



**COMMONWEALTH of VIRGINIA**  
DEPARTMENT OF EDUCATION

DATE: April 14, 2023

TO: Division Superintendents

FROM: Aimee Guidera, Acting Superintendent of Public Instruction and Secretary of Education

**SUBJECT: Use of IDEA Part B Funds for Coordinated Early Intervening Services (CEIS) Survey**

The *Code of Federal Regulations* (34 CFR §300.226 (d)) requires each local educational agency (LEA) that implements Coordinated Early Intervening Services (CEIS) to report to the state on the number of children who received CEIS and the number of those children who subsequently received special education and related services under Part B of the *Individuals with Disabilities Education Act* (IDEA) during the preceding two-year period. States and LEAs must maintain these records for audit and monitoring purposes.

The *Use of IDEA Part B Funds for Coordinated Early Intervening Services Survey* will be open and accessible through the [Single Sign-on for Web Systems](#) (SSWS) portal on Monday, May 15, 2023. Each school division must electronically verify the data through the Superintendent Data Collection Approval (SDCA) and complete this survey by **July 31, 2023**.

For more information or if you have questions, contact the [Office of Special Education Data](#).

AG/SMH/dl