



Office of the



State Superintendent of Education

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**June 8, 2012**

TO: Local Education Agency Leaders

FROM: Amy Maisterra, Assistant Superintendent

RE: *Funding for Public Schools and Public Charter Schools Amendment Act of 2011*

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Please find attached the Office of the State Superintendent of Education (OSSE) Division of Specialized Education's *Guidance for Changes and Requirements of the Funding for Public Schools and Public Charter Schools Amendment Act of 2011, Local Educational Agency (LEA) Individuals with Disabilities Education Act (IDEA) Maintenance of Effort (MOE) reporting requirements, and the IDEA MOE Spreadsheet.*

### ***Background***

The *Funding for Public Schools and Public Charter Schools Amendment Act of 2011* makes significant changes to the way District of Columbia Public Charter Local Education Agencies (LEAs) and the District of Columbia Public Schools (DCPS) spend and track the Uniform Per Student Funding Formula (UPSFF) funding they receive annually to support students with Individualized Education Programs (IEPs). This law also establishes reporting requirements and enforcement mechanisms for LEAs that do not meet "maintenance of effort" (MOE) requirements under Part B of the Individuals with Disabilities Education Act (IDEA).

This law requires all public LEAs within the District of Columbia receiving Special Education Payments (local funds) and federal grant funds under IDEA, regardless of whether they have elected DCPS as their LEA for special education purposes, to meet the IDEA, Part B MOE requirement to spend the same amount of state and/or local money on the education of children with IEPs from year to year.

### ***Purpose***

The purpose of this guidance is to further explain (1) the *Funding for Public Schools and Public Charter Schools Amendment Act of 2011*; (2) the Individuals with Disabilities Education Act (IDEA), Part B Maintenance of Effort (MOE) requirement; and (3) how these two acts are related.

The Office of the State Superintendent of Education would like to simplify and standardize the calculation of IDEA MOE, in order to achieve consistency from year to year. Only the items requested in the *IDEA MOE Spreadsheet* forms should be included in the IDEA MOE calculation. Further instructions may be found in the *IDEA MOE Spreadsheet*.

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To be in compliance, the MOE total from the previous year must be equal to or greater than MOE total from the second previous year.

Next steps and important deadlines:

1. Read the guidance.
2. Read the “Instructions” tab in the *IDEA MOE Spreadsheet*.
3. Complete the *IDEA MOE Spreadsheet* as required in the instructions.
4. Save the file with the following naming convention:  
[\[YOUR.LEA.NAME\]\\_IDEA\\_MOESpreadsheet .MM.DD.YY](#) (date of submission)
5. Have the LEA’s authorized official sign each of the seven worksheets in the *IDEA MOE Spreadsheet* that require a signature.
6. Scan these seven worksheets and save them with the following naming convention:  
[\[YOUR.LEA.NAME\]\\_Signed\\_IDEA\\_MOESpreadsheet .MM.DD.YY](#) (date of submission)
7. Submit a soft copy (excel version) and a signed scanned PDF version of the completed spreadsheet to [OSSE.DSE-PartBFinance@dc.gov](mailto:OSSE.DSE-PartBFinance@dc.gov) by **Friday, July 13, 2012**.

OSSE is hosting a webinar to answer questions and offer further technical assistance on **Wednesday, June 13, 2012 at 3:00pm**. Please select the following link to register for the upcoming webinar <https://www2.gotomeeting.com/register/124212346>.

Proper and timely submission of the completed *IDEA MOE Spreadsheet* is important, as it will be an element in your LEA’s Annual Part B IDEA Determination.

Thank you in advance for your prompt attention. If you have any questions or concerns, please do not hesitate to contact Zita Rostás at 202-741-0272 or [zita.rostas@dc.gov](mailto:zita.rostas@dc.gov) or Faith Leach at 202-741-5091 or [faith.leach@dc.gov](mailto:faith.leach@dc.gov).