# **Virginia Allowable Coordinated Early Intervening Services (CEIS) Costs**

The allowable budget items in the following list may be part of coordinated, early intervening services (CEIS) for students in kindergarten through grade 12 not currently identified as needing special education or related services, but need additional academic and behavioral support to succeed in a general education environment.

CEIS activities may include §300.226(b):

* Professional development for teachers and other school staff to enable them to deliver scientifically based academic instruction and behavioral interventions. This instruction would include scientifically-based literacy instruction, scientifically-based mathematics instruction, and, if appropriate, instruction on the use of adaptive and instructional software;
* Providing educational and behavioral evaluations, services and supports, including scientifically-based literacy instruction.

Any LEA that uses up to 15 percent of IDEA Part B funds for CEIS must annually report to the Virginia Department of Education on:

* The number of students receiving CEIS, and
* The number of students receiving early intervening services, who subsequently are identified and receive special education and related services within two years after receiving CEIS.

IDEA funds for CEIS may be used to supplement, but not supplant, services aligned with and activities funded by and carried out under any federally funded project (most notably the Elementary and Secondary Education Act (ESEA) which includes Title I services). CEIS funds may be used to develop and support tiered interventions, but may not be used to support the implementation of core (universal) activities designed to provide high quality instruction to all students in a grade, school or division. All services paid for by CEIS funds must be targeted to the students identified for those services.

The chart beginning on page 2 identifies budget items allowed for CEIS.

**Virginia Allowable Coordinated Early Intervening Services (CEIS) Costs**

Symbol Key:

  Always allowed ↔ Allowed, special requirements or Never allowed
 additional information required

|  |  |  |
| --- | --- | --- |
| **Allowed** | **Not Allowed** | **Budget Item / Activity** |
|  | Expense NOT allowed | **BUS, VAN or OTHER STUDENT TRANSPORTATION COSTS:** Not allowed. |
|  | Thumbs down | **COMPUTER NETWORK COSTS:** Computer networking costs must be included as part of the division’s indirect costs and are not direct budget line items.  |
|  | Thumbs down | **COMPUTERS:** Not allowed.  |
| ↔ |  | **CEIS COORDINATOR SALARY:** CEIS funds may be used for salaries and fringe benefits, or portion thereof, of staff directly coordinating or supervising allowable CEIS activities. Coordination staff costs must be specific to CEIS activities and may not be used to fund coordination of services intended to benefit all students or only students with disabilities.  |
|  | Thumbs down | **CONSTRUCTION / NEW BUILDING:** New construction does not meet the criteria for the utilization of IDEA flow-through funds for CEIS.  |
|  | Thumbs down | **EQUIPMENT:** Not allowed.  |
|  | Thumbs down | **FURNITURE:** Desks, tables, chairs, file cabinets, and other furniture not allowed.  |
|  | Thumbs down | **EVALUATIONS FOR SPECIAL EDUCATION ELIGIBILITY DETERMINATIONS:** CEIS funds must be used to carry out coordinated early intervening services (CEIS). Evaluations, including outside evaluations, for determining eligibility for special education services are not considered CEIS.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **GENERAL EDUCATION TEACHER SALARIES:** Under CEIS funding, general education teachers may provide academic interventions, behavioral interventions, assessments and professional development.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **GUIDANCE COUNSELOR SALARIES – SCHOOL BASED:** Examples of activities that may be funded with CEIS include school guidance counselor’s work to implement progress monitoring, other CEIS evaluations, behavioral interventions, and related professional development. Individuals delivering reading or math instruction under CEIS funding must hold the appropriate license to deliver reading or math instruction.  |
|  | Thumbs down | **INCIDENTAL BENEFIT**: Wherein a non-disabled student may happen to benefit from an activity conducted by a special education teacher, CEIS funds are specifically to be used to provide increased supports for selected general education students. These targeted supports may not be carried out by special education personnel or provided to special education students. |

|  |  |  |
| --- | --- | --- |
| **Allowed** | **Not Allowed** | **Budget Item / Activity** |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **INDIRECT COSTS:** A division is allowed to identify an indirect rate up to its negotiated indirect rate for CEIS. The indirect percentage identified for the division’s IDEA flow-through budget is the same percentage charged to the division’s CEIS budget, as they are the same funding source. |
| ↔ |  | **INSTRUCTIONAL MATERIALS:** Instructional materials purchased with CEIS funds must be exclusively used for delivering coordinated early intervening services including educational and behavioral evaluations, services, supports and scientifically based literacy instruction. CEIS funds may not be used to purchase materials used in the core instructional program intended for all students  |
|  | Thumbs down | **PHYSICAL OR OCCUPATIONAL THERAPIST SALARIES:** OT and PT are related services provided to students with disabilities in accordance with an IEP or service plan. CEIS may only be used to serve students who are not identified as students with disabilities.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **MENTORS:** A division may hire or contract with individuals or organizations for mentoring services to carry out allowable CEIS activities. A mentor, unless appropriately licensed, may not provide instruction to students. Mentors may support, reinforce, or follow-up on instruction provided by and under the supervision of an appropriately licensed general education teacher.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **NURSE SALARIES – SCHOOL BASED:** Examples of activities that may be funded with CEIS include a school nurse’s efforts to implement progress monitoring, other CEIS evaluations, behavioral interventions, and related professional development. School nurses may not deliver reading or math instruction under CEIS funding if they do not hold the appropriate license to deliver reading or math instruction. |
|  | Thumbs down | **OCCUPANCY (Employee Cost):** Occupancy costs must be included as part of the LEA’s indirect costs.  |
|  | Thumbs down | **OFFICE EQUIPMENT:** Not allowed.  |
|  | Thumbs down | **OPEN ENROLLMENT:** Open enrollment does not meet the criteria for the utilization of IDEA flow-through funds for CEIS.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **SALARIES:** The paraprofessional must serve as a general education paraprofessional and may: 1) Participate in professional development to enable the paraprofessional to support the delivery of scientifically based academic and behavioral interventions, and, if appropriate, the use of adaptive and instructional software. 2) Support, reinforce or follow-up on the provision of educational and behavioral services provided by and under the supervision of an appropriately licensed general education teacher. See also “Supervision” in the Information section.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **PROFESSIONAL DEVELOPMENT SERVICES:** A division may purchase professional development services provided it is “for teachers and other school staff to enable such personnel to deliver scientifically based academic and behavioral interventions, including scientifically based literacy instruction, and, where appropriate, instruction on the use of adaptive and instructional software; and providing educational and behavioral evaluations, services, and supports, including scientifically based literacy instruction.” |

|  |  |  |
| --- | --- | --- |
| **Allowed** | **Not Allowed** | **Budget Item / Activity** |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **PSYCHOLOGIST SALARIES – SCHOOL BASED:** Examples of activities that may be funded with CEIS include a school psychologist’s efforts to implement progress monitoring, other CEIS evaluations, behavioral interventions, and related professional development. School psychologists may not deliver reading or math instruction under CEIS funding unless they also hold the appropriate license to deliver reading or math instruction. |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **PUPIL SERVICES STAFF SALARIES:** Pupil services staff include school psychologists, school social workers, school guidance counselors, and school nurses. Under CEIS funding, pupil services staff may not provide services or instruction outside the parameters of their license. |
|  | Thumbs down | **REMODELING / RENOVATION:** Remodeling or renovation does not meet the criteria for the utilization of IDEA flow-through funds for CEIS. |
|  | Thumbs down | **RENT:** Rent does not meet the criteria for the utilization of IDEA flow-through funds for CEIS. |
|  | Thumbs down | **SMART BOARDS:** Not allowed. |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **SOCIAL WORKERS SALARIES – SCHOOL BASED:** Examples of activities that may be funded with CEIS include a school social worker’s efforts to implement progress monitoring, other CEIS evaluations, behavioral interventions, and related professional development. School social workers may not deliver reading or math instruction under CEIS funding if they do not hold the appropriate license to deliver reading or math instruction. |
| ↔ |  | **SOFTWARE:** Software purchased with CEIS funds must be exclusively used in the delivery of coordinated early intervening services, including educational and behavioral evaluations, and services and supports including scientifically based literacy or mathematics for students. CEIS funds may not be used to purchase software used in the core instructional program intended for all students.  |
|  | Thumbs down | **SPECIAL EDUCATION TEACHER SALARIES:** No special education teacher salaries may be funded with CEIS dollars. Teachers who hold both special education and general education licenses may provide CEIS if their job assignment is prorated (see General Education Teacher Salaries). |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **SUBSTITUTE TEACHER SALARIES:** Divisions may budget for general education substitute teachers to implement allowable CEIS activities (see General Education Teacher Salaries; Special Education Teacher Salaries; Teacher Salaries – General Education; Teacher Salaries – Special Education).  |
| ↔ |  | **Summer and After School Programs:** Divisions may use CEIS funds to provide afterschool and summer services that meet the requirements of CEIS. However, opportunities must also be provided during the regular school day and year for students identified for CEIS, but unable to attend outside of school hours. |
| ↔ |  | **TECHNOLOGY STAFF:** Divisions may hire or contract with technology staff to carry out allowable CEIS activities. The IT staff costs must be linked to specific CEIS activities and not a part of the general cost of a division’s communications networking costs. CEIS funds may not be used for activities intended for an entire class or school. Division-wide networking costs must be included as a part of the division’s indirect costs and are not direct budget line items.  |

|  |  |  |
| --- | --- | --- |
| **Allowed** | **Not Allowed** | **Budget Item / Activity** |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **TEACHER SALARIES – GENERAL EDUCATION:** Under CEIS funding, general education teachers may provide academic interventions, behavioral interventions, assessments and professional development.  |
|  | Thumbs down | **TEACHER SALARIES – SPECIAL EDUCATION:** No special education teacher salaries may be funded with CEIS dollars. Teachers who hold both special education and general education licenses may provide CEIS if their respective job assignments are prorated. (see General Education Teacher Salaries).  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **TEACHER SALARIES – SUBSTITUTES:** Divisions may budget for general education substitute teachers (in accordance with allowable teacher CEIS activities, see entries: General Education Teacher Salaries; Special Education Teacher Salaries; Teacher Salaries – General Education; Teacher Salaries – Special Education).  |
|  | Thumbs down | **TRANSPORTATION – STUDENT:** Student transportation does not meet the criteria for the utilization of IDEA flow-through funds for CEIS.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **TRAVEL (STAFF):** Travel costs must be generated as a result of CEIS activities, such as professional development.  |
| http://www.clker.com/cliparts/e/3/9/7/1245686792938124914raemi_Check_mark.svg.hi.png |  | **TUTORS:** A division may hire or contract with individuals or organizations for tutoring services to carry out CEIS activities. Tutors may: 1) Participate in or provide professional development to enable teachers and other school staff to deliver scientifically based academic and behavioral interventions, and, if appropriate, the use of adaptive and instructional software. 2) Support, reinforce or follow-up on the provision of educational and behavioral services provided by and under the supervision of an appropriately licensed general education teacher.  |
|  | Thumbs down | **UNIVERSAL SCREENING - CEIS:** CEIS funds may be used to provide services only to students in need of additional academic or behavioral support who have not been identified as eligible for special education. CEIS funds may not be used for activities intended to provide high quality instruction to an entire class or school. Universal screening is part of the core instructional program provided to all students and not principally intended to address the needs of students who are **not** currently identified as needing special education or related services but who need additional academic and behavioral support to succeed in a general education environment.  |
|  | Thumbs down | **SCREENING - SPECIAL EDUCATION CHILD FIND:** A division may not use CEIS funds for activities aimed at identifying, locating, or evaluating students with disabilities including screening for pre-school, hearing, or vision disabilities.  |
|  | Thumbs down | **UTILITIES:** Utility costs must be included as part of the division’s indirect costs and are not direct budget line items.  |

## **Information**

**SUPERVISION:** Supervision means regular, continuing interaction between the appropriately licensed staff member (supervisor) and the individual carrying out CEIS activities. There must be sufficient contact between the supervisor and the individual carrying out CEIS activities, and between the supervisor and the student to monitor the services provided.