

Safety Net Overview Training

2023–24



Washington Office of Superintendent of
PUBLIC INSTRUCTION

What is Safety Net?

- Funding available to Local Education Agencies (LEAs) that show need for additional special education funding
- Two types of funding:
 - High-Need Individual – Based on individual student need
 - Community Impact – An LEA factor that is beyond the control of the LEA.
- RCW 28A.150.392
- WACs 392-140-600 – 685



Important Dates

Deadline for Receipt of Application at OSPI	Type of Application	Oversight Committee Meeting Date	Meeting Location
March 8, 2024	High-Need Individuals (HNI)	June 20–21, 2024	Zoom
May 10, 2024	HNI (Updates Only) and Community Impact (CI)	June 20–21, 2024	Zoom
	Final Verification & Award Meeting	August 8, 2024	Zoom



May 10 Deadline

Only intended for:



Community Impact Applications



High-Need Individuals: enrolling after deadline



High-Need Individuals: significant change in placement



High-Need Individuals: extended school year (ESY)



Bulletin and Instructions

- Bulletin - posted on OSPI website (<https://ospi.k12.wa.us/about-ospi/bulletins>)
- Instructions on how to apply - posted on the Safety Net website (<https://ospi.k12.wa.us/policy-funding/special-education-funding-and-finance/applying-safety-net-funding>)

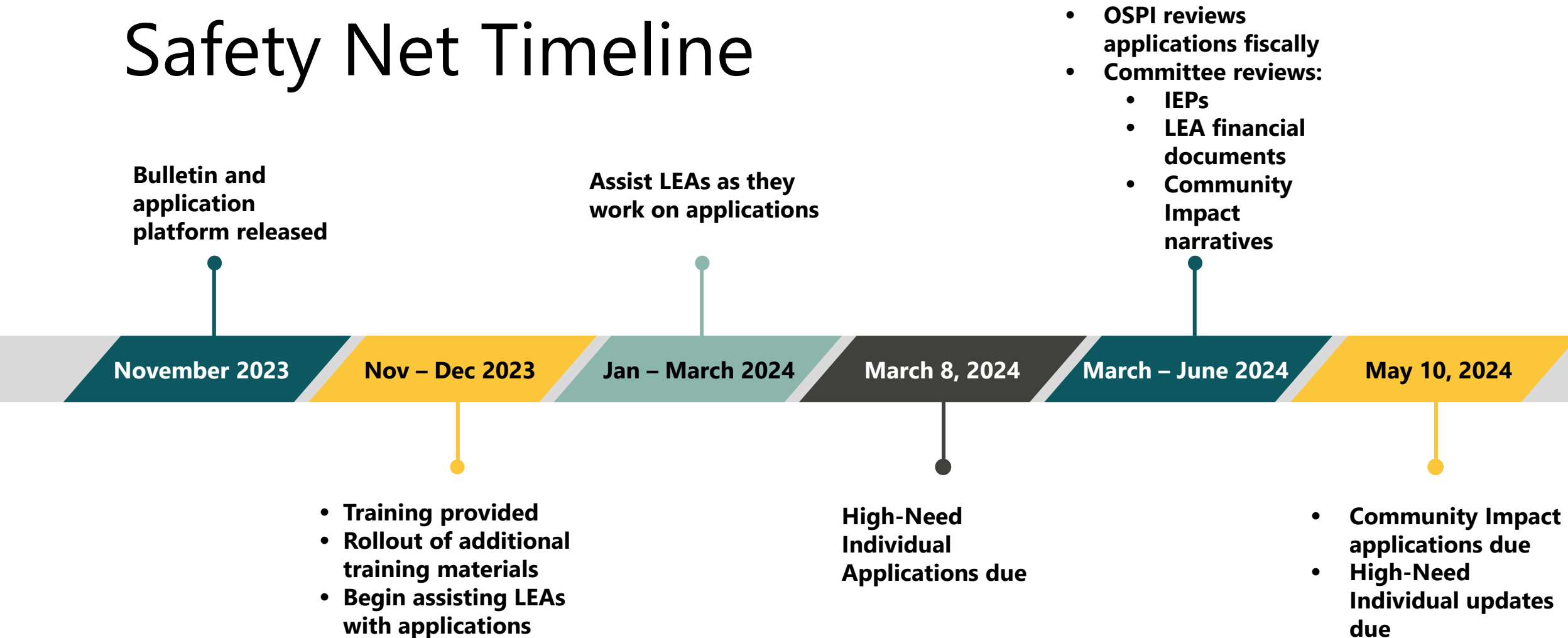


New this year!

- Rollout of application platform
- Tiered thresholds
 - < 1,000 FTE = \$35,598
 - > 1,000 FTE = \$39,158
- Exception reports no longer required for submission
- Proration percentages reduced



Safety Net Timeline



Safety Net Timeline (cont.)

- Committee votes on conditional awards
- OSPI sends award letters to LEAs

- Committee votes on final awards
- State/Federal split
- OSPI sends award letters to LEAs

Year-end financial data used to ensure LEA capacity.

June 2024

July 2024

August 2024

September 2024

December 2024

- Reconsideration window
- LEAs submit final verification data
- OSPI verifies LEA capacity

- Survey sent to applicants
- Work begins on 24-25 application



Certification

Costs attributable to:

- LEA philosophy,
- Service delivery choice, or
- Accounting practice

Not legitimate basis for Safety Net

- Funding is not an entitlement
- Funding is subject to adjustment and recovery
- Funding may not be available in future years

- Costs associated are associated with providing direct special education and related services for high-need individual applications

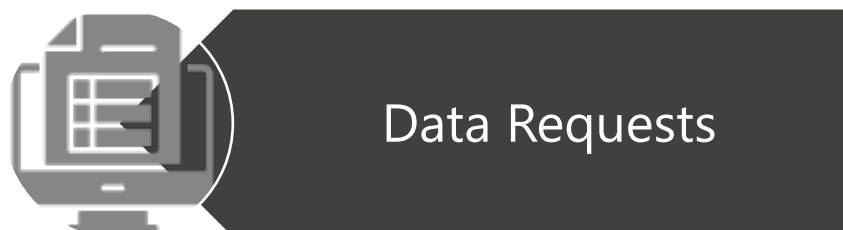
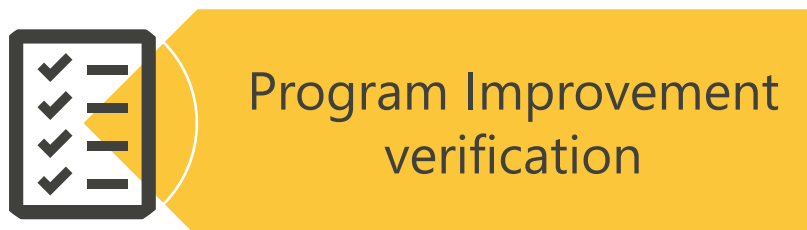
- LEA's program is operated in a reasonably efficient manner
- LEA must be making a reasonable effort to provide appropriate services for students in need of special education

- Federal Safety Net cannot be used for costs that would otherwise be covered by Medicaid

- LEA cannot have any unresolved audit issues related to special education.



Other Interested Parties



Demonstration of Capacity

- LEA level
- Calculated on Worksheet A
- Included with both High-Need Individual and Community Impact
- Compares special education expenditures and revenues
- If special education expenditures exceed revenues there will be demonstrated capacity
- Not a guarantee of funding



High-Need Individuals: Worksheet C

- Used to cost out services in the IEP
- Relies on quantification of services in the IEP
- Data needed:
 - Student demographic data
 - Days in school year
 - Teacher base salary and November caseload
 - Classified staff hourly rates
 - Related service provider base salary and contract hours
 - Contracted staff hourly rate
 - Minutes per week (from IEP) student is served (direct service minutes)



High-Need Individuals: Unallowable Costs

- The following are costs that are not eligible for Safety Net funding. This list is not exhaustive.
 - Construction costs
 - Costs not coded to a special education program (21, 24, 26, 29)
 - Consultant costs (not direct services to the student)
 - Teacher training
 - Provider travel to and from work (bus paras traveling with student are allowable)



High Need Individuals: Medicaid

- If your LEA bills for Medicaid and student is Medicaid eligible:
 - Complete the Medicaid Reimbursement Calculator (posted on website)
 - Provider not eligible?
 - complete the Medicaid Provider Eligibility Verification (posted on website)
 - Medicaid reimbursement Calculator is not required to be completed for provider
- If your LEA does not bill for Medicaid and student is Medicaid eligible:
 - Per WAC 392-140-60120 there will be an adjustment for LEAs not billing for Medicaid.



High-Need Individuals: IEP Reviews

- IEP reviews will focus on the following areas of the current IEP developed by a team of required members:
 - Measurable Annual Goals (MAGs)
 - Summary of Service Matrix
 - Signed Emergency Response Protocols (ERP)
 - Behavior Intervention Plans (BIP)
 - Overall transition components, including Courses of Study and Postsecondary Goals



High-Need Individuals: Prorating

- If an IEP does not meet requirements, the application will be prorated.
- For each area identified, the application will be prorated by 5%.
 - 1 area: 95%
 - 2 areas: 90%
 - 3 areas: 85%
 - 4 or more areas: 80%



What to Include: High-Need Individuals

Forms within EGMS application:

- ★ Worksheet A
- ★ Worksheet A Budget Reconciliation, if applicable
- ★ Worksheet C Student Overview
- ★ Worksheet C IEP Staff and Other Staff Costs, if applicable
- ★ Worksheet C ESY Staff and Other Staff Costs, if applicable
- ★ Special Education – Safety Net Certification

File attachments in EGMS:

- ★ IEPs in effect for the school year
- ★ Billing Percentage Calculator for Contracted 1:1 Providers, if applicable
- ★ Medicaid Reimbursement Calculator, if applicable
- ★ Transportation Cost Calculator, if applicable
- ★ POs, Contracts, and invoices for contracted providers or services
- ★ November Caseload Reports
- ★ One LEA calendar, one calendar for each out of LEA placement

High-Need Individuals: May 10 Deadline

- Use Smartsheet to request unlock of application (<https://app.smartsheet.com/b/form/01fed205aa3949bfa7f0a793125901e3>)
- For applications initially submitted in March
 - Update Worksheet C forms in EGMS
 - Add student's new IEP or IEP amendment
 - Add any POs, contracts or invoices applicable to the adjustment
- For a student not included in March submission:
 - Create a new student application in EGMS



Community Impact

Applications due
May 10

For LEAs above the
15% funding index.

Cannot include
students for whom
the LEA receives
state special
education funding

LEAs must identify a
quantifiable factor
that is beyond the
control of the LEA.

Three steps:

- Identify factor
- Present Data
- Quantify

All state funding
(Revenue 4121)



Community Impact: 1. Identify Factor

- Identify the factor and make your assertion.
 - demographic, environmental, sociological, or other factor(s) that is causing the LEA to be over the 15% funding cap.
- Example:
 - The LEA is disproportionately impacted with students eligible for special education who are placed in foster care facilities/homes within the boundaries of the LEA.



Community Impact: 2. Present Data

- Present student enrollment data, including SSID numbers, attributed to the factor.
- Provide appropriate comparisons to surrounding LEAs or LEAs of like size throughout the region or state, and statewide data.
- Data included in application may include:
 - LEA enrollment
 - Special education enrollment (K–21)
 - Special education percentage
 - Number of students in foster care receiving special education services
 - Number of students in foster care receiving special education services above what you would anticipate



Community Impact: 3. Quantify

- Use the Community Impact Cost Calculator form to calculate the cost associated with the factor.
- Uses the funding formula to calculate the revenue the LEA would get if not for the funding cap.

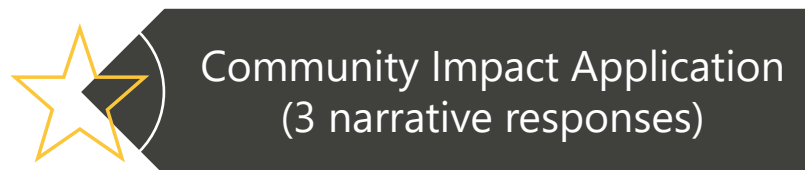
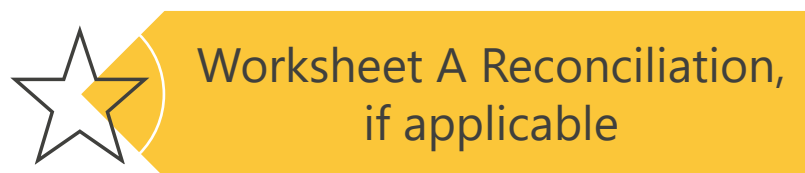
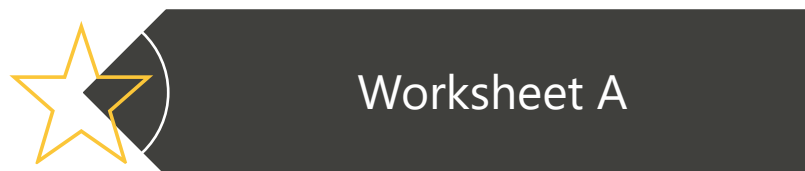
Community Impact

- Successful applicants demonstrated capacity and identified and quantified a specific factor that created a disproportional representation of students with disabilities receiving special education services causing an adverse fiscal impact.
- Some examples – Military Bases, group homes, foster care, residential facilities.

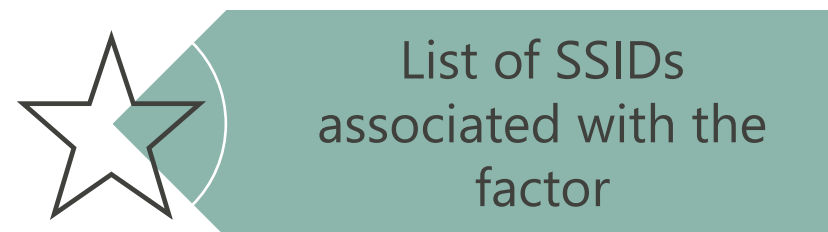


What to Include: Community Impact

Forms within EGMS application:



File attachments in EGMS:



How to Submit

- Submit High-Need Individual applications through EGMS Announcement AN-OSPI-1834
- Submit Community Impact applications through EGMS Announcement AN-OSPI-1835



After Submission

- Committee members are assigned IEPs or Worksheet As for review
- Committee members review Community Impact applications
- OSPI staff review costs submitted on High Need and Community Impact applications
- OSPI staff may follow-up with applicants
- Summary documents are prepared for the Committee meeting

June Conditional Award Meeting

- Committee members review summary documents and vote on conditional awards
- After the meeting OSPI sends conditional award letter
 - Details what is needed for final award

Verifying Final Awards

- In July LEAs submit:
 - expenditure reports through July
 - ESY certification, if applicable
 - requests for review and reconsideration, if applicable
- Final Worksheet A is completed
- Committee members review reconsiderations, if applicable
- Adjustments are made based on ESY, student exit data, and reconsiderations
- Summary documents are prepared for final award meeting



Requests for Review and Reconsideration

- Window for requests is 20 days from the date of the conditional award letter
- Submit in writing (email OK, use EGMS for secure student info)
- Complete Smartsheet form to notify OSPI
(<https://app.smartsheet.com/b/form/da6032a26639477c8d0be2f1992d1728>)
- See WAC 392-140-656 for more details
(<https://app.leg.wa.gov/WAC/default.aspx?cite=392-140-656>)



August Final Award Meeting

- Committee members review summary documents and vote on final awards
- The state/federal split is determined at the LEA level
- OSPI prepares final award notifications



State and Federal Funds

- The State/Federal split is determined after final awards are made
- State funds are distributed through apportionment

- Federal funds require submission of a budget in EGMS
- Once approved in EGMS, LEAs need to JV expenditures to Safety Net and claim the funds through the grant claiming system.

Training Materials

- We are currently working on additional training materials.
- A training schedule will be available on the Safety Net website
- If you would like to set up time for a one-on-one training with your LEA contact safety.net@k12.wa.us to request.



Questions

- Safety Net team:
 - Amber O'Donnell
 - Sarah Kahne
 - Jess Inocencio
- Email safety.net@k12.wa.us or call 360-725-6075





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