



**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 Services

**DATE:** May 7, 2012

**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 2012-2013 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 2011-2012 IDEA 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. Pam Kimery, Project Coordinator, Special Education Services.

Application materials are located on the Special Education Services page of the OSDE Web site, <[www.ok.gov/sde](http://www.ok.gov/sde)>. The deadline for submission of application materials is Friday, July 27, 2012. Reimbursement will be considered for all expenses over ten percent (10%) of the LEA's 2011-2012 IDEA Flow-Through allocation. Please note, however, that reimbursement for high need students in Tier II maybe prorated based on the number of applications received and funding available.

Thank you for your assistance in this endeavor. Please contact Pam Kimery, Project Coordinator, at (405) 522-3246, or by e-mail at <[Pam.Kimery@sde.ok.gov](mailto:Pam.Kimery@sde.ok.gov)> if you have any questions about the application procedure.

RA:pk

cc: Ms. Anita Eccard, Associate State Director, Special Education Services  
Dr. Bob Neel, Executive Director of Accreditation Standards  
Lisa Endres, General Counsel