

To: Charter LEA leaders

From: Jennie Niles, Deputy Mayor for Education
Hanseul Kang, State Superintendent of Education

CC: Scott Pearson, Executive Director of the DC Public Charter School Board

Date: June 22, 2017

Re: 2017-18 Uniform per Student Funding Formula (UPSFF) Payments

We are writing to share information with you regarding uniform per student funding for the 2017-18 school year in order to provide clear communication, increase transparency, and enhance predictability in regard to this critical aspect of running your LEA.

Similar to the 2016-17 school year, uniform per student funding in the upcoming school year will flow to public charter schools in three ways, which are discussed in additional detail below and summarized in an appendix. The Office of the State Superintendent (OSSE) provides enrollment data to the Office of the Chief Financial Officer (OCFO) in order to make the following payments to charter schools:

1. Four regular, quarterly UPSFF payments reconciled to charter schools' October 2017 enrollment audits (including for at-risk students), plus charter facilities financing;
2. Three supplemental payments for charter schools who have audited students with new or increased individual education plan (IEP) designations, new limited English proficient (LEP) designations, and/or new at-risk designations made after their October 2017 enrollment audits; and
3. Two extended school year (ESY) payments for charter schools providing said services for special education students in summer 2018.

1. Quarterly UPSFF Payments, Including Charter Facility Financing

a. Quarterly UPSFF payments

Charter schools will receive four quarterly UPSFF payments for the 2017-18 school year. Payments are made no later than July 15, October 25, January 15, and April 15. It may take a few business days for the payment to post to the LEA bank account.

The first (July 15) payment will fund public charter schools based on the schools' enrollment projections¹ for the upcoming year. The second and third payments (October 25 and January 15) will fund public charter schools based on their unaudited October 2017 enrollment figures. The fourth payment (April 15) will reconcile public charter schools' annual UPSFF funding to their audited enrollment figures.

We will maintain the quarterly payment structure that was implemented for school year 2016-17. To help start the school year successfully, LEAs will continue to receive a larger portion of the total annual funding at the beginning of the school year. For the first quarterly payment, new charter LEAs will receive 45 percent of projected enrollment funding, while existing charter LEAs will receive 35 percent of projected enrollment funding. Under the second quarterly payment, new and existing charter LEAs will both receive 25 percent of enrollment funding based on unaudited October figures. Under the third quarterly payment, new charter LEAs will receive 15 percent of enrollment funding based on unaudited October figures, while existing charter LEAs will receive 20 percent of enrollment funding based on unaudited October figures. Under the fourth quarterly payment, both new and existing charter LEAs will receive reconciliation amounts that make the total amounts paid over the four quarters equivalent to the amounts owed per the District's annual enrollment audit report.

Please see the below table for a summary of the 2017-18 school year quarterly UPSFF schedule with payment amounts.

2017-18 Regular Quarterly Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 15, 2017	35 percent	45 percent
October 25, 2017	25 percent	25 percent
January 15, 2018	20 percent	15 percent
April 15, 2018	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
TOTAL	100 percent	100 percent

b. Facilities financing as part of the quarterly UPSFF payments

Under the first quarterly payment, new charter LEAs will receive 45 percent of projected facilities funding (based on projected enrollment), while existing charter LEAs will receive 35 percent of projected facilities funding (based on projected enrollment). Under the second quarterly payment, new charter LEAs will receive 55 percent of remaining facilities funding (based on unaudited October enrollment figures), while existing charter LEAs will receive 65 percent of remaining facilities funding (based on unaudited October enrollment figures). If any discrepancy between a charter LEA's unaudited and audited enrollment figures exists, OSSE will make a reconciliation adjustment within the school's fourth quarterly (April 15) payment.

2. Supplemental UPSFF Payments

Over the course of a school year, public charter schools in the District receive additional funds for those audited students who receive new or changed designations after the District's annual enrollment audit report²:

¹ As provided to the DC Public Charter School Board (DC PCSB), OSSE, the Office of the Chief Financial Officer (OCFO), and the Deputy Mayor for Education (DME), and ultimately certified by the DME.

² Such students must, however, be part of the same charter organization's October enrollment audit report.



- new or increased individualized education plan (IEP) levels;
- new limited English proficiency (LEP) designations; and
- new at-risk designations.

In the 2017-18 school year, OSSE will provide data to the OCFO to make supplemental payments in three installments—the OCFO will make the first payment by March 15, the second payment by May 15, and the final payment by July 15 (or the next business day). It may take a few business days for the payment to post to the LEA bank account. As each supplemental payment is made, OSSE will provide each public charter school with the specific demographic data used to calculate its supplemental payment amount via a statement posted to OSSE’s secure upload site. OSSE will notify LEA business managers when payments have been made and statements are available to download. Supplemental payments for students with new or increased IEP designations will be prorated to align with dates of IEP service, while supplemental payments for students with new LEP and at-risk designations will be for the full annual per pupil amounts.

3. Extended School Year (ESY) UPSFF Payments

In the 2017-18 school year, public charter schools will receive two payments for those students receiving extended school year (ESY) services. The first ESY payment to charter schools will be 50 percent of projected ESY funding based on the projected ESY enrollment for summer 2018. The first payment will be made in June 2018. After the ESY period for schools has concluded, OSSE will compare attendance records to projected enrollment figures, and will count as enrolled for the duration of the time period any student that attended ESY for at least one day and received ESY services. The second ESY payment (equivalent to approximately 50 percent of funding tied to enrolled students) will reconcile actual attendance in the ESY program against the projected enrollment. The second payment will be made in September 2018.

Additional Items Regarding UPSFF

LEA Payment System: The Office of the Deputy Mayor for Education (DME) and OSSE continue to work on the business rules that will guide the LEA Payment Initiative. As a reminder, this new initiative will revise the ways that public schools (both charter and DC Public Schools) receive UPSFF dollars, in terms of both enrollment measurement and disbursement of funds. The goals for this new initiative are to allow money to follow the student; fund schools equitably for the students they serve; incentivize LEAs to enroll students throughout the year and minimize dis-enrolling; improve student data systems and tracking that will positively impact other data collection and reporting efforts; and automate OCFO payments of local school funds to increase accuracy, efficiency, and timeliness. These revisions are scheduled to go into effect in the 2018-19 school year for PK3-12 charters and DCPS and the 2019-20 school year for adult and alternative charter LEAs. For the upcoming 2017-18 school year we will simulate payments based on the proposed business rules for PK3-12 charters and DCPS for planning purposes. The DME is planning to circulate finalized business rules to all LEAs by August 2017.

Please do not hesitate to contact Deputy Mayor Jennie Niles at Jennifer.Niles@dc.gov, State Superintendent Hanseul Kang at Hanseul.Kang@dc.gov, or OSSE Special Assistant for Budget and Finance Ryan Aurori at Ryan.Aurori@dc.gov with any questions you may have concerning this announcement.



Appendix A – Full Schedule of Projected 2016-17 UPSFF Payments

2017-18 Regular Quarterly Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 15, 2017	35 percent	45 percent
October 25, 2017	25 percent	25 percent
January 15, 2018	20 percent	15 percent
April 15, 2018	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
TOTAL	100 percent	100 percent

1.a. 2017-18 Regular Quarterly Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 15, 2017	35 percent	45 percent
October 25, 2017	25 percent	25 percent
January 15, 2018	20 percent	15 percent
April 15, 2018	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
TOTAL	100 percent	100 percent

1.b. 2017-18 Facilities Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 15, 2017	35 percent	45 percent
October 25, 2017	65 percent	55 percent
April 15, 2018	Reconciliation payment as necessary	Reconciliation payment as necessary
TOTAL	100 percent	100 percent

2. 2017-18 Supplemental Payment Schedule and Amounts	
Payment date*	Existing and new charter LEAs
March 15, 2018	As calculated per new student designations
May 15, 2018	As calculated per new student designations
July 15, 2018	As calculated per new student designations
TOTAL	As calculated per new student designations

3. 2017-18 ESY Payment Schedule and Amounts	
Payment date*	Existing and new charter LEAs
June 30, 2018	50 percent
September 30, 2018	Reconciliation payment (approx. 50 percent)
TOTAL	100 percent

**or next business day*



Appendix B – School Year 2017-18 UPSFF Funding Amounts

**District of Columbia Public Charter Schools (GC0)
Per Pupil Funding Analysis (D.C. Act 12-494)
PUBLIC CHARTER SCHOOLS
FY18 Budget**

Foundation Level Per Pupil:	\$ 9,972
Non-Residential Facilities Allotment:	\$ 3,193
Residential Facilities Allotment:	\$ 8,621

General Education		Per Pupil
Grade Level	Weighting	Allocation
Pre-Kindergarten 3	1.34	\$ 13,363
Pre-Kindergarten 4	1.30	\$ 12,964
Kindergarten	1.30	\$ 12,964
Grades 1	1.00	\$ 9,972
Grades 2	1.00	\$ 9,972
Grades 3	1.00	\$ 9,972
Grades 4	1.00	\$ 9,972
Grades 5	1.00	\$ 9,972
Grades 6	1.08	\$ 10,770
Grades 7	1.08	\$ 10,770
Grades 8	1.08	\$ 10,770
Grades 9	1.22	\$ 12,166
Grades 10	1.22	\$ 12,166
Grades 11	1.22	\$ 12,166
Grades 12	1.22	\$ 12,166
Alternative	1.44	\$ 14,360
Special Ed Schools	1.17	\$ 11,668
Adult	0.89	\$ 8,875

Special Education	Weighting	Allocation
Level 1	0.97	\$ 9,673
Level 2	1.20	\$ 11,967
Level 3	1.97	\$ 19,646
Level 4	3.49	\$ 34,804

Special Education Compliance (<i>formerly known as "Blackman Jones Compliance"</i>)	0.069	\$ 688
Attorney's Fees Supplement	0.089	\$ 888
Subtotal Special Ed Compliance		\$ 1,576



English Language Learners	Weighting	Allocation
Subtotal - ELL	0.49	\$ 4,887

Special Education-Residential	Weighting	Allocation
Level 1 Residential	0.370	\$ 3,690
Level 2 Residential	1.340	\$ 13,363
Level 3 Residential	2.890	\$ 28,820
Level 4 Residential	2.890	\$ 28,820

English as a Second Language Residential	Weighting	Allocation
LEP/NEP Residential	0.668	\$ 6,662

Residential	Weighting	Allocation
Residential	1.67	\$ 16,654

At Risk	Weighting	Allocation
At Risk	0.219	\$ 2,184

Special Education Add-ons & ESY	Weighting	Allocation
Level 1 ESY	0.063	\$ 628
Level 2 ESY	0.227	\$ 2,264
Level 3 ESY	0.491	\$ 4,896
Level 4 ESY	0.491	\$ 4,896

