

Frequently Asked Questions
Reporting Private and Homeschool Students and Proportionate Share Budget

1. Must all local education agencies (LEAs) report Private and Homeschool students and develop a budget for Proportionate Share?

Charter LEAs, State Schools, Department of Corrections (DOC), and Department of Juvenile Justice (DJJ) are not required to report these students or set aside proportionate share funds. All other LEAs must report these students and set aside proportionate share funds.

2. What information do I use to determine which students to count for Proportionate Share?

Data reported for FTE1 collected in October 2021 (FY22) MUST be used to determine Proportionate Share for FY23. Students should be reported in FTE1 and counted for proportionate share the following year if they have been identified as a student with a disability under IDEA and:

- Are active students in your LEA and served under an IEP
- Are homeschooled and reside in your district and are served under a SP
- Are homeschooled and reside in your district and are not served
- Are parentally placed in a non-profit private school located in your LEA regardless of where they reside and are served under a SP
- Are parentally placed a non-profit private school located in your LEA regardless of where they reside and are not served

3. Can students with an expired eligibility report or re-evaluation data review count toward the Not Served (N) or S (Service Plan) students?

Yes. Eligibilities do not “expire” so this is still an eligible student.

4. What information should be reported in FTE1 for parentally placed Private and Homeschool students?

Please refer to the matrix published on this site for specific details: [Matrix](#)



5. The parents of a private school or homeschool student indicate that the student is a student with a disability. How does the LEA verify this?

The Special Education History in Georgia Unique Identifier for Education (GUIDE) can be viewed after claiming the Georgia Testing Identifier (GTID). Special Education historical events can also be seen in Student Records (SR). The LEA can also request copies of any documentation the parent might have and reach out to former LEAs to determine eligibility status.

6. If eligibility cannot be verified after efforts to use the special education history in GUIDE and SR, and checking with other LEAs, what should the LEA do?

The LEA should ask the parents if they suspect a disability and want an evaluation to determine eligibility for special education services. The LEA should also work with the private school to gather pertinent information which can be used to determine if the child needs evaluation for special education. With no prior information, follow Child Find procedures.

7. What if a student included in the proportionate share count drops out after FTE1 and before developing the proportionate share budget using this information?

The FT085 report is a snapshot in time. Students are reported in FTE1 as Served under an IEP, or as Private or Home-Schooled students served under a Services Plan, or as Private or Home-Schooled students Not Served. Students who have dropped out or moved at the time of FTE1 will not be counted in the FTE1 report for that year. When completing the proportionate share portion of the budget each year, LEAs must refer to the FTE1 snapshot of the prior school year. It is likely that the status of many students will have changed by that time. Ensure that the FT085 report is accurate at the time of FTE1 reporting and use that count to determine the proportionate share amount for the following year.

8. Some parents of a private or home-school student want a student evaluated for informational purposes only. Others want to receive equitable services, but they do not want the student to be involved in any special education due process procedures. Is it appropriate to evaluate the student and not meet to make an eligibility determination?

No. Evaluation under the Individuals with Disabilities Education Act (IDEA) is required to determine eligibility for services. However, the LEA should be mindful not to deny the evaluation because the parent does not want special education unless consent for evaluation is not given. Please refer to guidance given regarding development of an IEP and offering of a free and appropriate public education (FAPE).

9. What are some sources of information for identifying students attending a private school in my LEA or homeschooled students residing in an LEA who should be reported in FTE1?

Locating and contacting the students that need to be reported can be challenging. This process should be started before FTE1 in order to have the information to report by Count Day. Information can be obtained from several sources and then verified. Examples include but are not limited to the following:

- The Homeschool Report in the SLDS Operational Dashboard. This information comes from parents and needs to be verified. The SWD status and the LEA of residence may not be accurate or current.
- Reports in your SIS regarding students who have withdrawn to homeschool, private school, or SB10 (Georgia Special Needs Scholarship Program) placement. These reports may be based on parent input at the time of the withdrawal and will need to be verified. Determine the LEA in which the private school is located to know the LEA which should report the student in FTE1.
- Letters received by your LEA from private schools located in your LEA with the names of students with disabilities living in your LEA. *You may not be notified of students not living in your LEA, but those students are still yours.* The SWD status will need to be verified.

10. Are there particular services or amounts of services that must be provided to private or homeschooled children with disabilities?

No. These decisions are made during the consultation process and are based on the needs of the children designated to receive services. Private and homeschooled children have no individual entitlement to receive some or all the special education and related services they would receive if enrolled in a public school.

11. May an LEA use proportionate share funds for administrative costs?

No. Proportionate share funds must be used on children directly or indirectly.

12. May an LEA give proportionate share funds to the private school to provide equitable services?

No. The control of funds used to provide special education services and the control of materials, equipment, and property purchased with those funds is the sole responsibility of the LEA.

13. May an LEA place equipment and supplies for equitable services in a private school or homeschool?

Yes, but only for the time period needed to provide services. The LEA must ensure that equipment or supplies must only be used for Part B purposes and can be removed without remodeling the facility. All equipment and supplies must be removed when no longer needed or if removal is necessary to prevent unauthorized use. Additionally, the LEA must inventory the equipment.