



**THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF
NEW YORK / ALBANY, NY 12234**

DEPUTY COMMISSIONER FOR VOCATIONAL AND EDUCATIONAL SERVICES FOR
INDIVIDUALS WITH DISABILITIES

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May 24, 2005

To: District Superintendents
Superintendents of Schools
Superintendents of State-Supported Schools

From: Dr. Rebecca Cort 

Subject: Students in State-Supported Schools Who Attend BOCES Programs Half-Time

Effective July 1, 2005, for the 2005-06 school year, Committees on Special Education (CSE) authorizing half-time BOCES services for students enrolled in State-supported Schools are to use the following procedure. The student's district should:

- file a STAC-1 form indicating that the student is a half-time placement in the State-supported School; and
- file a STAC-1 to place the student half-time in the appropriate BOCES program (in the same manner that all other students from the district are placed in BOCES programs).

The cost of the BOCES program will become a charge upon the student's school district. Whenever the placement involves a BOCES of which the district of residence is not a component, a cross-contract involving the two District Superintendents should be utilized.

Should you have any questions regarding this memorandum, please contact Kelly Gicobbi or Harold Matott of the STAC and Special Aids Unit at (518) 474-7116.

