

- Total number of students eligible for each charter school (LEA) will be ascertained by looking at screen 15 of core data and by each charter school having individual conversations with DESE to best project the number of pre-K slots they will be able to be reimbursed for next year. Schools will not be able to definitively know what number of pre-K students they will be eligible for reimbursement until the school year begins, so estimates should be conservative and DESE should be consulted.
- The annual amount due to the host site provider each year by the charter school will be calculated using the respective projected attendance rate and ADA for each charter school. These calculations will result in an estimated annual DESE payment/ADA for each pre-K student. Please note, pre-K reimbursement includes only state funding and does not include federal or local funding.
- Each charter school will work with their host site partner to decide if the charter school will hold a percentage of funding no greater than 5% as an administrative reserve to cover administrative costs on the charter school side.
- Monthly payments are calculated by dividing the total annual projected amount for each charter school's pre-K students by nine monthly payments. These payments will be trued up in January and May and will be subject to change based on changes to the charter school's overall ADA and per pupil reimbursement that the charter school is receiving from the state. This is line with charter school financing practices for students in K-12. Payments from the charter school to the host site for pre-K students should never be more than the charter school state reimbursement for those students.
- An example payment schedule for Citizens of the World Kansas City (with and estimated 10 pre-K students) is attached.