



STAC, Special Aids and Medicaid Unit

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To: Authorized Municipality Representatives - §4410 of Education Law

From: Maureen C. McCarthy, Education Finance Specialist *Maureen C. McCarthy*

Subject: **Closeout of 2008-09 Preschool Claims per the Statute of Limitations**

Pursuant to §4410 of Education Law, Chapter 474 of the Laws of 1996 requires that preschool **claims** for **2008-09** be received by the New York State Education Department's STAC and Special Aids Unit no later than **June 30, 2012**. This includes claims for placements in preschool center-base programs, related services, special education itinerant teacher services and claims for reimbursement for preschool evaluations.

In order that STAC and Special Aids can process all approval requests submitted, each respective **COUNTY** must receive *the complete and appropriate STAC records* by **February 1, 2012**. This assures the complete review of your requests and provides your County and the STAC and Special Aids Unit the time needed to notify the counties and/or school districts of any incomplete or conflicting requests so that they may be corrected and re-submitted, if necessary.

In **mid-May 2012**, the final Automated Verification Listings (AVL) will be generated and sent to each county office for return to NYSED before **June 30, 2012**. After that date, 2008-09 AVL claims will be issued only for records where there is a change in the certified rate.

If you have questions regarding this process, please contact me at mmccarth@mail.nysed.gov.

cc: Harold Matott