

Appendix H

Parentally-Placed Student in Private School Proportionate Funding

IDEIA 2004 required that each LEA must spend a proportionate amount of Federal funding on providing special education and related services to parentally-placed private school children with disabilities.

The amount is calculated each year based on December pupil count and a formula provided by the State. Starting 2016-17, districts will have to submit the "Proportionate Share Calculation" worksheet showing the set aside amount. If an LEA has not expended this amount by the end of the fiscal year for which Congress appropriated the funds, the LEA must obligate the remaining funds during a carry-over period of one additional year.

Return completed form to:
 Special Education Division
 Administrative Services Unit
 California Department of Education
 1430 N Street, Suite 2401
 Sacramento, CA 95814-5901

Fiscal Year 2016-17
 Resource Code 3310

Grantee must complete
 one worksheet for each
 member district within
 their SELPA

**PROPORTIONATE SHARE
 CALCULATION WORKSHEET**

LOCAL EDUCATIONAL AGENCY (LEA):	SELPA Code:
	SELPA Name:

FEDERAL INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) GUIDELINES:

STEP 1: In order to perform an accurate proportionate share calculation, please adhere to the following guidelines and complete the calculation below:

- 1) The local educational agency (LEA) where the parentally-placed children with disabilities in private schools is *located* is responsible for child find and providing special education and related services.
- 2) LEAs must use a proportionate share of their 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.
- 3) LEAs must spend the entire proportionate share of Resource 3310 funds on parentally-placed private school children with disabilities, regardless of the availability of state and local funds. In other words, state and local funds can no longer be used as a substitute for the proportionate share of Resource 3310 funds.
- 4) According to the AO-400 Grant Condition 5, payments will be withheld pending receipt of this Proportionate Share Calculation Worksheet for each member district within your SELPA.

STEP 2: Proportionate Share Calculation of IDEA Funding using the California Special Education Management Information System (CASEMIS) Codes as indicated in the items below:

ITEM	CHILD COUNT
A. Indicate the CASEMIS total child count for Code 10 (IEP) children who are IDEA-eligible children with disabilities with an IEP and enrolled in the district, between the ages of 6 and 21, reported on the December 1, 2015, child count.	
B. Indicate the CASEMIS total child count for Code 20 and/or Code 70 children who are IDEA-eligible parentally-placed children with disabilities, enrolled in elementary or secondary private schools within the district's boundaries, between the ages of 6 and 21, and reported on the December 1, 2015, child count. Include children receiving services and children identified but not receiving services through a Service Plan. Code 20: Individual Service Plan (ISP) Code 70: Eligible: no IEP, IFSP, or ISP, parentally-placed in private school (student does not need services to be provided using proportionate share or parent declines offer of services to be provided via proportionate share)	
C. Combine Rows A and B child count for the total child count of IDEA-eligible children with disabilities with an IEP and enrolled in the district and children who are IDEA-eligible parentally-placed children with disabilities enrolled in elementary or secondary private schools within the district's boundaries, between the ages of 6 and 21.	
D. LEA's 2016-17 IDEA 611, Part B, Resource 3310 Award Allocation Amount: \$ _____	

STEP 3: Please complete the formula below by entering the information above that correspond to each blank:

Item B	divided by	Item C	multiplied by	Item D	equals	2016 Total Proportionate Share*
	by		by	\$ _____		\$ _____

*The SELPA's 2016 Total Proportionate Share must be reported on the Expenditure Report, Resource 3311, and fully expended by the grant award period ending date of September 30, 2018.

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

**Funding for Students in Private School
FY 2017-18**

3/30/17 prelim

Based on December 2016 pupil count (total)
and December 2016 private school pupil (new requirement)
to be updated
with resource
3310 actual \$

District	6-21 total	6-21 private school	6-21 ratio	Sub section 611 grant: Local Asst resource 3310	Proportionate Funding for students in private school Resource 3311
Alum Rock	1171	22	1.84%	1,700,232	31,354
Beryessa	613	9	1.45%	1,195,845	17,303
East Side	2450	2	0.08%	3,802,470	3,102
Evergreen	808	0	0.00%	1,941,156	0
Fr-McKinley	710	0	0.00%	1,300,038	0
Gilroy	1311	0	0.00%	1,847,145	0
Morgan Hill	945	1	0.11%	1,358,515	1,436
Mt Pleasant	303	0	0.00%	387,643	0
Oak Grove	1016	2	0.20%	1,686,470	3,313
Orchard	64	0	0.00%	146,775	0
Milpitas	802	8	0.99%	1,697,729	16,768
	10193	44		17,064,018	73,276

IDEA Equitable Services: Private School Set-Aside

Obligation Period

An LEA has 27 months to spend a single year's allocation (Tydings Period)

Equitable services requires a 24 month spending period

Funds not expended at the close of the 24 month period may be used at the LEA's discretion
Only if the LEA is meeting all equitable services requirements

Eligible Expenditures

Direct Student Services (Required)

Costs of providing special education and related services, including transportation to these services

Speech & Language

Physical Therapy

Deaf and Hard of Hearing

Indirect Services (NOT Required)

Special Education training for private school personnel

Resource / assistive technology library accessible to private schools

Non-Eligible Expenditures

Child find activities

Special education evaluations

Administrative Costs (clerical, director)

Expenditures Not Allowed

Remodeling or repairs of private school facilities

Paying salaries of private school staff for part of their regular duties

Federal funds cannot be used for the general needs of students enrolled in a private school.
EDGAR § 76.658

Responsibility of LEA

IDEA funds may not be turned over to the private school to use at its discretion

Do not send a check to the private school

The LEA must determine the services and pay for them

Non-disposable items purchased with IDEA funds belong to the LEA, not the private school

Textbooks

FM systems

Pads

Property Management

Equipment purchased for a student attending the private school is **owned** by the LEA.

Keep detailed records of the following:

What has been purchased with IDEA funds

Where it is located

How it is being used

Return equipment to LEA when no longer used by the student at the private school