



**#118-21**

**Commonwealth of Virginia  
Virginia Department of Education  
Superintendent's Memo #118-21**

DATE: May 7, 2021  
TO: Division Superintendents  
FROM: James F. Lane, Ed.D., Superintendent of Public Instruction  
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 during the preceding two-year period (i.e., the two years after the child has received CEIS) (71 FR 46540, 46628 (Aug. 14, 2006)). States and LEAs must maintain these records for audit and monitoring purposes.

Our survey to collect the requisite information will be open and accessible through the [Single Sign-on for Web Systems](#) (SSWS) portal on **Monday, May 17, 2021**. In order for the Virginia Department of Education to comply with federal reporting requirements, each LEA must complete this survey by **July 30, 2021**. The Superintendent's signed verification for this report should be scanned and emailed to [spedprogramdata@doe.virginia.gov](mailto:spedprogramdata@doe.virginia.gov) by **July 30, 2021**.

## For more information

If you have questions, contact Karen Puckett, Coordinator of Special Education Data at [spedprogramdata@virginia.gov](mailto:spedprogramdata@virginia.gov).

JFL/KP/dl