

Opening up the Black Box of Special Education!

April 25, 2024



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Every morning in Africa, a gazelle wakes up. It knows it must run faster than the fastest lion or it will be killed. Every morning a lion wakes up. It knows it must outrun the slowest gazelle or it will starve to death.



**It doesn't matter whether you are a lion or a gazelle:
when the sun comes up, you'd better be running !**



What is the Black Box?



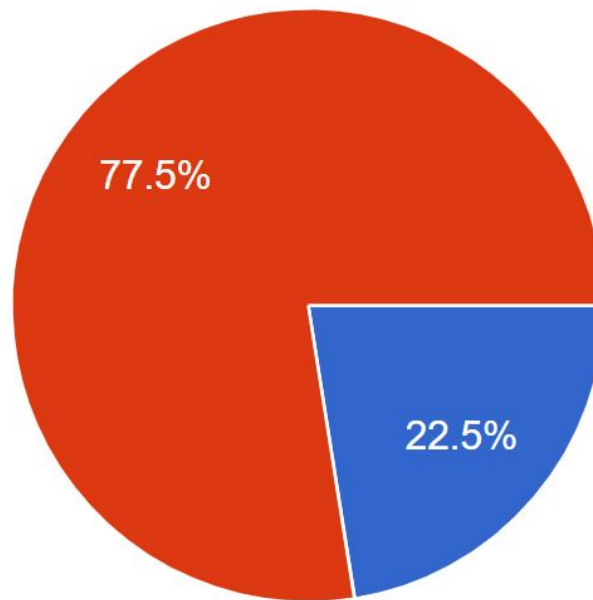
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Do you have a full understanding
of ALL Special Education
Revenues and Expenditures?

- Yes
- No

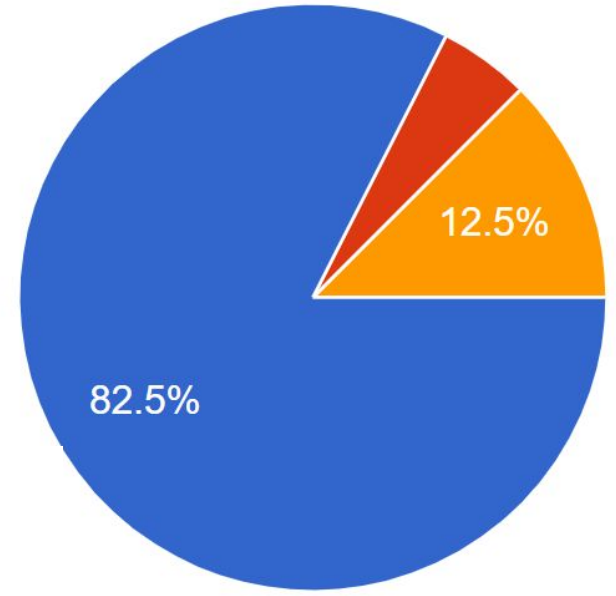


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Do you work well with your Special Education Department?



- Yes
- No
- Could be better



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**82.5% Work Well
With SPED!!**

**77.5% DO NOT
have a FULL
Understanding!**

Hmmm, Very Interesting!!!



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Survey

- 1. Do you “Work” with your Special Education Department?**
 - ✓ Does Fiscal review ALL claims?
 - ✓ Does Fiscal have oversight of Medicaid and involvement with all Grants?
 - ✓ Do you meet regularly with your Sped team?

- 2. Approximately what % of your Operating Budget is for Special Education?**
 - a. 5%
 - b. 8.2%
 - c. 13.1%
 - d. 17.0%



Agenda:

- Medicaid
- Workload & Caseload Management
- Special Education Claims
- IDEA Grants
- Questions?



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Medicaid



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Fee for Service

- Benchmarking – Identifying the Opportunity!
 - The 158 Story...
- Opportunities and Suggested Next Steps



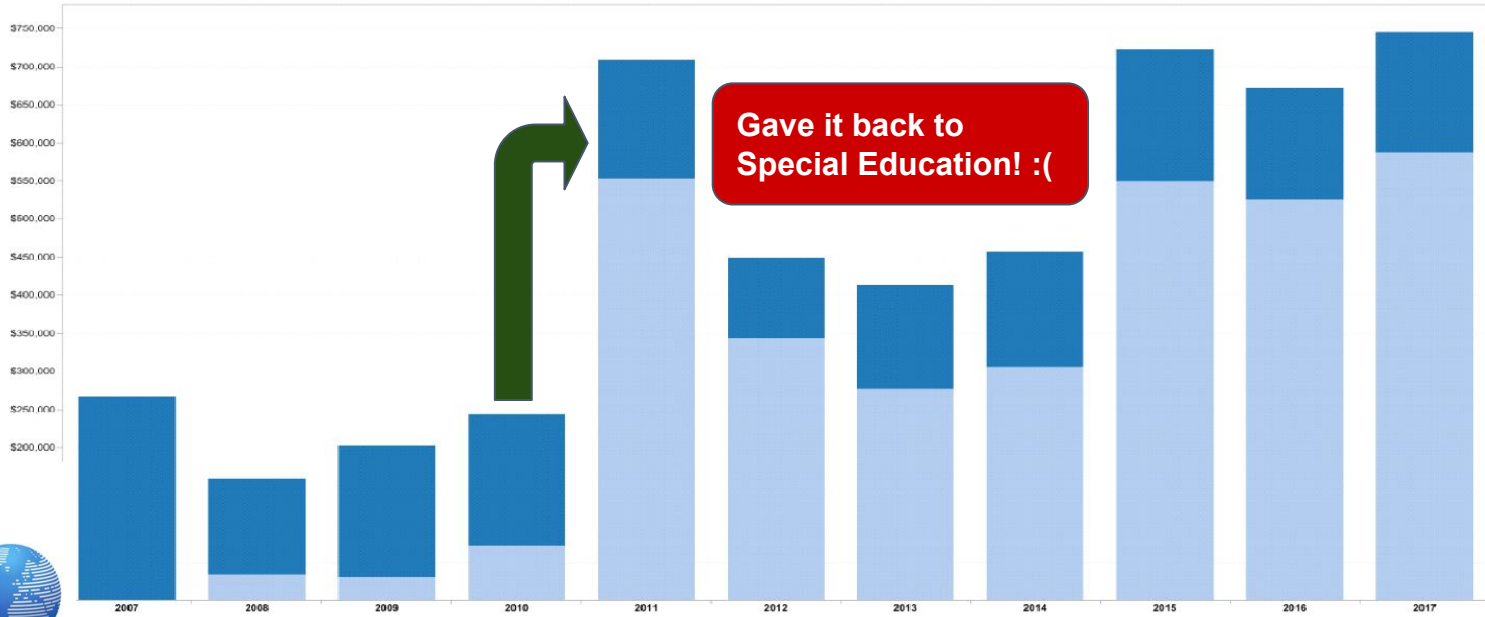
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Fee for Service – The Huntley Story

Revenue Bar Chart
Huntley Community School District 150
By: Detail Source
Source: 5 Year Budget and AFR

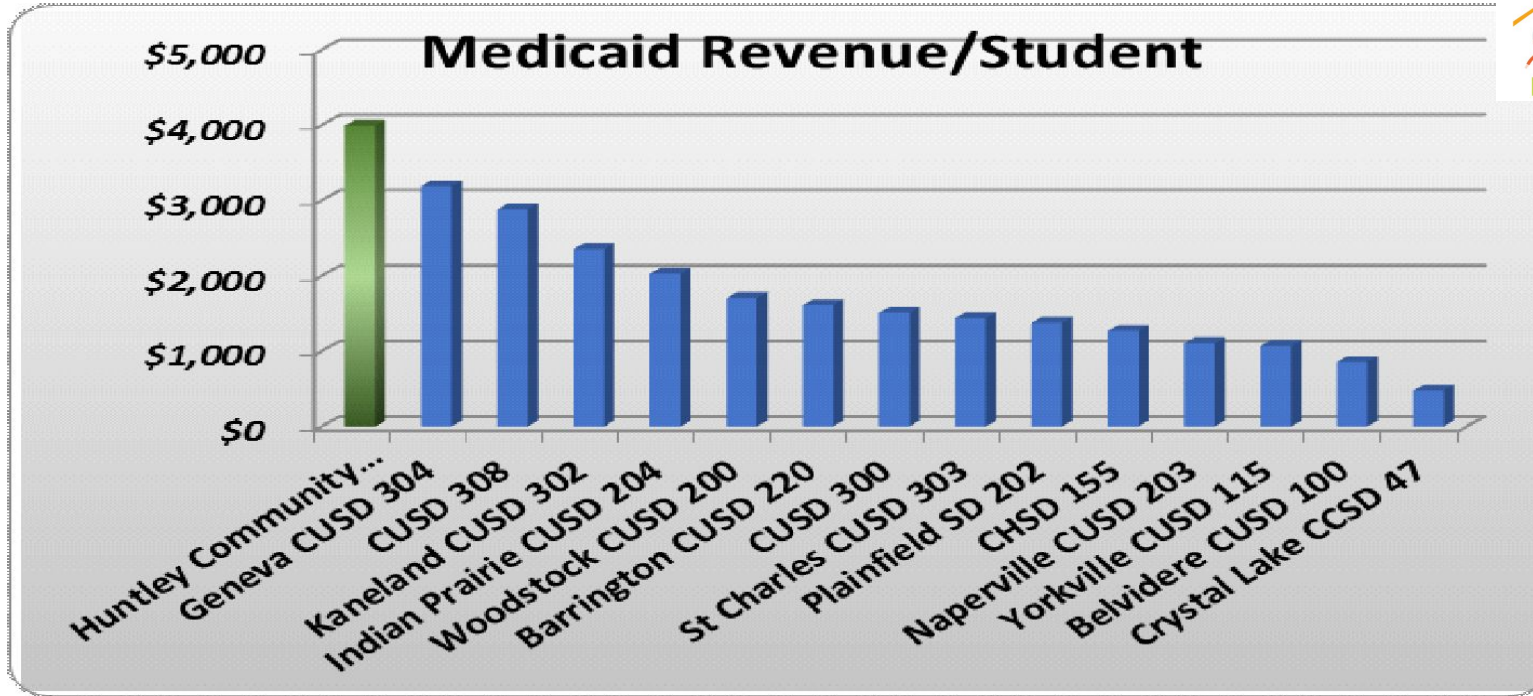


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Benchmarking Medicaid



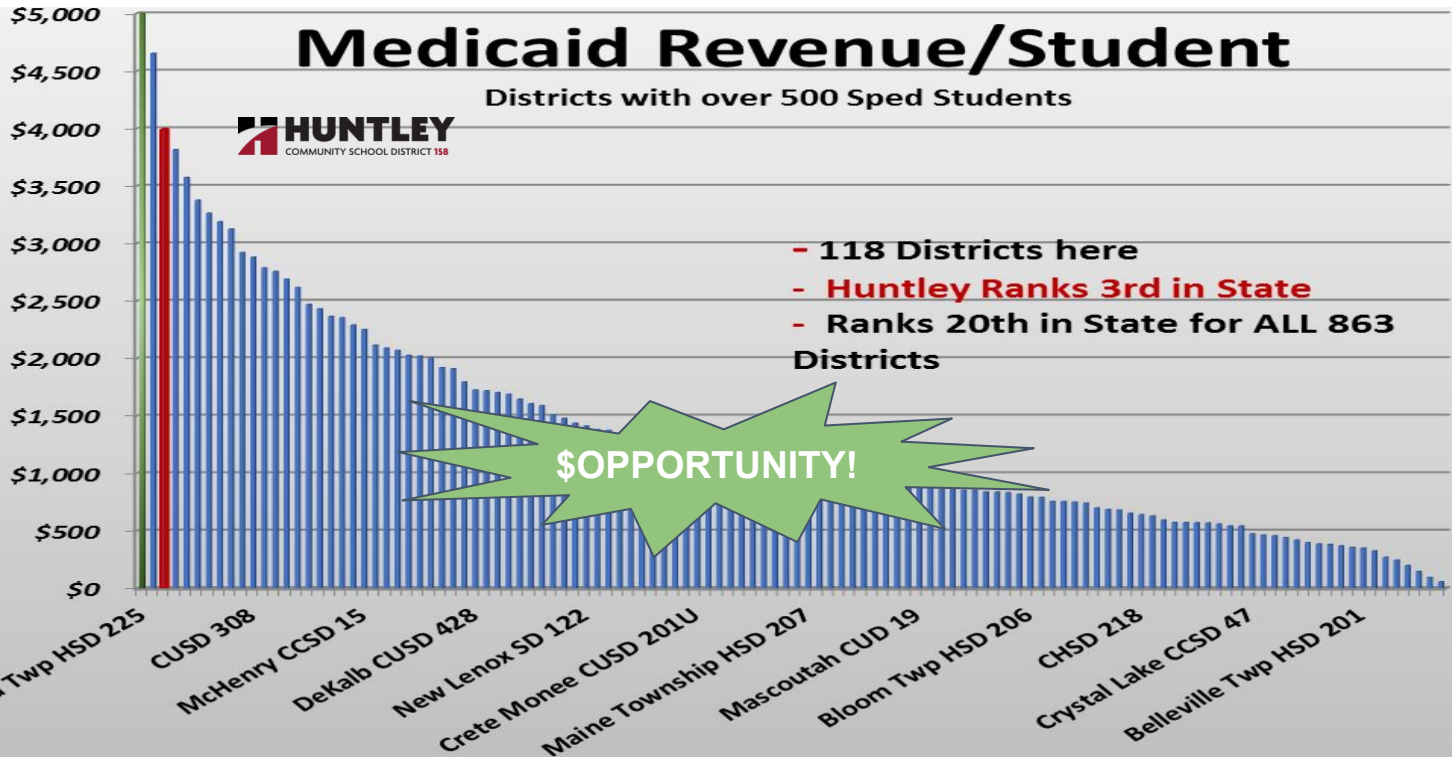
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Medicaid Revenue/Student

Districts with over 500 Sped Students

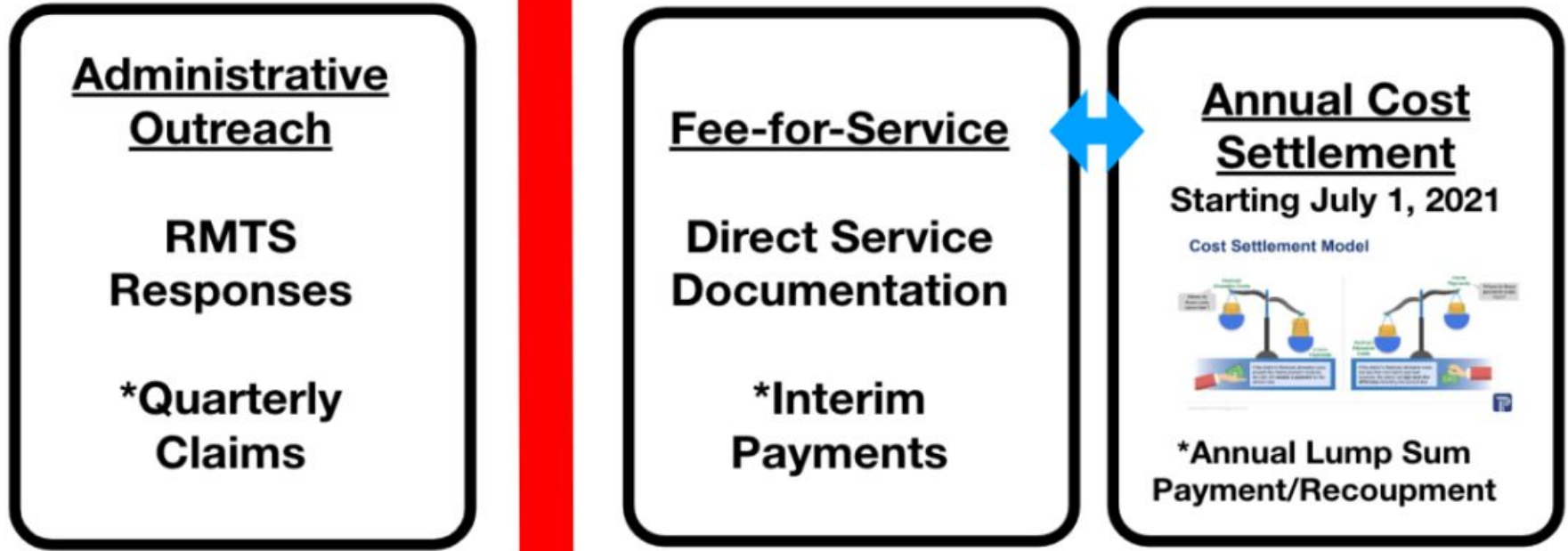


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Annual Cost Settlement Model



Annual Cost Settlement is applied only to the Fee-for-Service Revenue Program



School-Based Medicaid: Direct Service Provider Types

Districts and Cooperatives have access to claim Medicaid reimbursement for the direct services that are provided to Medicaid eligible students by Direct Service Providers throughout the school year.

IL State Approved Medicaid Eligible Providers as of July 2023:

- Audiologist
- Licensed Practical Nurse, LPN
- Registered Nurse , RN.
- Occupational Therapist
- Occupational Therapy Assistant, COTA.
- Physical Therapist
- Certified Physical Therapist, CPTA.
- Hearing and Vision Technicians (not teachers)
- Social Worker
- Psychologist
- Speech Language Pathologist
- School Health Aides
- ISBE Licensed Counselors (those with their ISBE PEL in Counseling)
- Orientation and Mobility Specialists
- Registered Behavior Technician(RBT)
- Licensed Marriage and Family Therapists

**Formal list can be found on the PCG website*

Bloomington FY22 Medicaid Overview

Cost Settlement
Total Medicaid Allowable
Costs

\$ 395,319.50

-

Fee-for-Service
Payments Received

\$ 189,058.38*

=

Potential Net
Due District

\$ 206,261.12**

Administrative
Outreach

Total:
\$133,086.77*

Overall Annual Cost Settlement:
\$395,319.50

Total Administrative Outreach:
\$133,086.77

**Revenue received to date*

***Net Due District—payment expected
sometime in FY24*

TOTAL FY22 POTENTIAL
MEDICAID REVENUE:

\$528,406.27



Fee for Service – Opportunities

- Open the box, and start “working” with SPED!
- Identify your Medicaid Eligible Students
 - Know your number!
 - Check Name Configurations Against the HFS Medi System - Challenge your Medicaid claing admin! Free & Reduced List
- Identify Staff
 - Related Services Staff
 - 1:1 Aides (Schools & Private Facilities), Nurses, Audiologists,etc.
 - Contracted Related Services
- Use a Medicaid Vendor
- Create Oversight & Accountability!
 - Caseload & Workload
 - Recording of Sessions
 - IEP Minutes – Is your Staff Meeting their Minutes?



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Fee for Service – Manually Entered Data

February 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 7	2 7	3 7	4
5	6 7	7 7	8 7	9 sick	10 7	11
12	13	14 sick	15 sick	16 7	17 Non-Attendance Day	18
19	20 President's Day No School	21 Institute Day No School	22 7	23 7	24 7	25
26	27 sick	28 7				
1-Enter number of hours student was in attendance per day 2-At the end of every month the aide and supervisor should sign and return original calendar to Debbie Smith @ the district office 3. Keep a copy for your records						

Student Name: John Smith

1:1 Aide: Deb Anderson Deb Anderson
(Print and Sign Name)

Student Grade/School: 3rd / Conley

Supervisor: Jen Hanson jen/hanson
(Print and Sign Name)



 **2024**
ANNUAL CONFERENCE

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Fee for Service – Medicaid Eligible

- Identify your Medicaid Eligible Students
- Sign into PCG! <https://claimingsystem.pcgus.com/il/Account/Login>
- Select the Oct-Dec 2022 Date Range
- Quarterly Drop Down - Select Student Counts



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Administrative Outreach

- FEDERAL reimbursement to state and local agencies for activities related to the administration of the State's Medicaid plan
- Claims submitted through PCG
- Reimbursement for:
 - Medical and health related outreach
 - Case management
 - Admin activities related to delivery of services



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Administrative Outreach

1. Create account with PCG (Public Consulting Group)
2. Verify your number of Medicaid eligible students is accurate
3. Identify & add staff for your participant list - NEXT SLIDE
4. Communicate with staff that they are participating in Medicaid Administrative Outreach and to expect random moment time studies (RMTS)
5. Monitor RMTS to ensure all your staff is completing them
6. Submit quarterly financial data



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Who Completes Random Moment in Time Study?

- Audiologist
- Registered Nurse or Licensed Practical Nurse
- Occupational Therapist
- Physical Therapist or Physical Therapist Assistant
- Social Worker
- School Psychologist & Licensed Clinical Psychologist
- Speech Language Therapist or Speech Assistant
- Interpreters
- Case Management/Administration
- Orientation & Mobility Specialist**
- Licensed Clinical Professional Counselor (LCPCs)**
- Registered Behavior Technician**
- Licensed Marriage & Family Therapist**
- School Health Aides**



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MEDICAID SYSTEM (MMIS)
 MARS SUBSYSTEM (M27679N)
 REPORT ID: 1BPEN571
 SEQUENCE.: PROVIDER ID,CATEGORY OF SERVICE

STATE OF ILLINOIS
 HEALTHCARE AND FAMILY SERVICES
 LEA QUARTERLY TOTAL COST SUMMARY REPORT
 QUARTER 10/01/22 THRU 12/31/22

RUN DATE: 01/14/23
 RUN TIME: 23:07:05
 PAGE: 625

PROVIDER ID: 366005127002
 PROVIDER: HUNTLEY COMMUNITY SCHOOL DISTR
 ADDRESS: 650 ACADEMIC DR
 CITY: ALGONQUIN IL 60102-4423
 COUNTY:

PROVIDER TYPE 047

PAYEE NUMBER: 3660051276014201
 PAYEE NAME: HUNTLEY COMMUNITY SCHOOL
 PAYEE ADDRESS: 650 ACADEMIC DR
 PAYEE CITY ST: ALGONQUIN IL 60102-44230

CATEGORY SERVICE	TOTAL SERVICES	TOTAL CLIENTS	TOT/AMT BILLED	SERVICES REJ	TOT/AMT REDUCED	TOT/AMT DEBIT	TOT/AMT CREDIT	TOT/AMT PAYABLE	FEDERAL MATCH
010 NURSIN	424	15	31,672.35	45	4,222.84	.00	4,495.58-	31,945.09	15,572.29
011 PT	177	29	7,078.94	48	6,092.53	.00	3,728.44-	4,714.85	787.34-
012 OT	111	66	5,647.46	65	7,852.36	.00	4,266.56-	2,061.66	2,943.13-
013 S/L/O	2,477	210	90,015.87	821	32,765.38	.00	4,431.99-	61,682.48	32,715.86
030 EPSDT	9	5	108.00	0	18.20	.00	.00	89.80	53.92
056 O/TRAN	3,359	231	74,502.62	284	8,370.41	.00	2,071.29-	68,203.50	39,155.92
058 SOCIL	1,303	191	36,317.83	146	6,193.57	.00	1,922.03-	32,046.29	17,209.38
059 PSYCHO	10	58	615.05	3	1,184.01	.00	1,050.21-	481.25	754.03-
093 IND PR	3,062	62	176,512.07	276	81,635.30	.00	72,043.83-	166,920.60	29,711.28
TOTALS	10,932	867	422,470.19	1,688	148,334.60	.00	94,009.93-	368,145.52	129,934.15

DATE	VOUCHER NUMBER	PAYABLE AMOUNT	DATE	VOUCHER NUMBER	PAYABLE AMOUNT	DATE	VOUCHER NUMBER	PAYABLE AMOUNT
10-18-22	2022291G259	.00	11-18-22	2022322E450	4,649.66	12-16-22	2022350E978	125,284.49
10-21-22	2022304F522	.00	11-29-22	2022333H114	.00	12-20-22	2022354J721	.00
10-22-22	2022305H786	.00	12-06-22	2022340J362	.00			
11-01-22	2022305H786	.00	12-13-22	2022347H959	.00			

DPA 3790B(N-1-02)



Work Load & Caseload Management



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Work Load vs. Caseload

Caseload is the number of students with IEPs assigned to that teacher or specialist

Work Load is all of the responsibility required of the special education teacher and specialist to meet the needs of the students.



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Work Load

*Illinois Admin Code 226.735 Work Load for Special Education

Work Load Plan is designed to allow:

- FAPE (Free and Appropriate Public Education) in the LRE (Least Restrictive Environment)
- Appropriate staff number to support the students' IEP



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Work Load Plan

Plan should be based on:

1. Individual instruction time
2. Consultative services and collaboration
3. Attendance at IEP meetings
4. Paperwork and reporting

*Speech therapist caseloads shall not exceed 60 students



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Considerations

- Travel
- Needs of the students
- Meetings required (reevaluation vs IEP)
- Direct and consult minutes
- Obligations of CBA
- Other duties as assigned (MTSS, study halls, etc.)



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Special Education Claims



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HUGBUG

Illinois Purchased Care Review Board



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Orphanage Reimbursement

Reimburses 100% of the current year tuition costs for eligible students with disabilities who are wards of the State under the guardianship of a public agency or who reside in state residential facilities. This includes regular term and summer term.

Reimbursement Formula

Education Costs + Required Transportation =
Reimbursement

Regular Orphanage Tuition Claim Due: June 15th

STUDENTS MUST BE CODED CORRECTLY IN ISTAR BY MAY 15TH!!!!

Summer Orphanage Tuition Claim Due: November 1st

Reimbursed Quarterly



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Possible Youth In Care

This is a list of students that have been identified on a Department of Children and Family Services (DCFS) file provided to ISBE. These students may be eligible for funding if they are on this list, then they are currently not listed in the education data collection system as an orphanage student (i.e., Fund Code of E or F) or, they are in I-Star, but miscoded as not being an orphanage student (i.e., Fund Code of A or B).

PLEASE NOTE: At this time ISTAR validation is only updated on a monthly basis, so new Fund E or F students may not be approved until the end of the month or B until you confirm with ISBE.

Entity:

School Year:

Search

School Year	District	School	RCDS	Exit Date	Grade	IStar
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Martin Elementary School	44-063-1580-22-2005	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	5 - Grade 5	
2020	Huntley Community School District 158	Conley Elementary School	44-063-1580-22-2007	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Mackeben Elementary School	44-063-1580-22-2006	05/22/2020	Kindergarten	
2020	Huntley Community School District 158	Conley Elementary School	44-063-1580-22-2007	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Chesak Elementary School	44-063-1580-22-2003	05/22/2020	Pre-K	A
2020	Huntley Community School District 158	Heineman Middle School	44-063-1580-22-1002	05/22/2020	7 - Grade 7	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	Kindergarten	A
2020	Huntley Community School District 158	Leggee Elementary School	44-063-1580-22-2004	05/22/2020	Kindergarten	X
2020	Huntley Community School District 158	Mackeben Elementary School	44-063-1580-22-2006	05/22/2020	Kindergarten	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	
2020	Huntley Community School District 158	Martin Elementary School	44-063-1580-22-2005	05/22/2020	4 - Grade 4	
2020	Huntley Community School District 158	Marlowe Middle School	44-063-1580-22-1003	05/22/2020	8 - Grade 8	

Orphanage

I-Star now provides a Possible Youth in Care report that outlines those eligible students for Fund Code E!



May 1st



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Private Facility Tuition Reimbursement

Provides reimbursement for a portion of the private facility tuition costs incurred by the district from the prior school year

Reimbursement Formula	
Reimbursement Level	Costs exceeding 2x the district per Capita cost

Private Tuition Claim Due: August 15th

Reimbursed Quarterly



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Private Facility Tuition Reimbursement Tips

- 1:1 Aides
- Auditing private facilities
 - Private facilities are assigned a daily rate by the Illinois Purchased Care Review Board
 - You cannot get reimbursed for more than the daily rate so check your bill
 - You can find this in iStar by searching Private Facility or more information at <https://www.isbe.net/Pages/Illinois-Purchased-Care-Review-Board.aspx>
 - Double check that start dates in IStar, Embrace/IEP software and the private facility all agree! Reimbursement can be lost if the start date in IStar is after the actual date at the facility.



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Federal Room & Board Reimbursement

District must have an approved ISBE Private Residential Placement Room & Board Reimbursement Form to transmit a claim

[Form 34-37: Application for Approval of Private Residential Placement](#)

Claims submitted monthly through I-Star



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Excess Cost Claim

- Reimbursement for educational costs of high-cost, high-need students whose costs are in excess of 4 X's the district per capita tuition charges
- There is no dedicated budget line-item allocation for Excess Cost Students
- Reimbursed from excess federal room & board funds
- Recent prorations range from 0% to 39.5%
 - Most recent proration: 21.6%
 - FY 2021: 0% reimbursement
 - FY 2022: TBD

Excess Cost Claim Due: July 15th

Reimbursed Quarterly



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IDEA Grant



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Writing & Spending Your Grant

Allowable Expenditures:

- Special Education staff Salaries and Benefits (no longer needed names)
- Supplies & Equipment
- Travel Expenses for Personnel
- Professional Development, In-Service, Presenter Fees
- Summer School (list dates of the summer school)
- Multi-year license or subscription are allowed



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Where to Start!

- **Collaborate with Special Education!** Set up recurring meetings to discuss these items (medicaid, Claims, etc...)
- **Medicaid - Contact your third party provider** and schedule a mtg to review the 3790B report. See slide on that. Create a plan to start to maximize Medicaid.
- **Medicaid - Identify 1:1 Aides for medicaid eligible IEP'd students.** Start there... GO BACK 18 months! Use student attendance data and begin to manually bill. (Work with your 3rd party provider) - Private facility 1:1's can be claimed too!
- **Medicaid - Admin Outreach - Do the webinar! Work with your 3rd party provider** and make sure all eligible positions are entered!
- **Review/audit your private facility invoices!** Make sure you are not overpaying. (Regular rate versus the intensive rate) - double check all intensive rate invoices to ensure the student has a 1:1 aide.
- **Claims - Work with Sped** to set up a calendar to review and assist with all Sped claims.
- **Contact any of us** if you have questions!



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Opportunity, Questions, & Answers

We thank you for your time!



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Presenters:

Mark Altmayer, CFO

Huntley Community School District 158

(847) 659-6111

maltmayer@district158.org

Melissa Geyman Sell, CFO

Harvard CUSD 50

(815) 943-4022

msell@cusd50.org

Sarah Lager

Director of Fiscal Services and Asset Management, CSBO

Barrington CUSD 220

(847) 842-3550

slager@barrington220.org



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