



System to Track and Account for Children (STAC) and Medicaid Unit

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TO: Directors of Preschool Special Education Programs
Directors of Private School Age Special Education Programs
Superintendents of Special Act School Districts
Superintendents of Public School Districts
Superintendents of BOCES

FROM: Adam C. Lenhardt, Education Finance Specialist 2

DATE: April 5, 2021

SUBJECT: 2021-2022 School Year Program Service Dates for STAC Online Reimbursement

Annually, the State Education Department (SED) requires all approved special education providers to review and/or revise, as necessary, the **program date information** located on the STAC program file. **The program start date should be the first day students will attend the program. For the summer of 2021, the program start date may be Monday, July 5, 2021 even if the provider is closed to observe Independence Day. The program end date must be the last day students will attend the program.** Each student's period of enrollment¹ must coincide with or fall within the STAC program dates.

In creating the program file for 2021-22, the STAC Unit has applied the following **default** program dates:

- 2-month programs: July 5, 2021 through August 13, 2021
- 10-month programs: September 8, 2021 through June 24, 2022

If the above dates are *not* the program dates for your agency, those dates must be revised on the STAC Online System. **The STAC Online (EFRT) System is now open for school districts, BOCES and private special education providers to review and revise their 2021-22 program dates, if necessary.** All changes to program date information must be completed by **June 15, 2021**. Each agency's authorized STAC users can view a complete listing of the agency's approved programs for the 2021-22 school year by accessing the **DQPRG** screen within EFRT.

Program Calendar Dates: For the July/August 2021 extended school year, the program calendar must include at least 30 days during July and August². For the September 2021-June 2022 school year, the program calendar must include at least 180 instructional days. Please see the State Aid website for further information: <https://stateaid.nysed.gov/attendance/>

Instructions for Making Program Date Changes are located at:

http://www.oms.nysed.gov/stac/stac_online_system/online_instructions/guide_program_date_changes.pdf

If a program will not be operating, the program **must** be updated to "Not Operating" status.

Contact the STAC/Medicaid Unit by e-mail at OMSSTAC@nysed.gov with questions regarding STAC program date changes. Contact the SED Office of Special Education at SPECED@nysed.gov if you have programmatic questions.

¹ Section 175.6 of the Regulations of the Commissioner defines "period of enrollment" to mean that period commencing on the first day a student is enrolled in and is physically present at, or legally absent from, a special education program or service offered by an approved private school or facility and terminating on the last day such student is enrolled in and is physically present at, or legally absent from, such program or service.

² If a provider is closed on Monday, July 5, 2021 in observance of Independence Day as a legal holiday, Monday July 5th may be counted toward the 30 day requirement for July/August programs, provided that day is included in the provider's program calendar dates. [8 NYCRR §200.1(eee)]