

LEA Options in Response to 2018–2019 Preliminary IDEA-B LEA MOE Compliance Review Report Results

Option 1: Accept Results

If your preliminary results match TEA's, you have no allowable statutory exceptions and/or adjustments, and you accept TEA's preliminary results, then *no further action or response is required*. The preliminary results will become the final results.

Option 2: Submit Allowable Exceptions/Adjustment to Fiscal Effort Considerations

If TEA's preliminary results match your preliminary results but you have allowable statutory exceptions and/or adjustment to fiscal effort to submit for consideration in the final IDEA-B LEA MOE compliance review, you must submit *all* of the following to GFFC Reports and Data Collections by the deadline date of **April 24, 2020**:

- IDEA-B LEA MOE Certification Form, signed by the superintendent
- IDEA-B LEA MOE Exceptions Workbook
- Supporting documentation to justify the amounts reported in in the IDEA-B LEA MOE Exceptions Workbook for any of the allowable exceptions

Important Note: If you are unable to meet this April 24, 2020, deadline date, please send an e-mail to compliance@tea.texas.gov to request an extension and let us know when you will be able to submit the Exceptions Workbook with documentation.

Instructions for submitting required documentation are provided following the description of Option 4, below.

Option 3: Recalculate If Results Do Not Match

If you used TEA's IDEA-B LEA MOE Calculation Tool, and your preliminary results do not match TEA's, review your data sources and documentation and recalculate your MOE using the calculation tool.

If your recalculation does not match TEA's preliminary results, email compliance@tea.texas.gov to alert TEA of the discrepancy. TEA will contact you regarding further required action.

Option 4: Submit Alternate Local Methodology

If your LEA established an alternate local methodology to calculate any of the four test methods, your compliance review will not match TEA's. Email compliance@tea.texas.gov to alert TEA that you intend to submit an alternate local methodology along with supporting documentation for consideration in the final IDEA-B LEA MOE compliance review. TEA will contact you regarding further required action.

Forms and Submission Requirements for Option 2

The IDEA-B LEA MOE Exceptions Workbook is accessible in GFFC Reports and Data Collections, under the "Download Forms" menu, and also on the [IDEA-B LEA MOE](#) page of the TEA website. The first tab of the IDEA-B LEA MOE Exceptions Workbook is the IDEA-B LEA MOE Certification Form. The certification must be signed by the LEA's superintendent. Follow these steps to complete the certification:

1. Enter the name of your LEA.
2. Enter the county-district number of your LEA.
3. Enter the name of the LEA official who is signing the form.
4. Enter the official's title.
5. Print the certification tab.
6. Have the superintendent sign and date the printed page.
7. Scan the signed and dated page.
8. Upload via GFFC Reports and Data Collections, as instructed below, to the IDEA-B LEA MOE Certification folder.

Follow these steps to submit the LEA's signed IDEA-B LEA MOE Certification Form, IDEA-B LEA MOE Exceptions Workbook, and supporting documentation to GFFC Reports and Data Collections for consideration in the final IDEA-B LEA MOE compliance review:

1. Log on to the TEA Login ([TEAL](#)).
2. Select "GFFC Reports and Data Collections."
3. Select "Upload Response Documents."
4. Select the applicable response document title from the pull-down menu:
 - IDEA-B LEA MOE Certification
 - IDEA-B LEA MOE Exceptions Workbook
 - IDEA-B LEA MOE Support Documents
5. Select the "2018–2019" school year.
6. Select Response Doc type "Response Document."
7. Select "Upload Document."
8. Important: *Repeat steps 4–7 to upload each of the three required documents.*