



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: Superintendents and Special Education Contacts/Directors
FROM: Dr. Rene Axtell, Assistant State Superintendent, Special Education Service
DATE: February 28, 2014
SUBJECT: High Need Student(s) Application

As you may know, the Individuals with Disabilities Education Act (IDEA) of 2004 granted states the flexibility to set aside a percent of the funds reserved for state-level activities to establish a funding mechanism that would reimburse local educational agencies (LEAs) for costs of high need students with disabilities. The Oklahoma State Department of Education (OSDE), in collaboration with a group of stakeholders, has developed an application process to reimburse LEAs for the excessive costs of high need students for the 2014-2015 school year.

TIER II includes funding for high need students with excessive costs to the LEA that are served by the district. To qualify for Tier II funding, 1) the expenses for the high need student must be at least three times the average per pupil expenditure in Oklahoma, and 2) the total cost of all high need students in the LEA must be at least ten percent (10%) of the LEA's 2012-2013 ODEA Flow-Through allocation. LEAs meeting these criteria should mail a completed application (including certification application, request summary, a completed high need student application, the current Individualized Education Program(s), and invoices for all expenses claimed) to Ms. Karen Howard, Finance Coordinator, Special Education Services.

Application materials are located on the Special Education Services page of the OSDE web site, www.ok.gov/sde. The deadline for submission of application materials is Friday, July 25, 2014. Reimbursement will be considered for all expenses over ten percent (10%) of the LEAs 2012-2013 IDEA Flow-Through allocations. Please note, however, that reimbursement for high need students in TIER II may be prorated based on the number of applications received and available funding.

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[HTTP://WWW.OK.GOV/SDE/](http://www.ok.gov/sde/)

Thank you for your assistance in this endeavor. Please contact Karen Howard, Finance Coordinator, at (405) 521-3587, or by e-mail at Karen.Howard@sde.ok.gov if you have any questions about the application procedure.

RA:kh

Cc: Cynthia Valenzuela, Executive Director of Compliance, Data and Finance
Anita Eccard, Director of Financial Planning

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