

# **Matrix of Services Update**

**2004 Revised**

**Matrix of Services Handbooks**

# 2003-04 FDLRS Required Statewide Initiatives

- Provide support for research-based instructional models and specialized training needs
- Assure that training and implementation support is available
- Identified training needs include matrix training

# 2003-04 FDLRS Required Statewide Initiatives

- Required Activities

- awareness regarding matrix practices
- maintain updated list of trainers and support mechanism
- provide or facilitate training
- provide implementation support
- maintain records of training and follow-up

# DOE Matrix Regional Contacts

- One per FDLRS associate center
- Identified by FDLRS Coordinating Councils
- FDLRS-South Contact:  
Delsey Yancoskie

# DOE Matrix Contact Responsibilities

- Maintain up-to-date knowledge
- Disseminate information to trainers in your region
- Act as resource for all districts in your service area

# School District Responsibilities

- Ultimately responsible for accuracy, timeliness of ratings
- Determines who will receive training and who will complete matrixes

# DOE Responsibilities

- Provide resources for matrix training
  - Funding
  - Materials
  - Technical Assistance

# FDLRS Training Database

- 2001-02

FDLRS-South reported training  
417 participants

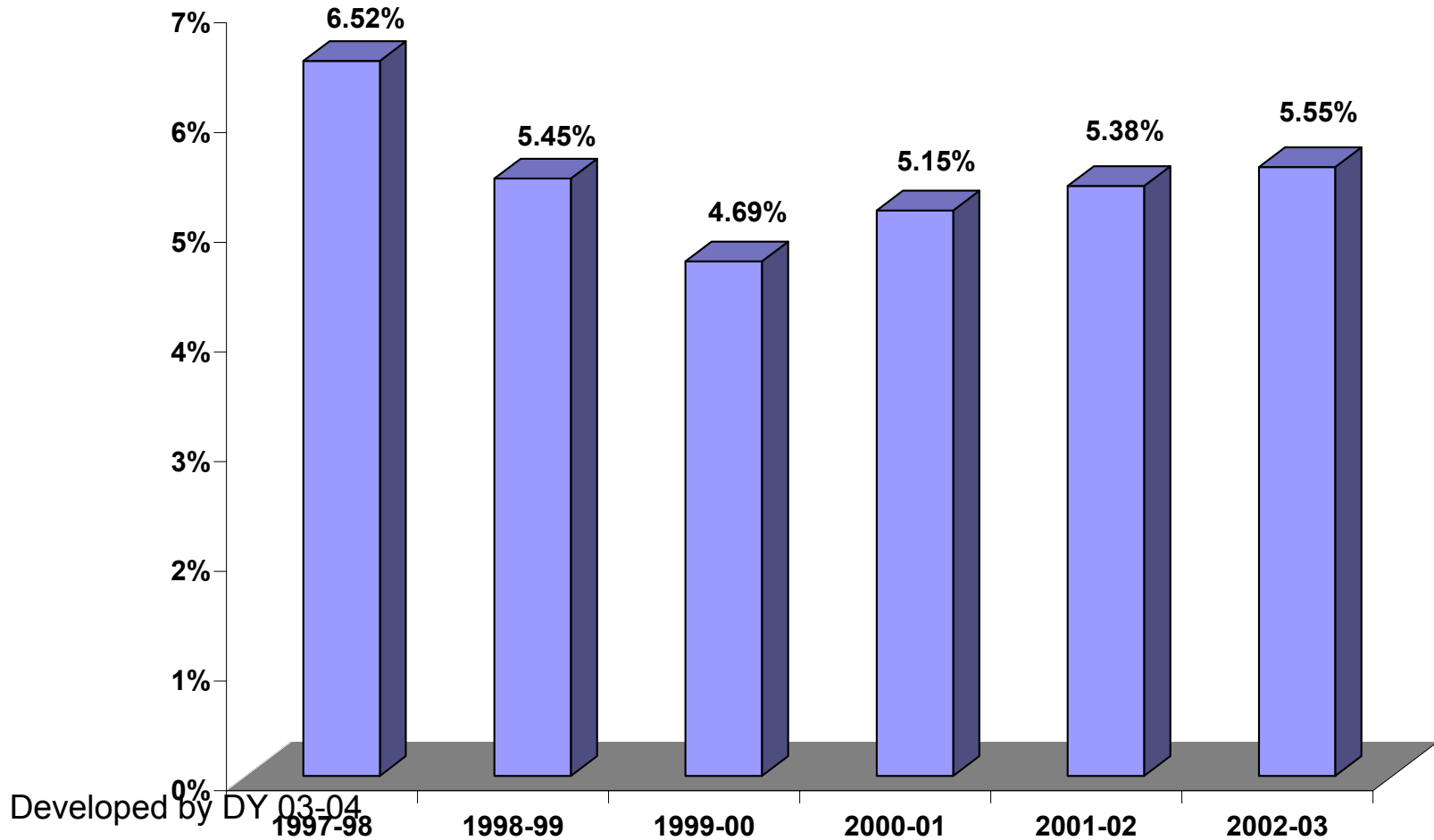
- 2002-03

FDLRS-South reported training  
193 participants

# Issues

- Perceptions of Legislative Staff
- OPPAGA Report Findings

# 254-255 as Percent of ESE Population



# OPPAGA Report Excerpts

- districts do not consistently follow guidelines for completing the matrix
- OPPAGA identified errors in matrix forms for 35% of sample students
- clearly a need for ongoing training
- demand for matrix training has decreased over time
- need to strengthen matrix training

# DOE Resources

- Matrix Handbook, 2004 Edition
- 2004 Matrix of Services Form
- Trainer Video/Trainer CD

# Changes Since 1998 Handbook

- Effective July 1, 2000: Statutes revised deleting program cost factors for Support Levels 1, 2, and 3 (251-253)
- These students reported by grade group without regard to level of service
  - 111: PK-3 Basic, with ESE Services
  - 112: 4-8 Basic, with ESE Services
  - 113: 9-12 Basic, with ESE Services

# Changes Since 1998 Handbook

- 111-113 have same cost factor as programs 101-103
- ESE Guaranteed Allocation established to fund exceptional education and related services

# Changes Since 1998 Handbook

- Support Levels 4 and 5 programs (254-255) retained
  - report at initial placement
  - complete a new matrix at least every three years (or any time services change)

# Changes Since 1998 Handbook

- Effective 2001: Matrixes required for any student participating in McKay Scholarship program.
  - matrix rating must be submitted to DOE within 30 days of receiving parental intent to participate
  - matrix rating submitted one time and used to calculate scholarship amount for duration of participation in the program

# Changes Since 1998 Handbook

- July 12, 2001 Memorandum: districts must complete a matrix of services for all students with disabilities in charter schools or DJJ programs whose service levels are above Level 1
  - rating is used to determine funds to be provided to charter, DJJ school
  - matrix rating must reflect current services

# What Hasn't Changed

- Logistics for completing the Matrix of Services Form for students requiring a matrix

# Review—General Information

- Parents do not have to be present for matrix completion
- A name, but not signature, is required on matrix form
- For students with matrixes, any time an IEP meeting results in a change of services, a new matrix must be completed

# Review—General Information

- If an IEP meeting is held, services do not change, and the matrix is less than 3 years old a new matrix does not have to be completed (don't let 3 years pass, though!)
- Reviewers should date and initial matrix form in these cases.

# Review—General Information

- Matrixes must be based on information *contained in* IEPs, EPs, or family support plans
- There are instances where students generate funding using more than one cost factor program

# Review—Matrix of Services Form

- Districts should use most recent form available
- Complete all information on form

# Review—Matrix of Services Form

- Check services that will be provided (based on IEP) and check the box indicating the highest level service (domain rating)
- Check appropriate Special Considerations
- Sum Domain and Special Considerations Ratings;
- Using Cost Factor Scale, determine cost factor

# Review—Notes and Cautions

- Services must be based on individual needs resulting from a student's disability
- DO NOT check services offered to all students in a particular class or program unless it is based on individual need and is identified and documented by the IEP committee

# Review—Notes and Cautions

- Appropriate places for documentation on IEP
  - present level statements
  - measurable annual goals
  - short-term objectives
- Documentation may also include
  - modifications/accommodations sections
  - related services sections

# Review—Notes and Cautions

- Each service should be checked in only one domain. Do not check the same service in multiple domains.

# Domains

(Refer to Matrix of Services Handbook)



example of the service



prerequisite for checking the service

# Special Considerations

- +13 for HH receiving ***individual*** instruction at home or hospital (face-to-face)
- +13 for PK children being served at home or hospital on a one-to-one basis
- +3 for PK students earning less than .5 FTE during survey period
- +3 for students identified as VI or DSI

# Special Considerations

- +1 for students with a score of 17 total points and who are rated Level 5 in three of the five domains
- +1 for students who have a score of 21 total points and who are rated Level 5 in four of the five domains