# The Leading Edge



# May 2023 Coffee Talk: Nonresident Billings

State Aid and Financial Planning Service May 10, 2023



www.questar.org

# May 2023 Coffee Talk Agenda

- Review of 2023-24 Enacted Budget
- Review of regulations and requirements for nonresident billing
- Examination of nonresident billing scenarios related to:
  - Health & Welfare Services
  - Foster Care Student Services

# 3 2023-24 Enacted Budget

## School Aid

General Support for Public Schools (GSPS): Formula Based Aids (In millions)					
	2022-23	2023-24	Difference	% Change	
Foundation Aid	\$21,335.55	\$23,965.05	\$2,629.50	12.32%	
Transportation Aid	\$2,323.56	\$2,501.73	\$178.17	7.67%	
BOCES Aid	\$1,138.06	\$1,188.36	\$50.30	4.42%	
Special Services Aid	\$240.99	\$238.29	(\$2.70)	-1.12%	
Building Aid	\$3,423.66	\$3,345.51	(\$78.15)	-2.28%	
Instructional Materials Aids	\$249.05	\$257.70	\$8.65	3.47%	
Excess Cost Aids	984.24	993.38	\$9.14	0.93%	
UPK	\$1,008.32	\$1,163.63	\$155.31	15.40%	
Other Aids	\$302.07	\$305.84	\$3.77	1.25%	
Total	\$31,005.50	\$33,959.49	\$2,953.99	9.53%	

### Foundation Aid

\$2.63 billion increase to Foundation Aid

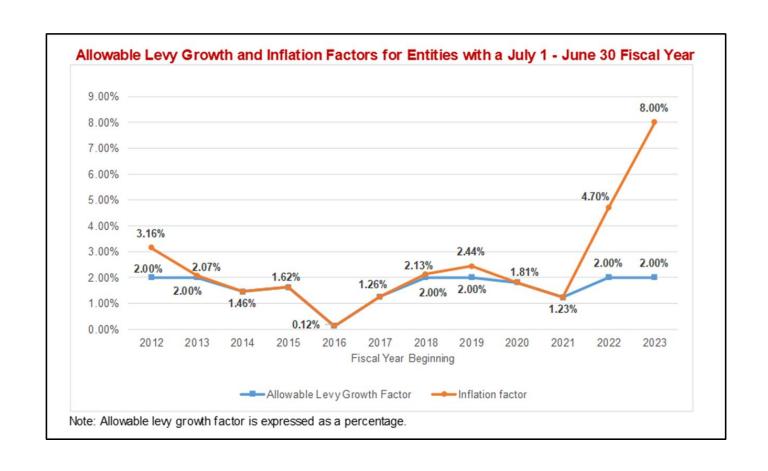
# 2023-24 Foundation Aid = 2022-23 Foundation Aid + The Higher Increase of:

100% Phase-in increase

Or

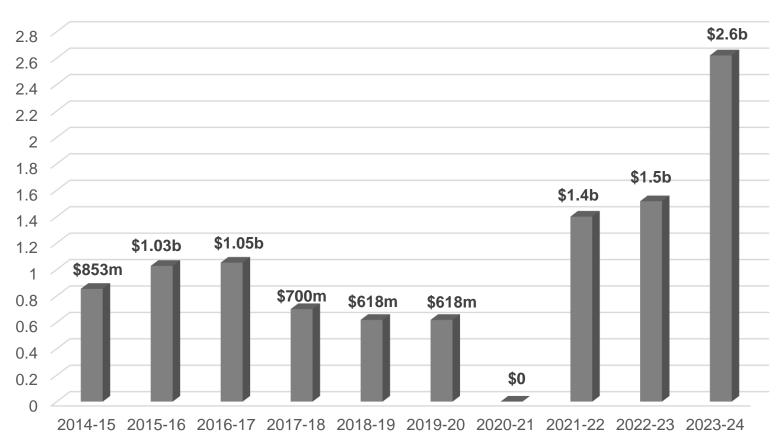
3% Hold harmless increase

# Calculated Annual CPI (Used for Tax Cap and Foundation Aid)

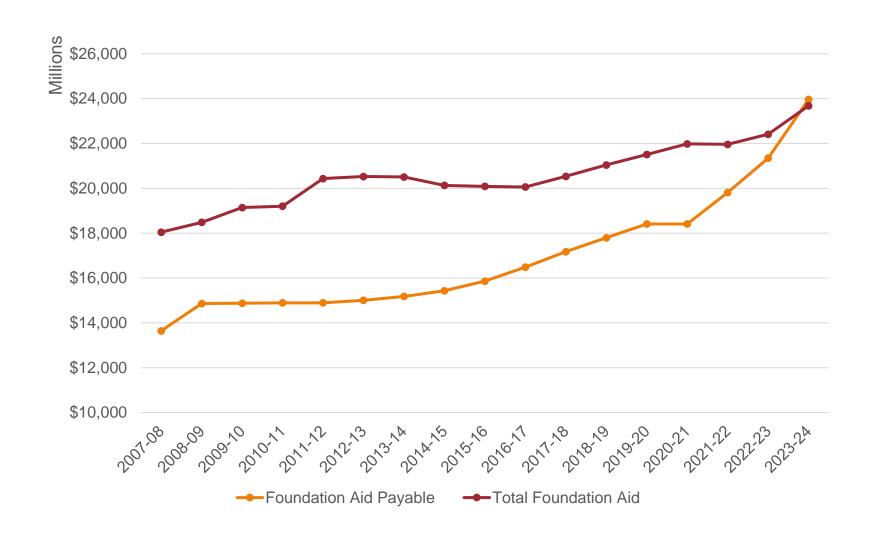


### **Actual Foundation Increases**

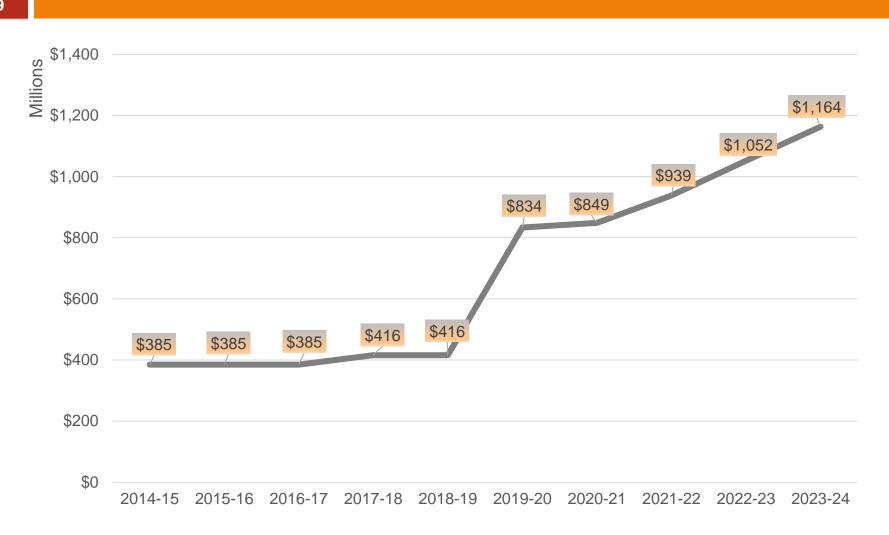
#### Foundation Aid



# Total Foundation Aid vs. Foundation Aid Payable



## Budgeted Universal Pre-K Funding



### District Level UPK Detail

### PUBLIC HIGH COST AND PRIVATE EXCESS COST AIDS FOR STUDENTS WITH DISABILITIES & UNIVERSAL PRE-KINDERGARTEN

STATE FUNDED PREK:	
2022-23 90M FED UPK EXP GRT	583,200
2022-23 15M FED SUFDPK GRT	0
2022-23 25M SUFDPK EXP GRT	0
2022-23 MAX SUFDPK AID(1415)	0
2022-23 MAX UPK AID	313,200
2022-23 PAYABLE UPK AID	0_
NEW FULL-DAY 4YO SLOTS	93
2023-24 NEW UPK AID	502,200
2023-24 MAX UPK + SUFDPK +EXPS	1,398,600

 $$502,200 / 93 = $5,400 \text{ per student}^*$ 

\*Amount per slot is the **greater** of Selected Foundation Aid per pupil or \$5,400

## New Reporting Requirements

- New Prekindergarten Reporting all school districts eligible for Pre-K funding are required to report various Pre-K student counts annually to SED by September 1st.
- The Executive By the posal would extend the requirement for the state annually for until June 30, 20.

## New Zero-Emission School Bus Reporting

Beginning in the 2024-25 school year, school districts will be required to annually submit to SED a progress report on the implementation of zero-emission school buses including:

- Sufficiency of the district's of the electrical infrastructure
- Number of charging stations and other components
- Workforce training to date
- Number and proportion of zero-emission buses currently purchased, leased or utilized
- Number of zero-emission buses anticipated in the next two years
- Number and proportion of zero-emission buses utilized by contractors providing transportation services
- Number and proportion of zero-emission buses anticipated to be utilized by contractors in the next two years

## Additional Proposals

- \$2.5 million for SED to study and design a new rate-setting methodology for special education tuition rate-setting to streamline and improve the timeliness of tuition rates for providers
- Extend Retiree Income Waiver
  - Would allow public sector retirees to work for a school and/or BOCES without any income limit or impact on their current retirement benefits
  - In effect until 6/30/24

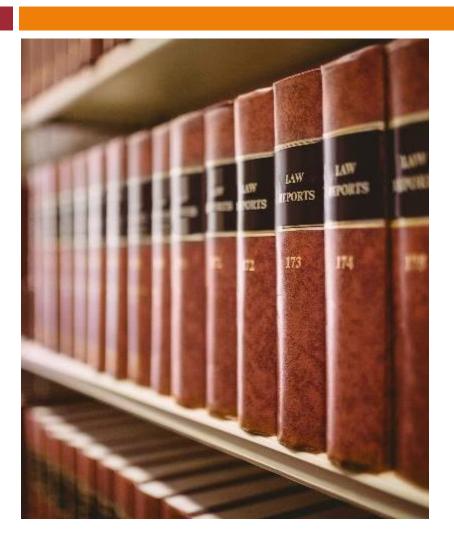
### School Lunch Reimbursement

§ 925. Community eligibility provision state subsidy. Notwithstanding any provision of law, rule or regulation to the contrary, in the two thousand twenty-three--two thousand twenty-four school year and thereafter, for each breakfast and lunch meal that is served at a school participating in the federal community eligibility provision program and that is reimbursed at the federal reimbursement rate for a paid meal, the department shall reimburse the school food authority the difference between (1) the combined state and federal reimbursement rate for a paid meal for the current school year and (2) the combined state and federal reimbursement rate for a free meal for the current school year, provided that the total reimbursement rate for each meal served shall equal the combined state and federal reimbursement rate for a free meal for the current school year.

# Health & Welfare Services Billing

Education Law §912

## Health and Welfare Services



#### Per NYS Education Law §912:

- Requires every school district in New York State to provide resident students who attend nonpublic schools with the same health and welfare services available to students who attend the public schools of the district.
- Services that may be requested include but are not limited to the services performed by a physician, dentist, dental hygienist, school nurse, school psychologist, school social worker and speech/language pathologist.

# Requirements



- In cases where students attending a nonpublic school live in another public school district, the two public school districts should enter into a written contract governing the services to be provided and the reimbursement for such services.
  - Why is a written contract recommended?
    - Dispute resolution between both districts
    - Failure to enter into a written contract <u>does not</u> release either district of their responsibilities under NYSEL §912

## How to Calculate Cost Per Student

$$Expense per Student = \frac{Total Cost of all Health Services}{Total Pupils Covered}$$

District where private school is located would bill another district for:

Cost per Student x FTE of students attending the private school(s)

# What's Included in the Cost Calculation?

#### Direct costs related to providing services:

- School physician, physician assistant, dentist, dental hygienist contractual
- School nurses (RN, LPN, nurse practitioner) salaries and fringes
- School psychologist/ social workers salaries and fringes
- Speech therapists salaries and fringes
  - Portion related to providing health services
  - Not portion related to providing speech therapy to SWD
- Clerical staff salaries and fringes
  - e.g., assisting with student health records
- Health supplies, equipment, incidental expenses,
   e.g., travel, equipment maintenance/repairs



## What Student Count to Use?



Public School Enrollment

Fall 202X BEDS Enrollment



Private School Enrollment

For those located in the district

As of BEDS Day

#### Note:

If your district provides services to PreK students in your district, include them in both Public and Private Enrollment counts

# Health Services Scenario – Given Information

- Health Services Salaries:
  - □ A2815.16 = \$254,000
  - □ A2820.15 = \$503,000
  - A2825.15 = \$142,000
  - #100,000
- □ Fringe = 40%
- Health Services Contractual:
  - □ School Physician = \$16,000
  - □ Dental Hygienist = \$75,000

- BEDS Day 2022-23
   Enrollment (10/5/2022)
  - Public School Enrollment serving K-12 = 2,500
  - Private School Enrollment serving K-12 = 300

Before we calculate the per pupil costs, we should eliminate information that doesn't apply to a health services billing

# Calculation of Per Pupil Cost

	2022-23 Budgeted Health Services Cos	ete		
Control State Control	Non-Instructional: School Nurses	254,000		
A90XX.8	Allocated Fringe Benefits (40%)	101,600		
		355,600		
A2815.4	Contractual: School Physician	16,000		
A2815.4	Contractual: Dental Hygenist	75,000		
		91,000		
A2820.15	Instructional: Psychological Services	503,000		
A90XX.8	Allocated Fringe Benefits (40%)	201,200		
		704,200		
A2825.15	Instructional: Social Work Services	142,000		
A90XX.8	Allocated Fringe Benefits (40%)	56,800		
		198,800		
	2022-23 Cost of Health Services	1,349,600		
2022-23 Enrollment				
	Public School Enrollment - 10/5/2022	2,500		
	Private School Enrollment - 10/5/2022	300		
	Total Pupils Covered	2,800		
	2022-23 Per Pupil Cost	\$482.00		

## Common Issues

Verification of Students

2. Written Contracts

3. Costs included in Calculation

- Private schools provide a listing of students
  - Need to verify with public schools that students reported are their responsibility
- Written contracts not in place/collection of outstanding receivables
- Costs included in the calculation
  - Do not include the amount budgeted to pay for students in private schools outside of your district
  - Do not include speech costs that will be reimbursed under parentally placed student billing

# Frequently Asked Questions

Q: Are students enrolled in nonpublic schools who are not residents of New York State entitled to these services?

A. No. A district is not required to provide health and welfare services to students who are not residents of New York State.

Q. Are the services of a speech language pathologist and school psychologist considered to be within the classification of health and welfare services?

#### A. Yes

Q: We received an invoice from a neighboring district for our resident students receiving health services at charter school within the district. Charter schools are considered public schools, so do I have to pay the invoice?

#### A. Yes

Q: Why would you be required to pay a neighboring public school for providing health services to another public school?

A. NYSEL §2853(4)(a): For purposes of sections seven hundred one, seven hundred eleven, seven hundred fifty-one and nine hundred twelve of this chapter, a charter school shall be deemed a nonpublic school in the school district within which the charter school is located.

## Recommendations



Obtain list of students in each private school at the beginning of the school year



Verify students with their home districts and follow up with any issues



Have BOE approve Health Services rate



Prepare and issue contracts with schools as soon as practicable



Supply detailed invoices



Follow up with outstanding receivables and pursue collection issues in a timely fashion

### Decisions of the Commissioner of Education

Do you need additional resources?

<u>Decision #13755</u>: Relates to calculating the expense per student

Find some examples here!

<u>Decision #13514</u>: Relates to determining who is responsible for payment (district where student resides, no mention of student being registered)



<u>Decision #13952</u>: Relates to calculating costs of health services

# Foster Student Billings

Education Law §3244 & 8 NYCRR 174.2

# Foster Care – §3244 of NYS Education Law

The District Where Child Resided When They Entered Foster Care is Responsible for Educational Costs until Child Graduates/ Turns 21

#### District of Origin

District child living in when entered foster care

#### District of Residence

District foster care placement is located

#### School of Origin

The school child was/had been attending when entered foster care

#### District of Attendance

The school district where the student placed in foster care is enrolled after a Best Interest Determination (BID) is made. (Either School of Origin or District of Residence)



# Foster Care – Commissioner's Regs §174.2

- Part 174 of the Commissioner's Regulations prescribes the methodology to be used by public school districts in determining the maximum tuition rate to be charged for a nonresident pupil attending a public school district.
- Tuition charge shall not exceed the net cost of educating nonresident pupils.
  - The net cost is determined by taking the expenses associated with educating a nonresident pupil, less any revenues generated by that pupil.
  - The estimated tuition rate (based on reported budget figures) for the current year can be used to bill during the current year.

## Foster Care Process

- Students are placed by a public agency in a foster home
- LEAs in conjunction with LDSS makes the best interest determination (BID)
- Assuming the BID results in a foster care placement outside of the District of Origin:
  - The District of Attendance is tasked with the responsibility for educating the student.
  - The District of Origin retains the financial responsibility for the student's education.
  - The District of Attendance invoices the District of Origin based upon the foster student's FTE Enrollment and the applicable NRT Rate.

#### NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES

#### CHILD IN FOSTER CARE - SCHOOL NOTIFICATION

This notice is being sent pursuant to section 445.1 of the Social Services Regulation on the following date: (Enter date notification is being transmitted) ☐ CHILD ENTERING FOSTER CARE Complete and transmit within 10 days ☐ CHANGE IN FOSTER CARE PLACEMENT for child entering foster care or ☐ CHILD DISCHARGED FROM FOSTER CARE if there is a change in placement Section A – see instructions for children not yet of school age (under six years old). CHILD (Full name): 1 1 ADDRESS OF CHILD WHEN CHILD ENTERED FOSTER CARE: GENDER: DATE CHILD ENTERED FOSTER CARE: / / DATE CHILD DISCHARGED FROM FOSTER CARE: / Foster Care Placement (Choose one): \*Parent Guardian Foster Boarding Home Agency Boarding Group Home \* List parent name/address ONLY if child is home on trial discharge basis (HOTB) NAME AND ADDRESS OF PARENT(S), GUARDIAN(S), FOSTER PARENT(S) OR CHILD-CARE AGENCY (Checked above): (AREA CODE) TELEPHONE NO .: (AREA CODE) CELL PHONE NO .: ( ) -( ) NAME OF SCHOOL DISTRICT CHILD RESIDED IN AT TIME OF ENTRANCE ADDRESS OF SCHOOL DISTRICT OF ORIGIN: INTO FOSTER CARE (School district of origin): NAME OF SCHOOL DISTRICT LAST ATTENDED (If different from above. ADDRESS OF SCHOOL OF ORIGIN: school of origin): Section B NAME OF SCHOOL DISTRICT THAT CHILD WILL ATTEND PURSUANT TO ADDRESS OF SCHOOL DISTRICT OF ATTENDANCE: THE BEST INTEREST DETERMINATION (School district of attendance): Date entered this district I IDoes child have an IEP? ☐ NO ☐ YES SCHOOL DISTRICT OF ATTENDANCE CONTACT PERSON (Please print name): TITLE: (AREA CODE) TELEPHONE NO .: Section C NAME OF SOCIAL SERVICES COMMISSIONER CHARGED WITH CARE OF ADDRESS OF SOCIAL SERVICES COMMISSIONER CHARGED WITH CARE OF CHILD: NAME OF AUTHORIZED AGENCY ACTING FOR COMMISSIONER (If ADDRESS OF AUTHORIZED AGENCY ACTING FOR COMMISSIONER (If applicable): applicable): SIGNATURE OF COMPLETING OFFICIAL: TITLE: DATE: 1 (AREA CODE) TELEPHONE NO .: EMAIL: NAME OF CASEWORKER (Please print). (AREA CODE) TELEPHONE NUMBER:

## What Can You Bill For?

### Tuition:

- For in-district programs NRT Rate
  - Gen Ed student Gen Ed rate
  - Spec Ed student Spec Ed rate
    - If student spends 20% or more of their day in Spec Ed
    - Need to net High-Cost Aid generated, if any
    - Revise to Actual NRT rate when final rates are issued the following December
- BOCES programs actual cost, less applicable State Aid
- Private Placement actual rate, less Private Excess Cost Aid



# What Can You Bill For? (con't)

## **Transportation:**

Education Law §3244 -

States when a student requires transportation to attend a school of origin designated by the BID, the school district of attendance must provide this transportation and, further, that the costs incurred are aidable up to 50 miles each way.

Note: Guidance on billing for Transportation has changed! (See Pgs. 20-27 of the Foster Care Toolkit)

https://www.p12.nysed.gov/sss/documents/FosterCareToolkit3. 17.22.pdf (Dated 2/7/2022)

# **Transportation Considerations**

- Requires that when a student attends the district of residence (where the foster care placement is located) that such school district, designated the district of attendance, shall provide transportation to the foster care student on the same basis as a resident student.
- Requires both the designated school district of attendance and the LDSS to split all excess transportation costs evenly and sets forth how such excess cost should be calculated.

# Local Transportation Agreement

- LDSSs and LEAs are to prepare a Local
   Agreement for Students in Foster Care every 2 yrs.
  - Provides both local agencies with a list of key contacts
  - Outline the information to be provided by the school district in support of the BID
  - LDSS must have an agreement with each LEA in which students in foster care are attending



## Foster Student Scenario 1

- Foster Student in Grade 7 receiving in-district programming
  - SWD receiving services 60% or more of the school day
  - □ Grade 7-12 Tuition for Special Education Pupils per NRT-EST = \$52,540
  - = 10 month annualized cost of services in STAC = \$50,000
  - 1.0 FTE Enrollment
    - Student attended district from 9/7/2022 6/23/2023
  - Total Public Excess Cost Aid Attributable = \$18,981

# Different SWD Rates between STAC & NRT-EST

- When billing other districts for in-district programs,
   the NRT-EST rate is to be used
  - Estimated average cost per SWD
- Traditionally, when claiming High-Cost Aid, the actual cost for the in-district program of the specific child was supposed to be used
  - STAC has allowed districts that enter into a crosscontract agreement to use the NRT rate in instances where they are unable to calculate child-specific costs

Credit calculated for High-Cost Aid should be based on the amount claimed in STAC

#### PUB Attributable – Part I

A.	2004-05 approved operating expense (AOE) per pupil for 2006-07 aid as of SA0708	\$8,453
B.	Public Excess Cost Aid Ratio for 2006-07 aid as of SA0708	0.453
C.	Select/Enter the Service Level Weighting for the 2022-2023 School Year:	1.65
	a. Enter 1.65 for students receiving services 60% or more of the day, or	
	b. Enter 0.90 for students receiving consultant teacher services, or	
	c. Enter 0.90 for students receiving services 20% or more of the school week, but less than 60% of the school day.	
	Note: If student does not meet any of the criteria in a. b. or c. above, then select/enter 0 for C. and no further	
D.	Enter the Full Time Equivalent (FTE) Enrollment of the Student (e.g. 1.000 FTE if services were provided for entire September - June school year, 0.500 FTE for half of the school year, etc) to three decimal places.	1.000
Е.	Select/Enter 1 ONLY IF service weighting in C. above equals 1.65 AND if the student receives services in a general education classroom for 60% or more of each school day. Otherwise, select 0.	1.00
F.	Approved Operating Expense per Pupil (ENT 3 of the 2022-2023 SAMS PUB output report)	\$12,29
G.	Public Excess Cost Aid Ratio (ENT 4 of the 2022-2023 PUB output report)	0.570
H.	Enter the 10 Month Annualized Cost of Direct Special Education Services Provided	\$50,000
I.	Increase in Consumer Price Index (CPI) between current year and 2006-07 plus 1 (ENT 11 of the 2022-2023	1.388
J.	Supplemental Public Excess Cost Aid (SPEC) (ENT 9 of the 2022-2023 SAMS PUB output report)	ı
K.	0 if J above is zero; otherwise, Total Unweighted Resident Students with Disabilities for ENTs 32D, 34D, 35D, 36D, 42D, 44D, 45D, 46D, 52D, 54D, 55D, and 56D from 2022-2023 SAMS ATT	0.0

#### Part I:

Entries in yellow are entered by the district based upon the scenario:

- C) 1.65 for 60% of the Day level of service
- D) FTE Enrollment
- E) If C = 1.65, enter 1
- H) 10-Month Annualized Cost of Service

### PUB Attributable - Part II

	Calculation of Public Excess Cost Aid Attributable		1
1	Formula Excess Cost Aid Attributable ((Lesser of Part I-A or \$9,250) x Part I-B x Part I-C x Part I-D x Part I	\$8,770	(
2	Integrated Setting Aid Attributable ((Lesser of A or \$9,250) x .50 x B x D x E x I)	\$2,657	(
	Note: This should be \$0 for any student for which a 0 was entered in Part I-E above.)		
3	Public Excess Cost Aid Setaside (Entry 1 + Entry 2):	\$11,427	](
4	Greater of 0 or [Part I-H minus (3 x F)]:	\$13,115	0
5	If Entry 4 > 0, then Entry 4 x D, Else 0	\$13,115	
6	PUBLIC EXCESS HIGH COST AID (If Entry 5 > 0, Then Entry 5 x G, Else 0)	\$7,554	C
7	SUPPLEMENTAL PUBLIC EXCESS COST AID (If Part I-C and Part I-J = 0, Then 0, Else [(Part I-J divided	\$0	C
8	GRAND TOTAL PUBLIC EXCESS COST AID (Entry 3 + Entry 6 + Entry 7)	\$18,981	(

Set-Aside

**PUB** 

SPEC

**Deduction Total** 

#### Part II:

Calculations are based upon the entries in Part I

Determines the Total Public Excess Cost Aid Attributable to the student

Can be made up of the Excess Cost Aid Set-Aside, PUB and SPEC

# Foster Care – In-District Special Education Tuition (Grades 7-12)

Gr. 7-12 SWD Est. NRT Rate	\$52,540	NRT-EST, ENT 87
× FTE of student	1.0	FTE Enrollment
Net 10-month Annualized Rate adjusted by Student FTE Enrollment	\$52,540	
Less: Public Excess Cost Aid Attributable - SWD	- <u>\$18,981</u>	See Slides 26 & 27 for calculation
Net Cost Tuition to Bill District of Origin	<u>\$33,559</u>	

#### Foster Student Scenario 2

- Foster Student in Grade 7 receiving BOCES programming
  - SWD receiving services 60% or more of the school day
  - Grade 7-12 Tuition for Special Education Pupils per NRT
  - EST = \$52,540
  - 10-month annualized costs of BOCES program = \$50,000
  - 1.0 FTE Enrollment
    - Student attended BOCES from 9/7/2022 6/23/2023
  - Total Public Excess Cost Aid Attributable = \$18,981

### Foster Care – BOCES Placement

10-month Annualized Rate	\$50,000	Tuition + related services
× FTE of student	1.0	FTE Enrollment
Net 10-month Annualized Rate adjusted by Student FTE Enrollment	\$50,000	
Less: Public Excess Cost Aid Attributable - SWD	- <u>\$18,981</u>	See Slides 26 & 27 for calculation
Net Cost Tuition to Bill District of Origin	<u>\$31,019</u>	

#### Foster Student Scenario 3

- Foster Student in Grade 7 receiving services in a private placement
  - SWD receiving services 60% or more of the school day
  - □ 10-month annualized costs of program = \$50,000.00
  - 1.0 FTE Enrollment
    - Student attended from 9/7/2022 6/23/2023
  - Basic Contribution = \$14,279.18
  - Private Excess Cost Aid Ratio = 0.876

#### Foster Care – Private Placement

		_
10-month Annualized Rate	\$50,000.00	Rate set by SED
Less: District Basic Contribution Amount	- <u>\$14,279.18</u>	Entry 5 2022-23 PRI
Net 10-month Annualized Rate	\$35,720.82	
× FTE of student	1.0	FTE Enrollment
Net 10-month Annualized Rate adjusted by Student FTE Enrollment	\$35,720.82	
× Private Excess Cost Aid Ratio	<u></u>	Entry 8 2022-23 PRI
= Private Excess Cost Aid Generated	<u>\$31,291.44</u>	
Amount to Bill:		
10-month Annualized Rate	\$50,000.00	Make sure to STAC
Less: Private Excess Cost Aid	- <u>\$31,291.44</u>	
Net Tuition to Bill District of Origin	<u>\$18,708.56</u>	

### Private Excess Cost Aid Output Report

	PART I: COMPUTATION OF BASIC CONTRIBUTION AND PRIVATE EXCESS COST AID RATIO		
1	2021-22 PROPERTY TAXES PLUS STAR REIMBURSEMENT	(ST-3 SCH A3 [A1001 + A1085] ENTS (1 + 7))	60,443,792
2	2021-22 TOTAL NON-PROPERTY TAXES	(ST-3 SCH A3 [AT1199] ENT 13)	0
3	TOTAL TAXES FOR SCHOOL PURPOSES	(SUM ENTS 1 THRU 2)	60,443,792
4	FALL 2021 RESIDENT PUBLIC ENROLLMENT INCLUDING CHARTER SCHOOLS	(FALL 2021 ENROLLMENT FROM SIRS)	4,233
5	SCHOOL DISTRICT BASIC CONTRIBUTION	(ENT 3 / ENT 4)	14,279.18
6	COMBINED WEALTH RATIO	(GEN ENT 52)	0.83200
7	COMBINED WEALTH RATIO * 0.15	(ENT 6 * .15)	0.124
8	PRIVATE EXCESS COST AID RATIO	(1.000 - ENT 7, MIN = .500)	0.876

### Helpful Resources



- NYSED Students in Foster Care Tool Kit: <u>Foster Care</u> <u>Toolkit (nysed.gov)</u>
  - Has great examples of how to calculate Transportation billings!
- NYSED Seneca Falls
   Formula: <u>Educational</u>
   <u>Management</u>: P-12: NYSED
- SAP Guidebook:
   Reimbursement for
   Nonresident Pupils
   (questar.org)

## Reimbursement For Nonresident Pupils

**Table of Contents** 

If you need more explanation or examples, please feel free to refer to our guidebook

Available <u>here</u>

Table of Contents		
Introduction	1	
DETERMINING THE TYPE OF PLACEMENT	2	
Educational and Financial Responsibilities for School-Age Children in Residential Care	2	
DETERMINING RESIDENCY, EDUCATIONAL/CSE, AND FINANCIAL RESPONSIBILITY	3-18	
Foster Children	3-5	
Chapter Placements/Basic Contribution Pupils	6-10	
Incarcerated Youth	11	
Homeless Pupil Education	12-14	
Unaccompanied Children & Youth	14-15	
Parentally Placed Pupils with Disabilities in Non-public Schools	15-18	
BILLING PROCEDURES	18-53	
Non-public School Health & Welfare Services	18-21	
Nonresident Student Billing & Claim Form Process	22	
Billing Procedures for Nonresident Pupils Enrolled in a Public School	23-24	
Sample Estimated Nonresident Tuition Report	25-26	
Allowable Expenditures for Determining Per Pupil Special Education Costs	27-28	
Protecting a School District's Right to Collect Nonresident Tuition	29	
Maximum Tuition Rates to Charge Other School Districts	30	
Checklist for Districts with Resident Students in Foster Care Educated in Another School District	31	
Checklist for Districts with Nonresident Students in Foster Care Attending This School District	32-34	
Sample Letter to Notify District of Origin	35-36	
District to District Placement of Students with Disabilities	37-38	
Billing and Claim Process: District to District Placement of Students with Disabilities	39	
Billing the Net Cost of Transportation for Nonresident Students	40-45	
Sample Invoices - Tuition.	46-57	
Billing for Nonresident Students in BOCES CTE Programs	58-59	

# Final Coffee Talk for 2022-23 School Year

#### June 1, 2023

- □ Topics:
  - Maximizing State Aid: Preview of June 30<sup>th</sup> and Due Dates and Preparing for Year End

#### Contact Us!

Questar III State Aid & Financial Planning Service 10 Empire State Boulevard Castleton, NY 12033 (518) 477-2635, Option 1 Fax (518) 477-4284 sap.questar.org @qiiisap