SUPERINTENDENT OF PUBLIC INSTRUCTION

Randy I. Dorn Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · http://www.k12.wa.us

February 11, 2016

(X) Action Required
(X) Informational

BULLETIN NO. 008-16 SCHOOL APPORTIONMENT AND FINANCIAL SERVICES

TO: Educational Service District Superintendents
Chief School District Administrators
Assistant Superintendents for Business and/or Business Managers

FROM: Randy I. Dorn, State Superintendent of Public Instruction

RE: State Reimbursement for 2015–16 Truancy Petitions

CONTACT: Melissa Jarmon, 360-725-6307, melissa.jarmon@k12.wa.us
Agency TTY 360-664-3631

Purpose

Attached to this bulletin are Forms SPI 1302C and SPI 1302D. School districts are to use these forms to file preliminary and final claims for funding to help offset costs incurred for petitions filed with juvenile court(s) because of student truancy. Final claims must be received no later than Thursday, June 16, 2016. Claims submitted after that date will not be funded.

Background

The Operating Budget Appropriations Act (Engrossed Substitute Senate Bill 6052, Laws of 2015) contains an appropriation of $1,399,000 for 2015–16 to offset the cost of filing petitions for truant students as provided in RCW 28A.225.030 and 28A.225.035. The 2015–16 appropriation expires on June 30, 2016; therefore, the money is used for claims through May 31, 2016, and must be reported by June 16, 2016, on Form SPI 1302D.

Action Needed

Submit Forms SPI 1302C and/or SPI 1302D to receive state reimbursement for filing truancy petitions.

Complete Form SPI 1302C to receive funding prior to June. Report the number of

petitions for the periods June 1, 2015, through August 31, 2015, and September 1, 2015, through February 29, 2016.

If filing additional petitions during the period March 1, 2016, through May 31, 2016, complete Form SPI 1302D after May 31. Include the total number of petitions reported on Form SPI 1302C with the total on Form SPI 1302D. Note that Form SPI 1302C will be treated as the final claim if a Form SPI 1302D is not filed.

Report 1302C is optional. If the district desires to wait until June to receive funding, complete Form SPI 1302D after May 31. Report the number of petitions for the periods June 1, 2015, through August 31, 2015, and September 1, 2015, through May 31, 2016.

Counting Petitions

A cause number must be assigned before a district can report a petition as being filed. Report one petition on Forms SPI 1302C and 1302D when filing one or more petitions with a juvenile court on the same student under the same cause number. When the district does contempt filings, progress reports, motions, and other such actions on one cause number, it is reported as one petition. Generally, once a petition is filed it applies to the entire school year even if the student transfers to another school building or school district. If the student transfers to another school district and the second school district does a contempt filing or some other filing under the same cause number, the second school district should not report a petition if the original school district has reported a petition as being filed under that cause number.

In some circumstances, a second cause number may be assigned because a separate incidence of truancy may occur or a filing with a second court becomes necessary. When that happens, the district may report two petitions if the second filing of petition(s) has resulted in a separate (different) cause number. In cases where a student transfers to a school district in another county, a second cause number may be assigned if the new school district files a petition because of truancy. Also, if a filing with one court results in a cause number being assigned but the court declines to act, this causes the district to file a petition with a second court that assigns a different cause number, report two petitions. If the court transfers the petition to a second court and the district is not required to file a second petition, report one petition even if two cause numbers are involved.

Funding

The rate of funding for 2015–16 is unknown at this time since the number of filed truancy petitions is unknown. A preliminary rate will be established in March and will be adjusted in June when the total number of filed truancy petitions is known. The rate will probably be close to $130.

The final payment in June will include adjustments to the rate used on preliminary payments.

Payments will be shown on Report 1197, Statement of Apportionment, in revenue account 415806 “TRUANCY.”

Funding for truancy petitions filed after May 31 for the 2015–16 school year are to be reported with the 2016–17 school year claim.

When and Where to File Form SPI 1302C

To file a preliminary claim for funding for the 2015–16 school year, districts need to fax or mail Form SPI 1302C to School Apportionment and Financial Services by the following dates:

To receive funding in March, Form SPI 1302C must be received by Thursday, March 17, 2016.

To receive funding in April, Form SPI 1302C must be received by Friday, April 15, 2016.

When and Where to File Form SPI 1302D

To file a final claim for funding for the 2015–16 school year, districts need to fax or mail Form SPI 1302D in time to be received by School Apportionment and Financial Services no later than Thursday, June 16, 2016. Claims submitted after that date will not be funded. The entire allotment is disbursed based on the number of claims submitted as of June 16, 2016.

Submit Forms SPI 1302C and/or SPI 1302D to:

Office of Superintendent of Public Instruction
School Apportionment and Financial Services
Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200
Fax: 360-664-3683

Questions

Direct questions on funding and completion of Forms SPI 1302C and SPI 1302D to Melissa Jarmon, School Apportionment and Financial Services at 360-725-6307 or at melissa.jarmon@k12.wa.us. The agency TTY number is 360-664-3631. This information is also available at http://www.k12.wa.us/bulletinsmemos.

K–12 FINANCIAL RESOURCES

JoLynn Berge
Chief Financial Officer

T.J. Kelly, Director
School Apportionment and
Financial Services

RD:mj

Attachments

OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Equity and Civil Rights Director at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or equity@k12.wa.us.

OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
School Apportionment and Financial Services
Old Capitol Building
PO Box 47200
OLYMPIA WA 98504-7200
360-725-6300 TTY 360-664-3631

ESD	CO	DIST

PRELIMINARY REPORT OF TRUANCY PETITION FILINGS for School Year 2015–16

SCHOOL DISTRICT NAME	PERSON COMPLETING FORM	TELEPHONE NUMBER
		( )

Enter the number of petitions filed by the school district with a juvenile court pursuant to RCW 28A.225.030 pertaining to the truancy of students during the periods June 1, 2015, through August 31, 2015, and September 1, 2015, through February 29, 2016. (See SPI Bulletin No. 008-16 School Apportionment and Financial Services.)

Number of Petitions

_____ June 1, 2015, through August 31, 2015

_____ September 1, 2015, through February 29, 2016

To receive funding in the **March** apportionment payment, Form SPI 1302C (Rev. 2/16) must be received by **March 17, 2016.**

To receive funding in the **April** apportionment payment, Form SPI 1302C (Rev. 2/16) must be received by **April 15, 2016.**

CERTIFICATION

I, _____, do hereby certify that the _____ School District has filed the number of petitions indicated above in accordance with the criteria set forth above and in SPI Bulletin No. 008-16 School Apportionment and Financial Services.

_____
ORIGINAL SIGNATURE OF SUPERINTENDENT OR DESIGNEE DATE

_____
TITLE

Mail or fax form to: Office of Superintendent of Public Instruction
School Apportionment and Financial Services
Old Capitol Building
PO BOX 47200
Olympia, WA 98504-7200
FAX: 360-664-3683

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ESD	CO	DIST

FINAL REPORT OF TRUANCY PETITION FILINGS for School Year 2015–16

SCHOOL DISTRICT NAME	PERSON COMPLETING FORM	TELEPHONE NUMBER
		( )

Enter the number of petitions filed by the school district with a juvenile court pursuant to RCW 28A.225.030 pertaining to the truancy of students during the periods June 1, 2015, through August 31, 2015, and September 1, 2015, through May 31, 2016. (See SPI Bulletin No. 008-16 School Apportionment and Financial Services.)

Number of Petitions

_____ June 1, 2015, through August 31, 2015

_____ September 1, 2015, through May 31, 2016

To receive funding, Form SPI 1302D (Rev. 2/16) must be received by **June 16, 2016.**

CERTIFICATION

I, _____, do hereby certify that the _____ School District has filed the number of petitions indicated above in accordance with the criteria set forth above and in SPI Bulletin No. 008-16 School Apportionment and Financial Services.

_____
ORIGINAL SIGNATURE OF SUPERINTENDENT OR DESIGNEE DATE

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