


Coordinated Early Intervening Services (CEIS)








Allowable Expenses







Note: The Coordinating Early Intervening Services (CEIS) allowable expenses in the table below might be affected by the significant disproportionality regulations under the Individuals with Disabilities Education Act (IDEA) released by the U.S. Department of Education in the Federal Register on December 19, 2016. The Minnesota Department of Education (MDE) is working on revising the CEIS allowable expenses to align with the regulations. Until notified otherwise, local educational agencies (LEAs) should follow the information below.

Symbol Key:

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






Allowed	Not Allowed	Budget Item / Activity
<input checked="" type="checkbox"/>		AFTER SCHOOL / SUMMER PROGRAMMING: CEIS funds may be used to provide academic and behavioral interventions after school and during the summer. CEIS funds may not be used for after school or summer school programming open to all students. CEIS is intended for students determined to need additional academic and behavioral supports to succeed in general education but who have not been identified as students with disabilities.
	<input checked="" type="checkbox"/>	ALTERNATIVE EDUCATION: CEIS funds may not be used for alternative or at-risk programming that <i>replaces</i> universal/core programming. CEIS funds may be used only in programming that provides interventions in <i>addition</i> to universal/core programming.
	<input checked="" type="checkbox"/>	AT-RISK PROGRAMMING: CEIS funds may not be used for alternative or at-risk programming that <i>replaces</i> universal/core programming. CEIS funds may be used only in programming that provides interventions in <i>addition</i> to universal/core programming.
	<input checked="" type="checkbox"/>	BUS, VAN or OTHER STUDENT TRANSPORTATION COSTS: Not allowed.

Allowed	Not Allowed	Budget Item / Activity
		COACHES: A district may hire or contract with individuals or organizations for mentoring/coaching services to help carry out activities funded by CEIS. A mentor or coach, unless appropriately licensed, may not provide instruction to students. Mentors and coaches may support, reinforce, or follow-up on instruction provided by and under the supervision of an appropriately licensed general education teacher. See also “Supervision” in the Information section.
		COMPUTER NETWORK COSTS: Not allowed.
		COMPUTING DEVICES: CEIS funds may be used to purchase computers, laptops, touch screen devices, etc., if the devices will be used primarily for the delivery of academic or behavioral interventions in an established multi-level system of supports. The LEA must track these devices and ensure that their usage aligns with the LEA’s activities as reported in the CEIS narrative.
		CORE CURRICULUM: Universal/core activities are designed to provide high quality instruction to all students in a grade, school, or LEA. These activities may not be funded with CEIS dollars. CEIS funds may be used to fund supplemental academic and behavioral interventions for students determined to need additional academic and behavioral supports to succeed in general education.
		CREDIT RECOVERY PROGRAMS: Costs of credit recovery programs may not be funded by CEIS. Credit recovery programs are not an evidence based academic intervention but are instead used to help students (who may not be struggling academically) access and complete missed core curriculum.
		ELECTRONIC DEVICES: CEIS funds may be used to purchase DVD players, camcorders, computing devices, etc. if the devices will be used primarily for the delivery of academic or behavioral interventions in an established multi-level system of supports. The LEA must track these devices and ensure that their usage aligns with the LEA’s activities as reported in the CEIS narrative.
		FURNITURE: Desks, tables, chairs, file cabinets, and other furniture not allowed.

Allowed	Not Allowed	Budget Item / Activity
		<p>EVALUATIONS FOR SPECIAL EDUCATION ELIGIBILITY DETERMINATIONS:</p> <p>Evaluations, including outside evaluations, for determining eligibility for special education services are not considered part of the delivery of academic or behavioral interventions and thus may not be funded with CEIS set-aside. Costs of special education referrals and evaluations are eligible costs under IDEA flow-through.</p>
		<p>EXTENDED CONTRACTS / EXTENDED HOURS: CEIS funds may be used to pay for extended contracts or extended hours for staff directly involved with the coordination, supervision, or delivery of academic or behavioral interventions and progress monitoring.</p>
		<p>GENERAL EDUCATION TEACHER SALARIES: Under CEIS funding, general education teachers may provide academic interventions, behavioral interventions, assessments and receive/deliver professional development. Any staff charged to a federal grant must be appropriately licensed in the area in which they are providing academic instruction.</p>
		<p>GUIDANCE COUNSELOR SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school guidance counselor’s efforts to implement behavioral interventions, progress monitoring, other CEIS evaluations, and related professional development. School guidance counselors may not deliver reading or math instruction under CEIS funding unless they also hold the appropriate license to deliver reading or math instruction.</p>
		<p>INCENTIVES for STUDENTS: Nominal items of low value may be purchased with CEIS funds to be used as part of the coordinated delivery of academic or behavioral interventions. The items should be educational in nature. The amount charged to the CEIS set-aside grant must be reasonable and prudent. The following are <i>not</i> allowed incentives: cash, cash cards, gift cards, computing devices (such as iPads, Nooks, Kindles, etc.)</p>
		<p>INSTRUCTIONAL MATERIALS: Instructional materials purchased with CEIS funds must be exclusively used for delivering academic or behavioral interventions to students who, through a universal screening process, have been determined to be struggling. CEIS funds may not be used to purchase materials used in the core instructional program intended for all students</p>

Allowed	Not Allowed	Budget Item / Activity
	<input checked="" type="checkbox"/>	<p>IT STAFF SALARIES: Although IT staff costs may be linked to specific CEIS activities, the reasonable ability of the LEA to determine actual eligible salary and benefit costs is low. The risk of unsupported costs charged to the CEIS set-aside outweighs the benefit of charging IT salaries to the grant.</p>
<input checked="" type="checkbox"/>		<p>MENTORS: A district may hire or contract with individuals or organizations for mentoring/coaching services to help carry out activities funded by CEIS. A mentor or coach, unless appropriately licensed, may not provide instruction to students. Mentors and coaches may support, reinforce, or follow-up on instruction provided by and under the supervision of an appropriately licensed general education teacher. See also “Supervision” in the Information section.</p>
<input checked="" type="checkbox"/>		<p>NURSE SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school nurse’s efforts to implement behavioral interventions, progress monitoring, other CEIS evaluations, 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.</p>
	<input checked="" type="checkbox"/>	<p>OCCUPATIONAL OR PHYSICAL THERAPIST SALARIES: OT and PT are related services and may be provided only to students with disabilities in accordance with an Individualized Education Program (IEP), 504 or service plan.</p>
	<input checked="" type="checkbox"/>	<p>OFFICE EQUIPMENT: Not allowed.</p>
<input checked="" type="checkbox"/>		<p>PARAPROFESSIONAL SALARIES: The paraprofessional must serve as a general education paraprofessional and may:</p> <ul style="list-style-type: none"> • 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. • 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.

Allowed	Not Allowed	Budget Item / Activity
	<input checked="" type="checkbox"/>	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.
<input checked="" type="checkbox"/>		PROFESSIONAL DEVELOPMENT SERVICES: A district 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.”
<input checked="" type="checkbox"/>		PROGRESS MONITORING ACTIVITIES / SOFTWARE: CEIS funds may be used for progress monitoring of supplemental interventions provided to those students without disabilities determined to need additional academic and behavioral supports to succeed in general education. CEIS funds may not be used for universal screening or assessment administered to all students in a grade, school, or LEA.
<input checked="" type="checkbox"/>		PSYCHOLOGIST SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school psychologist’s efforts to implement behavioral interventions, progress monitoring, other CEIS evaluations, 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.
<input checked="" type="checkbox"/>		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 her or his license.
	<input checked="" type="checkbox"/>	REMODELING / RENOVATION: Remodeling or renovation does not meet the criteria for the utilization of CEIS funds.
	<input checked="" type="checkbox"/>	RENT or OCCUPANCY COSTS: Rent or occupancy costs do not meet the criteria for the utilization of CEIS funds.

Allowed	Not Allowed	Budget Item / Activity
		<p>RESPONSE TO INTERVENTION (Rti) COORDINATOR SALARY: CEIS funds may be used for salaries and fringe benefits, or portion thereof, of staff that directly coordinate or supervise the delivery and monitoring of academic or behavioral interventions. Rti coordinator costs must align with the LEA’s activities as reported in the CEIS narrative. CEIS funds may not be used to fund coordination of services intended to benefit all students or only students with disabilities.</p>
		<p>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.</p>
		<p>SOFTWARE (Instructional Media): Software purchased with CEIS funds must be exclusively used in the delivery of academic or behavioral intervening services, which includes instruction and progress monitoring. CEIS funds may not be used to purchase software used in the core instructional program intended for all students.</p>
		<p>SPECIAL EDUCATION TEACHER SALARIES: Special education staff may not be funded with CEIS dollars. Special education teachers are licensed to provide services to students with disabilities in accordance with each student’s IEP and therefore may not provide interventions to students who have not been found eligible under IDEA. CEIS funded activities are intended for students who have not been identified as students with disabilities under IDEA but who are determined to need additional academic and behavioral supports to succeed in general education. Teachers who hold both special education and general education licenses may provide instruction funded by CEIS to students determined to need support if their job assignment is prorated (see General Education Teacher Salaries).</p>
		<p>SUBSTITUTE TEACHER SALARIES: Districts may budget for general education substitute teachers to help carry out activities funded by CEIS (see General Education Teacher Salaries; Special Education Teacher Salaries; Teacher Salaries – General Education; Teacher Salaries – Special Education).</p>

Allowed	Not Allowed	Budget Item / Activity
<input checked="" type="checkbox"/>		SUMMER / AFTER SCHOOL PROGRAMMING: CEIS funds may be used to provide academic and behavioral interventions after school and during the summer. CEIS funds may not be used for after school or summer school programming open to all students. CEIS is intended for students determined to need additional academic and behavioral supports to succeed in general education but who have not been identified as students with disabilities.
<input checked="" type="checkbox"/>		TEACHER SALARIES – GENERAL EDUCATION: Under CEIS funding, general education teachers may provide academic interventions, behavioral interventions, assessments and professional development.
	<input type="checkbox"/>	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 job assignment is prorated (see General Education Teacher Salaries).
<input checked="" type="checkbox"/>		TEACHER SALARIES – SUBSTITUTES: Districts may budget for general education substitute teachers to help carry out activities funded by CEIS (see General Education Teacher Salaries; Special Education Teacher Salaries; Teacher Salaries – General Education; Teacher Salaries – Special Education).
	<input type="checkbox"/>	TECHNOLOGY STAFF: Although technology staff costs may be linked to specific CEIS activities, the reasonable ability of the LEA to determine actual eligible salary and benefit costs is low. The risk of unsupported costs charged to the CEIS set-aside outweighs the benefit of charging IT salaries to the grant.
	<input type="checkbox"/>	TRANSPORTATION – STUDENT: Student transportation does not meet the criteria for the utilization of CEIS funds.
<input checked="" type="checkbox"/>		TRAVEL (STAFF): Travel costs must be generated as a result of implementing activities funded by CEIS, such as professional development.

Allowed	Not Allowed	Budget Item / Activity
<input checked="" type="checkbox"/>		<p>TUTORS: A district may hire or contract with individuals or organizations for tutoring services to carry out CEIS funded activities. Tutors may:</p> <p>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.</p> <p>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.</p>
	<input type="checkbox"/>	<p>UNIVERSAL SCREENING COSTS: 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.</p> <p>Universal screening is part of the core instructional program provided to all students and not principally intended to address the needs of students without disabilities who require additional academic and behavioral support to succeed in a general education environment.</p>
	<input type="checkbox"/>	<p>SCREENING – SPECIAL EDUCATION CHILD FIND: A district 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. Child Find costs may be charged to the flow-through or preschool portion of the IDEA grant.</p>

Information

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