Challenge Academy Timelines

First Semester Challenge Academy Students

(Revised 08-28-2017)

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| When | What | Who |
| Pre- July | Student applies to Challenge Academy (CA)  Contact made with school district to get school records and determine special education status | Student and Department of Military Affairs (DMA) |
| Mid- July | Admit students into pre-Challenge | DMA |
| Early- August | Challenge Academy officially enrolls students | DMA |
| Late- August | Officially notify school district and the Department of Public Instruction (DPI) of students enrolled in the Challenge Academy. | DMA |
| September 1 | PI 1563 CA (Challenge Academy) September report will be open for data entry. Challenge Academy names will be added to the district’s PI 1563 CA September report. Districts will agree or disagree with listing of students. If agree, student gets added for both revenue limit and aid. If disagree, district and DMA must resolve. DMA has authority to assign residency. | **School District**  **DPI** DMA |
| **September (3rd Friday),** Pupil Count Date | Sometimes a student will appear on the August report from the Challenge Academy and also be in a district seat after dropping out of the Academy in late August. In this case, the district should ensure the student name is not included in both places – the September Challenge Report AND the PI-1563. DPI will add to the district’s membership based on the PI 1563 CA (Challenge Academy) September report. | **School district**  **DPI** |
| November | Test 8th and 10th grade students on the WSAS | DMA |
| December 1 | Count special education students for IDEA child count | **School district** |
| December | Students graduate from Challenge Academy and begin Phase II. School district is notified of attendance, school status and educational records are transferred back to the school district. | DMA |
| May | Report actual cost on per pupil basis (including special education costs) to DPI | DMA |
| June | Communicate to school districts in a document entitled “Remaining Equalization Aid Payments Explanation” the equalization aid deductions for CA cadets. | **DPI** |
| June | Reduce June equalization aid payment to school districts. | **DPI** |
| June | Pay aid to DMA account  Provide DMA a list of school districts that had state aid reduced, the amount of the reduction and the number of students upon which the reduction is based. | **DPI** |
| Following October | Complete School Performance Report | **School district** |

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| When | What | Who |
| Pre- December | Student applies to Challenge Academy (CA)  Contact made with school district to get school records and determine special education status | Student and Department of Military Affairs (DMA) |
| January 2nd Friday Pupil Count Date | The Challenge Academy spring semester program does not begin until after the second Friday January count date. Therefore, the district should not count prospective Challenge Academy students unless they are present for instruction on the count date. | **School district**  **DPI** |
| Late- January | Challenge Academy enrolls students | DMA |
| February | Officially notify school district and the Department of Public Instruction (DPI) of students enrolled in the Challenge Academy. Districts with CA cadets will be contacted by the SFS team to complete the PI 1563 CA, Challenge Academy report, in order to receive proper revenue limit and equalization aid membership credit. | DMA |
| May | Report actual cost on per pupil basis (including special education costs) to DPI | DMA |
| June | Students graduate from Challenge Academy and begin Phase II. School district is notified of attendance, school status and educational records are transferred back to the school district. | DMA |
| June | Communicate to school districts in a document entitled, “Remaining Equalization Aid Payments Explanation” the equalization aid deductions for CA cadets. | **DPI** |
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| Following October | Complete School Performance Report | **School district** |