



FY 24 OEC PROCESS FOR REQUESTING RESTORATION OF SCHOOL READINESS SPACES REALLOCATED IN FY 2023

The OEC shall implement a two-step process for the reallocation of spaces to districts that demonstrate the need to expand their capacity to provide services through School Readiness. This process is specific to the unutilized spaces reallocated in April 2023.

A. Space Requests

- Councils that had spaces reallocated in April 2023 may submit to the OEC in writing, a request for a portion or all reallocated spaces to be returned to the district. Requests must be submitted to the OEC School Readiness Program Managers by the Liaison on behalf of the Council no later than September 30, 2023. All districts wishing to request spaces are required to do so at this time, regardless of current utilization. Requests must include:
 - Name of the Grantee.
 - The number and type of spaces requested.
 - The number of spaces requested may not exceed the number removed from the district in April 2023.

B. Step I - Determining District Eligibility to Receive Spaces

- The OEC will review utilization data obtained through ECE Reporter for the June, September and October 2023 reporting periods and will take the average of this data to determine the maximum number of spaces each district is eligible to receive.
 - If the district average utilization for September and October is higher than the average that includes June in the calculation, the greater of the two averages will be used.
 - Phase 2 CDC Infant and Toddler Expansion spaces are not included in calculating utilization.
 - Districts with a minimum average of 85% utilized spaces during September and October 2023 shall be eligible to receive up to 25% of the spaces removed in April.
 - Districts with an average of 86% - 90% utilized spaces during September and October 2023 shall be eligible to receive up to 50% of the spaces removed in April.
 - Districts with an average of 91% - 95% utilized spaces during September and October 2023 shall be eligible to receive 100% of the spaces that were removed in April.
 - The reallocation of these spaces shall be effective for the November 2023 reporting period.

C. Step II - Districts not Eligible for a Portion or All Spaces in October

- The OEC will repeat this process for districts that were not eligible to request a portion, or all the spaces removed in April 2023 during step II of this process. The OEC will review utilization data obtained through ECE Reporter for the November and December 2023 reporting periods to determine the number of spaces each district is eligible to receive.
 - Districts with a minimum average of 85% utilized spaces during November and December 2023 shall be eligible to request up to 25% of the spaces removed in April but not more than 100% of the original reallocation.
 - Districts with an average of 86% - 90% utilized spaces during November and December 2023 shall be eligible to request up to 50% of the spaces removed in April.
 - Districts with an average of 91% - 95% utilized spaces during November and December 2023 shall be eligible to request 100% of the spaces that were removed in April.
 - The reallocation of these spaces shall be effective the January 2024 reporting period.

D. Distribution of Spaces

- Councils are not required to allocate spaces returned to the district to program sites from which spaces were removed in April 2023.
 - Spaces returned to the district may be converted to another preschool School Readiness space type including full-day, school-day, part-day and extended-day to meet the changing needs of families in the community.
 - Priority for the distribution of returned spaces shall be based on:
 - Program site average utilization of spaces to date during the current fiscal year.

E. Remaining Spaces

- The OEC reserves the right to allow exceptions to this process as warranted.
- Following the implementation of the process outlined above, and spaces that have not been returned to districts effective the January 2024 monthly reporting period shall be forfeited.


FY24 PROCESS FOR RESTORATION OF FY23 SPACES - FINAL 8.10.23

Final Audit Report


2023-10-01

Created:	2023-10-01
By:	Denise Duclos (denise.duclos2014@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6PeBnrOXOZaz3gbLxWn0fJLpB3rdfcg0


"FY24 PROCESS FOR RESTORATION OF FY23 SPACES - FINAL 8.10.23" History

 Document created by Denise Duclos (denise.duclos2014@gmail.com)

2023-10-01 - 5:20:34 PM GMT

 Document emailed to cloe_dd@yahoo.com for signature


2023-10-01 - 5:21:08 PM GMT

 Email viewed by cloe_dd@yahoo.com

2023-10-01 - 5:22:20 PM GMT

 Signer cloe_dd@yahoo.com entered name at signing as Attachment #1

2023-10-01 - 5:23:11 PM GMT

 Document e-signed by Attachment #1 (cloe_dd@yahoo.com)

Signature Date: 2023-10-01 - 5:23:13 PM GMT - Time Source: server

 Agreement completed.

2023-10-01 - 5:23:13 PM GMT