



Developing Comprehensive LEA MOE Procedures: State Perspectives & Working Session

CIFR and IDC in collaboration
with NCSI Fiscal Team.



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Developing Comprehensive LEA MOE Procedures: State Perspectives & Working Session



Outcome

- Participants will gain an understanding of the importance of written procedures and participate in a working session to develop an outline of procedures.

Agenda

- Describe CIFR's LEA MOE Procedures Cohort
- Learn from state perspectives on LEA MOE Procedures Work
- Review outline and resources for developing written LEA MOE procedures

CIFR's LEA MOE Procedures Cohort

LEA MOE Procedures Cohort



Objective:

- Each state will finish the cohort with draft written LEA MOE procedures that will assist the state to collect and report valid and accurate LEA MOE data.

About:

- June to October 2016, two groups of 5-6 states met every other week
- Online webinar style meetings facilitated by CIFR staff
- Online workspace on Ning

LEA MOE Procedures Cohort Process



Homework:

- Resources provided to review prior to each meeting for topic of conversation

Meetings:

- Review of materials
- Working discussions about proposed content for written procedures and describing multiple ways states meet the MOE requirements

LEA MOE Procedures Cohort Outcome



Outcomes:

- Several states developed procedures, others used the cohort to evaluate and revise their existing procedures
- Lessons learned about topical cohorts
- Potential CIFR products including a sample outline for written LEA MOE procedures

State Perspectives on the CIFR LEA MOE Procedures Cohort

State Perspectives



Panel Questions:

- Why did your state choose to participate in the LEA MOE Procedures cohort?
- What has the process been in your state to develop written procedures?
 - What benefits have come of your work?
 - What challenges have you faced?
- What lessons have you learned from the work?
- What are your reflections on a topical cohort as a means of CIFR TA?

Working Session – What should be in each state’s written LEA MOE Procedures?

LEA MOE Requirements, Required Data Elements



Guiding Questions

- What is LEA MOE?
- What are the federal regulations related to LEA MOE?
- Are there any state regulations or policies related to LEA MOE?
- What are the reporting requirements?

Resources

- [CIFR LEA MOE Quick Reference Guide](#)

Timeline, Applicability to LEAs, Responsibilities



Guiding Questions

- What is the state's fiscal year?
- What is the timeline for the eligibility standard? The compliance standard? Reporting?
- To whom do these requirements apply? (LEAs, Charter Schools, Special Schools, etc.)

Resources

- [CIFR IDEA MOE Regulations Crosswalk](#)
- [CIFR Implementation Considerations](#)

Four MOE Calculation Methods



Guiding Questions

- Who calculates each of the four methods?
- What is included in/excluded from each calculation?
- How does the SEA or LEA separate local from state expenditures?

Resources

- [OSEP Guidance – Section A](#)
- [Letter to Kennedy](#)
- [Letter to Copenhaver](#)
- [Letter to White](#)

Eligibility Standard, Compliance Standard – who, what, when how?



Guiding Questions

- When is data collected for eligibility? Compliance? What is collected and from whom?
- How are the data collected? Validated? Stored? Decisions documented?
- How does the SEA determine eligibility? Compliance?

Resources

- [OSEP Guidance – Sections B&C](#)
- [CIFR LEA MOE Calculator](#)
- [Video: LEA MOE: Mechanics of the Revised Regulations](#)
- [Letter to a Chief State School Officer \(2014\)](#)
- [Letter to Anonymous](#)

Exceptions, Intervening Year, Subsequent Years Rule



Guiding Questions

- What is the process for exceptions? Documentation required?
- How does the state define terms in the exceptions?
- What is the process for approving or denying exceptions?
- How does the state implement the intervening year and subsequent years rules?

Resources

- [OSEP Guidance – Section D](#)
- [CIFR LEA MOE Calculator](#)
- [Letter to Lovato](#)
- [Letter to Gonzales](#)
- [Letter to Boundy](#)
- [Letter to Andrejack](#)

MOE CEIS, Tracking Freed-up Funds Adjustment, Interaction with



Guiding Questions

- What is the process for collecting data on and approving LEA MOE adjustments?
- How is this coordinated with program offices (determinations, disproportionality)?
- What is required for the freed-up funds when an adjustment is taken?

Resources

- [MOE Reduction Eligibility Decision Tree and Worksheet](#)
- [Letter to Michelson and Mayes](#)

EMAPS Data Reporting



Guiding Questions

- Who is responsible? What is the timeline? What are the steps?
- How is each data element verified or validated?
- Who writes any required data notes? Is there a process?

Resources

- [EMAPS IDEA Part B MOE Reduction and CEIS – User Guide](#)
- [Data Notes Practice Guide](#)
- [618 Data Pre-submission Edit Check Tool – Part B MOE and CEIS](#)

Consequences of Failure, Payback Procedures, Training and Communicating with LEAs

Guiding Questions

- How does the SEA calculate the amount of MOE shortfall?
- What is the process for notifying the LEA and returning funds to the US Dept of Education?

Resources

- [OSEP Guidance – Section E](#)
- [CIFR LEA MOE Calculator](#)
- [Letter to Baglin](#)

Training and Communicating with LEAs

Guiding Questions

- What training materials are made available to LEAs? How? When?
- Who is/are the SEA contact/s for LEA MOE?
- Is there a standard reporting tool? With instructions? Training?

Resources

- All of the above!

Contact Us



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