



August STAC Talk

- Calculating In-District Placements
- 2022-23 10-Month STACs

Special Education Aid Assistance Service

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In-District Calculations

[2022-23-Annual-Tuition-Summary.xlsx \(live.com\)](#)

- ❑ Enter the district BEDS code to populate the threshold and aid ratio

Public Excess Cost Aid (PUB) Output Report for Calculations

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Tuition	75,000
-Threshold	<u>39,522</u>
Excess	35,478
x Aid Ratio	<u>0.751</u>
	26,643.97
X FTE	<u>1.0</u>
PUB HC Aid	26,643.97

PUBLIC EXCESS HIGH COST AID AND SUPPLEMENTAL PUBLIC EXCESS COST AID AND 2020-21 PUBLIC EXCESS COST AID SETASIDE (PUB)

[Glossary](#)

PART I: CALCULATION OF HIGH COST PUBLIC EXCESS COST AID

1	2018-19 APPROVED OPERATING EXPENSE (AOE)	(2019-20 AOE ENT 53)	77,542,645
2	2018-19 TOTAL AIDABLE PUPIL UNITS (TAPU) FOR EXPENSE	(2019-20 ATT ENT 134)	5,886
3	2018-19 AOE PER TAPU	(ENT 1 / ENT 2)	13.174
4	PUBLIC EXCESS COST AID RATIO	(GREATER OF [1.000 LESS (.510 * CWR) OR .250])	0.751 Aid Ratio
5	DEDUCTION = 3 * AOE/TAPU	(ENT 3 * 3)	39,522 Threshold
6	ELIGIBILITY LEVEL	(LESSER OF \$10,000 OR (4 * ENT 3))	10,000
7	AIDABLE HIGH COST	(STAC)	1,945,626
8	HIGH COST APPORTIONMENT	(ENT 7 * ENT 4)	1,461,166

PART II: CALCULATION OF SUPPLEMENTAL PUBLIC EXCESS COST AID

<https://stateaid.nysed.gov/>

Getting Prepared

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Calculating In-District High-Cost students must be a collaboration between the Special Education department and the Business Office to maximize aid

- ❑ The Sped office will provide student specific details
 - ❑ Thorough review of the population is needed
 - ❑ Best practice is to keep a running record of important details (i.e., aides, nurses, specialized services, self-contained classroom rosters)
- ❑ The business office will provide salaries, benefits, invoices
 - ❑ Best practice is to maintain records in a manner that makes them easily accessible

Hints and Tips

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- ❑ When preparing your Federal Grant applications, consider your high-cost student population
 - ❑ Steer away from including self-contained classroom teachers (12:1:2, 8:1:2, 6:1:1), 1:1 aides and higher paid special education providers in the grants
- ❑ Let the business office know which invoices you will likely be looking for at the end of the school year
- ❑ Some outside providers have summary reports available upon request, this will make calculations a lot easier!

In-District Calculations

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- Identify potential high-cost students using IEP specific information
 - ▣ Students with 1:1 and 2:1 aides
 - ▣ Students with full-time nurses (LPNs or RNs)
 - ▣ Students with full-time interpreters
 - ▣ Self-contained classrooms
 - *Low enrollment*
 - ▣ Related services that are high in cost
 - *Example: Vision or hearing services*



In-District Calculations

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Include:

All direct services to the student listed on IEP:

- ▣ Salaries and benefits of special education teachers and any aides/assistants in classrooms
- ▣ Salaries and benefits (or contracted costs) of 1:1 aides / TAs / nurses / interpreters
- ▣ Itinerant services (in-house or contracted)
- ▣ Related services (in-house or contracted)
- ▣ Special equipment (purchased in the same year)
- ▣ Consultations (must *directly* involve the student)

In-District Calculations

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Do Not Include:

- ▣ Costs for indirect services
 - Indirect Consultations / Evaluations
- ▣ Salaries and benefits of general education teachers
- ▣ Salaries and benefits of district staff paid out of grant funds
- ▣ Contracted services or special equipment paid out of grant funds
- ▣ Transportation costs

*This link explains in-depth what can/cannot be included

https://www.oms.nysed.gov//stac/schoolage/payments/annualized_cost_calculation.html

In-District Worksheet

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Annual Tuition Summary Worksheet												
BEDS Code	491700											
Student Name:												
Date of Birth:												
Disability:												
Enrollment Dates:												
STAC ID:												
Special Education Classroom(s)								Annualized Cost				
Type of Classroom(s):												
Self Contained Classrooms (from 'Self Contained SPED Classroom' tab)								\$0.00				
Period Based Classrooms (from 'Period Based SPED Classroom' tab)								#DIV/0!				
TOTAL ANNUALIZED COST FOR CLASSROOMS								#DIV/0!				
1:1 Aide / TA / Interpreter / Nurse												

In-District Calculations

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	A	B	C	D	E	F
1	Cost Detail for Special Education Classrooms					
2						
3	Used for determining cost of the following:				= input fields	
4	Special Classes or Self-Contained Classrooms				= calculated fields	
5	Ex. 12:1:1, 8:1:2; 6:1:1 etc.					
6						
7						
8	IEP Classroom Ratio:	8:1:2				
9	Teacher:	Miss Teacher				
10	Assistant #1:	Mr. Assistant				
11	Assistant #2:	Mrs. Assistant				
12						
13						
14	Classroom teacher salary +		\$85,000.00			
15	benefits +		\$35,000.00			
16	Teaching Assistant(s) salary +		\$41,000.00			
17	benefits =		\$34,000.00			
18	Total salary & benefits		\$195,000.00			
19						
20	Divided by:					
21	Actual classroom enrollment =		7			
22						
23	Special Education Classroom Cost per Pupil		\$27,857.14			

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	A	B	C	D	E	F	G	H	I	J	K	L
1	Cost Detail for Special Education Classrooms											
2												
3	Used for determining cost of the following:											
4	Consultant Teacher Services, Resource Room,											
5	Integrated Co-Teaching, Special Class Periods, etc.											
6												
7	Total Child Cost = ((Total Salaries + Total Benefits) X (Total Placement Time / Total Teacher Time)) / Group Size											
8												
9	Total Placement Time = Sessions Per Cycle X Session Length X Cycle											
10	Total Teacher Time = Teacher Work Day X 180 Instructional Days											
11												
12	Special Education Classroom											
13												
14				Total Salaries +	Total Benefits =	Total Salaries &	Teacher Work Day					
15				Spec. Ed Teachers	Spec. Ed Teachers	Benefits for Spec. Ed	(Exclude Lunch)					
16	Placement Type	Teacher(s) Names	Classroom Aide(s) Names	& Classroom Aides	& Classroom Aides	Teacher & Aides	Length in Minutes	Group Size	Sessions Per Cycle	Sessions Length in Minutes	Select Frequency Cycle	Total Child Cost
17												
18	Consultant Teacher	Teacher 1	N/A	\$83,000.00	\$26,000.00	\$109,000.00	390	4	1	30	Daily	\$2,096.15
19												
20	Resource Room	Teacher 1	N/A	\$83,000.00	\$26,000.00	\$109,000.00	390	5	5	30	Weekly (5 times)	\$1,676.92
21												
22	ICT - Math	Teacher 2	N/A	\$75,000.00	\$15,000.00	\$90,000.00	390	7	1	40	6 Day Cycle	\$219.78
23												
24	12:1:1 - ELA	Teacher 3	TA 1	\$65,000.00	\$24,000.00	\$89,000.00	390	10	1	60	Daily	\$1,369.23
25												
26	TOTAL ANNUALIZED COST FOR SPECIAL EDUCATION CLASSROOM											\$5,362.09

In-District Calculations

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	A	B	C	D	E	F	G	H	I	J
1	Session Cost Breakdown									
2										
3	Used for determining cost of the following:									
4	Related Services Session Costs									
5										
6	Type of Service: Speech									
7										
8	Provider Name(s)	Salary	Soc. Sec.	Unemploy.	Work Comp	Disability	Health/Dental	ERS/TRS	Other	Total Benefits
9	Speech Therapist	\$82,000								\$32,000.00
10										\$0.00
11	Totals	\$82,000								\$32,000.00
12										
13										
14	Salaries of all providers +	\$82,000.00								
15	Benefits of all providers =	\$32,000.00								
16	Total compensation for all providers	\$114,000.00								
17										
18	Divided by:									
19	Number of providers =	1								
20	Average cost of salary & benefits	\$114,000.00								
21										
22	Divided by:									
23	Number of days in year =	180								
24	Average cost per day	\$633.33								
25										
26	Multiplied by:									
27	Length of session (in minutes) divided by:	30								
28	Teacher Work Day Length (in minutes)	390								
29	Percentage of day for session	0.0769								
30										
31										
32	Average cost per session	\$48.72								

In-District Calculations

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	A	B	C	D	E	F	G	H	I	J
1	Session Cost Breakdown									
2										
3	Used for determining cost of the following:					= input fields				
4	Related Services Session Costs					= calculated fields				
5										
6	Type of Service: Counseling									
7										
8	Provider Name(s)	Salary	Soc. Sec.	Unemploy.	Work Comp	Disability	Health/Dental	ERS/TRS	Other	Total
9	Counselor 1	\$75,000								\$35,000.00
10	Counselor 2	\$68,000								\$27,000.00
11										\$0.00
12	Totals	\$143,000								\$62,000.00
13										
14										
15	Salaries of all providers +	\$143,000.00								
16	Benefits of all providers =	\$62,000.00								
17	Total compensation for all providers	\$205,000.00								
18										
19	Divided by:									
20	Number of providers =	2								
21	Average cost of salary & benefits	\$102,500.00								
22										
23	Divided by:									
24	Number of days in year =	180								
25	Average cost per day	\$569.44								
26										
27	Multiplied by:									
28	Length of session (in minutes) divided by:	30								
29	Teacher Work Day Length (in minutes)	390								
30	Percentage of day for session	0.0769								
31										
32										
33	Average cost per session	\$43.80								

	A	B	C	D	E	F	G
4							
5	Student Name:	John Smith				District:	TROY
6	Date of Birth:	8/30/2020				Threshold:	40,383
7	Disability:	MD				Aid Ratio:	0.748
8	Enrollment Dates:	Full Year				School Year:	2020-21
9	STAC ID:	Z12345				Aid Year:	2021-22
10							
11							
12	Special Education Classroom(s)						Annualized Cost
13							
14	Type of Classroom(s):						
15	Self Contained Classrooms (from 'Self Contained SPED Classroom' tab)						\$27,857.14
16							
17	TOTAL ANNUALIZED COST FOR CLASSROOMS						\$27,857.14
18							
19							
20	1:1 Aide / TA / Interpreter / Nurse						
21							
22	Provider Name & Type of 1:1			Annual Salary	Annual Benefits	# of Students Served	Student Annual Cost
23	Mrs. Aide - 1:1 Aide			\$18,500.00	\$10,000.00	1	\$28,500.00
24							
25	TOTAL ANNUALIZED COST FOR 1:1 PROVIDER						\$28,500.00
26							
27							
28	Related Services (from 'Related Services Session Cost Breakdown' tabs)						
29							
30	Service Type &			Students	Session Cost		
31	Length of Session	Provider	Cost per session /	Per Session =	Per Child	X Actual Sessions =	Annualized Cost
32							
33	PT - 30 min.	Contracted	\$50.00	3	\$16.67	40	\$666.67
34							
35	Speech - 30 min.	District	\$48.72	1	\$48.72	80	\$3,897.60
36							
37	Speech - 30 min.	District	\$48.72	3	\$16.24	40	\$649.60
38							
39	Counseling - 30 min.	District	\$43.80	1	\$43.80	60	\$2,628.00
40							
41	TOTAL ANNUALIZED COST FOR IN-DISTRICT RELATED SERVICES						\$7,841.87
42							
43							
44							
45	GRAND TOTAL ANNUALIZED COST						\$64,199.01
46							

FTE Calculator

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- Useful to calculate partial year FTEs for students, teachers, aides or placement

<https://stateaid.nysed.gov/ftecalc/calcfte.htm>



FTE Calculator

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The table shows the State Aid Claim Year with the corresponding FTE Calculator you need to use for reporting. Click on the corresponding FTE Calculator year in the list to display the calculator.

FTE Calculators

State Aid Claim Year	FTE Calculator Year
2023-24	2022-23 Combined FTE Calculator
2022-23	2021-22 Combined FTE Calculator
2021-22	2020-21 Combined FTE Calculator
2020-21	2019-20 Combined FTE Calculator
2019-20	2018-19 Combined FTE Calculator
2018-19	2017-18 Combined FTE Calculator

FTE Calculator

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"Program Weeks", "Student Weeks", and "FTE" boxes in Table I are read-only. They will be filled when you select "Beginning" and "Ending" dates using the select boxes below the the table. The "LEA Code" and "Student Number" boxes are filled when you click on the "Retrieve Saved Records" button above

FTE Table I

LEA Code	Student Number	Program Weeks	Student Weeks	FTE
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Beginning Date of
Program or Service**

Select a Date... ▼

**Beginning Date of Student
Enrollment in Program or Service**

Select a Date... ▼

**Ending Date of
Program or Service**

Select a Date... ▼

**Ending Date of Student
Enrollment in Program or Service**

Select a Date... ▼

Generate FTE

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DCPUB Screen



DCPUB: Section II

Full Day Self-Contained Classroom

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II. InDistrict Classroom - Totals		SECTION II-A. Full Day Self Contained Special Education Classroom			
IEP Ratio: Stud:Teach + Para	Actual Students in Class	Classroom Salaries:	Special Ed Teachers	Classroom Aides/T.A.s	
12 : 1 + 1	6		84056.00	28721.00	Total Cost of Special Classroom: 164,954.00
		Classroom Fringe Benefits:	39433.00	12744.00	Classroom Cost for this Child: 27,492.33

Notes:

1. Actual students cannot exceed classroom ratio. Use average for year and round up to the nearest whole number.
2. Only use the percentage of the teacher's salary directly related to classroom special education instruction, plus class prep. Do not include any admin responsibilities.

DCPUB: Section II

Period-Based Classroom

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SECTION II-B. Period-Based Special Education Placements				Teacher Work Day (Exclude Lunch) Length in Mins:	Group Size*	Sessions Per Cycle	Sessions Length: (Mins)	Frequency	Total Child Cost
Placement Type	(Spec. Ed Teachers/Classrooms Aides) Total Salaries	Total Fringe							
Consultant Teacher Services ▾	71562.00	39307.27	420	8	5	30	Weekly Cycle ▾	989.90	
Resource Room ▾	71562.00	39307.27	420	5	5	40	Weekly Cycle ▾	2111.79	
▾	0	0	0	1	0	0	▾		
▾	0	0	0	1	0	0	▾		
▾	0	0	0	1	0	0	▾		
▾	0	0	0	1	0	0	▾		

*Special education students only Additional Special Education Classroom Costs (Explain in Comments): 0 Placement Cost for this Child: 3101.69

Notes:

1. Length of teacher workday in minutes. Example: 7 hours = 420 minutes
2. The number of sessions per cycle cannot exceed IEP
3. If more than 6 classrooms, use the Additional Cost box to claim additional classroom costs & explain in comments
4. For ICT classrooms, only include special education teacher and special education students

DCPUB: Section III

Child-Specific Aide/Nurse/Interpreter

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III. Child-Specific 1:1 Aide/Shared Aide/Nurse/Interpreter		(Not included In-District or BOCES reported cost above)		
Type of 1:1	Annual Salary	Annual Fringe	# of Students Served	Student Annual Cost
Aide/Teaching Asst	23481.00	4097.00	1	27,578.00
	0	0	0	

Notes:

1. Use prorated salary/benefits if aide services were not provided for the entire school year
2. Annualize if student's FTE is less than 1.0

DCPUB: Section IV Related Services

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IV. Related/Other Services (Not included in reported cost above)		Length of Sessions (Mins)	Total Cost Per Session	Group Size	Session Cost Per Child	** Actual Sessions	Total Child Cost
Adaptive Phys Ed	District	40	56.98	2	28.49	36	1025.64
Physical Therapy	Other Provider	30	69.50	5	13.90	36	500.40
Speech/Language Therapy	District	30	50.17	3	16.72	72	1203.84
Counseling Services	District	30	45.74	3	15.24	36	548.64
		0	0	1		0	
		0	0	1		0	

****Actual number of sessions cannot exceed the number of sessions specified on IEP.**

If more than six, enter total annual cost by type of remaining services:
(and provide explanation in comments)

(BOCES Extra)	(District)	(Other Provider)
0	0	0

Notes:

1. Length of session cannot exceed IEP
2. Actual number of sessions cannot exceed IEP
3. If more than 6 related services, use the BOCES Extra, District and Other Provider boxes to claim additional costs & explain in comments

DCPUB: Section V

Other Child Specific Costs

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V. Other Child Specific Costs	Cost Category	Additional Information	Total Other Child-Specific Costs
	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>

Notes:

1. Enter total amount of all non-recurring costs. Since this section is for non-recurring costs, this amount should **not** be annualized.



DCPUB: Comments

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If you entered additional Related Services or Other Child-Specific costs, please explain below:		District Contact Information	
Comments:	<input type="text"/>	Contact Name	<input type="text" value="Alyssa M. Scarcella"/>
Comments:	<input type="text"/>	E-mail Address	<input type="text" value="alyssa.scarcella@questar.org"/>
Enter	10/18/18	DIST	Update
User		B10ASTAL	Phone# <input type="text" value="5184772635"/> (Ex: 5181235555 - 10 digits)

Notes:

Once you have completed all of the sections, click the ADD button to submit. If updating an existing DCPUB worksheet, click Change to submit your changes.

DCPUB: Summary

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Required for Inquiry	Inquire	ADD	Change
BOCES Subtotal			Total 10-Month Annualized Cost (Verify this amount on DVPUB)
In-District Subtotal	27492.33		
1:1/Shared Aide Subtotal	27578.00		58,348.85
Related Services Subtotal	3278.52		High Cost Aid Available
Other Child-Specific Costs Subtotal			10,766.72

SED use only: VERIFIED & LOCKED ☒ Lock Record
SED Changes:

Notes:

An estimate of the Public High-Cost Aid your district will receive for this record, based on current district threshold and public excess cost aid ratio, is calculated as follows:

Total 10-Month Annualized Cost
- District Threshold
x FTE
x Public Excess Cost Aid Ratio
= High-Cost Aid Available

2022-23 10 Month STACs



Review

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Goal is to have all 2022-23 STACs submitted for Governor's database by mid-October

- ❖ Public (BOCES, in-district)
- ❖ Other public districts
 - ❖ Are costs above threshold?
 - ❖ How are they billing? NRT or Actual Costs?
- ❖ Private (22-23 verification is open)
- ❖ Homeless
- ❖ 4201 placements (final 22-23 verification open)

Next STAC Talk

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September 12, 2023:
Open Forum Focusing on New
Year Set-Up

View previous STAC Talk Webinars:

<https://www.questar.org/services/financial/stac/webinars/>

Questions & Answers

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Contact Us

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Special Education Aid Assistance Service

Questar III BOCES

10 Empire State Boulevard

Castleton, NY 12033

518-477-2635 (p) **option 2**

Questar STAC Services Team:

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STAC Webpage and Other Resources:

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