April 30, 2019 ( X ) Action Required

Due Date: July 1, 2019

( X ) Informational

BULLETIN NO. 023-19 SCHOOL APPORTIONMENT AND FINANCIAL SERVICES/OFFICE OF SYSTEM AND SCHOOL IMPROVEMENT

TO: Educational Service District Superintendents

School District Superintendents

School District Business Managers

School Building Principals

School Counselors

Charter School Administrators

Tribal Compact School Administrators

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: 2019–20 College in the High School (CHS) State Funded Subsidies

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**PURPOSE**

This bulletin provides information about the 2019–20 College in the High School (CHS) state funded subsidies for the 2019–20 school year. All public high schools, charter schools, and tribal compact schools are encouraged to apply.

**CHANGES FOR THIS BULLETIN:** This bulletin replaces Bulletin #039-18 and contains three important updates for the 2019–20 school year.

1. High schools who have been awarded CHS subsidies will be able to make changes to their CHS courses up to three times during the school year, provided the award amount of CHS subsidies is not exceeded.

2. High schools will be required to provide updates of their expected CHS subsidies usage at the mid-high school term.

3. The Office of Superintendent of Public Instruction (OSPI) will monitor the usage of the awarded CHS subsidies. If it is determined there are unused funds, high schools who were previously denied CHS subsidies for the 2019–20 school year may be awarded subsidies mid-school year.

**BaCKGROUND**

The CHS subsidies pay college fees for specific 11th and 12th grade students enrolled in eligible CHS classes, and are awarded based on the high school’s tier and Free and Reduced Price Lunch (FRPL) percentage. The CHS subsidies will be prioritized based on the following three tiers, in the order presented:

1. High schools located and students who live 20 miles or more, as measured by the most direct route from a college that offers Running Start. (10 college credits per student per year)
2. High schools that receive small high school funding. (10 college credits per student per year)
3. For remaining high schools, students who are eligible for FRPL. (5 college credits per FRPL student per year)

High schools will be ranked within these tiers based on their poverty percentage. This percentage will be determined using the October 1, 2018, 9th–12th grade FRPL data reported to CEDARS as of March 31, 2019. The CHS subsidies will be awarded to schools with the highest poverty percentages first.

For Tiers 1 and 2, any 11th or 12th grader enrolled in an eligible CHS class will qualify for up to 10 college credits of subsidies per school year. For Tier 3, 11th or 12th grade students who qualify for FRPL will be eligible for up to 5 college credits of subsidies per school year.

The list of high schools and their qualifying tiers is available [HERE](http://k12.wa.us/safs/INS/ENR/1920/ListofHSandCHSTier2019-20.xlsx). Some high schools have changed tiers due to new branches of colleges opening, existing college campuses moving or closing, and changes to districts who receive small high school funding.

**HOW TO APPLY**

High schools apply for these subsidies using iGrants Form Package (FP) 732 – College in the High School (CHS) Subsidized Credits. This FP will be available May 1. Detailed instructions for completing FP 732 can be found [HERE](http://k12.wa.us/safs/INS/ENR/1920/FP732Instructions2019-20.docx).

When completing FP 732, high schools should be realistic when estimating eligible 11th or 12th graders who qualify for CHS subsidies. This includes:

* High schools who have qualified for these subsidies in prior school years should review their past usage.
* The estimated 11th or 12th graders should not exceed the 2018–19 enrolled 10th and 11th graders.

**The due date to submit an application is July 1, 2019, at 5:00 pm.** Late submittals will not be accepted.

OSPI will notify all applicants if their high school’s request will be granted by August 15.

**next steps for award recipients**

In an effort to maximize the complete expenditure of the CHS subsidies allocation, OSPI has made the following changes:

* High schools who have been awarded CHS subsidies may submit changes to OSPI to their approved CHS course list provided these changes do not exceed the subsidy award. These changes could include adding new or deleting CHS courses and changing course titles and beginning and end dates.
* High schools who have been awarded CHS subsidies will be required to submit mid-term updates on their expected student participation. Failure to meet this requirement may result in the loss of future subsidies.
* OSPI will monitor the usage of the CHS subsidies. If it is determined there are unused funds, OSPI may reallocate awarded subsidies to previously denied CHS courses that begin mid-year.

**INFORMATION AND ASSISTANCE**

For questions regarding this bulletin, please contact the following:

* Jason Boatwright, Program Supervisor, Multiple Pathways Dual Credit, regarding CHS program aspects at 360-725-0436 or by email at [jason.boatwright@k12.wa.us](mailto:jason.boatwright@k12.wa.us).
* Becky McLean, Supervisor of Enrollment and Categorical Funding, regarding fiscal requirements or enrollment reporting at 360-725-6306 or by email at [becky.mclean@k12.wa.us](mailto:becky.mclean@k12.wa.us); or
* The OSPI TTY number is 360-664-3631.

This bulletin is also available on OSPI’s [Bulletins](http://www.k12.wa.us/BulletinsMemos/bulletins2019.aspx) website.

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