

**Virginia Department of Education
P. O. Box 2120
Richmond, VA 23218-2120**

**Regional Alternative Education Programs
Department of Education Process for Determining Distribution of Unused Student Slots
2008-2009**

Provisions relating to reallocating unused student slots in Regional Alternative Education Programs

- 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 receive only the state's share of tuition for the unused slot that was allocated for the originally designated school division.
- However, 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 originally allocated to the requesting school division.
- The requesting school division shall pay for any remaining tuition payment necessary for using a previously unused slot.

First priority for distribution of unused slots (Distribution within Regional Programs)

Unused slots from school division(s) participating in a regional program will be distributed to other qualifying divisions being served in that regional program who have requested additional slots. All slots that each division in the regional program has certified as unused will be counted for reallocation. School divisions in the regional program that have certified unused slots will be listed from lowest to highest by composite index. School divisions in the regional program requesting additional slots will be listed from lowest to highest by composite index. Unused slots will be assigned one at a time in order from lowest to highest composite index to the requesting divisions in that regional program in order of priority based on the lowest to highest composite index ranking until no further slots remain to reallocate or all requests have been met. Remaining unused slots, if any, will be placed into the state pool of unused slots.

Second priority for distribution of unused slots (Statewide Distribution)

Unused slots that have not been awarded under the first priority will be distributed statewide to other qualifying school divisions participating in regional programs who have requested additional slots. School divisions having unused slots will be listed from lowest to highest by composite index. School divisions requesting additional slots will be listed from lowest to highest by composite index. Unused slots will be assigned one at a time in order from lowest to highest composite index to divisions requesting additional slots in order from lowest to highest composite index until no slots remain or all requests are met.

Once the first and second priority reallocation processes have been completed, regional alternative education programs will be notified of adjustments to the originally approved slots.