



COMMONWEALTH of VIRGINIA  
Department of Education

August 15, 2014

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

**SUBJECT: Data Collections: Education of Children in Foster Care – Reimbursement of Fiscal Year 2014 Local Costs from Fiscal Year 2015 State Funds and Remedial Summer School Funding for Fiscal Year 2015 (Summer 2014 Program)**  
**Due Date: September 26, 2014**

Chapter 2, 2014 Special Session I Acts of Assembly, provides state funds for those divisions that offered a qualifying remedial summer school program in summer 2014 (fiscal year 2015) pursuant to Section 22.1-253.13:1 C., *Code of Virginia*. [Attachment A](#) to this memorandum provides a detailed description of Remedial Summer School state funding and instructions for completing the Remedial Summer School data collection.

In addition, Chapter 2 provides state funds for the costs of prior year local operations, as determined by the Department of Education, for certain children placed in foster care. A detailed description of state funding requirements for Education of Children in Foster Care and instructions for completing the Foster Care data collection are provided in [Attachment B](#) to this memorandum. [Attachment C](#) contains the provisions from the appropriation act, the *Code of Virginia*, and Board of Education regulations pertaining to the education of children in foster care.

The department is providing downloadable Excel templates to facilitate the collection of data used to calculate state payments for the Remedial Summer School and Education of Children in Foster Care programs. The Excel templates and instructions are located on the department's Web site at the following address:

[http://www.doe.virginia.gov/info\\_management/data\\_collection/finance/index.shtml](http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml).

Please note that completed Excel files for Remedial Summer School should be e-mailed to the Department of Education Budget Office at the address provided in Attachment A to this memorandum. Due to the sensitive nature of the data collected for Foster Care, however, completed Foster Care Excel files must be uploaded through the Single Sign-on for Web Systems (SSWS) portal; please see Attachment B for additional information.

Completed Excel files and signed certification forms for both of these data collections are due to the department no later than **September 26, 2014**.

If you have any questions concerning either of these data collections, please contact budget office staff at (804) 225-2025.

SRS/cas

Attachments:

- A. [Instructions for Completing the Remedial Summer School Data Collection](#) (PDF)
- B. [Instructions for Completing the Foster Care Data Collection](#) (PDF)
- C. [Appropriation, Statutory, and Regulation Authority for Foster Care Funding](#) (PDF)