



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Joseph B. Morton
State Superintendent
of Education

August 28, 2006

Alabama
State Board
of Education

MEMORANDUM

Governor Bob Riley
President

TO: City and County Superintendents of Education
City and County Special Education Coordinators
Directors of State-Supported Agencies
Special Education Coordinators of State-Supported Agencies

Randy McKinney
District I
President Pro Tem

FROM: *Joseph B. Morton*
Joseph B. Morton
State Superintendent of Education

Betty Peters
District II

SUBJECT: Funding of Educational Services for Students at State-Supported Residential Facilities

Stephanie W. Bell
District III

A procedure initiated and described in a memorandum dated September 30, 1998, directed local education agencies (LEAs) and state-supported agencies to work together to secure funding for education of students placed in 24-hour residential facilities. This memorandum is being sent to reiterate and refine that procedure.

Dr. Ethel H. Hall
District IV
Vice President
Emerita

For the school year 2006-2007, the following procedure will be continued and/or implemented.

Ella B. Bell
District V

1. All LEAs must survey the district and determine if there are 24-hour residential facilities in the district, how many beds are licensed in each facility, and where the residents receive educational services. The LEA will count the residents as part of the average daily membership (ADM) for that LEA based on the number of licensed beds at the facility, rather than individual students, due to the constant admission and discharge of students.

David F. Byers, Jr.
District VI

2. In order to accomplish the accounting for ADM by beds, the following procedures will be used in the various student management systems. Each bed at a residential facility will be assigned to school code 3999. This school code will be used in the determination of ADM by counting each bed enrolled in attendance for the entire year without regard to actual use of the bed. In order for the student record of the bed to pass the edits for student records, the following data must be entered for each bed:

Sandra Ray
District VII
Vice President

A. A social security number will be assigned using the following method:

- (1) Digit 1 = 9
- (2) Digit 2 = the last digit of the current calendar year (2006= 6)
- (3) Digits 3, 4, and 5 are your LEA number
- (4) Digit 6 = 9
- (5) Digits 7, 8, and 9 are a sequential number starting with 001

B. Last Name = The last name will consist of the word "Bed" followed by the sequential number assigned in the social security number (Bed001)

C. Homeroom = Use the seven-digit code assigned by the SDE for each facility. See the attached list

D. Race = "N" (not given)

E. Sex = "M" or "F"

F. Grade = "01"

Dr. Mary Jane Caylor
District VIII

Joseph B. Morton
Secretary and
Executive Officer

- G. Date of Birth = January 1 of the current decade (01/01/2000)
 - H. There can be no special education data associated with a "Bed" record
 - I. The "Bed" will be enrolled on the first day of school and shown to be present each day of the school year
3. For those facilities providing educational services on the campus of the facility, the LEA will pay the facility an average cost per year for each bed at the facility. The average cost per year will be calculated by determining the number of teacher units earned from the bed count being submitted and reflected in the ADM count. An average cost per unit is derived from taking the state total Foundation Program dollars minus Other Current Expense (OCE) dollars and then divide by the total units earned statewide. The average cost is then multiplied by the teacher units earned from that facility to compute the dollars to be paid minus the 4 percent administrative cost. This method ensures that each LEA is paying an equal pro-rata amount, eliminating the inconsistency, and ensures that the funding reaches the education service provider. Formal agreements between the facility and the LEA must be developed and retained for audit purposes. **For the money to be included in your system allocation, there must be personnel coded to the 0001 school code in your Local Education Agency Personnel System data. By doing this, salaries and fringes are earned at the same code of 0001 as the bed facility in which ADM will be counted. To ensure accurate data from your system regarding this procedure, please contact Mr. Ethan Taylor at (334) 242-9269.**
 4. This plan applies to Alabama public school students only.
 5. Because Alabama Youth Services funds are a separate line item in the Education Budget, this plan will not apply to Alabama Youth Services facilities. However, it will apply to Alabama Youth Services contracted bed space.
 6. In situations where the LEA has placed a teacher(s) at a facility, special arrangements must be made to determine the amount of Foundation Program funds, if any, to be forwarded to the facility.
 7. This procedure will not change the December 1 Special Education Child Count.
 8. Each LEA must report the information compiled in its survey to Data Collection, Information Systems Services, State Department of Education, with the 20-days after Labor Day report. The 40-day attendance report is due at the State Department of Education by October 17, 2006.
 9. Although funding will be based only on bed space and not individual reporting of student attendance, it is necessary that an accurate enrollment and grade assignment be kept for the state testing program use. Individual students must be enrolled in the appropriate grade level to assure that secondary-level students are given appropriate opportunities to take the assessments in the Student Assessment Program. Each agency/LEA must communicate closely with the state testing program personnel to see that the correct number and levels of testing materials are provided as necessary.
 10. Previous yearly contractual arrangements through Special Education Services, State Department of Education, to support special education of students in residential placements and group homes will not be available unless individually negotiated due to unusual circumstances.

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Questions may be directed to Data Collection, Information Systems Services, at 1-800-626-6882, or Mr. Barry Blackwell, Special Education Services, at (334) 242-8114.

JBM/BSB/GMT

Attachment

cc: Dr. Ruth C. Ash
Mr. Feagin Johnson, Jr.
Mr. Warren Craig Pouncey
Dr. John Stewart

Mr. Gary Weatherly
Dr. Mabrey Whetstone
Mr. Barry Kachelhofer

FY06-2245

HmrNumber	SiteLongName	MailCity
6009000	Alabama School For Deaf	Talladega
6009010	Alabama School For Blind	Talladega
6009020	Helen Keller School	Talladega
6009030	Parent Infant Program	
6009040	E H Gentry Technical Facility	Talladega
6016004	Alabama Clinical Enterprises	Birmingham
6023010	Dallas County Jail	
6023024	Safetynet Academy	Minter
6023051	Montgomery County Jail	Montgomery
6024000	Morgan County System Services	
6032175	Ucp Of Huntsville	Huntsville
6061001	Bryce Adolescent School	Tuscaloosa
6071002	Searcy Hospital	Mt Vernon
6092200	Ucp Of Mobile Inc	
6113020	Valley Haven School	
6133040	Ucp Of Greater Birmingham	Birmingham
6161001	The Hands Home	Decatur
6184000	Boyd School	Green Pond
6192150	Brewer Porch Children's Center	Tuscaloosa
6201006	Tarwater Developmental Center	Wetumpka
6212059	Three Springs Courtland School	Courtland
6232056	Three Springs Madison School	Madison
6242058	Three Springs New Beginnings	Owens Crossroads
6242158	Three Springs Turning Point	Owens Crossroads
6252055	Three Springs Wilderness Sch	Trenton
6262060	Three Springs Tuskegee	Tuskegee
6274090	Excell Institute	Gadsden
6282210	Triwill Portacras	Green Pond
6313010	Three Springs New Direction	Huntsville
6321060	Colbert-Lauderdale Attention Home for Girls	Florence
6321070	Colbert-Lauderdale Attention Home for Boys	Sheffield
6333030	Camp Sayla	Abbeville
6342160	Coosa Valley Detention Center	Anniston
6352555	East Al Mental Health	Opelika
6363000	Childrens Center Of Montgomery	Montgomery
6373003	Father Walters Center	Montgomery
6393005	Father Purcell Center	Montgomery
6400026	Correctional Spec Ed Project	
6415902	Alabama Youth Home	Alabaster
6431003	Thomasville Mh Rehab Center	Thomasville
6442010	USA Children's Ward	Mobile
6452220	Walker County Arc	
6461008	Glen Ireland	
6476005	Bradford Oak Mountain	Pelham
6482080	Glenwood Mental Health Service	Birmingham
6482081	Lakeview Day School Program	Birmingham
6482082	Daniel House	Birmingham
6482083	Glenwood Wilderness	Birmingham
6482084	Allen Cott	Birmingham
6496006	Bridge A&Dmatp	
6536010	Higdon Hill	Birmingham

6536185	Piedmont Adolescent Living Services	Piedmont
6541050	Jasper Boot Camp	Jasper
6550051	Camp Lewis	Anniston
6565040	King's Ranch	Chelsea
6570052	Camp Selma-Dallas	Selma
6580053	Camp Choices	Trenton
6590054	Camp Eyc	Prichard
6603075	Tn Valley Youth Detention Fac	Tuscumbia
6616011	Lee County Hit	
6622140	Learning Tree Inc Semmes	Semmes
6622141	Learning Tree Inc Webb	Jacksonville
6630056	Camp Davis	Montgomery
6642050	Lee Co Youth Detention Ctr	Opelika
6650055	Camp Mitnick	Jasper
6662045	Bay Point Center	Mobile
6672067	West Alabama Youth Services	Greensboro
6692607	Pointe Academy	Mobile
6701080	Southeast Al Diversion Center	Dothan
6714140	Se Alabama Youth Svs Boys Home	Ozark
6722120	New Haven Adolescent Ctr	
6732065	Tuscaloosa Regional Detention	Tuscaloosa
6741070	North Al Girls Group Home	Florence
6764080	Pathway Inc	Enterprise
6775080	Salvation Army Face	Birmingham
6782000	New Life Center For Change	Phenix City
6795090	Youth Detention-Family Court	Birmingham
6802020	Hope Academy	Talladega
6812400	Brantwood Children's Home	Montgomery
6832040	Developing Alabama Youth Prog	Alabaster
6852030	Shelby Co Reg Juvenile Det Ctr	Columbiana
6865000	Start	Carbon Hill
6876012	Laurel Oaks Behavioral Health Center	Dothan
6882000	Elk River Wilderness Challenge	Elkmont
6895070	Harris Home Academy	Huntsville
6913080	Child & Adolescent Psychiatric	Opelika
6933090	St Mary's Home	Mobile
6933100	St Clair County Day Program Inc	Ashville
6942049	University Of South Alabama Hospital	Mobile
6953070	Mountainview Hospital	Gadsden
6965027	Compass School	Atmore
6965049	The Bridge	
6965060	The Bridge	Gadsden
6975050	The Rushton School	Birmingham
6995020	Wilmer Hall	Mobile
7000184	New Life Center For Change-Teen University	Phenix City
7010031	Alabama Clinical School	Birmingham
7010032	Etowah Development Academy	East Gadsden
7020761	Excel Institute	Gadsden
7031127	Higdon Hill School	Birmingham
7042061	Southern Oaks Academy	Pelham
7052289	Three Springs Private School	Trenton