

Massachusetts Department of Elementary and Secondary Education

Calculation and Disbursement of Commonwealth Virtual School (CMVS) Tuition

(Revised: April 2015)

The following is an **example** of how the Department of Elementary and Secondary Education (Department) calculates and disburses tuition payments for a fictitious CMVS over the course of a state fiscal year, which runs from July 1 to the following June 30.

The default tuition rate is the school choice rate, but the Board of Elementary and Secondary Education (Board) may approve a different rate for each individual CMVS. The Board-approved CMVS tuition rate does not change over the course of the year.

	Virtual School Enrollment	Total Annual Tuition	Monthly Payments
July 31-November 30	ABC Commonwealth Virtual School reported a projected enrollment of 550 students for the school year on its pre-enrollment report filed with the Department in the previous spring. In October, the ABC Virtual School submits a detailed enrollment report via the <i>Student Information Management System (SIMS)</i> to the Department.	<p>The established tuition rate for the CMVS is multiplied by the number of students from each district as reported on the Pre-Enrollment Report. In this example, for fictitious ABC Commonwealth Virtual School, we use \$6,700 per pupil to calculate a projected annual tuition amount for ABC Commonwealth Virtual School of \$3,685,000 ($\\$6,700 \times 550$ students).</p> <p><i>Note: The CMVS only receives \$6,625 per pupil due to the \$75 per pupil administrative fee, which is retained by the Department.</i></p>	<p>For the period July 31-November 30, ABC Commonwealth Virtual School receives its first five monthly payments, each equal to one twelfth of the projected annual tuition payment ($\\$3,685,000 \div 12 = \\$307,083.33$). The school has received a total of \$1,535,416.66 for the first five months.</p> <p><i>* The CMVS is assessed on a monthly basis. Tuition is assessed against sending districts every month for all twelve months of the year.</i></p>
December 31-April 30	October 1 SIMS is used as the CMVS's current enrollment of 600 students.	Using the CMVS's October 1 SIMS reported enrollment, the Department informs the ABC Commonwealth Virtual School and its sending districts of the revised preliminary annual tuition amount of \$4,020,000 ($\$6,700 \times 600$ students).	For the December 31 through April 30 tuition payment, ABC Commonwealth Virtual School receives the revised preliminary annual tuition payment minus what was paid in the first five months, divided by seven. Therefore, the sixth through tenth payment for this CMVS equals \$354,940.48 per month, or \$1,774,702.39 ($\$4,020,000 - \$1,535,416.66 = \$2,484,583.34$; $\$2,484,583.34 \div 7 = \$354,940.47 \times 5$). The school has now received a total of \$3,310,119.05.

<p>May 31 - June 30</p>	<p>In April, ABC Commonwealth Virtual School submits an updated enrollment report (<i>April 1 CMVS Claim Form</i>) that reflects changes in enrollment, special education costs, student addresses and start/leave dates. ABC Commonwealth Virtual School reported an enrollment of 600 students. The Department used this data to calculate full time equivalency (FTE) enrollment by dividing the number of days a student was enrolled in the school by the total number of school days. Fifty (50) students left after attending school for 90 days. This CMVS has a 180-day school year; therefore these students are counted as 0.5 FTE ($90 \div 180 = 0.5$), which translates to 25 students. All the other students are enrolled for the full school year. Hence, the final FTE for ABC Commonwealth Virtual School is 575.</p> <p>In June the school submits its projected enrollments for the next school year.</p>	<p>Given the slight decrease in ABC Commonwealth Virtual School's enrollment, the payment to the CMVS is adjusted once again. Therefore, the final annual tuition payment is \$3,852,500. ($\\$6,700 \times 575$).</p>	<p>On May 31 and June 30, ABC Commonwealth Virtual School receives two separate payments of \$271,190.48 ($\\$3,852,500 - \\$3,310,119.05 = \\$542,380.95$; $\\$542,380.95 \div 2 = \\$271,190.48$). The school has now received a total of \$3,852,500.00 for the fiscal year.</p> <p><i>Barring error, no adjustments are made to enrollment data provided in the April 1 CMVS Claim Form or unless requested by the sending district or the virtual school based on new admissions or withdrawals after April 1.</i></p>
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