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Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

k12.wa.us

May 4, 2022

() Action Required
(X) Informational

BULLETIN NO. 027-22 SECONDARY EDUCATION AND PATHWAY PREPARATION

TO: Educational Service District Superintendents
School District Superintendents
School District Business Managers
School Building Principals
School Counselors
Public Charter Schools
Tribal Compact Schools
Community and Technical College Presidents
Community and Technical College Business Officers
Community and Technical College Running Start Administrators
State Board of Community and Technical Colleges
Washington Student Achievement Council
Council of Presidents
Independent Colleges of Washington

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Summer Quarter Running Start for Current Students, Including Class of 2022 Graduates

CONTACT: Tim McClain, Dual Credit Program Supervisor
201-341-2955, tim.mcclain@k12.wa.us

PURPOSE/BACKGROUND

In an effort to expand equitable access to dual credit consistent with the Office of Superintendent of Public Instruction's (OSPI) priority of providing rigorous learner-centered options in every community, new federal and state investments have been made to provide access to Running Start funds for the 2022 summer quarter. Through federal Elementary and Secondary School Emergency Relief (ESSER) funds and a \$3,000,000 state legislative proviso, the expansion of Running Start into the summer term is intended to:

- Increase students' ability to access Running Start and complete an associate degree while in high school.

- Prioritize access for students traditionally underrepresented in Running Start and/or other dual credit programs.
- Provide funding support for students engaging in Running Start through Open Doors youth reengagement programs.
- Support Running Start students pursuing Career and Technical Education (CTE) opportunities that were severely limited by the COVID pandemic or difficult to access during the school year due to schedule conflicts.
- Support the completion of required preparatory Running Start college and career readiness (CSS) courses prior to student participation in the fall quarter.
- Facilitate credit recovery for Running Start students whose academic progress was stalled by the pandemic.
- Increase flexibility in students' course scheduling.

Requirements for Eligibility and Access

This new summer quarter Running Start opportunity is supported through two distinct funding sources with their own eligibility and access requirements, and their own intended outcomes. Since both funding sources are in addition to the state's annual fiscal support of the Running Start program, there will be no need to include credits earned during the 2022 summer quarter within any student's Average Annual Full Time Equivalent (AAFTE) calculation.

The two charts in this section are intended to clarify the following:

- Which students should be prioritized for summer quarter Running Start funding.
- The student eligibility differences between the two funding sources.
- The legislative intent for summer courses students would engage in.

State Funding for Summer Running Start

(Available through all Community & Technical Colleges)

Prioritized Students	Summer Eligibility	Summer Course Availability
Class of 2022 Graduates	Must be within 15 credits of an associate degree	Must take only the courses needed to complete associate degree
Ungraduated Class of 2022 seniors and Class of 2023 students as well as Class of 2019 to 2024 students enrolled in an Open Doors program	Must have been enrolled in Running Start previously and met maximum enrollment limitations	Can take up to 15 credits toward high school diploma and/or associate degree

Federal ESSER Funding for Summer Running Start

(Community & Technical College must apply through SBCTC)

Prioritized Students	Summer Eligibility	Summer Course Availability
Class of 2022, 2023, or 2024 students	<p>Must be a rising junior or senior.</p> <p>No previous Running Start participation is required.</p>	<p>Can take up to 15 credits toward a high school diploma, certificate, or associate degree, with priority given to:</p> <ul style="list-style-type: none"> • Credit recovery • Professional/technical (CTE) pathways and coursework • Required introductory career and college prep courses (CSS)

Important note:

Courses taken through Running Start in the 2022 summer quarter will have no impact on the student’s ability to access a full-time Running Start course load during the 2022–23 academic year nor contribute to students’ 2022–23 available 1.20 Annual Average Full Time Equivalent (AAFTE) enrollment limit.

District and High School Staff Process

Local Education Agencies (LEAs) with the assistance of their high schools now have a unique opportunity to identify and advise eligible students interested in accelerating their learning and college credit completion in Running Start during the 2022 summer quarter. To expedite and streamline the process, school counselors and other designated staff will be asked to complete the Summer Quarter Running Start Form (SQRSF) developed by OSPI in collaboration with the State Board for Community and Technical Colleges (SBCTC).

The SQRSF is an Excel spreadsheet requesting student information similar to what is in the Running Start Enrollment Verification Form (RSEVF). LEAs will create separate tabs in the spreadsheet (if needed) for each college their students will attend. Finally, LEAs will certify the information in the SQRSF spreadsheet, assuring that the students listed meet eligibility criteria. LEAs will then send their certified spreadsheets to the appropriate college(s) to confirm which students are eligible to enroll in Running Start for the 2022 summer quarter with a copy to OSPI at SummerRS@k12.wa.us **no later than June 10th.**

Important note:

High schools and districts are strongly encouraged to check with college partners to confirm that they have been awarded funding before advising ESSER-eligible students that summer Running Start opportunities are available to them. If ESSER funds are not available at a student's local college, the student has the option to enroll at a different college with available funding for summer quarter. Students have the option of participating in summer courses online or in person.

College and SBCTC Staff Process

Colleges with knowledge of current Class of 2022 Running Start seniors who are within 15 college credits of completing their associate degree may inform and register them in advance of receiving the LEA's SQRSF spreadsheet. However, colleges must also inform the appropriate LEA of these graduating seniors' continued enrollment in advance of the June 10 SQRSF deadline to ensure they are included on the form and tracked accordingly.

Colleges will use the SQRSF to confirm the registration and enrollment of eligible students. Any eligible students who have enrolled and maintained attendance **through July 8th** will be eligible for both available summer quarter Running Start funding sources, as applicable. Colleges will complete the college portion of the SQRSF by providing the number of college credits for each eligible student and certifying the accuracy of their report.

Colleges must submit the finalized SQRSF to OSPI at SummerRS@k12.wa.us **by July 31st**, in order to receive funding for the summer term.

OSPI will use the SQRSFs received from the colleges to calculate payments for continuing Running Start students eligible for state funding. Funding will be allocated per quarter credit based on verified student enrollment following the summer add/drop deadline and calculated using the 2021–22 Running Start rates:

- \$180.34 for a college credit
- \$200.85 for a vocational credit

Payments for continuing Running Start students eligible for state funding will be made directly to colleges through the August apportionment. Reimbursement procedures for students eligible for ESSER funds will be documented in SBCTC grant materials and facilitated by SBCTC staff. Questions can be directed to Christine McMullen at cmcmullin@sbctc.edu.

Colleges intending to access available ESSER funding to enroll students who have not met their 2021–22 Running Start AAFTE limitation and are not graduating with the Class of 2022 must apply for funding through the SBCTC. The Online Grant Management System (OGMS) application through SBCTC will be available in early May, and questions about whether the local college your students will attend is eligible may be directed to Christine McMullen at cmcmullin@sbctc.edu.

CEDARS Reporting Requirements

To capture the additional credits and degree completion accomplishments made available through this opportunity, we must ensure our student information systems accurately reflect the summer Running Start participation for both continuing students and those students who are graduating members of the Class of 2022. The following CEDARS reporting requirements will ensure that credits accrued, on-time graduation rates, and multi-diploma data are accurately gathered and reflected in each district's 2021–22 data report.

Participating Class of 2022 seniors who intend to graduate may not be submitted to CEDARS as exiting with a school withdrawal code of "Graduated" until after the summer RS term has been completed. For the seniors who earn their associate degree as a result of their summer Running Start participation, the student would be submitted as exited from school on or after the final day of summer quarter and would be submitted with a school withdrawal code of "GM – Graduated with Multiple Diplomas."

With respect to participating Class of 2022 seniors' transcripts, the resulting high school credits earned may not be posted on a transcript after the students' listed date of graduation. Consequently, the date of graduation may not be listed until after the end of the summer quarter. Transcribed college credits would be listed on the transcript under summer term 2022 and the college(s) attended would be listed under the schools attended section.

For any students who earn Running Start college credit over the summer, the courses would be transcribed to CEDARS in the same manner as 'regular school year' reporting, and these courses must be submitted in a 2021–22 submission.

INFORMATION AND ASSISTANCE

For general questions regarding the 2022 Summer Quarter Running Start process, contact Tim McClain, Dual Credit Program Supervisor, at 201-341-2955 or email tim.mcclain@k12.wa.us.

For fiscal AAFTE impact questions, contact Becky McLean, Enrollment Reporting Program Supervisor, at 360-725-6306 or email becky.mclean@k12.wa.us.

Questions pertaining to eligibility for Open Doors students may be directed to Liz Quayle, ALE/Reengagement Compliance Manager, at liz.quayle@k12.wa.us.

For CEDARS questions, contact Student Information using the AskSI@k12.wa.us email inbox. The OSPI TTY number is 360-664-3631.

Questions pertaining to the community and technical colleges or the online application in OGMS may be directed to Christine McMullin, Policy Associate, Student Services at SBCTC, at cmcmullin@sbctc.edu.

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This bulletin is also available on the [Bulletins](#) page of the OSPI website.

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Attachment(s): SQRSF

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