



CO L O R A D O

Department of Education

Contractual Educational Services Students

2014-2015 Student October Count

Created by the Field Analyst Support Team (FAST)

Definition

- In the event a district of residence is paying maximum tuition to another district or entity to educate one of its students, the district of residence may include that student in its Student October Count for funding, however the district of residence will be responsible for ensuring that they have all of the necessary documentation at the time of the audit.
- If the district of residence is paying maximum tuition and including the student in their funded count, the district of attendance may not count the student.

Tuition

- **Maximum tuition is defined as money paid to another district to cover basic education costs**
- **Tuition does not include the excess costs for special education services**
- **Tuition students must be in membership in the district of attendance on the pupil enrollment count day**
- **In the event an individual and not a school district pays the tuition, no district shall include the student in their student membership**

Funding Eligibility

- **Determination of full-time or part-time status is based upon the number of teacher-pupil instruction and teacher-pupil contact hours scheduled at the district of attendance.**
- **Students must meet the enrollment, schedule, and attendance criteria in order to be considered for funding**

Audit Documentation

- **The district of residence (the district paying tuition and including the student for funding) must obtain the following documentation from the district of attendance (district receiving tuition to educate the student):**
 - Contract between district of resident and district of attendance showing the payment agreement and the dates for educating the student
 - District/school calendar (for school/program student is attending)
 - 11-day count window attendance (at minimum)
 - If secondary student (generally grades 6-12), individual student schedule (or IEP), bell schedule, and calendar

Board of Cooperative Educational Services (BOCES)

- **Students who are receiving their education through a cooperative agreement with a BOCES program should be counted by the district of residence.**
 - BOCES students must be in membership (enrollment and attendance) on the count date.
 - Full-time or part-time status is based upon the number of hours of teacher-pupil instruction and teacher-pupil contact scheduled at the BOCES program.

BOCES Audit Documentation

- **District of residence (the district paying tuition and including the student for funding) must obtain the following from the BOCES (entity receiving tuition to educate the student):**
 - Contract between BOCES and district of residence showing the payment agreement and dates for educating the student
 - BOCES calendar (for school/program that student is attending)
 - 11-day count window attendance (at minimum)
 - If a secondary student (generally grades 6-12), individual student schedule (or IEP), bell schedule, and BOCES program calendar

Helpful Hints!

- **The district of residence should consider collecting all audit documentation at the time of the Student October Count data submission**
 - Can be difficult to obtain these documents at the time of the audit (1-4 years later)

Contractual Educational Services Example

Suzy Squash lives in District A but is going to district B for her education. She has 365 semester hours of teacher-pupil instruction and teacher-pupil contact time, which makes her full time. She also has perfect attendance. Suzy's grandmother insists on paying her tuition. Which district can count Suzy in the funded pupil count?

- A. District A
- B. District B
- C. Both districts will split the funding
- D. Neither district
- E. District A and District B should both provide their documentation to FAST during the duplicate count process

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Questions?

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Thank you!

