



SPECIAL NEEDS SCHOLARSHIP PROGRAM INFORMATIONAL BULLETIN

Bulletin 02-04

New January 2018

Summer School

The Special Needs Scholarship Program (SNSP) allows a student with a disability, who meets certain eligibility requirements, to receive a state-funded scholarship to attend a participating private school.

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

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Allowable Summer School Instruction

The State Superintendent of Public Instruction annually reviews the summer classes or laboratory periods for schools seeking SNSP summer school state aid to ensure the classes are for academic purposes.

Allowable summer school instruction is 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.

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.

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The Wisconsin Department of Public Instruction does not discriminate on the basis of sex, race, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

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 by *May 1* prior to the summer school program. The DPI will review this report and request additional information as needed.

Student Eligibility for SNSP Summer School Payment

A student must have been counted as an SNSP student on the 3rd Friday in September or the 2nd Friday in January in the school year immediately preceding the summer school instruction to be eligible for a SNSP summer school payment.

Summer School Payment

A participating private school may receive a per student payment for eligible SNSP 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 that pupil.
2. *student attends less than 15 days*: prorated payment calculated as follows: the number of days the student attended summer school divided by 15 multiplied by 5% of the maximum per student state aid amount from the prior year for that pupil (i.e. days attended / 15 * 5% of the prior year amount for that pupil).

If the pupil was a partial scholarship pupil in the preceding school year, the state aid payment used will be based on the partial scholarship payment amount from the prior year.

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

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 SNSP school will be issued as a separate payment and paid at the same time as the quarterly SNSP payment the school receives in

November. For example, if a school is eligible to receive a SNSP 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 SNSP students included on the 3rd Friday in September Pupil Count Report) and a second payment in the amount of \$5,000 (as their summer school payment).

SNSP Summer School Important Dates

1. Intent to Offer Summer School – due by March 1

The school will indicate their intent to offer a SNSP summer school program on the school's Intent to Participate (ITP) form which is due by March 1.

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

Schools must submit a Summer School Course List Report by May 1.

3. Summer School Count Report – due by September 15

Schools must submit the Summer School Count Report by September 15. DPI will send this report to schools that (1) indicated they would offer a SNSP summer school program on the school's ITP and (2) completed the Summer School Course List Report.

4. 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 SNSP students for a summer school payment in conjunction with the September Enrollment Audit due by December 15.