



**To:** Charter LEA leaders

**From:** Paul Kihn, Deputy Mayor for Education  
Dr. Christina Grant, State Superintendent of Education

**CC:** Dr. Michelle Walker-Davis, Executive Director of the DC Public Charter School Board

**Date:** August 8, 2022

**Re:** 2022-23 School Year Uniform Per Student Funding Formula (UPSFF) Payments

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We are writing to share information regarding uniform per student funding for the 2022-23 school year and provide clear communication, increase transparency and enhance predictability regarding this critical aspect of running your local education agency (LEA).

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 of Education (OSSE) provides enrollment data to the Office of the Chief Financial Officer (OCFO) to make the following payments to charter schools:

1. Four regular, quarterly UPSFF payments reconciled to charter schools' October 2022 enrollment audits, plus charter facilities financing;
2. Three supplemental payments for charter schools that have audited students with new or increased individualized education program (IEP) designations, new English learner (EL) designations, and/or new at-risk designations made after their October 2022 enrollment audits; and
3. Two extended school year (ESY) payments for charter schools providing said services for students with disabilities.

**Please read this memo thoroughly. In addition to outlining the 5.9 percent increase to the UPSFF foundation weight and describing the annual payment process, this memo describes some changes to payment policies for the 2022-23 school year. These changes include:**

- The introduction of the At-Risk Concentration weight.
- The introduction of the Pandemic Supplement payment.

## **1. Quarterly UPSFF Payments, Including Charter Facility Financing**

### **a. Quarterly UPSFF payments**

Charter schools will receive four quarterly UPSFF payments for the 2022-23 school year. Payments are made no later than July 15, Oct. 25, Jan. 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 projections included in the final approved budget<sup>1</sup> for the upcoming year. The second and third payments (Oct. 25 and Jan. 15) will fund public charter schools based on their unaudited October 2022 enrollment figures. The fourth payment (April 15) will reconcile public charter schools' annual UPSFF funding to their audited enrollment figures.

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 2022-23 school year quarterly UPSFF schedule with payment amounts.

<b>2022-23 Regular Quarterly Payment Schedule and Amounts</b>		
<b>Payment date</b>	<b>Existing charter LEAs</b>	<b>New charter LEAs</b>
July 15, 2022	35 percent	45 percent
Oct. 25, 2022	25 percent	25 percent
Jan. 15, 2023	20 percent	15 percent
April 15, 2023	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
<b>TOTAL</b>	<b>100 percent</b>	<b>100 percent</b>

### **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

<sup>1</sup> The enrollment projections included in the final approved budget are the result of a multi-step process. First, LEAs submit their projections to an enrollment projection team for review and approval consisting of the DC Public Charter School Board (DC PCSB), OSSE, OCFO, and the Deputy Mayor for Education (DME). After reviewing, the enrollment projection team submits the updated projections to the Mayor's Budgeting Office for inclusion in the Mayor's budget, which is subject to DC Council approval. Finally, DC Council has the authority to further adjust the enrollment projections, which are then included in the final approved budget.



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 report<sup>2</sup>:

- new or increased IEP levels;
- new EL designations; and
- new at-risk designations.

In the 2022-23 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 31, the second payment by May 31, and the final payment by July 31 (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 EL and at-risk designations will be for the full annual per pupil amounts.

## **3. ESY UPSFF Payments**

In the 2022-23 school year, public charter schools will receive two payments for those students receiving ESY services. The first ESY payment to charter schools will be an estimated payment based on the projected ESY enrollment for 2023. The first payment will be made in July 2023. After the ESY period for schools has concluded, OSSE will compare attendance records to projected enrollment figures and count as enrolled for the duration of the time period any student who attended ESY for at least one day and received ESY services. The second ESY payment will reconcile actual attendance in the ESY program against the projected enrollment. The second payment will be made in September 2023.

As a reminder, ESY may be applied as extended learning over the summer or throughout the school year. The ESY payments in the summer will be inclusive of all ESY services provided by the LEA over the school year.

## **4. New UPSFF supplemental weights**

The approved FY23 District budget includes two new UPSFF supplemental weights that will be included for the 2022-23 school year:

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



The “At-risk Concentration Supplement” includes two supplemental weights that are provided to LEAs based on the number of at-risk students in the LEAs’ enrollment projections. There are two thresholds for the at-risk concentration supplements: “>40%” and “>70%”. These supplements provide a weighting for each at-risk student in the enrollment projections above the thresholds.

Only schools that have at-risk student populations that are greater than the thresholds will be eligible to receive the at-risk concentration supplemental weights.

The full list of UPSFF weights and dollar amounts can be found in Appendix B.

## **5. Pandemic Supplement Fund**

The FY23 District budget includes a Pandemic Supplement Fund. This fund contains \$8,605,828 that will be allocated to public charter LEAs. LEAs will receive a total of \$183.74 per enrolled student, with payments spread across the four quarterly payments.

## **6. 2022-23 UPSFF Working Group**

OSSE and the Deputy Mayor for Education (DME) will convene the UPSFF Working Group, pursuant to section 122(c) of the of the Uniform Per Student Funding Formula for Public Schools and Public Charter Schools Act of 1998, effective March 26, 1999 (DC Law 12-207; DC Official Code § 38-2911(c)). The UPSFF Working Group convenes every two years and is comprised of representatives from DC Public Schools (DCPS), public charter schools and the public to review the UPSFF and provide input and recommendations regarding revisions. OSSE and the DME will develop a report using input from the working group and submit the report to the DC Council.

OSSE is looking for representatives from LEAs to join the working group that can commit to joining monthly meetings from August to December. LEA representatives should be Heads of School, Chief Financial Officers, or other staff familiar with the UPSFF and school finance. If you are interested or have any questions, please contact OSSE Director for Budget and Finance Ryan Aurori at [Ryan.Aurori@dc.gov](mailto:Ryan.Aurori@dc.gov).

Please do not hesitate to contact Deputy Mayor for Education Paul Kihn at [Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov), State Superintendent Christina Grant at [Christina.Grant@dc.gov](mailto:Christina.Grant@dc.gov), or OSSE Director for Budget and Finance Ryan Aurori at [Ryan.Aurori@dc.gov](mailto:Ryan.Aurori@dc.gov) with any questions you may have concerning this announcement.



## Appendix A – Full Schedule of Projected 2022-23 UPSFF Payments

<b>1.a. 2022-23 Regular Quarterly Payment Schedule and Amounts</b>		
<b>Payment date</b>	<b>Existing charter LEAs</b>	<b>New charter LEAs</b>
July 15, 2022	35 percent	45 percent
Oct. 25, 2022	25 percent	25 percent
Jan. 15, 2023	20 percent	15 percent
April 15, 2023	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
<b>TOTAL</b>	<b>100 percent</b>	<b>100 percent</b>

<b>1.b. 2022-23 Facilities Payment Schedule and Amounts</b>		
<b>Payment date</b>	<b>Existing charter LEAs</b>	<b>New charter LEAs</b>
July 15, 2022	35 percent	45 percent
Oct. 25, 2022	65 percent	55 percent
April 15, 2023	Reconciliation payment as necessary	Reconciliation payment as necessary
<b>TOTAL</b>	<b>100 percent</b>	<b>100 percent</b>

<b>2. 2022-23 Supplemental Payment Schedule and Amounts</b>	
<b>Payment date*</b>	<b>Existing and new charter LEAs</b>
March 31, 2023	As calculated per new student designations
May 31, 2023	As calculated per new student designations
July 31, 2023	As calculated per new student designations
<b>TOTAL</b>	<b>As calculated per new student designations</b>

<b>3. 2022-23 ESY Payment Schedule and Amounts</b>	
<b>Payment date*</b>	<b>Existing and new charter LEAs</b>
July 31, 2023	Estimated payment (approx. 50 percent)
Sept. 30, 2023	Reconciliation payment (approx. 50 percent)
<b>TOTAL</b>	<b>100 percent</b>

*\*or next business day*



**Appendix B – School Year 2022-23 UPSFF Funding Amounts**

<b>FY23 UPSFF Rates</b>		
<b>Foundation level per pupil</b>		<b>\$ 12,419</b>
<b>Non-Residential Facilities Allotment:</b>		<b>\$ 3,513</b>
<b>Residential Facilities Allotment:</b>		<b>\$ 9,486</b>
<b>General Education</b>		<b>Per Pupil</b>
<b>Grade Level</b>	<b>Weighting</b>	<b>Allocation</b>
Pre-Kindergarten 3	1.34	\$ 16,641
Pre-Kindergarten 4	1.30	\$ 16,145
Kindergarten	1.30	\$ 16,145
Grades 1	1.00	\$ 12,419
Grades 2	1.00	\$ 12,419
Grades 3	1.00	\$ 12,419
Grades 4	1.00	\$ 12,419
Grades 5	1.00	\$ 12,419
Grades 6	1.08	\$ 13,413
Grades 7	1.08	\$ 13,413
Grades 8	1.08	\$ 13,413
Grades 9	1.22	\$ 15,151
Grades 10	1.22	\$ 15,151
Grades 11	1.22	\$ 15,151
Grades 12	1.22	\$ 15,151
Alternative	1.52	\$ 18,877
Special Ed Schools	1.17	\$ 14,530
Adult	0.91	\$ 11,301
<b>Subtotal General Education</b>		
<b>Special Education</b>	<b>Weighting</b>	<b>Allocation</b>
Level 1	0.97	\$ 12,046
Level 2	1.20	\$ 14,903
Level 3	1.97	\$ 24,465
Level 4	3.49	\$ 43,342
<b>Subtotal for Special Ed</b>		
Special Education Compliance	0.099	\$ 1,229
Attorney's Fees Supplement	0.089	\$ 1,105
<b>Subtotal Special Ed Compliance</b>		<b>\$ 2,334</b>



<b>English Language Learners</b>	<b>Weighting</b>	<b>Allocation</b>
Elementary - EL	0.50	\$ 6,210
Secondary - EL	0.75	\$ 9,314
<b>Special Education-Residential</b>	<b>Weighting</b>	<b>Allocation</b>
Level 1 Residential	0.370	\$ 4,595
Level 2 Residential	1.340	\$ 16,641
Level 3 Residential	2.890	\$ 35,891
Level 4 Residential	2.890	\$ 35,891
<i>Subtotal for Special Ed Residential</i>		
<b>English as a Second Language Residential</b>	<b>Weighting</b>	<b>Allocation</b>
LEP/NEP Residential	0.668	\$ 8,296
<b>Residential</b>	<b>Weighting</b>	<b>Allocation</b>
Residential	1.67	\$ 20,740
<b>At-Risk</b>	<b>Weighting</b>	<b>Allocation</b>
At-Risk Students	0.24	\$ 2,981
HS Over-Age Supplement	0.06	\$ 745
<b>Special Education Add-ons &amp; (ESY)</b>	<b>Weighting</b>	<b>Allocation</b>
Level 1 ESY	0.063	\$ 782
Level 2 ESY	0.227	\$ 2,819
Level 3 ESY	0.491	\$ 6,098
Level 4 ESY	0.491	\$ 6,098
<b>At-Risk Concentration</b>	<b>Weighting</b>	<b>Allocation</b>
At-Risk Concentration > 40%	0.05	\$ 621
At-Risk Concentration > 70%	0.05	\$ 621
<b>Facilities Allowance (Charter Schools only)</b>		
Non-Residential Facilities Allotment		\$ 3,513
Residential Facilities Allotment		\$ 9,486
Pandemic Supplemental Fund		\$ 183.74

