



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 16, 2018  
To: Chief School Administrators, Charter School and Renaissance School Project Leads  
Route To: School Business Administrators, Directors of Special Education, SEMI Coordinators  
From: Kimberley Harrington, Commissioner

## Special Education Medicaid Initiative Fiscal Year 2019 Revenue Projections

The New Jersey Department of Education (NJDOE) is providing information regarding the Special Education Medicaid Initiative (SEMI) program, pertinent to the FY 2019 budget submission. Specifically, this memo addresses SEMI budget requirements, alternate revenue projection requirements, waiver requirements, action plan requirements for districts that did not maximize SEMI participation in FY 2017, and SEMI timelines.

### Background

In accordance with *N.J.S.A. 18A:55-3*, school districts are required to maximize their participation in the SEMI program, and the [Accountability Regulations](#) at *N.J.A.C. 6A:23A-5.3* contain the requisite SEMI programmatic guidelines and standards. The NJDOE County Offices will provide districts with their individual FY 2019 SEMI revenue projection and their final SEMI revenue achieved for FY 2017. This information will help districts monitor their progress, assist in the FY 2019 budget submission, and aid in determining if alternate revenue projections or waivers should be considered. Please review [Attachment A](#) for a sample of how this information is displayed and an explanation of how SEMI revenue projections are calculated for New Jersey school districts. *All alternate revenue projections, waiver requests, and action plans must be submitted to the NJDOE's Executive County Superintendent for review and approval in accordance with the timelines below.*

### SEMI Budget Requirements

In preparation of its annual budget submission to the Executive County Superintendent, each district shall recognize as revenue no less than 90 percent of their SEMI revenue projection provided by the NJDOE. This amount will be entered on line 540, unless the district has received a waiver or submitted an alternate SEMI revenue projection that was approved in the "SEMI support doc" by the Executive County Superintendent. See [Attachment B](#) for considerations regarding waivers and alternate revenue projections.

### SEMI Timelines

The SEMI alternate revenue projection and the SEMI waiver request must be submitted to the Executive County Superintendent no later than 45 days prior to the submission of the district's proposed budget, pursuant to *N.J.S.A. 18A:7F-5(c)* and *N.J.S.A. 18A:7F-39*.

A district may seek approval to use its own projection of SEMI reimbursement upon demonstration that the assumptions it used in calculating the projection are more accurate than the projection provided.

A district may only submit a waiver request if it is projected to have 40 or fewer Medicaid-eligible classified students for the 2018-19 school year. The Executive County Superintendent will render a decision on waivers within 20 days of receipt of the waiver request. SEMI action plans, if required, must be submitted to the Executive County Superintendent as part of the district's proposed budget submission.

Note that the due dates for submitting SEMI alternate revenue projections, SEMI waivers, and SEMI action plans could be revised to conform with the state aid notification date that follows the Governor’s State Budget Message, pursuant to *N.J.S.A. 18A:7F-5(c)*. Please refer to the [2018 School Election and Budget Procedures Calendar](#) for due dates of the proposed budget.

More information on SEMI can be found on the Department of the Treasury [State SEMI website](#).

**Contact information**

If you have questions or need assistance, please contact your County Supervisor of Child Study or:

- Jacqueline Grama, NJDOE, (609) 376-3679, [semi@doe.state.nj.us](mailto:semi@doe.state.nj.us)
- Fran Leibner, NJDOE, (609) 376-3762, [semi@doe.state.nj.us](mailto:semi@doe.state.nj.us)
- The NJ EdPlan Team Help Desk, Public Consulting Group, (609) 275-0250, ext. 1, [njsemi@pcgus.com](mailto:njsemi@pcgus.com)

c: Members, State Board of Education  
Kimberley Harrington, Commissioner  
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