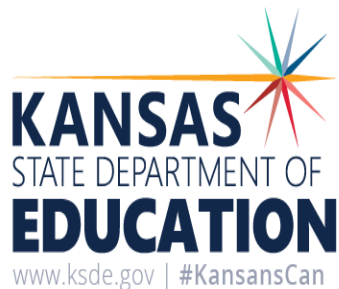




Pieces of the Puzzle



Introduction to Special Education data reporting - MIS

Kansas leads the world in the success of each student.

Modules



1

Module One – Introduction to MIS reporting
log in, access

2

Module Two – Getting started
Navigation, Calendar, Building information, Directory - Building
association, Class minutes, settings, Providers

3

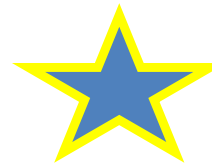
Module Three – Student data
Entering and exiting student records

4

Module Four – Verifications and reports

5

Module Five – State Funding



6

Module Six – Closing the school year

7

Module Seven – Other related topics



Module Five

State Funding



Module 5 Objective

- Introduce the how a student can qualify for additional state funding and how an organization can claim these funds through MIS data reporting.
 - Non-Public Equivalency (NPE) funding
 - Catastrophic Aid funding
- Module five corresponds to Parts XI – XII in the SPEDPro User guide
- See the NPE and Catastrophic Aid sections of the Data Dictionary for business rules and reporting requirements.
- See the SPEDPro User guide for data entry instruction.



State Funding



Non-Public Equivalency

A student may qualify for NPE reimbursement under two conditions

1. The student receives IEP services under contract from a private nonprofit corporation, public or private institution. Service providers at the NPE program do not receive categorical aid reimbursement.

Example – The student is placed in a program outside of any public school system. Qualified NPE programs include, but are not limited to:

Heartspring, Summit Behavioral Services ,
Prairie View, Cornerstone of Care – Ozanam, Gillis Center, Niles Prep
Milestones Academy, Children's Center For Visual Impairments (CCVI)





State Funding

Non-Public Equivalency

A student may qualify for NPE reimbursement under two conditions
2. The Kansas School for the Blind or Kansas School for the Deaf summer session only.

NPE data entry is accessed from the student record by clicking the NPE Contract link on the Navigation pane.

Student Search

- Student List
- Student Form
- IEP List
- Catastrophic Aid Form
- NPE Contract**

Building Information

- Calendar List
- Minutes
- Settings List

Student Form

Student Search Profile List IEP List

KIDS ID: 2535946963 Name: Clarke, Larissa Kendall
Local Record ID: ?? Date of Birth: 04/02/1993
School Year: 2017 - 2018 Sped Grade Indicator: 12

Hispanic: No
KIDS Race: White
KIDS Gender: F
OSEP Race/Ethnicity: W
OSEP Disability:
OSEP Environment (12/1):

Table 1 (12/1):
Table 4 (exit):
Table 5 (discipline):

LEA/Schools/Student Information

School Year: 2017 - 2018
LEA: D0616 - Doniphan Co Education Coop
Assign Child: USD 111 - Doniphan West Schools
Neighborhood: 0200 - Doniphan West JR/SR High School
Sped Grade Indicator: 12



State Funding

Non-Public Equivalency

Click the New button, the form appears on screen, click new for each contracted service and enter each contracted service individually and save

NPE Contract

Student Search	Profile List	Student Profile	
KIDS ID:	1851985689	Name:	Won, Isabella Alecia
Local Record ID:	2481615	Date of Birth:	04/13/2006
School Year:	2021 - 2022	Sped Grade Indicator:	10
		Hispanic:	No
		KIDS Race:	White
		KIDS Gender:	F



New

Enter the Payment LEA,
contracted agency, provider &
license code, service code
Enter the hours of service for
the school year and the service
start and end dates. Repeat for
each service provided.

Save the completed form

KIDS ID:	1851985689	Name:	Won, Isabella Alecia
Local Record ID:	2481615	Date of Birth:	04/13/2006
School Year:	2021 - 2022		10
		Hispanic:	No
		KIDS Race:	White
		KIDS Gender:	F
		OSEP Race/Ethnicity:	W
		OSEP Disability:	
		OSEP Environment (12/1):	
Table 1 (12/1):			
Table 4 (exit):			
Table 5 (discipline):			
IEP:	05/22/2021 (#17519)		
Payment LEA:	D0616 - Doniphan Co Education Coop		
Agency:	Gillis Center		
Provider:	Find Remove 9876543141 - Cricket, Jimmy		
License Code:	IR - Interrelated Program		
Service:	AM - Autism		
Hours:	1022		
Start Date:	07/01/2021		
End Date:	06/30/2022		
Save and Back Save Cancel			

NPE Contracted Services

State Funding

Non-Public Equivalency

Additional guidance:

NPE services can be reported for the entire school year. July 1 – June 30. The service location and providers would be the same as the MIS service lines. The MIS service lines would only list regular term services.

The Payment LEA is the special education organization paying the contracted services. Coops and Interlocals are typically billed rather than the “Home” district.

Contact KSDE for guidance for entering NPE providers into SPEDPro



State Funding



Non-Public Equivalency

Special requirements for KSSB & KSSD summer session.

A KIDS record is required to create a student profile at the LEA level. Request a KIDS record from KSSB or KSSD listing a USD school or central office as the funding school.

Only report the KSSB & KSSD summer session on the NPE form. Services provided during the regular term will not be accepted

Do not enter an IEP or service lines in the MIS record. Create a student profile and NPE claim only.



State Funding



Non-Public Equivalency

Are there forms that assist with data entry?.

Yes, Non-Public Equivalency contracts are posted on the special education fiscal resources > Categorical aid page at KSDE.org

The contracts are designed to align with the SPEDPro entry form.

Non-Public Equivalency claims are made in terms of Hours of service.

When converting minutes of service on an IEP to hours of service of NPE claims, round any fractional hours up to the next whole hour.



State Funding



Catastrophic Aid

A student qualifies for catastrophic aid reimbursement if the cost of providing special education services exceeds twice the per teacher entitlement for categorical aid from the prior school year. Typically, around \$60,000.

The Catastrophic aid claim form can be accessed from the student's IEP list page

IEP List

[Student Search](#)[Profile List](#)[Student Profile](#)[Catastrophic Aid](#)

KIDS ID: 6726173857
Local Record ID: 2481489
School Year: 2023 - 2024

Name: **Alires, Vince Hughie**
Date of Birth: 08/24/2013
Sped Grade Indicator: Fifth Grade





State Funding

Catastrophic Aid

The Catastrophic Aid claim form is designed to replicate the claim form posted at www.ksde.gov. Data from the hard copy must be typed into the form in SPEDPro.

Status:	In Progress
Payment District:	D0616 - Doniphan Co Education Coop

IEP Service Lines					
IEP Date	Setting	Service	Start Date	End Date	Service Location
5/18/2023	M	SE	8/17/2023	5/16/2024	1881 - Heartspring

Hide Questions

- Describe the student's unique or severe physical, mental, social, emotional or educational characteristics that require additional costs.
- Justify the cost of the services / placement, as specified in all of the student's IEPs in effect during the current school year, explaining why the student needed the services/placement.
- If your district is contracting with another school district or private agency for provision of the services / placement as specified in all IEPs addressing services in the current school year, justify the cost of contracting with the other school district or private agency. List the name of all contracted agencies, hospitals, schools, mental health centers etc.

The first section are 3 questions justifying why the additional cost are needed.



State Funding



Catastrophic Aid

The second section itemizes the total cost accrued over the school year by category. Round all cents up to the next highest dollar

1000 INSTRUCTION		
Testing Blank Category Name Change		
100	Personnel Services - Salaries	35000
200	Employee Benefits	0
250	Test Detail 2	0
300	Professional and Technical	0
400	Purchased Property Services	0
500	Other Purchased Services	0
600	Supplies and Materials	0
700	Equipment	0
800	Debt Service and Misc	0
		35000

2000 SUPPORT SVCS		
2100 Support Svcs Student		
100	Personnel Services - Salaries	28500
200	Employee Benefits	0
300	Professional and Technical	0
400	Purchased Property Services	0
500	Other Purchased Services	0
600	Supplies and Materials	0
700	Equipment	0
800	Debt Service and Misc	0
		28500





State Funding

Catastrophic Aid

The third section itemizes other funding sources the student generated during the school year. These are reported as Deduction. Round all cents up to the next highest dollar.

Total	Expenditures:	63500
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Deductions from Special Education Expenditures		
D.1	Special Education Transportation	0
D.2	Categorical Aid - Students proportionate share	0
D.3	Federal VI-B funds - Students proportionate share	560
D.4	Federal Medicaid Funds received for this student	0
D.5	State Medicaid Replacement Funds received for this student	0
D.6	All other State or Federal aid	1120

Total Deductions:	1680
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Per Student Minimum:	60000	Net Cost:	61820
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The net cost is the total amount claimed for reimbursement.



State Funding

Catastrophic Aid

Are there any forms for data entry?

Yes, Catastrophic Aid are posted on the special education fiscal resources > Categorical aid page at KSDE.org

What is the last step of the process after claims have been submitted?

KSDE reviews the Catastrophic Aid claims for approval.

Invoices, NPE contracts and copies of provider's license are kept locally in preparation for the KSDE fiscal auditors.



State Funding

NPE & Catastrophic Aid



Dates and Deadlines

NPE and Catastrophic aid claims are submitted during the month of April. The collection closes on April 30.

In early May, school finance processes each claim. Reimbursement is made on the final Categorical aid voucher in June.



State Funding

NPE & Catastrophic Aid

Notes:

Many catastrophic students participate in a qualified NPE program. Claiming both NPE and Catastrophic aid will result in a higher reimbursement even with the NPE deduction.

KSDE will review all catastrophic claims. Those claims which do not match to the MIS data reported will not be approved until the catastrophic claims and MIS align.

Claims with a net cost less than the minimum will not be approved.

Contact the SPEDPro help desk with any questions



MIS Contact

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