



**ORANGE COUNTY  
DEPARTMENT  
OF EDUCATION**

200 KALMUS DRIVE  
P.O. BOX 9050  
COSTA MESA, CA  
92628-9050

(714) 966-4000

FAX (714) 432-1916

[www.ocde.us](http://www.ocde.us)

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of Schools

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Deputy Superintendent

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October 17, 2012

To: Directors and Managers of Business  
Special Education Local Plan Area (SELPA) Directors

From: Laurie Weiss, Business Services Specialist  
Business Services

**Subject: Claim Submission for Nonpublic School and Licensed  
Children's Institution Extraordinary Cost Pool, Fiscal  
Year 2011-12**

The California Department of Education (CDE), pursuant to California Education Code (EC) Section 56836.21, administers an extraordinary cost pool (ECP) to reimburse special education local plan areas (SELPAs) for extraordinary costs of single placements in nonpublic, nonsectarian schools (NPS) in excess of those in existence in 1997-98, and special education and related services for pupils residing in licensed children's institutions (LCI). Single placement costs in excess of the threshold amount, given below, will be reimbursed, subject to funds available for the year. The Budget Act of 2011 (Chapter 33, Statutes of 2011) appropriated \$3 million for this pool for fiscal year 2011-12. If the total reimbursable amount exceeds the \$3 million appropriation, the CDE will prorate all claims.

The 2011-12 threshold amount for SELPAs, that are not considered necessary small SELPAs as defined in EC Section 56212, is \$73,239.08. The 2011-12 funding threshold amount remains the same as the 2010-11 threshold amount of \$73,239.08 since the 2011-12 budget does not provide for a cost-of-living adjustment. The threshold amount for necessary small SELPAs is the lesser of \$73,239.08 or one percent of the SELPA's subtotal apportionment (sum of the base, supplement to base, COLA, and growth) for the 2011-12 fiscal year. Costs for a single placement in excess of the applicable threshold amount will be eligible for reimbursement.

The 2011-12 Annual SELPA Extraordinary Cost Pool (ECP) Claim Data is due to the State on November 30, 2012. In order to allow for sufficient time to certify, transmit, and send the backup of the data to the State, our office is requesting the hard copy of the Annual ECP data, supporting documentation (copies of paid invoices for each individual ECP claim and any applicable waiver requests attached), the export data file, and the signed certification **on or before Friday, November 16, 2012.** Please submit the data to the attention of: **Laurie Weiss, Business Services Specialist, Orange County Department of Education, Business Services, A-1155A.** The export file of the data may be e-mailed to: **[lweiss@ocde.us](mailto:lweiss@ocde.us)**. However, it is still necessary to send in the hard copy report with the supporting documentation and the signed certification page.

Directors and Managers of Business  
SELPA Directors  
October 17, 2012  
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The 2011-12 Principal Apportionment Revenue Software Version 2011 v11.01 should be used for reporting the Annual ECP Data. The software and instructions are available at the following state web address:

<http://www.cde.ca.gov/fg/sf/rl/revenuesw1112.asp>

If you have any questions or concerns regarding this information, please call Laurie Weiss at (714) 966-4489. Additionally, the state contact person(s) for ECP are Shelley Goode at (916) 324-4530 or by e-mail at [sgoode@cde.ca.gov](mailto:sgoode@cde.ca.gov) or Halena Le at (916) 323-6195 or by e-mail at [hle@cde.ca.gov](mailto:hle@cde.ca.gov).

cc: Dennis Roberson, Chief, Special Education Services  
Renee Hendrick, Assistant Superintendent, Administrative Services  
Darren Dang, Director, Business Services  
Assistant Superintendents, Business