

## **Regional School Programs Participation Procedures**

Slot information below for each program will remain in effect each year unless reviewed/amended/approved by the board.

**Participation in any program within Regional School Programs (RSP) will follow the process below. Individual procedures and slot costs for each program are delineated following this portion of the program participation procedures. The following procedures apply to all programs within RSP. Each program's capacity information is within the details of each program.**

- Mid-February: Slot commitment forms will be sent out to all current participating districts (to include your current slot commitments). These districts will have the opportunity to commit to the same number of slots as the current school year, or less.
- Once those are gathered, if there are any open slots, the number of open slots will be communicated to the remaining participating districts (who did not decrease in slots). If they are interested in increasing their slots, those districts will be considered for adding slots to their commitment with the following procedure:
  1. If there is the same number of slots as interest, the slots will be offered to those districts.
  2. If there are more districts interested than open slots, all interested districts will be placed in a blind draw for the open slots and offered accordingly.
- Once these slots are all committed, if there are any remaining open slots, these will be offered to the entire NKCES board for any district to potentially commit to. If there are more districts that would like to commit to any remaining open slots, than there are open slots, we will follow the same blind draw procedures as above.

### **Pathways Program**

- **Who can participate?** Any of the 23 participating districts of NKCES.
- **What does the program cost?** \$54,000
- **Maximum capacity?** 7 slots in the younger classroom and 7 in the older classroom, selecting which is needed during commitments to ensure proper capacity, staffing, and programming (pending programming and staffing)
- **What population does this program serve?** The Pathways Program serves students in grades K-12 who are identified and receive special education services and are traditionally in an MSD setting or have intellectual disabilities with significant behavioral support and participate in Alternate Assessment.
- **When can a district initiate a request for a Pathways slot?** Slot commitment must be made in advance for the guarantee of a secured slot in the program, no later than April 1<sup>st</sup>, so RSP can secure staff. Additionally, slots can be initiated anytime during the school year, for a prorated daily rate. These slots will be granted based on space, programming, and staffing to meet the needs of the student.
- **Who does a district contact for enrollment?** Contact the RSP principal for enrollment. If a request is made mid-year for a slot by an NKCES participating district, the principal will make a decision based on space, programming, and staffing.
- **What happens if a student leaves?** Once you enter the program, you are committed to pay from the enrollment date until the end of the school year. Similar to school districts, funds have been allocated according to student enrollment. There are no refunds.

### **Success Academy**

- **Who can participate?** Any of the 23 participating districts of NKCES.
- **What does the program cost?** \$20,000 buy-in, and \$12,021 per slot
- **Maximum capacity?** 10 slots
- **What population does this program serve?** The Success Academy serves students in grades 6-12 who do not have an IEP; students may be credit deficient, require behavioral support, or benefit from a smaller setting.

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- **When does a district commit to a slot or slots?** Slot commitment must be made in advance for the guarantee of a secured slot in the program, no later than April 1<sup>st</sup>, so RSP can secure staff.
- **If a district participates in The Success Academy and the district needs an additional slot mid-year, what does the district do?** Districts that participate in The Success Academy may lease from other Success Academy participating districts, at any point in the year. To initiate the process, contact the RSP principal, who will then contact districts (Superintendent) with slot availability. Districts with slot availability will be contacted with a priority of the number of slots available (IE: a district with 3 open slots will be contacted before a district with 1 open slot). If all districts have the same number of open slots, the districts will be selected at random, and contacted respectively. If a slot exchange is agreed upon between two participating districts, and the principal determines there is availability based on space, programming, and staffing; the request will be approved. If a slot exchange is agreed upon, the two districts will determine the facilitation of billing for that slot that is leased out. If a request is made mid-year for a slot by a participating district, but there are no unleased slots available, the principal will make a decision based on space, programming, and staffing. If approved by the principal, the participating district will be billed a pro-rated amount for the remainder of the school year.
- **If a district does not participate in The Success Academy and a district needs an emergency slot mid-year, what does the district do?** Districts that do not participate in The Success Academy will need to initiate a request to the RSP principal. Once a request has been made to the RSP principal, he/she will review slot availability as well as space, programming, and staffing. He/she will then contact participating districts who have slot availability. If a slot exchange is agreed upon, the non-participating district will pay a \$5,000 enrollment fee to RSP. The non-participating district will pay a pro-rated (based on a quarterly breakdown of \$20,000, \$15,000, \$10,000, or \$5,000) to the leasing district, as well as the pro-rated daily rate for that slot. If a slot exchange is agreed upon, the two districts will determine the facilitation of billing for the buy-in cost and slot that is leased out.
- **Who does a district contact for enrollment?** RSP principal
- **What happens if a student leaves?** Once you enter the program, you are committed to pay until the end of the school year. Similar to school districts, funds have been allocated according to student enrollment. There are no refunds.

### **Restore Program**

- **Who can participate?** Any of the 23 participating districts of NKCES.
- **What does the program cost?** \$27,500 per slot
- **Maximum capacity?** 61 slots
- **What population does this program serve?** The Restore Program serves students in grades K-12 who are identified and receive special education services and are traditionally in an EBD setting, require significant behavioral and/or therapeutic support, and benefit from a smaller school/class setting.
- **When do districts commit to a slot or slots?** Slot commitment must be made in advance for the guarantee of a secured slot in the program, no later than April 1<sup>st</sup>, so RSP can secure staff. Slot usage during the year will be granted based on space, programming, and staffing to meet the needs of the student. Every effort will be made to accommodate slot usage needs as they arise during the year.
- **If a district participates in The Restore Program and the district needs an additional slot mid-year, what does the district do?** Districts that participate in The Restore Program may lease from other participating districts, at any point in the year. To initiate the process, contact the RSP principal, who will then contact districts (Superintendent and DoSE) with slot availability. Districts with slot availability will be contacted with a priority of the number of slots

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- If a student is enrolled in one participating district and relocates to another participating district during the school year, and it is determined that RSP remains the most appropriate setting for the student, the slot may “travel” with the student and the new district would pay a leased slot cost to the original district.
- If a student is enrolled in a participating district and relocates to a non-participating district during the school year, and it is determined that RSP remains the most appropriate setting for the student, the non-participating district will follow the emergency procedures outlined below.
- ***If a district does not participate in The Restore Program and the district needs an emergency slot mid-year, what does the district do?*** Districts that do not participate in The Restore Program may *potentially* lease from other participating districts, in an emergency scenario during the year. To initiate the process, contact the RSP principal, who will then contact districts (Superintendent and DoSE) with slot availability. Districts with slot availability will be contacted with a priority of the number of slots available (IE: a district with 3 open slots will be contacted before a district with 1 open slot). If all districts have the same number of open slots, the districts will be selected at random, and contacted respectively. If a slot exchange is agreed upon between the participating and non-participating districts, and the principal determines there is availability based on space, programming, and staffing; the request will be approved. If a slot exchange is agreed upon, the two districts will determine the facilitation of billing for that slot that is leased out based on the following emergency procedures:
  - The non-participating district will pay the full slot cost to the participating district that leases the slot.
  - The non-participating district will pay a fee of ½ slot cost to RSP.
- ***Who does a district contact for enrollment?*** RSP principal
- ***What happens if a student leaves?*** Once you enter the program, you are committed to pay until the end of the school year. Similar to school districts, funds have been allocated according to student enrollment. There are no refunds.