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| **MASSACHUSETTS DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION** |
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| **NOTICE OF INTENT TO USE FEDERAL SPECIAL EDUCATION ENTITLEMENT FUNDS FOR COORDINATED EARLY INTERVENING SERVICES (CEIS)\* OR COMPREHENSIVE COORDINATED EARLY INTERVENING SERVICES (CCEIS)** ***\*CEIS was referred to formerly in Fund Code 240 applications as Coordinated Instructional Support Services*** |
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| **ELIGIBILITY** |
| **VOLUNTARY USE**Districts with 2016 special education determination levels of Meets Requirements (MR), Meets Requirements-Provisional (MR-P), and Meets Requirements-At Risk (MRAR) are eligible to elect to use federal special education entitlement funds for **coordinated early intervening services (CEIS**).Districts with 2016 special education determination levels of Needs Technical Assistance (NTA), Needs Intervention (NI), or Needs Substantial Intervention (NSI) are ***not*** eligible to elect to use federal special education entitlement funds for CEIS. **REQUIRED USE**All districts, regardless of special education determination level, may be required to use federal entitlement grant funds for **comprehensive coordinated early intervening services (CCEIS)** if identified by the ESE as having significant disproportionality in identification, placement, or discipline of students with IEPs. |
| **PART I - GENERAL INFORMATION**  |
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| The Individuals with Disabilities Education Act (IDEA) permits, and sometimes requires, local educational agencies (LEAs) to use Part B funds for coordinated early intervening services (CEIS). IDEA regulations at [34 CFR § 300.226](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title34/34cfr300_main_02.tpl) permit an LEA to use up to 15% of Part B funds (Fund Code 240) to develop and implement CEIS. Coordinated early intervening services are for students who have not been identified as students with disabilities under IDEA but who are determined to need additional academic and behavioral supports to succeed in general education.IDEA regulations at [34 CFR § 300.646(b)(2)](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title34/34cfr300_main_02.tpl) require an LEA to reserve 15% of Part B funds for CEIS when it has been determined to be a district with significant disproportionality. Such LEAs must provide comprehensive CEIS particularly, but not exclusively, to students in those groups that were significantly over identified.CEIS may be used for students in kindergarten through grade 12, with a particular emphasis on students in kindergarten through grade 3 and include:* Professional development for teachers and other school staff for the delivery of scientifically based academic instruction and behavioral interventions, including scientifically based literacy instruction and instruction in the use of adaptive and instructional software, and
* Providing educational and behavioral evaluations, services and supports.

Any LEA that uses Part B funds for CEIS must annually report to the state education agency on:* The number of students served by coordinated early intervening services, and
* The number of students served by coordinated early intervening services who subsequently receive special education and related services during the preceding two-year period.

IDEA CEIS funds may be used to supplement, but not supplant, activities funded with and carried out under the Elementary and Secondary Education Act (ESEA). Beginning in school year 2018-2019, ESE will be applying new federal rules governing the requirements for district implementing required coordinated comprehensive early intervening services (CCEIS) in response to identification of disproportionality in identification, placement, and discipline based on race and ethnicity. The state will require the districts to reserve the maximum amount of funds under this section to provide comprehensive coordinated early intervening services, particularly to children in those groups that were significantly overidentified. Nothing in this section shall be construed to limit or create a right to FAPE under the provisions of IDEA. Each district that utilizes up to 15% of Fund Code 240 to support CEIS shall annually report to the ESE the total amount of:* The number of students served by coordinated early intervening services, and
* The number of students served by coordinated early intervening services who subsequently receive special education and related services during the preceding two-year period.

The MA Special Education Planning and Policy Development Office will contact participating districts to collect annual reporting data.  |
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| A. Applicant Agency (Legal Name of Agency) ORGANIZATION NAME |  |
| B. Address (Street, City/Town, Zip Code) |  |
| C. Name of Person Completing This Report | Name |   |
| Title |   |
| Phone Number |   |
| E-mail Address |   |
| Date Report Completed |   |
|   |   |   |   |
| **PART II - WORKSHEET** |
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| A. Amount of Federal Special Education Entitlement for **FY18**.  | $  |
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| B. Line B multiply the figure in Line A by 15 percent (.15) and record the result. This will be the *maximum allowable funds* that can be used for Coordinated Instructional Support Services from the school district's Federal Special Education Entitlement.  | $  |
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| **C. Indicate the TOTAL FEDERAL SPECIAL EDUCATION ENTITLEMENT FUNDS THAT WILL BE USED FOR COORDINATED EARLY INTERVENING SERVICES (CEIS) or COMPREHENSIVE COORDINATED EARLY INTERVENING SERVICES. The amount entered in Line C CANNOT be greater than Line B.**  |   |
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| ***These funds can be used to carry out coordinated early intervening services (CEIS) aligned with activities funded by, and carried out under, the Elementary and Secondary Education Act (ESEA) if SUCH FUNDS ARE USED TO SUPPLEMENT, AND NOT SUPPLANT, funds made available under ESEA.*** |
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| **PART III - BUDGET DETAIL** |
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| *The line items included in this report must be aligned with line items submitted in the Fund Code 240 application.* |
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| **LINE ITEM** | **AMOUNT** | **If line item amount is for Coordinated Early Intervening Services (CEIS) or Comprehensive Coordinated Early Intervening Service (CCEIS) please provide a brief description.** |
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| 1. Administrators | $ |   |
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| 2. Instructional/ Direct Service Staff | $ |   |
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| 3. Support Staff | $ |   |
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| 4. Stipends | $ |  |
| 5. Fringe Benefits | $ |   |
|
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| 6. Contractual Services | $ |   |
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| 7. Supplies & Materials | $ |   |
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| 8. Travel | $ |   |
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| 9. Other Costs | $ |   |
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| 10. Indirect Costs | $ |   |
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| 11. Equipment | $ |   |
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