

**Arkansas Department of Education**  
**Rule Governing Residential Placement**  
October 2006

**18.01 REGULATORY AUTHORITY**

**18.01.1** These regulations shall be known as Arkansas Department of Education regulations allocating public school funds for the residential placement of students and defining educational services in such placements.

**18.01.2** These regulations are enacted pursuant to the State Board of Education's authority under Ark. Code Ann. 6-11-105, 6-41-202, 6-18-202, 6-20-104, and 6-20-107.

**18.02 PURPOSE**

**18.02.1** It is the purpose of these regulations to allocate public school funds for the residential placement of students.

**18.02.2** It is further the purpose of these regulations to define the educational services in such placements.

**18.03 DEFINITIONS**

**18.03.1** **ADE** - Arkansas Department of Education

**18.03.2** **DHHS** - Department of Health and Human Services

**18.03.3** **Juvenile Detention Facility (JDF)** - Any facility operated by a political subdivision of the State for the temporary care of juveniles alleged to be delinquent, or adjudicated delinquent, who require secure custody in a physically restricting facility. Under Ark. Code Ann. 9-27-330(a)(11), such facility must provide educational and other rehabilitative services to adjudicated delinquents who may be ordered by the court to remain in the juvenile detention facility for an indeterminate period not to exceed ninety (90) days.

**18.03.4** **Student Without Disabilities** - For purposes of these regulations, a student who has NOT been identified as disabled in accordance with the IDEA, and Ark. Code Ann. 6-41-202, et seq., shall be considered nondisabled.

**18.03.5 Student With Disabilities** - For the purposes of these regulations, a student with a disability means a student identified pursuant to the IDEA and Ark. Code Ann. 6-41-202, et seq., as needing special education and related services (inclusive of those presently receiving services).

**18.03.6 Residential Placement In State** - For the purposes of these regulations, such residential placement in state means -

**18.03.6.1** One of the following licensed facilities -

- A.** Inpatient psychiatric treatment facilities licensed by the Arkansas Department of Health and Human Services (DHHS);
- B.** Alcohol and drug treatment facilities licensed by the Arkansas Department of Health and Human Services;
- C.** Easter Seals of Arkansas in Little Rock;
- D.** Arkansas Pediatrics Facility in Pulaski County;
- E.** Millcreek ICF-MR in Fordyce;
- F.** Brownwood ICF-MR in Fort Smith.

**18.03.6.2** The facility has an approved special education component, and approval of the special education component is granted by the ADE, Special Education Unit. Such placement does not include the Arkansas School for the Blind, the Arkansas School for the Deaf or the Arkansas School for Mathematics and Sciences.

**18.03.7 Residential Placement Out-of-State** - For the purposes of these regulations, when a student with disabilities is placed in a residential treatment facility outside the State of Arkansas, the special education component of such a facility must be approved by the ADE, Special Education Unit and must be operating under the appropriate licensure of the state in which it is located.

**18.03.8 Residency** - Ark. Code Ann. 6-18-202 establishes residency requirements for students attending public schools in the State of Arkansas. Students affected by this statute include both those with and without disabilities.

## **18.04 RESIDENTIAL PLACEMENT IN STATE - STUDENTS WITHOUT DISABILITIES**

### **18.04.1 Assignment Of Responsibility**

**18.04.1.1** When a nondisabled student is placed for non-educational reasons in a residential treatment facility for treatment, the district where the residential treatment facility is located is the student's resident district. This district is responsible for educating the student.

**18.04.1.2** When a nondisabled student who is a ward of the State is placed in a residential treatment facility, the district where the facility is located is responsible for educating the student.

**18.04.1.3** When a nondisabled student is placed in a residential treatment facility for educational purposes by a parent or agent other than the school district, the parent or agent remains responsible for the education of the student.

### **18.04.2 Procedures For Educational Management**

**18.04.2.1** Each school district must designate an individual who will be responsible for ensuring compliance with these regulations. This may be the district superintendent or a designee.

**18.04.2.2** When a nondisabled student is placed in a residential facility, the facility must notify the responsible school district (superintendent or designee) within seven (7) calendar days of the student's admission. The district's special education supervisor should also be informed.

Failure of the facility to notify the responsible district in a timely fashion may result in loss of ADE approval of the residential treatment facility's special education program.

- 18.04.2.3** The district superintendent or designee shall convene a conference by a review team within seven (7) calendar days of notice by the residential treatment facility that the student is in a residential program. This conference may be conducted face-to-face or via a telephone call.
- 18.04.2.4** The review team shall be composed of, at a minimum, a representative from the district, a behavior intervention consultant (from the State's network of such consultants), a representative from the residential treatment facility, and a DHHS representative if the student is receiving services from one or more DHHS Divisions.
- 18.04.2.5** The review team shall review information available on the student and determine whether a referral for consideration of eligibility for special education and related services is warranted.
- 18.04.2.6** When the review team determines the student should be referred for consideration of eligibility for special education, a referral form must be completed and a referral conference conducted following the process in Section 4.00 of these regulations.
- 18.04.2.7** When the review team determines that the student should not be referred for consideration for special education and related services, it shall identify the general educational and non-educational needs of the student.
- 18.04.2.8** Based on the identified needs of the nondisabled student, the review team will determine and document where the educational program of the student will be implemented. The inter-linkage of the treatment program needs and educational programming must be discussed in reaching a decision on an appropriate educational placement.
- 18.04.2.9** Should the local review team be unable to agree upon

the educational placement of the student, a determination must be requested from the state level review panel. Requests for a determination from the state level review panel shall be submitted in writing to the Administrator, Dispute Resolution, ADE, Special Education Unit.

**18.04.2.10** From the time of the request for a state level review until a determination is made, the student will remain in his/her present educational placement.

**18.04.2.11** The state level review panel will be composed of three (3) persons: one (1) from the ADE, one (1) from DHHS and the third will be the Coordinator of the Behavior Intervention Consultant Network or other appropriate ADE staff.

**18.04.2.12** Within 30 calendar days of receipt of the written request, the state level review panel shall convene, review all information and render a final educational placement decision. The panel may extend the process by an additional 15 days should circumstances warrant.

**18.04.2.13** The state level review panel's decision will be considered final, will be rendered in writing and will be sent to the local review team for implementation.

### **18.04.3 Assignment of Costs**

**18.04.3.1** For nondisabled students, "educational costs" are limited to only those costs incurred for direct educational instruction of the student.

**18.04.3.2** All other services provided for the student are considered non-educational and are not reimbursable under these regulations. Such other costs will be borne by DHHS, Medicaid, private insurance, the parent or by any combination thereof.

**18.04.3.3** Residential treatment facilities must submit a bill to the school district for educational costs only. The invoice must be itemized to reflect the specific services provided. Invoices must be submitted to the school district in a timely manner in order for the district to seek reimbursement from the ADE, Special

Education Unit.

#### **18.04.4 Funding**

- 18.04.4.1** A local school district may access funds through the ADE, Special Education Unit for reimbursement for educational costs on nondisabled students placed in residential treatment facilities.
- 18.04.4.2** The maximum amount a district may be reimbursed on a per student basis for actual educational costs will be the Formula Foundation Aid times 2.00.
- 18.04.4.3** The local school district shall not be responsible for educational costs exceeding its maximum reimbursement rate for those nondisabled students receiving educational services in a residential treatment facility.
- 18.04.4.4** When the requests for reimbursement exceed the amount of funds available, the reimbursement will be prorated.

#### **18.04.5 Extended School Year Services (ESY)**

- 18.04.5.1** There is no provision for extended school year (educational) services to nondisabled students when schools are not in session. This applies to nondisabled students in residential placements, as well as their nondisabled peers who attend the local public school. Therefore, there is no need for a district to convene a review team during the summer months when school is not in session.
- 18.04.5.2** Residential treatment facilities cannot bill school districts for educational services provided to nondisabled students during the summer months.

### **18.05 RESIDENTIAL PLACEMENT IN STATE - STUDENTS WITH DISABILITIES**

#### **18.05.1 Assignment of Responsibility**

- 18.05.1.1** For students with disabilities in state-operated facilities (such as the Human Development Centers) the facility is responsible for procedural safeguards

and the provision of FAPE.

**18.05.1.2** When a student with a disability is placed for non-educational reasons in a residential treatment facility for treatment, the district where the facility is located is the student's resident district. The district shall be responsible for procedural safeguards and the provision of FAPE.

**18.05.1.3** When a student with a disability who is a ward of the state is placed in a residential treatment facility, the district where the residential treatment facility is located is responsible for educating the student.

**18.05.1.4** When a student with a disability is placed in a residential treatment facility for educational purposes by a school district, the placing district remains responsible for procedural safeguards and the provision of FAPE.

**18.05.1.5** When a student with a disability is placed in a residential treatment facility for educational purposes by a parent or agent other than the school district, the parent may petition the district where the student permanently resides (home district, usually that of the student's parent or guardian) for provision of procedural safeguards and FAPE.

**18.05.2 Procedural Safeguards**

**18.05.2.1** The procedural safeguards specified in Section 9.00 of these regulations shall be followed.

**18.05.3 Assignment of Costs**

**18.05.3.1** For identified students with disabilities, those costs defined as being educational in accordance with the IDEA will be borne by the district responsible for provision of procedural safeguards and FAPE. For students in state-operated facilities, the facility assumes those costs.

**18.05.3.2** All other costs will be borne by either DHHS, Medicaid, private insurance, the parent or by any combination thereof.

**18.05.4 Funding**

**18.05.4.1** School districts may be reimbursed for the educational costs of students with disabilities, including those in school districts not qualifying for any State Equalization Aid, who have been placed in approved residential treatment facilities, as defined by the ADE, Special Education Unit.

**18.05.4.2** The maximum amount to be reimbursed to a district on a per student basis is the amount equal to the product of the Formula Foundation Aid times 2.10, regardless of the setting in which the education is provided. (For example, there may be instances where the student resides in a residential treatment facility but attends the public school for educational purposes.)

**18.05.4.3** When the requests for reimbursement exceed the amount of funds available, the reimbursement will be prorated.

**18.05.5 Extended School Year Services (ESY)**

**18.05.5.1** Not all students with disabilities receiving educational services in residential placement will be eligible for or in need of ESY services.

**18.05.5.2** Determination of student eligibility for ESY services is made by the school district based on the regulations governing ESY in Section 19.00 of these regulations.

**18.06 RESIDENTIAL PLACEMENT OUT-OF-STATE - CHILDREN WITH DISABILITIES****18.06.1 Assignment of Responsibility**

**18.06.1.1** When a student with a disability is placed in a residential treatment facility for educational purposes

by a school district, the placing school district remains responsible for procedural safeguards and the provision of FAPE.

**18.06.1.2** When a student with a disability is unilaterally placed in a residential facility for educational purposes by a parent or agent other than the school district, the parent may petition the school district where the student permanently resides (home school district, usually that of the student's parent or guardian) for consideration of the provision of procedural safeguards and FAPE.

**18.06.1.3** In accordance with the Interagency Agreement between the ADE and DHHS, when a child with a disability is a ward of the state and is placed in a residential treatment facility outside the boundaries of the State of Arkansas, the ADE is responsible for procedural safeguards and FAPE.

**18.06.2 Procedural Safeguards**

**18.06.2.1** The procedural safeguards specified in Section 9.00 of these regulations shall be followed.

**18.06.3 Assignment of Costs**

**18.06.3.1** For identified students with disabilities, those costs defined as being educational in accordance with the IDEA will be borne by the district/agency responsible for provision of procedural safeguards and FAPE.

**18.06.3.2** All other costs will be borne by either DHHS, Medicaid, private insurance, the parent or by any combination thereof.

**18.06.4 Funding**

**18.06.4.1** School districts may request reimbursement for the educational costs of a student with disabilities placed in an approved residential treatment facility located outside the boundaries of Arkansas. Reimbursement may be used to fund the cost of such placement incurred by a school district.

**18.06.4.2** Reimbursement for this cost to the district will be calculated on the basis of Ark. Code Ann. 6-20-107(d)(2).

**18.06.4.3** When requests for reimbursement exceed the amount of funds available, the reimbursement will be prorated.

**18.06.5 Extended School Year Services (ESY)**

**18.06.5.1** Not all students with disabilities receiving educational services in residential placement will be eligible for or in need of ESY services.

**18.06.5.2** Determination of student eligibility for ESY services is made by the school district/agency based on the regulations governing ESY in Section 19.00 of these regulations.

**18.07 JUVENILE DETENTION FACILITIES**

**18.07.1 General**

**18.07.1.1** For the purposes of these regulations, juvenile detention facilities are designated as approved residential treatment facilities.

**18.07.1.2** The juvenile detention facility and the district where the juvenile detention facility is located are designated as responsible for educating the student consistent with federal and state laws for any period of time the student is being held in the facility.

**18.07.1.3** The resident district of a student who is being held in a juvenile detention facility is designated as responsible for the timely transfer of a student's educational records to the district where the juvenile detention facility is located upon notification by the court or district where the facility is located of the student's placement in a juvenile detention facility.

**18.07.2 Educational Services for Nondisabled Students**

**18.07.2.1** In order to be eligible for public school funds, each juvenile detention facility shall provide the following educational services for nondisabled students -

- A.** The teachers employed by the juvenile detention facility must hold a valid teaching license from the Arkansas Department of Education or have a minimum of a Bachelor's degree from an accredited college/university.
- B.** The maximum teacher/student caseload shall be 1 to 15 without a paraprofessional and 1:24 with a full-time paraprofessional.
- C.** The juvenile detention facility shall provide instructional materials that address the basic educational skills needed by students, appropriately address the age ranges and the abilities of the students in the facility. Such materials shall include, but are not limited to, reference materials, dictionaries, reading materials and maps.
- D.** The juvenile detention facility shall provide each student educational services for at least one hundred eighty (180) minutes per day.

**18.07.2.2** A school district which receives a student after attendance at a juvenile detention facility shall not use absences incurred as a result of detention as the sole basis for denial of credit.

**18.07.3 Educational Services for Disabled Students**

**18.07.3.1** In order to be eligible for public school funds, each juvenile detention facility shall provide the following educational services for disabled students -

- A.** The juvenile detention facility shall provide FAPE consistent with the student's IEP.

- B.** The teacher, employed by the JDF or local school district, who is implementing the IEP of a student with a disability must either -
  - 1.** Hold a valid teaching license as a special education teacher, or
  - 2.** Meet the qualifications in §18.07.2.1A above and implement the IEP in collaborative consultation with licensed special education personnel.
- C.** The procedural safeguards specified in these regulations shall be followed for those students identified as disabled and for those suspected of being disabled.

#### **18.07.4 Funding For Students in Juvenile Detention Facilities**

**18.07.4.1** The juvenile detention facility may receive reimbursement from the local school district in which the facility is located for the costs of providing educational services to students in the facility, based upon the following -

- A.** For nondisabled students, educational costs are costs incurred for direct educational instruction and include salaries and benefits of teachers and paraprofessionals, staff development costs and substitute pay.
- B.** For students with disabilities under the IDEA, educational costs include all costs incurred in the provision of FAPE.
- C.** For students suspected of having disabilities as defined by the IDEA, educational costs shall include costs incurred in the evaluation process.

**18.07.4.2** The juvenile detention facility and the local school district in which the juvenile detention facility is located shall jointly determine the education costs incurred by the facility.

**18.07.4.3** The local school district in which the juvenile

detention facility is located shall reimburse the juvenile detention facility for educational costs incurred up to an amount not to exceed the Formula Foundation Aid, times the number of students in the facility.

**18.07.4.4** If the juvenile detention facility and the local school district cannot agree on an amount for reimbursement, either entity may appeal to the ADE for a final decision.

**18.07.4.5** The ADE shall reimburse local school districts which have juvenile detention facilities on a quarterly basis based upon the district requesting such reimbursements.

**A.** The quarterly reimbursement amount will be determined by dividing the amount identified in §18.07.4.3 by four (4).

**B.** Should costs decrease, the local school district in which the facility is located shall notify the ADE, Special Education Unit within thirty (30) days of revised costs.

**C.** Any adjustments to reimbursements based on cost decreases will be made in the fourth (4th) quarter.

**18.07.4.6** A local school district may request reimbursement for the costs of educational services provided to students in juvenile detention facilities and incurred by the local school district.

**18.07.4.7** The juvenile detention facility shall provide the local school district a monthly attendance record for each student in the facility, regardless of length of stay.

## **18.08 SERIOUS OFFENDER PROGRAMS**

**18.08.1** It shall be the responsibility of the local school district in which a serious offender program is located to report the attendance of those students on the district's attendance report and to transfer funding to the serious offender program located within the district.