

**NDE Guidelines: School District Reporting for Purpose of Special Education Reimbursement—Guidance Counselors**

School districts may receive special education reimbursement for a Guidance Counselor(s) providing work study or transition services to verified special education students provided that the service is **in addition** to the services provided to regular education peers and is **necessary** for the student to benefit from the special education services as indicated on the IEP. Vocational, work study, transitional, and career planning services provided to all students as part of the curriculum **are not** considered allowable reimbursable special education expenditures.

School districts claiming special education reimbursement for a Guidance Counselor(s) during the 2008-2009 school year shall meet the following criteria:

- Certification and endorsement as per NDE Rule 51, specifically 92 NAC 010.01D20; and
- Delivery of the special education service must be included within the IEP as per NDE Rule 51 (92 NAC 51 007), specifically 92 NAC 51 007.07A9.

School districts claiming special education reimbursement for a Guidance Counselor(s) beginning with the 2009-2010 school year shall meet the following criteria:

- Certification and endorsement as per NDE Rule 51, specifically 92 NAC 010.01D20;
- Delivery of the special education service must be included within the IEP as per NDE Rule 51 (92 NAC 51 007), specifically 92 NAC 51 007.07A9;
- Maintenance of time and effort logs supporting the amount of Full Time Equivalency (FTE) claimed for the Guidance Counselor providing the service (such documentation shall be made available to NDE upon request); and
- Contract for Guidance Counselor reflects the delivery of transition and work study services for students with disabilities.