extent the SELPA apportionments are deficated by CDE; district apportionments will also be deficated.

**SELPA I: 2018-19 REVENUE PROJECTION  
BUDGET DEVELOPMENT**

**S1**

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPEB)

5/22/2018

	LOS ALTOS	PALO ALTO	MV-LA	MV-WHISMAN		COE	COE CHARTER - BULLIS	SELPA AU	PR YR ADJ	TOTALS
<b>2016-17 CALCULATIONS - ANNUAL</b>										
BEGINNING ENTITLEMENT	2,264,427.76	5,953,990.41	1,955,311.09	2,460,259.61		(0.00)	359,102.48	158,135.69	(47,338.50)	13,103,888.54
ADJUST FOR SELPA AU (\$6.21 PER ADA)	(474.94)	(1,282.02)	(430.26)	(536.25)		-	(87.13)	2,810.59	-	-
ADJUSTED BEGINNING ENTITLEMENT	2,263,952.83	5,952,708.39	1,954,880.83	2,459,723.36		(0.00)	359,015.35	160,946.28	(47,338.50)	13,103,888.54
COLA - \$0 PER ADA (0%)	-	-	-	-	-	-	-	-	-	-
GROWTH AT \$532.68036	(81,297.68)	(50,466.14)	28,833.99	11,101.06		-	45,118.03	-	-	(46,710.74)
GROWTH RECONCILIATION WITH COE	7,893.24	21,306.55	7,150.75	8,912.22		-	1,447.99	-	-	46,710.74
EQUALIZATION ADJ WITHIN SELPA	4,564.29	1,813.14	(2,237.53)	(1,244.43)		-	(2,895.48)	-	-	0.00
ADJUSTED BASE ENTITLEMENT	2,195,112.68	5,925,361.95	1,988,628.04	2,478,492.21		(0.00)	402,685.89	160,946.28	(47,338.50)	13,103,888.54
BASE RATES PER ADA	501.14	501.14	501.14	501.14		-	501.14	6.21	-	501.14
BASE RATE EQUITY	-	-	-	-	-	-	-	-	-	-
\$ NEEDED FOR EQUITY	-	-	-	-	-	-	-	-	-	-
2016-17 ADA	4,380.24	11,823.77	3,952.91	4,945.71		15.30	803.54	-	-	25,921.47
2016-17 EST COE ASD ADA (ALLOCATED TO DISTRICT)	-	-	15.30	-		(15.30)	-	-	-	-
TOTAL EST ADA	4,380.24	11,823.77	3,968.21	4,945.71	-	-	803.54	-	-	25,921.47
<b>2017-18 CALCULATIONS</b>										
BEGINNING ENTITLEMENT	2,195,112.68	5,925,361.95	1,988,628.04	2,478,492.21		(0.00)	402,685.89	160,946.28	(47,338.50)	13,103,888.54
ADJUST FOR SELPA AU (\$6.71 PER ADA)	(2,134.41)	(5,729.14)	(2,066.57)	(2,469.91)		-	(424.92)	17,824.94	-	-
ADJUSTED BEGINNING ENTITLEMENT	2,192,978.27	5,919,632.81	1,986,561.47	2,476,022.30		(0.00)	402,260.97	173,771.22	(47,338.50)	13,103,888.54
COLA - 1.56% OR \$8.3098135809 PER PY ADA	36,398.98	98,253.32	32,975.09	41,097.93	-	-	6,677.27	-	-	215,402.58
GROWTH AT \$540.9901713306	(37,999.15)	(137,925.44)	110,800.20	22,597.16		-	29,478.55	-	-	(13,048.68)
GROWTH RECONCILIATION WITH COE	(5,181.04)	(13,906.85)	(5,016.38)	(5,995.44)		-	(1,031.44)	-	-	(31,131.14)
EQUALIZATION ADJ WITHIN SELPA	2,088.80	7,701.42	(6,582.40)	(1,463.96)	-	-	(1,743.85)	-	-	(0.00)
ADJUSTED BASE ENTITLEMENT	2,188,285.86	5,873,755.26	2,118,737.97	2,532,257.99		(0.00)	435,641.51	173,771.22	(47,338.50)	13,275,111.30
BASE RATES PER ADA	-	-	-	-	-	-	-	-	-	-
BASE RATE EQUITY	(507.72)	(507.72)	(507.72)	(507.72)		-	(507.72)	-	-	-
\$ NEEDED FOR EQUITY	(2,188,285.86)	(5,873,755.26)	(2,118,737.97)	(2,532,257.99)	-	-	(435,641.51)	-	-	(13,148,678.59)
2017-18 EST (P-1 ADA)	4,310.00	11,568.82	4,154.22	4,987.48		18.80	858.03	-	-	25,897.35
2017-18 EST (P-1 COE ASD ADA) (ALLOCATED TO DISTRICT)	-	-	18.80	-		(18.80)	-	-	-	-
TOTAL EST ADA	4,310.00	11,568.82	4,173.02	4,987.48	-	-	858.03	-	-	25,897.35
<b>2018-19 CALCULATIONS</b>										
BEGINNING ENTITLEMENT	2,188,285.86	5,873,755.26	2,118,737.97	2,532,257.99	-	(0.00)	435,641.51	173,771.22	(47,338.50)	13,275,111.30
ADJUST FOR SELPA AU	(1,558.21)	(4,182.53)	(1,508.69)	(1,803.15)		-	(310.21)	9,362.79	-	-
ADJUSTED BEGINNING ENTITLEMENT	2,186,727.64	5,869,572.73	2,117,229.28	2,530,454.84		(0.00)	435,331.30	183,134.00	(47,338.50)	13,275,111.30
COLA - 2.71% OR \$14.6608336431 PER PY ADA	63,188.19	169,608.55	61,179.95	73,120.61	-	-	12,579.44	-	-	379,676.74
GROWTH	Unknown	Unknown	Unknown	Unknown		Unknown	Unknown	-	-	-
GROWTH RECONCILIATION WITH COE	-	-	-	-		-	-	-	-	-
EQUALIZATION ADJ WITHIN SELPA	-	-	-	-		-	-	-	-	-
ADJUSTED BASE ENTITLEMENT	2,249,915.83	6,039,181.28	2,178,409.23	2,603,575.46		(0.00)	447,910.74	183,134.00	(47,338.50)	13,654,788.04
BASE RATES PER ADA	522.02	522.02	522.02	522.02		-	522.02	7.07	-	507.72
BASE RATE EQUITY	-	-	-	-	-	-	-	-	-	-
\$ NEEDED FOR EQUITY	-	-	-	-	-	-	-	-	-	-
ADA EST 2017-18 P1 ADA	4,310.00	11,568.82	4,154.22	4,987.48		18.80	858.03	-	-	25,897.35
ADA EST AT 2017-18 P1 COE ASD ADA, ALLOCATED TO DISTRICT	-	-	18.80	-		(18.80)	-	-	-	-
TOTAL EST ADA	4,310.00	11,568.82	4,173.02	4,987.48	-	-	858.03	-	-	25,897.35
ESTIMATED EXCESS TAX	1,479,890.00	3,675,966.00	1,688,636.00	1,865,137.00		-	169,713.00	-	-	8,879,342.00
COE SPED COST - (TRANSFER OUT TO COE)	(368,820.38)	(116,351.17)	(388,933.61)	(188,465.19)		1,062,570.35	-	-	-	-
COE AED SPED COST - (TRANSFER OUT TO COE)	-	(36,847.12)	(33,822.62)	-		70,669.74	-	-	-	-
NET EXCESS PROPERTY TAX	1,111,070	3,522,768	1,265,880	1,676,672		1,133,240	169,713	0.00	0.00	8,879,342.00
EXCESS ERAF PROPERTY TAX	1,061,387	2,327,628	489,773	738,438		0	130,199	0.00	0.00	4,747,425.50
INTERDISTRICT (IN)-WITH DEC 1 ENROLLMENT	291,361.00	219,315.00	-	-		-	-	-	-	510,676.00
INTERDISTRICT (OUT)-WITH DEC 1 ENROLLMENT	-	-	-	-		-	-	-	-	-
2017-18 CAC COSTS REIMBURSE TO SELPA AU	-	-	-	-		-	-	-	-	-
SUBTOTAL STATE AID	0.00	254,902.76	0.00	(0.00)	-	(0.00)	147,998.28	183,134.00	(47,338.50)	538,696.54
SUBTOTAL STATE AID	0.00	254,902.76	0.00	(0.00)	-	(0.00)	147,998.28	183,134.00	(47,338.50)	538,696.54
DEFICIT	-	-	-	-	-	-	-	-	-	-
NET ESTIMATED SPED STATE APPORTIONMENT	0.00	254,902.76	0.00	(0.00)		(0.00)	147,998.28	183,134.00	(47,338.50)	538,696.54
EST. TOTAL 3 SOURCES OF REVENUE	2,172,456.45	6,105,297.99	1,755,653.00	2,415,110.27		1,133,240.09	447,910.74	-	-	-
DEFICIT FACTOR	0%	-	-	-		-	-	-	-	-
	2,138,738.22	5,841,766.46	1,633,877.69	2,367,277.48		975,326.08	403,064.09	-	-	-

Outside of AB 602 Calculation										
Local Assistance Estimates 2016-17	811,935.00	2,154,880.00	714,518.00	1,006,247.00			146,915.00	4,834,495.00	EST GRANT	4,834,495.00
portion paying for use of COE programs	(5,523.00)	-	(9,205.00)	(1,841.00)		16,569.00	-	-	PER ADA	186.68
Net to LEA	806,412.00	2,154,880.00	705,313.00	1,004,406.00		16,569.00	146,915.00	4,834,495.00	PER PUPIL	1,952.54

<b>RECONCILIATION OF STATE APPORTIONMENT:</b>		OC: 8/2/18	BASED ON DEC 2017			<b>2018-19 ASSUMPTIONS:</b>				
ESTIMATED DISTRIBUTION TO DISTRICTS	254,903	7/21/00 (DA)	<b>DISTRICT</b>	<b>PUPILS IN COE</b>	<b>%</b>	1) COLA - 2.71% OR \$14.6608336431				
NET INTER-DISTRICT TRANSFERS (IN)/OUT	(510,676)	8/31/04 (DA/CN)	LOS ALTOS	3.00	0.33	2) 0% DEFICIT ON AB 602 BASE DUE TO EXCESS ERAF (STATEWIDE 3%)				
ESTIMATED DISTRIBUTION TO COE FOR BULLIS	147,998	8/31/00 (DA)	PALO ALTO	-	-	3) \$7.07/ADA SELPA AU FUNDING				
TO SELPA AU \$6.71 PER ADA	183,134	8/31/03 (DA)	MV-LA	5.00	0.56	4) INTER-DISTRICT TRANSFER 2017-18 DEC 1 ENROLLMENT				
TRANSFER IN FROM SE SELPA FOR MOU#2 (BASE YEAR)	(47,339)	8/31/00 (CN)	MV-WHISMAN	1.00	0.11	5) GROWTH UNKNOWN				
OUT-OF-HOME CARE FUNDING TO COE (G-1)	212,397	8/31/00 (DA)		9.00	1.00	6) COE COSTS (FEB 2018 ENROLLMENT)				
OUT OF HOME CARE FROM EXCESS ERAF	(106,199)	8/31/00 (DA)								
ESTIMATED LOW INCIDENCE EQUIP/SUPPLIES+LI SERV (F-3)	64,294	8/31/00 (DA)								
<b>ESTIMATED APPORTIONMENT (J-10)</b>	<b>198,513</b>	8/31/00 (DA)								

# SELPA I - LOS ALTOS

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPEB)

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

Revised: 5/22/2018

DESCRIPTION	RESOURCE	OBJECT	FIRST ESTIMATE 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
<b>AB 602</b>							
STATE AID	6500	8792	0				
EXCESS ERAF FOR SP ED	6500	8097	1,061,387				
COE SPED "EXCESS" PROPERTY TAX TRANSFER	6500	8097	1,111,070				
<b>SUBTOTAL AB 602 (TOTAL 3 SOURCES OF REVENUE)</b>			<b>2,172,456</b>		-		-
<b>OTHER STATE REVENUES</b>							
RETURN OF PY EXCESS SCCOE BLOCK REVENUE	6500	8792	-				
PRIOR YR ADJ TO AB 602 - STATE AID (OTHER THAN AP SETUP)	6500	8792	-				
PRIOR YR ADJ TO AB 602 - EXCESS ERAF SWAP WITH STATE AID	6500	8097	-				
STATE MENTAL HEALTH APPORT	6512	8590	229,948				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6500	8792	-				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6512	8590	-				
ONE-TIME STATE LOCAL ASSISTANCE	6501	8590	-				
<b>OTHER FEDERAL (IDEA PART B GRANTS)</b>							
FEDERAL LOCAL ASSISTANCE BY PY P2 ADA	3310	8181	806,412				
PRESCHOOL LOCAL (Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310)	3320	8182	-				
FEDERAL PRESCHOOL	3315	8182	19,500				
FED MENTAL HEALTH SERV GRANT	3327	8182	43,427				
PRESCHOOL STAFF DEVELOPMENT	3345	8182	155				
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>3,271,898</b>		-		-

<b>SUMMARY OF ABOVE REVENUE GROUPED BY RESOURCE/OBJECT</b> *****	6500	8792	0		-		-
	6501	8590	-				
	6500	8097	2,172,456		-		-
	6512	8590	229,948		-		-
	3310	8181	806,412		-		-
	3315	8182	19,500		-		-
	3320*	8182	-		-		-
	3327	8182	43,427		-		-
	3345	8182	155		-		-
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>3,271,898</b>		-		-
REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION:			3,271,898				

\*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310

### REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION DUE TO:

CHANGE IN PY ENDING ENTITLEMENT	AB 602					
CHANGE IN COLA						
EQUALIZING BASE RATES						
ESTIMATE OF GROWTH/ (DECLINE IN ADA)						
CHANGE IN COST OF CAC						
ADJUST FOR SELPA AU						
DEFICIT ON BASE	Adjustments to AB 602					
COST OF COE, BY USAGE						
COST OF COE, SP ED IN ASD,						
EST. UPDATED INTER-DISTRICT TRANSFERS IN						
EST. UPDATED INTER-DISTRICT TRANSFERS OUT	Other State Revenues					
MISC PY REVENUE DISTRIBUTION						
CHANGE IN STATE MENTAL HEALTH EST.						
RETURN OF UNUSED PY SCCOE CHARTER REVENUE						
PRIOR YR ADJ TO AB 602 (OTHER THAN AP SETUP)	Other Federal (IDEA Part B Grants)					
CHANGE IN LOCAL ASSISTANCE GRANT DISTRIBUTION						
CHANGE IN PRESCHOOL LOCAL						
CHANGE IN FED IDEA MENTAL HEALTH SERV						
CHANGE IN FEDERAL PRESCHOOL						
CHANGE IN FED PRESCHOOL STAFF DEV						
CHANGE IN ONE-TIME STATE LOCAL ASSISTANCE						
			-			

2)



# SELPA I - LOS ALTOS

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

DETAILED SUMMARY OF AB 602 CALCULATION	FIRST ESTIMATE	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
	3/31/2018				
AB 602 BASE ENTITLEMENT (FROM PREV. YEAR- WITH ANY PRYR ADJ)	2,188,286				
ADJUST FOR SELPA AU	(1,558)				
COLA	63,188				
GROWTH	Unknown				
EQUALIZING	-				
SUPPLEMENT TO BASE					
DEFICIT ON BASE	-				
ENDING ENTITLEMENT AB 602	2,249,916				
ADJUSTMENTS TO ENTITLEMENT					
1) COST OF COE PROGRAMS (TAKEN FROM AB 602 - 2 SOURCES OF REVENUE) **	(368,820)				
COST OF COE SP ED IN ALTERNATIVE SCHOOLS	-				
OUT-OF-HOME-CARE DEF. COST SHARE					
INTER-DISTRICT TRANSFERS IN	291,361				
INTER-DISTRICT TRANSFERS OUT	-				
COST OF CAC	-				
ENDING AB 602 (TOTAL OF 3 SOURCES OF REVENUE)	2,172,456				

3)

MISCELLANEOUS INFO.					
2) COST OF COE PROGRAMS TAKEN FROM LOCAL ASSISTANCE- OUTSIDE OF AB 602	**	(5,523)			
TOTAL COST OF COE SPED PROGRAMS	'1 and 2 above	(374,343)			
K-12 ADA (NO ADULT OR ROP), INCL. COE ADA		4,380			
ALLOCATED COE ASD ADA		-			
PUPILS IN COE PROGRAMS		3.00			
1:1 REG. AIDE HOURS/PER DAY IN COE PROGRAMS		5.73			
1:1 SPHC (HEALTH) AIDE HOURS/PER DAY IN COE PROGRAMS		-			

# SELPA I - PALO ALTO

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPEB)

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

Revised: 5/22/2018

DESCRIPTION	RESOURCE	OBJECT	FIRST EST 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
<b>AB 602</b>							
STATE AID	6500	8792	254,903				
EXCESS ERAF FOR SP ED	6500	8097	2,327,628				
COE SPED "EXCESS" PROPERTY TAX TRANSFER	6500	8097	3,522,768				
<b>SUBTOTAL AB 602 (TOTAL 3 SOURCES OF REVENUE)</b>			<b>6,105,298</b>	-			-
<b>OTHER STATE REVENUES</b>							
RETURN OF PY EXCESS SCCOE BLOCK REVENUE	6500	8792	-				
PRIOR YR ADJ TO AB 602 - STATE AID (OTHER THAN AP SETUP)	6500	8792	-				
PRIOR YR ADJ TO AB 602 - EXCESS ERAF SWAP WITH STATE AID	6500	8097	-				
STATE MENTAL HEALTH APPOINT	6512	8590	715,324				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6500	8792	-				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6512	8590	-				
ONE-TIME STATE LOCAL ASSISTANCE	6501	8590	-				
<b>OTHER FEDERAL (IDEA PART B GRANTS)</b>							
FEDERAL LOCAL ASSISTANCE BY PY P2 ADA	3310	8181	2,154,880				
PRESCHOOL LOCAL ( <i>*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310</i> )	3320	8182	-				
FEDERAL PRESCHOOL	3315	8182	54,600				
FED MENTAL HEALTH SERV GRANT	3327	8182	135,092				
PRESCHOOL STAFF DEVELOPMENT	3345	8182	433				
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>9,165,627</b>	-			-

<b>SUMMARY OF ABOVE REVENUE GROUPED BY RESOURCE/OBJECT</b> *****	6500	8792	254,903	-			-
	6501	8590	-				
	6500	8097	5,850,395	-			-
	6512	8590	715,324	-			-
	3310	8181	2,154,880	-			-
	3315	8182	54,600	-			-
	3320*	8182	-	-			-
	3327	8182	135,092	-			-
	3345	8182	433	-			-
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>9,165,627</b>	-			-
REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION:			9,165,627				

*\*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310*

### REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION DUE TO:

CHANGE IN PY ENDING ENTITLEMENT	AB 602						
CHANGE IN COLA							
EQUALIZING BASE RATES							
ESTIMATE OF GROWTH/ (DECLINE IN ADA)							
CHANGE IN COST OF CAC							
ADJUST FOR SELPA AU							
DEFICIT ON BASE	Adjustments to AB 602						
COST OF COE, BY USAGE							
COST OF COE, SP ED IN ASD,							
EST. UPDATED INTER-DISTRICT TRANSFERS IN							
EST. UPDATED INTER-DISTRICT TRANSFERS OUT	Other State Revenues						
MISC PY REVENUE DISTRIBUTION							
CHANGE IN STATE MENTAL HEALTH EST.							
RETURN OF UNUSED PY SCCOE CHARTER REVENUE							
PRIOR YR ADJ TO AB 602 (OTHER THAN AP SETUP)	Other Federal (IDEA Part B Grants)						
CHANGE IN LOCAL ASSISTANCE GRANT DISTRIBUTION							
CHANGE IN PRESCHOOL LOCAL							
CHANGE IN FED IDEA MENTAL HEALTH SERV							
CHANGE IN FEDERAL PRESCHOOL							
CHANGE IN FED PRESCHOOL STAFF DEV							
CHANGE IN ONE-TIME STATE LOCAL ASSISTANCE							

# SELPA I - PALO ALTO

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

DETAILED SUMMARY OF AB 602 CALCULATION		FIRST EST	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
		3/31/2018				
AB 602 BASE ENTITLEMENT (FROM PREV. YEAR- WITH ANY PRYR ADJ)		5,873,755				
ADJUST FOR SELPA AU		(4,183)				
COLA		169,609				
GROWTH		Unknown				
EQUALIZING		-				
SUPPLEMENT TO BASE						
DEFICIT ON BASE		-				
ENDING ENTITLEMENT AB 602		6,039,181				
ADJUSTMENTS TO ENTITLEMENT						
1) COST OF COE PROGRAMS (TAKEN FROM AB 602 - 2 SOURCES OF REVENUE) **		(116,351)				
COST OF COE SP ED IN ALTERNATIVE SCHOOLS		(36,847)				
OUT-OF-HOME-CARE DEF. COST SHARE						
INTER-DISTRICT TRANSFERS IN		219,315				
INTER-DISTRICT TRANSFERS OUT		-				
COST OF CAC		-				
ENDING AB 602 (TOTAL OF 3 SOURCES OF REVENUE)		6,105,298				
		-				
MISCELLANEOUS INFO.						
2) COST OF COE PROGRAMS TAKEN FROM LOCAL ASSISTANCE- OUTSIDE OF AB		**				
TOTAL COST OF COE SPED PROGRAMS						
K-12 ADA (NO ADULT OR ROP), INCL. COE ADA		**	(116,351)			
ALLOCATED COE ASD ADA			11,823.77			
			-			
PUPILS IN COE PROGRAMS			-			
1:1 REG. AIDE HOURS/PER DAY IN COE PROGRAMS			-			
1:1 SPHC (HEALTH) AIDE HOURS/PER DAY IN COE PROGRAMS			-			

# SELPA I - MV LOS ALTOS

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPER)

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

Revised: 5/22/2018

DESCRIPTION	RESOURCE	OBJECT	FIRST EST 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
<b>AB 602</b>							
STATE AID	6500	8792	0				
EXCESS ERAF FOR SP ED	6500	8097	489,773				
COE SPED "EXCESS" PROPERTY TAX TRANSFER	6500	8097	1,265,880				
<b>SUBTOTAL AB 602 (TOTAL 3 SOURCES OF REVENUE)</b>			<b>1,755,653</b>	-		-	-
<b>OTHER STATE REVENUES</b>							
RETURN OF PY EXCESS SCCOE BLOCK REVENUE	6500	8792	-				
PRIOR YR ADJ TO AB 602 - STATE AID (OTHER THAN AP SETUP)	6500	8792	-				
PRIOR YR ADJ TO AB 602 - EXCESS ERAF SWAP WITH STATE AID	6500	8097	-				
STATE MENTAL HEALTH APPORT	6512	8590	332,455				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6500	8792	-				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6512	8590	-				
ONE-TIME STATE LOCAL ASSISTANCE	6501	8590	-				
<b>OTHER FEDERAL (IDEA PART B GRANTS)</b>							
FEDERAL LOCAL ASSISTANCE BY PY P2 ADA	3310	8181	705,313				
PRESCHOOL LOCAL (Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310)	3320	8182	-				
FEDERAL PRESCHOOL	3315	8182	-				
FED MENTAL HEALTH SERV GRANT	3327	8182	62,785				
PRESCHOOL STAFF DEVELOPMENT	3345	8182	-				
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>2,856,206</b>	-		-	-

<b>SUMMARY OF ABOVE REVENUE GROUPED BY RESOURCE/OBJECT</b> *****	6500	8792	0	-		-	-
	6501	8590	-				
	6500	8097	1,755,653	-		-	-
	6512	8590	332,455	-		-	-
	3310	8181	705,313	-		-	-
	3315	8182	-	-		-	-
	3320*	8182	-	-		-	-
	3327	8182	62,785	-		-	-
	3345	8182	-	-		-	-
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>2,856,206</b>	-		-	-
REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION:			2,856,206				

\*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310

### REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION DUE TO:

CHANGE IN PY ENDING ENTITLEMENT	AB 602					
CHANGE IN COLA						
EQUALIZING BASE RATES						
ESTIMATE OF GROWTH/ (DECLINE IN ADA)						
CHANGE IN COST OF CAC						
ADJUST FOR SELPA AU						
DEFICIT ON BASE	Adjustments to AB 602					
COST OF COE, BY USAGE						
COST OF COE, SP ED IN ASD,						
EST. UPDATED INTER-DISTRICT TRANSFERS IN						
EST. UPDATED INTER-DISTRICT TRANSFERS OUT	Other State Revenues					
MISC PY REVENUE DISTRIBUTION						
CHANGE IN STATE MENTAL HEALTH EST.						
RETURN OF UNUSED PY SCCOE CHARTER REVENUE						
PRIOR YR ADJ TO AB 602 (OTHER THAN AP SETUP)	Other Federal (IDEA Part B Grants)					
CHANGE IN LOCAL ASSISTANCE GRANT DISTRIBUTION						
CHANGE IN PRESCHOOL LOCAL						
CHANGE IN FED IDEA MENTAL HEALTH SERV						
CHANGE IN FEDERAL PRESCHOOL						
CHANGE IN FED PRESCHOOL STAFF DEV						
CHANGE IN ONE-TIME STATE LOCAL ASSISTANCE						

# SELPA I - MV LOS ALTOS

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

DETAILED SUMMARY OF AB 602 CALCULATION	FIRST EST 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
AB 602 BASE ENTITLEMENT (FROM PREV. YEAR- WITH ANY PRYR ADJ)	2,118,738				
ADJUST FOR SELPA AU	(1,509)				
COLA	61,180				
GROWTH	Unknown				
EQUALIZING	-				
SUPPLEMENT TO BASE					
DEFICIT ON BASE	-				
ENDING ENTITLEMENT AB 602	2,178,409				
ADJUSTMENTS TO ENTITLEMENT					
1) COST OF COE PROGRAMS (TAKEN FROM AB 602 - 2 SOURCES OF REVENUE) **	(388,934)				
COST OF COE SP ED IN ALTERNATIVE SCHOOLS	(33,823)				
OUT-OF-HOME-CARE DEF. COST SHARE					
INTER-DISTRICT TRANSFERS IN	-				
INTER-DISTRICT TRANSFERS OUT	-				
COST OF CAC	-				
ENDING AB 602 (TOTAL OF 3 SOURCES OF REVENUE)	1,755,653				

<b>MISCELLANEOUS INFO.</b>					
2) COST OF COE PROGRAMS TAKEN FROM LOCAL ASSISTANCE- OUTSIDE OF AB **	(9,205)				
TOTAL COST OF COE SPED PROGRAMS '1 and 2 above **	(398,139)				
K-12 ADA (NO ADULT OR ROP), INCL. COE ADA	3,952.91				
ALLOCATED COE ASD ADA	15.30				
PUPILS IN COE PROGRAMS	6.00				
1:1 REG. AIDE HOURS/PER DAY IN COE PROGRAMS	6.00				
1:1 SPHC (HEALTH) AIDE HOURS/PER DAY IN COE PROGRAMS	3.27				

# SELPA I - MV WHISMAN

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPEB)

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

Revised: 5/22/2018

DESCRIPTION	RESOURCE	OBJECT	FIRST EST 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
<b>AB 602</b>							
STATE AID	6500	8792	(0)				
EXCESS ERAF FOR SP ED	6500	8097	738,438				
COE SPED "EXCESS" PROPERTY TAX TRANSFER	6500	8097	1,676,672				
<b>SUBTOTAL AB 602 (TOTAL 3 SOURCES OF REVENUE)</b>			<b>2,415,110</b>	-		-	-
<b>OTHER STATE REVENUES</b>							
RETURN OF PY EXCESS SCCOE BLOCK REVENUE	6500	8792	-				
PRIOR YR ADJ TO AB 602 - STATE AID (OTHER THAN AP SETUP)	6500	8792	-				
PRIOR YR ADJ TO AB 602 - EXCESS ERAF SWAP WITH STATE AID	6500	8097	-				
STATE MENTAL HEALTH APPOINT	6512	8590	266,093				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6500	8792	-				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6512	8590	-				
ONE-TIME STATE LOCAL ASSISTANCE	6501	8590	-				
<b>OTHER FEDERAL (IDEA PART B GRANTS)</b>							
FEDERAL LOCAL ASSISTANCE BY PY P2 ADA	3310	8181	1,004,406				
PRESCHOOL LOCAL (Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310)	3320	8182	-				
FEDERAL PRESCHOOL	3315	8182	52,000				
FED MENTAL HEALTH SERV GRANT	3327	8182	50,253				
PRESCHOOL STAFF DEVELOPMENT	3345	8182	412				
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>3,788,274</b>	-		-	-

<b>SUMMARY OF ABOVE REVENUE GROUPED BY RESOURCE/OBJECT</b> *****	6500	8792	(0)	-		-	-
	6501	8590	-				
	6500	8097	2,415,110	-		-	-
	6512	8590	266,093	-		-	-
	3310	8181	1,004,406	-		-	-
	3315	8182	52,000	-		-	-
	3320*	8182	-	-		-	-
	3327	8182	50,253	-		-	-
	3345	8182	412	-		-	-
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>3,788,274</b>	-		-	-
REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION:			3,788,274				

\*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310

### REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION DUE TO:

CHANGE IN PY ENDING ENTITLEMENT	AB 602						
CHANGE IN COLA							
EQUALIZING BASE RATES							
ESTIMATE OF GROWTH/ (DECLINE IN ADA)							
CHANGE IN COST OF CAC							
ADJUST FOR SELPA AU							
DEFICIT ON BASE	Adjustments to AB 602						
COST OF COE, BY USAGE							
COST OF COE, SP ED IN ASD,							
EST. UPDATED INTER-DISTRICT TRANSFERS IN							
EST. UPDATED INTER-DISTRICT TRANSFERS OUT	Other State Revenues						
MISC PY REVENUE DISTRIBUTION							
CHANGE IN STATE MENTAL HEALTH EST.							
RETURN OF UNUSED PY SCCOE CHARTER REVENUE							
PRIOR YR ADJ TO AB 602 (OTHER THAN AP SETUP)	Other Federal (IDEA Part B Grants)						
CHANGE IN LOCAL ASSISTANCE GRANT DISTRIBUTION							
CHANGE IN PRESCHOOL LOCAL							
CHANGE IN FED IDEA MENTAL HEALTH SERV							
CHANGE IN FEDERAL PRESCHOOL							
CHANGE IN FED PRESCHOOL STAFF DEV							
CHANGE IN ONE-TIME STATE LOCAL ASSISTANCE							

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

<b>MISCELLANEOUS INFO.</b>					
2) COST OF COE PROGRAMS TAKEN FROM LOCAL ASSISTANCE- OUTSIDE OF AB	**	(1,841)			
TOTAL COST OF COE SPED PROGRAMS	'1 and 2 above **	(190,306)			
K-12 ADA (NO ADULT OR ROP), INCL.COE ADA		4,945.71			
ALLOCATED COE ASD ADA		-			
PUPILS IN COE PROGRAMS		1.00			
1:1 REG. AIDE HOURS/PER DAY IN COE PROGRAMS		-			
1:1 SPHC (HEALTH) AIDE HOURS/PER DAY IN COE PROGRAMS		-			

# SELPA I - BULLIS CHARTER

CALCULATED WITH 2018-19 SCCOE SPECIAL ED BLOCK RATES (REVISED MAY 2018, INDIRECT AT 9%, ADJ OPEB)

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

Revised: 5/22/2018

DESCRIPTION	RESOURCE	OBJECT	FIRST EST 3/31/2018	1ST INTERIM	2ND INTERIM	P-1 CERT	P-2 CERT
<b>AB 602</b>							
STATE AID	6500	8311-20	147,998				
EXCESS ERAF FOR SP ED	6500	8097-30	130,199				
COE SPED "EXCESS" PROPERTY TAX TRANSFER	6500	8097-20	169,713				
<b>SUBTOTAL AB 602 (TOTAL 3 SOURCES OF REVENUE)</b>			<b>447,911</b>	-		-	-
<b>OTHER STATE REVENUES</b>							
MISC PY REVENUE DISTRIBUTION	6500	8319	-				
PRIOR YR ADJ TO AB 602 - STATE AID (OTHER THAN AP SETUP)	6500	8319	-				
PRIOR YR ADJ TO AB 602 - EXCESS ERAF SWAP WITH STATE AID	6500	8097	-				
STATE MENTAL HEALTH APPOINT	6512	8590	45,778				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6500	8319	-				
RETURN OF UNUSED PY SCCOE CHARTER REVENUE - BULLIS	6512	8590	-				
ONE-TIME STATE LOCAL ASSISTANCE	6501	8590	-				
<b>OTHER FEDERAL (IDEA PART B GRANTS)</b>							
FEDERAL LOCAL ASSISTANCE BY PY P2 ADA	3310	8181	146,915				
PRESCHOOL LOCAL ( <i>Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310</i> )	3320	8182	-				
FEDERAL PRESCHOOL	3315	8182	-				
FED MENTAL HEALTH SERV GRANT	3327	8182	8,645				
PRESCHOOL STAFF DEVELOPMENT	3345	8182	-				
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>649,249</b>	-		-	-

<b>SUMMARY OF ABOVE REVENUE GROUPED BY RESOURCE/OBJECT</b> *****	6500	8311/8319	147,998	-		-	-
	6500	8097-30	130,199				
	6500	8097-20	169,713	-		-	-
	6512	8590	45,778	-		-	-
	3310	8181	146,915	-		-	-
	3315	8182	-	-		-	-
	3320*	8182	-	-		-	-
	3327	8182	8,645	-		-	-
	3345	8182	-	-		-	-
<b>GRAND TOTAL SPECIAL EDUCATION REVENUES</b>			<b>649,249</b>	-		-	-
REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION:			649,249				

\*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310

### REVENUE INCREASE (DECREASE) FROM PREVIOUS PROJECTION DUE TO:

CHANGE IN PY ENDING ENTITLEMENT	AB 602						
CHANGE IN COLA							
EQUALIZING BASE RATES							
ESTIMATE OF GROWTH/ (DECLINE IN ADA)							
CHANGE IN COST OF CAC							
ADJUST FOR SELPA AU							
DEFICIT ON BASE	Adjustments to AB 602						
COST OF COE, BY USAGE							
COST OF COE, SP ED IN ASD,							
EST. UPDATED INTER-DISTRICT TRANSFERS IN							
EST. UPDATED INTER-DISTRICT TRANSFERS OUT	Other State Revenues						
MISC PY REVENUE DISTRIBUTION							
CHANGE IN STATE MENTAL HEALTH EST.							
RETURN OF UNUSED PY SCCOE CHARTER REVENUE							
PRIOR YR ADJ TO AB 602 (OTHER THAN AP SETUP)	Other Federal (IDEA Part B Grants)						
CHANGE IN LOCAL ASSISTANCE GRANT DISTRIBUTION							
CHANGE IN PRESCHOOL LOCAL							
CHANGE IN FED IDEA MENTAL HEALTH SERV							
CHANGE IN FEDERAL PRESCHOOL							
CHANGE IN FED PRESCHOOL STAFF DEV							
CHANGE IN ONE-TIME STATE LOCAL ASSISTANCE							



# SELPA I - BULLIS CHARTER

## 2018-19 PROGRESSION OF SPECIAL ED REVENUE ESTIMATES

DETAILED SUMMARY OF AB 602 CALCULATION	2ND INTERIM	P-2 CERT			
	3/31/2018				
AB 602 BASE ENTITLEMENT (FROM PREV. YEAR- WITH ANY PRYR ADJ)	435,642				
ADJUST FOR SELPA AU	(310)				
COLA	12,579				
GROWTH	Unknown				
EQUALIZING	-				
SUPPLEMENT TO BASE	-				
DEFICIT ON BASE	-				
ENDING ENTITLEMENT AB 602	447,911				
ADJUSTMENTS TO ENTITLEMENT					
1) COST OF COE PROGRAMS (TAKEN FROM AB 602 - 2 SOURCES OF REVENUE) **	-				
COST OF COE SP ED IN ALTERNATIVE SCHOOLS	-				
OUT-OF-HOME-CARE DEF. COST SHARE	-				
INTER-DISTRICT TRANSFERS IN	-				
INTER-DISTRICT TRANSFERS OUT	-				
ENDING AB 602 (TOTAL OF 3 SOURCES OF REVENUE)	447,911				

<b>MISCELLANEOUS INFO.</b>					
2) COST OF COE PROGRAMS TAKEN FROM LOCAL ASSISTANCE- OUTSIDE OF AB	**	-			
TOTAL COST OF COE SPED PROGRAMS	'1 and 2 above	-			
K-12 ADA (NO ADULT OR ROP), INCL. COE ADA		803.54			
ALLOCATED COE ASD ADA		-			
PUPILS IN COE PROGRAMS		-			
1:1 REG. AIDE HOURS/PER DAY IN COE PROGRAMS		-			
1:1 SPHC (HEALTH) AIDE HOURS/PER DAY IN COE PROGRAMS		-			



**APPENDIX C**  
**FEDERAL MAINTENANCE OF EFFORT**

Federal funds for special education should be used to supplement and not supplant state and local funds (E.C. 56841). The specifics of the federal regulations translate this into an MOE calculation, based on expenditures for special education (Sections 300.203-300.205 of Title 34 of the Code of Federal Regulations [CFR]).

The general rule under the MOE requirement is that LEAs must spend at least the same level of state and local funds (or local funds only) on special education as in the prior year, either in terms of total or per-capita expenditures. If an LEA fails this initial test, the federal regulations allow an exempt reduction Under 34 CFR Section 300.204:

- a. Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel.
- b. A decrease in the enrollment of children with disabilities.
- c. The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child:
  - i. Has left the jurisdiction of the agency;
  - ii. Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated;
  - iii. No longer needs the program of special education.
- d. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities.
- e. The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c).

The eligibility standard in Section 300.203(a) requires that, in order to find an LEA eligible for an IDEA Part B subgrant for the upcoming fiscal year, the CDE must determine that the LEA has budgeted for the education of children with disabilities at least the same amount of local, or state and local funds, as it actually spent for the education of children with disabilities during the most recent fiscal year for which information is available.

The compliance standard in Section 300.203(b) prohibits LEA from reducing the level of expenditures for education of children with disabilities made by the LEA from local, or state and local, funds below the level of those expenditures from the same source for the preceding fiscal year.

Beginning 2016, MOE for LEAs must meet the “subsequent-year rule” where if an LEA fails to meet the MOE test in one year, the LEA is required in subsequent fiscal years to maintain effort at the level prior to the failure. Thus, the LEA must calculate its level of effort on the most recent fiscal year in which the MOE test was met.

In order to receive and keep Federal IDEA Funding:

- If the SELPA fails to pass the SEMB (Budget) software test, no Federal IDEA funds will flow to the SELPA in the current year.
- If the SELPA fails to pass the SEMA (Actuals) software test, the amount that the SELPA is short of meeting the requirement, will be returned to the CDE. Those LEAs which failed to meet the MOE requirements in the Actuals to Actuals test will be responsible for the loss. The amount recovered by the CDE will be deducted from the revenue received by those districts.
- If the SELPA passes, but a district fails to meet MOE, federal IDEA funds will be redistributed within the SELPA pursuant to SELPA policy.

# Subsequent Year Tracking Worksheet

LOCAL EDUCATIONAL AGENCY (LEA):

SELPA Code and SELPA Name:

Fiscal Year	2017-2018

School Year	A	B	C	D	E	F	G	H	I	J
	State and Local Total Amount	State and Local Total MOE Result	State and Local Per Capita Amount	State and Local Per Capita MOE Result	Local Only Total Amount	Local Only Total MOE Result	Local Only Per Capita Amount	Local Only Per Capita MOE Result	Enrollment	Result for Fiscal Year
2011-2012 Expenditures (Compliance) SEMA - SACS2012ALL		\$ -		\$ -		\$ -		\$ -		Met
2012-2013 Expenditures (Compliance) SEMA - SACS2013ALL		\$ -		\$ -		\$ -		\$ -		Met
2013-2014 Expenditures (Compliance) SEMA - SACS2014ALL		\$ -		\$ -		\$ -		\$ -		Met
2014-2015 Expenditures (Compliance) SEMA - SACS2015ALL		\$ -		\$ -		\$ -		\$ -		Met
2015-2016 Expenditures (Compliance) SEMA - SACS2016ALL		\$ -		\$ -		\$ -		\$ -		Met
2016-2017 Expenditures (Compliance) SEMA - SACS2017ALL		\$ -		\$ -		\$ -		\$ -		Met
2017-2018 Expenditures (Compliance) SEMA - SACS2018ALL		\$ -		\$ -		\$ -		\$ -		Met
Expenditures (Eligibility No PCRA) SEMB - SACS2018ALL (Expenditures less PCRA for Comparison Year)	\$ -	Comparison Year		Comparison Year						
2018-2019 Budget (Eligibility) SEMB - SACS2018ALL		\$ -		\$ -		\$ -		\$ -		

The signature of authorized agent conveys agreement with and accuracy of the information provided.

Signature of Authorized Agent	Date Signed
Printed Name and Title of Authorized Agent	Contact Person's Name, E-Mail, and Telephone Number
37	

**Instructions:****For Compliance - Report SEMA**

Column A (State and Local Amount) - For fiscal years (FY)s 2011-12 through FY 2014-15, refers to the amount of expenditures reported for Section 3(A3.). Column A on the LMC-A worksheet (Report SEMA). For FY 2015-16 and future years, enter the amount of expenditures reported for Section 3(A1c.). Column A on the LMC-A worksheet (Report SEMA).

Column C (State and Local Per Capita Amount) - For FYs 2011-12 through FY 2014-15, enter the amount of expenditures reported for Section 3(A5.). Column A on the LMC-A worksheet (Report SEMA). For FY 2016-17 and future years, enter the amount of expenditures for Section 3(A2e.) Column A on the LMC-A worksheet (Report SEMA).

Column E (Local Only Amount) - Enter the amount of expenditures reported for Section 3(B1a.). Column A on the LMC-A worksheet (Report SEMA).

Column G (Local Only Per Capita Amount) - For FY 2016-17 and future years, enter the amount of expenditures reported for Section 3(B2c.). Column A on the LMC-A worksheet (Report SEMA).

Column I - (Enrollment) - For FYs 2011-12 through 2014-15, enter the number of students reported for Section 3(A4.). Column A on the LMC-A worksheet (Report SEMA). For FY 2016-17 and future years, enter the number of students reported for Section 3(A2d.) Column A on the LMC-A worksheet (Report SEMA).

Columns B, D, F, and H - (MOE Result) - For each method and year, use the drop down box and select an MOE compliance result: "Met," "Met with Exceptions or Adjustments," or "Did Not Meet." If you select "Met with Exceptions or Adjustments," enter the amount of the exceptions or adjustments. If you select "Met," or "Did Not Meet," then do not enter an amount.

**For Eligibility - Report SEMB**

Column A (State and Local Amount) - For FY 2016-17 and future years, enter the amount of expenditures reported for Section 3(A1c.). Column A on the LMC-B worksheet (Report SEMB).

Column B (State and Local Total MOE Result) - As the LMC-B report does not include the Program Cost Report Allocations (PCRA) amount that was included in the comparison year LMC-A reports, the PCRA comparison year line item has been added to the worksheet. Enter the PCRA amount that the LEA used the last time it met state and local total, and this PCRA amount is considered a deduction for the budget state and local total amount.

Column C (State and Local Per Capita Amount) - For FY 2016-17 and future years, enter the amount of expenditures for Section 3(A2e.) Column A on the LMC-B worksheet (Report SEMB).

Column D (State and Local Per Capita MOE Result) - As the LMC-B report does not include the PCRA amount that was included in the comparison year LMC-A reports, the PCRA comparison year line item has been added to the worksheet. Enter the PCRA amount divided by the comparison year's Enrollment that the LEA used the last time it met state and local total per capita, and this PCRA amount per capita is considered a deduction for the budget state and local total amount per capita.

Column E (Local Only Amount) - Enter the amount of expenditures reported for Section 3(B1a.). Column A on the LMC-B worksheet (Report SEMB).

Column G (Local Only Per Capita Amount) - For FY 2016-17 and future years, enter the amount of expenditures reported for Section 3(B2c.). Column A on the LMC-B worksheet (Report SEMB).

Column I - (Enrollment) - For FY 2016-17 and future years, enter the number of students reported for Section 3(A2d.) Column A on the LMC-B worksheet (Report SEMB).

Columns B, D, F, and H - (MOE Result) - For each method and year, use the drop down box and select an MOE compliance result: "Met," "Met with Exceptions or Adjustments," or "Did Not Meet." If you select "Met with Exceptions or Adjustments," enter the amount of the exceptions or adjustments. If you select "Met," or "Did Not Meet," then do not enter an amount.

<b>EXEMPT REDUCTIONS TO MAINTENANCE OF EFFORT</b> IDEA Regulations 34 Code of Federal Regulations § 300.204		
Local Education Agency (LEA) Name		Special Education Local Plan Area (SELPA)
Name of Person Completing Report		Telephone & Fax Numbers
<b>Maintenance of Effort (MOE) Shortfall from LEA MOE Calculation (LMC-A or LMC-B) Worksheet</b>	<b>\$0.00</b>	<b>FY xxxx/xxxx</b>
<i>The LEA may reduce the level of expenditures below the level of the preceding fiscal year if the reduction is attributable to any of the following reasons. Provide specific details and dollar amounts. If the total justifications equal/exceed the MOE shortfall, fiscal effort has been maintained for the reporting year.</i>		
<b>1. The voluntary departure, by retirement or otherwise, or departure for just cause, of certificated and/or classified special education or related services personnel (does not include contract non-renewal or staff lay-off due to budget shortfall).</b>		<b>\$0.00</b>
ENTER INFORMATION on the <i>detail reduction 1</i> tab; totals will carry forward to this section		
<b>2. A decrease in enrollment of children with disabilities.</b>		<b>\$0.00</b>
ENTER INFORMATION on the <i>detail reduction 2</i> tab; totals will carry forward to this section		
<b>3. The termination of the obligation to provide a program of special education to a particular child with a disability that is an exceptionally costly program because:</b>		<b>\$0.00</b>
<b>A. Child has left the jurisdiction of the agency; OR</b> <b>B. Child has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has</b> <b>C. No longer needs the program of special education</b>		
ENTER INFORMATION on the <i>detail reduction 3</i> tab; totals will carry forward to this section		
<b>4. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities (must have per unit cost of \$5,000 or more).</b>		<b>\$0.00</b>
ENTER INFORMATION on the <i>detail reduction 4</i> tab; totals will carry forward to this section		
<b>TOTAL ALLOWABLE EXEMPTIONS TO MOE</b>		<b>\$0.00</b>
(must equal amount of total exemption reductions entered in Section 1 of the LMC-A or LMC-B)		
<i>CDE Use Only</i>		
California Department of Education, Special Education Division, April 23, 2015		

Local Education Agency (LEA) Name		Special Education Local Plan Area (SELPA)				
0		0				
<p align="center"><b>EXEMPT REDUCTIONS TO MAINTENANCE OF EFFORT</b></p> <p>1. The voluntary departure, by retirement or otherwise, or departure for just cause, of certificated and/or classified special education or related services personnel (does not include contract non-renewal or staff lay-off due to budget shortfall).</p>						
<p align="center"><b>DEPARTING</b></p>						
No.	Position Title	Employee Name	Reason for Leaving	Salary	Benefits	Total
1.						\$0.00
2.						\$0.00
3.						\$0.00
4.						\$0.00
5.						\$0.00
6.						\$0.00
7.						\$0.00
8.						\$0.00
9.						\$0.00
10.						\$0.00
11.						\$0.00
12.						\$0.00
13.						\$0.00
14.						\$0.00
15.						\$0.00
16.						\$0.00
17.						\$0.00
18.						\$0.00
19.						\$0.00
20.						\$0.00
21.						\$0.00
22.						\$0.00
23.						\$0.00
24.						\$0.00
25.						\$0.00
26.						\$0.00
27.						\$0.00
28.						\$0.00
29.						\$0.00
30.						\$0.00
<b>Departing Total</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<p align="center"><b>REPLACED BY</b></p>						
No.	Position Title	Employee Name		Salary	Benefits	Total
1.						\$0.00
2.						\$0.00
3.						\$0.00
4.						\$0.00
5.						\$0.00
6.						\$0.00
7.						\$0.00
8.						\$0.00
9.						\$0.00
10.						\$0.00
11.						\$0.00
12.						\$0.00
13.						\$0.00
14.						\$0.00
15.						\$0.00
16.						\$0.00
17.						\$0.00
18.						\$0.00
19.						\$0.00
20.						\$0.00
21.						\$0.00
22.						\$0.00
23.						\$0.00
24.						\$0.00
25.						\$0.00
26.						\$0.00
27.						\$0.00
28.						\$0.00
29.						\$0.00
30.						\$0.00
<b>Replacement Total</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>1. Departure Net Difference</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>



Local Education Agency (LEA) Name <b>0</b>	Special Education Local Plan Area (SELPA) <b>0</b>
<b>EXEMPT REDUCTIONS TO MAINTENANCE OF EFFORT</b>	
<b>2. A decrease in enrollment of children with disabilities.</b>	
A. Current Year Special Ed. Unduplicated Pupil Count (SEMA or SEMB, Section 3, Line A4, Column A)	
B. Prior Year Special Ed. Unduplicated Pupil Count (SEMA or SEMB, Section 3, Line A4, Column B)	
C. Difference (only applicable if negative)	<b>not applicable</b>
D. Fractional decline (Line 2C (expressed as positive) divided by Line 2B)	0.00000%
E. Prior Year Expenditures from State and Local Sources (SEMA or SEMB, Section 3, Line A3, Column B)	
F. Allowable decline in expenditures related to decline in pupil count (Line D x Line E)	\$0.00
<b>2. Decrease in Enrollment</b>	<b>\$0.00</b>
California Department of Education, Special Education Division, April 23, 2015	

Local Education Agency (LEA) Name <b>0</b>	Special Education Local Plan Area (SELPA) <b>0</b>
<b>EXEMPT REDUCTIONS TO MAINTENANCE OF EFFORT</b>	
<p><b>3. The termination of the obligation to provide a program of special education to a particular child with a disability that is an exceptionally costly program because:</b></p> <p><b>A. <i>Child has left the jurisdiction of the agency; OR</i></b></p> <p><b>B. <i>Child has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated; OR</i></b></p> <p><b>C. <i>No longer needs the program of special education</i></b></p>	
<b>Student Name</b>	<b>Reason (indicate A, B, or C)</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
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18.	
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20.	
21.	
22.	
23.	
24.	
25.	
26.	
27.	
28.	
29.	
30.	
<b>3. Total of Termination of Obligation</b>	
<b>\$0.00</b>	
California Department of Education, Special Education Division, April 23, 2015	

Local Education Agency (LEA) Name <b>0</b>		Special Education Local Plan Area (SELPA) <b>0</b>
<b>EXEMPT REDUCTIONS TO MAINTENANCE OF EFFORT</b>		
<b>4. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities (must have per unit cost of \$5,000 or more).</b>		
<b>Description of Expenditure</b>		<b>Total</b>
1.		\$0.00
2.		\$0.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
7.		\$0.00
8.		\$0.00
9.		\$0.00
10.		\$0.00
11.		\$0.00
12.		\$0.00
13.		\$0.00
14.		\$0.00
15.		\$0.00
16.		\$0.00
17.		\$0.00
18.		\$0.00
19.		\$0.00
20.		\$0.00
21.		\$0.00
22.		\$0.00
23.		\$0.00
24.		\$0.00
25.		\$0.00
26.		\$0.00
27.		\$0.00
28.		\$0.00
29.		\$0.00
30.		\$0.00
<b>4. Total Termination of Costly Expenditures</b>		<b>\$0.00</b>
California Department of Education, Special Education Division, April 23, 2015		



## **APPENDIX D**

### **STATE REQUIRED REPORTING**

#### **Annual Budget Plans (E.C. Section 56205)**

Each local plan submitted to the superintendent under this part shall also contain all the following:

An annual budget plan that shall be adopted at a public hearing held by the special education local plan area. Notice of this hearing shall be posted in each school in the local plan area at least 15 days prior to the hearing. The annual budget plan may be revised during any fiscal year according to the policymaking process established pursuant to subparagraph (D) and (E) of paragraph (12) of subdivision (a) and consistent with subdivision (f) of Section 56001 and Section 56195.9. The annual budget plan shall identify expected expenditures for all items required by this part which shall include, but not be limited to, the following:

- a) Funds received in accordance with Chapter 7.2 (commencing with Section 56836).
- b) Administrative costs of the plan.
- c) Special education services to pupils with severe disabilities and low incidence disabilities.
- d) Special education services to pupils with non-severe disabilities.
- e) Supplemental aids and services to meet the individual needs of pupils placed in regular education classrooms and environments.
- f) Regionalized operations and services, and direct instructional support by program specialists in accordance with Article 6 (commencing with Section 56836.23) of Chapter 7.2.
- g) The use of property taxes allocated to the special education local plan area pursuant to Section 2572.

#### **Table 8**

Table 8 measures compliance with the MOE for all LEAs in the SELPA. Table 8 requires identification of any early intervening services used to reduce the MOE requirements

**Certification of Annual Budget Plan  
Fiscal Year 2018-19**

1. Check one, as applicable: <input type="checkbox"/> Single District <input checked="" type="checkbox"/> Multiple District <input type="checkbox"/> District/County		
Special Education Local Plan Area (SELPA) Code <b>4301 NN</b>	SELPA Name <b>Santa Clara Area 1</b>	Application Date <b>May 30, 2018</b>
SELPA Address <b>1290 Ridder Park Drive, MC277</b>	SELPA City <b>San Jose</b>	SELPA Zip code <b>95131</b>
Name SELPA Director (Print) <b>Anna Marie Villalobos, Ed.D.</b> <i>AMV</i>		SELPA Director's Telephone Number <b>(408) 453-6566</b>
2. Certification by Designated Administrative And Fiscal Agency for This Program (Responsible Local Agency/Administrative Unit [RLA/AU])		
RLA/AU Name <b>Santa Clara County Office of Education</b>	Name/Title of RLA/AU Superintendent <b>Mary Ann Dewan, Ph.D./ County Supt.</b>	RLA/AU Telephone Number <b>(408) 453-6511</b>
RLA/AU Street Address <b>1290 Ridder Park Drive, MC277</b>	RLA/AU City <b>San Jose</b>	RLA/AU Zip code <b>95131</b>
Date of Governing Board Approval <b>June 14, 2018</b>		

**Certification of Approval of Annual Budget Plan Pursuant to California Education Code  
Section 56205(b)**

I certify that the Annual Budget Plan was developed according to the SELPA's local plan governance and policy making process. Notice of this public hearing was posted in each school within the SELPA at least 15 days prior to the hearing.

The **Annual Budget Plan** was presented for public hearing on **June 14, 2018**.

Adopted this 14<sup>th</sup> day of June, 2018.

Signed: *Mary Ann Dewan*  
RLA/AU Superintendent

**ANNUAL BUDGET PLAN DATA COLLECTION**  
**Santa Clara Area I**  
**Annual Budget Plan**  
**Fiscal Year 2018–19**

The Annual Budget Plan shall identify expected expenditures for all items required by this part as listed below. The Standardized Account Code Structure (SACS) codes provide source information from the local educational agency (LEA) reporting.

	Reference/Label	Instructions	Estimated Totals
A	Funds received in accordance with Chapter 7.2 (commencing with California <i>Education Code</i> [EC] Section 56836) (Special Education Program Funding)	SACS Resource Code 6500 (State), 3300–3499 (Federal) 6512–6535 (General Fund)	\$15,055,644 \$5,261,797 \$1,589,598
B	Administrative costs of the plan	SACS Goal Code 5001 Function 2100	\$2,195,438
C	Special Education services to pupils with: (1) <b>severe disabilities</b> , and (2) <b>low-incidence disabilities</b>	SACS Goal Code 5710	\$131,585
		SACS Goal Code 5730	\$834,681
		SACS Goal Code 5750	\$21,161,176
D	Special education services to pupils with <b>non-severe disabilities</b>	SACS Goal Code 5770	\$49,429,756
E	Supplemental aids and services to meet the individual needs of pupils placed in <b>regular education classrooms</b> and environments	Any SACS Goal Code with SACS Function Code 1130 <sup>1</sup>	\$1,423,823
F	Regionalized operations and services, and direct instructional support <b>by program specialists</b> in accordance with Article 6 (commencing with Section 56836.23) of Chapter 7.2 (SELPA Program Specialists Funding)	SACS Goal Code 5050	\$22,791
		SACS Goal Code 5060	\$671,791
G	The use of <b>property taxes</b> allocated to the special education local plan area pursuant to <i>EC</i> Section 2572	Statement is included in Local Plan	

<sup>1</sup> Function Activity Classification can be found <http://www.cde.ca.gov/be/ag/ag/yr08/mar08item24a6.doc>

For California Department of Education Use Only

Received by the State Superintendent of Public Instruction: Date: \_\_\_\_\_ By: \_\_\_\_\_

SELPA Name	SELPA Code	LEA Name	NCESID	Total LEA allocations for Section 611 FFY 2016 & Resource (A2A) (3320)	Total LEA allocations for Section 611 FFY 2017 & Resource (A2B) (3320)	Increase in LEA 611 Allocations from FFY 2016 to FFY 2017 (Col. A2B - Col. A2A) (A2C) (A2C)	Total LEA allocations for Section 619 FFY 2017 (Resource 3315) (A3B)	Increase in LEA 619 Allocations from FFY 2017 to FFY 2016 (Col. A3B - Col. A3A) (A3C)
Santa Clara Area 1 SELPA	4301	LOS ALTOS ELEMENTARY	0622850	\$4,915,115	\$4,834,495	-27,245	\$126,100	3,605
		PALO ALTO UNIFIED	0629610	831,529	804,284	-17,474	19,500	6,914
		SANTA CLARA COUNTY SCHOOLS	0691035	2,218,682	2,201,208	47,686	54,600	-1,325
		MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT	0626280	150,902	153,289	2,387	-	-8,933
		MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL	0626310	1,048,746	1,007,471	-41,275	52,000	0
		SUM		665,256	668,243	2,987	126,100	0
		CHECK		4,915,115	4,834,495	0	0	0
Santa Clara Area 2 SELPA	4302	SUNNYVALE	0638480	\$5,858,735	\$5,710,517	-14,147	\$148,177	8,216
		SANTA CLARA COUNTY SCHOOLS	0691035	1,208,261	1,194,114	-21,359	80,439	0
		CUPERTINO UNION ELEMENTARY	0610290	148,342	126,983	-21,359	0	-9,286
		FREMONT UNION HIGH	0614430	3,008,483	2,881,231	-127,252	67,738	0
		SUM		1,493,649	1,508,189	14,540	0	0
		CHECK		5,858,735	5,710,517	0	148,177	0
Santa Clara Area 3 SELPA	4303	MORELAND ELEMENTARY	0625770	\$7,344,911	\$7,286,784	-10,205	\$225,081	2,337
		LAKESIDE JOINT ELEMENTARY	0620700	864,456	854,251	-10,205	28,037	3,115
		LUTHER BURBANK ELEMENTARY	0623130	18,296	22,513	4,217	1,649	1,466
		CAMPBELL	0607140	93,988	90,472	-3,516	4,123	-1,008
		CAMPBELL UNION	0607200	621,477	615,685	-5,792	26,388	-7,696
		LOMA PRIETA JOINT UNION ELEMENTARY	0622350	1,399,660	1,361,186	-38,474	56,898	-2,380
		CAMPBELL UNION HIGH	0607230	86,011	88,434	2,423	1,649	-91
		LOS GATOS UNION ELEMENTARY	0622830	1,083,556	1,127,898	44,342	0	0
		SARATOGA UNION ELEMENTARY	0635910	571,544	557,392	-14,152	8,246	321
		LOS GATOS-SARATOGA JOINT UNION HIGH SCHOOL	0622800	350,423	332,988	-17,435	4,123	550
		SANTA CLARA COUNTY SCHOOLS	0691035	531,785	546,766	14,981	0	0
		UNION ELEMENTARY	0640320	702,470	651,707	-50,763	56,897	7,747
		SUM		1,021,245	1,037,492	16,247	36,283	-458
		CHECK		7,344,911	7,286,784	0	225,081	0
Santa Clara Area 4 SELPA	4304	SANTA CLARA COUNTY SCHOOLS	0691035	\$6,489,988	\$6,385,772	-10,216	\$124,030	1,587
		SAN JOSE UNIFIED	0634590	519,754	533,990	14,236	15,110	-1,288
		SUM		5,970,234	5,851,782	-118,452	108,920	0
		CHECK		6,489,988	6,385,772	0	124,030	0
Santa Clara Area 7 SELPA	4307	SANTA CLARA COUNTY SCHOOLS	0691035	\$2,905,052	\$2,837,761	-19,344	\$86,453	0
		SANTA CLARA UNIFIED	0635430	87,785	68,441	-19,344	0	-22
		SUM		2,817,267	2,769,320	-47,947	86,475	0
		CHECK		2,905,052	2,837,761	0	86,453	0



SELPA Name	SELPA Code	LEA Name	NCESID	Total LEA allocation for Section 611 and 619 of IDEA for FFY 2017 (Col. A2B + Col. A3B) (A4)	Maximum 15% LEA for CEIS (Col. A4 * .15) (A5)	What year's data were used to make LEA/ESA determinations in your state (B2Year)	The determination under 34 CFR 300.600(a)(2) that controls whether the LEA may be able to reduce MOE during SY 2017-18 (B2)	Reduction of local and/or State funds pursuant to Section 613(a)(2) (C) by the LEA/ESA during SY 2017-18 (B3)	B3A. Maximum 50% Reduction Equals Col. A2C * .50
Santa Clara Area 1 SELPA	4301	LOS ALTOS ELEMENTARY	0622650	823,784	123,568	2016-17	Meets Requirements	-9	-13,623
		PALO ALTO UNIFIED	0629610	2,255,808	338,371	2016-17	Meets Requirements	-9	-8,737
		SANTA CLARA COUNTY SCHOOLS	0691035	153,289	22,993	2016-17	Meets Requirements	-9	1,194
		MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT	0626280	1,059,471	158,921	2016-17	Meets Requirements	-9	-20,638
		MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL	0626310	688,243	100,236	2016-17	Needs Assistance	-9	1,494
		<b>SUM</b>			0				
		<b>CHECK</b>							

Santa Clara Area 2 SELPA	4302	SUNNYVALE	0638460	1,274,553	191,183	2016-17	Meets Requirements	-9	-7,074
		SANTA CLARA COUNTY SCHOOLS	0691035	126,983	19,047	2016-17	Meets Requirements	-9	-10,680
		CUPERTINO UNION ELEMENTARY	0610290	2,948,969	442,345	2016-17	Meets Requirements	-9	-63,626
		FREMONT UNION HIGH	0614430	1,508,189	226,228	2016-17	Meets Requirements	-9	7,270
		<b>SUM</b>							
		<b>CHECK</b>							

Santa Clara Area 3 SELPA	4303	MORELAND ELEMENTARY	0625770	884,625	132,694	2016-17	Needs Assistance	-9	-5,103
		LAKESIDE JOINT ELEMENTARY	0620700	25,628	3,844	2016-17	Meets Requirements	-9	2,109
		LUTHER BURBANK ELEMENTARY	0623130	93,587	14,038	2016-17	Meets Requirements	-9	-1,758
		CAMBRIAN	0607140	634,377	95,157	2016-17	Meets Requirements	-9	-2,886
		CAMPBELL UNION	0607200	1,415,704	212,356	2016-17	Meets Requirements	-9	-19,237
		LOMA PRIETA JOINT UNION ELEMENTARY	0622350	89,992	13,499	2016-17	Meets Requirements	-9	1,212
		CAMPBELL UNION HIGH	0607230	1,127,898	169,185	2016-17	Needs Assistance	-9	22,171
		LOS GATOS UNION ELEMENTARY	0622830	585,959	84,894	2016-17	Meets Requirements	-9	-7,076
		SARATOGA UNION ELEMENTARY	0635910	337,661	50,649	2016-17	Meets Requirements	-9	-8,718
		LOS GATOS-SARATOGA JOINT UNION HIGH SCHOOL	0622800	546,766	82,015	2016-17	Needs Assistance	-9	7,491
		SANTA CLARA COUNTY SCHOOLS	0691035	716,351	107,453	2016-17	Meets Requirements	-9	-25,382
		UNION ELEMENTARY	0640320	1,073,317	160,998	2016-17	Meets Requirements	-9	8,124
		<b>SUM</b>							
		<b>CHECK</b>							

Santa Clara Area 4 SELPA	4304	SANTA CLARA COUNTY SCHOOLS	0691035	549,100	82,365	2016-17	Meets Requirements	-9	7,118
		SAN JOSE UNIFIED	0634590	5,960,702	894,105	2016-17	Meets Requirements	-9	-59,226
		<b>SUM</b>							
		<b>CHECK</b>							

Santa Clara Area 7 SELPA	4307	SANTA CLARA COUNTY SCHOOLS	0691035	68,441	10,266	2016-17	Meets Requirements	-9	-9,672
		SANTA CLARA UNIFIED	0635430	2,855,773	428,366	2016-17	Meets Requirements	-9	-23,974
		<b>SUM</b>							
		<b>CHECK</b>							

SELPA Name	SELPA Code	LEA Name	B4. Percent of the available taken by LEA during the SY 2017-18 Max. Allowable Amount of MOE Reduction (Col. B3./Col. B3A.) (C2A)	Was the LEA/ESA required to use 15% of funds for CEIS due to significant disproportionality n SY 2017-18? <input type="checkbox"/> (C2A)	Was the LEA identified as having significant disproportionality due to 'identification as a child with a disability'? <input type="checkbox"/> (C2A, 1) Ind 9	Was the LEA identified as having significant disproportionality due to 'identification by disability category'? <input type="checkbox"/> (C2A, 2) Ind 10	Was the LEA identified as having significant disproportionality due to 'placement in a particular educational setting'? <input type="checkbox"/> (C2A, 3) LRE
Santa Clara Area 1 SELPA	4301	LEA Name	NCESID				
		LOS ALTOS ELEMENTARY	0622650	0	0	0	0
		PALO ALTO UNIFIED	0629610	0	0	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	-1%	0	0	0
		MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT	0626280	0	0	0	0
		MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL DISTRICT	0626310	-1%	0	0	0
		<b>SUM</b>					
		<b>CHECK</b>					

Santa Clara Area 2 SELPA	4302	SUNNYVALE	0638460	0	0	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	0	0	0	0
		CUPERTINO UNION ELEMENTARY	0610290	0	0	0	0
		FREMONT UNION HIGH	0614430	0	0	0	0
		<b>SUM</b>					
		<b>CHECK</b>					

Santa Clara Area 3 SELPA	4303	MORELAND ELEMENTARY	0625770	0	0	0	0
		LAKESIDE JOINT ELEMENTARY	0620700	0	0	0	0
		LUTHER BURBANK ELEMENTARY	0623130	1%	0	0	0
		CAMBRIAN	0607140	0	0	0	0
		CAMPBELL UNION	0607200	0	0	0	0
		LOMA PRIETA JOINT UNION ELEMENTARY	0622350	-1%	0	0	0
		CAMPBELL UNION HIGH	0607230	0	0	0	0
		LOS GATOS UNION ELEMENTARY	0622830	0	0	0	0
		SARATOGA UNION ELEMENTARY	0635910	0	0	0	0
		LOS GATOS-SARATOGA JOINT UNION HIGH SCHOOL DISTRICT	0622800	0	0	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	0	0	0	0
		UNION ELEMENTARY	0640320	0	0	0	0
		<b>SUM</b>					
		<b>CHECK</b>					

Santa Clara Area 4 SELPA	4304	SANTA CLARA COUNTY SCHOOLS	0691035	0	0	0	0
		SAN JOSE UNIFIED	0634590	0	0	0	0
		<b>SUM</b>					
		<b>CHECK</b>					

Santa Clara Area 7 SELPA	4307	SANTA CLARA COUNTY SCHOOLS	0691035	0	0	0	0
		SANTA CLARA UNIFIED	0635430	0	0	0	0
		<b>SUM</b>					
		<b>CHECK</b>					

SELPA Name	SELPA Code	LEA Name	Was the LEA identified as having significant disproportionality due to 'disciplinary action'? (C2A.4)	Amount reserved for required CEIS in SY 2017-18 (C2B)	Percent taken for required CEIS during SY 2017-18 Must Equal 15% (Percent = Col. C2B/Col. A4.)	Did the LEA/ESA voluntarily use up to 15% of IDEA 611 and 619 funds for CEIS in SY 2017-18? (C3A)	Amount reserved for voluntary CEIS in SY 2017-18 (C3B)
Santa Clara Area 1 SELPA	4301	LEA Name	NCESID				
		LOS ALTOS ELEMENTARY	0622850	0	0%	No	-9
		PALO ALTO UNIFIED	0629610	0	0%	No	-9
		SANTA CLARA COUNTY SCHOOLS	0691035	0	0%	No	-9
		MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT	0626280	0	0%	No	-9
		MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL DISTRICT	0626310	0	0%	No	-9
		SUM					
		CHECK					

Santa Clara Area 2 SELPA	4302	SUNNYVALE	0638460	0	0%	No	-9
		SANTA CLARA COUNTY SCHOOLS	0691035	0	0%	No	-9
		CUPERTINO UNION ELEMENTARY	0610290	0	0%	No	-9
		FREMONT UNION HIGH	0614430	0	0%	No	-9
		SUM					
		CHECK					

Santa Clara Area 3 SELPA	4303	MORELAND ELEMENTARY	0625770	0	0%	No	-9
		LAKESIDE JOINT ELEMENTARY	0620700	0	0%	No	-9
		LUTHER BURBANK ELEMENTARY	0623130	0	0%	No	-9
		CAMBRIAN	0607140	0	0%	No	-9
		CAMPBELL UNION	0607200	0	0%	No	-9
		LOMA PRIETA JOINT UNION ELEMENTARY	0622350	0	0%	No	-9
		CAMPBELL UNION HIGH	0607230	0	0%	No	-9
		LOS GATOS UNION ELEMENTARY	0622830	0	0%	No	-9
		SARATOGA UNION ELEMENTARY	0635910	0	0%	No	-9
		LOS GATOS-SARATOGA JOINT UNION HIGH SCHOOL DISTRICT	0622800	0	0%	No	-9
		SANTA CLARA COUNTY SCHOOLS	0691035	0	0%	No	-9
		UNION ELEMENTARY	0640320	0	0%	No	-9
		SUM					
		CHECK					

Santa Clara Area 4 SELPA	4304	SANTA CLARA COUNTY SCHOOLS	0691035	0	0%	No	-9
		SAN JOSE UNIFIED	0634590	0	0%	No	-9
		SUM					
		CHECK					

Santa Clara Area 7 SELPA	4307	SANTA CLARA COUNTY SCHOOLS	0691035	0	0%	No	-9
		SANTA CLARA UNIFIED	0635430	0	0%	No	-9
		SUM					
		CHECK					

SELPA Name	SELPA Code	LEA Name	NCESID	C3C. Percent taken for voluntary CEIS during SY 2017-18 Percent cannot exceed 15% (Percent = Col. C3B./Col. A4.)	Total number of children receiving CEIS under the IDEA in the LEA/ESA during SY 2017-18 (D2)	Total number of children who received CEIS under the IDEA anytime in the past two school years and received special education and related services in SY 2017-18 (D3)
Santa Clara Area 1 SELPA	4301	LOS ALTOS ELEMENTARY	0622650	0%	0	0
		PALO ALTO UNIFIED	0629610	0%	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	0%	0	0
		MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT	0626280	0%	0	0
		MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL DISTRICT	0626310	0%	0	0
		<b>SUM</b>	<b>CHECK</b>			

Santa Clara Area 2 SELPA	4302	SUNNYVALE	0638460	0%	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	0%	0	0
		CUPERTINO UNION ELEMENTARY	0610290	0%	0	0
		FREMONT UNION HIGH	0614430	0%	0	0
		<b>SUM</b>	<b>CHECK</b>			

Santa Clara Area 3 SELPA	4303	MORELAND ELEMENTARY	0625770	0%	0	0
		LAKESIDE JOINT ELEMENTARY	0620700	0%	0	0
		LUTHER BURBANK ELEMENTARY	0623130	0%	0	0
		CAMPBRIAN	0607140	0%	0	0
		CAMPBELL UNION	0607200	0%	0	0
		LOMA PRIETA JOINT UNION ELEMENTARY	0622350	0%	0	0
		CAMPBELL UNION HIGH	0607230	0%	0	0
		LOS GATOS UNION ELEMENTARY	0622830	0%	0	0
		SARATOGA UNION ELEMENTARY	0635910	0%	0	0
		LOS GATOS-SARATOGA JOINT UNION HIGH SCHOOL DISTRICT	0622800	0%	0	0
		SANTA CLARA COUNTY SCHOOLS	0691035	0%	0	0
		UNION ELEMENTARY	0640320	0%	0	0
		<b>SUM</b>	<b>CHECK</b>			

Santa Clara Area 4 SELPA	4304	SANTA CLARA COUNTY SCHOOLS	0691035	0%	0	0
		SAN JOSE UNIFIED	0634590	0%	0	0
		<b>SUM</b>	<b>CHECK</b>			

Santa Clara Area 7 SELPA	4307	SANTA CLARA COUNTY SCHOOLS	0691035	0%	0	0
		SANTA CLARA UNIFIED	0635430	0%	0	0
		<b>SUM</b>	<b>CHECK</b>			

## **APPENDIX E**

### **SPECIAL EDUCATION INTER-DISTRICT TRANSFERS**

1. Inter-district Transfers Instructions
2. Inter-district Transfers Forms
3. List of Regional and Actual Cost Programs
4. District Direct and Indirect Cost Rates (for calculating charges)
5. District Base LCFF funding (for calculating Inter-districts)
6. List of NW SELPA Districts
7. Special Education Inter-District Transfer Procedure (lifted from SELPA Procedural Handbook)



- # I. CALCULATION FOR 2018-19 SPECIAL ED INTER-DISTRICT TRANSFERS FORM

2b

DISTRICT OF RESIDENCE

STUDENT (MS/DW)

BIRTHDATE

DISTRICT OF SERVICE

BASIC AIDE? (Y/N)

# **CALCULATION FOR 2018-19 SPECIAL EDUCATION INTERDISTRICT TRANSFERS** (INTER-SELDA FISCAL TRANSFERS)

\*\*\*IMPORTANT NOTE: PLEASE REFER TO THE INSTRUCTIONS PAGE FOR ASSISTANCE IN COMPLETING THIS FORM. A COPY OF THIS FORM MUST ACCOMPANY THE REPORTING FORM TO THE DISTRICT OF RESIDENCE FOR ALL STUDENTS TRANSFERRING INTO IDENTIFIED REGIONAL/ACTUAL COST PROGRAM. THIS FORM DOES NOT NEED TO BE SUBMITTED TO THE SELDA-AU.

PROGRAM TYPE  
EITHER

1 AVERAGE COST PROGRAM				
AVERAGE COST PER CLASS PER YEAR				
A) TEACHER-TTE	1	X	\$	126,473 \$
B) PARASPEECH THERAPIST		X	\$	54,892 \$
C) BASIC SUPPLIES & CPI	3.22%	X	\$	3,815 \$
D) ESTIMATED SUPPLIES				822 \$
E) SUBTOTAL				186,100 \$
F) AVERAGE DIRECT SUPPORT FROM PCR				30,596 \$
G) SUBTOTAL				155,504 \$
H) AVERAGE INDIRECT SUPPORT FROM PCR				234,367 \$
I) FACILITIES & CPI				14,349 \$
J) AVERAGE COST PER CLASS PER YEAR	3.22%	X	\$	11,942 \$
K) AVERAGE COST PER STUDENT PER YEAR				12,127 \$
L) AVERAGE COST PER STUDENT PER YEAR				250,862 \$

B STUDENTS PER CLASS (STANDARD)							
PER STUDENT PER CLASS							
PER STUDENT RATE							
TJ MINDED AVE BROGE LOFF PLUS ABBOD PER ADA*							
AVERAGE COST PER STUDENT PER YEAR							
SOC B	\$	31,370	-	\$	7,197	\$	24,173
SOC 10	\$	25,096	-	\$	7,197	\$	17,899
SOC 12	\$	20,914	-	\$	7,197	\$	13,717
REPPAD	\$	6,963		\$		\$	8,963

A ADDITIONAL COSTS PER STUDENT PER YEAR					
ADDITIONAL CLASSROOM AIDE					
P1) SPEECH/LANGUAGE	(B)	\$	54,892	10	5,689
P2) SPEECH/LANGUAGE	(C)	\$	127,936	40	3,168
P3) SPEECH/LANGUAGE	(D)	\$	127,936	55	2,236
P4) ADAPTIVE PHYSICAL ED TEACHER (APE)	(E)	\$	118,054	35	3,373
P5) OCCUPATIONAL THERAPIST (OT)	(F)	\$	132,356	35	3,782
P6) NURSE	(G)	\$	109,459	35	3,127
P7) COUNSELOR	(H)	\$	147,640	35	4,218
P8) TRANSLATOR	(I)	\$	75,350	35	2,150
P9) VISION TEACHER (VT)	(J)	\$	119,552	35	3,315
P10) ORIENTATION & MOBILITY SPECIALIST (OSM)	(K)	\$	116,709	35	3,210

\*\*\*IMPORTANT: IF DISTRICT OF SERVICE IS BASIC AIDE, CHANGE AMOUNT FROM \$7,197 TO \$434.

SUMMARY OF AMOUNT TO CHARGE DISTRICT OF RESIDENCE:

REGIONAL/ACTUAL COST/TA		DEC 1 ENROLLMENT	
COST PER STUDENT PER YEAR		21	
ADDITIONAL COSTS, IF ANY			
TOTAL COST			

2 REGIONAL/ACTUAL COST PROGRAM	
REGIONAL PROGRAM ACTUAL COST PER YEAR	
TEACHER SALARIES & BENEFITS	
AIDE SALARIES & BENEFITS	
ADDITIONAL SUPPLIES	
ESTIMATED SUPPLIES	
SUBTOTAL (A)	
AVERAGE DIRECT SUPPORT FROM PCR	
SUBTOTAL (B)	
AVERAGE INDIRECT SUPPORT FROM PCR	
SUBTOTAL (C)	
FACILITIES & CPI	
REGIONAL/ACTUAL PROGRAM COST (C)	
ACTUAL COST PER STUDENT PER YEAR	
B STUDENTS PER CLASS	
PER STUDENT RATE	
TJ MINDED AVE BROGE LOFF PLUS ABBOD PER ADA*	
ACTUAL COST PER STUDENT PER YEAR	
***IMPORTANT: IF DISTRICT OF SERVICE IS BASIC AIDE, ONLY SUBMIT THE ABBOD RATIO RATE	
ADDITIONAL COSTS PER STUDENT PER YEAR	
ADDITIONAL CLASSROOM AIDE	
P1) SPEECH/LANGUAGE	21
P2) SPEECH/LANGUAGE	21
P3) ADAPTIVE PHYSICAL ED TEACHER (APE)	21
P4) OCCUPATIONAL THERAPIST (OT)	21
P5) NURSE	21
P6) COUNSELOR	21
P7) TRANSLATOR	21
P8) VISION TEACHER (VT)	21
P9) ORIENTATION & MOBILITY SPECIALIST (OSM)	21
P10) OTHER SERVICES PER DISTRICT AGREEMENT (PLEASE SPECIFY)	21
TOTAL AVERAGE COST PER STUDENT PER YEAR	

REGIONAL/ACTUAL COST/TA		APRIL 1 ENROLLMENT	

- c) Complete the "Regional/Actual Cost" column for the actual salary and benefits of the teacher, actual salary and benefits for teacher's aide time in the classroom, and estimated classroom supplies for that identified Regional/Actual Program. All figures should reflect best estimates of actual costs for the full, current year.
  - d) Fill in your district's Adjusted PCR Direct Support Rate (refer to the "Direct Support and Indirect Cost Rates- NW SELPA District" spreadsheet provided, **Column {I}**). Multiply the PCR by the Adjusted PCR Direct Support Rate by the Subtotal (A) to get Direct Support (A1).
  - e) Add Subtotal (A) and the Direct Support (A1) to get Subtotal (B).
  - f) Fill in your district's PCR Indirect Cost Rate (refer to the "Direct Support and Indirect Cost Rates- NW SELPA District" spreadsheet provided, **Column {F}**). Multiply the PCR Indirect Cost Rate by the Subtotal (B) to get Indirect Cost (B1).
  - g) Add Subtotal (B), Indirect Cost (B1), and the Facilities Cost (standard amount for all districts) to get the Regional/Actual Program Cost (Subtotal C).
  - h) Fill in the actual number of students enrolled in the class on December 1, 2018.
  - i) Divide the Subtotal (C) by the number of students in the class to get a per student rate, (D).
  - j) To get the actual per student amount for that class, subtract your district's Average-Adjusted LCFF plus Adjusted AB602 base rate/ student (refer to "Average LCFF Base for Inter-District Transfers-NW SELPA Districts" spreadsheet provided, **Column H**)
- \*\*IMPORTANT PRESCHOOL AND BASIC AID INFORMATION\*\***
- *Preschoolers do not generate ADA or Revenue Limit funding, so do not deduct the Ave-Adjusted LCFF or AB 602 for preschool programs.*
  - *Basic Aid districts should deduct the adjusted AB 602 funding only (refer to "Average LCFF Base for Inter-District Transfers-NW SELPA Districts" spreadsheet provided, use data in **Column G**, not Column H).*
- k) Similarly, additional actual costs per Student may be calculated and added at the bottom of the form. Please be sure to indicate the nature of all additional services.
  - l) Copy the actual cost per student and all additional costs into the "Amount to Charge the District of Residence" table at the bottom of the page. All costs filled in here should be for the full year.
  - m) On April 1 2019, copy the December form and complete the column for April. Again, the costs should be for a full year.
  - n) When the April enrollment is calculated, the December total and April total will be added together and divided by two to get the average for the year. If a student is enrolled on one census date, but not on the other, please so indicate by placing a zero in the total line for the census date for which the student was not enrolled.

## II. 2018-19 INTER-DISTRICT TRANSFERS REPORTING FORM

- This is the form to use to obtain a signature from the DOR.
- A completed form must be sent to the SELPA AU in order to receive apportionment adjustment for transfers. Please provide Student MIS ID only (no student names).

FOR DECEMBER 1 ENROLLMENT		FOR APRIL 1 ENROLLMENT	
DISTRICT OF SERVICE	SIGNATURE	DATE	SIGNATURE
DISTRICT OF RESIDENCE	SIGNATURE	DATE	DATE
<b>2018-19 INTERDISTRICT TRANSFERS REPORTING FORM</b>			
IMPORTANT NOTE: REPORT ALL DOLLAR AMOUNTS AS "FULL YEAR" COST. DECEMBER 1 AND APRIL 1 COSTS WILL BE AVERAGED FOR FINAL COSTS. SUBMIT A COMPLETED FORM TO SELPA AU.			
STUDENT MIS #	COST PER STUDENT PER YEAR	ADDITIONAL CLASSROOM AIDE	SPEECH/LANGUAGE
1	EXTENDED YR		
	DEC 1		
	APR 1		
2	EXTENDED YR		
	DEC 1		
	APR 1		
3	EXTENDED YR		
	DEC 1		
	APR 1		
4	EXTENDED YR		
	DEC 1		
	APR 1		
5	EXTENDED YR		
	DEC 1		
	APR 1		
6	EXTENDED YR		
	DEC 1		
	APR 1		
7	EXTENDED YR		
	DEC 1		
	APR 1		

(a) COST PER STUDENT PER YEAR

(b) ADDITIONAL CLASSROOM AIDE

(c) SPEECH/LANGUAGE

(d) APE

(e) OT

(f) OTHERS, PLEASE SPECIFY

(g) TOTAL

(h) IS THIS AN ACTUAL COST? Y OR N

1) Fox to District-of-Residence for signature, and 2) Fox to SELPA AU, District-of-Residence: please confirm charges, sign, and 1) Fox to District-of-Service, 2) Fox to SELPA AU, attention: Karen Santiago (408) 453-4337

District-of-Service's reported charges will be adjusted in the apportionment distribution process, unless clearly contested by the District-of-Residence.

### Instructions for completing this form:

1. Complete one page for each district that you want to collect Special Education inter-district transfer revenue.
2. Complete the information on the Extended Year and December 1/April 1 enrollment lines for each transfer student that your district is serving from a single DOR.
3. If a student is being served in the identified "Regional/ Actual Cost Program", complete this form with the data calculated on the "Calculation for 2018-19 Special Education Inter-district Transfers Form" (discussed earlier in Section I of this document) Regional/ Actual Cost Program column, and indicate "Y" for "Yes" in the far right column.
4. If the student is not being served in the identified "Regional/ Actual Cost Program", complete this form with the data calculated on the "Calculation for 2018-19 Special Education Inter-district Transfers Form" Average Cost Program column, and indicate "N" for "No" in the last column, which asks whether this is an Actual Cost program.
5. Students in Regional and Actual Cost and Average Cost programs may be mixed on this form. However, any district which has lines reflecting actual cost must send a copy of the "Calculation for 2018-19 Special Education Inter-district Transfers" form to the DOR to show detail of actual cost calculation.



### III. 2018-19 EXTENDED SCHOOL YEAR (SUMMER OF 2018)

- This is a form for reporting charges for inter-district transfers in Extended Year programs.
- DOS completes one page for each inter-district transfer student attending Extended Year programs.

1	DISTRICT OF RESIDENCE	STUDENT (MIS ID#)	BIRTHDATE	DISTRICT OF SERVICE																			
<b>EXTENDED YEAR</b>																							
<b>CALCULATION FOR SPECIAL EDUCATION INTERDISTRICT TRANSFERS 2018-19 (SUMMER OF 2018)</b>																							
TEACHER - SALARY & BENEFITS	2	TIMES	1 DAY	TIMES																			
INSTRUCTIONAL AIDE - SALARY & BENEFITS	3	TIMES	0	TIMES																			
TOTAL SALARY & BENEFITS	4	TIMES	0	TIMES																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(A) DAILY SALARY</td> <td style="width: 20%;">(B) DAILY BENEFIT</td> <td style="width: 20%;">(C) DAILY BENEFIT PER DAY</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td style="text-align: center;">(D) HOURLY RATE</td> <td style="text-align: center;">(E) HOURLY BENEFIT</td> <td style="text-align: center;">(F) HOURLY BENEFIT PER DAY</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td colspan="3"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(G) TOTAL SALARY &amp; BENEFITS</td> <td style="width: 20%;">(H) TOTAL SALARY &amp; BENEFITS</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table> </td> </tr> </table>					(A) DAILY SALARY	(B) DAILY BENEFIT	(C) DAILY BENEFIT PER DAY	\$	\$	\$	(D) HOURLY RATE	(E) HOURLY BENEFIT	(F) HOURLY BENEFIT PER DAY	\$	\$	\$	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(G) TOTAL SALARY &amp; BENEFITS</td> <td style="width: 20%;">(H) TOTAL SALARY &amp; BENEFITS</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table>			(G) TOTAL SALARY & BENEFITS	(H) TOTAL SALARY & BENEFITS	\$	\$
(A) DAILY SALARY	(B) DAILY BENEFIT	(C) DAILY BENEFIT PER DAY																					
\$	\$	\$																					
(D) HOURLY RATE	(E) HOURLY BENEFIT	(F) HOURLY BENEFIT PER DAY																					
\$	\$	\$																					
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\$	\$																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(I) AVERAGE DIRECT SUPPORT FROM PCR</td> <td style="width: 20%;">(J) AVERAGE INDIRECT SUPPORT FROM PCR</td> <td style="width: 20%;">(K) AVERAGE INDIRECT COST RATE</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td colspan="3"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(L) SUBTOTAL A</td> <td style="width: 20%;">(M) SUBTOTAL B</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table> </td> </tr> </table>					(I) AVERAGE DIRECT SUPPORT FROM PCR	(J) AVERAGE INDIRECT SUPPORT FROM PCR	(K) AVERAGE INDIRECT COST RATE	\$	\$	\$	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(L) SUBTOTAL A</td> <td style="width: 20%;">(M) SUBTOTAL B</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table>			(L) SUBTOTAL A	(M) SUBTOTAL B	\$	\$						
(I) AVERAGE DIRECT SUPPORT FROM PCR	(J) AVERAGE INDIRECT SUPPORT FROM PCR	(K) AVERAGE INDIRECT COST RATE																					
\$	\$	\$																					
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(L) SUBTOTAL A	(M) SUBTOTAL B																						
\$	\$																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">(N) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT</td> <td style="width: 20%;">(O) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table>					(N) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT	(O) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT	\$	\$															
(N) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT	(O) TOTAL COST FOR EXTENDED YEAR PROGRAM PER STUDENT																						
\$	\$																						

#### SUMMARY

In all cases, in order to receive adjustments to Special Ed apportionments for inter-district transfers:

- District of Service completes one "2018-19 Inter-district Transfers Reporting Form" for each district sending students. Sign, date and send a copy of the completed form to the District of Residence and to the SELPA AU (Karen\_Santiago@sccoe.org or fax at 408-453-4337).
- Upon receipt of the form, District of Residence, signs, dates, and faxes a copy back to the District of Service and to the SELPA AU, noting any corrections or disputes.
- Apportionments will be adjusted by the SELPA AU, according to the forms completed by the District of Service, unless charges are contested in writing by noting corrections or disputes on the signature copy of the reporting form within 60 days of the enrollment census dates (December 1 and April 1).

# CALCULATION FOR 2018-19 SPECIAL EDUCATION INTERDISTRICT TRANSFERS (INTER-SELPA FISCAL TRANSFERS)

**\*\*IMPORTANT NOTE:** PLEASE REFER TO THE INSTRUCTIONS PAGE FOR ASSISTANCE IN COMPLETING THIS FORM. A COPY OF THIS FORM MUST ACCOMPANY THE REPORTING FORM TO THE DISTRICT OF RESIDENCE FOR ALL STUDENTS TRANSFERRING INTO IDENTIFIED REGIONAL/ACTUAL COST PROGRAMS. THIS FORM DOES NOT NEED TO BE SUBMITTED TO THE SELPA AL.

PROGRAM TYPE
EITHER

AVERAGE COST PROGRAM									
AVERAGE COST PER CLASS PER YEAR									
A) TEACHER - FTE	1	x	\$	126,473	\$	126,473			
B) AIDE - HRS/DAY	6	x	\$	9,815	\$	58,892			
AVERAGE SUPPLIES x CPI	3.22%	x	\$	822	\$	848			
<b>SUBTOTAL</b>						186,213			
AVERAGE DIRECT SUPPORT FROM PCR				20.50%	\$	38,174			
<b>SUBTOTAL</b>						224,387			
AVERAGE INDIRECT SUPPORT FROM PCR				6.35%	\$	14,249			
C) FACILITIES x CPI	3.22%	x	\$	11,942	\$	12,327			
<b>AVERAGE COST PER CLASS PER YEAR</b>						<b>250,962</b>			
AVERAGE COST PER STUDENT PER YEAR									
# STUDENTS PER CLASS (STANDARD)		PER STUDENT RATE	E) MINUS AVE BASE LCFF PLUS AB602 PER ADA*		AVERAGE COST PER STUDENT PER YEAR				
SDC 8	8	\$ 31,370	-	\$ 7,197	\$ 24,173				
SDC 10	10	\$ 25,096	-	\$ 7,197	\$ 17,899				
SDC 12	12	\$ 20,914	-	\$ 7,197	\$ 13,717				
RSP/SAI	28	\$ 8,963			\$ 8,963				
* IMPORTANT: IF DISTRICT OF SERVICE IS BASIC AID, CHANGE AMOUNT FROM \$7,197 TO \$434.									
ADDITIONAL COSTS PER STUDENT PER YEAR									
ADDITIONAL CLASSROOM AIDE	B)	\$ 58,892		10	\$ 5,889				
F) SPEECH/LANGUAGE	D)	\$ 127,926		40	\$ 3,198				
F) SPEECH/LANGUAGE	D)	\$ 127,926		55	\$ 2,326				
F) ADAPTIVE PHYSICAL ED TEACHER (APE)		\$ 118,054		35	\$ 3,373				
F) OCCUPATIONAL THERAPIST (OT)		\$ 132,356		35	\$ 3,782				
F) NURSE		\$ 109,459		35	\$ 3,127				
F) COUNSELOR		\$ 147,640		35	\$ 4,218				
F) TRANSLATOR		\$ 75,250		35	\$ 2,150				
F) VISION TEACHER (VI)		\$ 119,552		35	\$ 3,416				
F) ORIENTATION & MOBILITY SPECIALIST (O&M)		\$ 116,209		35	\$ 3,320				
F) OTHER SERVICES PER DISTRICT AGREEMENT (PLEASE SPECIFY):									

REGIONAL/ACTUAL COST PROGRAM									
REGIONAL PROGRAM ACTUAL COST PER YEAR									
TEACHER SALARIES & BENEFITS									
AIDE SALARIES & BENEFITS									
ESTIMATED SUPPLIES									
SUBTOTAL (A)									
ADJUSTED PCR DIRECT SUPPORT (A1)									
SUBTOTAL (B)									
PCR INDIRECT COST (B1)									
C) FACILITIES x CPI									
REGIONAL/ACTUAL PROGRAM COST (C)									
ACTUAL COST PER STUDENT PER YEAR									
# STUDENTS PER CLASS									
PER STUDENT RATE (D)									
E) MINUS AVE BASE LCFF PLUS AB602 PER ADA*									
ACTUAL COST PER STUDENT PER YEAR									
* IMPORTANT: IF DISTRICT OF SERVICE IS BASIC AID, ONLY DEDUCT THE AB602 BASE RATE									
ADDITIONAL COSTS PER STUDENT PER YEAR									
ADDITIONAL CLASSROOM AIDE									
F) SPEECH/LANGUAGE									
F) SPEECH/LANGUAGE									
F) ADAPTIVE PHYSICAL ED TEACHER (APE)									
F) OCCUPATIONAL THERAPIST (OT)									
F) NURSE									
F) COUNSELOR									
F) TRANSLATOR									
F) VISION TEACHER (VI)									
F) ORIENTATION & MOBILITY SPECIALIST (O&M)									
F) OTHER SERVICES PER DISTRICT AGREEMENT (PLEASE SPECIFY):									

## SUMMARY OF AMOUNT TO CHARGE DISTRICT OF RESIDENCE:

REGIONAL/ACTUAL COST Y/N		DEC 1 ENROLLMENT	APRIL 1 ENROLLMENT	TOTAL AVERAGE COST #DIV/0!
COST PER STUDENT PER YEAR				
ADDITIONAL COSTS, IF ANY				
TOTAL COST				

A) Used 2018-19 Average Salary provided by NW SELPA Districts  
B) Used 2018-19 Average Salary provided by NW SELPA Districts  
C) Fac Est-9604 ft. = 90/94 ft. = 10mo \*CPI05/06 \*CPI06/07 \*CPI08/09 \*CPI09/10 \*CPI10/11 \*CPI11/12 \*CPI12/13 \*CPI13/14 \*CPI14/15  
D) Average Teacher Salary&Benefits + Dir&Ind Support + Facilities/4  
E) Countywide Average LCFF plus AB 602 per STUDENT times % of ADA to Enrollmt.  
F) By agreement, District of Residence may choose to contract directly with Service Provider



FOR DECEMBER 1 ENROLLMENT

FOR APRIL 1 ENROLLMENT

DISTRICT OF SERVICE

SIGNATURE

DATE

SIGNATURE

DATE

DISTRICT OF RESIDENCE

SIGNATURE

DATE

SIGNATURE

DATE

## 2018-19 INTERDISTRICT TRANSFERS REPORTING FORM

IMPORTANT NOTE: REPORT ALL DOLLAR AMOUNTS AS "FULL YEAR" COST. DECEMBER 1 AND APRIL 1 COSTS WILL BE AVERAGED FOR FINAL COSTS. SUBMIT A COMPLETED FORM TO SELPA AU.

		(a) COST PER STUDENT PER YEAR	(b) ADDITIONAL CLASSROOM AIDE	(c) SPEECH/LANGUAGE	(d) APE	(e) OT	(f) OTHERS, PLEASE SPECIFY	(g) TOTAL	IS THIS AN ACTUAL COST? Y OR N
1	EXTENDED YR DEC 1 APR 1								
2	EXTENDED YR DEC 1 APR 1								
3	EXTENDED YR DEC 1 APR 1								
4	EXTENDED YR DEC 1 APR 1								
5	EXTENDED YR DEC 1 APR 1								
6	EXTENDED YR DEC 1 APR 1								
7	EXTENDED YR DEC 1 APR 1								

*District-of-Service : please complete one form for each district sending students. 1) Fax to District-of-Residence for signature, and 2) Fax to SELPA AU.  
District-of-Residence : please confirm charges, sign, and 1) fax to District-of-Service, 2) Fax to SELPA AU, attention: Karen Santiago (408) 453-4337.  
District-of-Service's reported charges will be adjusted in the apportionment distribution process, unless clearly contested by the District-of-Residence.*

## **DRAFT 2018-19 List of Identified Regional and Actual Cost Programs**

### **REGIONAL PROGRAM (R) DEFINITION:**

*Regional programs are programs that are developed in the SELPA to address an identified need of the member districts. The SELPA Operations Committee determines the need for a program and a LEA agrees to operate the program for the SELPA with the understanding that this program is available to the member LEAs.*

### **ACTUAL COST PROGRAM (AC) DEFINITION:**

*Actual Cost Programs are programs that LEAs operate in which other LEAs may place students if space is available. These programs are higher cost than average cost programs (e.g. autism and ED programs).*

### **AVERAGE COST PROGRAM (AV) DEFINITION:**

*Average Cost Programs are programs that are not high cost programs, such as SLD SDC and other programs that do not require additional aide support.*

*\*The number next to each AC/AV indicates the number of classrooms you have for that program.*

#### **SELPA I**

AC1	Moderate/Severe (K-3)	Los Altos SD
AC1	Moderate/Severe (4-6)	Los Altos SD
AC1	Moderate/Severe (7-8)	Los Altos SD
AC2	Mild/Moderate (1-3)	Los Altos SD
AC2	Mild/Moderate (4-6)	Los Altos SD
AC1	Mild/Moderate (7-8)	Los Altos SD
AC1	Therapeutic SDC ED (1-3)	Los Altos SD
AC1	Therapeutic SDC ED (4-6)	Los Altos SD
AC1	Therapeutic SDC ED (7-8)	Los Altos SD
AC2	Academic Communication (7-8)	Los Altos SD
AC1	SH (Secondary-Post Sec)	Mt. View/Los Altos UHSD
AC1	ID (Secondary)	Mt. View/Los Altos UHSD
AC4	ED	Mt. View/Los Altos UHSD
AC1	Mild/Moderate (Post Sec)	Mt. View/Los Altos UHSD
AC1	Mild/Moderate SDC (K-2)	Mt. View/Whisman SD
AC2	Mild/Moderate SDC (3-5)	Mt. View/Whisman SD
AC5	Mild/Moderate SDC (6-8)	Mt. View/Whisman SD
AC1	Medically Fragile OHI (K-7)	Mt. View/Whisman SD
AC1	Moderate/Severe Proj Search	Palo Alto Unified School District
AC1	Post Secondary	Palo Alto Unified School District
AC2	Therapeutic Support (Mid, HS)	Palo Alto Unified School District
AC1	Hearing Impaired/Deaf (HS)	Palo Alto Unified School District
AC3	OI (Elem, Mid, HS)	Palo Alto Unified School District

**0 Designated Regional Programs**

**37 Actual Cost Programs**

**SELPA II**

AC1 VI	Cupertino Union School District
AC1 DHOH	Cupertino Union School District
AC3 TSDC (Elem, Mid)	Cupertino Union School District
AC3 ASD Classes (Elem, Mid)	Cupertino Union School District
AC16 Moderate/Severe (Elem, Mid)	Cupertino Union School District
AC12 Mild/Moderate (Elem)	Cupertino Union School District
AC2 OI (PreK, Elem)	Sunnyvale School District
AC4 TSDC (Elem, Mid)	Sunnyvale School District
AC8 ASD Classes	Sunnyvale School District
AC1 Hearing Impaired (Elem)	Sunnyvale School District
AC4 Moderate/Severe Classes	Sunnyvale School District
<b>0 Designated Regional Programs</b>	
<b>55 Actual Cost Programs</b>	

**SELPA III**

AC3 Preschool classes	Cambrian
AC1 Soc.Thinking (K-2)	Cambrian
AC1 Soc.Thinking (3-5)	Cambrian
AC1 Soc.Thinking (6-8)	Cambrian
AC1 Moderate/Severe (TK-3)	Cambrian
Mild/Moderate (Elem)	Campbell Union
Mild/Moderate (Mid)	Campbell Union
Moderate/Severe preschool	Campbell Union
AC3 Preschool	Campbell Union
AC2 Therapeutic Model	Campbell Union
AC5 Moderate/Severe	Campbell Union
AC1 Autism classes	Campbell Union
AC5 Therapeutic Model	Campbell Union High
AC3 Therapeutic Model classes/Satellite	Campbell Union High
AC5 Moderate/Severe classes	Campbell Union High
AC2 Post Secondary	Campbell Union High
AC1 Moderate/Severe (K-3)	Loma Prieta
AC2 Mild/Moderate (elementary)	Los Gatos
AC1 Mild/Moderate (middle school)	Los Gatos
AC1 Therapeutic Model	Los Gatos/Saratoga High
AC2 Moderate/Severe	Los Gatos/Saratoga High
AC1 Post Secondary	Los Gatos/Saratoga High
AC1 Moderate/Severe preschool	Moreland
AC1 Therapeutic Model (2-5)	Moreland
AC3 Moderate/Severe	Moreland
AC1 Preschool	Saratoga
AC1 Moderate/Severe	Saratoga
AC2 Moderate/Severe preschool	Union
AC3 Moderate/Severe	Union
<b>0 Designated Regional Program</b>	
<b>55 Actual Cost Programs</b>	

**SELPA IV**

AC5 ED (6-12)

AC3 ASD (6-8)

AC4 ASD (9-12)

AC4 Autism preschool

AC7 ASD (K-5)

AC1 ED (K-5)

AC5 Moderate/Severe (K-5)

AC3 Mild/Moderate preschool

AC2 Post Secondary

AC2 SH preschool

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

San Jose Unified

**0 Designated Regional Programs****36 Actual Cost Programs****SELPA VII**

AC\_\_ Preschool classes

AC\_\_ ED (K-12)

AC\_\_ Mild/Moderate RSP SDC Basic-Secondary (K-12)

AC\_\_ Moderate/Severe (K-12)

AC\_\_ Post Secondary

AC\_\_ Autism SDC (K-12)

RC\_\_ DHOH (K-5)

AC\_\_ DHOH Itinerant (K-12)

AC\_\_ VI (K-5)

AC\_\_ VI Itinerant (K-12)

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

Santa Clara Unified

**1 Designated Regional Programs****Actual Cost Programs**

\*\*AUTOMATIC UPDATES\*\*

## DIRECT SUPPORT AND INDIRECT COST RATES - NW SELPA DISTRICTS

AS REPORTED ON DISTRICT 2017-18 PROGRAM COST REPORTS (EXCLUDES DOCUMENTED AND ALLOCATED DIRECT SUPPORT COSTS FOR SPECIAL ED TRANSPORTATION)

DISTRICT	DIRECT COSTS		INDIRECT COSTS		LESS: DIRECT TRANSPORTATION	LESS: ALLOCATED TRANSPORTATION	ADJUSTED DIRECT SUPPORT
	DIRECT CHARGED A	ALLOCATED B	% OF DIRECT SUPPORT C = (B/A)	SUBTOTAL D = (A+B)	CENTRAL ADMIN COSTS E	% OF INDIRECT COST F = (E/D)	
LOS ALTOS	11,260,989.01	3,493,076.01	31.02%	14,754,065.02	1,050,483.89	7.12%	32.45%
PALO ALTO	40,103,538.73	8,753,070.65	21.83%	48,856,609.38	3,116,851.37	6.38%	18.89%
MV/LA	14,944,117.71	836,212.44	5.60%	15,780,330.15	1,235,011.91	7.83%	6.00%
MV WHISMAN	14,786,407.46	1,764,437.26	11.93%	16,550,844.72	1,274,734.71	7.70%	11.96%
FREMONT	32,924,082.77	9,666,550.76	29.36%	42,590,633.53	2,322,181.33	5.45%	31.61%
SUNNYSVALE	20,289,482.37	10,669,455.99	52.59%	30,958,938.36	2,156,149.11	6.96%	55.04%
CUPERTINO	36,770,252.25	7,223,373.67	19.64%	43,993,625.92	2,381,356.71	5.41%	20.16%
CAMBRIAN	7,280,142.65	229,028.82	3.15%	7,509,171.47	507,174.72	6.75%	3.34%
CAMPBELL ELEM	13,776,525.12	2,048,098.30	14.87%	15,824,623.42	930,607.46	5.88%	15.26%
CAMPBELL HIGH	16,181,197.68	3,210,171.27	19.84%	19,391,368.95	1,503,262.95	7.75%	19.05%
LOMA PRIETA	1,073,658.54	53,281.77	4.96%	1,126,940.31	147,215.76	13.06%	5.06%
LG-SARATOGA	8,974,340.16	-	0.00%	8,974,340.16	724,065.25	8.07%	0.00%
LOS GATOS	4,556,135.29	275,242.76	6.04%	4,831,378.05	424,869.59	8.79%	6.13%
LUTH BURBANK	780,939.25	39,061.33	5.00%	820,000.58	110,720.92	13.50%	5.85%
MORELAND	11,343,898.83	1,912,031.93	16.86%	13,255,930.76	901,857.27	6.80%	17.15%
SARATOGA	5,321,740.37	540,196.70	10.15%	5,861,937.07	618,821.21	10.56%	10.44%
UNION	9,974,713.68	1,258,061.67	12.61%	11,232,775.35	706,933.53	6.29%	13.30%
LAKESIDE	321,746.40	59,755.28	18.57%	381,501.68	63,790.77	16.72%	18.57%
SAN JOSE	60,932,978.59	12,059,939.93	19.79%	72,992,918.52	3,863,925.88	5.29%	22.08%
SANTA CLARA	49,000,629.10	7,699,663.25	15.71%	56,700,292.35	3,436,209.50	6.06%	16.39%
<b>TOTAL</b>	<b>360,597,515.96</b>	<b>71,790,709.79</b>	<b>15.98%</b>	<b>432,388,225.75</b>	<b>27,476,223.84</b>	<b>8.12%</b>	<b>16.44%</b>

ADJUSTED AVERAGE DIRECT SUPPORT  
AVERAGE INDIRECT

20.50% (B+H)/(A+G)  
6.35% (E/D)



\*\*AUTOMATIC UPDATES\*\*

## AVERAGE LCFF BASE FOR INTERDISTRICT TRANSFERS - NW SELPA DISTRICTS

DISTRICT	2017-18 P2 BASE GRANT FUNDING FROM STATEWIDE LCFF SNAPSHOT	2017-18 P2 TOTAL ADA FROM STATEWIDE LCFF SNAPSHOT	WEIGHTED AVE LCFF	AVE % OF SDC ADA/SDC ENROLLMENT ADJ	ADJUSTED LCFF/STUDENT ENROLLED	2017-18 AB602 BASE RATE PER ADA FROM SELPA REV PROJECTION	2017-18 ADJ AB602 BASE RATE PER STUDENT ENROLLED	2017-18 AVE ADJ LCFF PER STUDENT PLUS ADJ AB602 BASE RATE PER STUDENT	WEIGHTED AVE AB602 BEFORE ADJ TIMES ADA
	<b>A</b>	<b>B</b>	<b>C = (A/B)</b>	<b>D</b>	<b>E = (C*D)</b>	<b>F</b>	<b>G = (D*F)</b>	<b>H = (E+G)</b>	<b>I = (H*F)</b>
LOS ALTOS	33,343,172	4,379.45	7,614	84%	6,395	507.32	426.15	6,822	2,221,777
PALO ALTO	90,020,792	11,201.60	8,036	84%	6,751	507.32	426.15	7,177	5,682,782
MV-LA	36,711,937	4,106.94	8,939	84%	7,509	507.32	426.15	7,935	2,083,528
MV-WHISMAN	38,020,988	4,969.72	7,651	84%	6,426	507.32	426.15	6,853	2,521,232
FREMONT	96,213,049	10,763.29	8,939	84%	7,509	505.12	424.30	7,933	5,436,714
SUNNYVALE	48,383,118	6,326.82	7,647	84%	6,424	505.12	424.30	6,848	3,195,780
CUPERTINO	139,343,900	18,279.90	7,623	84%	6,403	505.12	424.30	6,827	9,233,476
CAMBRIAN	7,903,161	1,031.53	7,662	84%	6,436	528.69	444.10	6,880	545,356
CAMPBELL UESD	4,933,573	663.67	7,434	84%	6,244	528.69	444.10	6,888	350,873
CAMPBELL UHSD	67,690,578	7,572.50	8,939	84%	7,509	528.69	444.10	7,953	4,003,478
LOMA PRIETA	3,681,021	486.50	7,566	84%	6,356	528.69	444.10	6,800	257,206
LG-SARATOGA	29,335,921	3,281.79	8,939	84%	7,509	528.69	444.10	7,953	1,735,038
LOS GATOS UESD	23,986,793	3,160.21	7,590	84%	6,376	528.69	444.10	6,820	1,670,760
LUTHER BURBANK	3,855,034	504.49	7,641	84%	6,419	528.69	444.10	6,861	266,717
MORELAND	35,549,446	4,653.58	7,639	84%	6,417	528.69	444.10	6,861	2,460,285
SARATOGA	14,147,179	1,866.72	7,579	84%	6,366	528.69	444.10	6,810	986,910
UNION	43,257,337	5,676.98	7,620	84%	6,401	528.69	444.10	6,845	3,001,342
LAKESIDE	636,048	82.70	7,691	84%	6,460	528.69	444.10	6,905	43,722
SAN JOSE UNIF	234,164,284	29,069.74	8,055	84%	6,766	517.72	434.88	7,201	15,049,988
SANTA CLARA UNIF	118,733,535	14,808.28	8,018	84%	6,735	529.47	444.76	7,180	7,840,599
<b>TOTAL</b>	<b>1,069,910,866</b>	<b>132,886</b>							<b>68,587,564</b>
<b>AVERAGE</b>		<b>8,051</b>							<b>516</b>

AVE % OF SDC ADA/SDC			
AVE LCFF	AMOUNT	ENROLLMENT ADJ	TOTAL
8,051	84%	6,763	
516	84%	434	
8,567		7,197	

# Inter-district Transfers

## NW SelpAs AU

### SELPA I

Los Altos SD  
Palo Alto Unified SD  
MV-Los Altos UHSD  
MV-Whisman SD

### SELPA II

Fremont UHSD  
Sunnyvale SD  
Cupertino USD

### SELPA III

Cambrian SD  
Campbell USD  
Campbell UHSD  
Lakeside JtSD

Loma Prieta JtUSD

LG-Saratoga JtUHSD

Los Gatos USD

Luther Burbank SD

Moreland SD

Saratoga USD

Union SD

### SELPA IV

San Jose Unified SD

### SELPA VII

Santa Clara Unified SD

Transfer of  
revenue between  
these districts is  
done via **Inter-  
District transfer  
forms and  
adjustment of  
apportionments**

## South-East SELPA AU

### SE SELPA

Alum Rock USD  
Berryessa USD  
East Side UHSD  
Evergreen SD  
Franklin-McKinley SD  
Milpitas Unified SD  
Mt. Pleasant SD  
Oak Grove SD  
Orchard SD  
Gilroy Unified SD  
Morgan Hill Unified SD

Transfer of revenue between  
districts served by different SELPA  
AUs cannot be made via adjustment  
of apportionments and **District-of-  
Service must invoice District-of-  
Residence.**

## SPECIAL EDUCATION INTER-DISTRICT TRANSFER PROCEDURE

### 1. INTRODUCTION

As part of the Special Education Local Plan Areas I's, II's, III's, IV's, and VII's efforts to coordinate the provision of a full continuum of special education and related services options, and as a means of ensuring that students with disabilities receive a free and appropriate public education (FAPE) in the least restrictive environment, districts may enter into agreements whereby students can be placed in other district special education programs where the IEP team deems it appropriate ("IEP Team referrals"). In addition, students receiving special education services may seek to attend school in a district other than their district of residence via a parent request ("inter-district transfers"). A uniform method of handling these IEP Team referrals and inter-district transfers among member districts will promote a fast, efficient and fair functioning of the inter-district school attendance system in Santa Clara County; which benefit will accrue to the affected students.

It is the intent of the parties to this policy that students with disabilities are treated in a manner equal to their non-disabled peers in the administration of special education referrals and related inter-district attendance agreements.

### 2. DEFINITION OF TERMS

2.1 District of Attendance: The District to which a transfer is sought ("DOA").

2.2 District of Residence: The District of the Parent(s) resident ("DOR").

2.3 Parent: The student's parent(s) or legal guardian(s).

3. TRANSFER OF PUPILS UNDER THE PROVISIONS OF EDUCATION CODE SECTION 46600 (i.e., inter-district attendance at parents request for reasons other than employment).

### 3.1 PROCEDURE

3.1.1 All requests for transfer shall first be approved by the DOR which will also include approval of payment of costs required to be paid to the DOA under this policy.

3.1.2 All requests for transfer shall be submitted to potential DOA's representative on the basis of available classroom space and other criteria determined by the DOA.

3.1.3 School assignment shall be designated by the DOA's representative on the basis of available classroom space and other criteria determined by the DOA.

### 3.2 ACCEPTANCE/DENIAL CONSIDERATIONS

3.2.1 Nothing in these procedures requires a district to admit a student under an inter-district transfer. However, denial of an inter-district transfer request cannot be based upon race, ethnicity, sex, disability, parental income, scholastic achievement or other arbitrary consideration. Non-arbitrary considerations, such as class/program space or availability, are proper considerations for the acceptance/denial decision.

3.2.2. A pupil who has been determined by personnel of either the DOR or DOA to have been the victim of an act of bullying, as defined in subdivision (r) of Section 48900, committed by a pupil of the DOR shall, at the request of the person having legal custody of the pupil, be given priority for interdistrict attendance.

### 3.3 DURATION/RENEWAL

3.3.1 Transfers under this Section are for a maximum duration of one year, and parents of students seeking such an inter-district transfer must reapply each year for the requested transfer. However, a DOR or a DOA shall not rescind existing transfer permits for pupils entering grade 11 or 12 in the subsequent school year.

3.3.2 Individual transfer agreements may stipulate terms and conditions established by the DOR and DOA under which the permit may be revoked, in compliance with law.

### 3.4 INTER-DISTRICT RESPONSIBILITIES

3.4.1 Except as enumerated in Education Code §46607, the DOA shall receive credit for the average daily attendance of students transferred to it under this section.

3.4.2 All costs for special education students, (over and above ADA), shall be the responsibility of the DOR, and the DOA shall bill the DOR pursuant to the SELPA Cost Calculation Formula.

3.4.3 Any and all costs for special education assessment of a student not previously identified as a student with a disability under the IDEA, 20 U.S.C. §1400 et seq., required by the student shall be the primary responsibility of the DOA.

- 3.4.4 The DOR shall be notified with regard to any assessment of the student, and shall be notified of the IEP team meeting in a timely manner.
- 3.4.5 If a student is deemed eligible and in need of special education and related services, the DOA will provide special education and related services for the remainder of the school year. The DOA will bill the DOR for services provided pursuant to the SELPA Cost Calculation Formula. Any decision to place in a non-public school or other out of DOA placement such as COE shall include the DOR, and any resulting such placement shall be the responsibility of the DOR.

### 3.5 DENIAL NOTIFICATION

- 3.5.1 Upon denial of an inter-district transfer request, the student shall have appeal rights pursuant to Education Code §46601. Student should be informed of these appeal rights.

## 4. TRANSFER OF PUPILS UNDER THE PROVISIONS OF EDUCATION CODE SECTION 48204 (i.e., inter-district attendance based upon employment-related reasons).

### 4.1 PROCEDURE

- 4.1.1 The student's parent must provide acceptable verification of employment within the boundaries of the potential DOA. Employment must be for a minimum of 10 hours during the school week.
- 4.1.2 All requests for transfer shall first be approved by the DOR.
- 4.1.3 All requests for transfer shall be submitted to potential DOA's director of special education for review and action.
- 4.1.4 School assignment shall be designated by the DOA's representative on the basis of available classroom space and other criteria determined by the DOA.
- 4.1.5 The parents of a student accepted for transfer under this section must immediately notify the DOR and DOA administrators of the termination of his/her employment within the boundaries of the DOA. This shall result in the expiration of any transfer agreement. The parent may request continuance of the attendance in the DOA on an Education Code §46600 basis for the remainder of the current school year.

### 4.2 ACCEPTANCE/DENIAL CONSIDERATIONS

- 4.2.1 Nothing in these procedures requires a district to admit a student claiming residence based upon parental employment to its schools. The district may not, however, refuse to admit students based upon race, ethnicity, sex, disability, parental income, scholastic achievement or other arbitrary consideration.

- 4.2.2 A request may be denied based upon inadequate employment verification.
- 4.2.3 A request may be denied based upon inadequate classroom space.
- 4.2.4 Either the DOA or the DOR may prohibit the transfer if the governing board determines that the transfer would negatively impact the district's court-ordered or voluntary desegregation plan.
- 4.2.5 The DOA may prohibit the transfer if there is a determination that the cost of educating the pupil would exceed the amount of additional state aid received as a result of the transfer.
- 4.2.6 The DOR may prohibit the transfer if the transfer would exceed specified percentages of average daily attendance for the district as enumerated in Education Code §48204(b)(6).

#### 4.3 DURATION/RENEWAL

- 4.3.1 The decision to admit a student pursuant to this section is a matter of discretion, as enumerated above. However, if a transfer pursuant to this section is granted, the student is deemed a resident of the DOA. Consequently, so long as a parent remains employed in the DOA, the student has the right, should he so desire, without reapplication, to attend school in the DOA through the twelfth grade.

#### 4.4 INTER-DISTRICT RESPONSIBILITIES

- 4.4.1 Except as enumerated in Education Code §46607, the DOA shall receive credit for the average daily attendance of students transferred to it under this section.
- 4.4.2 Any and all costs for special education services required by the student shall be the primary responsibility of the DOA, which is also deemed the DOR.

#### 4.5 DENIAL NOTIFICATION

- 4.5.1 The District that prohibits the transfer of a student under this section is encouraged to identify, and communicate in writing to the student's parents, the specific reasons for that determination.

Approved:

SELPA I	10/20/05	10/21/10	06/19/12	02/11/16
SELPA II	10/21/05	10/29/10	06/19/12	02/13/15
SELPA III	10/20/05	10/21/10	06/19/12	02/12/15
SELPA IV	10/27/05	10/20/10	06/20/12	02/13/15
SELPA VII	10/26/05	10/20/10	06/20/12	02/11/15

**APPENDIX F**  
**CALCULATION OF DISTRICT SHARE OF SCCOE SPECIAL ED PROGRAM COSTS**

1. Historical Block Classes
2. Historical Bock Rates
3. 2018-19 Re-benched Block Rates *\*Adjusted May 2018\**
4. Summary of 2018-19 Estimated SCCOE Special Education Funding (*Preliminary Calculation*)
  - a) Summary of Estimated Costs and Revenue
  - b) Other Revenue Sources
  - c) Summary of Estimated Costs by District
  - d) Estimated Cost of COE Block program classes, by district
  - e) SCCOE Facilities fees and compensation
  - f) Average SCCOE Special Ed Block Enrollment
  - g) Special Education Services in SCCOE Alternative Schools
  - h) Estimated Cost of serving LCI pupils
  - i) Estimated Share by ADA of LCI cost
  - j) Total Estimated Costs by district
  - k) Calculation of 1:1 SPHC Aide hours
  - l) Calculation of 1:1 Regular Aide hours
5. COE Special Education Facilities Policy
  - a) COE Minimum Classroom Requirements
  - b) COE Classroom Custodial Requirements

# **HISTORICAL SCOE BLOCK CLASSES INFORMATION**

BLOCK	DEC/APR AVE Classes 2001/2002	DEC/APR AVE Classes 2002/2003	DEC/APR AVE Classes 2003/2004	DEC/APR AVE Classes 2004/2005	DEC/APR AVE Classes 2005/2006	DEC/APR AVE Classes 2006/2007	DEC/APR AVE Classes 2007/2008	DEC/APR AVE Classes 2008/2009	DEC/APR AVE Classes 2009/2010	DEC/APR AVE Classes 2010/2011	DEC/APR AVE Classes 2011/2012
Basic	82.5	85	81	82.5	78	77	76.5	71.0	70	72	74
Autism	30.5	34	38	44	48	54	52	48	46	46.5	45
SNF-OI	0	0	0	1	3	3	3	3	3	3	3
E.D.	9	10	11	17	17	15.5	16	17	17	14	14
L.I. O.I.	14	14	16	16	15	14	15	15	15	16	15
L.I. Deaf	14	15	15	15	15	15.5	16	16	16	16	16
Med. Fragile	12	11	11	13	16	18	17	15	13	12.5	13
NPS Pilot	6	5	5	0	0	0	0	0	0	0	0
Sub- Total Blocks	168	174	177	188.5	192	197	195.5	185	180	180	180
ASD Resource	7	4	3	3	4	4	4.5	5	5	5	4.5
ASD Intensive	2	6	6	6	6	6	7	6	6	6	3
TOTAL Including ASD	177	184	186	197.5	202	207	207	196	191	191	187.5

BLOCK	DEC/APR AVE Classes 2012/2013	DEC/APR AVE Classes 2013/2014	DEC/APR AVE Classes 2014/2015	DEC/APR AVE Classes 2015/2016	DEC/APR AVE Classes 2016/2017	Oct - Apr Estimated Average Classes 2017/18	Oct - Apr Estimated Average Classes 2018/19
Basic	75	79.5	77.5	77	78.75	78.5	77.5
Autism	45	44.5	42.5	39.5	41	42	42
SNF-OI	3	3	3	0	3	3	2.5
E.D.	14	14	11	12	9.5	10.3	10.0
L.I. O.I.	14	12	12	15	12.75	11.5	11.5
L.I. Deaf	15.5	15	15	14	14	14	14
Med. Fragile	13	14	14	13	14	13	12
NPS Pilot	0	0	0	0	0	0	0
Sub- Total Blocks	179.5	182	175	170.5	173	172.3	169.5
ASD Resource	4.5	3.6	3.6	3	3	3	3
ASD Intensive	3	5	5	6.5	6	5	5
TOTAL Including ASD	187	190.6	183.6	180	182.0	180.3	177.5



# **HISTORICAL SCOE BLOCK RATES INFORMATION**

Block	1997/98 Actuals	(3.95% COLA) 1998/99	(1.41% COLA) 1999/00	(3.17% COLA) 2000/01	(7.37% inc) 2001/02	(2.0% COLA) 2002/03	Remove Facilities (\$9,057) for 2003/04	(1.5% inc) 2003/04	Mid-Yr Adj 2003/04	Re-benchmarked 2004/05	(ED) Re-benchmarked (4.23% COLA) 2005/06	Re-benchmarked & 5.92% COLA 2006/07
	\$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class		Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class
Basic	191,637	199,207	202,015	208,419	223,780	228,255	219,198	222,486	229,359	227,837	237,475	250,209
Autism	219,048	227,700	230,911	238,231	255,788	260,904	251,847	255,625	262,496	264,058	275,228	290,934
Inclusion**	206,757	214,924	217,954	224,863							319,325	340,410
E. D.	198,250	206,081	208,987	215,611	231,502	236,132	227,075	230,481	237,354	233,731	285,015	296,628
L.I. (OI)	242,732	252,320	255,878	263,989	283,445	289,114	280,057	284,258	291,131	306,366	319,325	340,410
L. I. (Deaf)	243,658	253,282	256,854	264,996	284,526	290,217	281,160	285,377	292,249	302,887	315,699	333,331
Med. Fragile	223,238	232,056	235,328	242,788	260,681	265,895	256,838	260,690	267,562	265,935	277,184	303,332
NPS Pilot	267,467	278,032	281,952	290,890	312,329	318,575	309,518	314,161	321,032	325,927		
1:1 Aide rate				3,516	3,801	3,877	3,877	3,935	4,642	4,754	4,955	5,248
1:1 Health Aide				124,049	133,191	201,804	201,804	204,831	204,831	209,767	218,640	232,464
ASD -RSP*	111,099	115,487	117,116	120,828	129,733	175,870	175,870	178,508	178,508	182,811	190,544	202,271
ASD -SDC*												

Block	(ED) Re-benchmarked (4.53% COLA) 2007/08	2008/09	Re-benchmarked 2009/10	(0.38% COLA) 2010/11	Re-benchmarked 2011/12	2012/2013	Re-benchmarked 2013/2014	2014/2015	Re-benchmarked 2015/2016	Re-benchmarked 2016/2017	Adjusted FALL 2017 Re-benchmarked 2017/18	Adjusted May 2018 Re-benchmarked 2018/19
	Rate \$ per class	Class Rates	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class	Rate \$ per class
Basic	261,543		294,985	293,854	308,821	320,697	335,475	335,475	361,281	380,060	412,651	421,333
Autism	304,113		342,046	340,746	347,404	360,028	376,183	376,183	407,248	452,933	476,114	483,161
SNF-OI***	355,831		352,308	350,969	336,522	349,248	364,993	364,993	385,662	403,477	438,284	445,317
E. D.	321,272		329,240	327,989	331,140	353,161	380,352	380,352	406,288	467,261	460,249	466,867
L.I. (OI)	355,831		352,308	350,969	336,522	349,248	364,993	364,993	385,662	403,477	438,284	445,317
L. I. (Deaf)	348,431		373,204	371,786	428,675	426,280	451,126	451,126	485,034	520,565	577,510	560,078
Med. Fragile	317,073		343,741	342,435	313,366	336,094	351,712	351,712	383,737	413,948	449,435	462,274
NPS Pilot**												
1:1 Aide rate	5,486		5,486.14	5,486.14	6,568.10	8,076	8,744	8,744	8,885	9,160	9,640	9,594
1:1 Health Aide	7,853		7,853.08	7,853.08	8,287.69	9,064	9,734	9,734	9,709	10,359	10,653	11,153
ASD -RSP*	242,995		243,338	242,413	246,452	259,375	275,982	275,982	290,493	301,632	328,502	328,739
ASD -SDC*	211,434		212,003	211,197	203,250	214,928	227,858	227,858	240,682	251,215	275,444	275,931

2001/2002 Inclusion Block discontinued in 2001/2002

2002/2003 Sp Ed services in ASD re-benchmarked for 2002/2003

2003/2004 Mid-year Adjustment to avoid deficit in 2003/2004

2004/2005 All Blocks Re-benchmarked for 2004/2005, except Sp. Ed. in Alternative Schools

Sp.Ed. in Alternative Schools increase by COLA (2.41%) in 2004/2005

2005/2006\*\*NPS Pilot folded into ED Block

SNF Block @ OI rate for SDC classes at SN Mid-year Adjustment to ED Block in 2005/2006 for Mento

2006/2007 Re-benchmarked Rate adjustment to a 5.92% COLA in 2006/2007

2007/2008 Assumes Re-benchmarked Rate adjustment to ED Block for Mental Health component and a 4.53% COLA for all Blocks in 2007/2008

2008/2009Some classes collapsed/reconfigured with intent to not raise costs to districts in 2008/2009.

2009/2010 Rebenchmarking in 2009/2010

2010/2011 Negative COLA applied to Blocks in 2010/2011

2011/2012 Rebenchmarking for 2011/2012, 1:1 Aide Rates increased to Actual Costs, and then ter

2012/2013 Increased rates most programs, 1:1 rate resumes actual costs

2013/2014 Rebenchmark Rates

2014/2015 same rates as 2013/2014

2015/2016 Rebenchmark Rates

2016/2017 Rebenchmark Rates

2017/2018 Rebenchmark Rates

2018/2019 Rebenchmark Rates

2019/2020 Rebenchmark Rates

**SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING**  
**2018-19 ESTIMATE FOR BLOCK RATES**

**Basic Block**

Classroom Costs:				# Students per FTE	
Position	FTE	Avg. Costs	Cost Per Class (19 ESY)		
Teacher	1.000	X 156,177 =	156,177	8.76	
Aide	1.407	X 70,417 =	99,077	6.23	
DISAP, V, O, W, W, Exp, Inc, Spec	0.125	X 154,568 =	19,321	70.09 *	
SLP	0.180	X 28,692 =	5,165	48.67 *	
OT/PT	0.138	X 152,643 =	21,065	68.49 *	
Nurse	0.065	X 171,261 =	11,132	134.79 *	
Psychologist	0.045	X 182,121 =	7,295	194.70 *	
Adj. for Classes Not Operating in ESY (See note)			(1,194)		
<b>Subtotal - Classroom Cost</b>			<b>341,565</b>		

**Allocation of Shared Costs (Equally distributed to classrooms in all blocks):**

Instructional Administration (Director, Principal, SOC, Asst. Director*)	29,413
Other Support Staff (Job Training Specialist, Fin Analyst)	1,322
Substitute for Teachers and Aides	3,493
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
<b>Subtotal - Shared Cost</b>	<b>44,979</b>
<b>Total Direct Cost</b>	<b>386,544</b>

<b>Total Direct Cost</b>	386,544
Indirect Cost (object code 7000)	34,789
<b>Total - Basic with Indirect Cost</b>	<b>421,333</b>

Note: ESY Salaries + Benefits  
 (A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
 (B) X (# of classes not operating in ESY) = (B)  
 (C) / 77.5 (# of classes in Basic) = 1.54

\* Student per FTE if total assignment were students in the Basic block.

Estimated Cost Per Student (Based on February 2018 Block Count):				Est. Cost	
Est. Per Class	Per Class Cost	Total	Enrollment	per Student	
	\$ 421,333	\$ 32,653,308	779	\$	41,762
	\$ 383,495	\$ 29,720,864	779	\$	38,165
				\$	43,771

**SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING**  
**2018-19 ESTIMATE FOR BLOCK RATES**

**Autism Block**

Classroom Costs:				# Students per FTE	
Position	FTE	Avg. Costs	Cost Per Class (19 ESY)		
Teacher	1.000	X 156,177 =	156,177	8.45	
BCBA Analyst	0.038	X 143,711 =	5,537	219.76	
Aide	1.407	X 70,417 =	99,077	6.01	
DISAP, V, O, W, W, Exp, Inc, Spec	0.125	X 154,568 =	19,321	67.62 *	
SLP	0.180	X 28,692 =	5,165	25.61 *	
OT/PT	0.138	X 152,643 =	21,065	35.97 *	
Nurse	0.065	X 171,261 =	11,132	145.73 *	
Psychologist	0.045	X 182,121 =	7,295	69.28 *	
Adj. for Classes Not Operating in ESY (See note)			(1,194)		
<b>Subtotal - Classroom Cost</b>			<b>398,288</b>		

**Allocation of Shared Costs (Equally distributed to classrooms in all blocks):**

Instructional Administration (Director, Principal, SOC, Asst. Director*)	29,413
Other Support Staff (Job Training Specialist, Fin Analyst)	1,322
Substitute for Teachers and Aides	3,493
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
<b>Subtotal - Shared Cost</b>	<b>44,979</b>
<b>Total Direct Cost</b>	<b>443,267</b>

<b>Total Direct Cost</b>	443,267
Indirect Cost (object code 7000)	39,894
<b>Total - Autism with Indirect Cost</b>	<b>483,161</b>

Note: ESY Salaries + Benefits  
 (A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
 (B) X (# of classes not operating in ESY) = (B)  
 (C) / 42 (# of classes in Autism) =

\* Student per FTE if total assignment were students in the Autism block.

Estimated Cost Per Student (Based on February 2018 Block Count):				Est. Cost	
Est. Per Class	Per Class Cost	Total	Enrollment	per Student	
	\$ 483,161	\$ 20,292,762	355	\$	57,163
	\$ 445,323	\$ 18,703,567	355	\$	52,686

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATE FOR BLOCK RATES

ED Block

Classroom Costs:		FTE		Avg. Costs		Cost Per Class (19 ESY)		# Students per FTE	
Classroom Count:	Position	10	0.38	1,000	156,177	156,177	7,40	192,40	7,40
February 2018 Enrollment:	Teacher	1,407	0.125	156,177	156,177	156,177	7,40	192,40	7,40
Avg Class Size Based On Projections:**	BCBA Specialist/Analyst	0.038	0.038	143,711	5,527	5,527	7,40	192,40	7,40
	Aide	1,407	0.125	156,177	156,177	156,177	7,40	192,40	7,40
	DISAP (V, OM, WkExe, IncSpec)	0.038	0.038	143,711	5,527	5,527	7,40	192,40	7,40
	SLP	0.060	0.060	159,402	19,321	19,321	59,20	59,20	59,20
	OT/PT	0.026	0.026	132,643	3,984	3,984	283,52	283,52	283,52
	Nurse	0.058	0.058	171,261	9,933	9,933	127,39	127,39	127,39
	Psychologist	0.122	0.122	162,121	19,779	19,779	60,66	60,66	60,66
	School Therapists	0.500	0.500	153,137	76,568	76,568	14,80	14,80	14,80
	Adj. for Classes Not Operating in ESY (See note)				(7,027)	(7,027)			
	Subtotal - Classroom Cost				383,339	383,339			

\*\* In process of reducing High School days with low enrollment and opening as K-3 class with wait list of 10 students.

**Allocation of Shared Costs (Equally distributed to classrooms in all blocks):**

Instructional Administration (Director, Principal, SOC, Asst. Director*)	29,413
Other Support Staff (Job Training Specialist, Fin. Analyst)	1,322
Substitute for Teachers and Aides	3,493
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
Subtotal - Shared Cost	44,979
Total Direct Cost	428,318

Total Direct Cost	428,318
Indirect Cost (object code 7000)	38,549
Total - ED with Indirect Cost	466,867

Note: ESY Salaries + Benefits  
(A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
(B) X (# of classes not operating in ESY) = (B)  
(C) / 10 (# of classes in ED) = (C) / 10 = 7,027

\* Student per FTE if total assignment were students in the ED block.

Estimated Cost Per Student (Based on February 2018 Block Count)		Total		Enrollment		Est. Cost per Student	
Est. Per Class	Per Class Cost	466,867	X 10 =	74	= \$	63,090	
MOU & Offsets		(37,838)	X 10 =	74	= \$	(5,113)	
Est. Cost		429,029				57,977	

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATE FOR BLOCK RATES

OI and SNF Block

Classroom Costs:		FTE		Avg. Costs		Cost Per Class (19 ESY)		# Students per FTE	
Classroom Count:	Position	14	1.000	X	156,177	=	156,177	8.71	8.71
February 2018 Enrollment:	Teacher	1,607	1.607	X	70,417	=	113,161	5.42	5.42
	Aide	0.125	0.125	X	154,568	=	19,321	69.71	69.71
	DisAP (V, OM, WkExe, IncSpec)	0.020	0.020	X	159,402	=	31,880	43.57	43.57
	OT/PT	0.070	0.070	X	152,643	=	10,685	124.49	124.49
	Nurse	0.160	0.160	X	171,261	=	27,402	54.46	54.46
	Psychologist	0.045	0.045	X	162,121	=	7,295	193.65	193.65
	Adj. for Classes Not Operating in ESY (See note)						(2,352)		
	Subtotal - Classroom Cost						363,569		

**Allocation of Shared Costs (Equally distributed to classrooms in all blocks):**

Instructional Administration (Director, Principal, SOC, Asst. Director*)	29,413
Other Support Staff (Job Training Specialist, Fin. Analyst)	1,322
Substitute for Teachers and Aides	3,493
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
Subtotal - Shared Cost	44,979
Total Direct Cost	408,548

Total Direct Cost	408,548
Indirect Cost (object code 7000)	36,769
Total - OI & SNF Indirect Cost	445,317

Note: ESY Salaries + Benefits  
(A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
(B) X (# of classes not operating in ESY) = (B)  
(C) / 14 (# of classes in OI & SNF) = (C) / 14 = (2,352)

\* Student per FTE if total assignment were students in the OI & SNF block.

Estimated Cost Per Student (Based on February 2018 Block Count)		Total		Enrollment		Est. Cost per Student	
Est. Per Class	Per Class Cost	445,317	X 14 =	122	= \$	51,102	
MOU & Offsets		(37,838)	X 14 =	122	= \$	(4,342)	
Est. Cost		407,479				46,760	

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHMARKING  
2018-19 ESTIMATE FOR BLOCK RATES

Deaf Block

Classroom Costs:		Position	FTE	Avg. Costs (19 ESY)	# Students per FTE
Classroom Count:	14	Teacher	1.000	156,177 =	8.29
February 2018 Enrollment:	116	Aide**	0.737	70,417 =	11.24
Avg Class Size Based On Projections:	8.29	DISAPEV,OW,Write,IncSpec	0.125	154,568 =	66.29
		SLP	0.243	159,402 =	34.11
		OT/PT	0.050	152,643 =	165.71
		Nurse	0.058	171,261 =	142.86
		Psychologist	0.045	162,121 =	164.13
		Interpreter	1.286	97,850 =	30.92
		Educational Associate	0.2680	86,751 =	6.44
		Counselor	0.0714	184,977 =	116.00
		Contract Services (Sign Language Contract)	0.171	173,239 =	48.33
		Adj. for Classes Not Operating in ESY (See note)		1,429	
		Subtotal - Classroom Cost		(15,523)	
				468,854	

Allocation of Shared Costs (equally distributed to classrooms in all blocks):

Instructional Administration(Director,Principal,SOC,Ass.Director*)	29,413
Other Support Staff(job Training,Specialist,Fin Analyst)	1,322
Substitute for Teachers and Aides	3,499
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
Subtotal - Shared Cost	44,979
Total Direct Cost	513,833

Total Direct Cost	513,833
Indirect Cost (object code 7000)	46,245
Total - DHOH with Indirect Cost	560,078

Note: ESY Salaries + Benefits  
(A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
(B) X (# of classes not operating in ESY) = (B)  
(C) / 14 (# of classes in D/HOH) = 15,523

\* Student per FTE if total assignment were students in the Deaf block.  
\*\*Aides reduced in Deaf block due to use of Educational Associates.

Estimated Cost Per Student (Based on February 2018 Block Count):

Per Class Cost		Total	Enrollment	Est. Cost per Student
Est. Per Class	560,078	x 14 =	116	7,841,092 / 116 = \$ 67,596
MOU's & Offsets	(37,838)	x 14 =	116	(529,732) / 116 = \$ (4,567)
Est. Cost	522,240			\$ 7,311,360 / 116 = \$ 63,029

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHMARKING  
2018-19 ESTIMATE FOR BLOCK RATES

MF Block

Classroom Costs:		Position	FTE	Avg. Costs (19 ESY)	# Students per FTE
Classroom Count:	12	Teacher	1.000	156,177 =	7.50
February 2018 Enrollment:	90	Aide	1.507	70,417 =	4.98
Avg Class Size Based On Projections:	7.50	DISAPEV,OW,Write,IncSpec	0.125	154,568 =	60.00
		SLP	0.100	159,402 =	75.00
		OT/PT	0.150	152,643 =	50.00
		Nurse	0.300	171,261 =	25.00
		Psychologist	0.045	162,121 =	166.67
		Adj. for Classes Not Operating in ESY (See note)		379,126	
		Subtotal - Classroom Cost		379,126	

Allocation of Shared Costs (equally distributed to classrooms in all blocks):

Instructional Administration(Director,Principal,SOC,Ass.Director*)	29,413
Other Support Staff(job Training,Specialist,Fin Analyst)	1,322
Substitute for Teachers and Aides	3,499
Custodial/Maintenance/Operations	1,108
Utilities	961
Repairs	41
Communications	620
Materials and supplies (Admin, Support Staff & Classrooms)	2,961
Contracted Services	2,830
Legal Costs	295
Other Direct Services (Technology, Food Production)	275
Mileage & Travel	993
Rentals (Copier Charges)	667
Subtotal - Shared Cost	44,979
Total Direct Cost	424,105

Total Direct Cost	424,105
Indirect Cost (object code 7000)	38,169
Total - MF with Indirect Cost	462,274

Note: ESY Salaries + Benefits  
(A) X .095 (19 days of ESY / 199 total instructional days) = (A)  
(B) X (# of classes not operating in ESY) = (B)  
(C) / 12 (# of classes in MF) =

\* Student per FTE if total assignment were students in the MF block.

Estimated Cost Per Student (Based on February 2018 Block Count):

Per Class Cost		Total	Enrollment	Est. Cost per Student
Est. Per Class	462,274	x 12 =	90	5,547,288 / 90 = \$ 61,637
MOU's & Offsets	(37,838)	x 12 =	90	(454,056) / 90 = \$ (5,045)
Est. Cost	424,436			\$ 5,093,232 / 90 = \$ 56,591

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATE FOR BLOCK RATES

Resource  
(Stand Alone)

Classroom Count: 3

Classroom Costs:				Cost Per Class (19 ESY)	
Position	FTE	Avg. Costs			
Teacher	1.000	X 156,177 *		156,177	
Aide	1.376	X 70,417 *		96,894	
DIS	0.100	X 154,568 *		15,457	
Psychologist at AED	0.088	X 162,121 *		14,186	
Program Specialist at AED	0.088	X 170,144 *		14,888	
Subtotal - Classroom Cost					297,602

Allocation of Shared Costs (equally distributed to resource classes)	
Substitutes	3,493
Other (Materials & Supplies)	500
Subtotal - Shared Cost	3,993
Total Direct Cost	301,595

Total Direct Cost	301,595
Indirect Cost (object code 7000)	27,144
Total - Resource with Indirect Cost	328,739

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATE FOR BLOCK RATES

Intensive  
(Stand Alone)

Classroom Count: 5

Classroom Costs:				Cost Per Class (19 ESY)	
Position	FTE	Avg. Costs			
SDC Teacher	1.000	X 156,177 *		156,177	
Aide	0.688	X 70,417 *		48,447	
DIS	0.100	X 154,568 *		15,457	
Psychologist at AED	0.088	X 162,121 *		14,186	
Program Specialist at AED	0.088	X 170,144 *		14,888	
Subtotal - Classroom Cost					249,155

Allocation of Shared Costs (equally distributed to intensive classes)	
Substitutes	3,493
Other (Materials & Supplies)	500
Subtotal - Shared Cost	3,993
Total Direct Cost	253,148

Total Direct Cost	253,148
Indirect Cost (object code 7000)	22,783
Total - Intensive with Indirect Cost	275,931

**SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATE FOR BLOCK RATES**

	<b>1:1 rate with 9% Indirect Rate</b>
<b>1:1 Aides Rate</b>	9,594
<b>1:1 SPHC Rate</b>	11,153

**NOTE: Example for 1:1 Aide calculation, 5.5 hours daily for entire year = \$9,594 x 5.5 = \$52,769**

SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
2018-19 ESTIMATED TOTAL ANNUAL BUDGETS BY BLOCK

DRAFT

Total Programs	Basic	Autism	Emotional Disturbance (ED)	Orthopedic Impairment (OI) and Skilled Nursing Facility (SNF)	Deaf/HoH	Medically Fragile (MF)	Resource (Stand Alone)	Intensive (Stand Alone)
Annual Budget	Per Class	Per Block	Per Class	Per Block	Per Class	Per Block	Per Class	Per Block
Est. Number of Classes	77.5	42	10	14	14	12	3	5
Projected Enrollment	679	355	74	122	116	90		
Estimated Cost	1,436							

Estimated Cost

Classroom Costs:

1000 Certificated Salaries	31,311,105	162,404	12,586,310	192,748	8,095,416	205,288	2,052,877	176,285	2,467,990	195,280	2,793,920	183,496	2,201,952	146,580	438,740	146,580	732,900
2000 Classified Salaries	14,036,697	74,052	5,739,030	84,585	3,552,570	61,335	613,350	75,107	1,051,498	128,663	1,801,282	79,824	957,888	58,378	175,134	29,189	145,945
3000 Employee Benefits	20,006,991	105,109	8,145,948	120,955	5,080,110	116,717	1,167,173	112,177	1,570,478	143,482	2,008,748	115,806	1,389,672	92,644	277,932	73,386	366,930
5000 Services, Other Operating Exp	20,006	-	-	-	-	-	-	-	-	1,429	20,006	-	-	-	-	-	-
Subtotal Classroom Costs	65,374,799	341,565	26,471,288	398,288	16,728,096	383,340	3,833,400	363,569	5,089,966	468,854	6,563,956	379,126	4,549,512	297,602	892,806	249,155	1,245,775

Allocation of Shared Costs (equally distributed to classrooms in all blocks):

1000 Certificated Salaries	1,901,172	11,076	858,407	11,076	465,201	11,076	110,762	11,076	155,067	11,076	155,067	11,076	132,915	2,969	8,907	2,969	14,845
2000 Classified Salaries	2,226,953	13,138	1,019,224	13,138	551,811	13,138	131,384	13,138	183,937	13,138	183,937	13,138	157,660	-	-	-	-
3000 Employee Benefits	1,641,550	9,660	748,649	9,660	405,720	9,659	96,590	9,660	135,240	9,660	135,240	9,660	115,920	524	1,572	524	2,620
4000 Books and Supplies	431,649	2,523	198,533	2,523	105,966	2,523	25,230	2,523	35,322	2,523	35,322	2,523	30,276	500	1,500	500	2,500
5000 Services, Other Operating Exp	1,454,551	8,581	665,060	8,581	360,420	8,581	85,814	8,581	120,140	8,581	120,140	8,581	102,977	-	-	-	-
6000 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Shared Costs	7,655,875	44,979	3,485,873	44,979	1,889,118	44,978	449,780	44,979	629,706	44,979	629,706	44,979	539,748	3,993	11,979	3,993	19,965

7000 Other Outgo / Transfers Out

	6,572,757	34,789	2,696,148	39,894	1,675,548	38,549	385,490	36,769	514,766	46,245	647,430	38,169	458,038	27,144	81,432	22,783	113,915
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Total Cost

	79,603,430	421,333	32,653,308	483,161	20,292,762	466,867	4,668,670	445,317	6,234,438	560,078	7,841,092	462,274	5,547,288	328,739	986,217	275,931	1,379,655
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Estimated Cost Per Student

	48,090	63,090.14	57,163	51,102	67,596	61,637
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MOU1 & Other Offsets

	(4,319)	(5,113)	(4,477)	(4,342)	(4,567)	(5,045)
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Estimated Cost Per Student

	43,772	52,686	57,977	46,760	63,029	56,591
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Note:

1. Grayed areas are specific to block, unshaded areas are equal per class.
2. Estimated Cost Per Student is based on February 2018 Block Count. Final cost will be determined based on monthly average (October thru April) as determined by SELPA Fiscal Analyst.

**SANTA CLARA COUNTY OFFICE OF EDUCATION - SPECIAL EDUCATION REBENCHING  
COMPARISON OF 2017-18 TO 2018-19 ESTIMATED BLOCK RATES**

(A)	2017-18 Rebeneching Rates (Adjusted FALL rates)			2018-19 ESTIMATED BLOCK RATES WITH 9% INDIRECT CHARGE					
	(B) 2017-18 Est. # of Classes	(C) Block Rates**	(D) Total Program Cost	(E) 2018-19 Est. # of Classes	(F) Est. Block Rates**	(G) Est. Total Program Cost	(H) = (F) - (C) Block Rate \$ Variance vs 2017-18 & 2018-19*	(I) = (H) / (C) Block Rate % Variance vs 2017-18 & 2018-19*	(J) Total Program Cost Increase/ (Decrease) vs 2017-18
Basic	78.50	412,651	32,393,104	77.50	421,333	32,653,308	8,682	2.10%	260,204
Autism	41.00	476,114	19,520,674	42.00	483,161	20,292,762	7,047	1.48%	772,088
Emotional Disturbance (ED)	9.00	460,249	4,142,241	10.00	466,867	4,668,670	5,618	1.44%	526,429
Orthopedic Impairment (OI) and Skilled Nursing Facility (SNF)	15.50	438,284	6,793,402	14.00	445,317	6,234,438	7,033	1.60%	(558,964)
Deaf/HoH	14.00	577,510	8,085,140	14.00	560,078	7,841,092	(17,432)	-3.02%	(244,048)
Medically Fragile (MF)	14.00	449,435	6,292,090	12.00	462,274	5,547,288	12,839	2.86%	(744,802)
Resource	3.00	328,502	985,506	3.00	328,739	986,217	237	0.07%	711
Intensive	6.00	275,444	1,652,664	5.00	275,931	1,379,655	487	0.18%	(273,009)
<b>Total</b>	<b>181.00</b>		<b>79,864,821</b>	<b>177.50</b>		<b>79,603,430</b>			<b>(261,391)</b>

**\*Changes for All Blocks:**

- (1) Indirect Charge calculated at 9% Rate (ICR was 10.41% in FY13-14, 10.23% in FY14-15, 10.47% in FY15-16, 10.84% in FY 16-17 and 10.76% in FY 17-18).
- (2) Salary Increases: Step and column plus 3% salary increase effective July 1, 2018 for CTA and effective September 1, 2018 for all others except Management. No salary increase for the Management group.
- (3) Benefit rate changes: STRS at 16.28%, PERS at 17.70%.
- (4) OPEB estimated to be \$1307
- (5) Removed the 3 professional development (PD) days PARAEducators
- (6) Reduced contract costs program wide
- (7) Reduced 1.8 FTE Psychologist program wide plus .3 in Alt Ed Program for a total of 2.1 FTE

\*\* Estimated Block Rates are before MOU1 & other offsets are applied.



## 2018-19 ESTIMATED SCCOE SPECIAL ED PROGRAM FUNDING

### COE PROGRAM COSTS:

2018-19 Proposed Rates - Adjusted May 2018											
PROGRAM BLOCK	OCT Act	NOV Act	DEC Act	JAN Act	FEB Act	MAR Est	APR Est	AVERAGE		RATE PER CLASS	TOTAL COST
BASIC					77.50			77.50	X	421,333	= 32,653,308
AUTISM					42.00			42.00	X	483,161	= 20,292,762
SNF					2.50			2.50	X	445,317	= 1,113,293
E.D.					10.00			10.00	X	466,867	= 4,668,670
LOW INCID.(OI)					11.50			11.50	X	445,317	= 5,121,146
LOW INCID.(DEAF)					14.00			14.00	X	560,078	= 7,841,092
MED.FRAGILE					12.00			12.00	X	462,274	= 5,547,288
<b>SUBTOTAL (1)</b>	-	-	-	-	169.50	-	-	169.50			<b>77,237,558</b>
1:1 SPHC AIDES								255.09	X	11,153	= 2,845,029
1:1 AIDES (HRS/DAY)								1,314.77	X	9,594	= 12,613,930
<b>SUBTOTAL (2)</b>											<b>92,696,516</b>
<b>ADD IN LCI COST SHARE: DISTRICT-SERVED, TRANSPORTATION, CCS</b>											
FACILITIES COSTS											1,879,229
AAC										to NPS/LCI	385,620
MAXIM										205,621	1,020,507
DIS APE											187,743
DIS VISION / O & M											461,757
HOME TEACHING										510,677	643,202
MISCELLANEOUS											54,499
DHOH											202,221
											<b>97,531,293</b>
ASD RESOURCE					3			3.00	X	328,739	= 986,217
ASD INTENSIVE					5			5.00	X	275,931	= 1,379,655
<b>SUBTOTAL (3)</b>											<b>2,365,872</b>
<b>GRAND TOTAL</b>											<b>99,897,165</b>

**Notes:**

\*Does not include Infant Program or NPS/LCI (which are funded separately via J-50, State Aid to COE)

\*Very Important Change at 2013/2014 P2 Certification, July 2014: County Office Funds Transfer - RL Transfer REMOVED from Offsetting Revenues resulting to increased Sp Ed Revenue transferred from districts to COE

### REVENUE SOURCES FOR PAYING THE ABOVE COE PROGRAM COSTS:

OTHER OFFSETTING REVENUE FOR BLOCK CLASSES											6,232,194
DISTRICT PAYMENTS TO COE (BLOCKS)											90,969,940
LESS PY CARRYOVER CREDITS - NW SELPA DISTRICTS											-
PY ADJ (PAYMENT OF PY DEFICIT ON SELPA III JUVENILE COURT GRANT)-NW SELPA											-
INVOICED TUITION COSTS (OUT-OF-COUNTY DISTRICTS, INVOICED BY SPED PROGRAM)											179,129
FROM OUT OF HOME BED COUNT- FOR NW SELPA COST SHARE											446,408
<b>SUBTOTAL (1)</b>											<b>97,827,670</b>
ASD SPECIAL ED.SERVICES											
LCFF FOR SDC ADA IN ALT ED (SPECIAL ED NJCS BASE+JCS BASE) Updated 1/24/18											
TRANSFER FROM SELPA III OF JUV. COURT GRANT (LESS DEFICIT FACTOR)											
ESTIMATED "OTHER SOURCE" REVENUES FOR SDC IN ASD CLASSES											
FROM DISTRICTS FOR SDC IN ASD, BY USAGE (ADA)											
FROM DISTRICTS FOR RSP IN ASD, BY USAGE (PUPIL COUNT)											
INVOICED TO OUT-OF-COUNTY DISTRICTS BY SCCOE SPECIAL ED - RSP/ASD											
<b>SUBTOTAL (2)</b>											<b>2,365,872</b>
<b>GRAND TOTAL</b>											<b>100,193,542</b>

Rev - Costs	296,377
Facilities Extra Fees Collected/(Deficit)	296,377
PY ADJ (PAYMENT OF PY DEFICIT ON SELPA III JUVENILE COURT GRANT)-NW SELPA	-
PY C/O Credits to districts	-
	296,377
	0

**Note:**

\*This estimate assumes that LCFF for SCCOE Sp Ed Pupils continues to go to Districts of Residence, and does not offset costs to districts for SCCOE

## SCCOE SPECIAL ED "OTHER OFFSETTING REVENUES"

	2017-18 EST	2016-17 P2	2015-16 P2	2014-15 P2	2013-14 P2	2011-12 P2
1) <b>"Goldfinger FRZ" 24.27 units</b> (18.45 SDC and 5.82 DIS)	2,040,125	2,040,125	2,040,125	2,040,125	2,040,125	2,040,125
Revenue transfer from SELPA III Base Funding						
18.45 SDC 1 Aide x \$89,516 = \$1,651,570						
5.82 DIS x \$66,762 = \$388,555						
Calculated at CDE posted Transfer Rates						
less basic entitlement deficit factor						
0.000000%			(55,281)	(46,358)	(56,865)	
Less \$52 from MOU 2 Imbalance	(52.00)					
2) <b>COE Base Year (97/98) Extended Year Funding</b>	3,039,659	3,039,659	3,039,659	3,039,659	3,039,659	3,039,659
Revenue transfer from SELPA III Base Funding						
less basic entitlement deficit factor			(82,366)	(69,070)	(84,725)	
0.0000000000						
3) <b>NPS/NPA Column A, B Base Year Reimbursements</b>	1,106,040	1,106,040	1,106,040	1,106,040	1,106,040	1,106,040
Revenue transfer from SELPA III Base Funding- less SELPA II,III OT			(29,970)	(25,132)		
less OT	(148,162)	(148,162)	(148,162)	(148,162)	(148,162)	(148,162)
less basic entitlement deficit factor			4,015	3,367		
0.0000000000						
total deficit	0				(26,699)	
<b>Subtotal MOU #1</b>	<b>6,037,662</b>	<b>6,037,662</b>	<b>5,874,059</b>	<b>5,900,469</b>		
4) <b>Federal Local Assistance (COE)</b>						
<i>Removed from "Other Revenue Sources" and counted for each district as partial payment of SCCOE services</i>						
5) <b>Federal Preschool Local Entitlement (COE Re 3320)*</b>		336,819	203,143	208,571	222,777	249,909
<i>*Update! Effective 2018-19, Re 3320 will be consolidated into Re 3310</i>					7,709	
6) <b>Federal Preschool Grant (COE Re 3315)</b>	122,004	111,683	96,101	98,384	115,582	126,090
						127,577
7) <b>Estimated Lottery Funds</b>	256,368	256,089	259,681	209,910	247,143	228,167
<i>Updated 1/24/18</i>						
8) <b>Revenue Received from Leases</b>			77,584			
9) <b>Payment of PRIOR YEAR DEFICIT</b>		163,603	137,193			7,232,506
10) <b>Revenue Limit Transfer from Districts to COE</b>						
<i>Discontinued beginning 2013/2014.</i>						
<i>Districts keep LCFF funds, but contribute more Sp Ed \$</i>						
<b>Total COE Revenue from "Other Sources"</b>	<b>6,416,034</b>	<b>6,905,856</b>	<b>6,647,761</b>	<b>6,417,334</b>	<b>6,462,584</b>	<b>14,001,911</b>
Divided by total number of Block Classes	174.50	178	177	180	187	175
<b>Equals deduct per class for COE Sp.Ed. Revenue received from "Other Sources"</b>	36,768	38,797	37,558	35,652	34,559	80,240
Updated 1/24/18:	Alt Ed rate	16-17 Est P-A ADA - S	=	5	divided by # of classes	
Sp Ed in Alt Ed,per class average, LCFF offset	11,606.83	24.15	280,305	56,061		
FOR INFO ONLY:	DEFICIT ON MOU#1		-	(163,603)	(137,193)	(141,590)
	DEFICIT ON SELPA III JUVENILE COURT		-	(3,159)		
	DEFICIT ON OT TO SELPA II (SUNNYVALE)		-	(1,357)	(1,357)	
			-	(1,357)	(168,119)	



DISTRICT	1:1 AIDE COSTS					DIS SERVICES (IN DISTRICT PROGRAMS)										TOTAL COSTS \$ BLOCK + 1:1 AIDE/SPHC + DIS SERVICES
	1:1 SPHC (HEALTH) AIDES		1:1 AIDES		TOTAL	O & M	VISION	APE	DHQH INCLUDES AUDIOLOGIST	Job Training	NURSING MAXIM/ RO/ PREMIER	AAC/AT	HOME TEACHING			
	RATE PER HOUR PER YEAR	\$	11,153	RATE PER HOUR PER YEAR										\$	9,594	
LOS ALTOS	-	-	5.73	54,947	54,947	-	-	6,758	57,486	-	-	-	27,899	-	92,143	
PALO ALTO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
WV-LOS ALTOS	3.27	36,501	6.00	57,564	94,065	-	-	-	-	-	-	-	-	-	15,339	
MV/WHISMAN	-	-	-	-	-	3,872	-	14,040	-	1,299	-	-	-	-	425,515	
SELPA I	3.27	36,501	11.73	112,511	149,012	3,872	-	6,758	71,526	16,267	-	35,309	-	-	89,408	
FREMONT	12.55	139,919	49.50	474,903	614,822	-	-	-	-	-	-	-	-	-	793,694	
SUNNYVALE	-	-	10.68	102,481	102,481	-	-	-	-	-	4,471.50	8,658	21,883	35,013	1,869,299	
CUPERTINO	6.00	66,918	18.68	179,233	246,151	-	-	3,354	-	-	-	13,809	18,200	32,009	694,770	
SELPA II	18.55	206,837	78.86	756,618	963,455	-	-	3,354	-	-	-	50,310	41,438	95,102	1,226,975	
DISCOVERY	-	-	-	-	-	-	-	-	-	-	-	4,471.50	72,777	81,521	3,791,043	
CAMBIAN	22.82	254,491	23.00	220,662	475,153	-	-	27,921	-	3,259	-	20,096	16,380	240,752	1,836,788	
CAMPBELL ELEM	29.36	327,493	11.57	110,985	438,478	234	24,807	-	17,021	-	45,540.93	19,993	18,720	126,316	2,314,197	
CAMPBELL HIGH	34.00	379,202	108.91	1,044,874	1,424,076	6,137	24,130	-	945	54,499	273,513.62	1,092	50,613	410,979	6,983,188	
LOMA PRIETA	-	-	-	-	-	-	-	-	-	5,128	-	2,443	-	-	7,571	
LG-SARATOGA	-	-	16.50	158,301	158,301	-	7,722	-	-	-	-	1,794	-	9,516	413,093	
LOS GATOS ELEM	12.45	138,906	5.50	52,767	191,673	-	2,237	-	-	-	-	18,511	9,620	30,368	663,487	
LUTH-BURBANK	-	-	27.25	261,437	261,437	-	-	-	-	-	-	-	-	-	265,490	
MOHRLAND	-	-	-	-	-	14,586	127,402	3,797	10,588	-	15,029	-	-	160,814	1,703,750	
SARATOGA	-	-	26.70	256,203	256,203	16,823	68,896	64,584	25,198	-	12,608	21,709	25,675	30,943	1,187,730	
UNION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,988,276	
LAKESIDE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	47,942	
SELPA III	98.64	1,100,091	219.43	2,105,229	3,205,320	37,780	255,194	104,049	62,139	54,499	492,150.28	113,275	121,008	1,340,094	15,752,512	
SAN JOSE UNIF	28.39	316,593	165.23	1,585,190	1,901,784	-	312	-	355	-	153,366.57	38,348	16,358	208,739	11,948,029	
SELPA IV	28.39	316,593	165.23	1,585,190	1,901,784	-	312	-	355	-	153,366.57	38,348	16,358	208,739	11,948,029	
DOWNTOWN COLLEGE PREP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
ALUM ROCK	8.73	97,335	53.20	510,444	607,780	-	-	-	6,144	-	-	-	24,700	30,844	5,759,166	
BEARVESSA	-	-	28.00	268,632	268,632	8,190	-	-	-	-	10,192.00	-	20,057	38,439	3,072,593	
EAST SIDE	38.80	432,686	286.57	2,749,335	3,182,021	101,007	14,951	8,814	-	-	61,748.34	21,915	150,338	358,773	15,928,216	
EVERGREEN	-	-	81.80	784,746	784,746	1,585	-	-	22,175	-	28,561	2,624	9,360	35,744	7,799,987	
FR-MCKINLEY	7.36	82,127	25.36	243,339	325,465	-	-	-	17,134	-	13,847.56	28,561	32,565	92,108	3,295,039	
MUJITAS	16.11	179,115	46.86	449,610	829,325	3,719	-	-	-	-	56,302.42	19,812	9,100	88,933	2,322,204	
MKT PLEASANT	-	-	5.50	52,767	52,767	15,416	-	-	-	-	-	-	36,994	52,410	1,152,026	
OAK GROVE	0.77	8,618	28.50	273,429	282,047	12,193	312	-	14,888	-	91,644.13	24,342	65,052	208,431	5,710,823	
DIRCHARD	-	-	5.50	52,767	52,767	-	468	-	-	-	24,506.73	14,625	38,331	100,998	756,407	
GILROY	14.11	157,409	74.84	718,024	875,433	-	-	-	-	-	59,025.41	3,641	-	-	3,280,402	
MORGAN HILL	-	-	114.34	1,096,987	1,096,987	-	-	-	-	-	16,965.00	14,199	-	-	4,180,035	
SE SELPA	85.89	957,891	750.48	7,200,079	8,157,970	142,110	15,731	8,814	60,341	-	334,231.59	115,094	401,123	1,077,444	53,256,899	
SANTA CLARA	20.36	227,116	89.05	854,302	1,081,418	-	-	-	63,120	-	36,286.79	10,817	23,192	133,416	3,696,565	
SELPA VII	20.36	227,116	89.05	854,302	1,081,418	-	-	-	63,120	-	36,286.79	10,817	23,192	133,416	3,696,565	
OUT OF COUNTY (SOQUEL ELEM/ FREMONT UNIFIED )	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL OUT OF COUNTY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
GRAND TOTAL	255.09	2,845,029	1,314.77	12,613,930	15,458,958	183,761.76	277,995.12	187,742.88	202,221.38	54,498.63	1,020,506.73	385,619.64	643,202.13	2,955,548	89,419,871	

NURSING LCI: 1/26/18  
 SASH 66,028.00  
 RO HEALTH 77,381.22  
 PREMIER HEALTHC 62,211.62  
 TOTAL 205,620.84



DISTRICT	SUMMARY OF SCOE SPECIAL ED COSTS							TOTAL SCORE COSTS "BEFORE" ADJUSTMENT (EXCLUDING FACILITIES COMPENSATION & SPED IN ALT ED)	PY RETURN OF EXCESS BLOCK REVENUE AS OFFSET TO CY COSTS - NW	TOTAL SCORE COSTS "AFTER" ADJUSTMENT (EXCLUDING FACILITIES COMPENSATION & SPED IN ALT ED)
	FACILITIES COMPENSATION (CREDITED SEPARATELY AT YEAREND)	BLOCK ENROLLMENT COSTS	1:1 AIDES COSTS	DIS SERVICES	NET LO COSTS SHARED BY ADA	FACILITIES FEES				
LOS ALTOS	-	131,681	54,947	92,143	78,081	17,091		374,343		374,343
PALO ALTO	-	-	-	-	102,067	14,285		116,351		116,351
MV-LOS ALTOS	-	316,111	94,065	15,339	(52,121)	24,745		398,139		398,139
MV/WHISMAN	-	63,158	-	26,249	90,817	10,081		190,306		190,306
SELPA I	-	510,950	149,012	133,731	219,244	66,202		1,079,139	-	1,079,139
FREMONT	-	-	-	-	-	-		-		-
SUNNYVALE	-	1,219,464	614,822	35,013	114,727	107,544		2,091,571		2,091,571
CUPERTINO	-	560,279	102,481	32,009	58,901	51,040		804,711		804,711
SELPA II	-	885,722	246,151	95,102	312,926	96,340		1,636,240		1,636,240
	-	2,665,465	963,455	163,123	486,554	254,924		4,532,522	-	4,532,522
DISCOVERY	-	-	-	-	-	-		-		-
CAMBRIAN	10,714	1,120,883	475,153	240,752	(814,706)	-		1,022,082		1,022,082
CAMPBELL ELEM	75,305	1,749,404	438,478	126,316	(416,793)	-		1,897,404		1,897,404
CAMPBELL HIGH	-	4,558,183	1,424,076	410,929	(718,839)	108,543		5,782,892		5,782,892
LOMA PRIETA	-	-	-	-	8,688	601		16,860		16,860
LG-SARATOGA	-	245,276	158,301	9,516	(124,603)	19,769		308,257		308,257
LOS GATOS ELEM	-	401,446	191,673	30,368	45,976	744,647		744,647		744,647
LUTH BURGANK	34,062	265,490	-	-	8,932	-		274,422		274,422
MORELAND	-	1,281,499	261,437	160,814	83,899	49,592		1,837,231		1,837,231
SARATOGA	52,463	87,787	30,943	-	31,846	-		150,576		150,576
UNION	93,262	1,509,188	256,203	222,885	101,601	-		2,089,877		2,089,877
LAKESIDE	-	47,942	-	-	1,280	4,012		53,234		53,234
SELPA III	265,807	11,307,098	3,205,320	1,240,094	(1,792,723)	217,692		14,177,480	-	14,177,480
SAN JOSE UNIF	139,707	9,837,506	1,901,784	208,739	394,617	-		12,342,645		12,342,645
SELPA IV	139,707	9,837,506	1,901,784	208,739	394,617	-		12,342,645	-	12,342,645
DOWNTOWN COLLEGE PREP	-	-	-	-	-	-		-		-
ALUM ROCK	-	5,120,543	607,780	30,844	-	180,830		5,939,996		5,939,996
BERRYESSA	-	2,765,522	268,632	38,439	-	89,896		3,162,489		3,162,489
EAST SIDE	-	12,387,423	3,182,021	358,773	-	657,681		16,585,898		16,585,898
EVERGREEN	-	6,979,498	784,746	35,744	-	103,205		7,903,192		7,903,192
FR-MCKINLEY	-	2,877,466	325,455	92,108	-	96,083		3,391,122		3,391,122
MILPITAS	-	1,603,945	629,325	88,933	-	9,501		2,331,705		2,331,705
MTP PLEASANT	74,842	1,046,849	282,047	52,410	-	140,698		1,152,026		1,152,026
OAK GROVE	-	5,220,345	282,047	208,431	-	-		5,851,521		5,851,521
ORCHARD	83,682	664,040	52,767	39,600	-	756,407		756,407		756,407
GILROY	-	2,303,971	875,433	100,998	-	152,801		3,433,204		3,433,204
MORGAN HILL	-	3,051,884	1,096,987	31,164	-	206,093		4,386,128		4,386,128
SE SELPA	156,524	44,021,486	8,157,970	1,077,444	-	1,636,788		54,893,687	-	54,893,687
SANTA CLARA	193	2,483,731	1,081,418	133,416	245,900	-		3,944,466		3,944,466
SELPA VII	193	2,483,731	1,081,418	133,416	245,900	-		3,944,466	-	3,944,466
OUT-OF-COUNTY (SQUEL ELEM/ FREMONT UNIFIED )	-	-	-	-	-	-		-		-
TOTAL OUT OF COUNTY	-	179,129	-	-	-	-		179,129		179,129
GRAND TOTAL	564,231	71,005,364	15,458,958	2,955,548	(446,408)	2,175,606		91,149,069	-	91,149,069
								36,076,253		

TYPE OF CLASS	RATE PER PUPIL
BASIC	43,894
AUTISM	52,813
EMOTIONAL DISTURBANCE (ED)	56,121
LOW INCIDENCE (OI)	47,942
LOW INCIDENCE (DHOH)	63,138
SNF	42,557
MED FRAGILE	56,734
1:1 SPHC (HEALTH) AIDES	11,153
1:1 AIDES	9,594

# BLOCK ENROLLMENT (LCI & NLCI)

5/22/2018

DISTRICT NAME	BASIC						AUTISM						EMOTIONAL DISTURBANCE						LOW INCIDENCE (OI)						OI AVERAGE				
	OCT		NOV		DEC		JAN		FEB		MAR		APR		OCT		NOV		DEC		JAN		FEB			MAR		APR	
	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est	Act	Est		Act	Est	Act	Est
Los Altos																													
Palo Alto																													
MV-Los Altos																													
MV/Whisman																													
SELPA I																													
Fremont																													
Sunnyvale																													
Cupertino																													
SELPA II																													
Cambrian																													
Campbell Elem																													
Campbell High																													
Loma Prieta																													
LG-Saratoga																													
Los Gatos Elem																													
Luth Burbank																													
Moreland																													
Saratoga																													
Union																													
Lakeside																													
SELPA III																													
San Jose Unif																													
SELPA IV																													
Alum Rock																													
Berryessa																													
East Side																													
Evergreen																													
Fr-McKinley																													
Milpitas																													
Mt Pleasant																													
Oak Grove																													
Orchard																													
Glilroy																													
Morgan Hill																													
SE SELPA																													
Santa Clara																													
SELPA VII																													
Out of County, SCCOE SPED need to bill separately (Soquel Union Elementary/San Mateo)																													
TOTAL Out-of-County/COE																													
GRAND TOTAL																													

## 5/22/2018

Out of County, SCCOE SPED  
need to bill separately (Soquel  
Union Elementary/San Mateo)



# Block Calculation Formula for district share of Sp. Ed. Services in Alternative Schools

ASD		2018-19 RSP in ASD (using 2017-18 estimates)												1,785,101	
SDC & RSP		Stonegate Park, Snell Community, Osborne, Blue Ridge, Edge, Sunol, Odyssey												{c}	
		Note: second date following / is for SE SELPA, if different from NW.												{b}	
		2 at Osborne, 1 at Blue Ridge												3.00	
		ADA % of ADA \$ P1 2017-18 in Block \$												Total Sp Ed. Serv. in ASD	
		5.00 183,102 915,509												328,739 869,592	
		July 10   Act												Student Count	
		Aug Sept 1 Act 2 Oct 2 Nov Act Dec Act Jan Act Feb Act Mar Est April Est May Est June Est												Total annual % of total	
SELPA I															
		Los Altos 0 0 2 2 2 2 2 2 2 2 2 2 2 20 0.00%												36,847.12	
		Palto Alto 0 0 2 2 2 2 2 2 2 2 2 2 2 20 4.24%												36,847	
		MV-Los Altos 33,823 0 2 2 2 2 2 2 2 2 2 2 2 20 0.00%												33,822.62	
		MV/Whisman 0 0 2 2 2 2 2 2 2 2 2 2 2 20 0.00%												33,822.62	
		Sub Total 1.03 3.69% 33,823 1 2 2 2 2 2 2 2 2 2 20 4.24%												70,669.74	
SELPA II														52 - Shared By ADA	
		Fremont 1.96 7.03% 64,361 1 2 2 2 2 2 2 2 2 2 32 6.78%												58,955	
		Sunnyvale 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												38,377.71	
		Montebello 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												22,563.52	
		Cupertino 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												62,375.66	
		Sub Total 1.96 7.03% 64,361 1 2 2 2 2 2 2 2 2 32 6.78%												123,316.89	
SELPA III															
		Cambrian 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												3	
		Campbell Elem 0 0 2 2 2 2 2 2 2 2 2 2 20 0.64%												5,527	
		Campbell High 1.57 5.63% 51,555 4 5 6 6 6 6 6 6 5 57 12.08%												105,014	
		Loma Prieta 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												156,569.16	
		LG-Saratoga 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												9,211.78	
		Los Gatos Elem 0 0 2 2 2 2 2 2 2 2 2 2 20 1.06%												5	
		Luth Burbank 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												3	
		Moreland 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												5	
		Saratoga 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												5	
		Union Lakeside 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												5	
		Sub Total 1.57 5.63% 51,555 4 5 6 6 6 6 6 5 57 13.77%												119,753	
SELPA IV															
		San Jose Univ 5.62 20.16% 184,547 1 4 5 5 5 5 5 5 10 103 21.82%												189,763	
		Sub Total 5.62 20.16% 184,547 1 4 5 5 5 5 5 10 103 21.82%												374,309.41	
SELPA V															
		Alum Rock 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												3	
		Berryessa 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												5,527	
		East Side 16.34 58.61% 536,565 13 13 11 14 13 15 12 12 139 29.45%												18,424	
		Evergreen 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												256,087	
		Fr-McKinley 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												792,652.21	
		Milpitas 0.01 0.04% 328 0 1 1 2 1 1 1 1 11 2.33%												20,594.29	
		Mt Pleasant 0 0 2 2 2 2 2 2 2 2 2 2 20 1.06%												9,211.78	
		Oak Grove 0 0 2 2 2 2 2 2 2 2 2 2 20 1.48%												12,896.49	
		Orchard 0 0 2 2 2 2 2 2 2 2 2 2 20 0.00%												5	
		Sub Total 16.35 58.64% 536,893 13 13 11 14 13 15 12 12 139 37.08%												322,412	
SELPA VI															
		Gilroy 0.54 1.94% 17,732 1 2 2 2 2 2 2 2 3 12 2.54%												22,108	
		Morgan Hill 0.26 0.93% 8,538 1 2 2 2 2 2 2 2 3 27 5.72%												49,744	
		Sub Total 0.80 2.87% 26,270 2 2 2 2 2 2 2 2 3 39 8.26%												71,852	
SELPA VII															
		Santa Clara 0.09 0.32% 2,955 1 2 2 2 2 2 2 2 3 27 5.72%												49,744	
		Sub Total 0.09 0.32% 2,955 1 2 2 2 2 2 2 2 3 27 5.72%												49,744	
COE															
		Out-of-County 0.46 1.65% 15,105 1 2 2 2 2 2 2 2 3 11 2.33%												20,266	
Totals		27.88 100.00% 915,509 24 35 37 45 42 44 49 49 472 100.00%												869,592	
915,509.48														1,785,101.48	

Currently these costs are shared by all SELPAs on a percentage basis. SELPA percentages are historical ones. Each SELPA's share comes "off the top" of the SELPA's transfer of the "Excess" (COE Sp.Ed. Property) tax. Beginning in 2002/2003, a SELPA can decide whether to continue to share these costs within the SELPA, or have each district charged by usage of services. Note that these charges will, in part, be offset by savings returned to districts on the current "off-the-top" charges. Total cost of Blocks will be offset by the amount of the Juv Court Grant (\$116,625).

42.17 times 11,606.83 489,460  
52.01 3/2014 for comparison

## 1:1 Aide Calculation

(using 2017-18 estimates)

### Scenario 5a

Block	Hrs/Day												Total Hours	Ave Hours/Year	Total 1:1 Aide Cost
Programs	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018			
	Act		Act	Act	Act	Act	Act	Act	Est	Est	Est	Est		# of Months	1:1 Aide Rate/Hr/Yr
														11.00	\$ 9,594.00
Los Altos	5.50		5.75	5.75	5.75	5.75	5.75	5.75	5.75	5.75	5.75	5.75	63.00	5.73	54,947.45
Palo Alto															
MV-Los Altos	11.00		5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	66.00	6.00	57,564.00
MV/Whisman															
<b>Total - SELPA I</b>	<b>16.50</b>	<b>-</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>11.25</b>	<b>129.00</b>	<b>11.73</b>	<b>112,511.45</b>
Fremont	44.50		50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	544.50	49.50	474,903.00
Sunnyvale	12.00		7.75	5.75	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.50	117.50	10.68	102,481.36
Cupertino	13.50		24.75	13.00	24.75	18.50	18.50	18.50	18.50	18.50	18.50	18.50	205.50	18.68	179,233.36
<b>Total - SELPA II</b>	<b>70.00</b>	<b>-</b>	<b>82.50</b>	<b>68.75</b>	<b>86.25</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>867.50</b>	<b>78.86</b>	<b>756,617.73</b>
Cambrian	24.50		19.00	19.00	19.00	24.50	24.50	24.50	24.50	24.50	24.50	24.50	253.00	23.00	220,662.00
Campbell Elem	22.75		5.50	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	127.25	11.57	110,985.14
Campbell High	135.00		115.00	115.50	121.25	110.25	104.75	99.25	99.25	99.25	99.25	99.25	1,198.00	108.91	1,044,873.82
Loma Prieta															
LG-Saratoga	16.50		16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	181.50	16.50	158,301.00
Los Gatos Elem	5.50		5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	60.50	5.50	52,767.00
*Luth Burbank															
Moreland	17.25		11.75	17.25	22.75	28.25	33.75	33.75	33.75	33.75	33.75	33.75	299.75	27.25	261,436.50
Saratoga															
Union	29.25		29.75	35.25	29.75	24.25	24.25	24.25	24.25	24.25	24.25	24.25	293.75	26.70	256,203.41
Lakeside															
<b>Total - SELPA III</b>	<b>250.75</b>	<b>-</b>	<b>203.00</b>	<b>220.00</b>	<b>225.75</b>	<b>220.25</b>	<b>220.25</b>	<b>214.75</b>	<b>214.75</b>	<b>214.75</b>	<b>214.75</b>	<b>214.75</b>	<b>2,413.75</b>	<b>219.43</b>	<b>2,105,228.86</b>
*San Jose Unif	146.50		149.25	170.75	178.75	173.25	167.75	166.25	166.25	166.25	166.25	166.25	1,817.50	165.23	1,585,190.45
<b>Total - SELPA IV</b>	<b>146.50</b>	<b>-</b>	<b>149.25</b>	<b>170.75</b>	<b>178.75</b>	<b>173.25</b>	<b>167.75</b>	<b>166.25</b>	<b>166.25</b>	<b>166.25</b>	<b>166.25</b>	<b>166.25</b>	<b>1,817.50</b>	<b>165.23</b>	<b>1,585,190.45</b>
Alum Rock	71.00		39.50	50.50	45.00	50.25	50.25	55.75	55.75	55.75	55.75	55.75	585.25	53.20	510,444.41
Berryessa	33.00		27.50	27.50	27.50	27.50	27.50	27.50	27.50	27.50	27.50	27.50	308.00	28.00	268,632.00
East Side	250.00		272.00	266.50	277.50	287.50	287.50	302.25	302.25	302.25	302.25	302.25	3,152.25	286.57	2,749,335.14
Evergreen	86.75		79.00	89.50	89.50	84.00	78.50	78.50	78.50	78.50	78.50	78.50	899.75	81.80	784,745.59
Fr-McKinley	27.50		27.75	27.75	22.25	22.25	25.25	25.25	25.25	25.25	25.25	25.25	279.00	25.36	243,338.73
Milpitas	51.50		51.25	51.25	51.25	48.25	48.25	42.75	42.75	42.75	42.75	42.75	515.50	46.86	449,609.73
Mt Pleasant	5.50		5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	60.50	5.50	52,767.00
Oak Grove	19.00		20.25	26.75	32.25	26.75	32.25	31.25	31.25	31.25	31.25	31.25	313.50	28.50	273,429.00
Orchard	5.50		5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	60.50	5.50	52,767.00
Gilroy	68.75		77.75	77.75	72.25	75.25	75.25	75.25	75.25	75.25	75.25	75.25	823.25	74.84	718,023.68
Morgan Hill	90.25		117.75	117.25	123.25	117.75	117.75	114.75	114.75	114.75	114.75	114.75	1,257.75	114.34	1,096,986.68
<b>Total - SE SELPA</b>	<b>708.75</b>	<b>-</b>	<b>723.75</b>	<b>745.75</b>	<b>751.75</b>	<b>750.50</b>	<b>753.50</b>	<b>764.25</b>	<b>764.25</b>	<b>764.25</b>	<b>764.25</b>	<b>764.25</b>	<b>8,255.25</b>	<b>750.48</b>	<b>7,200,078.95</b>
Santa Clara	68.00		83.25	84.25	87.75	93.75	93.75	93.75	93.75	93.75	93.75	93.75	979.50	89.05	854,302.09
<b>Total - SELPA VII</b>	<b>68.00</b>	<b>-</b>	<b>83.25</b>	<b>84.25</b>	<b>87.75</b>	<b>93.75</b>	<b>93.75</b>	<b>93.75</b>	<b>93.75</b>	<b>93.75</b>	<b>93.75</b>	<b>93.75</b>	<b>979.50</b>	<b>89.05</b>	<b>854,302.09</b>
<b>Totals</b>	<b>1,260.50</b>	<b>-</b>	<b>1,253.00</b>	<b>1,300.75</b>	<b>1,341.50</b>	<b>1,329.00</b>	<b>1,326.50</b>	<b>1,330.25</b>	<b>1,330.25</b>	<b>1,330.25</b>	<b>1,330.25</b>	<b>1,330.25</b>	<b>14,462.50</b>	<b>1,314.77</b>	<b>12,613,929.55</b>
														# of Months	
														11.00	
<b>LCI Cost Share</b>															
Cambrian	8.00	-	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	88.00	8.00	76,752.00
Campbell High	6.00	-	5.50	5.50	5.50	5.50	-	-	-	-	-	-	28.00	2.55	24,421.09
Los Gatos Saratoga	5.50	-	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	60.50	5.50	52,767.00
Fremont	-	-	-	-	-	5.50	5.50	5.50	5.50	5.50	5.50	5.50	38.50	3.50	33,579.00
<b>TOTAL</b>															<b>187,519.09</b>

**1:1 SPHC (Health Aide) Calculation**  
(using 2017-18 estimates)

SPHC Health Aides

**Scenario 5a**

Block	Hrs/Day												Total Hours	Ave Hours/Year # of Months	Total 1:1 SPHC Cost 1:1 SPHC Rate/Hr/Yr
Programs	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018			
	Act		Act	Act	Act	Act	Act	Act	Est	Est	Est	Est		11.00	\$ 11,153.00
Los Altos	-				-	-	-	-	-	-	-	-	-	-	-
Palo Alto	-				-	-	-	-	-	-	-	-	-	-	-
MV-Los Altos	-				-	-	6.00	6.00	6.00	6.00	6.00	6.00	36.00	3.27	36,500.73
MV/Whisman	-				-	-	-	-	-	-	-	-	-	-	-
<b>Total - SELPA I</b>	-	-	-	-	-	-	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>36.00</b>	<b>3.27</b>	<b>36,500.73</b>
Fremont	13.00		13.00	13.00	13.00	13.00	13.00	12.00	12.00	12.00	12.00	12.00	138.00	12.55	139,919.45
Sunnyvale															
Cupertino	6.00		6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	66.00	6.00	66,918.00
<b>Total - SELPA II</b>	<b>19.00</b>	-	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>204.00</b>	<b>18.55</b>	<b>206,837.45</b>
Cambrian	26.50		19.25	19.25	24.00	24.00	18.00	24.00	24.00	24.00	24.00	24.00	251.00	22.82	254,491.18
Campbell Elem	25.00		25.00	25.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	323.00	29.36	327,492.64
Campbell High	36.00		37.00	37.00	37.00	37.00	37.50	30.50	30.50	30.50	30.50	30.50	374.00	34.00	379,202.00
Loma Prieta	-						-	-	-	-	-	-	-	-	-
LG-Saratoga	-						-	-	-	-	-	-	-	-	-
Los Gatos Elem	13.00		6.00	6.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00	137.00	12.45	138,905.55
Luth Burbank	-						-	-	-	-	-	-	-	-	-
Moreland	-				-	-	-	-	-	-	-	-	-	-	-
Saratoga	-						-	-	-	-	-	-	-	-	-
Union	-						-	-	-	-	-	-	-	-	-
Lakeside	-						-	-	-	-	-	-	-	-	-
<b>Total - SELPA III</b>	<b>100.50</b>	-	<b>87.25</b>	<b>87.25</b>	<b>106.00</b>	<b>106.00</b>	<b>100.50</b>	<b>99.50</b>	<b>99.50</b>	<b>99.50</b>	<b>99.50</b>	<b>99.50</b>	<b>1,085.00</b>	<b>98.64</b>	<b>1,100,091.36</b>
San Jose Unif	22.25		29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00	312.25	28.39	316,593.11
<b>Total - SELPA IV</b>	<b>22.25</b>	-	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>312.25</b>	<b>28.39</b>	<b>316,593.11</b>
Alum Rock	12.00		12.00	12.00	12.00	12.00	6.00	6.00	6.00	6.00	6.00	6.00	96.00	8.73	97,335.27
Berryessa	-						-	-	-	-	-	-	-	-	-
East Side	34.25		37.50	37.50	37.50	38.50	40.25	40.25	40.25	40.25	40.25	40.25	426.75	38.80	432,685.70
Evergreen	-						-	-	-	-	-	-	-	-	-
Fr-McKinley	6.00		7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	81.00	7.36	82,126.64
Milpitas	12.25		13.50	13.50	13.50	13.50	13.50	19.50	19.50	19.50	19.50	19.50	177.25	16.11	179,715.39
Mt Pleasant	-						-	-	-	-	-	-	-	-	-
Oak Grove	8.50				-	-	-	-	-	-	-	-	8.50	0.77	8,618.23
Orchard	-						-	-	-	-	-	-	-	-	-
Gilroy	7.75		14.75	14.75	14.75	14.75	14.75	14.75	14.75	14.75	14.75	14.75	155.25	14.11	157,409.39
Morgan Hill	-						-	-	-	-	-	-	-	-	-
<b>Total - SE SELPA</b>	<b>80.75</b>	-	<b>85.25</b>	<b>85.25</b>	<b>85.25</b>	<b>86.25</b>	<b>82.00</b>	<b>88.00</b>	<b>88.00</b>	<b>88.00</b>	<b>88.00</b>	<b>88.00</b>	<b>944.75</b>	<b>85.89</b>	<b>957,890.61</b>
Santa Clara	14.00		21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	224.00	20.36	227,115.64
<b>Total - SELPA VII</b>	<b>14.00</b>	-	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>224.00</b>	<b>20.36</b>	<b>227,115.64</b>
<b>Totals</b>	<b>236.50</b>	-	<b>241.50</b>	<b>241.50</b>	<b>260.25</b>	<b>261.25</b>	<b>257.50</b>	<b>261.50</b>	<b>261.50</b>	<b>261.50</b>	<b>261.50</b>	<b>261.50</b>	<b>2,806.00</b>	<b>255.09</b>	<b>2,845,028.91</b>
<b>LCI Cost Share</b>														# of Months 11.00	
Cambrian	19.25	-	19.25	19.25	19.25	19.25	13.25	13.25	13.25	13.25	13.25	13.25	175.75	15.98	178,194.52
Campbell ESD	13.00	-	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	143.00	13.00	144,989.00
Campbell HSD	7.00	-	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	77.00	7.00	78,071.00
<b>TOTAL</b>															<b>401,254.52</b>

\*Dec2017/Apr2018 pupil count not yet available as of 4/2/18

			CCS	LCI - OI	SB 70	Scenario 5				
	LCI		MTU	Transp.	NPS/LCI	Served in District Programs				
	Attends COE			Wheelchair	Mental	Residence district at left				
	Cost			to Districts	Health	Estimated Cost***				
	#	Total				#	Subtotal	#	Subtotal	Total
	Pupils	Cost				(Resident)	Cost	(Resident)	Cost	Dec/Apr
	Ave					LCI Pupils	Dec 2016	LCI Pupils	April 2017	Ave.
						Dec 2016	Actual	April 2017	Actual	
Los Altos	-	-								-
Palo Alto	-	-	108,591							-
MV-Los Altos	1.00	58,121		52,418		1-ED	34,452	-	-	17,226
Mt.View/Whisman	-	-								-
<b>SELPA I</b>	<b>1.00</b>	<b>58,121</b>	<b>108,591</b>	<b>52,418</b>						<b>17,226</b>
Fremont	1.00	77,473								-
Sunnyvale	-	-	54,295							-
Cupertino	-	-								-
<b>SELPA II</b>	<b>1.00</b>	<b>77,473</b>	<b>54,295</b>	-						-
Cambrian	14.00	877,632								-
Campbell Elem	9.00	544,158								-
Campbell High	16.00	811,026				1-O1	34,452	1-OHI, 1-ED	52,455	43,454
Loma Prieta	-	-								-
LG-Saratoga	1.00	96,661				2-ED, 1 SLD	86,907	2-ED, 1 SLD	86,907	86,907
Los Gatos Elem	-	-				-	-	1 SLD	18,003	9,002
Luth Burbank	-	-								-
Moreland	-	-								-
Saratoga	-	-								-
Union	-	-								-
Lakeside	-	-								-
<b>SELPA III</b>	<b>40.00</b>	<b>2,329,477</b>	-		<b>0</b>					<b>139,362</b>
San Jose Unif	3.00	149,957				-	-	1-SLD	18,003	9,002
<b>SELPA IV</b>	<b>3.00</b>	<b>149,957</b>			<b>0</b>					<b>9,002</b>
Santa Clara	-	-				-	-	1-ED	34,452	17,226
<b>SELPA VII</b>					<b>0</b>					<b>17,226</b>
<b>NW Totals</b>	<b>45.00</b>	<b>2,615,028</b>	<b>162,886</b>	<b>52,418</b>	<b>0</b>	<b>5</b>		<b>8</b>		<b>182,816</b>

\*\*\*For this estimate, attending District Programs (from Average Cost Inter-district Transfer Calculation):

\$28,888 for Severe Disabilities and \$14,047 for Non-severe Disabilities as recommended by the SELPA Fiscal Subcommittee

TOTAL LCI COSTS 3,013,148

Updated as of 7/1

**Severe Calc 2017-18**

22,297.00	Ave SDC 8 less LCFF and AB602
5,498.00	Additional Classroom Aide
2,997.00	Sp/Lang Elem
3,660.00	OT
<b>34,452.00</b>	Severe Disabilities (E.D., Autistic, OI, TBI, ID)

**Non-severe Calc 2017-18**

12,505	Ave SDC 12 less LCFF and AB602
5,498	Additional Classroom Aide
<b>18,003</b>	Non-Severe Disabilities (SLD, OHI)

<b>In fm Excess Out of Home</b>	<b>446,408</b>
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TOTAL LCI COSTS AFTER OHC OFFSET 2,566,740

\*\* Per Budget Allocation Plan, the cost of LCI students receiving services in SDC programs and in SCCOE programs and are residing in NW SELPAs will be shared by all districts based on percentage of total K-12 ADA. Cost sharing credits to districts for serving LCI residents in district SDC programs is aligned to Inter-district transfer agreements (severe/non-severe). Districts charged for sending LCI students to SCCOE programs will be credited the amount charged.

Estimated share of cost of serving LCI pupils (by K-12 ADA)

			<u>2017-18 P-1 K-12</u> <u>ADA</u>	Cost of Serving LCI pupils at COE	Cost of Serving LCI pupils at districts	SB 70 CCS MTU Cost Share and Trans	Total cost of serving LCI pupils
			COE (incl				
<b>SELPA I</b>	<b>876.83</b>	<b>Charter)</b>	<b><u>25,897.35</u></b>	<b><u>384,933</u></b>	<b><u>32,450</u></b>	<b><u>38,217</u></b>	<b><u>455,600</u></b>
Los Altos	4,310.00	17.23%		66,308	5,590	6,583	78,481
Palo Alto	11,568.82	46.24%		177,983	15,004	17,670	210,657
MV-Los Altos	4,154.22	16.60%		63,911	5,388	6,345	75,644
MV/Whisman	4,987.48	19.93%		76,731	6,468	7,618	90,817
<b>Districts Only Total</b>	<b>25,020.52</b>	<b>100.00%</b>		<b>384,933</b>	<b>32,450</b>	<b>38,217</b>	<b>455,600</b>
<b>SELPA II</b>	<b>258.70</b>	<b>COE</b>	<b><u>35,146.86</u></b>	<b><u>522,416</u></b>	<b><u>44,040</u></b>	<b><u>51,866</u></b>	<b><u>618,322</u></b>
Fremont	10,844.67	31.08%		162,388	13,689	16,122	192,200
Sunnyvale	6,386.99	18.31%		95,639	8,062	9,495	113,197
		0.00%		0	0	0	0
Cupertino	17,656.50	50.61%		264,389	22,288	26,249	312,926
<b>Districts Only Total</b>	<b>34,888.16</b>	<b>100.00%</b>		<b>522,416</b>	<b>44,040</b>	<b>51,866</b>	<b>618,322</b>
			COE (incl				
<b>SELPA III</b>	<b>574.65</b>	<b>Charter)</b>	<b><u>38,431.96</u></b>	<b><u>571,245</u></b>	<b><u>48,156</u></b>	<b><u>56,714</u></b>	<b><u>676,116</u></b>
Cambrian	3,523.37	9.31%		53,166	4,482	5,278	62,926
Campbell Elem	7,131.46	18.84%		107,610	9,072	10,684	127,365
Campbell High	7,594.87	20.06%		114,602	9,661	11,378	135,641
Loma Prieta	486.45	1.28%		7,340	619	729	8,688
LG-Saratoga	3,301.45	8.72%		49,817	4,200	4,946	58,963
Los Gatos Elem	3,078.23	8.13%		46,449	3,916	4,612	54,976
Luth Burbank	500.13	1.32%		7,547	636	749	8,932
Moreland	4,697.68	12.41%		70,885	5,976	7,038	83,899
Saratoga	1,783.12	4.71%		26,906	2,268	2,671	31,846
Union	5,688.87	15.03%		85,842	7,236	8,523	101,601
Lakeside	71.68	0.19%		1,082	91	107	1,280
<b>Districts Only Total</b>	<b>37,857.31</b>	<b>100.00%</b>		<b>571,245</b>	<b>48,156</b>	<b>56,714</b>	<b>676,116</b>
			COE (incl				
<b>SELPA IV</b>	<b>1,209.14</b>	<b>Charter)</b>	<b><u>31,466.48</u></b>	<b><u>467,712</u></b>	<b><u>39,428</u></b>	<b><u>46,435</u></b>	<b><u>553,575</u></b>
San Jose Unif	30,257.34	100%		467,712	39,428	46,435	553,575
<b>Districts Only Total</b>	<b>30,257.34</b>						
<b>SELPA VII</b>	<b>5.37</b>	<b>COE</b>	<b><u>14,956.71</u></b>	<b><u>222,314</u></b>	<b><u>18,741</u></b>	<b><u>22,072</u></b>	<b><u>263,126</u></b>
Santa Clara	14,951.34	100%		222,314	18,741	22,072	263,126
<b>Districts Only Total</b>	<b>14,951.34</b>						
<b>Districts Only Grand</b>	<b>142,974.67</b>		<b><u>145,899.36</u></b>	<b>2,168,620</b>	<b>182,816</b>	<b>215,304</b>	<b>2,566,740</b>
<b>Rate Per ADA by SELPA</b>				<b>14.86</b>	<b>1.25</b>	<b>1.48</b>	<b>17.59</b>

Calculate per ADA by SELPA because COE ASD ADA complicates the calculation. It should be included, but can only be included at the SELPA level. Within the SELPA the amount is charged to districts at the percentage of district ADA to total ADA of districts within SELPA.

# **Santa Clara County Office of Education**

## **SANTA CLARA COUNTY SELPAs**

### **SCCOE SPECIAL EDUCATION HOUSING POLICY**

This policy covers housing for programs operated by the SCCOE Special Education Department on district operated sites. The policy shall apply to programs operated by SCCOE for three (3) to twenty-two (22) year old students and does not pertain to Regional Programs operated by districts. The policy shall remain in effect unless modified and approved by all SELPA Executive Councils in Santa Clara County.

#### **I. INTRODUCTION**

The districts of the Santa Clara County SELPAs are committed to the provision of special education services to all students with disabilities in the least restrictive environment as required by State and Federal law. It is the districts' obligation to assure that when it is not possible for students with disabilities to be educated in their home schools, they receive the services specified in their IEPs in classrooms located as close to their homes as possible. This goal is intended to fulfill the SELPA's purpose that the students and staff be included to the greatest extent possible as a part of the school community. To fulfill this commitment, the districts shall provide classroom space for all special education students in Santa Clara County.

Each school district accepts the ultimate responsibility for providing classroom facilities, or the financial resources to provide classroom facilities, for the special education students residing within its boundaries. A district may join with other districts in its area to provide classroom space or the financial support to house their students. The classroom needs of all students, both general and special education must be considered in all decisions regarding the allocation of classroom space. There may be times when a school district offers classroom space, which is not utilized by SCCOE (see page 2, item #7).

Maximum effort will be made to avoid the over representation of special education classes on an individual school site. In addition, classrooms should be located to promote natural opportunities for students with disabilities to participate with chronologically age-appropriate, general education students in academic, non-academic and extra-curricular activities to the maximum extent appropriate for the needs of both the special and general education students.

#### **II. POLICIES AND PROCEDURES**

The Santa Clara County SELPAs will be responsible for the implementation and monitoring of this policy. The SCCOE Special Education Department will assume responsibility for determination of classrooms owed and provided by each district, and will collaborate with the SELPA offices in the calculation and collection of housing fees and disbursement of housing compensation.

### III. PROVISION OF CLASSROOM SPACE BY DISTRICTS

#### A. Calculation of Projected Classroom Space Needed by Districts

Classroom space needed for those programs specified in this policy will be calculated using the following procedure:

1. The SCCOE Special Education Department's May 1<sup>st</sup> enrollment projections for the following year will serve as the basis for estimating the classroom space owed by each district in the subsequent school year.
2. Actual determination of housing obligations will be based on current year December-April average enrollment in SCCOE Special Education programs.
3. The number of pupils constituting one classroom for the purpose of the Housing Policy will be recommended each year by the Facilities Rate Setting Committee and approved in the SELPA Budget Allocation Plans along with Rate per class and percentage credit for land-only.
4. When the Santa Clara County Office of Education owns or leases a portable classroom located on district operated site, that classroom will generate partial credit toward the calculation of the district's housing obligation.
5. Each district will have two options for fulfilling its housing obligation.
  - The provision of classroom space. This is the preferable option.
  - In the event that a district does not provide the obligated classroom space, it will be charged a housing fee.
  - A SELPA may exercise the option of "pooling" member district obligations and/or compensation for space.
6. When a district exceeds its housing obligation by providing additional classroom space, the district will be paid the approved housing compensation rate.
7. Classroom space offered by the district must not only meet the standards specified in this policy, but must also be appropriate to the needs of the program operator.

Criteria for appropriateness include the following:

- the classroom offered provides for interaction with nondisabled peers
- usage of the classroom offered does not result in unusual additional costs to the SCCOE Special Education program
- usage of the classroom minimizes transportation time and cost
- there should be a sufficient population projections to sustain the classroom for at least three years
- there shall be minimal disruption or displacement for students in existing programs.

B. Contracts for Provision of Classroom Space

1. By February 28 of each year, districts will notify the SCCOE-Special Education Department of their intention to reclaim classroom space.
2. Negotiations between the SCCOE Special Education Department and districts for new contracts or other arrangements to provide classroom space shall be completed by May 30<sup>th</sup> of each year.
3. Contracts for classroom space shall be for a specific classroom site and it is recommended that it be for a minimum of three (3) years. The use of classrooms for Extended School Year programs is included in the contracts. The relocation of classrooms for Extended School Year programs shall be negotiated between the district and SCCOE Special Education Department by April 15.
4. Termination of contracts prior to their expiration date shall be by mutual consent of the district and SCCOE Special Education Department.

C. Standard for Classrooms

Classrooms provided by district, as a means of fulfilling their housing obligations shall meet the following standards, as appropriate:

1. One classroom (approximately 960 square feet) will be provided in accordance with established State and Federal standards (i.e., applicable Americans with Disabilities Act accessibility standards, Health and Safety Codes, fire alarm requirements, and Field Act standards, or a waiver of Field Act standards.
2. Running hot water will be provided in all classrooms where the availability of water within the classroom is necessary to meet the health and safety needs of the students, as determined by the SCCOE Special Education Department. Example: An accommodation for hot water could be an instant hot water heater.
3. Heat and Air Conditioning will be provided in all classrooms where the availability of heat and air conditioning within the classroom is necessary to meet the health and safety needs of the students, as determined by the SCCOE Special Education Department.
4. In-class toilet facilities will be provided as appropriate for the age and the needs of the students and as determined by the SCCOE Special Education Department with the approval of the district.

Students will have access to toileting facilities on campus available to all other students.

It is the intent of this policy to respect the privacy rights of special education students, which accord them with basic human dignity.

The toilet and/or changing area shall be large enough to accommodate personal hygiene activities.

5. Any site modifications, if needed, will be negotiated between the SCCOE Special Education Department and the district prior to modifications taking place.
6. The site will provide internet access in each classroom. SCCOE Special Education classrooms need comparable Internet access, as do the host site classrooms. SCCOE will be provided with one static IP



address and one live Ethernet jack in each Special Education classroom to set up VPN technology in each classroom.

D. Custodial Services

Custodial service, including daily classroom cleaning for all classrooms, including portables, whether district or SCCOE owned, shall be the responsibility of the district. Occasionally, there may be situation when the district is not able to provide custodial services and COE is required to provide it. Districts that don't provide Custodial and Utilities will pay actual cost to COE for providing them.

The SCCOE Special Education Department will provide information regarding recommended daily classroom cleaning as identified in the State publication, "State Guidelines and Procedures for Meeting the Specialized Physical Health Care Needs of Pupils.", and designated by level of need of classroom. (see attached).

E. Maintenance

Maintenance service shall be the responsibility of the owner of the facility. This includes regularly scheduled and preventative classroom maintenance such as filter replacements, carpet cleaning, floor polishing, light bulb replacements, etc.

F. Repairs

Classroom repair due to normal wear for such items as plumbing, windows, locks, roofs, ,cooling and heating systems, etc. shall be the responsibility of the owner of the facility.

Repairs of the facility for any damage caused by the program staff and/or students and repairs of the personal property owned by the program shall be the responsibility of the SCCOE Special Education Department.

G. Relocation of Classrooms

In the event a district has to relocate a SCCOE Special Education Department classroom due to planned renovations, fire, natural disaster, vandalism or other emergency situations when the classroom is unsuitable for housing students, the district remains responsible for providing adequate temporary housing until repairs can be completed. The district will make every effort to house the students on the same school site.

With respect to moving costs for COE classrooms, the following will apply:

- Fire or natural disaster: Insurance will be billed. If no insurance, cost will be borne centrally.
- Renovation by district: Cost will be borne centrally.
- COE moves class during ESY for safety: Cost will be borne centrally.
- District decision to consolidate classrooms for summer: Cost will be borne by district or district will move class.

IV. PROVISION OF NEW CLASSROOMS BY THE DISTRICT OR SCCOE SPECIAL EDUCATION DEPARTMENT ON DISTRICT PROPERTY

- A. New Construction by COE on District Property Requiring 40 Year Lease. The housing policy section concerning new construction (40 year leases): shall be reviewed every two years beginning with the 2007-08 school year.

Option 1

COE provides the custodial and utilities. District receives 45% credit times current agreed upon facilities housing rate times the number of actual classrooms provided.

Option 2

COE provides utilities and district provides custodial. District receives 71% credit times current agreed upon facilities housing rate times the number of actual classrooms provided.

- B. When constructing new classrooms or acquiring a new portable, not requiring a 40 year lease, the SCCOE Special Education Department and the district will meet to negotiate any one-time cost.

For example:

- Site preparation
- Water and sewer hook-up
- Architectural and other fees

Classrooms provided by new construction shall meet all of the requirements specified in Section IIIC, Standards for Classrooms.

V. RESPONSIBILITY FOR PORTABLE CLASSROOMS PLACED BY THE SCCOE SPECIAL EDUCATION DEPARTMENT ON DISTRICT PROPERTY

When the SCCOE Special Education Department brings a portable onto district property, the following shall apply:

1. SCCOE Special Education Department shall be responsible for all requirements specified in Section IIIC (Standards for Classrooms).
2. Custodial service, including daily classroom cleaning for all classrooms, shall be the responsibility of the district or negotiated between the district and SCCOE Special Education Department. The SCCOE Special Education Department will provide information regarding daily classroom cleaning as identified in the State publication, "State Guidelines and Procedures for Meeting the Specialized Physical Health Care Needs of Pupils."
3. Whenever possible, actual maintenance/repair shall be provided by the local school district. Cost for maintenance service, classroom repair due to normal wear and tear or any site improvements should be the responsibility of the SCCOE Special Education Department or negotiated between the SCCOE Special Education Department and the district.

VI. FINANCIAL ARRANGEMENTS

1. Districts are obligated to provide classroom space (or financial resources to provide classroom space) for the number of resident students enrolled in SCCOE Special Education Department operated programs. This obligation includes classroom space, utilities, custodial services and such maintenance and repair as specified in this document.
2. The SELPA facilities committee each year will recommend the value to be placed on classrooms provided, which are over or under a district's obligation. The value placed will be in consideration of the following factors: average cost of utilities, average cost of custodial services and routine maintenance/repair, average cost of a leased portable, and reasonable lease rate for classroom space on an open school campus. The value placed on classrooms, and the fraction thereof allowable for land (utilities and custodial/maintenance service) shall be pending approval of all SELPA Executive Councils in the county.
  - a) The Facilities Rate Setting Committee will meet prior to March of each year to recommend and finalize the rate/number of pupils per class and percentage of credit for land-only for the following year. The rate suggested at the December 2010 meeting will stay in effect for the 2011-2012 year.
  - b) The committee will be comprised of district special education program and fiscal representatives. The intention of the committee is to reach agreement using the following priorities:
    - Consensus of all present at the Facilities Rate Setting Meeting with a quorum consisting of representation from all SELPAs and a minimum of five fiscal and/or program administrators from Southeast and five fiscal and/or program administrators from Northwest SELPAs.
    - Dispute resolution (SELPA Directors, and an outside mediator)
  - c) The SELPA AU Directors and SCCOE Special Education staffs are not members of the committee that decides consensus.
3. Housing fees for the number of spaces that a district is short of its obligation will be added to the estimate of cost of COE programs for that district. Housing compensation for the number of spaces that a district provides, which are over its obligation, will be estimated, but not credited against, the district's cost of COE programs. This amount will be a Revenue Transfer for Housing Compensation at the end of each year.
4. SELPA Fiscal Advisors will assess the Excess or Deficit in revenue resulting from the Housing Policy at the end of each year looking only at the year to either refund any excess or collect from districts any deficit when the excess or deficit is greater than or equal to the current facilities rate for a COE classroom. In that case, the entire excess will be distributed or deficit charged back based on current pupil count used in facility cost calculations. This process began in 2008-2009 and will continue annually thereafter. Included in the assessment will be other contract costs related to Facility costs, moving expenses, set-up and remodel fees and indirect costs. Also included will be other lease revenue collected by SCCOE Special Education.

### OVERSIGHT COMMITTEE

1. An Oversight Committee will be established that is composed of SELPA Directors and SCCOE Director of Special Education.
2. The Oversight Committee will be responsible for the following:
  - the SELPA Directors and COE Director will meet with district directors to review needs and availability of classroom space; and
  - the Oversight Committee will meet, if necessary, to review appropriateness of offers submitted by districts for use of classrooms.

Approved SELPA I	June 14, 2007
Approved SELPA II	June 15, 2007
Approved SELPA III	June 14, 2007
Approved SELPA IV	June 18, 2007
Approved SELPA VII	June 18, 2007
Approved SECSE	June 20, 2007

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Approved SELPA I	May 19, 2011
Approved SELPA II	May 27, 2011
Approved SELPA III	May 19, 2011
Approved SELPA IV	May 18, 2011
Approved SELPA VII	May 19, 2011
Approved SECSE	May 18, 2011

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Approved SELPA I	May 14, 2015
Approved SELPA II	May 15, 2015
Approved SELPA III	May 14, 2015
Approved SELPA IV	May 19, 2015
Approved SELPA VII	May 13, 2015
Approved SECSE	May 20, 2015

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Approved SELPA I	May 19, 2016
Approved SELPA II	May 20, 2016
Approved SELPA III	May 19, 2016
Approved SELPA IV	May 18, 2016
Approved SELPA VII	May 18, 2016
Approved SECSE	May 18, 2016

## ***SCCOE Classroom Custodial Requirements:***

### **Level 1 – Daily Intensive:**

Custodial Staff will follow “\*” section of *Guidelines & Procedures for Meeting the Specialized Physical Health Care Needs of Pupils*. (see attached)

### **Level 2 - Daily:**

Clean Floors – Vacuum / mop  
Empty Garbage  
Clean sinks and toilets (if in classroom)  
  
Steam clean carpets on regular school schedule

### **Level 3 – Routine:**

Same level of custodial services as the regular education classes at that site.

## SCCOE Minimum Classroom Requirements:

Blocks	Custodial	Plumbing, etc.
<ol style="list-style-type: none"> <li>1. Autism</li> <li>2. Deaf/Hard of Hearing</li> <li>3. Emotionally Disturbed</li> <li>4. Basic – Ambulatory – No Medical Procedures</li> </ol> <ul style="list-style-type: none"> <li>• Pre-school/Primary</li> <li>• Upper Elementary</li> <li>• MS/HS/Post-Senior</li> </ul>	<ul style="list-style-type: none"> <li>• Level 1 - Daily – Intensive</li> <li>• Level 2 - Daily</li> <li>• Level 3 - Routine</li> </ul>	<ul style="list-style-type: none"> <li>• Water in classroom: Bathroom in classroom or dedicated bathroom*</li> <li>• Water in classroom</li> <li>• Water in classroom if available</li> </ul>
<ol style="list-style-type: none"> <li>1. Basic – Non-Ambulatory –Medical Procedures</li> <li>2. Orthopedically Impaired</li> <li>3. Medically Fragile</li> </ol> <ul style="list-style-type: none"> <li>• Pre-school/Primary</li> <li>• Upper Elementary</li> <li>• MS/HS/Post-Senior</li> </ul>	<ul style="list-style-type: none"> <li>• Level 1 - Daily – Intensive</li> <li>• Level 1 - Daily – Intensive</li> <li>• Level 1 - Daily – Intensive</li> </ul>	<ul style="list-style-type: none"> <li>• Water in classroom: Bathroom in classroom or dedicated bathroom</li> <li>• Water in classroom: Bathroom in classroom or dedicated bathroom</li> <li>• Water in classroom: Bathroom in classroom or dedicated bathroom</li> </ul>

- \*Dedicated bathroom may not be needed for *Primary ED or D/HOH* depending on students' level of independence in toileting skills.
- \*Water in classroom needs to be Hot and Cold

## **APPENDIX G**

### **IDEA PART B FEDERAL GRANTS**

1. Local Assistance (Resource 3310)
2. Private School Calculation (Resource 3311)
3. Federal Preschool (Resource 3315)
4. Preschool Staff Development (Resource 3345) - estimated using prior year grant award
5. **Alternative Dispute Resolution Grant** (Resource 3395) – shared by all districts in NW SELPA
6. See Mental Health Section for Fed MH Grant (Resource 3327), Appendix H

**Note:** Personnel Staff Development Grant (Resource 6535) and Low Incidence Service Grant (resource 6530) are no longer separate grants as of FY 2013/2014.

Staff Development Grant was rolled into the AB 602 Base Rates in 2013-14 and Low Incidence Service Grant was rolled into the Low Incidence Equipment Apportionment in 2013/2014 (available for spending on either LI equipment or services).

***New in 2018-19:***

Preschool Local Assistance (Resource 3320) will be consolidated into Federal Local Assistance Entitlement (Resource 3310).



IDEA, Part B, federal funds support the expense of educating identified students with disabilities.

**Local Assistance Entitlements (PCA 13379/Resource Code 3310)**

This grant is one portion of the federal subgrants to LEAs. The subgrants are based on a three-part formula: a base amount, a percentage of population, and a percentage of poverty. All Special Education Local Plan Areas (SELPA)s receive a base amount of \$323,428,031 statewide, divided by December 1999 pupil count. Of the funds in excess of the base amount, 85 percent are allocated on the basis of the relative number of children enrolled in public and private elementary and secondary schools within each SELPA's jurisdiction, and 15 percent on the basis of the relative number of children living in poverty using free and reduced price meal participation as the indicator of poverty. Adjustments to the base amount are required if a new SELPA is created, if one or more SELPAs are combined, or if SELPA geographical or administrative boundaries change. Districts must account for these funds as expenditures for pupils with an individualized education program (IEP) and for the provisions of the special education and related services required by students with disabilities in order to benefit from a public education.

This grant is allocated for students five through twenty-one years of age. Two other grants comprise of the total subgrants to LEAs: 1) State Institutions (13008) and 2) Preschool Local Entitlements (13682).

**Federal Preschool Program (PCA 13430/Resource Code 3315)**

The federal Preschool Instructional Programs provide funding for special education and services to children with disabilities ages three through five. This funding comes from IDEA, Part B, § 619.

**Preschool Staff Development (PCA 13431/Resource Code 3345)**

Preschool Staff Development funds provide for local staff development opportunities for those who work in infant and preschool programs. The funds are disseminated on a pro-rata basis based on the prior year December student count, ages three through five. The minimum grant per SELPA is \$1,000. The source of funds is the federal Preschool Grant (IDEA, Part B, § 619).

**Alternate Dispute Resolution (PCA 13007/Resource Code 3395)**

Alternate Dispute Resolution (ADR) grants are funded through the IDEA, Part B. The CDE finds that the ADR process is a desirable and effective practice that supports the positive interaction and collaboration among parents and educators and promotes in assisting parents and educational agencies in the implementation of the use of conflict resolution throughout the state.

The CDE awards these grants to regional consortia that include LEAs and county offices. Selected LEAs will train and implement an ADR process in responding to and resolving local complaints and concerns regarding the implementation of the IDEA, Part B and relevant state laws. (Budget Act, Item 6110-161-0890, Schedule 2, Provision 2)



## As of 5/22/2018

*S-I, S-II, S-III - Per Budget Allocation Plan, Federal Local Assistance is distributed to districts based on % of pre-K pupil count, balance by Prior Year P2 ADA; S-IV - Per Budget Allocation Plan, Federal Local Assistance is distributed to districts based on % of pre-K pupil count, balance by Prior Year P2 ADA; S-V - Per Budget Allocation Plan, Federal Local Assistance is distributed to districts based on % of pre-K pupil count, balance by Prior Year P2 ADA.*

# 2018-19 \*ESTIMATED\* FEDERAL PRESCHOOL GRANT DISTRIBUTION

RESOURCE 3315, PCA 13430

GRANT AWARD PERIOD: JULY 01, 2018 THROUGH SEPTEMBER 30, 2020

Estimated using 2017-18 Grant Award Amount

As of 5/22/2018

\*\*ESTIMATED\*\* Will be  
updated to 12/1/2017 Pupil  
Count in FY 2018-19



DISTRICT	SELPA	GRANT AWARD	TOTAL PRESCHOOLERS (AGES 3-5) 12/01/2016 (PY) PUPIL COUNT	PER PUPIL AMOUNT	NET GRANT AMOUNT DISTRIBUTION
COE	I		-	\$ 1,300.00	\$ -
COE-Bullis	I		-	\$ 1,300.00	-
LOS ALTOS	I		15	\$ 1,300.00	19,500.00
MV/Whisman	I		40	\$ 1,300.00	52,000.00
PALO ALTO	I		42	\$ 1,300.00	54,600.00
<b>TOTAL SELPA</b>	<b>I</b>	<b>\$ 126,100.00</b>	<b>97</b>		<b>\$ 126,100.00</b>
					-
COE	II		-	\$ 705.60	\$ -
SPARK	II		-	\$ 705.60	-
CUPERTINO	II		96	\$ 705.60	67,738.00
SUNNYVALE	II		114	\$ 705.60	80,439.00
<b>TOTAL SELPA</b>	<b>II</b>	<b>\$ 148,177.00</b>	<b>210</b>		<b>\$ 148,177.00</b>
					-
COE	III		83	\$ 778.83	\$ 64,644.00
COE - Discovery	III		-	\$ 778.83	-
CAMBRIAN	III		24	\$ 778.83	18,692.00
CAMPBELL ELEM	III		70	\$ 778.83	54,518.00
LAKESIDE	III		4	\$ 778.83	3,115.00
LOMA PRIETA	III		2	\$ 778.83	1,558.00
LOS GATOS	III		11	\$ 778.83	8,567.00
LUTHER BURBANK	III		4	\$ 778.83	3,115.00
MORELAND	III		39	\$ 778.83	30,374.00
SARATOGA	III		6	\$ 778.83	4,673.00
UNION	III		46	\$ 778.83	35,825.00
<b>TOTAL SELPA</b>	<b>III</b>	<b>\$ 225,081.00</b>	<b>289</b>		<b>\$ 225,081.00</b>
					-
COE	IV		24	\$ 629.59	\$ 15,110.00
COE-Univ Prep	IV		-	\$ 629.59	-
SAN JOSE USD	IV		173	\$ 629.59	108,920.00
<b>TOTAL SELPA</b>	<b>IV</b>	<b>\$ 124,030.00</b>	<b>197</b>		<b>\$ 124,030.00</b>
					-
COE	VII		-	\$ 568.77	\$ -
SANTA CLARA	VII		152	\$ 568.77	86,453.00
<b>TOTAL SELPA</b>	<b>VII</b>	<b>\$ 86,453.00</b>	<b>152</b>		<b>\$ 86,453.00</b>
					-
<b>TOTAL GRANT AMOUNT - NW SELPA</b>		<b>\$ 709,841.00</b>	<b>945</b>		<b>\$ 709,841.00</b>
					-
<b>TOTAL GRANT AMOUNT - COE</b>	<b>FUND 820</b>		<b>107</b>		<b>\$ 79,754.00</b>
<b>TOTAL GRANT AMOUNT - CHARTERS</b>	<b>FUND 882</b>		<b>-</b>		<b>\$ -</b>
<b>TOTAL GRANT AMOUNT - DISTRICTS</b>	<b>FUND 100</b>		<b>838</b>		<b>\$ 630,087.00</b>
<b>TOTAL GRANT AMOUNT - NW SELPA</b>			<b>945</b>		<b>\$ 709,841.00</b>

# 2018-19 \*ESTIMATED\* PRESCHOOL STAFF DEVELOPMENT GRANT DISTRIBUTION

RESOURCE 3345, PCA 13431

GRANT AWARD PERIOD: JULY 01, 2018 THROUGH SEPTEMBER 30, 2020

Estimated using 2016-17 Grant Award

Amount

As of 5/22/2018

\*\*ESTIMATED\*\* Will  
be updated to  
12/1/2017 Pupil Count  
in FY 2018-19



DISTRICT	SELPA	GRANT AWARD	PER PUPIL AMOUNT	AGES 3-4	AGE 5	TOTAL PRESCHOOLERS 12/01/2016 PUPIL COUNT	NET GRANT AMOUNT DISTRIBUTION
COE	I		\$10.31			-	-
COE - BULLIS	I		\$10.31			-	-
LOS ALTOS	I		\$10.31			15	155.00
MV/WHISMAN	I		\$10.31			40	412.00
MT VW/L ALTS	I		\$10.31			-	-
PALO ALTO	I		\$10.31			42	433.00
<b>TOTAL SELPA</b>	<b>I</b>	<b>\$ 1,000.00</b>		-	-	<b>97</b>	<b>1,000.00</b>
COE	II		\$5.19			-	-
CUPERTINO	II		\$5.19			96	498.00
FREMONT	II		\$5.19			-	-
SUNNYVALE	II		\$5.19			114	592.00
<b>TOTAL SELPA</b>	<b>II</b>	<b>\$ 1,090.00</b>				<b>210</b>	<b>1,090.00</b>
COE	III		\$5.28			83	437.00
COE-DISCOVERY	III		\$5.28			-	-
CAMBRIAN	III		\$5.28			24	127.00
CAMPBLL ELM	III		\$5.28			70	370.00
CAMPBLL HS	III		\$5.28			-	-
LAKESIDE	III		\$5.28			4	21.00
LOMA PRIETA	III		\$5.28			2	11.00
LOS GATOS	III		\$5.28			11	58.00
LG/SARATOGA	III		\$5.28			-	-
LTHR BURBNK	III		\$5.28			4	21.00
MORELAND	III		\$5.28			39	206.00
SARATOGA	III		\$5.28			6	32.00
UNION	III		\$5.28			46	243.00
<b>TOTAL SELPA</b>	<b>III</b>	<b>\$ 1,526.00</b>				<b>289</b>	<b>1,526.00</b>
COE	IV		\$5.19			24.00	125.00
COE-UNIV PREP	IV		\$5.19			-	-
SJUSD	IV		\$5.19			173.00	898.00
<b>TOTAL SELPA</b>	<b>IV</b>	<b>\$ 1,023.00</b>				<b>197</b>	<b>1,023.00</b>
COE	VII		\$6.58			-	-
SC UNIFIED	VII		\$6.58			152	1,000.00
<b>TOTAL SELPA</b>	<b>VII</b>	<b>\$ 1,000.00</b>				<b>152</b>	<b>1,000.00</b>
<b>TOTAL GRANT AMOUNT - NW SELPA</b>		<b>\$ 5,639.00</b>		-	-	<b>945</b>	<b>5,639.00</b>
TOTAL GRANT AMOUNT - COE	FUND 820			-	-	107	562.00
TOTAL GRANT AMOUNT - CHARTERS	FUND 882					-	-
TOTAL GRANT AMOUNT - DISTRICTS	FUND 100					838	5,077.00
<b>TOTAL GRANT AMOUNT - NW SELPA</b>						<b>945</b>	<b>5,639.00</b>

Counts all 3 and 4 year olds by age, and 5 year olds coded as "preschoolers".

**2018-19 \*ESTIMATED\* ALTERNATE DISPUTE RESOLUTION GRANT - E**  
**RESOURCE 3395, PCA 13007**

**GRANT AWARD PERIOD: JULY 01, 2018 THROUGH SEPTEMBER 30, 2020**

*Estimated using 2017-18 Grant Award Amount*

*As of 5/22/2018*

SELPA	GRANT AWARD
Santa Clara County SELPAs I,II,III,IV,VII	\$ 15,823.00

*Shared by all districts in NW SELPA*

## **APPENDIX H**

### **MENTAL HEALTH FUNDING**

These grants are both distributed to SELPAs by CDE using P2 Total K-12 ADA. The Federal MH Grant is not expected to change after the initial Grant Letters were received. But changes to the SELPA State MH Award amounts will be expected when current P2 ADA is finalized.

1. Estimate of State Mental Health (Resource 6512)
2. Federal Mental Health Services Grant (Resource 3327)
3. Guidance on Use of Mental Health Funds
  - a) CDE letter (Sept. 13, 2011) Assembly Bill 114: Related Services under the IDEA
  - b) CDE letter (Jan. 5, 2012) on Use of AB 114 Mental Health Funds



**Mental Health Average Daily Attendance (PCA 15197/Resource Code 3327)**

The Mental Health Average Daily Attendance (ADA) grants are funded through Individuals with Disabilities Education Act (IDEA), Part B. Grant funds shall be available only for the purpose of providing educationally-related mental health services, including out-of-home residential services for emotionally disturbed students, required by an Individualized Education Plan (IEP) pursuant to the federal IDEA of 2004 (20 *USC* Sec. 1400 et seq.) and as described in Section 56363 of the *Education Code* (EC). The grant awards allocated to each Special Education Local Plan Area (SELPA) are calculated on the basis of prior year P-2 ADA.

**Special Education Mental Health Services (Resource Code 6512)**

The purpose of these funds is to provide educationally related mental health services, including out-of-home residential services for emotionally disturbed student(s), required by an individualized education program pursuant to the federal Individuals with Disabilities Education Act and as described in Section 56363 of the California Education Code (EC).

**2018-19 \*ESTIMATED\* FEDERAL MENTAL HEALTH GRANT DISTRIBUTION**  
**RESOURCE 3327, PCA 15197**

**GRANT AWARD PERIOD: JULY 01, 2018 THROUGH SEPTEMBER 30, 2020**

Estimated using 2017-18 Grant  
Award Amount  
As of 5/22/2018

Will be updated to  
December 1, 2017  
Pupil Count in FY  
2018-19

\*\*ESTIMATED\*\* Will  
be updated to  
June 2018 P-2 ADA in FY  
2018-19

\*\*ESTIMATED\*\* Will be updated to  
June 2018 P-2 ADA in FY 2018-19

							NET GRANT AMOUNT DISTRIBUTION			
	B		C		D		Option A	Option B	Option C	Option D
	DEC 2016 ED PUPIL COUNT BY DOR	% OF SELPA	2017-18 P1-ADA (INC COE, EXC AED)	% OF SELPA	2017-18 P-1 ADA HIGH SCHOOL DISTRICTS WEIGHTED AT 1.5 (INC COE, EXC AED)	% OF SELPA	DISTRIBUTION TO 50/50 TO HIGH SCHOOL DISTRICTS	DISTRIBUTION BY PY DEC ED PUPIL COUNT	DISTRIBUTION BY PY P2 ADA	DISTRIBUTION BY WEIGHTED ADA
SCCOE									GRANT AWARD	\$ 300,202.00
BULLIS	0.00	0.00%	858.03	3.32%	858.03	2.88%		\$ -	\$ 9,954.00	\$ 8,645.00
LOS ALTOS	13.00	9.77%	4,310.00	16.65%	4,310.00	14.47%		29,343.00	49,998.00	43,427.00
PALO ALTO USD	58.00	43.61%	11,568.82	44.70%	13,407.59	45.00%		130,915.00	134,203.00	135,092.00
MV-LA HSD	52.00	39.10%	4,154.22	16.05%	6,231.33	20.91%		117,372.00	48,191.00	62,785.00
MV-WHISMAN	10.00	7.52%	4,987.48	19.27%	4,987.48	16.74%		22,572.00	57,856.00	50,253.00
<b>SELPA I</b>	<b>133.00</b>	<b>100.00%</b>	<b>25,878.55</b>	<b>100.00%</b>	<b>29,794.43</b>	<b>100.00%</b>	-	\$ 300,202.00	\$ 300,202.00	\$ 300,202.00
SCCOE	-								GRANT AWARD	\$ 407,412.00
SPARK CHARTER	-		239.90	0.68%	239.90	0.59%	F & C CONTRACT	\$ 535,320.00		-
FREMONT HSD	77.00	65.81%	10,844.67	30.87%	16,267.01	40.12%		268,126.00	125,775.00	407,412.00
SUNNYVALE	15.00	12.82%	6,386.99	18.18%	6,386.99	15.75%		52,232.00	74,076.00	-
CUPERTINO	25.00	21.37%	17,656.50	50.26%	17,656.50	43.54%		87,054.00	204,779.00	-
<b>SELPA II</b>	<b>117.00</b>	<b>100.00%</b>	<b>35,128.06</b>	<b>100.00%</b>	<b>40,550.40</b>	<b>100.00%</b>		\$ 407,412.00	\$ 407,412.00	\$ 407,412.00
SCCOE							\$ 443,017.00	GRANT AWARD		
								110,754.00	25% PROPOSAL TO SET-ASIDE*	
								332,263.00	75% DISTRIBUTION TO H/S DISTRICTS	
							\$ 443,017.00			
SCCOE										
*PROPOSED SET-ASIDE (25%) to provide for one residential Level 14 placement of an elementary school student. If, at the end of the first fiscal year (June 2017), the money has not been spent, then the funds will be distributed evenly to Campbell Union HSD and to Los Gatos/Saratoga High School district per BAP.							\$ 110,754.00			
DISCOVERY	2.00	0.8772%	548.58	1.43%	548.58	1.25%		\$ 3,886.00	\$ 6,328.00	\$ 5,542.00
CAMBRIAN	5.00	2.1930%	3,523.37	9.17%	3,523.37	8.03%		9,715.00	40,643.00	35,593.00
CAMPBELL ESD	8.00	3.5088%	7,131.46	18.57%	7,131.46	16.26%		15,544.00	82,262.00	72,043.00
CAMPBELL HSD	73.00	32.0175%	7,594.87	19.78%	11,392.31	25.98%	166,131.00	141,843.00	87,608.00	115,086.00
LAKESIDE	1.00	0.4386%	71.68	0.19%	71.68	0.16%		1,943.00	827.00	724.00
LOMA PRIETA	0.00	0.0000%	486.45	1.27%	486.45	1.11%		-	5,611.00	4,914.00
LOS GATOS	9.00	3.9474%	3,078.23	8.01%	3,078.23	7.02%		17,488.00	35,508.00	31,097.00
LG-SARATOGA HSD	58.00	25.4386%	3,301.45	8.60%	4,952.18	11.29%	166,132.00	112,697.00	38,083.00	50,027.00
LUTHER BURBANK	4.00	1.7544%	500.13	1.30%	500.13	1.14%		7,772.00	5,769.00	5,052.00
MORELAND	32.00	14.0351%	4,697.68	12.23%	4,697.68	10.71%		62,178.00	54,188.00	47,456.00
SARATOGA	12.00	5.2632%	1,783.12	4.64%	1,783.12	4.07%		23,317.00	20,569.00	18,013.00
UNION	24.00	10.5263%	5,688.87	14.81%	5,688.87	12.97%		\$ 46,634.00	\$ 65,621.00	\$ 57,470.00
<b>SELPA III</b>	<b>228.00</b>	<b>100.0000%</b>	<b>38,405.89</b>	<b>100.00%</b>	<b>43,854.05</b>	<b>100.0000%</b>	\$ 443,017.00	\$ 443,017.00	\$ 443,017.00	\$ 443,017.00
SCCOE	-	0.00%					GRANT AWARD	\$ 366,479.00		
DISCOVERY II	1.00	0.85%	533.71	1.70%	533.71	1.48%		3,132.00	6,223.00	5,422.00
UNIV. PREP	0.00	0.00%	640.52	2.04%	640.52	1.78%		-	7,468.00	6,507.00
SIUSD	116.00	99.15%	30,257.34	96.26%	34,899.24	96.74%		363,347.00	352,788.00	354,550.00
<b>SELPA IV</b>	<b>117.00</b>	<b>100.00%</b>	<b>31,431.57</b>	<b>100.00%</b>	<b>36,073.47</b>	<b>100.00%</b>	-	\$ 366,479.00	\$ 366,479.00	\$ 366,479.00
SCCOE		0.00%	-		-	0.00%	GRANT AWARD	\$ 170,602.00		
SCUSD	60.00	100.00%	14,951.14	100.00%	17,052.23	100.00%		170,602.00	170,602.00	170,602.00
<b>SELPA VII</b>	<b>60.00</b>	<b>100.00%</b>	<b>14,951.14</b>	<b>100.00%</b>	<b>17,052.23</b>	<b>100.00%</b>	-	\$ 170,602.00	\$ 170,602.00	\$ 170,602.00
<b>TOTAL GRANT AMOUNT - NW SELPA</b>							\$ 1,687,712.00			\$ 1,687,712.00
TOTAL GRANT AMOUNT - COE	FUND 820									-
TOTAL GRANT AMOUNT - CHARTERS	FUND 882									\$ 11,777.00
TOTAL GRANT AMOUNT - DISTRICTS	FUND 100									\$ 1,675,935.00
<b>TOTAL GRANT AMOUNT - NW SELPA</b>										\$ 1,687,712.00

Colored Columns represent distribution Recommendation made by each SELPA for 2017-18

**2018-2019 \*ESTIMATED\* STATE MENTAL HEALTH FUND  
RESOURCE 6512**

Estimated using 2017-18 P-1 State Apportionment

Will be updated to December 1, 2017 Pupil Count in FY		**ESTIMATED** Will be updated to June 2018 P-2 ADA in FY 2018-19		**ESTIMATED** Will be updated to June 2018 P-2 ADA in FY 2018-19		NET GRANT AMOUNT DISTRIBUTION			
B		C		D		Option A (50/50) to HSD	Option B	Option C	Option D
DEC 2017 ED PUPIL COUNT BY DOR	% OF SELPA	2017-18 P1-ADA (INC COE, EXC AED)	% OF SELPA	2017-18 P-1 ADA HIGH SCHOOL DISTRICTS WEIGHTED AT 1.5 (INC COE, EXC AED)	% OF SELPA	Distribution to 50/50 to High School Districts	Distribution by ED Pupil Count	Distribution by ADA	Distribution by Weighted ADA
									1,589,598.00
SCCOE									
Bullis	0.00	0.00%	858.03	3.32%	858.03	2.88%	-	52,704.76	45,778.00
Los Altos	13.00	9.77%	4,310.00	16.65%	4,310.00	14.47%	155,374.24	264,743.09	229,948.00
Palo Alto USD	58.00	43.61%	11,568.82	44.70%	13,407.59	45.00%	693,208.15	710,618.37	715,324.00
MV-LA HSD	52.00	39.10%	4,154.22	16.05%	6,231.33	20.91%	621,496.96	255,174.26	332,455.00
MV-Whisman	10.00	7.52%	4,987.48	19.27%	4,987.48	16.74%	119,518.65	306,357.51	266,093.00
SELPA I	133.00	100.00%	25,878.55	100.00%	29,794.43	100.00%	0	1,589,598.00	1,589,598.00
							F&C contract:	540,673.00	
							2,157,287.00	407,412.00	
							Share of Balance of F&C		
							C	133,261.00	
SCCOE	0.00						After F & C Balance cost-share	Share of F & C balance by ADA	before deduct for F&C Balance
Spark Charter	0.00		239.90	0.68%	239.90	0.59%	11,853.00	(910.00)	12,763.00
Fremont HSD	77.00	65.81%	10,844.67	30.87%	16,267.01	40.12%	957,528.00	(41,140.00)	865,407.00
Sunnyvale	15.00	12.82%	6,386.99	18.18%	6,386.99	15.75%	315,559.00	(24,230.00)	339,789.00
Cupertino	25.00	21.37%	17,656.50	50.26%	17,656.50	43.54%	872,347.00	(66,981.00)	939,328.00
SELPA II	117.00	100.00%	35,128.06	100.00%	40,550.40	100.00%	2,157,287.00	(133,261.00)	2,157,287.00
	DEC 2017 ED PUPIL COUNT BY DOR	**ESTIMATED** Will be updated to December 1, 2018 Pupil Count in FY 2018-19					2,345,820.00		
SCCOE									
Discovery	1.00	0.4785%	548.58	1.43%	548.58	1.25%	11,224.00	33,507.00	29,344.00
Cambrian	9.00	4.3062%	3,523.37	9.17%	3,523.37	8.03%	101,016.00	215,206.00	188,470.00
Campbell ESD	4.00	1.9139%	7,131.46	18.57%	7,131.46	16.26%	44,896.00	435,587.00	381,473.00
Campbell HSD	80.00	38.2775%	7,594.87	19.78%	11,392.31	25.98%	1,172,910	897,922.00	609,392.00
Lakeside	1.00	0.4785%	71.68	0.19%	71.68	0.16%	11,224.00	4,378.00	3,834.00
Loma Prieta	0.00	0.0000%	486.45	1.27%	486.45	1.11%	-	29,712.00	26,021.00
Los Gatos	8.00	3.8278%	3,078.23	8.01%	3,078.23	7.02%	89,792.00	188,017.00	164,659.00
LG-Saratoga HSD	44.00	21.0526%	3,301.45	8.60%	4,952.18	11.29%	1,172,910	493,857.00	264,899.00
Luther Burbank	3.00	1.4354%	500.13	1.30%	500.13	1.14%	39,672.00	30,548.00	26,753.00
Moreland	28.00	13.3971%	4,697.68	12.23%	4,697.68	10.71%	314,273.00	286,933.00	251,286.00
Saratoga	11.00	5.2632%	1,783.12	4.64%	1,783.12	4.07%	123,464.00	108,912.00	95,382.00
Union	20.00	9.5694%	5,688.87	14.81%	5,688.87	12.97%	224,480.00	347,476.00	304,307.00
SELPA III	209.00	100.0000%	38,405.89	100.00%	43,854.05	100.0000%	2,345,820	2,345,820.00	2,345,820.00
							1,940,543.00		
SCCOE	0.00	0.00%							
Discovery II	1.00	0.85%	533.71	1.70%	533.71	1.48%	16,586.00	32,951.00	28,710.00
Univ. Prep	0.00	0.00%	640.52	2.04%	640.52	1.78%	-	39,545.00	34,456.00
SJUSD	116.00	99.15%	30,257.34	96.26%	34,899.24	96.74%	1,923,957.00	1,868,047.00	1,877,377.00
SELPA IV	117.00	100.00%	31,431.57	100.00%	36,073.47	100.00%	0	1,940,543.00	1,940,543.00
								903,357.00	
SCCOE		0.00%	0.00			0.00%			
SCUSD	60.00	100.00%	14,951.14	100.00%	17,052.23	100.00%	903,357.00	903,357.00	903,357.00
SELPA VII	60.00	100.00%	14,951.14	100.00%	17,052.23	100.00%	0	903,357.00	903,357.00
TOTAL	636.00		145,795.21				8,936,605.00	8,936,605.00	8,936,605.00

Colored Columns represent distribution Recommendation made by each SELPA for 2017-18





*Lifted from September 13, 2011 letter from the office of Fred Balcom, Director Special Education Division*

## **ASSEMBLY BILL 114: RELATED SERVICES UNDER THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT**

With the changes to state statute outlined in Assembly Bill 114 (Chapter 43, Statutes of 2011), which relieved county mental health agencies of the responsibility to provide mental health services to students with disabilities, local educational agencies (LEAs) must rely on the Individuals with Disabilities Education Act (IDEA) for guidance on the requirements for providing related services, including those that may have previously been provided by county mental health agencies (CMHAs). Related services under IDEA are defined in Section 300.34 of Title 34 of the *Code of Federal Regulations (CFR)*:

### **34 CFR 300.34(a)**

Related services means transportation and such developmental, corrective, and other supportive services as are required to assist a child with a disability to benefit from special education, and includes speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy, recreation, including therapeutic recreation, early identification and assessment of disabilities in children, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services for diagnostic or evaluation purposes. Related services also include school health services and school nurse services, social work services in schools, and parent counseling and training.

Section 300.34 of Title 34 of the *CFR* further defines individual related services terms. The following list represents some of the services that may be appropriate when addressing the emotional and behavioral needs of students with disabilities (refer to 34 *CFR* Section 300.34 for the complete list of individual related services terms):

### **Counseling Services (34 CFR 300.34(c)(2))**

Counseling services means services provided by qualified social workers, psychologists, guidance counselors, or other qualified personnel.

### **Parent Counseling and Training (34 CFR 300.34(c)(8))**

- (i) Parent counseling and training means assisting parents in understanding the special needs of their child;
- (ii) Providing parents with information about child development; and
- (iii) Helping parents to acquire the necessary skills that will allow them to support the implementation of their child's individualized education program (IEP) or individualized family service plan (IFSP).

### **Psychological Services (34 CFR 300.34(c)(10))**

Psychological services includes:

- (i) Administering psychological and educational tests, and other assessment procedures;
- (ii) Interpreting assessment results;
- (iii) Obtaining, integrating, and interpreting information about child behavior and conditions relating to learning;
- (iv) Consulting with other staff members in planning school programs to meet the special educational needs of children as indicated by psychological tests, interviews, direct observation, and behavioral evaluations;
- (v) Planning and managing a program of psychological services, including psychological counseling for children and parents; and
- (vi) Assisting in developing positive behavioral intervention strategies.

### **Social Work Services in Schools (34 CFR 300.34(c)(14))**

Social work services in schools includes:

- (i) Preparing a social or developmental history on a child with a disability;
- (ii) Group and individual counseling with the child and family;
- (iii) Working in partnership with parents and others on those problems in a child's living situation (home, school, and community) that affect the child's adjustment in school;
- (iv) Mobilizing school and community resources to enable the child to learn as effectively as possible in his or her educational program; and
- (v) Assisting in developing positive behavioral intervention strategies.

Residential Placement is not listed as a related service in Section 300.34 of Title 34 of the *CFR*. However, residential placement is addressed elsewhere in the IDEA:

### **Residential Placement (34 CFR 300.104)**

If placement in a public or private residential program is necessary to provide special education and related services to a child with a disability, the program, including non-medical care and room and board, must be at no cost to the parents of the child.

In addition, the list of related services in the IDEA is not exhaustive or finite. The IEP team must decide what related services are necessary to

provide a free appropriate public education (FAPE) to each student with a disability. The federal Office of Special Education Programs (OSEP) provides further guidance in the "Analysis of Comments and Changes" section of the final IDEA regulations, pertaining to Section 300.34 (excerpt below):

#### **Comment**

We received numerous requests to revise § 300.34 to add specific services in the definition of related services. A few commenters recommended including marriage and family therapy. One commenter recommended adding nutrition therapy and another commenter recommended adding recreation therapy. A significant number of commenters recommended adding art, music, and dance therapy. One commenter recommended adding services to ensure that medical devices, such as those used for breathing, nutrition, and other bodily functions, are working properly. One commenter requested adding programming and training for parents and staff as a related service. A few commenters requested clarification on whether auditory training and aural habilitation are related services. One commenter asked whether hippotherapy should be included as a related service. Other commenters recommended adding language in the regulations stating that the list of related services is not exhaustive. A few commenters asked whether a service is prohibited if it is not listed in the definition of **related services**.

#### **Discussion (Response from OSEP)**

Section 300.34(a) and Section 602(26) of the Act state that related services include other supportive services that are required to assist a child with a disability to benefit from special education. We believe this clearly conveys that the list of services in § 300.34 is not exhaustive and may include other developmental, corrective, or supportive services if they are required to assist a child with a disability to benefit from special education. It would be impractical to list every service that could be a related service, and therefore, no additional language will be added to the regulations.

Consistent with §§ 300.320 through 300.328, each child's IEP team, which includes the child's parent along with school officials, determines the instruction and services that are needed for an individual child to receive FAPE. In all cases concerning related services, the IEP team's determination about appropriate services must be reflected in the child's IEP, and those listed services must be provided in accordance with the IEP at public expense and at no cost to the parents. Nothing in the Act or in the definition of related services requires the provision of a related service to a child unless the child's IEP team has determined that the related service is required in order for the child to benefit from special education and has included that service in the child's IEP.

A child is eligible for special education and related services if they are evaluated in accordance with state and federal law and it is determined the child meets the definition of a "child with a disability," pursuant to Section 300.8 of Title 34 of the *CFR* and/or the definition of an "individual with exceptional needs," pursuant to Section 56026 of the *California Education Code*. To the extent that the IEP team determines that a child with a disability needs a related service to address a mental health need in order to benefit from special education, the service should be provided in accordance with the IEP. There has been some confusion regarding whether or not a student with a disability must meet the criteria for an "emotional disturbance," pursuant to Section 300.8(c)(4) of Title 34 of the *CFR*, before he/she is eligible for mental health services as part of his/her IEP<sup>1</sup>. Though mental health needs may be a significant consideration when developing an IEP for a child who meets the criteria for an "emotional disturbance," eligibility for related services is not contingent on a particular disabling condition and should be determined based on an assessment that reveals an individualized need for the service. Similarly, a mental health diagnosis or designation as "seriously emotionally disturbed," pursuant to Section 5600.3(a)(2) of the *Welfare and Institutions Code*, does not automatically indicate eligibility for special education and related services.

If you have any questions regarding this subject, please contact the Policy and Program Services Unit of the Special Education Division by phone at 916-323-2409.

Sincerely,

*Original signed by Fred Balcom. Hard copy of the signed document is available by contacting the Special Education Division's Director's Office at 916-445-4602.*

Fred Balcom, Director  
Special Education Division

FB:sw

#### **Footnotes**

<sup>1</sup> 34 *CFR* §300.8(c)(4)(i) **Emotional disturbance** means a condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree that adversely affects a child's educational performance:

(A) An inability to learn that cannot be explained by intellectual, sensory, or health factors.

(B) An inability to build or maintain satisfactory interpersonal relationships with peers and teachers.

(C) Inappropriate types of behavior or feelings under normal circumstances.

(D) A general pervasive mood of unhappiness or depression.

(E) A tendency to develop physical symptoms or fears associated with personal or school problems. (ii) Emotional disturbance includes schizophrenia. The term does not apply to children who are socially maladjusted, unless it is determined that they have an emotional disturbance under paragraph (c)(4)(i) of this section.



Lifted from January 5, 2012 letter from the office of Fred Balcom, Director Special Education Division

## **ASSEMBLY BILL 114: USE OF MENTAL HEALTH FUNDS IN THE BUDGET ACT OF 2011–12**

The purpose of this letter is to provide background and guidance regarding the use of funds authorized in the Budget Act of 2011–12 restricting the use of certain funds to “educationally related mental health services.”

### **General Funds**

Pursuant to Assembly Bill (AB) 114, Section 54 (Chapter 43, Statutes of 2011), and provisions 18 and 26 of Item 6110 161-0001 of the Budget Act of 2011–12 funds must be used for:

... educationally related mental health services, including out-of-home residential services for emotionally disturbed pupils, required by an individualized education program pursuant to the federal Individuals with Disabilities Education Act (IDEA) of 2004 (20 U.S.C. Sec. 1400 et seq.) and as described in Section 56363 of the California *Education Code (EC)*. The State Superintendent of Public Instruction shall allocate these funds to special education local plan areas in the 2011–12 fiscal year based upon an equal rate per pupil using the methodology specified in Section 56836.07 of the *EC*.

These provisions have been assigned Resource Code 6512, which differentiates these funds from Resource Code 6500, special education general fund programs. These funds shall be exclusively available for these services only for fiscal year (FY) 2011–12 and FY 2012–13.

### **Federal Funds**

Pursuant to AB 114, Section 54 (Chapter 43, Statutes of 2011), provision 9 of Item 6110 161 0890 of the Budget Act of 2011–12, funds shall be available only for the purpose of providing:

... educationally related mental health services, including out-of-home residential services for emotionally disturbed pupils, required by an individualized education program pursuant to the federal IDEA of 2004 (20 U.S.C. Sec. 1400 et seq.) and as described in Section 56363 of the *EC*.

These funds were allocated to special education local plan areas (SELPAs) on a one-time basis in the 2011–12 fiscal year using data available from the California Special Education Management Information System (CASEMIS) as of December 1, 2010. If funds are appropriated for the purpose of providing the educationally related mental health services for the 2012–13 fiscal year, they will be allocated based on an equal rate per pupil using a methodology specified in Section 56836.07 of the *EC* and using average daily attendance for the 2011–12 fiscal year.

### **Definition of Educationally Related Mental Health Services**

As noted in the provisions above, educationally related mental health services are described in 30 *EC* Section 56363. Section 56363 defines the term “designated instruction and services” to mean “related services” as that term is defined in Section 1401(26) of Title 20 of the *United States Code* and Section 300.34 of Title 34 of the *Code of Federal Regulations (CFR)*.

Related services under IDEA are defined in Section 300.34 of Title 34 of the *CFR*:

Related services means transportation and such developmental, corrective, and other supportive services as are required to assist a child with a disability to benefit from special education, and includes speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy, recreation, including therapeutic recreation, early identification and assessment of disabilities in children, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services for diagnostic or evaluation purposes. Related services also include school health services and school nurse services, social work services in schools, and parent counseling and training. (34 *CFR* 300.34(a))

Section 300.34 of Title 34 of the *CFR* further defines individual related services terms. The following list represents some of the services that may be appropriate when addressing the emotional and behavioral needs of students with disabilities:

- Counseling services (34 *CFR* 300.34(c)(2)) and California *EC* 56363(b)(9)

- Parent counseling and training (34 *CFR* 300.34(c)(8)) and California *EC* 56363(b)(11)
- Psychological services (34 *CFR* 300.34(c)(10)) and California *EC* 56363(b)(10)
- Social work services in schools (34 *CFR* 300.34(c)(14)) and California *EC* 56363(b)(13)

Refer to 34 *CFR* Section 300.34 for the complete list of individual related services terms. Residential placement is not listed as a related service in Section 300.34 of Title 34 of the *CFR*. However, residential placement is addressed elsewhere in the IDEA:

If placement in a public or private residential program is necessary to provide special education and related services to a child with a disability, the program, including non medical care and room and board, must be at no cost to the parents of the child (34 *CFR* 300.104).

In addition, the list of related services in the IDEA is not exhaustive or finite. The individualized education program (IEP) team must decide what related services are necessary to provide a free appropriate public education (FAPE) to each student with a disability.

To maintain clear and understandable terminology based upon existing statute, the California Department of Education (CDE) will be using the term “related services for students who have emotional and behavioral needs” in place of “educationally related mental health services.”

### **Frequently Asked Questions**

#### **What limitations are on the use of state and federal funds provided in the Budget Act of 2011–12 for educationally related mental health services?**

The legislature was clear that these funds are targeted for related services and that the funds are made available to local educational agencies (LEAs) to provide services formerly provided by the County Mental Health agencies and the Department of Social Services. The funds **cannot** be spent on educational services that have historically been provided by LEAs for students with emotional or behavioral needs.

#### **What are allowable uses of the state and federal funds due to the term “educationally related mental health services”?**

These funds may be used for:

The salaries of certificated supervisors and administrators; and clerical, technical, and office staff salaries associated with administering related services for students with emotional or behavioral needs.

The room and board cost of residential placement if it is included in the student’s IEP.

Professional and consulting service (e.g., case management, medical services, day treatment, individual therapy, family therapy, group therapy, group rehabilitation, therapeutic behavior services, assessment, psychological services, and residential placement) costs for students with emotional or behavioral needs.

Rental and/or lease of office space to provide professional and consulting services for students with emotional or behavioral needs.

Transportation costs of student to receive related services from a provider.

Books and supplies related to providing related services.

If you have any questions regarding this subject, please contact Chris Essman, Education Programs Consultant, Special Education Division, by phone at 916-327-3507 or by e-mail at [cessman@cde.ca.gov](mailto:cessman@cde.ca.gov).

Sincerely,

*Original signed by Fred Balcom. Hard copy of the signed document is available by contacting the Special Education Division's Director's Office at 916-445-4602.*

Fred Balcom, Director  
Special Education Division

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## **APPENDIX I**

### **SELPA ADMINISTRATIVE UNIT**

- 1. SELPA AU Budget**
- 2. SELPA Staff Development Budget**
- 3. Low Incidence Equipment Revenue and Low Incidence Services**

## SUMMARY BUDGET WITH COMPARATIVE INFORMATION

### 2018-19 PROPOSED SELPA ADMINISTRATIVE UNIT BUDGET

OBJECT	DESCRIPTION	2018-19 PROPOSED BUDGET
8000	TOTAL REVENUE	1,044,017
9000	BEGINNING FUND BALANCE	-
	TOTAL REVENUE AND BEGINNING FUND BALANCE	1,044,017
1000	TOTAL CERTIFICATED SALARIES	178,000
2000	TOTAL CLASSIFIED SALARIES	356,690
3000	BENEFITS	185,509
4000	MATERIALS & SUPPLIES	3,300
5000	SERVICES & OTHER OPERATING EXPENSE	234,315
6000	CAPITAL OUTLAY	-
7000	INDIRECT CHARGE	86,203
	TOTAL EXPENDITURES	1,044,017
	ENDING FUND BALANCE	0

*\*Note: 2017-18 ending fund balance (\$48,793) was not yet factored in 2018-19 Proposed Budget beginning balance.*

### 2018-19 PROPOSED SELPA ADMINISTRATIVE UNIT BUDGET - STAFF DEVELOPMENT

OBJECT	DESCRIPTION	2018-19 PROPOSED BUDGET
8000	TOTAL REVENUE	19,044
9000	BEGINNING FUND BALANCE	-
	TOTAL REVENUE AND BEGINNING FUND BALANCE	19,045
1000	TOTAL CERTIFICATED SALARIES	9,050
2000	TOTAL CLASSIFIED SALARIES	-
3000	BENEFITS	1,702
4000	MATERIALS & SUPPLIES	-
5000	SERVICES & OTHER OPERATING EXPENSE	6,400
6000	CAPITAL OUTLAY	-
7000	INDIRECT CHARGE	1,892
	TOTAL EXPENDITURES	19,044
	ENDING FUND BALANCE	-

*\*Note: 2017-18 ending fund balance (\$12,847) was not yet factored in 2018-19 Proposed Budget beginning balance.*

# 2018-19 \*ESTIMATED\* LOW INCIDENCE FUNDING

Estimated using 2017-18 P-1 Cert Funding

\*ESTIMATED\* Will update  
to December 2017  
in fiscal year 2018-19



		(A)	(D)=(A) x (C)	(E)=(A) x \$437.37	(F)=(D)+(E)	(G)=(F-J) x 11.03%	(J)	(K)=(H)-(J)
COST CENTER	DEC 2016 PUPIL COUNT	LI PUPIL COUNT PY DEC 2016 (1ST& 2ND) DISABILITIES - DOR	CARRYOVER FROM 2017-18	2017-18 LOW INCIDENCE PER FUNDING CERT	2017-18 LOW INCIDENCE AVAILABLE	LESS: 11.03% INDIRECT CHARGES	RESERVED FOR LI CTE	2017-18 LOW INCIDENCE (BEG BALANCE)
		BY DISTRICT OF SERVICE (DOS) PUPIL COUNT TO DISTRICTS, BALANCE (DIFFERENCE) TO COE						
	<b>SELPA 1</b>							
322121	COE	15		6,560.00	6,560.00	651.69		5,908
322120	OTHER DISTRICTS	132		57,734.00	57,734.00	5,735.44		51,999
	<b>SELPA 1 - TOTALS</b>	<b>147</b>	-	<b>64,294.00</b>	<b>64,294.00</b>	<b>6,387.13</b>	-	<b>57,907</b>
	<b>SELPA 2</b>							
322221	COE	69		30,179.00	30,179.00	2,998.06		27,181
322220	OTHER DISTRICTS	125		54,672.00	54,672.00	5,431.25		49,241
	<b>SELPA 2 - TOTALS</b>	<b>194</b>	-	<b>84,851.00</b>	<b>84,851.00</b>	<b>8,429.31</b>	-	<b>76,422</b>
	<b>SELPA 3</b>							
322321	COE	140		61,233.00	61,233.00	4,859.04	12,321.00	44,053
322320	CAMBRIAN	9		3,936.00	3,936.00	391.01		3,545
322322	CAMPBELL ESD	20		8,748.00	8,748.00	869.05		7,879
322323	CAMPBELL HSD	15		6,561.00	6,561.00	651.79		5,909
322324	LAKESIDE	-		-	-	-		-
322325	LOMA PRIETA	3		1,312.00	1,312.00	130.34		1,182
322326	LOS GATOS ESD	8		3,499.00	3,499.00	347.60		3,151
322327	LG-SARATOGA	13		5,686.00	5,686.00	564.86		5,121
322328	LUTH BURBANK	1		437.00	437.00	43.41		394
322329	MORELAND	11		4,811.00	4,811.00	477.94		4,333
322330	SARATOGA	5		2,187.00	2,187.00	217.26		1,970
322331	UNION	18		7,873.00	7,873.00	782.12		7,091
	<b>SELPA 3 - TOTALS</b>	<b>243</b>	-	<b>106,283.00</b>	<b>106,283.00</b>	<b>9,334.42</b>	<b>12,321.00</b>	<b>84,628</b>
	<b>SELPA 4</b>							
322421	COE	118		51,611.00	51,611.00	5,127.17		46,484
322420	OTHER DISTRICTS	93		40,676.00	40,676.00	3,090.55	9,566.00	28,019
	<b>SELPA 4 - TOTALS</b>	<b>211</b>	-	<b>92,287.00</b>	<b>92,287.00</b>	<b>8,217.71</b>	<b>9,566.00</b>	<b>74,503</b>
	<b>SE SELPA</b>							
322520	COE			-	-	-		-
	OTHER DISTRICTS			-	-	-		-
	<b>SE SELPA - TOTALS</b>	-	-	-	-	-	-	-
	<b>SELPA 7</b>							
322721	COE	27		11,809.00	11,809.00	1,173.14		10,636
322720	OTHER DISTRICTS	113		49,424.00	49,424.00	4,909.90		44,514
	<b>SELPA 7 - TOTALS</b>	<b>140</b>	-	<b>61,233.00</b>	<b>61,233.00</b>	<b>5,948.60</b>	-	<b>55,150</b>
	<b>TOTALS - NW &amp; SE</b>	<b>935</b>	-	<b>408,948</b>	<b>408,948</b>	<b>38,317</b>	<b>21,887</b>	<b>348,609</b>

Total - All NW

SELPA DISTRICTS	566	-	247,556	247,556	23,643	9,566	214,347
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Total - All NW COE	369	-	161,392	161,392	14,809	12,321	134,262
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2017-18 P-1  
Per Pupil Award: Certification \$ 437.3768715524

