

5-M: SPLIT-SCHEDULE PUPILS

The FTE for a student who attends two or more buildings/programs within the same district may be split between/among the buildings/programs, at the discretion of the local school district. If the FTE is prorated between/among the buildings, that student must be identified on the building/program alpha roster as a non-conventional, split-schedule student. If the district decides to count the entire FTE at the student's primary building, then such a designation is not required unless the pupil accounting auditor requires it.

A) Requirements for Counting in Membership

The district must meet all of the following requirements to count split-schedule pupils for membership purposes:

- 1) The **pupil must meet pupil membership eligibility requirements** pursuant to Section 6(4) or 6(6) of the State School Aid Act (MCL 388.1606) **and any other applicable statute.**
- 2) The **pupil shall be registered, enrolled, and participating in the course(s)** pursuant to Section 6(4), Section 6(8) and Section 6a of the State School Aid Act (MCL 388.1606 and MCL 388.1606a).
- 3) The district has determined the total number of instructional hours provided to the student by adding together the hours at each building/program.
- 4) Each building has claimed the appropriate FTE by dividing the number of hours in that building by the total number of hours provided to the pupil district wide.
- 5) The total FTE for the student (the sum of all buildings/programs) may not be more than 1.0 FTE.

B) Statutory References

Administrative Rule:
340.2(1)

C) Questions and Answers

- Q #1** A pupil is enrolled in the district's high school for six periods. This pupil is also enrolled in the district's evening alternative education program for one class. May the district count the pupil for the alternative education program?
- A #1** The maximum FTE a pupil may generate is 1.0. The district may pro-rate the funding between the high school and the alternative education program by dividing the actual number of pupil instructional hours the pupil is enrolled and attending in the high school or the alternative education program by the actual number of hours the pupil is enrolled and attending in total. Under no circumstance can any pupil generate more than 1.0 FTE.
- Q #2** A pupil is enrolled in District A's high school for six periods. This same pupil is enrolled in District B's alternative education program for one class in the evening. May both districts count this pupil?
- A #2** This pupil meets the exception in Section 6(6)(b), of the State School Aid Act. The pupil does not need a release to enroll in and attend a class in the alternative education program at District B. If this pupil is receiving credit for the course he is enrolled in at District B and that credit is being applied to his transcript toward high school completion, then the two districts must pro-rate each district's FTE count for this pupil based upon the total number of instructional hours this pupil is receiving in both districts.