New Directors Monthly Update: November 2018

SC5100 – Coordinated Early Intervening Services (CEIS) Data Collection Form

December 3, 2018 is the deadline for certain LEAs (local educational agencies, which includes ISDs and Open-Enrollment Charter Schools) to submit the 2018-2019 SC5100 – Coordinated Early Intervening Services (CEIS) Data Collection Form to TEA.

Is This Requirement Applicable to Me?

This requirement is applicable to any LEA that:

- Reserved IDEA-B funds for CEIS in 2017-2018, and/or
- Reserved IDEA-B funds for CEIS in 2016-2017, and/or
- Reserved IDEA-B funds for CEIS in 2015-2016

What is CEIS (Coordinated Early Intervening Services)?

In accordance with 34 CFR 300.226, LEAs may use up to 15 percent of their IDEA-B funds to provide coordinated, early intervening services to students in kindergarten through grade 12 who are not currently identified as needing special education or related services, but who need additional academic and behavioral support to succeed in a general education environment.

Additional information is available in the 2018-2019 Program Guidelines for the Special Education Consolidated grant application, pages 17-22. The Program Guidelines are accessible on TEA’s Grant Opportunities webpage.

Am I Required to Provide CEIS?

It is optional to provide CEIS with IDEA-B funds. Most LEAs already provide RtI (Response to Intervention) or early intervening services, funded by other means. If you choose to use IDEA-B funds for CEIS, the CEIS funds (your portion of IDEA-B funds reserved for CEIS) must supplement other funds made available for RtI and early intervening activities.

Some LEAs are required to use IDEA-B funds for CEIS. If TEA identifies your LEA with significant disproportionality based on race and ethnicity, TEA will send a letter in the spring or summer requiring your LEA to reserve 15% of both your IDEA-B Formula and IDEA-B Preschool funds for CEIS.

How Do I Know if I Reserved IDEA-B Funds for CEIS?

Look at your Special Education Consolidated Grant application. Open the “BS6016 Fiscal Compliance Requirements” schedule.

At the very bottom of that schedule, “Part 2: Coordinated Early Intervening Services (CEIS) Requirements” section indicates whether the LEA reserved IDEA-B funds for CEIS.
If the section is blank, your LEA did not reserve IDEA-B funds for CEIS purposes.

Example of BS6016 illustrating IDEA-B funds were not reserved for CEIS (this section is blank):

<table>
<thead>
<tr>
<th>LEA Name</th>
<th>Total CEIS</th>
<th>IDEA-B Formula</th>
<th>IDEA-B Preschool</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select One</td>
<td>( \text{Maximum amount available to reserve for CEIS} )</td>
<td>(12,496)</td>
<td>(0)</td>
</tr>
</tbody>
</table>

If a dollar amount is populated in that section, your LEA reserved IDEA-B funds for CEIS purposes.

Example of BS6016 illustrating IDEA-B funds were reserved for CEIS (dollar amounts are indicated):

<table>
<thead>
<tr>
<th>LEA Name</th>
<th>Total CEIS</th>
<th>IDEA-B Formula</th>
<th>IDEA-B Preschool</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select One</td>
<td>( \text{Amount actually reserved for CEIS} = 12,496 )</td>
<td>(12,496)</td>
<td>(0)</td>
</tr>
</tbody>
</table>

Reporting Requirement

All LEAs that reserve CEIS funds are required to submit the SC5100 CEIS Data Collection Form to TEA annually for three years following the use of CEIS funds.

2018-2019 SC5100:

- Rows “a” and “b” are applicable to students who received CEIS in 2017-2018.
  - In Row “a”, report the total number of nondisabled, struggling students who received CEIS in 2017-2018
  - Of those children, if any of them subsequently received special education and/or related services in 2017-2018, report that sub-set number of students in Row “b”.
  - If you did not reserve IDEA-B funds for CEIS in 2017-2018, leave rows “a” and “b” blank

- Row “c” is applicable to students who received CEIS in 2016-2017. Report how many of the nondisabled, struggling students who received CEIS in 2016-2017 subsequently received special education and/or related services in 2017-2018 (first time to receive special education services since receiving CEIS in 2016-2017)
  - If none of the students served CEIS in 2016-2017 subsequently received special education/related services for the first time in 2017-2018, leave this row blank
  - If you did not reserve IDEA-B funds for CEIS in 2016-2017, leave this row blank
• Row “d” is applicable to students who received CEIS in 2015-2016. Report how many of the nondisabled, struggling students who received CEIS in 2015-2016 subsequently received special education and/or related services in 2017-2018 (first time to receive special education services since receiving CEIS in 2015-2016)
  o If none of the students served CEIS in 2015-2016 subsequently received special education/related services for the first time in 2017-2018, leave this row blank
  o If you did not reserve IDEA-B funds for CEIS in 2015-2016, leave this row blank


Why Must I Complete the SC5100, if applicable?

TEA is required to report the data to the United States Department of Education (USDE).

Action Steps

   a. Locate these grant applications in the “Document Library” area of eGrants:

   ![eGrants Document Library]

   b. If you are a member of Special Education Shared Services Arrangement (SSA)*, you do not have access to the Special Education Consolidated Grant application. You will need to ask your Fiscal Agent for the information

   *Applicable to Special Education SSAs; Not applicable to RDSPD SSAs (Regional Day School Programs for the Deaf) Not applicable to VI (Visual Impairment) Cooperatives

2) If “Part 2: Coordinated Early Intervening Services (CEIS) Requirements” section for all three years is blank, no action is needed. Do not submit the 2018-2019 Special Ed SC5100.

3) If a dollar amount is indicated in the “Part 2: Coordinated Early Intervening Services (CEIS) Requirements” section for any of the three years, submit the 2018-2019 Special Ed SC5100 by the deadline of 12/3/18
   a. Review local records to determine the number of students to be reported (It is imperative that LEAs have a system in place to track students who are served CEIS)
   b. Leave blank any row that is not applicable
i. For example, if you reserved IDEA-B funds for CEIS in 2017-2018 but did not reserve funds in 2016-2017 or 2015-2016, only complete rows “a” and “b”

<table>
<thead>
<tr>
<th>Special Collection Description</th>
<th>Grant</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-2018 Special Ed SC5100 - Coordinated Early Intervening Services Data Collection</td>
<td>2017-2018 Special Education Consolidated Grant Application</td>
<td>Submitted</td>
<td>12/15/2017</td>
</tr>
</tbody>
</table>

c. The SC5100 form is located in eGrants, in the “Special Collections” area.