

September 2017

To: Early Childhood Special Education Teachers in N.L.S.E.C.

From: Jessica Brown, ECSE Coordinator, NLSEC  
Dena Hagen, Director, NLSEC

Submitted by: \_\_\_\_\_  
(ECSE Teacher name)

Re: Prekindergarteners with IFSPs/IIIPs/IEPs in Community Preschool Programs

School districts are eligible for special education reimbursement for community preschool program fees, when the program is part of the child's special education plan (IFSP or IIIP or IEP). To receive reimbursement, Northern Lights Special Education Cooperative must facilitate a contract between the child's resident school district and the preschool program cited on the child's education plan. The grid below contains essential information needed for the contract. Please complete one grid per program and send to Mary Borden at NLSEC before October 15, 2017. Thank you!

### PROGRAM GRID

Child's name & child's resident school district	Preschool Program Name & Address	Preschool Program/Class Director's name contact number	Monthly program/class fee (Attach Program annual fee schedule.)	Number of hours per week in this program/class	Number of weeks which this class is in session (Attach program annual calendar.)	Program/class start date	Program/class end date
<i>Example: Tom Smith, ISD 94</i>	<i>ABC Pressschool 123 4th Street, Cloquet MN 55720</i>	<i>Mrs. Jones 218.391.8559</i>	<i>3 days/wk = \$65/week Fee schedule attached.</i>	<i>7.5 hours per week</i>	<i>34 weeks 2017-2018 calendar attached.</i>	<i>Sept 4, 2017</i>	<i>May 31, 2018</i>
1.							
2.							
3.							

Need more space? Make additional copies of this page and send all to NLSEC.