

PUTTING STUDENTS FIRST



Knowledge Café August 2024



State Aid and Financial Planning Service

QUESTAR III

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Agenda

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- SBO Calendar for September 2024
- Claiming and Projecting Aid for School Bussing (Either Purchases or Contracting) – Tying all the Claim Forms Together
- Reporting Dual Enrollment and Charter School Enrollment on Claim Forms Schedule B and U1
- Questions and Answers



SBO Calendar for September 2024

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Task	Due Date	Filing Requirement	Notes	Priority
Complete and submit SA-132/135 for school construction bonds and BANS. See: Link to forms SA-132 & SA-135	9/1	Annually	Due by September 1st to report 2023-24 borrowings for capital construction.	Required
Complete and submit State Aid Schedule F6	9/1	Annually	Due by September 1st to report 2023-24 borrowings to finance bus purchases	Required
Free and Reduced Priced Lunch Applications - prepare and distribute to parents in early September	9/1	Annually	These forms should be sent home to the parents for review and application during the first week of school to ensure timely processing.	Recommended Best Practice
The District-Wide Safety Plan must be adopted by the BoE by September 1 each year.	9/1	Annually	Within 30 days from adoption, and no later than October 1, each district must post their District-Wide Safety Plan on their district website.	Required
Review School Calendar (Initial Review)	9/1	Annually	To ensure 180 days of session and 900/990 annual hours of instruction (student attendance, superintendent conference days and Regents Exams)	Recommended Best Practice
STAR / Reimbursement Application/Joint Statement of School Levy - file with Office of Real Property Tax Services (ORPTS)/NYS DTF	9/1	Annually	RP-6704 series of forms not available at time of publication. Please reference 2024 RP-6704 forms, when available, for the 2024 due date. Submit reports to: orpts.star@tax.ny.gov	Required
Submit district-wide school safety plans and building-level emergency response plans via NYSED business portal - Board approval or amendment of by September 1, 2023	9/1	Annually	EL §2801-a	Required
CPSE Admin. Forms and schedules, SS-31 to SS-34 – Claim and submit for reimbursement from county	9/2	Annually	EL §4410 authorizes school districts to receive reimbursement from counties for reasonable and necessary CPSE administrative costs incurred for preschool students	Recommended Best Practice
State Aid Forms - review for accuracy and amend if necessary	9/2	Annually	Form Sets A, FB, FT & ST-3 and related schedules due September 2, 2024.	Required

SBO Calendar for September 2024

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Task	Due Date	Filing Requirement	Notes	Priority
Supplemental Schedules - review for accuracy and amend if necessary	9/2	Annually	Supplemental Schedules: SS1-8, SS10-16, and SS31-34 due September 2, 2024.	Recommended Best Practice
Waivers from Interest Rate Recalibration – Review Form FB/SAMS – submit any new waiver applications or any amendments to already submitted applications. See: Explanation of Interest Rate Reduction Waivers	9/2	Annually	Projects and retro bonds listed on this form that do not have preliminary waiver approval will be amortized using a reduced interest rate starting with 2025-26 Building Aid. If the interest waiver recalibration process started and the district has not received or granted a waiver, only aid going forward will be adjusted. Prior year aid will not be affected. Any potential projects that may be impacted by the recalibration process, will be listed on form FB, Interest Recalibration form. Due September 2, 2024.	Required
Send Tax Collectors Notice to non-resident taxpayers and an officer of the following types of corporations liable for taxes (railroad, telegraph, telephone, electric, gas, water, pipeline)	9/10	Annually	Mail no later than September 10th	Recommended Best Practice
Bus drill (within first 7 days of school)	9/14	Annually		Required
2nd report of EPE contact hours for 2023-24 using Form SA160.2	9/15	Annually	Final payment up to the maximum apportionment will be paid after October 1st based on these claims. If claims exceed the maximum statewide apportionment, aid will be prorated. This form must be submitted to claim EPE hours through June 30, 2024.	Required
Annual school safety and school violence prevention training for all staff	9/15	Annually	Must be completed by September 15th	Required
Tax Collectors Notice	9/15	Annually	Publish second notice during month of September. No date specified in law	Recommended Best Practice
File NYS Sales Tax Return for quarterly filers	9/20	Quarterly	The filing requirement for sales tax is based on tax due and is either annual or 4 times per year. Due September 20th for the months of June, July and August if filing on a quarterly basis.	Required



SBO Calendar for September 2024

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Task	Due Date	Filing Requirement	Notes	Priority
Federal Grants - FS-10-F (Final Reports from last fiscal year) Due no later than 90 days for projects that ended June 30th	9/28	Annually	For federal grants that ended June 30th	Required
Submit Form SA-139 by October 1, 2024 for all new Prospective Capital Projects that have been bid on and for which general construction contracts are signed. Mail to SED certified return receipt.	9/30	Annually	If the SA-139 is not submitted and processed for the 11/15/2024 State Aid database, any Building Aid first scheduled to be paid on new prospective projects in 2025-26 as part of 2025-26 General Aid is deferred until July 2026. The July 2025 deferred Building Aid payments are included in the State's 2026-27 budget but may be accrued on June 30, 2026 as 2025-26 State Aid.	Recommended Best Practice
New - LEA must obligate ARP ESSER funds	9/30	One-time	Funds not obligated by this deadline are required to be returned to the U.S. Department of Education.	Required
Billings (transportation, use of facilities, health services, parentally placed non-public etc.)	9/30	Monthly		Recommended Best Practice
Budget Status Reports to Board of Education including revenue and appropriation status reports	9/30	Monthly	Commissioner's Regulations 170.2(p) requires the treasurer to render a budget status report for the BoE and for the use of those staff members assigned responsibility for administration of specific portions of the budget, on at least a quarterly basis (monthly if budget transfers have been made since the last report). The report should include estimated revenues, revenues received to date, and estimated revenues yet to be received, original appropriations, adjustments and transfers, revised appropriations, expenditures, encumbrances, and unencumbered balances. Other information may be included, as necessary.	Required
Cash Flow and Fund Balance - modify assumptions, update, and review for accuracy	9/30	Monthly		Recommended Best Practice

SBO Calendar for September 2024

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Task	Due Date	Filing Requirement	Notes	Priority
Document summer 2024 special education §4408 transportation expenses and record in Special Aid Fund F5511 and F5541. Submit to SED supplemental transportation verification form for costs over \$7,000. See: Transportation Stop Form	9/30	Annually		Recommended Best Practice
Encumber all known and anticipated expenses	9/30	Annually		Recommended Best Practice
Federal and State Cafeteria Reimbursement Form	9/30	Monthly		Recommended Best Practice
Monthly Profit/Loss Statements for School Food Service	9/30	Monthly	Perform analysis on prior month's activities	Recommended Best Practice
Nonresident Tuition Rates - review placements and billing options	9/30	Annually		Recommended Best Practice
Payroll Reports – ERS/TRS Payments and Reports	9/30	Monthly	ERS: Due the 7th day of the month following the report period. TRS: Due within 10 business days after the end of the previous month.	Recommended Best Practice
Pesticide Notification – Notify District Staff and Parents of non-exempt pesticide applications & The Asbestos Hazard Emergency Response Act (AHERA) Asbestos Annual Notice	9/30	Annually	Transmit policy, district contact information and form to request inclusion on list of individuals to be notified 48 hours in advance of toxic pesticide applications to parents and district staff. Notification required after the close of summer session, after winter break, after spring break and after the end of each school year. Notification not required for use of pesticides exempt from reporting requirements. Annual AHERA Notification New York State Education Department (nysed.gov)	Recommended Best Practice
Prepare Final Cost Reports for capital construction projects as soon as certified as substantially complete and all outstanding bills are paid	9/30	Monthly		Recommended Best Practice

SBO Calendar for September 2024

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Task	Due Date	Filing Requirement	Notes	Priority
Prepare response to auditor's management letter (as applicable)	9/30	Annually	For Independent Auditors Report due 10/15	Recommended Best Practice
Review BOCES invoices for appropriate services and charges	9/30	Monthly		Recommended Best Practice
State and Federal Projects - review of expenditures and revenues. Submit FS-25's request for funds to Grants Finance	9/30	Monthly	This is the form that must be submitted to request additional State and Federal grant funds. Districts may only request funds to cover expenses already incurred and 30 days of anticipated expenses. Payments totaling up to 90% of a grant's budget total may be requested	Recommended Best Practice
Treasurer's Report	9/30	Monthly	Report on prior month's activities	Required



Topics Covered Last August



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- Form SA-139 – Request for Building Project Data
 - This year due **9/30/24** for aid to be included in 25-26 State Budget
 - We reviewed:
 - Which projects need a SA-139
 - How to identify those projects that don't have SA-139 on file
 - How to find needed information on Facilities Planning's website
 - When the form is due
 - Areas to be careful of
 - How to fill out each section of the SA-139
 - We also had an example and completed a SA-139 for the sample project



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Kathy's Corner – *She will see you next month!*

Monthly Section – Thoughts from a Newer SDBL

Presentation available at: <https://www.questar.org/knowledge-cafe/>



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Digging into How To Gather Information for the Claim Forms – Part 2

Transportation Aid for School Buses/Transportation Contracting
What Every SBO May Need to Know

Claiming/Projecting Aid for Buses (Purchase/Contract) Properly

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□ Related Claim Forms:

- ▣ Form FT – Lines 164-179
- ▣ Schedule J: Contract Bus Expense
- ▣ Schedule K: Public Service Carrier
- ▣ Form BP - Bus Purchase
- ▣ Schedule F6: Bus Amortization
- ▣ Bus Purchase Reports (in SAMS, under Reports)
- ▣ Statement A4c - General Fund Expenditures Lines 327-345
- ▣ Statement G3 - Capital Fund Expenditures by Project and Control Account – H5510.210-Bus Purchases
- ▣ Supplemental Schedules:
 - SS-1 – BANs/Bonds activity agrees to Exhibit G/SS-2
 - SS-2 – Bonds outstanding



Form FT –

Lines 164-171
are used to
**project
Transportation
Aid on buses
in 25-26** based
on what you
report you will
be spending in
the current year
(24-25) on
buses.

Lines 176-179
are used to
project contract
transportation
for 25-26 based
on planned
expenditures in
24-25.

Part XII. Total Cost of Non-Zero-Emission Bus Purchases and Leases During the 2023-24 School Year for Projection of 2024-25 Transportation Capital Aid

164. Total Purchase Price (Not Borrowing Amount or Debt Service Payment) of All Non Zero-Emission Buses/Vehicles With Purchase Order Date Between 7/1/23 and 12/31/23, to be used 100% of the Time For Pupil Transportation and Assigned to a Regular Route.
165. Total Purchase Price (Not Borrowing Amount or Debt Service Payment) of All Non Zero-Emission Buses/Vehicles With Purchase Order Date Between 1/1/24 AND 6/30/24, to be used 100% of the Time For Pupil Transportation and Assigned to a Regular Route.
166. Total Cost (Not Annual Payment) of All Non Zero-Emission Bus Leases and Transportation Aidable Garage Rental Agreements that Began or Will Begin Between 7/1/23 and 12/31/23.
167. Total Cost (Not Annual Payment) of All Non Zero-Emission Bus Leases and Transportation Aidable Garage Rental Agreements that Began or Will Begin Between 1/1/24 and 6/30/24.

Used in
State Budget
calculations

Part XIII. Total Cost of Zero-Emission Bus Purchases and Leases During the 2023-24 School Year for Projection of 2024-25 Transportation Capital Aid

168. Total Purchase Price (Not Borrowing Amount or Debt Service Payment) of All Zero-Emission Buses/Vehicles With Purchase Order Date Between 7/1/23 and 12/31/23, to be used 100% of the Time For Pupil Transportation and Assigned to a Regular Route.
169. Total Purchase Price (Not Borrowing Amount or Debt Service Payment) of All Zero-Emission Buses/Vehicles With Purchase Order Date Between 1/1/24 AND 6/30/24, to be used 100% of the Time For Pupil Transportation and Assigned to a Regular Route.
170. Total Cost (Not Annual Payment) of All Zero-Emission Bus Leases and Transportation Aidable Garage Rental Agreements that Began or Will Begin Between 7/1/23 and 12/31/23.
171. Total Cost (Not Annual Payment) of All Zero-Emission Bus Leases and Transportation Aidable Garage Rental Agreements that Began or Will Begin Between 1/1/24 and 6/30/24.

Part XIV. Total Operating Expenditures During the Buses Leases During the 2023-24 School Year for Projection of 2024-25 Transportation Capital Aid

174. Salaries Paid to Assistant Drivers (Monitors, Aides, and Escorts not required by IEP) on Buses Transporting Non-disabled Pupils
175. Employee Benefits Paid to Assistant Drivers (Monitors, Aides, and Escorts not required by IEP) on Buses Transporting Non-disabled Pupils
176. Projected Transportation Contract Expenditures for Regular Routes (Schedule J Column Fa)
- 176a. After 4 Transportation Expenditure Pursuant to section 3627 of the Education Law (NYC Only).
- Entry 176a should ONLY include NYC After 4 actual and projected expenditures.
 - After 4 actual expenditure amounts should also be reported on the Schedule J form
 - After 4 projected expenditure amounts should be included in the projection amount reported in line 176.
177. Projected Transportation Contract Expenditures for Other Purposes (Schedule J Column G) Excluding District Operated Summer School
178. Projected Transportation Contract Expenditures for District Operated Regular Summer School (Schedule J Column Fb)
179. Projected Transportation Contract Expenditures for Chapter 173 pass through (Refer to Schedule J)
180. Transportation expenditures using federal American Rescue Plan (ARP) funds
181. Transportation expenditures using Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds

Schedule J: Contract Bus Expense

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Schedule J –

List all your transportation contracts except those for Summer 4408 runs (they are accounted for in the Special Aid fund and not eligible for Transportation Aid).

Include parent contracts.

Link each to an approved contracts.

Schedule J: Contract Bus Expense

Report below transportation expenditures for contracted pupil transportation, including BOCES-provided student transportation contracts.

DO NOT INCLUDE contracts for Summer 4408 transportation or for maintenance of school buses. Summer 4408 transportation expenditures must be reported under the ST3 Special Aid Fund. Summer 4408 transportation contracts will not be listed in the Show All Contracts Table (if you click Show All Contracts below) and will show as unapproved on Schedule J. Maintenance contracts should be claimed under Schedule I.

List each contract separately, entering the **actual expense** incurred, not the Anticipated Cost listed in the "Show All Contracts" link below. **DO NOT OMIT** unapproved contracts that the district utilized during the year.

Enter known contract or extension numbers in Column A even if approval is pending or if the contract was disapproved.

Total expenditures claimed on this Schedule plus Form FT Ent 125a plus 125b must match the ST-3 total in account codes A5540.4 and/or A5581.49.

Education Law 1709(27) states that a Board of Education "may contract with any person...for the convenience of pupils residing within the district" such as, with a legal guardian or parent transport his or her own children. Commissioner's Regulations Section 156.3(1)(iii) states that a parent is not considered a school bus driver, thus, is exempt from commercial licensing requirements and is not subject to a school bus inspection by the Department of Transportation. For more information, visit [Contracted Transportation by Parents](#)

For additional information, or for information about recording fuel costs, see Help files.

	SED Contract Number (Letter and 6 #'s + Letter) A	Contractor Name B	Contract Type C	Number Buses/Number Pupils/ Miles/ Trips D	Months or Days E	Expend Regular Routes F(a)	Exp Regular District Op Summer F(b)	Exp Other Purposes (See Help) G	Expend Chapter 173 Pass Through H
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									

[Show All Contracts](#)

Information here will be used to generate Transportation Aid in 24-25

Schedule K: Expenditures for Public Service Carriers

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Schedule K: Expenditures from the General Fund for Public Service Carriers

Name of Carrier	Rate (2D)	Method	Total Number of Pupils Transported K-12	Total Expenditures for Allowable Pupils Including Students with Disabilities	Total Expenditures for Regular District Operated Summer School	Total Expenditures for Nonallowable Pupils	All Other Purposes Excluding District Operated Summer School
A	B	C	D	E	F	G	H
1.		▼					
2.		▼					
3.		▼					
4.		▼					

Directions For Schedule K

Enter here 2023-24 general fund expenditures for transportation services provided by a public service or common carrier (i.e. bus, train, plane, subway).

Information here will be used to generate Transportation Aid in 24-25

Column	
A	Name of Carrier
B	Rate
C	Method of paying rate. Use the following number codes in Column C to indicate the method used to pay the carrier. <ol style="list-style-type: none"> per daily trip per daily round trip per month
D	2023-24 Total number of pupils transported K-12
E	2023-24 Expenditures for allowable regular pupils including students with disabilities
F	2023-24 Expenditures for pupils transported to district operated regular summer school programs
G	2023-24 Expenditures for non-allowable pupils
H	2023-24 Expenditures for all other purposes (field trips, athletics, BOCES operated regular summer school, regular summer school programs operated by someone other than district or field trip and athletic trips for regular district operated summer school)

Please report the estimated 2024-25 expenditures for each of the columns D, E, F, G & H at the end of the schedule.



Form BP - Bus Purchase

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Form BP –
is where you report
all the details of
the buses you
purchased.

Information from
here (and
Schedule F6) will
be used to
calculate assumed
debt service on the
buses and
Transportation Aid
will be based on
those estimates
over 5 – 12 years.

Complete Form BP when bus is received.

Bus Purchase Approval Data

Note: Click On A Bus Number Below To View The Bus Form. To View All Bus Form Data For All Buses With An Aid Start Year Of 2017-2018 Or Later, Select "Reports" From The Main Menu, Then Bus Purchase Reports → Bus Detail Report.

Bus Number	Vin Number	Gross Cost	PO Date	Status	Status Date	Approved Cost For Aid	Certified Date
0097	1HA6GUBG8LN011452	82382	07/20/2021	CERT	09/22/2022	82382	09/22/2022
0098	1HA6GUBG0LN011462	82382	07/20/2021	CERT	09/22/2022	82382	09/22/2022
0114	1HA6GUBG1LN011194	69900	07/20/2021	CERT	09/22/2022	69900	09/22/2022
0115	1HA6GUBG1LN011454	69900	07/20/2021	CERT	09/22/2022	69900	09/22/2022
0116	1HA6GUBG3LN011455	69900	07/20/2021	CERT	09/22/2022	69900	09/22/2022
0117	1HA6GUBG0LN011459	69900	07/20/2021	CERT	09/22/2022	69900	09/22/2022
0118	1HA6GUBG9LN011461	69900	07/20/2021	CERT	09/22/2022	69900	09/22/2022
0795	4DRBUPWN8NB414319	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0796	4DRBUPWN4NB414317	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0797	4DRBUPWN6NB414318	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0798	4DRBUPWNXNB414323	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0799	4DRBUPWN4NB414320	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0800	4DRBUPWN6NB414321	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0801	4DRBUPWN8NB414322	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0802	4DRBUPWN3NB414325	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0803	4DRBUPWN1NB414324	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022
0804	4DRBUPWN2NB414316	124096	07/20/2021	CERT	09/22/2022	124096	09/22/2022



Make sure Superintendent
certifies

Entries on Form BP – Bus Purchase

Required information for each bus purchased

- (ENTRY 1) Bus Number
- (ENTRY 2) Vehicle Identification Number (VIN)
- (ENTRY 3) Model Year
- (ENTRY 4) Capacity
- (ENTRY 5) Chassis Type
- (ENTRY 6) Engine Classification
- (ENTRY 7) Fuel Type
- (ENTRY 8) Other Fuel Type
- (ENTRY 9) Wheel Chair Lifts
- (ENTRY 10) Wheel Chair Stations
- (ENTRY 11) Purchase Type
- (ENTRY 12) State Contract Information

***Note: NYS law was revised for 24-25+ to not subtract any grants received by districts through the Clean Water, Clean Air, and Green Jobs Environmental Bond Act of 2022 for the Zero-Emission Bus expenses that a district can claim for Transportation Aid. Maximum aid capped at 100% of the cost of the bus.

For example:
A ZEB costs \$400,000. The district receives grants of \$200,000. Their aid ratio is 50%.

Aid would be \$400,000 x 50% = \$200,000.

\$200,000 in grants + \$200,000 in State Aid would be \$400,000 (max.)

- (ENTRY 13) Was the Vehicle Purchased Used?
- (ENTRY 14) Will this Vehicle be Used for any Purpose Other than Transporting Students?
- (ENTRY 15) Description of Vehicle Usage if Other than Transporting Students
- (ENTRY 16) Was a BAN or Bond used to finance the purchase?

- (ENTRY 17) Purchase Order Date
- (ENTRY 18) Was this Vehicle Purchased as an Emergency Replacement?
- (ENTRY 19) Type of Emergency
- (ENTRY 20) Board Resolution Date

- (ENTRY 21) Gross Cost of Bus**
- (ENTRY 22) Trade-In Allowance (-)**
- (ENTRY 23) Federal or State Grants (-) *****
- (ENTRY 24) Net Purchase Price**

- (ENTRY 25) Approved Cost for Aid
- (ENTRY 26) Certified Date

Note: there are maximums on the cost of vehicles, eligible for aid.

Bus Purchase Ceiling Table 23-24

ID	Chassis Code	Chassis Type	Max Price	ZEB Max Price
1	Bus	Medium Duty Bus	225455	443626
2	CTL	Cutaway With Optional Extended Body Sections	192904	265638
3	Cal	Carryall, Chevrolet Suburban Type Vehicle	77161	77161
4	Cut	Cutaway, Light Duty Bus	115742	359602
5	Pcr	Passenger Car	38580	44575
6	Pvn	Passenger Van	53048	53048
7	SUV	Sport Utility Vehicle	53048	53048

Schedule F6: Bus Amortization

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Due
9/1

Schedule F6: Bus Amortization

Only For New Borrowings Made Between 7/1/2022 and 6/30/2023

Borrowing Amount	Date of Borrowing	1st Year 2022-23	2nd Year 2023-24	3rd Year 2024-25	4th Year 2025-26	5th Year 2026-27	6th Year 2027-28	7th Year 2028-29	8th Year 2029-30	9th Year 2030-31	10th Year 2031-32
1. 1,675,000	08/25/2022	P=0	425,000	425,000	415,000	410,000	This district issued a bond for their bus purchases, but BANs could have been used as well.				
2. Int Rate:	4.000	I=53,972	87,472	50,000	33,000	16,400					
3.		P=					Used to determine the average interest rate of all districts. Assumed debt service on bus purchased will be determined using the average statewide rate.				
4. Int Rate:		I=									

Help for Schedule F6 (Bus Purchase Amortization)

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[Print Topic](#)

Schedule F6 Report of Amortization Schedules for Bus Purchase Debt Issued between 07/01/23 and 06/30/24.

Use Schedule F6 to report all bus purchase borrowings made between July 1, 2023 and June 30, 2024. Pursuant to Education Law 3602 7.e, all borrowings must be reported to SED by September 1 following the school year in which the borrowing was issued. (Example: Borrowings issued between 7/1/23 and 6/30/24 must be reported by 9/1/24). Enter only new borrowings, do not include borrowings that were issued in previous years.

Any Schedule F6 that is submitted late will be rejected back to the district and the data will not be used in the calculation of the statewide average interest rate.

This schedule must be completed only for borrowings made between July 1, 2023 and June 30, 2024. This information is necessary to calculate the statewide average interest rate used for the assumed amortization of certain transportation capital expenses. The actual debt service reported on this schedule will not be used as a basis for payment, it will only be used to calculate the statewide average interest rate.

• **First Column** - this column indicates the total amount of the debt instrument (bond, BAN, BAN renewal, capital note) used to finance bus purchases. If more than one bus was purchased from the instrument, the total amount of the issue, not the amount for any particular bus, should be listed.

Note: BANS and BAN renewals must be reported.

• **Second Column - Date of Borrowing** - This is the official date that the debt instrument was issued to the school district. Please indicate date in the MM/DD/YYYY format. This date is the date of borrowing, not the delivery date. Do not enter any borrowing dates before 7/1/23 or after 6/30/24.

Interest Rate - Beneath the date of borrowing enter the interest rate for the debt instrument. For example, enter five and one quarter percent interest rate as 5.250.

• **Third-Eighth Columns** - In these columns indicate the total principal and interest payments for the life of the debt instrument. For each reported principal payment in the "P=" row, report the associated interest payment in the "I=" row directly below that principal payment. The 8th column can be used if interest payments begin in the first year of the borrowing but principal payments do not begin until the second year.

The total principal of columns three through eight must be equal to the amount of borrowing in column one. If it is not equal, please explain the difference in the Schedule F6 Edit Report, Edit 31. If more than one borrowing needs an explanation, please reference the Borrowing Amount and the Date of Borrowing with the individual comment.



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Bus Purchase Reports

Claim Year **2023-2024** **SET VALUES** NEW YORK STATE EDUCATION DEPARTMENT
STATE AID MANAGEMENT SYSTEM

Welcome sarah morrison (State Aid Planning) CORE 07/18/2024 10:09 AM Home | Issue Reporting |

Forms | Activity Log | Reports | Subsystems

Output Reports
Bus Purchase Reports >
View Bus Purchase Reports

Buses Generating Aid on TRA Output Report
Buses Projecting Aid on TRA EST Output Report

ow:

CORE SAMS Homepage

Announcement

After June 30, 2024, submissions must be submitted in the 2023-24 SAMS

Two reports available in SAMS:

Buses Generating Aid on TRA Output Report – lists all buses currently being aided.
Buses Projecting Aid on TRA EST Output Report – will include buses reported on Form BP in 23-24 with aid starting in 24-25.

Buses Generating Aid on TRA Output Report

ASSUMED AMORTIZATION DETAILS FOR ALL APPROVED BUSES GENERATING AID IN 2023-24

Bus Number	Purchase Order Date	Zero-Emission Bus?	Approved Cost for Aid	1st Year of Aid	Assumed Semi-Annual Payment	2023-24 Assumed Aidable Debt Service	2024-25 Assumed Aidable Debt Service	2025-26 Assumed Aidable Debt Service	2026-27 Assumed Aidable Debt Service	2027-28 Assumed Aidable Debt Service	2028-29 Assumed Aidable Debt Service	2029-30 Assumed Aidable Debt Service	2030-31 Assumed Aidable Debt Service	2031-32 Assumed Aidable Debt Service
0792	07/22/2020	N	123258	2021-2022	12667	25334	25334	25334	0	0	0	0	0	
0793	07/22/2020	N	123258	2021-2022	12667	25334	25334	25334	0	0	0	0	0	
0794	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0795	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0796	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0797	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0798	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0799	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0800	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0801	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0802	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	
0803	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	25420	0	0	0	0	

$$\$25,420 \times 5 = \$127,100$$

\$124,096 (cost of bus eligible for aid) +
\$3,004 (assumed interest costs)

$$= \$127,100$$

Annual Transportation Aid will be \$25,420 x Your Transportation Aid ratio



Assumed Interest Calculation

20

https://stateaid.nysed.gov/trans/trans_intrate_annc.htm

State Aid

NYSed / State Aid / Transportation Information / Transportation FAQ / Statewide Interest Rate for Assumed Amortizations

Statewide Interest Rate for Assumed Amortizations of Transportation Capital Expenses for the 2023-24 Aid Year

The calculated statewide average interest rate based on bus borrowings between 7/1/22 and 6/30/23 is: 3.25%.

This interest rate will be permanently applied to all assumed amortizations of transportation capital expense that will begin in the 2023-24 aid year. The rate will also be the preliminary rate applied to amortizations beginning in the 2024-25 aid year, until a permanent rate based on borrowings between 7/1/23 and 6/30/24 is established in fall 2024.

[Mathematical Explanation of the Interest Rate Calculation](#)

Statewide Average Interest Rates For Transportation Capital Expenses

Aid Year	Rate
2023-24	3.25%
2022-23	0.875%
2021-22	1.000%
2020-21	1.875%

Use 1st year of aid

Above is generated based on what is reported on Schedule F6: Bus Amortization statewide.

Semi Annual Amortization Calculator

Loan Amount	124096	Loan Terms	5 years
Interest Rate	.875	First Payment Date	Jul 2024
Payment Frequency	<input checked="" type="radio"/> Semi Annual <input type="radio"/> Monthly		Calculate

Note: Buses are aided based on assumed debt service regardless of the interest rate your district incurred or if your district purchased them with cash.

Semi Annual Amortization Schedule Calculator

Loan Amount:	\$124,096.00
Semi Annual Payment:	\$12,710.16
Total # Of Payments:	10
Start Date:	Jul, 2024
Payoff Date:	Oct, 2026
Total Interest Paid:	\$3,005.61
Total Payment:	\$127,101.61

Rounded to \$127,100

Buses Projecting Aid on TRA EST Output Report

21

ESTIMATED ASSUMED AMORTIZATION DETAILS FOR ALL APPROVED BUSES PROJECTING AID IN 2024-25

Bus Number	Purchase Order Date	Zero-Emission Bus?	Approved Cost for Aid	1st Year of Aid	Assumed Semi-Annual Payment	2024-25 Assumed Aidable Debt Service	2025-26 Assumed Aidable Debt Service	2026-27 Assumed Aidable Debt Service	2027-28 Assumed Aidable Debt Service	2028-29 Assumed Aidable Debt Service	2029-30 Assumed Aidable Debt Service	2030-31 Assumed Aidable Debt Service	2031-32 Assumed Aidable Debt Service	2032-33 Assumed Aidable Debt Service	2033-34 Assumed Aidable Debt Service	2034-35 Assumed Aidable Debt Service	2035-36 Assumed Aidable Debt Service	2036-37 Assumed Aidable Debt Service
0797	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0798	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0799	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0800	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0801	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0802	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0803	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0
0804	07/20/2021	N	124096	2022-2023	12710	25420	25420	25420	0	0	0	0	0	0	0	0	0	0

Note: New buses only show up on this report after they are entered on Form BP. If you don't complete Form BP, aid will not be projected on the TRA EST report, nor paid in the following year. (Regardless if you completed Form FT Lines 164-171).

Aid will be paid based on the PO date of the bus. (PO dated 7/1-12/31 – full year of aid, PO dated 1/1-6/30 – ½ year of aid.)

Schedule A4c-General Fund Expenditures

22

Schedule A4c - General Fund Expenditures by Function and Object of Expense 327-463



ST3 - Annual Financial Report		2021-22 School Year from SED File	2022-23 School Year (Actual) DP #49	2023-24 School Year (Projected) DP #49
PUPIL TRANSPORTATION				
District Transportation Services				
327. Instructional Salaries (Trans Supervisor Office)	A5510.15	0	0	0
328. Noninstructional Salaries (Excl Trans Supv Office)	A5510.16	6,867,084	7,927,768	8,212,270
329. Noninstructional Salaries (Trans Supervisor Office)	A5510.16	765,016	768,889	888,731
330. Equipment	A5510.2	0	0	0
331. Purchase of Buses	A5510.21	0	0	0
332. Contractual and Other	A5510.4	424,294	539,634	509,867
333. Materials and Supplies	A5510.45	1,060,844	1,009,160	1,083,100
334. BOCES Bus Driver Training Services	A5510.49	0	0	0
335. BOCES Bus Maintenance Services	A5510.49	0	0	0
336. Total District Transportation Services	A5510.0	9,117,238	10,245,451	10,693,968
Garage Building				
337. Noninstructional Salaries	A5530.16	921,479	900,752	1,004,967
338. Equipment	A5530.2	8,998	24,787	0
339. Contractual and Other	A5530.4	165,403	167,512	229,350
340. Materials and Supplies	A5530.45	560,723	589,970	620,000
341. Total Garage Building	A5530.0	1,656,603	1,683,021	1,854,317
342. Contract Transportation	A5540.4	0	0	0
343. Public Transportation	A5550.4	0	0	0
344. Transportation from BOCES	A5581.49	592	0	2,000
345. TOTAL PUPIL TRANSPORTATION	AT5599.0	10,774,433	11,928,472	12,550,285

Report here if
purchase with cash
and claim aid on Form
BP

Report here and on
Schedule J / K

Note:

State Aid
projections
in the State
Budget are
NOT based
on the ST-3.
They are
based on
Form FT
Lines 164-
171!

But....

TRA-EST
based on
Form BP.

Schedule G3-Capital Funds



23

Schedule G3 - Capital Funds Expenditures by Project and by Control Account

	Account		2021-22 School Year SED File (Prior)	2022-23 School Year DP Code 67 (Actual)
EXPENDITURES BY CONTROL ACCOUNT				
Security of Plant				
Noninstructional Salaries	H1622.16	1a	0	0
Equipment	H1622.2	1b	0	0
Contractual and Other	H1622.4	1c	0	0
Materials and Supplies	H1622.45	1d	0	0
BOCES Services	H1622.49	1e	0	0
Employee Benefits	H1622.8	1f	0	0
Total Security of Plant	H1622.0	1g	0	0
Regular School-Furniture, Equipment, Textbooks	H2110.200	1	71,499	8,500
Superintendent of Construction or Clerk of Works	H2110.201	2	77,280	0
Buses	H5510.210	3	1,852,698	1,572,744
Contractual and Other (Architectural, Legal, Engineering, and Insurance)	H2110.240	4	1,370,551	1,864,328
		5	not used	
Land	H1940.291	6	0	0
Buildings	H1620.292	7	0	0
General Construction (Including HVAC, Plumbing, Electric, Site Improvement, & Utility & Service)	H1620.293	8	2,966,429	8,087,072
Maintenance of Plant	H1621.200	9	0	0
TOTAL CAPITAL FUND EXPENDITURES	HT9900.0	10	6,338,457	11,532,644
INTERFUND TRANSFERS				
Transfers to General Fund	H9901.9	11	0	0
Transfers to Debt Service Fund	H9901.96	12	0	0
TOTAL INTERFUND TRANSFERS	HT9951.0	13	0	0
TOTAL EXPENDITURES AND INTERFUND TRANSFERS	HT9999.0	14	6,338,457	11,532,644
EXPENDITURES BY PROJECT				
Title	H522 Current Funds (Bud Apps, EXCEL Other & Cap Res)	H524 Obligations (Bonds, BANS, Cap Notes)	Total Project (H522 + H524)	
15. Buses	1,572,744		1,572,744	
16. Non-aidable Projects	196,019		196,019	
17. Installment Purchase Contracts			0	

Report buses
financed
(BANs/Bonds) in the
Capital Fund.

Claim Transportation
aid on Form BP.

Complete
Supplemental
Schedule SS-1 for
BANs/Bonds and
Supplemental
Schedule SS-2 for
Bonds

Supplemental Schedule SS-1

Bond Anticipation Notes

24

BOND ANTICIPATION NOTES			SS-1		
Outstanding Beginning of Fiscal Year	2P18461	29			0
Prior Year Adj Plus (Specify)		30			
Prior Year Adj Minus (Specify)		31			
Issued During Fiscal Year	2P18463	32			5,500,000
Paid During Fiscal Year	2P18465	33			0
Outstanding End of Fiscal Year	2P18467	34			5,500,000
Amount of Interest Paid During Fiscal Year	2P1846	35			0

BANs for buses are included here.

LIABILITIES AND DEFERRED INFLOWS OF RESOURCES			Statement G – Capital Balance Sheet	
Liabilities				863
Accounts Payable				0
Accrued Liabilities				0
Revenue Anticipation Notes Payable	H621	19		0
Bond Anticipation Notes Payable	H626	20		5,500,000
Due to Other Funds	H630	21		0
Other Liabilities (Specify)	H688	22		0
Total Liabilities	HT065	23		5,500,863

BANs on SS-1 must agree with H626.

Supplemental Schedule SS-1 Bonds

25

BONDS (List Each Issue Individually)

Issue Date (MM/DD/YYYY)

Interest Rate

Outstanding Beginning of Fiscal Year

Prior Year Adj Plus
(Specify)

Prior Year Adj Minus
(Specify)

Issued During Fiscal Year

Paid During Fiscal Year

Outstanding End of Fiscal Year

Amount of Interest Paid During Fiscal Year

Schedule F6: Bus Amortization

Only For New Borrowing

	Borrowing Amount	Date of Borrowing	1st Year 2022-23
1.	1,675,000	08/25/2022	P 0
2. Int Rate:	4.000		I 53,972

08/25/2021

5.00

1,150,000

445,000

705,000

46,375

Issue Date (MM/DD/YYYY)

Interest Rate

Outstanding Beginning of Fiscal Year

Prior Year Adj Plus
(Specify)

Prior Year Adj Minus
(Specify)

Issued During Fiscal Year

Paid During Fiscal Year

Outstanding End of Fiscal Year

Amount of Interest Paid During Fiscal Year

59

60

2P18771 61

62

63

2P18773 64

2P18775 65

2P18777 66

2P1877 67

08/25/2022

4.00

0

1,675,000

1,675,000

53,972

New bus bonds
should agree
with Schedule
F6: Bus
Amortization

SS-1 Bond Activity Must Equal SS-2

26

TOTAL BOND ACTIVITY from above

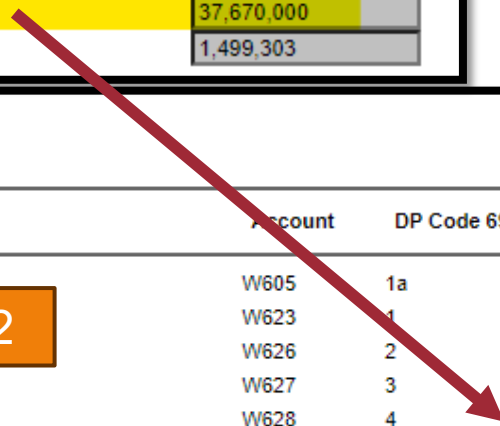
TOTAL Outstanding Begin Fiscal Year	2P18771	203	44,085,000
TOTAL Prior Year Adj Plus		204	0
TOTAL Prior Year Adj Minus		205	0
TOTAL Issued During Fiscal Year	2P18773	206	1,755,000
TOTAL Paid During Fiscal Year	2P18775	207	8,170,000
TOTAL Outstanding End Of Fiscal Year	2P18777	208	37,670,000
TOTAL Amt Interest Paid During Fiscal Year	2P1877	209	1,499,303

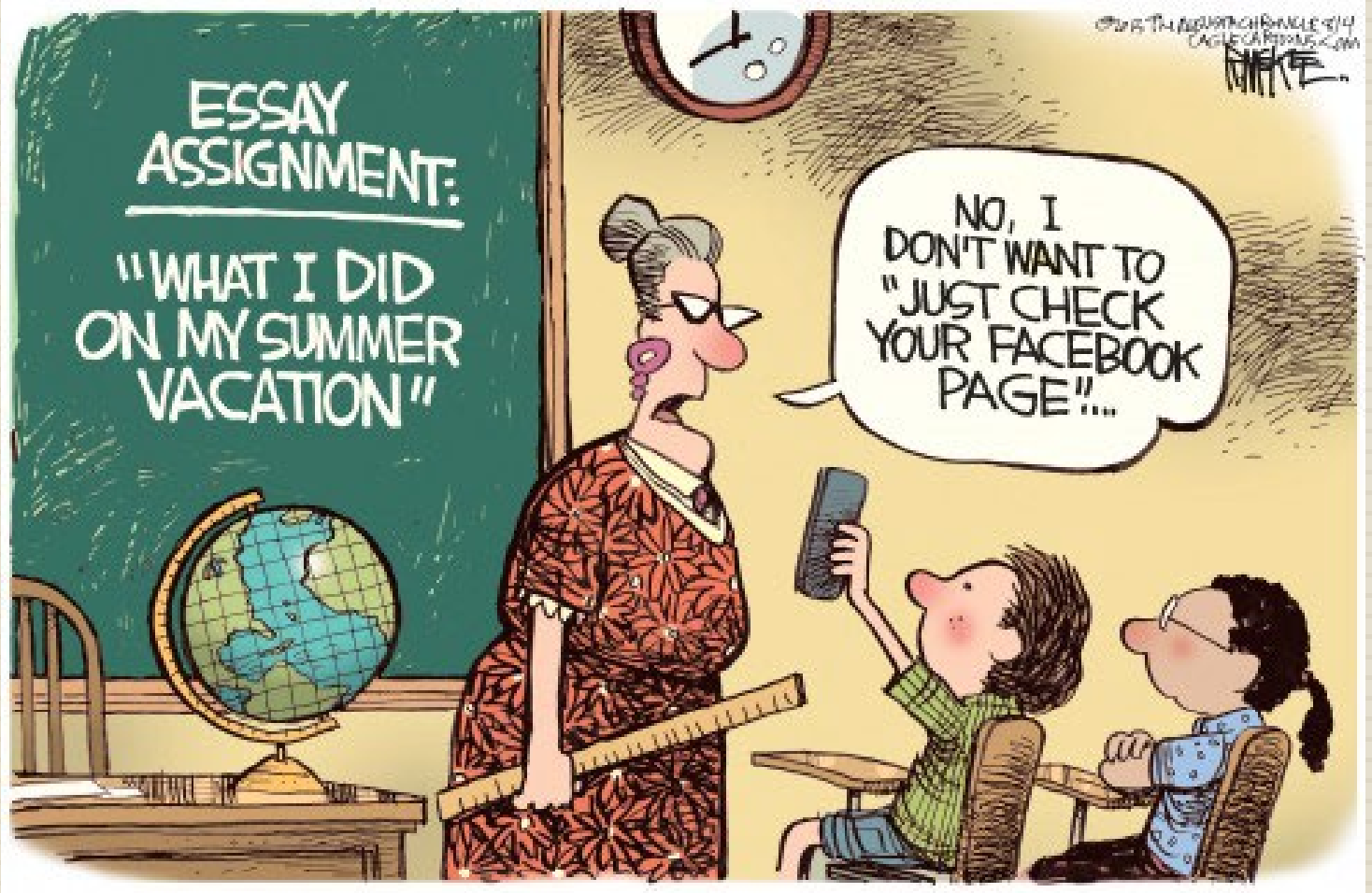
SS-1

Supplemental Schedule SS-2 Statement of Non-Current Governmental Liabilities

	Account	DP Code 69	Amount
Retained Percentages - Contracts Payable	W605	1a	
Term Bonds Payable	W623	1	
Bond Anticipation Notes Payable	W626	2	
Capital Notes Payable	W627	3	0
Bonds Payable	W628	4	37,670,000
Due to State Teachers' Retirement System	W632	5	
Due to Employees' Retirement System	W637	6	
Net Pension Liability - Proportionate Share	W638	7	
Total Other Post Employment Benefits (OPEB) Liability	W683	8	250,513,684
Lease Liability	W682	8a	
Installment Purchase Debt	W685	9	0
Judgements and Claims Payable	W686	10	1,667,924
Compensated Absences	W687	11	13,211,072
Other Long-term Debt (Specify)	W689	12	
TOTAL NON-CURRENT LIABILITIES		13	303,062,680

SS-2





27

Form A – Schedule B and U1

Including SWD in Non-Public Schools and Charter Schools for Foundation Aid

Form A and Schedules

28



Form A and Schedules: Clean

Form A (Attendance) Ready

Schedule A-1 Religious Holidays First Semester

Schedule A-2 Attendance Report First Semester Ready

Schedule A-3 Religious Holidays Second Semester

Schedule A-4 Attendance Report Second Semester Ready

Schedule A-5 Days of Session Matrix Ready

Schedule A-6 Decimal Days of Actual Session Worksheet

Schedule A-7 Enrollment - Central High School Districts Only

Schedule A-8 Extraordinary Condition and State of Emergency Requiring Closure Days Ready

Schedule B - Dual Enrollment

Schedule C - Designation of Textbook, Software, Library Materials and Hardware Expenses Ready

Schedule P - Additional Data for Calculations

Schedule U1 - Charter School Enrollment and FTE Ready

Form A Edit Report Clean

Form A Certification Certified



Schedule B: Dual Enrollment Attendance Worksheet for the 2022-23 School Year
 (Total Weighted FTE Enrollment of Dual Enrolled Pupils with Disabilities will be transferred to entry 72 of Form A)
 Press F2 for help

Duration of Daily Services Provided by the District	Grades K-3	Grades 4-6	Grades 7-8	Grades 9-12
I. Career Education: Enter aggregate attendance* of dual enrolled students in career education programs.				
One Period per Day				
Two Periods per Day				
Three Periods per Day				
Four Periods per Day				
II. Gifted Education: Enter the aggregate attendance* of dual enrolled students in gifted education programs.				
One Period per Day				
Two Periods per Day				
Three Periods per Day				
Four Periods per Day				
III. Special Education Attendance: Enter the aggregate attendance* of dual enrolled students with disabilities receiving special education programs or services.				
One Period per Day				
Two Periods per Day				
Three Periods per Day				
Four Periods per Day				
IV. Special Education Full-Time-Equivalent Enrollment: Enter the full-time-equivalent enrollment** of dual enrolled students with disabilities receiving special education programs or services.				
Note: Full-time-equivalent (FTE) enrollments should be computed using the "FTE Calculator" on the State Aid Internet site at http://stateaid.nysed.gov .				
One Period per Day				
Two Periods per Day				
Three Periods per Day				
Four Periods per Day				
<div> <div>2021-22 School Year from SED File</div> <div>2022-23 School Year (Actual) EDP Form #10</div> <div>2023-24 School Year (Projected) EDP Form #38</div> </div>				
V. Summary Totals:				
1. Total Elementary Dual Enrolled ADA	0.00	0.00		
2. Total Secondary Dual Enrolled ADA	0.00	0.00		
3. Total Dual Enrolled ADA	0.00	0.00		
4. Total Secondary ADA of Dual Enrolled Pupils with Disabilities Receiving Special Education Services for Two or More Periods per Day	0.00	0.00		
5. Total Weighted FTE Enrollment of Dual Enrolled Pupils with Disabilities	0.00	0.00		
6. Total UnWeighted FTE Enrollment of Dual Enrolled Pupils with Disabilities	0.00	0.00		

*Aggregate Attendance (ATT) is the total sum of student attendance days for all dual enrolled pupils in each specific category.

**Full-time-equivalent enrollment (FTE) is the total sum of student full-time-equivalent enrollment of all dual enrolled students with disabilities in each specific category as defined in Section 175.6 of the Regulations of the Commissioner of Education.

Directions For Schedule B (Dual Enrolled Pupils)

Dual enrolled pupils are those pupils enrolled in a non-public school in any district who, for some portion of the day or week, receive services from the public school district in the **areas of special education, occupational education or gifted education**. If you have non-public school pupils (either from within or outside your district) for whom you provide services in one or more of these areas, you should claim them on **Schedule B**. Do not include those students enrolled in charter schools or outside your district, those students are to be reported on Form A, Schedule U.

Sections I, II, III:

Aggregate attendance of dual enrolled students in sections I, II and III is the total for all students for the school year reported by either one, two, three and/or four periods per day.

Examples:

-If a dual enrolled student receives special education services one period per day three times a week for the entire school year, the aggregate total just for that one student would be 120 (1x3x40 weeks in a school year).

-If a dual enrolled student receives special education services two hours per day five times a week for the entire school year, the aggregate total just for that one student would be 400 (2x5x40 weeks in a school year).

When the aggregate attendance and FTE of students with disabilities are entered on Schedule B, the program will calculate the total dual enrolled ADA and automatically transfer the data to Form A, Entry 72.

Schedule B Instructions (con't)

30

□ **Directions For Schedule B (Dual Enrolled Pupils)**

Same calculator we discussed last month

□ Section IV:

- Dual enrolled student FTE in Section IV should be computed using the FTE calculator and reported in total by either one, two, three or four periods per day.
- For Special Education FTE reported in Section IV, please note that Grades K-3 do not operate on a period basis. Count each pupil only one time, maximum FTE value per student is 1.0 FTE.
- For students listed in the 1 or 2 periods per day lines, their services must equal a minimum 20% per week. The minimum requirements for Grades K-3 are 3 hours or more per **week** (180 minutes, this rule should also be applied to other elementary grades not operating on a period basis). The minimum requirements for pupils in grades 4-12 enrolled in a period based school program may be 5 periods but not less than 3 hours per week (180 minutes). Consultant teacher services should be 2 hours or more per week.
- For students listed in the 3 or 4 periods per day lines, their services must equal a minimum 60% of the day. The minimum requirements for grades K-3 equals 3 hours per day (180 minutes), this rule should also be applied to other elementary grades not operating on a period basis. For grades 4-12 enrolled in a period based school program, the minimum requirements are 3½ hours per day (210 minutes).
- Section V:
- As necessary, report projected current year dual enrollment counts on Schedule B, Section V, lines 1 through 6, in the projected 2023-24 school year column.

Same criteria as what is reported on Form A Lines 19-54 (discussed last month).

Count both your children and other districts' children receiving services



Schedule B Reconciliation

31

- Someone in the Business Office should be billing for the SWD receiving services in the non-publics
- Where is the information for Schedule B coming from in your district?
- Is there a comparison of what is reported on Schedule B to what is billed?
 - Remember Schedule B is both residents and nonresidents

Schedule U: Charter School Enrollment and FTE

		2022-23	2023-24	2024-25
Part I - Total Enrollment for Resident Students attending Charter Schools within and outside the school district		School Year (Prior)	School Year (From SED)*	School Year (Projected)
1.	1/2 Day K Unweighted Enrollment	0	0	0
2.	Full Day K Enrollment	0	0	0
3.	Grades 1-3 Enrollment	0	0	1
4.	Grades 4-6 Enrollment	0	0	1
5.	Grades 7-12 Enrollment	1	0	0
6.	TOTAL RESIDENT ENROLLMENT	1	0	2
7.	Total Projected 2024-25 enrollment of resident students attending Charter Schools within and outside the school district			2

Projected Fall 2024

Projected enrollment
School Year 2024-25Same FTE
Calculator!

Note: Full Time Equivalent (FTE) Enrollments should be computed using the "FTE Calculator" on the State Aid Internet site at <http://stateaid.nysed.gov/ftecalc/calcfte.htm>.

		2022-23	2023-24	2024-25
Part II - Total FTE of resident students attending Charter Schools within and outside the school district		(Prior)	School Year	(Projected)
8.	1/2 Day K FTE			0.00
9.	Full Day K - Grade 3 FTE			1.00
10.	Grades 4-6 FTE			1.00
11.	Grades 7-8 FTE			0.00
12.	Grades 9-12 FTE	1.00		
12a.	Total FTE of resident students attending Charter Schools within and outside the school district	1.00	0.00	2.00

Attention: Total 2022-23 FTE enrollment above will be multiplied by the district's 2022-23 Supplemental Basic Tuition amount to determine the district's 2023-24 Supplemental Basic Tuition (SBT) Aid. To ensure that this amount accurately reflects the supplemental basic tuition paid by your district to charter schools, please make sure the FTEs are accurate and based on reconciled end of school year charter school billing information.

!!

Should agree
with what you
have been
billed

Part III - Total FTE of Resident Students with Disabilities attending Charter Schools within and outside the school district

		2022-23	2023-24	2024-25
		(Prior)	School Year	(Projected)
13.	K-3 FTE 60% or More of school day			0.00
14.	Not Used			
15.	4-6 FTE 60% or More of school day			0.00
16.	Not Used			
17.	7-12 60% or More of school day			0.00
18.	Not Used			
19.	K-3 FTE 20% or More of school week			0.00
20.	4-6 FTE 20% or More of school week			0.00
21.	7-12 FTE 20% or More of school week			0.00
22.	K-3 FTE Consultant Teacher Service			0.00
23.	4-6 FTE Consultant Teacher Service			0.00
24.	7-12 FTE Consultant Teacher Service			0.00

Schedule U

This is where extra weighting for SWD are counted for charter school children to be included in the Foundation Aid calculation

Part IV - Total Enrollment of resident and non-resident students attending Charter Schools located within this district

		2022-23	2023-24	2024-25
		(Prior)	School Year	(Projected)
25.	1/2 Day K Unweighted Enrollment	0	0	0
26.	Full Day K Enrollment	0	0	0
27.	Grades 1-3 Enrollment	0	0	0
28.	Grades 4-6 Enrollment	0	0	0
29.	Grades 7-12 Enrollment	0	0	0
30.	Total Enrollment by District of Attendance	0	0	0

Please note that 2024 BEDS enrollment data will become available for State Aid use in January 2025. At this time, the 2024 BEDS "attending" resident and nonresident enrollment data for the individual charter schools will be aggregated and will replace the 2024-25 projected enrollment data reported by the district on Schedule U lines 25 through 30. If the 2024 enrollment amounts provided by BEDS are in question by the district, please contact the Office of Information & Reporting Services at (518) 474-7965 to coordinate any necessary revisions to this data.

* = from October BEDS data

Enter the full-time-equivalent enrollment (FTE) of resident students with disabilities who, during the 2023-24 school year, received special education services or programs provided directly or indirectly from a charter school pursuant to an individualized education program prepared by a committee on special education for 60% or more of the school day. Full-time-equivalent enrollment equals the quotient of the number of weeks of the student's enrollment in such services or programs divided by the number of weeks in the charter school's 2023-24 annual session, except that in calculating both the student's period of enrollment and the charter school's annual session no more than four weeks should be counted in any month. FTEs reported in these items should be based on the final reports of 2023-24 FTEs for students with disabilities received from charter schools. Do not include these students in FTEs of students with disabilities reported on Form A.

Schedule U Reconciliation

34

- ❑ Compare Payments to Charter Schools codes A2110.473 + A2250.473 + A2259.473 to what is reported on Schedule U and reconcile to Part II.
- ❑ If you have a large increase/decrease in charter school enrollment in 24/25 from what you report in Part II, update it this fall for better projections in the Governor's budget!
- ❑ Understand how special education services are being tracked for charter school children
 - ❑ Are they being tracked at all?
 - ❑ Are they being tracked accurately?





Conclusion

35

- ✓ It is time to work on your claim forms!
- ✓ Claiming contracted transportation and/or bus purchased affect many different claim forms/ST-3 and it is important to make sure they all tie together.
- ✓ Accurately calculating the FTE of children reported is important. Be consistent in your methodology and spot check data provided to you.
- ✓ Enjoy the final weeks of August!



Questions?

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State Aid and Financial Planning Service

Questar III BOCES
10 Empire State Boulevard
Castleton, NY 12033
518-477-2635
Option 1 (SAP)

<http://sap.questar.org>

[@qiisap](https://twitter.com/qiisap)



2024-25 Webinar Schedule:

07/17/24	01/22/25
08/14/24	02/19/25
09/18/24	03/19/25
10/23/24	04/16/25
11/20/24	05/21/25
12/18/24	06/18/25