



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

2023 Summer School Frequently Asked Questions

This FAQ provides guidance to assist in the process of filing for reimbursement of summer school instructional costs.

Number	Question	Answer
General		
1	Are all students eligible for summer school?	Any Indiana student is eligible to enroll in a summer school program. For a school corporation or charter school to be eligible for summer school funding, the school must operate a summer school program in accordance with Indiana Code (IC) §§ 20-30-7-1 et. seq. and 511 Indiana Administrative Code 12.
2	Is a public school required to admit any student who wants to attend, or can they offer programming to only a select group of students?	Public schools must continue to enroll eligible students pursuant to the school's enrollment policies and subject to state law as well as the Indiana Constitution. However, because schools typically only offer a limited number of courses over the summer, schools may tailor enrollment to those students requiring the courses.
3	May a school offer summer school programming to students from another school corporation?	Yes, if a school corporation or charter school wishes to offer summer school programming to out-of-district students, they may do so. These students would be reported in the student count on the Final Costs Report.
4	If a student is not currently enrolled in the school corporation, is the student required to enroll in that school corporation to be included in the school's summer school student count?	Schools should enroll any student who participates in summer school funding. If a public school operates a joint summer school program with a nonpublic school, the nonpublic school student may enroll at the non-public rather than at the public school.
5	May school corporations offer summer school courses together?	Yes, under IC §§ 20-30-7-5, school corporations may enter into a joint summer school program with another public school corporation, a charter school, or an accredited non-public school to offer services to students. School corporations, including charter schools, entering into an agreement to jointly provide summer school programs must designate one school as the local educational agency (LEA) for purposes of all submissions necessary for reimbursement. If the agreement is between a public and accredited non-public school, the public school corporation must be the designated LEA.



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

Eligible Programs / Financial Provisions		
6	Which programs are eligible for reimbursement?	Each year, the Indiana State Board of Education (SBOE) will approve the courses that will be eligible for reimbursement by the Indiana Department of Education (IDOE) in accordance with 511 IAC 12-2-1(a). The approved programs are part of the Summer School Memo located at the following link: www.in.gov/doe/school-operations/finance/summer-school .
7	When will school corporations be made aware of which classes are approved for summer school?	On or before January 15 of each year, the SBOE reviews and approves classes for summer school reimbursement. The approved course lists are posted on IDOE's website upon approval.
8	If a school corporation offers credit recovery courses to students, which courses should be submitted?	All courses for which a school will seek reimbursement should be included in the list of courses submitted in the spring. See 511 IAC 12-2-1. A school should not include costs for any courses not included in the spring estimated costs/list of courses on the final costs report in the fall.
9	Is there a minimum number of students required for a summer school class?	To be eligible for reimbursement, classes must have an average enrollment of at least 15 students or more. This requirement cannot be waived. Two or more school corporations may cooperate with each other to meet this enrollment requirement. Two or more groups of students may also be combined into a single class, under a teacher of record, to meet this requirement, but only the salary of the teacher of record, and not the salary of any other teachers, may be included in computing eligible costs.
10	Does the minimum enrollment requirement apply to online courses?	Yes, pursuant to 511 IAC 12-2-7, online courses must also have an average enrollment of 15 students or more to be eligible for reimbursement. Schools that would like to offer online courses to fewer than 15 students may take advantage of the joint summer school program contemplated by IC §§ 20-30-7-5.
11	Is the average class size calculated using the duplicated student count or the unduplicated student count?	The duplicated count may be used for purposes of calculating average class size.
12	Can I submit costs for fall remediation or remediation during intersession for summer school reimbursement?	Costs for remediation during intersession may not be included in the costs submitted for summer school reimbursement. Summer school courses include courses that are taught during the summer outside of the school's calendar year.



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

<p>13</p>	<p>Are there additional funding opportunities available for summer school and/or intersession?</p>	<p>The 21st Century Community Learning Centers (CCLC) program is a federally funded program that provides out-of-school time programming in high-need, low-performing spaces. Current 21st CCLC sub-grantees range from traditional LEAs, charter schools, community-based organizations, and universities. All 21st CCLC programs must provide a range of high-quality services to support regular school-day academics and development, including, but not limited to:</p> <ul style="list-style-type: none"> ● Tutoring and mentoring ● Academic enrichment ● Service learning ● Character education ● Physical education and recreational activities ● Dropout prevention <p>To qualify, LEAs and/or schools engaged in the 21st CCLC program must have a D or F rating OR 40% or higher Free/Reduced lunch rate. The 21st CCLC is a competitive funding opportunity, and applications for funding are available every three years. The 21st CCLC funds may not be used to support a summer program only without strong evidence of continued services throughout the academic year. The next application period is tentatively slated for 2024. For more information on the 21st CCLC program, visit: https://www.in.gov/doe/grants/OST/. Information about 21st CCLC programs can be found under ‘Resources.’</p> <p>You may also be able to use Title I funding. Additional information about Title I Grant Programs and Support can be found at https://www.in.gov/doe/grants/title-i/.</p> <p>Title IV is another funding opportunity for LEAs to utilize for summer programming. Additional information regarding Title IV can be found at https://www.in.gov/doe/grants/title-iv.</p> <p>ESSER II and ESSER III funds may be used to implement evidence-based activities to address learning loss, which results from disruptions to in-person instruction due to COVID-19 (ie. Summer programming). Deadlines are approaching with ESSER II ending 9/30/23 and ESSER III ending 9/30/24.</p>
<p>Course Requirements / Lunch / Transportation</p>		
<p>14</p>	<p>How many hours per day should summer school classes last?</p>	<p>The law does not prescribe a minimum number of hours of instruction required for reimbursement purposes. The school's governing body shall determine the content and curriculum for summer school in accordance with IC §§ 20-30-7-4. Likewise, the governing body must also determine the appropriate amount of instructional time needed to properly determine if credit(s) should be awarded to a student. The program must use the same student learning standards and method of evaluating achievement of the standards as if it were offered during the school year.</p>
<p>15</p>	<p>What are the requirements for high school summer school courses in order to award credit?</p>	<p>The process for awarding high school credit to students taking eligible courses over the summer must be the same as the process for awarding credit during the regular school year. Also, IC §§ 20-30-7-7 allows schools (public corporations, charters, and accredited non-public) to jointly offer programs that: (1) are not regularly provided as part of the established curriculum during the school year; and (2) for which a student who successfully completes a program may receive high school and college credit under an articulation agreement or dual credit provision under IC §§ 20-32-3-9 or IC §§ 21-43-2.</p>



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

16	Are extracurricular activities (ex: marching band) allowable for summer school reimbursement?	Extracurricular activities do not qualify for summer school reimbursement. Eligible programs include all courses included in the Indiana State Approved Course Titles and Descriptions for the 2022-2023 School Year at the high school level and in the 2022-2023 Indiana Elementary and Middle Level Subjects and Descriptions at the elementary and middle school levels.
17	How many days should a summer school session be?	The law does not prescribe a minimum number of days of instruction required for reimbursement purposes. The school corporation must determine the number of days necessary to effectively increase the understanding of the content in students who are enrolled in the approved course.
18	Is lunch required to be provided during the summer school session?	<p>Schools are encouraged to provide meals to students during summer school. There are several options available to serve meals to students and claim through USDA Child Nutrition Programs during the summer. The School and Community Nutrition Office will be announcing meal options available in summer 2023, so it is important for your food service staff to be in communication with their assigned field specialist and watch for updates within our weekly newsletter.</p> <p>Here are a few potential possibilities for serving meals to students:</p> <p>National School Breakfast/Lunch Program (NSBP/NSLP) – Schools follow the regular meal pattern requirements as during the normal school year and claim the meals under the individual student eligibility; students would be charged for meals according to their approved eligibility and adult meals must be paid at the required adult meal price.</p> <p>Summer Seamless Option (SSO) – If 50% or more of the school enrollment during the school year is eligible for free or reduced meals, the school can sign up to be a Seamless Summer site, but sites would have to be open to serving the community. In this case, all meals to anyone 18 or younger would be free, but schools would still have to meet NSBP/NSLP meal pattern requirements.</p> <p>Summer Food Service Program (SFSP) – This option may be used only if schools are willing to offer an open meal service to the community. SFSP site eligibility requirements are similar to the SSO – 50% or more of the school enrollment during the school year must be eligible for free or reduced meals. However, schools are allowed to use the nearest elementary school data in order to establish SFSP site eligibility. Since the main focus of SFSP is to offer meals to the community children when school is out of session, the program is ideal for schools that offer either enrichment or recreational activity programs over the summer. Open meal service may take place simultaneously during the summer school serving time or before or after summer school students eat. Sponsors must comply with SFSP meal pattern requirements and receive reimbursement at free rate for all meals served to children 18 and under.</p> <p>To determine which program best fits your needs, please contact your IDOE School & Summer Nutrition Specialist (if you do not know who this is, ask your Food Service Director for assistance) or you may email SummerMeals@doe.in.gov. In your email, please include your school corporation name, a contact, and your approximate summer operating dates.</p>
19	Is transportation required to be provided for summer school?	Summer school is a voluntary program, so transportation is not required to be provided. Transportation is also not eligible for summer school reimbursement, however, if you do choose to provide transportation, you may be able to use Title funds, if the programming aligns to your Title I plan, or Part B funds, if the student has an IEP requiring the summer compensatory education. Transportation costs are also allowable under ESSER II



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

		and ESSER III. If you have any questions regarding the appropriate use of either funding source, please consult with your specialist with IDOE.
--	--	---

Summer School Staff

20	May a school employ a teacher who does not hold an Indiana teaching license?	Generally, no. 511 IAC 12-2-4 requires school corporations to hire only licensed teachers to teach in a summer school program. School corporations must use the Supplemental Service Contract, which can be found on IDOE's website at www.in.gov/doe/legal , when contracting with teachers to provide educational services in the summer. In limited circumstances, a school corporation that has entered into a contract with another school corporation to jointly provide summer school services may employ a substitute teacher licensed by IDOE or a qualified postsecondary instructor to provide teaching services. For more information on when a school may employ a substitute teacher licensed by IDOE or a qualified postsecondary instructor, please review IC §§ 20-30-7-5 through 20-30-7-11.
21	Must a school corporation use the Supplemental Service Teacher's Contract for teachers who are providing services through an online provider?	If the summer school teacher is employed by a school corporation, the teacher must be employed using the Supplemental Service Contract. See IC §§ 20-28-6-7. If the teacher is employed by a private provider, the school corporation is not required to employ the teacher under any contract.
22	How much should I pay a licensed teacher for summer school?	The salary of a summer school teacher is determined by the superintendent of the school corporation, or the superintendent of the designated LEA that has entered into an agreement with another school corporation to jointly provide a summer school program. See IC 20-28-6-7.

Required Reporting

23	Where do I submit the Estimated Costs Report and List of Courses in the spring and the Final Costs Report in the fall?	The links to these reports are available on our website at https://www.in.gov/doe/school-operations/finance/summer-school/ . The links can also be found in the Public School Community in Moodle, in the Summer School folder.
24	What is the deadline to submit the Estimated Costs Report and List of Courses?	The deadline to submit the Estimated Costs Report and List of Courses for the current year is Saturday, April 1. Each school corporation or charter school must submit this information by this date in order to receive reimbursement from IDOE. See 511 IAC 12-2-1(b).
25	If a school corporation did not submit the Estimated Costs Report and List of Courses in the spring, will IDOE	No. The spring Estimated Costs Report and List of Courses AND the fall Final Costs Report must both be filed by the posted deadlines for a school corporation to be eligible to receive reimbursement for summer school costs.



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

	accept its final report and issue reimbursement?	
26	When will the Final Costs Report be made available?	The Final Costs Report will be available on Monday, July 24, 2023. All claims for reimbursement must be submitted on or before Friday, September 15, 2023.
27	How is summer school reimbursement determined?	The Indiana General Assembly appropriates funds for summer school. IDOE distributes the funds in November in accordance with 511 IAC12-2-2. School corporations and charter schools are reimbursed for approved summer school courses based on the actual instructional costs and tuition paid to online service providers multiplied by 1.05 and reduced proportionately if the appropriation is insufficient to fund all programs at 100%.
28	How do I know what the total reimbursement is for my school corporation?	When IDOE calculates the final distribution amounts, the information will be posted in the Public School Finance Community in Moodle, in the Summer School folder at the time of payment in November.
29	Where can I find additional information about summer school?	Updated summer school information is posted on the IDOE website at https://www.in.gov/doe/school-operations/finance/summer-school/ . The information is also posted in the Public School Finance Community in Moodle, in the Summer School folder.

For additional information, please email Teresa Hemmerle at themmerle2@doe.in.gov.

Version: 01.13.2023