



COMMONWEALTH of VIRGINIA
DEPARTMENT OF EDUCATION

DATE: May 11, 2023
TO: Division Superintendents
FROM: Dr. Lisa Coons, Superintendent of Public Instruction
SUBJECT: **Provisions for Reallocating Unused Student Slots in Regional Alternative Education Programs for 2023-2024**

This memo is to notify Superintendents that the annual data collection survey for the reallocation of unused student slots in Regional Alternative Education Programs will be sent electronically to the regional alternative education coordinator in the fiscal agent school division on **May 12, 2023**. School division staff must complete the survey by **June 22, 2023**, according to the instructions provided in the survey. It is anticipated that the process to reallocate any unused student slots will be completed by September 2023.

The regional alternative education coordinator is responsible for contacting the participating school divisions in that regional program and completing a combined survey on the number of slots to be used in the regional program for the 2023-2024 school year. The data collected will determine the number of unused student slots available for reallocation in fiscal year 2024, and the number of unused student slots requested by divisions. Once the VDOE receives the information, a reallocation process will be conducted to distribute unused student slots to requesting divisions. The description of this process can be found in Attachment A.

The Fiscal Year 2023-2024 state budget, based on the amended budget adopted by both the House of Delegates and Senate (House Bill 30), includes provisions for reallocating unused student slots in regional alternative education programs. These provisions are as follows:

- In the event a school division does not use all the student slots it is allocated under a regional alternative education program, the unused slots may be reallocated or transferred to another school division.
- A school division must request from the Virginia Department of Education (VDOE) the availability and possible use of any unused student slots. If any unused slots are available, and if the requesting school division chooses to utilize any of the unused slots, the requesting school division shall only receive the State's share of tuition for the unused slot that was allocated for the originally designated school division.
- No requesting school division shall receive more tuition funding from the State for any requested unused slot than what would have been the calculated amount for the requesting school division had the unused slot been allocated to the requesting school division in the original budget. The requesting school division shall pay any remaining tuition due for using a previously unused slot. The description of this process can be found on the Regional Alternative Education Programs webpage.

For questions regarding this Provisions for Reallocating Unused Student Slots in Regional Alternative Education Programs for 2023-2024, please contact Dan Dunham, Military Student and Families Specialist, at (804) 225-2157 or Dan.Dunham@doe.virginia.gov.

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Attachment:

- A. [Regional Alternative Education Programs Process for Determining Distribution of Unused Student Slots for 2023-2024](#) (Word)