

Marquette Alger RESA

ECSE FTE Eligibility Requirements and FTE Calculation



Birth to Five Special Education Programs and Services

1754

Early Childhood Special Education Programs provided under Administrative rule 340.1754 are ECSE programs delivered to students with an IEP aged 2.5 to 5 years.

1755

Early Childhood Special Education Services provided under Administrative rule 340.1755 are ECSE services delivered to students with an IEP aged 2.5 to 5 years. 1755 services are delivered in a variety of regular EC settings or the student's home, rather than in an SE program.

1862

Early Childhood Special Education Services provided under Administrative rule 340.1862 are ECSE services delivered to MMSE eligible children with an IFSP aged birth to 3 years. 1862 is a delivery model rather than an EC program, and the services are provided in a variety of natural environments.

For each of the above Birth to 5 Special Education Programs and Services, FTE is based first on meeting specific **Eligibility Criteria**, then on the defined **Calculation Methodology** only if all the eligibility criteria are met.

Eligibility

Does your program/service and student enrollment meet all eligibility requirements?

Yes

Follow the next steps to calculate the FTE

No

No FTE calculation required

Marquette Alger RESA

1754 Program & Pupil Enrollment FTE Eligibility Requirements

1754 Program Requirements

To be eligible for FTE calculation **all** must be true:



Days/Hours

Program meets for a minimum of 360 hours and 144 days

However, 450 hours are required for a full 1.0 FTE eligibility (otherwise, FTE is prorated)



IEP Considerations

Program is based on student's individual needs, as per the IEP



Teacher Credentials

Endorsed ECSE teacher provides instruction



MDE EC Standards

Program is based on approved MDE EC standards



Education & Participation

Program includes both a parent participation and an educational component.



Student Teacher Ratio

Student Teacher Ratio $\leq 12:1$ plus one aide at any one time

Teacher has responsibility for ≤ 24 total students

1754 Student Enrollment Requirements

To be eligible for FTE calculation **all** must also be true:



General Eligibility

Pupil meets general pupil membership eligibility requirements (i.e., age, residency)



Enrollment

Pupil must be registered, enrolled, and participating in the program



IEP

ECSE pupil must have an IEP with the R 340.1754 program finalized on or before count day



Attendance

Pupil was enrolled and attended before count day, subject to the 10/30 day rule

Did your 1754 Program and Student Enrollment meet all the requirements?

Yes

Follow the steps on the next page to calculate the FTE for each pupil.

No

There is no FTE calculation for the program and/or the student.

1754 FTE Calculation Instructions

1

Review each individual student's attendance across the count period (M-F of count week, plus 4 weeks) and use any single week (M-F) with ≥ 4 days of scheduled instruction to determine the student's highest percentage of attendance in scheduled instruction.

2

Calculate the annual hours of scheduled instruction:

Using the program calendar, multiply the total days of scheduled instruction for the school year by the documented number of scheduled hours of instruction per day.

3

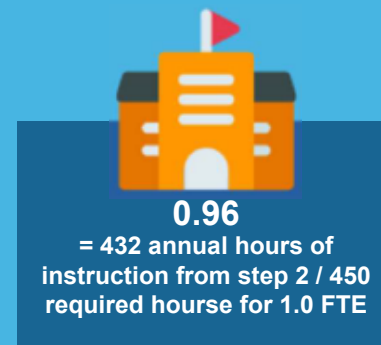
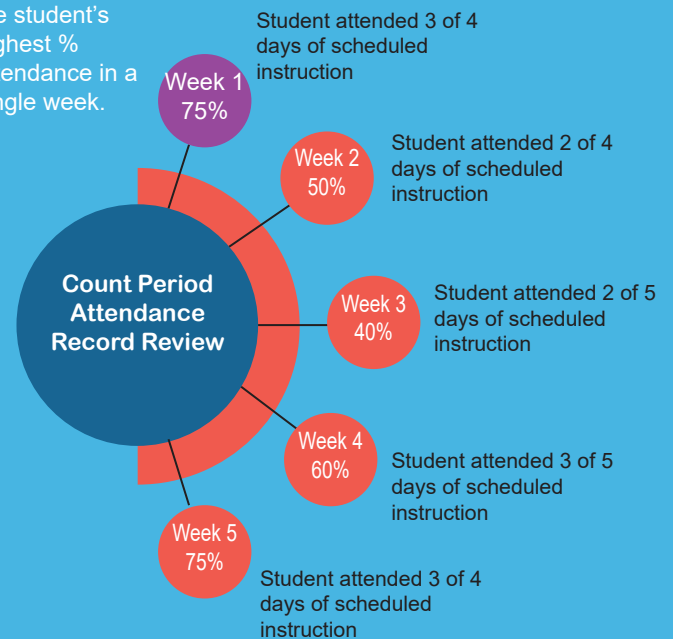
Determine the maximum allowable program FTE claim by dividing the annual hours from step 2 by 450 (the number of hours required for a full 1.0 FTE).

4

Calculate the FTE claim for the student by multiplying the highest percentage of attendance in step 1 by the maximum allowable FTE calculated in step 3.

1754 FTE Calculation Example

Week 1 or 5 reflect the student's highest % attendance in a single week.



0.72 FTE

= 0.96 maximum allowable FTE for this program (steps 2 & 3) * 75% highest attendance for this student (step 1)

Marquette Alger RESA

1755 Services & Pupil Enrollment FTE Eligibility Requirements

1755 Services Requirements

To be eligible for FTE calculation ***all*** must be true:



Days/Hours

Each pupil's IEP must reflect a minimum of 72 hours of services within 1 school year



Teacher Credentials

Services may be provided by an endorsed ECSE teacher or an approved related service staff person working under the educational direction of an endorsed ECSE teacher.

1755 Student Enrollment Requirements

To be eligible for FTE calculation ***all*** must also be true:



General Eligibility

Pupil meets general pupil membership eligibility requirements (i.e., age, residency)



Enrollment

Pupil must be registered, enrolled, and participating in the services



IEP

ECSE pupil must have an IEP with the R 340.1755 ECSE services finalized on or before count day



Attendance

Pupil received services during the count period (M-F of count week, plus the following 3 weeks)

Did your 1755 Service and Student Enrollment meet all the requirements?

Yes

Follow the steps on the next page to calculate the FTE for each pupil.

No

There is no FTE calculation for the student.

1755 FTE Calculation Instructions

1

Review each individual student's service hours across the count period (M-F of count week, plus 3 weeks).

Identify the weekly service hour amount by using the maximum number of hours provided to the student in any one week during the count period.

*Note: If services are cancelled one week and rescheduled another, those make hour service hours cannot be included in the calculation.

2

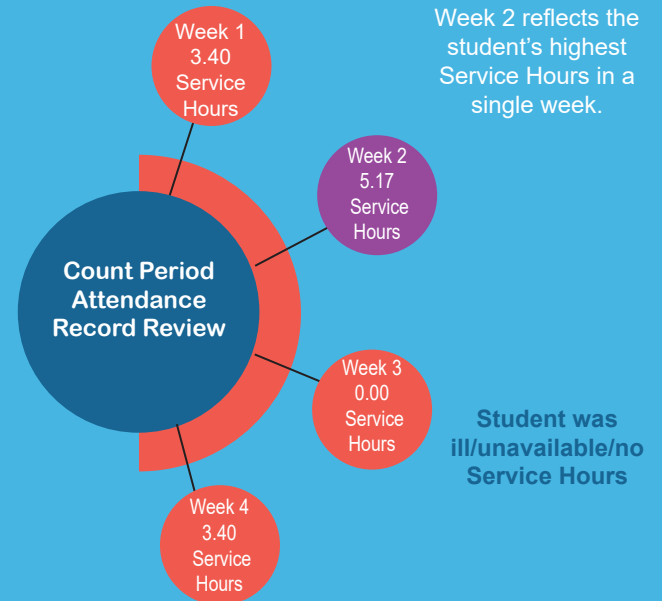
Calculate the annual hours of service:

Multiply the highest weekly hour amount from step 1 by the number of weeks the 1755 services operate (based on the program calendar submitted by the district).

3

Calculate the FTE claim for the student by dividing the annualized hours of service from step 2 by the 180 required hours for a full 1.0 FTE.

1755 FTE Calculation Example



1.00 FTE

= 186.12 Service Hours (step 2) /
180 Hours (required for full 1.00)

Marquette Alger RESA

1862 Services & Pupil Enrollment FTE Eligibility Requirements

1862 Services Requirements

To be eligible for FTE calculation ***all*** must be true:



Days/Hours

Each pupil's IEP must reflect a minimum of 72 hours of services within 1 school year



Teacher Credentials

Services may be provided by an endorsed ECSE teacher or an approved related service staff person working under the educational direction of an endorsed ECSE teacher.

1862 Student Enrollment Requirements

To be eligible for FTE calculation ***all*** must also be true:



General Eligibility

Pupil meets general pupil membership eligibility requirements (i.e., age, residency)



Enrollment

Pupil must be registered, enrolled, and participating in the services



IEP

ECSE pupil must have an IEP with the R 340.1862 ECSE services finalized on or before count day



Attendance

Pupil received services during the count period (M-F of count week, plus the following 3 weeks)

Did your 1862 Service and Student Enrollment meet all the requirements?

Yes

Follow the steps on the next page to calculate the FTE for each pupil.

No

There is no FTE calculation for the student.

1862 FTE Calculation Instructions

1

Review each individual student's service hours across the count period (M-F of count week, plus 3 weeks).

Identify the weekly service hour amount by using the maximum number of hours provided to the student in any one week during count period.

Note: If services are cancelled one week and rescheduled another, those make up hours cannot be included in the calculation.

2

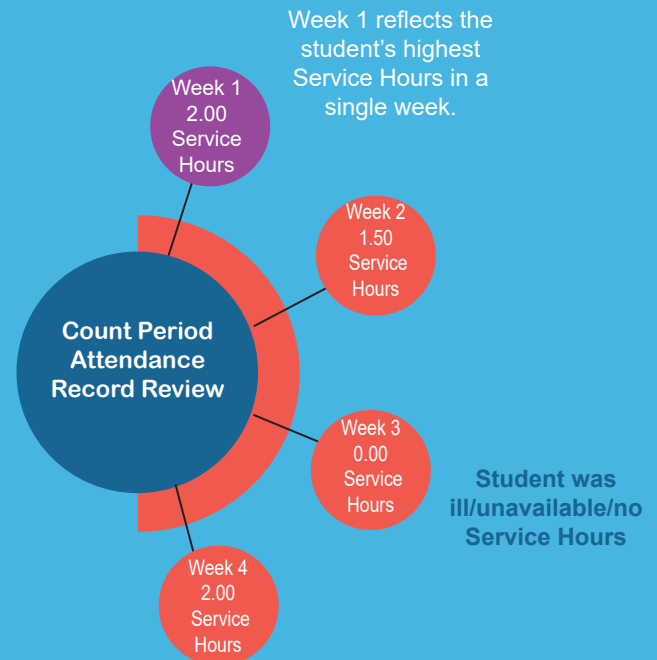
Calculate the annual hours of service:

Multiply the highest weekly hour amount from step 1 by the number of weeks the 1862 services operate (based on the program calendar submitted by the district).

3

Calculate the FTE claim for the student by dividing the annualized hours of service from step 2 by the 180 required hours for a full 1.0 FTE.

1862 FTE Calculation Example



0.58 FTE

= 104.00 Service Hours (step 2) / 180 Hours (required for full 1.00)