

Summer School

This bulletin applies to the Private School Choice Programs which includes the Milwaukee Parental Choice Program, Racine Parental Choice Program, and Wisconsin Parental Choice Program.

The information is intended to assist schools in understanding the state law related to summer school under the Choice program. Private schools participating in the Choice program may be eligible to receive state aid payments for providing allowable summer school instruction to Choice eligible students. In order to receive Choice state aid for summer school instruction an eligible school must meet all Choice program requirements.

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Abbreviations/Definitions

Choice or PSCP = Private School Choice Programs
 DPI = Department of Public Instruction
 MPCP = Milwaukee Parental Choice Program
 ITP = Notice of Intent to Participate
 OAS = Online Application System
 RPCP = Racine Parental Choice Program
 WPCP = Wisconsin Parental Choice Program

Please contact the DPI with any questions at privateschoolchoice@dpi.wi.gov or call toll free 1-888-245-2732 ext. 3.

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Private School Choice Programs
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Allowable Choice Summer School Instruction

Under Wisconsin Administrative Code PI 35.08 and PI 48.08, the State Superintendent of Public Instruction is required to annually review the summer classes or laboratory periods for Choice schools seeking Choice summer school state aid to ensure the classes are for academic purposes. Allowable Choice summer school instruction is defined under Wisconsin Administrative Code as summer school learning experiences that are related or similar to instruction that is offered during the regular school term or for which credit toward graduation is given.

Under Wisconsin Administrative Code, Choice summer school instruction *may* include:

- (a) music programs, lessons, sections or clinics;
- (b) swimming instruction programs, if taught or directed on the school site; or
- (c) field trips if accompanied by a teacher and if all students have equal access to field trips regardless of their ability to pay.

Choice summer school instruction *may not* include:

- (a) travel time to events, including field trips;
- (b) performances, including band, orchestra, choir, parades and theatrical performances;
- (c) recreational programs and team sports;
- (d) participation in fairs or expositions by career and technical student organizations;
- (e) classes taught by a teacher funded through Title 1; and
- (f) any offering not provided or directed by a teacher.

The school is required to submit the Summer School Course List Report in the OAS by **May 1** prior to the summer school program. The DPI will review this report and request additional information as needed.

Student Eligibility for Choice Summer School Payment

The following students are eligible for Choice summer school state aid payments:

- (a) a Choice student who was enrolled in the MPCP, RPCP or the WPCP *at any same program* school on the 2nd Friday in January in the school term immediately preceding the summer school instruction (students cannot transfer between the MPCP, RPCP and WPCP—a student is only eligible for Choice summer school in the same program that the student was counted in during the school term immediately preceding summer school);
or
- (b) a Choice student just accepted in the MPCP, RPCP or WPCP *at your school* for the school term immediately following the summer school instruction. This includes K4 students that have an accepted eligible Choice application for the school term immediately following the summer school instruction.

Choice Summer School Payment

A participating private school may receive a per student payment for eligible Choice students that attend summer school if the following are satisfied:

1. the private school offers no fewer than 19 days of instruction during the summer; and
2. each summer day of instruction offered by the private school is comprised of no fewer than 270 minutes of instruction.

If the above criteria are met, the private school is eligible to receive a per student payment for each eligible student that attends the private school for summer instruction as follows:

1. **student attends 15 or more days:** 5% of the maximum per student state aid amount from the prior year for the grade in which the pupil is attending summer school
2. **student attends less than 15 days:** prorated payment calculated as follows: the number of days the student attended divided by 15 multiplied by 5% of the maximum per student state aid amount from the prior year for the grade in which the pupil is attending summer school (i.e. days attended / 15 * 5% of the prior year amount).

The school is required to submit the Summer School Count Report in the OAS by **September 15** following the summer school program. The DPI will review this report and request additional information as needed.

Choice Summer School Payment Process

After the DPI staff review the Summer School Count Report that is *due by September 15* following the summer school program, the summer school payment due to each Choice school will be issued as a separate payment and paid at the same time as the regular Choice payment the school receives in November. For example, if a school is eligible to receive a regular Choice payment of \$25,000 in November and their eligible summer school payment is \$5,000, the school will receive one payment in the amount of \$25,000 (as payment for their eligible Choice students included on the 3rd Friday in September Count Report) and a second payment in the amount of \$5,000 (as their summer school payment).

Choice Summer School Important Dates

1. Intent to Offer Choice Summer School – due by January 10

The school will indicate their intent to offer a Choice summer school program on the school's ITP which is due by January 10.

2. Summer School Course List Report – due by May 1

Schools must submit a Summer School Course List Report in OAS by May 1. Schools that indicated on the school's ITP they would offer a Choice summer school program will have access to the report in OAS.

3. New School Requirements* – due by May 1

New schools to the PSCP must submit all of the following to PrivateSchoolChoice@dpi.wi.gov by May 1:

1. A copy of the school's certificate of insurance or other evidence of having obtained:
 - i. the minimum insurance coverage as required under PSCP rules unless a different amount is recommended based on the written recommendation of a risk or insurance consultant; and
 - ii. a fidelity bond indemnifying the private school against loss resulting from dishonesty, malfeasance or neglect by owners, officers or employees.
2. A letter from the preaccreditation organization indicating the school is preaccredited or, if the organization is already fully accredited, a letter from the accrediting organization indicating the school is fully accredited.
3. One of the following for all buildings if the school is participating in the MPCP and for any buildings located in the Racine Unified School District for WPCP and RPCP schools:
 - i. a certificate of occupancy from the municipality within which the private school is located; or
 - ii. a certificate of occupancy from a local or regional unit who has the authority to issue certificates of occupancy; or
 - iii. if the municipality does not issue certificates of occupancy, then submit a letter from the municipality explaining that the municipality does not issue certificates of occupancy.
4. A surety bond equal to 25% of the expected annual Choice program payments or have submitted the DPI Budget form by May 1.

*New schools should also review the [Important Dates and Reminder Documents](#) for other requirements.

4. Summer School Count Report – due by September 15

Schools must submit the Summer School Count Report in OAS by September 15. Schools that indicated on the school's ITP they would offer a Choice summer school program and completed the Summer School Course List Report will have access to the report in OAS.

5. September Enrollment Audit – due by December 15

The school's independent auditor will review the Summer School Count Report and determine the eligibility of the Choice students for a summer school payment in conjunction with the September Enrollment Audit due by December 15.