

State Aid

& FINANCIAL PLANNING SERVICE



State Aid for Students with Disabilities



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Introduction

The school district's Committee on Special Education (CSE) or Committee on Preschool Special Education (CPSE) is responsible for recommending an appropriate program within the least restrictive environment (LRE) for each student with a disability.

Placement may be made in the home district, another public school district, a BOCES, a special act school, an approved In-State or Out-of-State private school, a State-Supported or State-Operated school, or an approved preschool program.

State aid for pupils with disabilities depends on the type of placement and the services provided to the student. The State Education Department (SED) may pay aid to the public school district of residence, the educating/CSE responsible district, or directly to the school facility, depending on the student placement.

Students with Disabilities Served in Public Placements

Definition: Students in 10-month special education programs that are:

- District-Operated
- BOCES
- Other public school

Types of Programs	District Claiming	Counted As	Aid/Pupil Count Impacted	Payment
District-Operated	Educating	TAFPU ¹	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Public Excess Cost Aid (If eligible)	Year Following attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance
BOCES (Full Time & Part Time)	Educating	TAFPU	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Public Excess Cost Aid (If eligible)	Year Following Attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance
Other Public School Program	Educating District	TAFPU	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Public Excess Cost Aid (If eligible)	Year Following Attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance

¹ TAFPU = Total Aidable Foundation Pupil Units

Students with Disabilities Served in Public Placements (*continued*)

Foundation Aid:

Districts receive Foundation Aid on behalf of students with disabilities.

Formula:

[Local Cost of Education/Pupil – Expected Local Contribution/Pupil] x Selected TAFPU

Please note that for purposes of this guidebook, only the impact on the pupil count of Foundation Aid is described. For information about the Foundation Aid formula itself, please refer to NYSED's State Aid Handbook:

https://stateaid.nysed.gov/publications/handbooks/handbook_2425.pdf

TAFPU = K12 ADM + Special Education Pupils (weighted @ 1.41) + Declassification Pupils (weighted @ 0.50) plus Summer School Pupils (weighted @ 0.12) + Dual Enrolled Pupils + Resident Pupils Attending Charter Schools + Pupils in Equivalent Attendance (those under 21 in programs leading to a GED or high school diploma)

ADM = Average Daily Membership

Selected TAFPU = Greater of TAFPU calculated for current year aid or the average TAFPU calculated for current year and prior year aid

The following weightings for special education pupils are used in the computation of TAFPU for Foundation Aid:

1. > = 60% of school day (1.41 weighting)
2. 20% - 59% of school week (1.41 weighting)
3. Direct or Indirect Consultant Teacher Services (1.41 weighting)
4. Declassification Support Services (.5 weighting)

It is important that districts report students with disabilities correctly on the state aid claim forms to ensure accurate pupil counts are used in the Foundation Aid formula.

Students with Disabilities Served in Public Placements (*continued*)

High Cost Public Excess Cost Aid:

Districts are eligible for High Cost Public Excess Cost Aid (“High Cost Aid”) for pupils whose costs exceed the lesser of \$10,000 or 4 * AOE per pupil (without limits). However, district High Cost Aid is generated on student costs exceeding 3 * AOE per pupil.

Formula:

$$\text{[Annual Program Cost - (3 X AOE per TAPU)]} \times \text{FTE} \times \text{Public Excess Cost Aid Ratio}$$

Annual Program Cost: Includes the costs associated with teacher and teaching assistant salaries and benefits, in-district related service costs, and any BOCES/contracted service costs. Plus, the cost of one-to-one teacher aides, interpreters, RNs, or LPNs, if applicable.

3 x AOE/TAPU: District’s threshold (deduct). This can be found on Line 5 of the district’s Public Excess Cost & Excess Cost Aid Setaside Output Report (PUB).

AOE = Approved Operating Expense

TAPU = Total Aidable Pupil Units. This pupil count is used with Approved Operating Expenditures to determine the expenditures per pupil of the district. The pupil count are all pupils attending a given school district whether or not they are residents of that district.

AOE and TAPU are recalculated by NYS annually. Districts should review the data used by the state to ensure accuracy and revise any incorrect information via the appropriate forms.

Full Time Equivalent (FTE): Enrollment of the Student (i.e., 1.0 FTE if services were provided for the entire school year Sept – June and 0.50 FTE for half of the school year)

Public Excess Cost Aid Ratio: 1.000 - (Combined Wealth Ratio X .51). This can be found on Line 4 of the district’s Public Excess Cost & Excess Cost Aid Setaside Output Report (PUB).

Students with Disabilities Served in Public Placements (*continued*)

1. Districts claim High Cost Aid through the NYSED STAC (System to Track and Account for Children) process. Here is the link for the website: <https://efrt.nysed.gov/efrt/>
2. BOCES programs and services provided to public students with disabilities **DO NOT GENERATE BOCES AID** but must be included on the Cooperative Service application and on BOCES contracts.
3. To be eligible for High Cost Aid, services provided for each child must receive prior approval from the CSE and be included in the child's Individualized Education Program (IEP). To claim High Cost Aid, students, and cost information must be entered through the STAC online system. School districts must verify tuition and FTEs for High Cost pupils in public placements online via DVPUB, DCPUB, and DCPOD (other-public) screens in the year following attendance. Failure to do so may result in prior year aid adjustment status for reclaiming lost aid or the total loss of High Cost Aid. The district must complete online verifications for all public placements and submit them to the STAC office at SED by the specified due date.
4. School districts may add to BOCES tuitions any non-administrative any additional services the child receives from the home district. In order to have these additional services approved, the district must complete the DCPUB STAC form in order to capture those costs.
5. High Cost Aid is paid separately from other General Aids and has no save harmless provisions.

Transportation: Expenses for transportation for any 10-month program are included in what is reported on State Aid Form FT and the ST-3.

Forms Required: Districts should utilize the STAC-Reapplication List or input a STAC form, based on student annualized cost, via the STAC online system.

Laws and Regulations: Education Law: Section 3602: Subdivision 19, Chapter 786 of the Laws of 1978; Regulations of the Commissioner: Part 175, Section 175.6 & Part 200, 200.1 & 200.6.

Private Excess Cost Aid – Section 4405

Definition: Private Excess Cost Aid is paid for **In-State** and **Out-of-State** approved private placements, special act school district placements and state-operated school placements. The two state-operated schools are the NYS School for the Blind in Batavia and the NYS School for the Deaf in Rome.

Private Excess Cost Aid is paid for Resident pupils.

Type of Program	District Claiming	Counted As	Aid/Pupil Count Impacted	Payment
Private School (Other Than State Operated)	Contracting District	FTE	Private Excess Cost Aid	Year Following Attendance
Private School (Special Act)	Contracting District	FTE	Private Excess Cost Aid	Year Following Attendance
Private (State-Operated) NYS School for the Blind in Batavia or NYS School for the Deaf in Rome ²	Contracting District	FTE	Private Excess Cost Aid	Year Following Attendance

² No DCERT required for students at Rome or Batavia

Private Excess Cost Aid – Section 4405 (*continued*)

1. The public school district with CSE responsibility may recommend a child receive educational services in an approved private school or special act district. If the school district determines that no appropriate public or private facility for the instruction of specific pupils with disabilities exists in New York State, they may contract directly with an appropriate educational facility outside the State under Section 4407. Private school pupils are referred to as Section 4405 placements. The CSE must have SED approval for placement. A Private Placement Pre-Approval Data form must be submitted to the State Education Department (SED) through the STAC online system (screen name DCERT). These pre-approvals must be renewed annually, even if the child remains in the same private school placement as the previous school year.
2. Each pupil in private school placement generates Private Excess Cost Aid.
(Exception: Pupils placed from a developmental center or children residing in ICF/OPWDD facilities).

ICF = Intermediate Care Facilities

IRA = Individual Residential Alternative

OPWDD = Office of Pupil with Developmental Disabilities

3. Formula:

Private Excess Cost Aid Ratio X Total Excess Cost for Private Pupils

Private Excess Cost Aid Ratio: $1.000 - (\text{Combined Wealth Ratio} \times .15)$. This can be found on Line 8 of the District's Private Excess Cost Aid Output Report (PRI) (Minimum Aid Ratio of .500).

Total Excess Cost Aid for Private Pupils: $\text{Approved Tuition} - \text{Basic Contribution} \times \text{Aid Ratio} \times \text{FTE}$

Approved tuition rates are set by the SED's Rate Setting Unit and are available online at: <http://esehttps://efrt.nysed.gov/efrt/rvices.nysed.gov/netrates/>

Basic Contribution = Base Year Property and Non-property Tax Revenue/Base Year Fall BEDS Public School Enrollment of Resident Pupils. Also known as Tax Levy per pupil. Basic Contribution can be found on Line 5 of the district's Private Excess Cost Aid Output Report (PRI). The Basic Contribution is not the same as the District's High-Cost Threshold.

Private Excess Cost Aid – Section 4405 (continued)

4. The program for all private schools educating pupils with disabilities must also be SED approved. The district must request special SED approval to add any additional expenses to the approved tuition rate (i.e., 1:1 aide).

The district may obtain SED approval for the reimbursement of 1:1 aide requests for students with disabilities placed in certain SED approved private school programs. The district may apply for approval by indicating the percentage of the aide in the box on the STAC screen. If a student has a 1:1 Interpreter, RN, or LPN, districts should complete the supplemental form below and send it to the STAC Unit:

http://www.oms.nysed.gov/stac/schoolage/1to1_aides/home.html. Once SED receives the form, the STAC Unit will create a separate program code to include the 1:1 Interpreter, RN, or LPN.

5. The public school district must annually request the Commissioner's approval for the cost of services using the online STAC-1 application or STAC-Reapplication Listing. If the STAC-3 Notice of Approval is issued online, SED has approved the placement for one year. The public school district that has CSE responsibility pays the child's private school tuition directly to the private school and claims Private Excess Cost Aid. If the placement is not SED approved, it is not eligible for aid.
6. For Rome and Batavia placements, the STAC forms and verification are completed by the NYS Schools in Rome and Batavia. The tuition is normally deducted from the General State Aid payments of the District of Origin from the March Spring Advance payment (7-months of education costs, 9/1-3/31) and the June General Aid payment (remaining amount of 10-month education cost) of the **current** year. The District of Origin is defined as the district of residence at the time of initial admission to care and does not change. Private Excess Cost Aid may be claimed in the year following attendance. For summer placements, a 20% chargeback is assessed to the district of current location (the district where the parents resided as of July 1) and is deducted from their Section 4408 payments. There is no DCERT requirement for these placements.
7. School districts pay 56.848% of the 10-month school year maintenance costs for residential placements made by the district. This does **not** pertain to students in residential placements placed by an entity other than a school district or students attending State-Supported Schools. The 56.848% share of maintenance cost **is not** an expense eligible for Private Excess Cost Aid.

Private Excess Cost Aid – Section 4405 (continued)

8. Annual SED approval is required in order to place students with disabilities in out-of-state residential private school placements for summer and school year placements.
9. If a student is homeless and in a private placement, there is no DCERT requirement until permanent housing is found.
10. Private Excess Cost Aid is paid separately from other General aids and has no save harmless provisions.

Transportation: Transportation expenses are paid by the district of residence. Claim transportation expenses for Transportation Aid on State Aid Form FT and the ST-3.

Forms Required: State Aid Forms A and FT are part of the annual claim form submission. For the STAC forms a DCERT and a STAC-1 or STAC-Reapplication are required to be entered and verified annually. Out-of-state placements require a paper STAC-1 to be submitted to the Non-District Unit at SED. Below are the links to the OOS application and approved out-of-state programs/placements.

<https://www.nysed.gov/special-education/out-state-tuition-reimbursement-approval>

<https://www.nysed.gov/sites/default/files/programs/special-education/approved-out-of-state-schools.docx>

Laws and Regulations: Education Law: Article 89: Sections 4401, 4402, 4405, 4407, Article 87, Article 88; Regulations of the Commissioner: Part 200 & Part 175, Section 175.6

Pupils Placed in Community-Based Programs – Chapter 853

Foster Family, Agency Boarding Homes, Group Homes Chapter 853, Laws Of 1976

Definition: Pupils with disabilities placed in a community-based program such as a foster family, an agency boarding home, or a group home must be provided appropriate educational services in the least restrictive environment. A Chapter 853 child is a pupil enrolled in the public school district where the foster, agency boarding, or group home is located and receives services from:

- a. District-Operated program
- b. BOCES-Operated program
- c. Non-residential program provided by a private school
- d. Programs operated by another public school district

Type of Program	District Claiming	Counted As	Aid/Pupil Count Impacted	Payment
District - Operated	District Where Foster, Agency Boarding, or Group Home is Located (CSE Responsible District)	ADM	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Aid (If eligible)	Year Following Attendance
	Residence	FTE	TWPU ³	2 nd Year Following Attendance
BOCES (Full-Time & Part-Time)	District Where Foster, Agency Boarding, or Group Home is Located (CSE Responsible District)	ADM	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Aid (If eligible)	Year Following Attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance

³ TWPU = Total Wealth Pupil Units. This is the pupil count used along with other wealth variables to measure the relative wealth of a district. Public school pupils who are residents of the district are counted.

Pupils Placed in Community-Based Programs – Chapter 853 (*continued*)

1. Foundation Aid is claimed by the CSE responsible district. Non-resident Chapter 853 students with disabilities who attend BOCES full-time are not included in the Foundation Pupil Count (TAFPU), as this count is based upon the Average Daily Membership of students included on the district's day school register and the FTE of resident students with disabilities enrolled in BOCES programs for the full school day. The CSE district is permitted to report the FTE of Chapter 853 non-resident students on Form A as if they were resident students receiving BOCES special education services at Entries 25-27, 37-39, or 49-51 of State Aid Form A for the purpose of claiming Foundation Aid.
2. High Cost Aid is claimed by the CSE district via the STAC online system.
3. Tuition: The CSE responsible district may bill the District of Origin a Net Cost Tuition equal to:
 - a. The cost of educating the child at BOCES less [Foundation Aid per student found on Entry 115 of the General Aid Output Report (GEN) + Aid attributable to students with disabilities including High Cost Aid (if applicable) calculated per the spreadsheet found on the SED State Aid webpage under the topical heading "Special Education" <https://stateaid.nysed.gov/speced/>] OR
 - b. For students educated in-district the applicable non-resident tuition rate from the Non-resident Tuition Output Report less any High Cost Aid claimed by the CSE responsible district OR
 - c. A net cost tuition equal to the cost of special education services specified on the student's IEP less [Foundation Aid per student listed on the General Aid Output Report (GEN) at Entry 115 + Aid attributable to students with disabilities calculated using the spreadsheet noted above.]

The District of Origin is the school district where the pupil resided prior to placement in such foster family, agency boarding or group home.

Pupils Placed in Community-Based Programs – Chapter 853 (continued)

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Another Public School District	Educating District	ADM	Foundation Aid	2 nd Year Following Attendance
	CSE	FTE	High Cost Aid (If eligible)	Year Following Attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance

Tuition: The educating district may bill the district where the foster, agency boarding, or group home is located (CSE responsible district) a Net Cost Tuition equal to:

- 1) the program cost less the state aid generated by that pupil OR
- 2) the applicable tuition rate computed on the Non-resident Tuition Output Report (NRT).

The CSE responsible district may bill a Net Cost Tuition to the District of Origin equal to the other public school tuition bill less High Cost Aid generated by the pupil and claimed by the CSE responsible district.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Private	District Where Foster, Agency Boarding, or Group Home is Located (CSE Responsible District)	FTE	Private Excess Cost Aid	Year Following Attendance

Pupils Placed in Community-Based Programs – Chapter 853 (*continued*)

Tuition: The district where the foster, agency boarding, or group home is located charges the District of Origin a Net Cost Tuition equal to:

APPROVED TUITION – (PRIVATE EXCESS COST AID)

LDSS Form 2999: The District of Origin is identified on the LDSS Form-2999 (School District Notification of Foster Child Placed in a Foster Family, Agency Boarding or Group Home). The LDSS Form-2999 is completed by the County Department of Social Services. The LDSS Form-2999 provides the name and address of the school district last attended and the District of Origin.

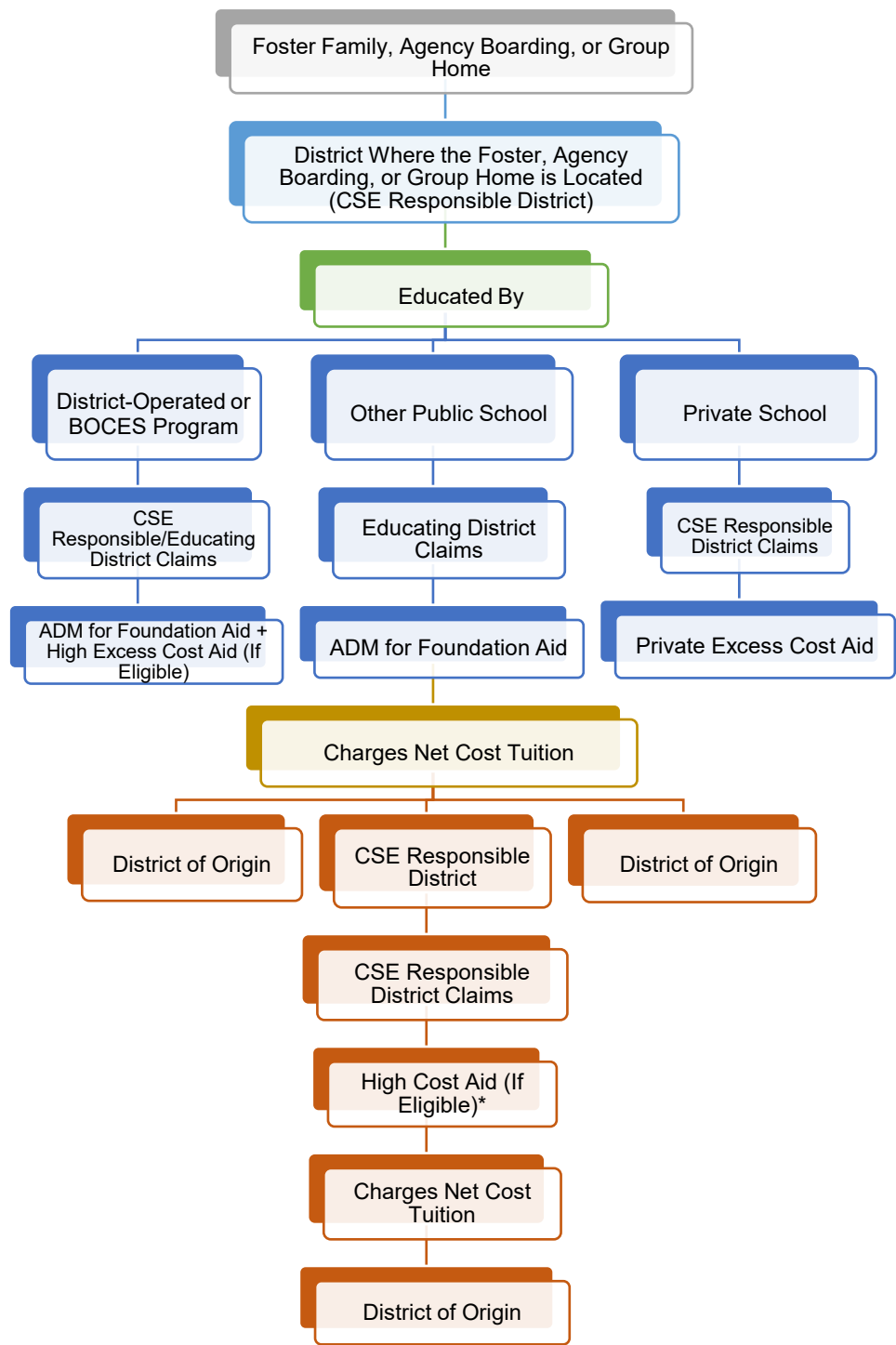
Transportation: Transportation is provided by the district where the foster, agency boarding, or group home is located (CSE responsible district). Claim transportation expenses for Transportation Aid on State Aid Form FT and the ST-3 and bill any unreimbursed transportation expenses to the District of Origin.

Forms Required: State Aid Form A and FT, STAC-1 or STAC-Reapplication, STAC-3 (Approval), LDSS Form-2999 (School District Notification of Foster Child Placed in a Foster Family, Agency Boarding, or Group Home). STAC Online is used for most STAC submissions and verifications via the DVPUB.

Laws and Regulations: Education Law: Section 3202, Subdivision 4 & Chapter 853 of the Laws of 1976 Commissioner's Regulations: Part 174, Section 174.2, Part 200 & Part 175, Section 175.6

Pupils Placed in Community-Based Programs – Chapter 853 (continued)

Foster Family, Agency Boarding Homes, Group Homes Chapter 853, Laws Of 1976



Pupils Residing in OMH Psychiatric Centers – Chapter 66

Chapter 66, Laws Of 1978

Definition: Pupils with disabilities residing in Office of Mental Health (OMH) psychiatric centers and are provided educational services by the school district where the center is located.

The OMH has committees in each psychiatric center that are responsible for providing educational services to resident children with disabilities.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
District where the center is located or BOCES Program ⁴	CSE Responsible District	ADM	Foundation Aid	2 nd Year Following Attendance
Another District Program ⁵	Educating	ADM	Foundation Aid	2 nd Year Following Attendance
BOCES, District where center is located, or Another District Program	CSE Responsible District	FTE	High Cost Aid (If Eligible)	Year Following Attendance
	Residence	FTE	TWPU	2 nd Year Following Attendance

⁴ For students educated in district-operated programs, the district of location bills the District of Origin the applicable nonresident tuition rate for a student with a disability less any High Cost Aid claimed by the district of location (if applicable) or a net cost tuition equal to the cost of special education services specified on the student's IEP less Foundation Aid per student listed on the General Aid Output Report (GEN) at Entry 115 and less the State Aid calculated using the spreadsheet noted below.

For students educated in a BOCES program, the CSE responsible district (district where the OMH Psychiatric center is located) bills the District of Origin a Net Cost Tuition equal to the cost of educating the child at BOCES less [Foundation Aid per student found at Entry 115 of the General Aid Output Report (GEN) + Excess Cost Aid and High Cost (if eligible) calculated per the spreadsheet found on the SED State Aid webpage under the topical heading "Special Education" <https://stateaid.nysed.gov/speced/>]

Chapter 66 nonresident students with disabilities who attend BOCES full-time are not included in the Foundation Pupil Count (TAFPU), as this count is based upon Average Daily Membership of students included on the district's day school register and the FTE of resident students with disabilities enrolled in BOCES programs for the full school day. The CSE district is permitted to report the FTE of Chapter 66 nonresident students on Form A as if they were resident students receiving BOCES special education services at Entries 25-27, 37-39 or 49-51 of State aid Form A for the purpose of claiming Foundation Aid.

⁵ The educating district charges the CSE responsible district the applicable nonresident tuition rate for a student with a disability or a Net Cost Tuition equal to the cost of special education services specified on the student's IEP less Foundation Aid per student listed on the General aid Output Report (GEN) at Entry 115 and less the Excess Cost Aid and High Cost Aid (if eligible) calculated using the EXCEL spreadsheet found on the SED State Aid Webpage under the topical heading "Special Education" <https://stateaid.nysed.gov/speced/>. The CSE responsible district bills the District of Origin for the tuition it pays to the Educating District.

Pupils Residing in OMH Psychiatric Centers – Chapter 66 (*continued*)

1. The OMH Facility refers the student to the local school district. OMH issues a “Notice of Provision of Community Education Services” form to the District of Origin and the District of Current Location (CSE responsible district).
2. If the CSE district where the OMH psychiatric center is located determines that the child requires placement in a private non-residential school program, the finding is reported back to the OMH center. It is the center's responsibility to arrange for the child's educational program independent of the school district. Neither the school district where the center is located nor the district of residence has any financial responsibility. OMH is responsible for the child's total education cost.

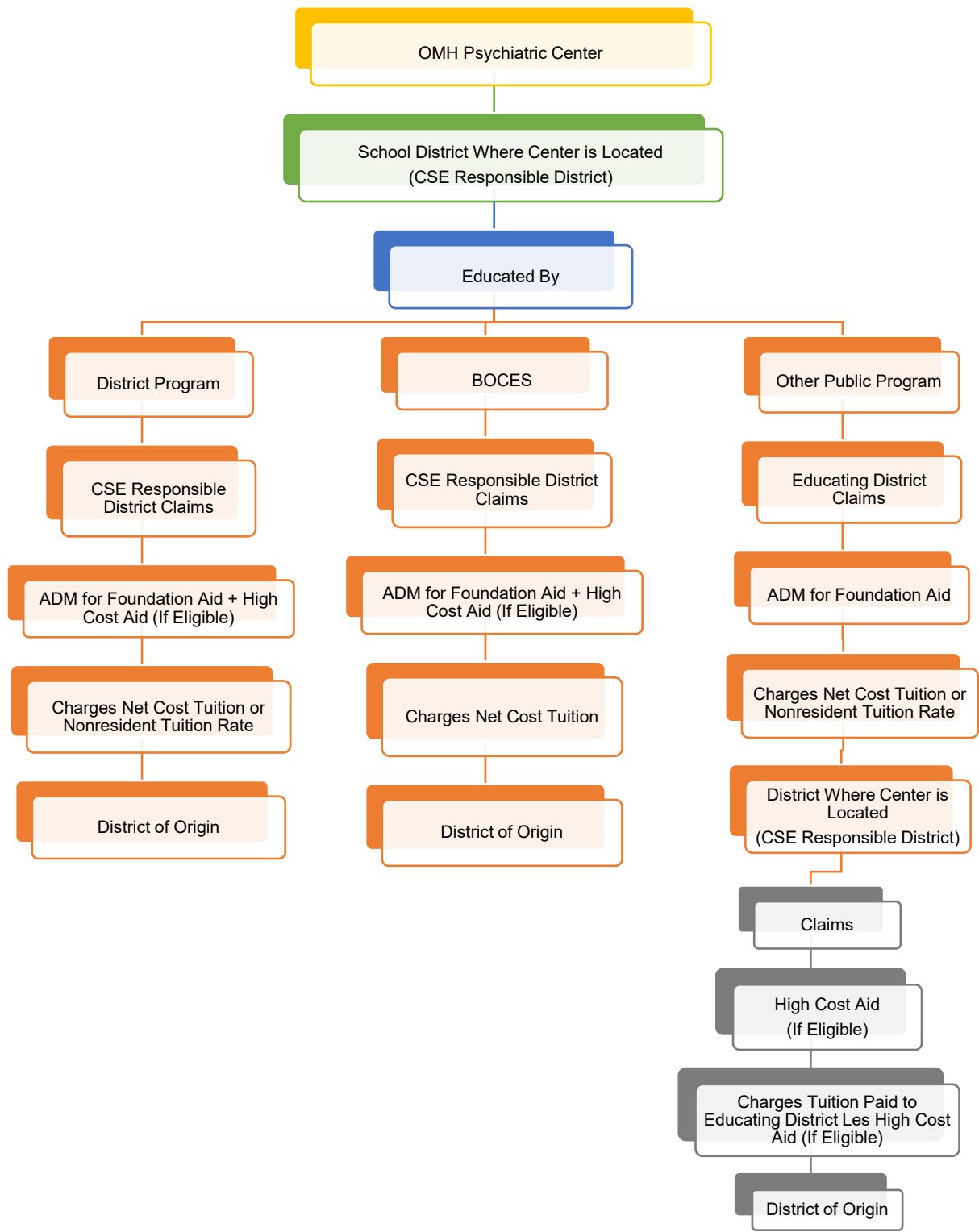
Transportation: The public school district is not responsible for paying the transportation costs of Chapter 66 pupils. The cost of transporting pupils from the psychiatric center to the public school is paid by OMH. However, OMH may contract with the school district to provide transportation.

Forms Required: STAC-1 or STAC-Reapplication Listing, STAC-3 (Approval) via STAC online.

Laws and Regulations: Education Law: Section 3202, Subdivision 5, Paragraph C, Chapter 66 of the Laws of 1978; Regulations of the Commissioner: Part 200, Part 175, Section 175.6

Pupils Residing in OMH Psychiatric Centers – Chapter 66 (continued)

Chapter 66, Laws Of 1978



Pupils with Disabilities – Summer Placements (Section 4408)

Definition: School districts are responsible for providing special education services and programs during July and August to school-age pupils with disabilities. Services may be provided directly or by contract with BOCES, another school district, or a private agency.

The CSE must consider eligibility of pupils for 12-month special services and programs in accordance with the need to prevent substantial regression. Part 200.1 of the Commissioner's Regulations defines substantial regression as a student's inability to maintain developmental levels due to a loss of skill or knowledge during the months of July and August. This loss must be severe enough to require an inordinate period of review at the beginning of the school year to reestablish and maintain IEP goals and objectives mastered at the end of the previous school year.

Summer programs for pupils with disabilities must operate for 6 weeks and are funded for 30 days of service during the months of July and August (including tuition, transportation, and maintenance costs). A legal holiday observance for Independence Day constitutes a day of service.

Full-day extended school year programs for special education must run for at least five hours daily, and half-day programs must run for at least 2.5 hours daily. All programs and services must be delivered by certified or licensed professionals and must comply with the requirements outlined in the child's Individualized Education Program (IEP).

Eligible pupils whose 21st birthday is between July and August are allowed to receive extended services during July and August of that year but are not eligible to receive services after August 31st.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
District-Operated	Residence	4408 Summer Placement	80% of SED's Rate Setting Approved & Verified Cost is Paid to the District with CSE Responsibility (EXCEPTION: Chapters 47, 66 & 721 Reimbursed at 100%)	See Below
Other Public				
BOCES				
Approved Private School				

Pupils with Disabilities – Summer Placements (Section 4408) (*continued*)

1. The public school district with CSE responsibility must enter and verify information (education, transportation, and maintenance) into the STAC online system in order to receive reimbursement for students attending summer special education programs.
2. Aid will be paid at 80% of the approved and verified cost. [Exception: students with disabilities in summer programs under Chapters 47, 66 and 721 will be reimbursed at 100% of the approved cost. There is a separate application at the STAC online system for these Chapter placements. Report such pupils as a Chapter placement (47, 66 or 721) rather than as a summer (4408) placement].

Statewide payments under 4408 will not exceed 70% of state aid due for the sum of approved tuition, maintenance, and transportation expenses in the current year. When funds become available in subsequent fiscal years, the remaining of state aid due will be paid. Eligible claims will be paid in the order they are approved by the SED. Partial payments will be made when there are insufficient funds to make a complete payment and the claim will retain priority date status for payment from future years' appropriations. School districts may not receive more than 45% of the annual statewide appropriation. Payments received through April 1st are at 56% and the remainder of the 80% paid by June 30th.

Verify all 4408 summer education/maintenance approvals, including those approvals that currently have a \$0.00 education rate. SED's Rate Setting Unit will embed the costs of those rates that reflect \$0.00 once the rate is set. Once education/maintenance approvals have been verified (including those with \$0.00 education rates), then verify the corresponding transportation costs.

3. The local school district is responsible for contracting with other school districts, BOCES, or approved private schools and paying for the services at tuition rates established by SED.
4. SED must approve all public and private program providers.
5. Program providers are responsible for obtaining approved rates for programs by submitting necessary financial data to the SED Rate Setting Unit. The ST-3 Supplemental Schedules SS10-SS16 are the reports used for establishing rates for in-district public school programs.

Pupils with Disabilities – Summer Placements (Section 4408) (*continued*)

Transportation: Claim transportation expenses for aid through the STAC online system. Transportation expenses for students with disabilities in summer programs are reimbursed at 80% of the approved cost (Exception: Chapter 47, 66 and 721 pupils are reimbursed at 100%). Without filing a separate form titled “Explanation/Correction of Student Transportation Costs” to document per student expenses, SED limits the cost aided during the summer session to \$7,000 per student. http://www.oms.nysed.gov/stac/forms/trans_stop_form.pdf. Districts should ensure that the transportation expenses reported in STAC (reference DQSBO) are equal to or less than what is reported in the Special Aid Fund. Additionally, districts will need to verify that they have an approved transportation contract on file with SED’s Pupil Transportation Office.

Forms Required: (STAC-1 OR STAC-Reapplication) - Complete all using STAC Online – Complete ST-3 **Special Aid Fund** Entries, interfund transfer to cover 20% local share cost and ST-3 Supplemental Schedules SS10-SS16.

Laws and Regulations: Education Law: Section 4408, Chapter 683 of the Laws of 1986, Chapter 391 of the Laws of 1989; Regulations of the Commissioner: Part 175, Section 175.6; Part 200

Pupils with Disabilities – Summer Placements (Section 4408) (12-Month Education Programs)



Preschool Children Ages 3 & 4 with Disabilities – Section 4410

Definition: Preschool children with disabilities ages 3 and 4 residing in the school district.

The local school district is responsible for evaluating and placing children with disabilities ages 3 and 4.

School districts must establish and maintain committees on preschool special education (CPSE). Individual counties enter into contracts with approved education programs selected by the CPSE.

If such preschool educational services are not available within the geographic region through an approved agency provider, the school district must establish its own program or contract with another provider to establish an approved preschool program.

Participation of the preschool child is voluntary. Parents may elect not to have their child evaluated and may withdraw from the evaluation, placement, and education process at any time.

Type of Program	Agency Claiming	Counted As	Aid Generated	Payment
Approved Program Provider	District of Residence	4410 Pre-K Placement	Reimbursement of Allowable Administrative Costs Incurred by CPSE (ST-3 Supplemental Schedules 31-34)	Year Following Attendance
	Contracting Municipality		Reimbursement of A Percentage Of Approved Costs for Education, Transportation, & Itinerant Related Services	Current Year
	Contracting Municipality		Reimbursement of Administrative Costs Incurred Up To \$75 Per Eligible Student	Year Following Attendance

Preschool Children Ages 3 & 4 with Disabilities – Section 4410 (*continued*)

1. All direct costs (preschool education, evaluations, related services, and transportation) are the responsibility of the municipality (county) where the child resides. The municipality must pay agency providers at least quarterly.
2. The municipality and the district with CPSE responsibility must file the STAC-1 form. If the STAC-3 notice of approval is issued, SED will pay a percentage of the current year direct costs to the municipality. The current state aid percentage is 59.5%. Note: The municipality may only claim reimbursement for the costs of services that have been furnished and paid for.
3. The actual aid claim report is the AVL. Aid is paid on a current year basis but will not be paid prior to April 1st of the school year that service is provided.
4. SED's Office of Special Education must approve all prospective agency program providers, and Rate Setting Unit (RSU) establishes educational rates for any preschool program or related service. Public school districts operating their own preschool special education program must complete ST-3 Supplemental Schedules SS10-SS16 to obtain an approved tuition rate.
5. If the district determines that the child requires related services only, the municipality can approve the service providers and establish educational rates. Related services could include occupational, physical, or speech therapy, and others.
6. IDEA funds are no longer available to reimburse a portion of allowable expenses incurred by the CPSE. Instead, districts must complete ST-3 Supplemental Schedules SS31-SS34 in order to bill municipalities for these allowable costs.
7. CPSE expenditures for the salaries and employee benefits of professional and non-professional staff, administrative purchased services, equipment, supplies and materials, travel, indirect costs, and other costs incurred in administering the CPSE must be reported.

Preschool Children Ages 3 & 4 with Disabilities – Section 4410 (*continued*)

ALLOWABLE COSTS include expenses associated with administering the CPSE: professional and non-professional staff, parent member expenses, purchased services necessary for CPSE business, supplies and materials for CPSE operations, CPSE related travel, employee benefits and indirect costs.

NON-ALLOWABLE COSTS include costs for evaluations, due process procedures, screening, purchased equipment, staff development, minor remodeling, and the provision of direct educational services to children.

8. After July 1 each year, the municipality is eligible for reimbursement for administrative costs incurred during the prior year up to a maximum of \$75 per eligible preschool pupil served under section 4410.
9. SED reimburses municipalities for the cost of evaluations separately from the cost of education and transportation. The State Division of the Budget approves county rates for evaluations. Rates are established for each evaluation component based on the county where the approved evaluator is located and the rate in effect on the date the parents gave consent. Evaluation components include one social history, one psychological evaluation, and up to 4 other evaluations (as determined necessary and appropriate by the evaluator) per school year.
10. After the pupil's evaluation has been conducted, the CPSE must complete a STAC-5 evaluation form, request for Commissioner's approval of reimbursement for the cost of evaluation. The STAC-5 should identify the components of the evaluation for which the provider may bill the appropriate municipality. For each school year (July 1 to June 30), providers may bill the municipality once for each evaluation component. The CPSE must sign the STAC-5 and forward 3 copies to the appropriate municipality. Upon review and approval, SED will send an STAC-5A form, approved evaluation components, for each pupil to the responsible school district, the approved evaluator, and the municipality.
11. Chapter 82 of the Laws of 1995 expanded the definition of "approved evaluator" to include a school district or group of appropriately licensed and/or certified professionals associated with a public or private agency approved by the commissioner. An application procedure to become an approved evaluator has been established by the SED Commissioner. The SED Commissioner will be required to periodically review such evaluators and must provide the municipality with the opportunity to comment. The Commissioner has also established a billing and reimbursement system for services provided by evaluators.

Preschool Children Ages 3 & 4 with Disabilities – Section 4410 (*continued*)

CPSE Administrative Cost Claiming - School Districts/Municipalities

Section 4410 of NYS Education Law authorizes school districts to receive reimbursement from counties for reasonable and necessary CPSE administrative costs incurred for preschool students.

The NYSED STAC and Medicaid Unit requires school districts to record administrative expenses in the State Aid Management System (SAMS) (via Schedules 31-34 of their district ST-3 form) for a given school year. The STAC and Medicaid Unit extracts this information from the SAMS system and uploads to the EFRT online system.

Districts must utilize the **DQDAT (4410 Administrative Cost Listing to School District “ACL”)** screen on the STAC Online System to view the Administrative Cost listing and the amount billable to the county. SED no longer mails the district a memo with the breakdown of the CPSE Administrative Costs.

Transportation: Transportation costs are the responsibility of the municipality (county) where the child resides. However, the municipality may contract with the district to provide transportation services.

Forms Required: STAC-1, (STAC-3 Approval), AVL, STAC-5, STAC-5A – See procedures for school district preparation and county submission of STAC forms for pre-school students at the following link: <http://www.oms.nysed.gov/stac/preschool/>

Laws and Regulations: Education Law: Section 4410 (Chapter 243 of the Laws of 1989) & Section 207; Regulations of the Commissioner Part 200

Basic Contribution Pupils

For certain Chapter placements, the State requires the District of Origin to pay only a basic contribution for the child's placement. The remainder of the costs are paid by the State.

For students who reside in a 4201 State-Supported school, the district pays tuition directly to the school and is later reimbursed by the state for the actual cost of tuition per student less the basic contribution.

The following Chapter placements are Basic Contribution Pupils:

Chapter 47:	Pupils Formerly in Office for People with Developmental Disabilities Centers (OPWDD) and Presently in Family Care Home or Community Residence
Chapter 66:	Pupils Residing in Office for People with Developmental Disabilities Centers (OPWDD)
Chapter 348:	Non-Resident Homeless Pupils
Chapter 563:	Pupils Residing in Child Care Institutions (CCI)
Chapter 683:	Incarcerated Youth
Chapter 721:	Pupils Residing in Intermediate Care Facilities (ICF) Pupils Residing in Individual Residential Alternative (IRA)
Chapter 947:	Pupils Residing in Residential Treatment Facilities (RTF)
Chapter 4201:	Pupils Residing in State-Supported Schools

The basic contribution per pupil is equal to the school district's local property and non-property tax levy for the base year divided by the district's base year Fall BEDS public school enrollment of resident students.

The basic contribution (based on the child's FTE) is deducted from the resident district's Foundation Aid (District of Origin) for all chapter students except those enrolled in 4201 schools. It appears as a local share deduction to aid on the General Aid Output Report (GEN) in the year after the child receives services.

See link to SED guidance regarding various basic contribution chapter placements:
http://www.oms.nysed.gov/stac/schoolage/schoolage_placement_summary/home.html

Pupils Formerly Residing in OPWDD Center & Presently in a Family Care Home or Community Residence – Chapter 47

Chapter 47, Laws Of 1977

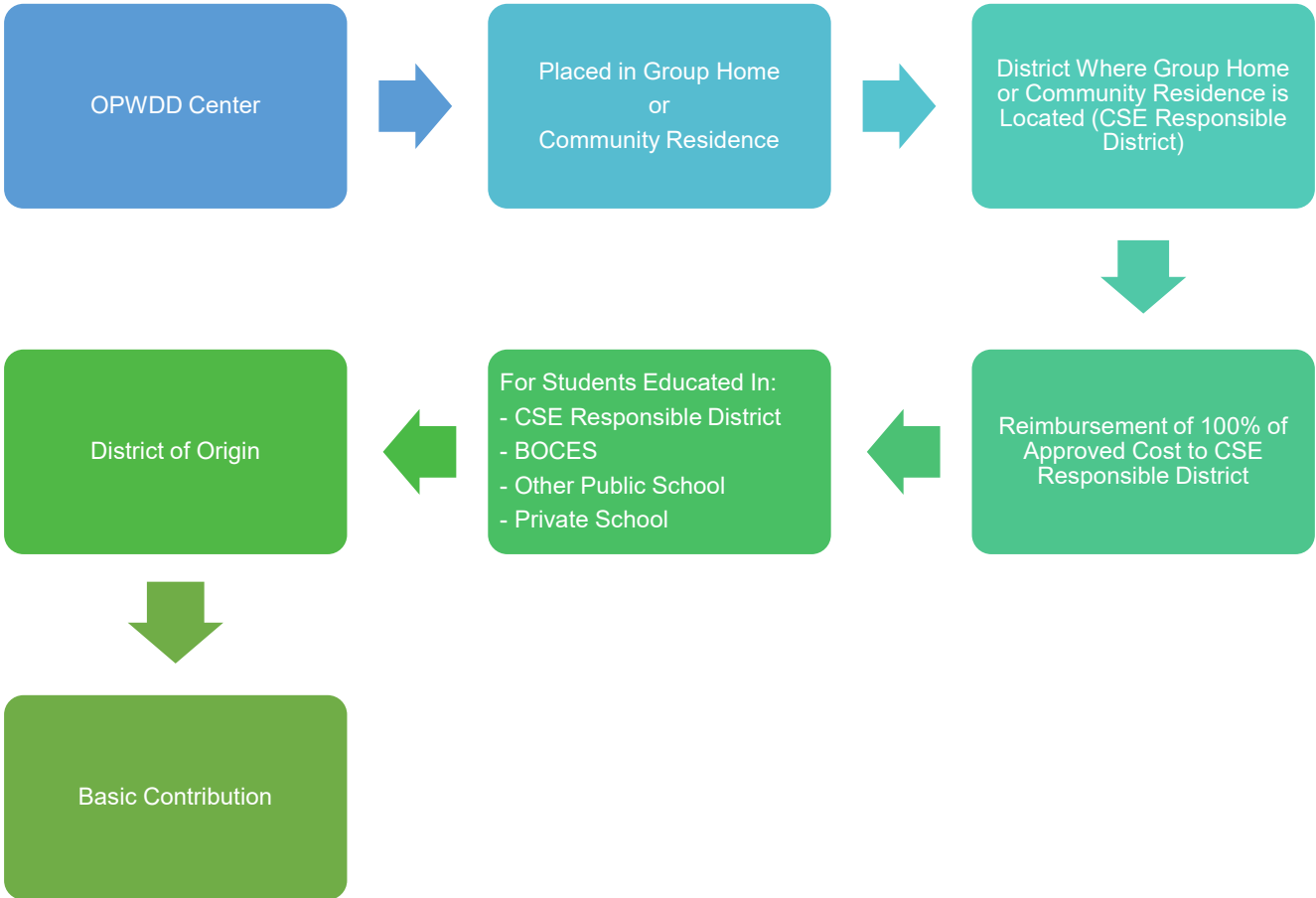
Definition: Pupils placed in a community residence or family care home.

The program may be district-operated, another public school district program, a BOCES program, or a non-residential private school program.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
District Where Center is Located (CSE Responsible District)	CSE Responsible District	Chapter 47 Pupil	100% Reimbursement of Tuition Cost of Educating the Pupil	Current Year
Other Public School District				
BOCES Program				
Approved Non-Residential Private School Program				

NOTE: Aid received for these pupils is considered a deduct in the calculation of Approved Operating Expenditures.

Pupils Formerly Residing in OPWDD Center & Presently in a Family Care Home or Community Residence – Chapter 47 (continued)



Public Placements – Chapter 47 (District, Other Public District or BOCES)

1. The family care home or community residence informs the school district of current location that a student was admitted to the family care home or community residence from a developmental center. The OPWDD submits a STAC-200 to notify SED of the student's name, community residence location and District of Origin.⁶
2. If the student is admitted from a developmental center, SED will reimburse 100% of a public school district's tuition cost for educating disabled children from the OPWDD centers who are residing in a family care home or community residence and receiving public educational services provided by the local public school where the community residence is located.⁷
3. For July and August programs, 20% of the cost of education and transportation is deducted from the District of Residence (District where parents reside on July 1).
4. The cost of such services must be approved by the SED Commissioner. The cost includes all expenditures made for the required services as determined by the CSE, excluding transportation costs.
5. If educational services are provided by the CSE responsible district, the CSE responsible district may obtain the cost from Nonresident Tuition Output Report (NRT) or the district may develop its own tuition charge based on district expenditures and supported by district accounting records.

If the CSE responsible district sends the pupil to BOCES or another district program, the cost should be based on the tuition bill received for the pupil.

6. All pupils must be reviewed by the CSE of the district where the center is located **prior to placement**. SED will pay 100% of the district's approved tuition costs for the child. Tuition costs include routine and normal costs of CSE, administrative overhead (not to exceed 5% of the approved tuition cost), and CSE "unique" costs incurred in processing pupils. To claim these costs, the STAC online system should be used.

⁶ If the student was not admitted to the family care home from a developmental center, the family care home notifies the district of current location of the student and OPWDD notifies the District of Origin.

⁷ If the student was not admitted to family care home from a developmental center, the district of current location (educating district) bills the District of Origin for costs of education less state aid.

Public Placements – Chapter 47 (District, Neighboring District or BOCES) ***(continued)***

7. Separate entries are made into the STAC online system for the 10-month program and the summer program. The cost of the July and August component for a Chapter 47 pupil is reimbursed at 100% under Section 4408 (summer program for students with disabilities). For both the 10-month and the summer program, the district must report the child as a Chapter 47 pupil through the STAC online system.
8. Verification of costs through the STAC online verification is required in order to receive aid for the STACs that are entered.
9. The public school district where the child's parents or legal guardian resided at the time the child was admitted into care and custody of OPWDD is responsible for the basic contribution (district of origin).

Private Placements – Chapter 47

1. The local public school district may recommend that the child be placed in an appropriate private school or special act school district where the family care home or group home is located.
2. The public school district that has CSE responsibility and is responsible for the payment of the tuition cost. SED will reimburse the district with CSE responsibility.
3. To claim reimbursement, the district must use the STAC online system.

Transportation: The district of current location must provide transportation to and from the site where the child is educated. Claim transportation costs for Transportation Aid on the State Aid Form FT and the ST-3. The district providing transportation may bill the district of origin for any unreimbursed transportation expenses.

Forms Required: Non-resident Tuition Output Report (NRT), STAC-1 or STAC-Reapplication, STAC-3 (Approval), STAC-200. All STAC submissions and approvals are online except STAC-200.

(The STAC-200, Notice of Other Agency Placement of Pupils with Disabilities, must be issued by OPWDD for each pupil placement to be eligible for aid. This form should be provided to the district of residence at the time the child was admitted to care, the school district certifying the disability, and the STAC processing unit in SED. A copy of the STAC-200 must be on file with the State Education Department at the time the STAC form is submitted).

Laws and Regulations: Education Law: Section 3202, Subdivision 5a & b; Chapter 47 of the Laws of 1977; Regulations of the Commissioner: Part 200, Part 175, Section 175.6.

Pupils Residing in OPWDD Centers – Chapter 66

Chapter 66, Laws Of 1978

Definition: Pupils with disabilities residing in an Office for People with Developmental Disabilities Center (OPWDD) are provided educational services by the school district where the center is located.

Services include the basic educational program, audiology, counseling, occupational therapy, physical therapy, speech pathology, psychological services, and other appropriate services as determined by CSE.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
District Where Developmental Center is Located	CSE Responsible District	Chapter 66 Pupil	Reimbursement of 100% of Approved Net Cost	Current Year
BOCES				
Other Public School District				

NOTE: Aid received for these pupils is considered a deduct in the calculation of Approved Operating Expenditures.

Public Placements – Chapter 66 (District, Other Public District or BOCES)

1. The developmental center CSE refers the student to the local school district. The OPWDD developmental center submits a STAC-200 to SED and sends copies to the District of Origin and the District of Current Location.
2. SED will reimburse 100% of a public school district's approved net tuition costs for educating pupils with disabilities residing in OPWDD centers, and receiving educational services provided by the local public school district where the developmental center is located. Net tuition costs include all expenditures made for required services prescribed by CSE, exclusive of transportation costs.
3. For July and August programs, 20% of the cost of education and transportation is deducted from the District of Residence (District where parents reside on July 1).
4. The public school district with CSE responsibility utilizes the STAC online system to request reimbursement for costs incurred.
5. SED will pay 100% of the district's net tuition costs for the child. Tuition costs include routine and normal costs of CSE administrative overhead (not to exceed 5% of the approved tuition) and CSE "unique" costs incurred in processing pupils (limited to \$100).
6. Separate STAC online entries must be entered for the 10-month program and the summer program. The cost of the July and August component for a Chapter 66 pupil is reimbursed at 100% under Section 4408 (Summer Program for Students with Disabilities).
7. If the CSE determines that the appropriate placement for the child is an approved private non-residential school, the CSE will report this finding to the developmental center. The center is responsible for the pupil's education, independent of the school district.
8. The public school district where the child's parents or legal guardian resided at the time of placement in the OPWDD developmental center is responsible for the basic contribution (District of Origin).

Transportation: The public school district is not responsible for the transportation costs of such pupils. The cost of transporting pupils from the OPWDD center to the public school is paid by OPWDD. However, the OPWDD center may contract with the school district to provide transportation service.

Public Placements – Chapter 66 (District, Other Public District or BOCES) (continued)

Forms Required: STAC-200, STAC-1, or STAC-Reapplication, AVL, STAC-3 Approval, STAC-200, Non-resident Tuition Output Report. All STAC submissions and approvals are online except STAC-200. (The STAC-200, Notice of Other Agency Placement of Pupils with Disabilities, must be issued by OPWDD for each pupil placement to be eligible for aid. This form should be provided to the district of residence at the time the child is admitted to care, the school district certifying the disability, and the STAC processing unit in SED. A copy of the STAC-200 must be on file with the State Education Department at the time the STAC form is submitted).

Laws and Regulations: Education Law: Section 3202, Subdivision 5, Paragraph C; Chapter 66 of the Laws of 1978; Regulations of the Commissioner: Part 200 & Part 175, Section 175.6

Pupils with Disabilities Placed in Child Care Institutions – Chapter 563

Chapter 563, Laws Of 1980

Definition: Pupils with disabilities placed in childcare institutions (Including Special Act Schools) by Family Court, probation department, Social Services district or by a public school district.

A Child Care Institution is defined as any facility serving thirteen or more children and licensed by the NYS Department of Child and Family Services. The Child Care Institution may operate a school on its campus. (Special Act Districts)

If the child is placed by a public school in a school operated by a childcare institution (Special Act School District.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Special Act School	CSE Responsible District	FTE	Private Excess Cost Aid	Year Following Attendance

If a child is placed by a public agency in a childcare institution and is educated by:

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Public School	District of Residence at the Time Social Services Assumed Responsibility (After June 30, 1981)	Basic Contribution Pupil	No Aid	Tuition is Paid by the Local Social Services District Financially Responsible for the Support and Maintenance of the Child
BOCES				
Special Act School				
Approved Private Non-Residential School				
State-Supported School				
State-Operated School				
Binghamton Children's Unit with SUNY				
Other Programs or Related Services as Approved by the Commissioner and Director				

Public School Placements – Chapter 563

1. The full tuition is charged to the public school district placing the child (CSE responsible district).
2. The placing district (CSE responsible district) receives Private Excess Cost Aid. If the public school district placing the child is not the district of residence, the placing district charges the district of residence a net tuition equal to the cost of educating the child less the Private Excess Cost Aid received.
3. Special act school districts are responsible for establishing a tuition rate for each child placed in their educational program. Special act school districts are considered private schools for aid purposes and the CSE responsible district receives Private Excess Cost Aid.
4. Foundation Aid to Special Act school districts is not available.

Public Agency Placements – Chapter 563

1. Related services may include services such as audiology, counseling, occupational therapy, parent counseling and training, school health services, school social work, physical therapy, speech pathology, medical services, psychological services, other appropriate developmental or correctional service, and appropriate access to recreation or other programs approved by the Commissioner.
2. Tuition in an approved school for programs of up to one full year is paid by the Social Services District financially responsible for the support and maintenance of the child. Tuition rates are established by SED.
3. The Child Care Institution notifies the District of Origin that the student has been admitted to the Child Care Institution by filing an LDSS Form 3424 (School District Notification of Financial Responsibility for Educationally Disabled Foster Child Placed in a Child Care Institution). The LDSS Form 3424 also provides notice to SED, the public school district certifying the disabling condition, and the public school district at admission to care.
4. Tuition for a child placed by a public agency into Blythedale Children's Hospital is paid by the Social Services District where the child resided prior to admittance into the hospital. For a child placed in a Child Care Institution or admitted to Blythedale Children's Hospital: The school district where the child resided at the time the Social Services District assumed responsibility for the child is charged the basic contribution (if the child was placed after June 30, 1981).
5. Financial responsibility for a child presently residing in a foster family home, agency home, or group boarding home placed in a Child Care Institution by a public agency rests with the Social Services District where the child resided when the child first entered into foster care.
6. The district of residence at the time DSS assumed responsibility pays the basic contribution. (District of Origin)
7. The basic contribution will be credited to the Social Services District financially responsible for the child through a procedure that does not involve the school district or the educating institution.

Public Agency Placements – Chapter 563 (*continued*)

Forms Required: STAC-1 or STAC-Reapplication, STAC-3 (Approval), LDSS Form 3424 (School District Notification of Financial Responsibility for Educationally Disabled Foster Child Placed in a Child Care Institution).

Laws and Regulations: Education Law: Chapter 563 of the Laws of 1980 & Chapter 853 of the Laws of 1976, Section 4001-4006; Regulations of the Commissioner: Part 200 & Part 175, Section 175.6

Non-Disabled Pupils Directly Related to Programs and Reporting Systems of Pupils with Disabilities: Incarcerated Youth – Chapter 683

Chapter 683, Laws Of 1986

Definition: The Incarcerated Youth Program provides educational services to youth meeting the following criteria:

- a. Pupil has not received a high school diploma and is under the age of 21.
- b. Pupil is incarcerated in a correctional facility maintained by a county or by the City of New York

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Public School District	Placing District (District in Which the Correctional Facility is Located)	FTE	Lesser of: AOE/TAPU x FTE OR District Annual Instructional Costs for Incarcerated Youth Plus Administrative Costs Not to Exceed 5% of Annual Instructional Costs but Not Less Than \$15,000 Per Year	Current Year – Total Approved Cost (3 Installments of 1/3 Each)
BOCES				

1. The educational program staff enters information into the STAC online system (for eligible youth who request educational services) to begin the process for claiming reimbursement. A STAC-3 is then generated at SED and forwarded to the District of Residence at admission and the public school district where the facility is located.
2. SED will pay aid to the district where the facility is located for educational services it provided to the incarcerated youth and a Basic Contribution deduct will be taken from the state aid of the District of Residence (in the year following the claim).
3. The district where the facility is located must verify students and dates of service using the STAC online system to receive reimbursement for costs incurred.

Non-Disabled Pupils Directly Related to Programs and Reporting Systems of Pupils with Disabilities: Incarcerated Youth – Chapter 683 (*continued*)

The aid formula for 10-month placements is the lesser of:

$(\text{AOE/TAPU} \times 1.25) \times \text{FTE}$	OR	District Annual Instructional Costs for Incarcerated Youth plus administrative costs not to exceed 5% of instructional costs*
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AOE/TAPU: Approved Operating Expense per Total Aidable Pupil Units. Districts can find this on Line 3 of their Public Excess Cost & Excess Cost Aid Setaside Output Report (PUB)

The aid formula for 12-month placements is the lesser of:

$(\text{AOE/TAPU} \times 1.50) \times \text{FTE}$	OR	District Annual Instructional Costs for Incarcerated Youth plus administrative costs not to exceed 5% of instructional costs*
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*With a minimum of \$15,000 per year to each participating school district.

Aid payments are made 3 times annually for current year services (Based on SED reports as of 11/30, 3/31, and 6/30).

The district where the pupil resides at the time of incarceration is responsible for the basic contribution based on the FTE of the child (District of Origin). For children attending 12-month programs, reimbursement to SED equals the basic contribution multiplied by 1.20.

Forms Required: STAC-201/STAC-1 (IY), Automated voucher listing – Incarcerated youth placements, STAC 3 (Approval)

Laws and Regulations: Education Law: Section 3602: Subdivision 35, Section 3202: Subdivision 7, Chapter 683 of the Laws of 1986; Regulations of the Commissioner: Sections 175.37 & 175.6

Children Residing in Intermediate Care Facilities or Individual Residential Alternatives for the Intellectually and Developmentally Disabled (ICF/IRA) – Chapter 721

Chapter 721, Laws Of 1979

Definition: Pupils with disabilities residing in Intermediate Care Facilities (ICF) or Individual Residential Alternatives (IRA) licensed by OPWDD who receive educational services by the school district where the ICF is located (including Temporary Use Beds located in ICF's).

Each ICF or IRA can contract with the Board of Education in the school district where the facility is located to provide special education and related services, including transportation.

Type of Program	District Claiming	Counted As	Aid Generated	Payment
District Where ICF or IRA is Located	CSE Responsible District	Chapter 721 Pupil	100% Reimbursement of the Cost of Educating the Child	Current Year
Another Public School District				
BOCES				
Private School on Non-Residential Basis				
State-Supported or State-Operated School on Non-Residential Basis ⁸				
SED Approved Educational Program Operated by an ICF ⁹	District Where ICF is Located			

***NOTE:** Tuition received by the educating district from the ICF, or tuition received by the CSE responsible district is considered a deduct in the calculation of Approved Operating Expenditures.

⁸ By appointment of State Commissioner of Education

⁹ In instances where the school district where the ICF is located places the child in an SED approved educational program operated by the ICF, the school district is responsible for contracting with and paying the ICF facility for educational services. Prior to the 2006-07 school year OPWDD paid the ICF for educational services directly.

Public Placements – Chapter 721

1. The ICF/IRA notifies the District of Current Location and the District of Origin of the child's placement. The ICF/IRA contracts with the district for educational services and transportation and submits a STAC-200 to SED (with copies to the District of Origin and the District of Current Location).
2. SED will reimburse 100% of the public school district's approved tuition costs for educating disabled children residing in Intermediate Care Facilities (ICF) or Individualized Residential Alternatives (IRA) and receiving public educational services provided by the local public school District where the ICF or IRA is located.
3. For July and August programs, 20% of the cost of education and transportation is deducted from the District of Residence (District where parents reside on July 1).
4. The public school district with CSE responsibility utilizes the STAC online system to request reimbursement for costs incurred.
5. SED will pay 100% of the educational costs, including transportation cost, plus appropriate other related services, administrative overhead charges (not to exceed 5% of approved tuition), and unique costs incurred by the CSE (limited to \$100). Reimbursement is paid to the school district responsible for placement.
6. Separate STAC online entries must be entered for the 10-month program and the 2-month summer program. The cost of the July and August component for a Chapter 721 pupil is reimbursed at 100% under Section 4408 (Summer Program for Students with Disabilities)¹⁰.
7. The public school district in which the child's parents or legal guardian resided at the time the child was admitted for care is responsible for the basic contribution.

¹⁰ There are some Chapter 721 pupils that are reimbursed directly by Medicaid.

Private Placements – Chapter 721

1. The local public school district may recommend that the child be placed in an appropriate private school or special act school district where the ICF/IRA is located.
2. The public school district with CSE responsibility must file a STAC-1 or STAC-Reapplication form for placement of a disabled child in a private school or special act district.
3. The public school district with CSE responsibility must pay the tuition and the cost of transportation and will be reimbursed by SED.

Educational Programs Operated by an ICF – Chapter 721

1. The school district where ICF is located contracts with ICF to provide educational services using the contract form approved by SED.
2. When a child enters the ICF or a child residing in the ICF reaches school age the executed contract must be submitted to SED within 45 days of the placement of the child in the ICF or within 45 days of the child reaching school age.
3. SED will reimburse 100% of the approved educational costs incurred by a school district for educational services provided by the ICF.
4. The public school district with CSE responsibility utilizes the STAC online system to request reimbursement for costs incurred.
5. SED will pay 100% of the educational costs.
6. The public school district in which the child's parents or legal guardian resided at the time the child was admitted to care is responsible for the basic contribution.

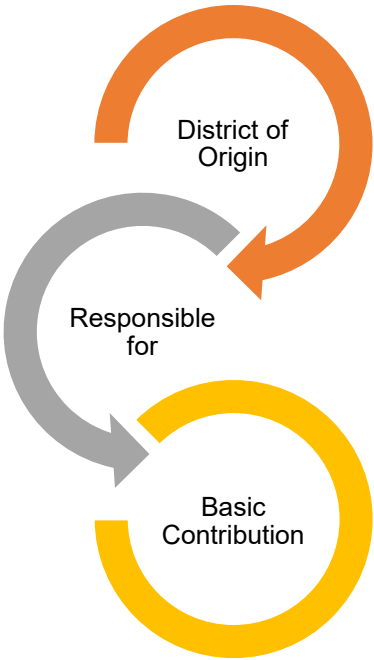
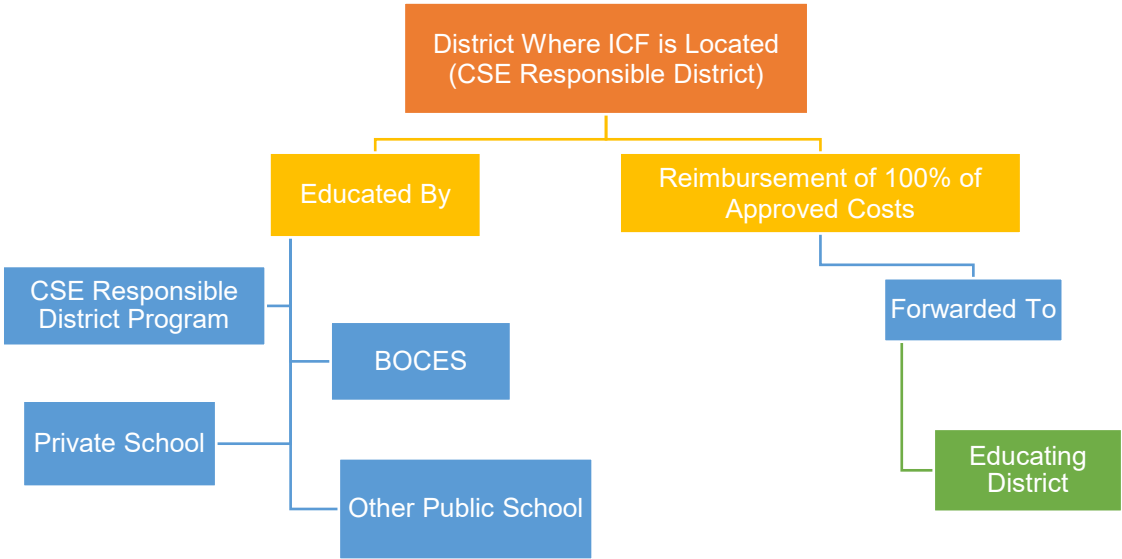
Transportation: Transportation for students residing in an ICF/IRA is provided by the school district where the ICF/IRA is located. The district must report these transportation expenses on the STAC-1 or STAC-Reapplication. The amount received by the school district from the ICF/IRA for transportation is deducted in determining regular Transportation Aid payable.

Forms Required: STAC-1 or STAC-Reapplication, STAC-3 (Approval), STAC-200. All STAC submissions and approvals are online except STAC-200.

(The STAC-200, Notice of Other Agency Placement of Pupils with Disabilities, must be issued by OPWDD for each pupil placement to be eligible for aid. This form should be provided to the district of residence at the time the child was admitted to care, the school district certifying the disability, and the STAC processing unit in SED. A copy of the STAC-200 must be on file at the time the STAC form is submitted to SED).

Laws and Regulations: Education Law: Article 89, Section 3202, Subdivision 5, Paragraph d; Regulations of the Commissioner: Part 175, Section 175.6 & Part 200

Children Residing in Intermediate Care Facilities or Individualized Residential Alternatives – Chapter 721: Payment Chart



Pupils with Disabilities Placed in a Residential Treatment Facility (RTF) by a Public Agency – Chapter 947

Chapter 947, Laws Of 1981

Definition: Pupils with disabilities placed by a public agency in a Residential Inpatient Psychiatric Treatment Facility (RTF) for children and youth under age 21. RTF is defined as a community-based psychiatric inpatient facility designed to provide the level of supervision medical oversight, and psychiatric treatment required by children and adolescents with severe emotional disabilities.

A child placed in an RTF may be provided educational services by one of the following:

Type of Program	District Claiming	Counted As	Aid Generated	Payment
Public School District Where RTF is Located	District Where RTF is Located Claims Aid Via STAC Or District Where RTF is Located Bills Local Social Service District for Tuition	Basic Contribution Pupil	For Child Not in OCFS/DSS Custody – 100% Reimbursement for Cost of Education Or No State Aid for Child in OCFS/DSS Custody or Placed in RTF by Family Court	Aid Paid to District Where RTF is Located Or Local School Service District Pays Tuition to District Where RTF is Located
BOCES				
Another Public School District				
Private School				
Special Act District (Operated by CCI of which RTF is part of)	N/A		N/A	OCFS Pays Tuition to Special Act District Operated by CCI

Pupils with Disabilities Placed in a Residential Treatment Facility by a Public Agency – Chapter 947 (*continued*)

1. When a Child Care Institution contains an RTF and operates a special act school district, the Office of Children and Family Services (OCFS) pays tuition directly to the facility.
2. If the student was placed in the RTF by the DSS/OCFS or the family court; tuition for a child served by a public school district, BOCES, private school, or other facility is paid directly by the Social Services District. The district of current location bills the RTF or DSS for the cost of education and transportation.
3. For students not in DSS/OCFS custody, the RTF refers the student to the district where the facility is located. The RTF notifies the District of Origin by filing a STAC-200 Form: Notice of Other State Agency Placement of Children with Disabilities
4. For students in OCFS custody, OCFS notifies the District of Origin by completing a LDSS 3424 Form, School District Notification of Financial Responsibility for Educationally Disabled Foster Child placed in A Child Care Institution.
5. The school district where the child resided at the time OCFS assumed responsibility for the child is responsible for the basic contribution. (District of Origin)
6. A child in an RTF has educational options similar to those available for a child in a Child Care Institution.

Transportation: Transportation for students residing in an RTF is provided by the school district where the RTF is located. The district bills the RTF or OCFS for the cost of transportation.

Forms Required: STAC-200 for students not in OCFS custody; OCFS Form LDSS 3424 for students in DSS custody.

(The STAC-200, Notice of Other Agency Placement of Children with Disabilities, must be issued by the RTF for each placement of a pupil not in OCFS custody. For students in OCFS custody, OCFS notifies the District of Origin through the LDSS Form 3424).

Laws and Regulations: Education Law: Chapter 947 of the Laws of 1981, Sections 4001-4006; Regulations of the Commissioner: Part 200 & Part 175, Section 175.6

Pupils Attending State–Supported Schools Section 4201

Definition: The public school district that has CSE responsibility or the parents or legal guardians must request that the child receive educational services in a State-Supported school for the blind, deaf, or severely physically disabled in New York State. The pupil's parents can apply directly to SED to place their child in a special school.

Pupils with severe disabilities may receive special education programs provided by a State-Supported school. Pupils who have individualized needs that cannot be met in a school district setting, are eligible and include the following:

- a. profoundly deaf, deaf/blind, or legally blind pupils
- b. pupil is at least kindergarten age or receives a special preschool instructional program
- c. pupil is severely physically disabled and is between ages 3 and 21

Type of Program	District Claiming	Counted As	Aid Generated	Payment
State-Supported School	Parent's or Guardian's District of Current Residence	Basic Contribution	Tuition Reimbursement	Tuition Paid by Public School District then SED Reimburses District for Cost of Tuition Paid Less Basic Contribution

1. Approval must be requested prior to the placement of the child using the STAC-1 or STAC-Reapplication form. The STAC-Reapplication must be filed annually **by the district** for continued placement of the disabled child. Thereafter, the STAC-3 Notice of Approval is issued. School districts deemed financially responsible for 4201 school students pay tuition directly to these schools. SED reimburses the financially responsible school district for the per student cost of tuition less the basic contribution per pupil. The 4201 schools submit STAC forms for new 4201 students, but the school district is responsible for online verification of student attendance. Reimbursement will be paid by the end of the current fiscal year for tuition expenses incurred through December 31st, provided the school district submits a claim to SED on/before June 1st of the current year. The remaining tuition expenses incurred will be reimbursed in the following school years. There is no aid ratio used in this category of reimbursement.

Pupils Attending State–Supported Schools Section 4201 (*continued*)

2. The school district where the pupil's parents or legal guardian resides is responsible for the payment of tuition to the State-Supported schools.
3. State-Supported schools receive support for necessary expenditures for approved programs provided to pupils. The State-Supported schools submit a line-item budget detailing all proposed positions and expenditures to SED on an annual basis. SED reviews all requests and approves an operating budget for each State-Supported school annually.
4. The law requiring districts to pay 56.848% of the maintenance costs for residential placements does not apply to students placed in State-Supported schools. Maintenance costs for children in the State-Supported schools are the responsibility of the State.
5. There is no requirement to file a DCERT for these placements.

Transportation: Claim transportation expenses for Transportation Aid on the State Aid Form FT and the ST-3 and bill any unreimbursed expenses to the District of Origin.

Forms Required: STAC-1 or STAC-Reapplication, STAC-3 (Approval), State Aid Form FT and ST-3

Laws and Regulations: Education Law: Article 85: Section 4201 & Chapter 1060 of the Laws of 1974; Regulations of the Commissioner: Part 200 & Part 175: Section 175.6

Pupils Attending State–Supported Schools Section 4201 (*continued*)

New York State-Supported Schools

St. Francis deSales School for the Deaf, Brooklyn

St. Joseph's School for the Deaf, Bronx.

Cleary School for the Deaf, Nesconset

Henry Viscardi School, Albertson

Lavelle School for the Blind, Bronx

Lexington School for the Deaf, Jackson Heights

Mill Neck Manor School for the Deaf, Mill Neck

New York Institute for Special Education, Bronx

New York School for the Deaf, White Plains

Rochester School for the Deaf, Rochester

St. Mary's School for the Deaf, Buffalo