PUTTING STUDENTS FIRST



Review March Payments 2023-24 Program Dates Summer Program Applications Reapplications

Special Education Aid Assistance Service

Mary Mosher, Angela Beber, Tyler Gates, Robert Rabideau & Alyssa Scarcella



2 March Payments

School Age Payment Reports (APRs)

- STAC processed 19 APRs that are available for export to school district folders on the FTM via the DQPAY screen.
 - □ 02/08/23, 02/13/23, 02/14/23, 03/02/23 and 3/06/23

 Ability to use DQPAY to look up APR and export to SED FTM

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School Age Payment Reports (APRs)

School Year	APR Type	Pay #	SED FTM File Name Begins With: (Please see below table for detail on file naming conventions*)	Date Report Issued
2022-23	4408 2-month Education	01	EFH691_4408_2223_EDUC_01	3/6/23
2022-23	4408 2-month Transportation	01	EFH691_4408_2223_TRAN_01	3/6/23
2022-23	2-month Chapter Education	01	EFH691_CH02_2223_EDUC_01	3/6/23
2021-22	10-month Chapter Education	01	EFH691_CH10_2122_EDUC_01	3/2/23
2021-22	4408 2-month Education	04	EFH691_4408_2122_EDUC_04	2/14/23
2021-22	2021-22 4408 2-month Transportation	04	EFH691_4408_2122_TRAN_04	2/14/23
2021-22	2-month Chapter Education	04	EFH691_CH02_2122_EDUC_04	2/14/23
2021-22	2-month Chapter Transportation	03	EFH691_CH02_2122_TRAN_03	2/14/23
2020-21	4408 2-month Education	07	EFH691_4408_2021_EDUC_07	2/14/23
2020-21	4408 2-month Transportation	07	EFH691_4408_2021_TRAN_07	2/14/23
2020-21	2-month Chapter Education	07	EFH691_CH02_2021_EDUC_07	2/14/23
2020-21	2-month Chapter Transportation	04	EFH691_CH02_2021_TRAN_04	2/14/23
2019-20	4408 2-month Education	09	EFH691_4408_1920_EDUC_09	2/14/23
2019-20	4408 2-month Transportation	09	EFH691_4408_1920_TRAN_09	2/14/23
2019-20	2-month Chapter Education	08	EFH691_CH02_1920_EDUC_08	2/14/23
2018-19	4408 2-month Education	11	EFH691_4408_1819_EDUC_11	2/13/23
2017-18	4408 2-month Education	13	EFH691_4408_1718_EDUC_13	2/13/23
2017-18	4408 2-month Transportation	09	EFH691_4408_1718_TRAN_09	2/13/23
2016-17	4408 2-month Education	14	EFH691_4408_1617_EDUC_14	2/13/23
2021-22	CRP 10-Month	01	EFH691_CRP10_2122_EDUC_01	2/10/22
2020-21	CRP 10-Month	02	EFH691_CRP10_2021_EDUC_02	2/10/22
2021-22	4201 10-month Education	02	EFH691_4201_2122_EDUC_02	2/08/22
2020-21	4201 10-month Education	04	EFH691_4201_2122_EDUC_04	2/08/22

APRs

- A district will not receive an APR for a school year where no payment, or payment adjustment is currently due
- Review FTM for rate changes or record updates may be detailed in payment adjustment
- When viewing the DQPAY screen, the total payment amount and check date may also be reviewed on the Payment Certificates posted to the State Aid website: View District Data

State Aid Payment Certificates

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This is a Summary of Your Current State Aid Payment

2022-23 July and August Program Aid based on the APR dated 3/06/23

July and August Program Aid based on

the APR dated 3/06/23

2021-22 July and August Program Aid based on the APR dated 11/04/22

> July and August Program Aid based on the APR dated 7/25/22

> July and August Program Aid based on the APR dated 7/13/22

2020-21 July and August Program Aid based on the APR dated 11/04/22

2019-20 July and August Program Aid based on the APR dated 2/14/23

2018-19 July and August Program Aid based on the APR dated 7/22/22

\$88,078.50 March 2023

\$389,536.00 March 2023 Voucher: 2953775

\$2,867.20 Nov 2022 Voucher: 288500S

\$40,791.18 Aug 2022

Voucher: 2833135

\$205,985.09 July 2022 Voucher: 2823545

> \$19,222.50 Nov 2022

Voucher: 2883995

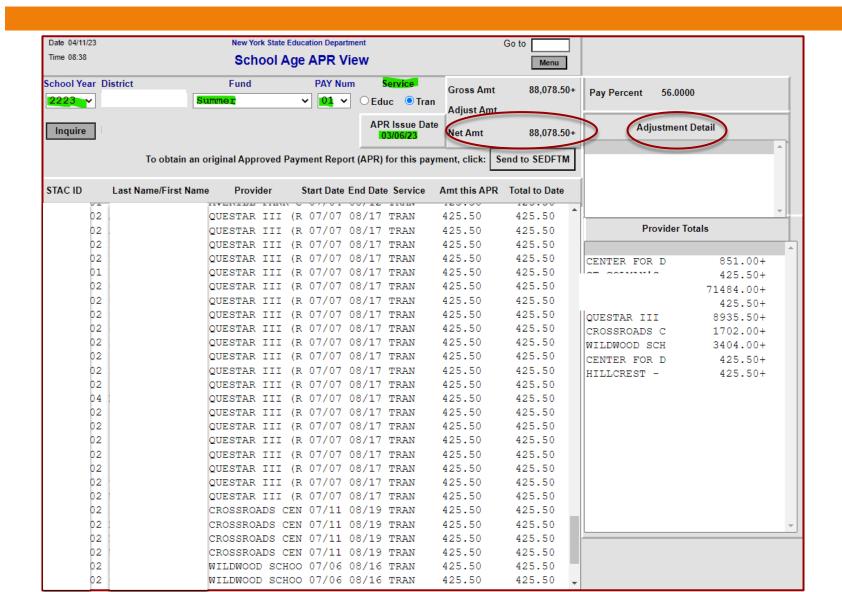
\$5,513,60 Feb 2023

Voucher: 2926045

\$7,013.76 Aug 2022

Voucher: 2827475

DQPAY Screen



Exporting from DQPAY to FTM

- On the DQPAY screen you will click 'Send to SEDFTM'
- Go to SED FTM and go to the 'outbasket'



Open the PDF



New School Year Prep

2023-24 Program Dates
Summer School Applications
Reapplications

2023-24 Program Dates

2023-24 Program Dates

- SED's 2023-24 STAC default program dates for both ESY and School Year:
 - July 3, 2023 August 11, 2023
 - September 6, 2023 June 22, 2024
- Program Start Date: first day <u>students</u> will attend the program
- Program End Date: last day <u>students</u> will attend the program
- □ Deadline: June 15, 2023

2023-24 Program Dates

- Program Calendar Dates:
 - For the July/August 2023 extended school year, the program calendar must include at least 30 days during July and August
 - For the September 2022-June 2023 school year, the program calendar must include at least 180 instructional days
- Please see the State Aid website for further information:
 - https://stateaid.nysed.gov/attendance

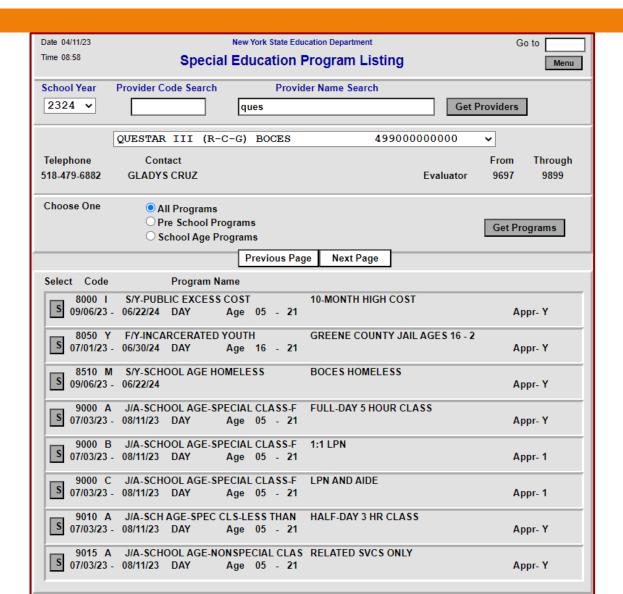
Retrieving a List of Approved Programs

Date 04/09/	/19		GO TO
	DMNUM	Special Education Main Menu	
	Choice	Description	
s	DMQRY	STAC SCHOOLAGE&PRESCHOOL INQUIRY SCREENS	
s	DMNUS	ADD/AMEND REIMBURSEMENT APPROVALS	
S	DMNUR	PROCESS A REAPPLICATION	
S	DMNUV	ONLINE AVL VERIFY, PAYMENTS & CHARGEBACKS	
s	DMNAC	CPSE ADMINSTRATIVE COST SCREENS	
s	DCPUB	HIGH COST WORKSHEET (IN-DISTRICT/BOCES)	
s	DCPOD	HIGH COST WORKSHEET (OTHER DISTRICT)	
s	DCERT	ADD A PRIVATE PLACEMENT CERTIFICATION	
S	DSRWD	SERVICE APPROVAL WITHDRAWAL	
S	DCHSR	FIND A STAC ID FOR A STUDENT	
S	DQCLD	VIEW/AMEND CHILD SERVICE APPROVALS	
S	DQAPP	APPROVAL LISTS	
S	DQSBO	APPROVAL/VERIFICATION SUMMARY (3 YEAR)	
s	DQSUM	4408/4201 SUMMER DISTRICT SUMMARY REPORT	
s	DDATE	PROGRAM DATE CHANGES	

Retrieving Approved Programs

Date 04/09/1	9		GO TO
	DMQRY	Menu of STAC School Age Inquiry Screens	
	Choice	Description	
S	DCHSR	FIND A STAC ID FOR A STUDENT	
S	DQAPP	APPROVAL LISTS	
S	DQCER	PRIVATE PLACEMENT CERTIFICATION LIST	
S	DQCLD	VIEW/AMEND CHILD SERVICE APPROVALS	
S	DQHOM	HOMELESS ELIGIBILITY LIST	
s	DQPRG	PROVIDER/PROGRAM SEARCH	
S	DQPRT	VIEW/PRINT CHILD SERVICE APPROVALS	
S	DQPR5	VIEW/PRINT CHILD SERVICE EVALUATIONS	
S	DQCDI	10 MONTH DISTRICT CHARGEBACK SCREEN	
S	DQPAY	SCHOOL AGE PAYMENT REVIEW	
S	DQSBO	APPROVAL/VERIFICATION SUMMARY (3 YEAR)	
S	DQSUM	4408/4201 SUMMER DISTRICT SUMMARY REPORT	
s			
s			
s			

Retrieving Approved Programs

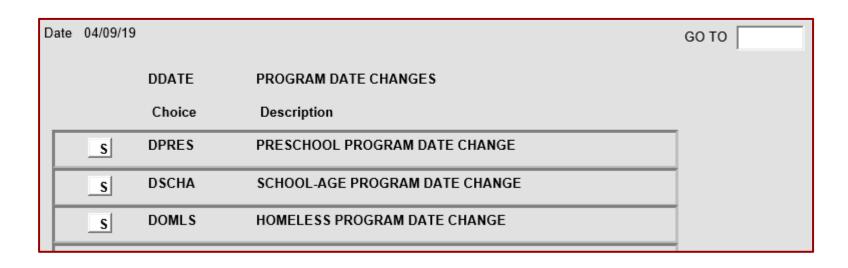


Changing 2022-23 STAC Program Dates

<u></u>	0.4/00/40			
Da	ite 04/09/19	,		GO TO
		DMNUM	Special Education Main Menu	
		Choice	Description	
	s	DMQRY	STAC SCHOOLAGE&PRESCHOOL INQUIRY SCREENS	
	s	DMNUS	ADD/AMEND REIMBURSEMENT APPROVALS	
	S	DMNUR	PROCESS A REAPPLICATION	
	s	DMNUV	ONLINE AVL VERIFY, PAYMENTS & CHARGEBACKS	
	s	DMNAC	CPSE ADMINSTRATIVE COST SCREENS	
	S	DCPUB	HIGH COST WORKSHEET (IN-DISTRICT/BOCES)	
	s	DCPOD	HIGH COST WORKSHEET (OTHER DISTRICT)	
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	S	DSRWD	SERVICE APPROVAL WITHDRAWAL	
	s	DCHSR	FIND A STAC ID FOR A STUDENT	
	s	DQCLD	VIEW/AMEND CHILD SERVICE APPROVALS	
	s	DQAPP	APPROVAL LISTS	
	s	DQSBO	APPROVAL/VERIFICATION SUMMARY (3 YEAR)	
	s	DQSUM	4408/4201 SUMMER DISTRICT SUMMARY REPORT	
Lk	s	DDATE	PROGRAM DATE CHANGES	

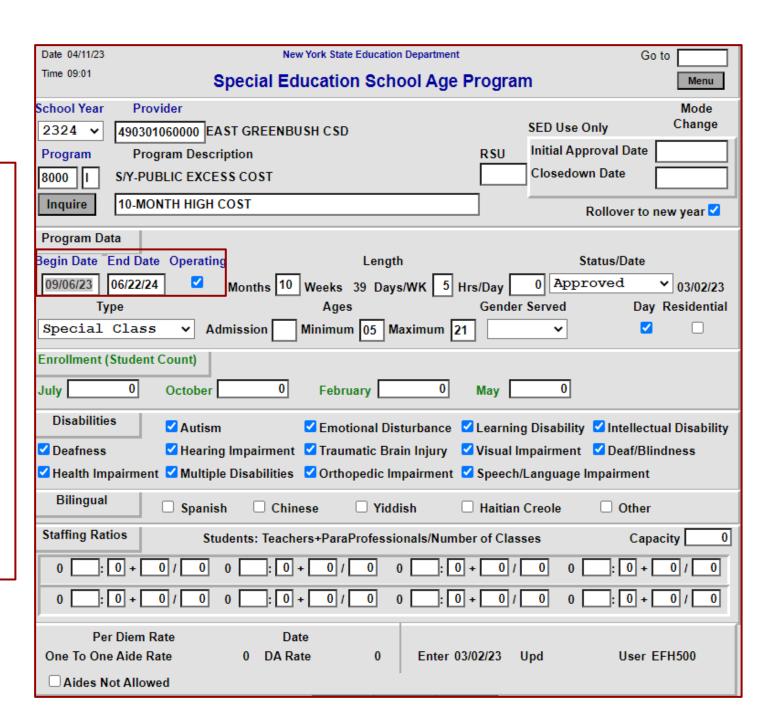
Changing 2022-23 Program Dates

 The district should change the program dates for each approved program for your district



Operating
Field: All
programs are
defaulted to
'Operate' for
the upcoming
year.

Note: No students will be able to be STAC'd for non-operating programs.



Change Program Dates Form

Request Form to Change Program Dates on the STAC Online (EFRT) System												
Program dates can be updated online until the June 17 th prior to the start of the school year.												
Scan and email completed forms to OMSSTAC@nysed.gov .												
AGENCY REQUESTING PROGRAM DATE CHANGES												
Agency Name: SED (BEDS) Code:												
(ONLY DATE CHANGES FOR PROGRAMS ASSOCIATED WITH YOUR AGENCY'S SED CODE WILL BE PROCESSED)												
AGENCY TYPE SCHOOL YEAR												
Public School District			Apply program date chang school year:	es to the following								
County BOCES Public Education			,									
SED-Approved Private Ed Public Special Act School			SY									
To identify Pro	To identify Program Codes and Existing Program Dates: Use the DQPRG query screen within EFRT.											
PD000111 00D5	EXISTING PROGRAM DA											
PROGRAM CODE												
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE -	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								
PROGRAM CODE	EXISTING PROGRAM DA	TES ON EFRT	REQUESTED P	ROGRAM DATES								

Summer School Applications

Summer School Applications

Deadline for submission of any <u>new</u> program application and/or any application for a program <u>modification</u> is **June 1, 2023** in order to be eligible for reimbursement

- Need prior NYSED approval for any new program or any program modification specified on the application for reimbursement
 - http://www.p12.nysed.gov/specialed/applications/extendedschool-year-application-june-2020.docx

Process a Reapplication

- In order to 'reapp' for the 2023-24 school year, a student must have had a 2022-23 approval in the STAC system as of March 24, 2023
- If not, a reapplication record for the 2023-24 school year will be not generated, and a STAC approval will need to be added separately
- In order to reapp, the student must be returning to the same placement as the previous school year

- □ 2023-24 Reapplications:
 - 2-Month Summer Reapplications DRSUM screen
 - 10-Month Private Reapplications DRPRV screen
 - Note: A DCERT must be on file before you can submit for a private placement reapplication
 - 10-Month Public Reapplications DRPUB screen
 - 2-Month Summer Chapter Reapplications DRCSM screen
 - 10-Month Chapter Reapplications DRCHP screen
 - 10-Month §4201 Reapplications DRSSY screen

Reapplication Records Not Generated:

- School age students placed in approved out-of-state schools.
- School age students who have aged-out of a program.
- School age students approved as 'one year only'.
- School age students whose 2022-23 placement was added after reapplication dates
- Note: Reapplication records do not include 1:1 aides.
 Districts must process 1:1 aide reimbursement claims separately

Date 04/09/1	19		GO TO
	DMNUM	Special Education Main Menu	
	Choice	Description	
s	DMQRY	STAC SCHOOLAGE&PRESCHOOL INQUIRY SCREENS	
s	DMNUS	ADD/AMEND REIMBURSEMENT APPROVALS	
s	DMNUR	PROCESS A REAPPLICATION	
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s	DQSBO	APPROVAL/VERIFICATION SUMMARY (3 YEAR)	
s	DQSUM	4408/4201 SUMMER DISTRICT SUMMARY REPORT	
s	DDATE	PROGRAM DATE CHANGES	

NOTE: The reapplication screen is available throughout the school year

Date	04/09/19			GO ТО
		DMNUR	REAPPLICATION MENU	
		Choice	Description	
	s	DRPRV	PRIVATE EXCESS COST REAPP (10 MONTH)	
	s	DRPUB	PUBLIC HIGH COST REAPP (10 MONTH)	
	s	DRSUM	SPECIAL CLASS REAPP (2 MONTH)	
	s	DRCHP	SCHOOL AGE CHAPTER PLACEMENT (10 MONTH)	
	s	DRCSM	SCHOOL AGE CHAPTER PLACEMENT (2 MONTH)	
	s	DRSSY	4201 STATE SUPPORTED REAPP (10 MONTH)	
	s	BYE	SIGN OFF THE SYSTEM	
				1

Reapplication: Private 10-Month Placements

Date 04/11/23		New York	State Education Department	1	Go to
Time 09:29	Privat	e Excess Co	st Reapplication	s (10-Month)	Menu
School Year 2324	CSE District 110101010000	APPLE CS	D		
	Education Prov	rider		Provider Code	Number of Records
Get Providers	CENTER FOR	R DISABILITY	SERVICES	010100997850	00002 🗸
Get Reapps	First 4 Letters	of Last Name (Opt	tional)		
STAC ID	Reapply	Na	ame	Education Main	tenance
		SMITH	JOHN	9003 I	01
		DOE	JANE	9003 I	02

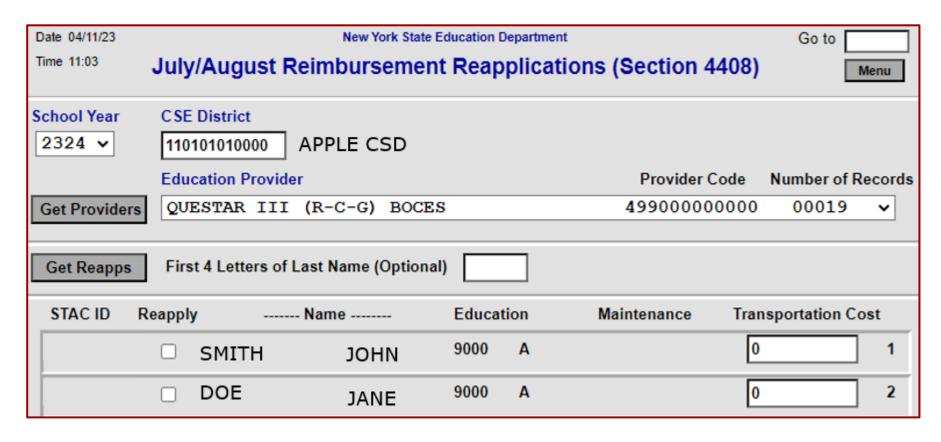
Reminder: A DCERT must be filed before a private placement reapplication can be processed

Reapplication: Public 10-Month Placements

Date 04/11/23 Time 10:56	Public E		State Education Department Reapplication			Go to	Menu
School Year 2324	CSE District 110101010000	APPLE CSI)	You	r District	Threshold A	
	Education Provi	der		Provider (Code	Number of F	Records
Get Providers	QUESTAR II	I (R-C-G) I	BOCES	4990000	00000	00019	~
Get Reapps	First 4 Letters o	f Last Name (Op	otional)				
STAC ID	Reapply		Name	Education	Annualiz	zed Cost	
		SMITH	JOHN	8000 I	0		1
		DOE	JANE	8000 I	0		2

Note: If you don't have true costs at the time of reapplications, use estimated figures as a reminder that costs should be amended to actuals

Reapplication: Summer (2-Month) Placements



Note: You <u>DO NOT</u> need to enter transportation costs on the reapplication screen

Next STAC Talk



- May 16, 2023 @ 9 a.m.
 - Open Forum/Live Discussion on STAC Topics
 - What to Focus On
 - Q and A
 - View previous STAC Talk Webinars:

https://www.questar.org/services/financialal/state-aid-financial-planning/webinars/stac-talk/

Questions/Contact Us

Special Education Aid Assistance Service

Questar III BOCES
10 Empire State Boulevard
Castleton, NY 12033
518-477-2635 (p) option 2

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https://www.questar.org/services/financial/stac/