

## **ALLOCATION OF ESEA FUNDS TO CHARTER SCHOOLS THAT ARE SIGNIFICANTLY EXPANDING THEIR ENROLLMENT**

The purpose of this document is to advise charter schools and charter sponsors of the requirements and procedures related to charter school expansions. A significant expansion is defined as a substantial increase in the number of students attending a charter school due to a significant event that is unlikely to occur on a regular basis, such as the addition of one or more grades or educational programs in major curriculum areas. The term also includes any other expansion of enrollment that the SEA determines to be significant (EDGAR § 76.787). The Missouri Department of Elementary and Secondary Education defines a significant expansion of enrollment as an additional grade level or an increase in school enrollment of 25 or more students.

### **NOTIFICATION OF EXPANSION**

Any significant expansion planned for the upcoming school year must be submitted in writing by your sponsor (Section 160.405.6, RSMo 2011) to the Missouri Department of Elementary and Secondary Education by **March 15** of that year. The submission should be on sponsor letterhead. The letter should be sent to Amber Wiegand, Charter Schools Operations Assistant, Office of Quality Schools, Missouri Department of Elementary and Secondary Education by either email ([Michele.Stichler@dese.gov.mo](mailto:Michele.Stichler@dese.gov.mo)) or fax (573-522-1134).

One letter may be submitted if the charter school is adding a grade level, increasing their school enrollment within existing grades by 25 or more students, or both. The charter school sponsor must provide enrollment and poverty data in a format specified by the Office of Quality Schools along with the letter.

The March 15 deadline has been set by DESE to allow the 120 days notice time before the date the charter school is scheduled to expand, for those schools planning to expand at the beginning of the school year (EDGAR §76.788(a)). However, for those charter schools that are expanding between November 1 and February 1 of the school year, notification must still be made at least 120 days before the date of the expansion, and the school will receive a prorated amount of funding based on the number of months or days they will participate in the program as compared to the total number of months or days in the school year (EDGAR § 76.792(a)). Additionally, those charter schools that expand after February 1 of the school year may also receive a prorated amount of funds (EDGAR 76.792(b)).

## PROCEDURES AND TIMELINE FOR CALCULATING ESEA ALLOCATIONS

Initial LEA allocations are calculated in late Spring using the prior September Enrollment and Free and Reduced Lunch count data (Federal Programs Headcount of children ages 5-17) made available in the October Core Data cycle screen 15. The Department will also use Community Eligibility Provision (CEP) poverty data for participating buildings. **New and expanding charter schools receive an estimated allocation based on projected enrollment and poverty.**

In the fall, the Department calculates final allocations for new and expanding charter schools and sending public LEAs using actual September Enrollment and poverty data made available in the October MOSIS cycle, as well as the CEP data submitted to Food and Nutrition Services in April.

The Department notifies charter schools and sending LEAs of revised allocations. LEAs may need to amend their NCLB Consolidated Budget Application.

### TITLE I ALLOCATON CALCULATION

- Step 1: For each charter school, identify the sending school districts and the numbers of free and reduced lunch students contributed by each of the regular public school districts.
- Step 2: For each public school district, create a per pupil amount based on the numbers of free/reduced lunch students in the total district student population (all public, non-public and charter students). District allocation divided by the total number free/reduced students (public and non-public) = a per pupil amount.
- Step 3: Multiply the numbers of free/reduced students in each charter by the per pupil amount of the sending district. Subtract that amount from the sending district and place it in the charter school as part of its allocation. The aggregate from each districts' contribution to the individual charter is the charter school allocation. District A contribution + district B contribution ... = charter allocation.

### TITLE II.A ALLOCATON CALCULATION

Enrollment, derived census poverty and derived population ages 5-17 is used to compute the Title II.A allocation.

### RESOURCES

The U.S. Department has taken a number of steps to implement section 5206 of the ESEA, including issuing regulations (34 C.F.R. part 76, subpart H) <http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html> and nonregulatory guidance (<http://www.ed.gov/policy/elsec/guid/cschools/cguidedec2000.pdf>)

If you have questions or need additional information, please contact our office at [federalfinancial@dese.mo.gov](mailto:federalfinancial@dese.mo.gov) or 573-751-8643.