New to Charter School Finance

Topics

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85th Legislative Session Updates

House Bill 1081 New Instructional Facility Allotment (NIFA)

- Refer to the June 1, 2017, To The Administrator Addressed (TAA) Letter available on TEA Correspondence page of TEA website.

- Defines New Instructional facility as:
  - a newly constructed instructional facility,
  - a repurposed instructional facility, or
  - a leased facility operating for the first time as an instructional facility with a minimum lease term of not less than 10 years.

- Increases reimbursement for each student in average daily attendance (ADA) at new instructional facility.

85th Legislative Session Updates

House Bill 2442 Minutes Bill

◦ Refer to the June 27, 2017 TTAA letter: Minutes of Operation – Updates to HB 2442

2017-2018 school year

◦ To receive full funding, school districts and charter schools are required to provide 75,600 minutes of operation.

◦ Exceptions automatically granted to the requirement above:
  ◦ Prekindergarten programs (comply with 2-hour instruction rule/120 min)
  ◦ Treatment facilities, AEP, DAEP, Dropout recovery campuses (comply with 4-hour instruction rule/420min)
  ◦ Charter schools in operation prior to January 1, 2015 (comply with 180 days of attendance and 4-hour instruction rule/240 minutes)

2018-2019 school year
  ◦ TEA will release TTAA letter September 2017.

Estimate of State Aid Template

Download from Charter School Finance webpage of TEA website.

The template for the school year is posted annually by July 1.
(In general a few days prior to July 1)

Requires working knowledge of Student Attendance Accounting Handbook

Utilize template to:

◦ Prepare for FSP Estimate Report.
◦ Reconcile to latest Summary of Finances.
◦ Determine or project cash flow/payments.
◦ Plan your budget.
◦ Determine final settle-up for the school year.

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Charter School Finance

Estimate of State Aid Template

The charter school estimate of state aid template is published annually by July 1. For prior year, templates, contact the Division of State Funding.

- 2017-2018 Estimate of State Aid Template (Excel, 430 KB) (PDF, 905 KB)
- 2016-2017 Estimate of State Aid Template (Excel, 260 KB) (PDF, 190 KB)
- 2015-2016 Estimate of State Aid Template (Excel, 245 KB) (PDF, 190 KB)

Estimate of State Aid Template

Excel workbook with 6 worksheet tabs.

1. **Data Elements**
   To prepare submission of FSP Estimate Report.

2. **SCE Worksheet**
   To prepare accurate estimate of the highest 6-month average of State Compensatory Education (SCE) enrollment for FSP Estimate Report.

3. **State Aid**
   To reconcile to the latest Summary of Finance (SOF).

4. **Membership Report**
   Demonstrates membership calculation.

5. **Payment Calculator**
   To determine payments based on approved six-week district summary attendance reports.

6. **FSP ADA Projection Report (NEW)**
   Models the FSP ADA Projection Report interface.

| Data Elements | SCE Worksheet | State Aid | Payment Calculator | Membership Report | FSP ADA Projection Report |

Estimate of State Aid Template

Data Elements

◦ For use in entering new enrollment estimates for 1st six-week only in preparation for FSP Estimate Report.

◦ To load prior year in column C of State Aid tab, enter charter school's 6-digit county district number.

   ◦ **Note:** For new charter schools, no prior year data.

◦ Your updates in the Data Elements tab feeds into column D of the State Aid tab.

◦ Data entry validation warnings for exceeded maximum approved enrollment cap.

◦ Any charter reporting data in the FSP Estimate Data Report should complete Estimate of State Aid Template before submitting to TEA.

◦ In general, the Data elements tab is used one-time only. However, you may return for the purpose of determining per-student funding estimate information.

Estimate of State Aid Template

Data Elements

◦ (partial screen shot)

◦ Also, remember to complete SCE Worksheet tab to provide accurate estimate in cell B33 for Compensatory Education Enrollment ➡️

	TOTAL - All Grades	
1	000000	
2	NEW TEXAS CHARTER SCHOOL	
3	2017-2018 Estimate of State Aid Entitlement Template	
5	Total Number of Students Enrolled (Average Membership)	0
6	Total Number of High School Students Enrolled	0
7	Percentage Rate of Attendance	100%
8	Special Education Data:		Extended School Year
9	Number Enrolled in Homebound (Code 01)	0	0
10	Number Enrolled in Hospital Class (Code 02)	0	0
11	Number Enrolled in Speech Therapy (Code 00)	0	0
12	Number Enrolled in Resource Room (Code 41 & 42)	0	0
13	Number Enrolled in Self-Contained Mild/Mod/Sev (Code 43 &	0	0
14	Number Enrolled in Full-Time Early Childhood (Code 45)	0	0
15	Number Enrolled in Off-Home Campus (Code 91-98)	0	0
16	Number Enrolled in VAC (Code 08)	0	0
17	Number Enrolled from State Schools (Code 30)	0	0
18	Number Enrolled in Residential Care & Treatment (Code 81-89)	0	0
19	Number Enrolled in Mainstream (Code 40)	0	0
20	Special Education Error Check	OK	
21	Career & Technology Data:		Advanced C&T FTE
22	Number Enrolled in One-hour Class (Code V1)	0	0
23	Number Enrolled in Two-hour Class (Code V2)	0	0
24	Number Enrolled in Three-hour Class (Code V3)	0	0
25	Number Enrolled in Four-hour Class (Code V4)	0	0
26	Number Enrolled in Five-hour Class (Code V5)	0	0
27	Number Enrolled in Six-hour Class (Code V6)	0	0
28	Career and Technology Error Check	OK	
29	Gifted & Talented Enrollment	0	
30	Number of Pregnancy Related Students	0	
31	Number Enrolled in Bilingual/ESL	0	
32	Available School Fund ADA	-	Enter Prior Year ADA for ASF from the latest 2017-2018 SOF Report.
33	Compensatory Education Enrollment	-	For cash flow enter estimate from the latest 2017-2018 SOF Report. For budgeting use SCE Worksheet to update estimate based on local calculations.
34	Did this Charter Holder Participate in TRS Active Care in 2005-06?	NO	
35	Full-time staff Only applies to charter holders in operation and participating in TRS Active Care in the 2005-2006 school year. Do not include administrators, teachers,	-	latest 2017-2018 SOF Report. For budgeting update estimate based on local calculations.
36	Part-time staff Only applies to charter holders in operation and participating in TRS Active Care in the 2005-2006 school year. Do not include administrators, teachers,	-	latest 2017-2018 SOF Report. For budgeting update estimate based on local calculations.
37	New Instructional Facilities (NIFA) Allotment	$	For cash flow enter estimate from the latest 2017-2018 SOF Report. For budgeting update estimate based on
38	Regular Program Transportation Allotment	$	For cash flow enter estimate from the latest 2017-2018 SOF Report. For budgeting update estimate based on
39	Special Education Program Transportation Allotment	$	For cash flow enter estimate from the latest 2017-2018 SOF Report.

Estimate of State Aid Template

SCE Worksheet

◦ Assists charter schools in arriving at accurate estimate of the highest 6-month average of State Compensatory Education (SCE) enrollment.

◦ Enter YES or NO to this question: Is this the Charter School's First Year in Operation?
  ◦ If NO – enter October 2016 through September 2017 actual and estimate SCE data.
  ◦ If YES – enter an estimate of October 2017 through September 2018 SCE data.

◦ Complete SCE worksheet before entering SCE high six-month average in the Data Elements tab in cell B33 or State Aid tab.

◦ Utilizing this worksheet is beneficial because it should minimize adjustments to the State Compensatory Education allotment. Failure to do so may result in over/under reporting for majority of school year (September – March).

Estimate of State Aid Template

SCE Worksheet

- (screen shot)

	A	B	C	D	E	F	G	H
1	Charter School		NEW TEXAS CHARTER SCHOOL					
2	County District Number		000000					
3	State Compensatory Education Estimate Worksheet							
4	Highest Six Month's Average							
5	Is this the Charter School's First Year in Operation?		NO					
6	Funding School Year(s)		2017-2018					
7		Not New Charter	New Charter	Number of Approved SCE Funding Qualification Applications				
8	October	2016	2017	0	ACTUAL - REPORTED TO TDA OR TEA			
9	November	2016	2017	0	ACTUAL - REPORTED TO TDA OR TEA			
10	December	2016	2017	0	ACTUAL - REPORTED TO TDA OR TEA			
11	January	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
12	February	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
13	March	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
14	April	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
15	May	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
16	June	2017	2018	0	ACTUAL - REPORTED TO TDA OR TEA			
17	July	2017	2018	0	ESTIMATE - TO BE REPORTED TO TDA OR TEA			
18	August	2017	2018	0	ESTIMATE - TO BE REPORTED TO TDA OR TEA			
19	September	2017	2018	0	ESTIMATE - TO BE REPORTED TO TDA OR TEA			
20								
21	Highest Six Months Average							
22	1st	0						
23	2nd	0						
24	3rd	0						
25	4th	0						
26	5th	0						
27	6th	0						
28	Average	0.0	ENTER THIS NUMBER IN DATA ELEMENTS CELL B33					

Estimate of State Aid Template

State Aid

◦ For use in reconciling to the latest Summary of Finance (SOF) and taking your FSP ADA Projection Report (interface report before Six-week District Summary Attendance is submitted) for modeling the next iteration of the SOF.

◦ Multiple columns (A through L) and rows (1 through 96) with the following major column descriptions:

  ◦ *Weight or Rate* – Column B (NEW effective with 2017-2018 estimate of state aid template)
  ◦ *Preliminary SOF* – Column C (loads prior year data after CDN number is entered in Data Elements tab)
  ◦ *Foundation School Program (FSP) Estimate (From Data Elements)* – Column D (based on revised/new data populated in Data Elements tab)
  ◦ *FSP ADA Projection Average* - Columns E through J
  ◦ *Near Final SOF* – Column K
  ◦ *Final SOF* – Column L

◦ Hover over individual cells for exact location on SOF to assist in completing data entry (Columns E through L).

Estimate of State Aid Template

State Aid

◦ (partial screen shots)

Estimate of State Aid Template

Payment Calculator

◦ Assists charter school determine cash flow and next payment based on approved six-week district summary attendance reports.

◦ Enter data in the field according to your Payment Class which is either Payment Class 4 (Regular) or Payment Class 5 (Accelerated).

◦ Obtain your Payment Ledger Report and your most recent SOF or Estimate of State Aid template updated with FSP ADA projection data to complete.

◦ Allows charter school to also determine Final settle-up payments or adjustment.

Estimate of State Aid Template

Payment Calculator

○ (screen shot)

		4 (regular)	5 (accelerated)				
	Payment Class:						
Total Foundation School Fund (FSF) (enter from State Aid tab-row 96, or Page 3 of Summary of Finance, Line 47)		$ -	$ -				
Adjustment Amount (enter each amount from the Adjustment Amount column just as reported from Payment Ledger)		$ -	$ -				
Total Paid to Date Amount (enter amount as reported in the last row of the "Paid to Date" column of Payment Ledger)		$ -	$ -				
Foundation School Fund Remaining Balance		$ -	$ -				
Payment Number		1	1				
Percent of Unpaid Balance (based on schedule below)		8.30%	22.00%				
Payment Amount		$ -	$ -				

		Payment Class					
		4			5		
Payment Month	**Payment Number**	% of Annual Allotment	% Remaining	% of Unpaid Balance	% of Annual Allotment	% Remaining	% of Unpaid Balance
September	1	8.3	100	8.3	22	100	22
October	2	8.3	91.7	9.1	18	78	23.1
November	3	8.4	83.4	10.1	9.5	60	15.8
December	4	8.3	75	11.1	4	50.5	7.9
January	5	8.3	66.7	12.4	4	46.5	8.6
February	6	8.4	58.4	14.4	4	42.5	9.4
March	7	8.3	50	16.6	4	38.5	10.4
April	8	8.3	41.7	19.9	7.5	34.5	21.7
May	9	8.4	33.4	25.1	5	27	18.5
June	10	8.3	25	33.2	7	22	31.8
July	11	8.3	16.7	49.7	7	15	46.7
August	12	8.4	8.4	100	8	8	100
Settle-Up	13			100			100

Accelerated Payment Class 5 - House Bill 2251 enacted by the 84th Texas Legislature provides charter schools that have experienced a 10% or greater growth in enrollment with the option of an

Estimate of State Aid Template

FSP ADA Projection Report

◦ Models the ADA Projection Report found in the FSP system which calculates the annualized average of Six-Week District Summary Attendance Reports values.

◦ In the FPS system, TEA calculates the annualized average using:

  ◦ Approved Six-Week District Summary Attendance Reports, and
  ◦ Projected Six-Week District Summary Attendance Reports for the remaining six-week district reporting periods based on the last "Approved" report.

◦ Therefore, this tool was created for the charter school to factor trends that are not known by TEA to assist with budgeting purposes.

Estimate of State Aid Template

FSP ADA Projection Report

- (screen shot)

	Estimate	1st Six Weeks	2nd Six Weeks	3rd Six Weeks	4th Six Weeks	5th Six Weeks	6th Six Weeks	Average
Status								
Status Date								
Begin Date								
End Date								
Attendance Data								
Days in Membership	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Days Absent	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Days Present	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Ineligible Days	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Eligible Days	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.0
Bilingual/ESL Eligible Days	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
BIL/ESL Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.0
Special Ed. Mainstream Eligible Days (Code 40)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Special Ed. Mainstream Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Pregnancy Related Services (PRS) Eligible Days	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pregnancy Related Services FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Gifted and Talented Enrolled	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0
Gifted and Talented Max	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Career and Technology Education (CATE) Data								
V1 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
V2 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
V3 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
V4 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
V5 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
V6 FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Total CATE FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Special Education Data								
00 Speech Therapy FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
01 Homebound FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02 Hospital FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
08 Vocational Class FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
30 State School FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
41-42 Resource Room FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
43-44 Mild/Mod/Severe FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
45 Full Time Early Childhood FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
81-89 Residential Care & Treatment FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
91-98 Off Home Campus FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Total Special Education FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Regular Program ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Attendance Percentage	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

The FSP ADA Projection Report models the interface in the Foundation School Program (FSP) system. The Texas Education Agency uses the FSP "Average" column to determine the charter schools Foundation School Program State Aid (ADA and FTEs). The "Average " is calculated by taking the *Approved* data for the 1st through 6th, Six-Week District Summary Attendance reports. For reporting periods that are **not** in *Approved* status, the FSP system uses the latest *Approved* Six-Week District Summary Attendance report column and carries the data forward to applicable Six-Week District Summary Attendance report columns. Charters may choose to use this tool

TEA Secure Environment (TEASE) Access

New TEASE Users

http://tea.texas.gov/About_TEA/Other_Services/Secure_Applications/TEA__Secure_Applications_Information/

User Administration + Required for All Organization Heads (Superintendents, ESC Directors, TEA Division Directors)	TEASE	Request Access Online	For assistance, please submit a request at TEA Help Desk TEAL & TEASE Account Access for Your Staff

- **New Superintendents** - Apply for **User Administration +**

- **Other Staff** - Apply for **Foundation School Program (FSP) Payment System**
  - Select User Id Roles
    - District Approver **(Superintendent or Designee Only)**
    - Charter School User
    - SCE User
    - NIFA User
    - Transportation User
    - Staff Salary User **(if charter school in operation in 2005-2006)**

FSP Foundation School Program Payment System	TEASE	Request Access Online	Find contact information at Foundation School Program Payment System sfinance@tea.texas.gov (512) 463-9238

TEA Secure Environment (TEASE) Access

Current TEASE users
https://seguin.tea.state.tx.us/apps/logon.asp

◦ **Login** with current TEASE username and password and select **Add/Modify Application**
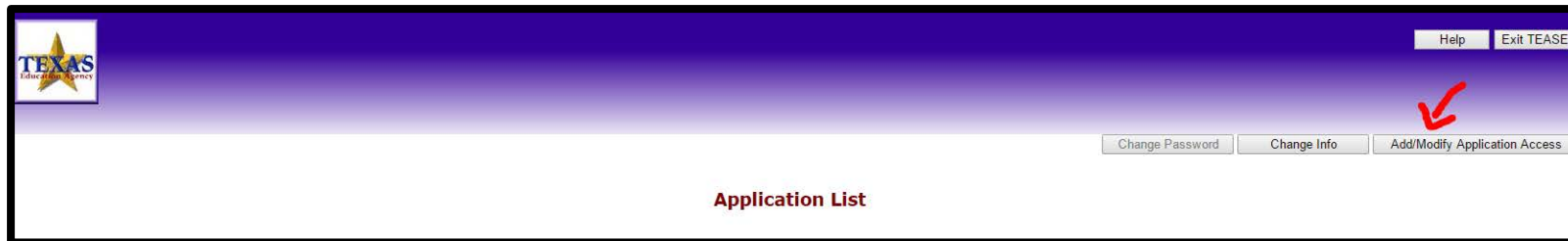
◦ **Apply** for **Foundation School Program (FSP) Payment System**
  ◦ Select User Id Roles
    ◦ District Approver **(Superintendent or Designee Only)**
    ◦ Charter School User
    ◦ SCE User
    ◦ NIFA User
    ◦ Transportation User
    ◦ Staff Salary User **(if charter school in operation in 2005-2006)**
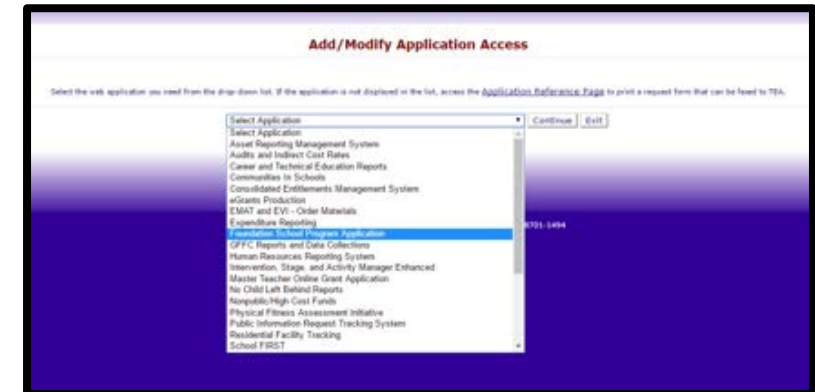
FSP Charter School Subsystem

Login to TEASE with user id and password and select
FSP – Foundation School Program Application

- Hover over **Programs** menu
- Click on "**Charter Schools**" module
- Change School Year to **2017-2018** and click **Update** button
- Under "Submissions section", you must update **Contact Information** (required to access other submission reports).
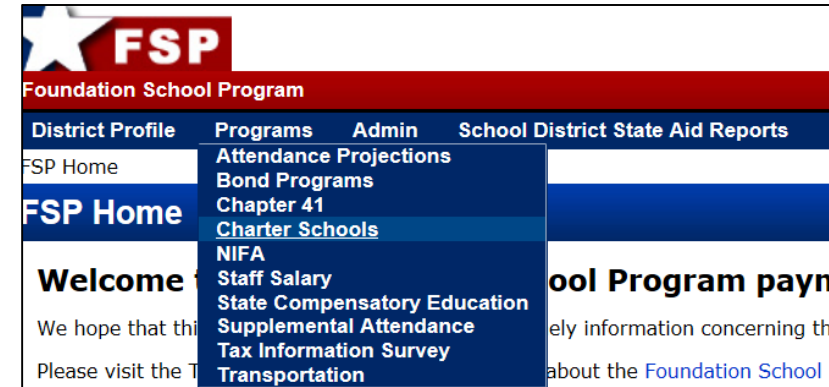
Charter School FSP Report and Deadlines

Report Name   Deadline

Estimate Data Report   8/1/2017

- Required for new charter schools.

- Use data from the Estimate of State Aid Template.

- Estimate average number of students expected to be enrolled during the first six-week attendance reporting period.

- FSP Estimate Data Report is the basis for payments until the FSP Six-Week District Summary Attendance reports are in APPROVED (by TEA) status.

- Prior year data is **pre-approved** for current charter schools.

- Current charter schools may revise pre-approved data.

Charter School FSP Report and Deadlines

Report Name   Deadline

Estimate Data Report (partial screen shot as seen for new charter)   8/1/2017

◦ Note: current charter's view will include an additional column with prior year values

Estimate Data	Data History	New Values
Percentage Rate of Attendance		0
Total Number of Students Enrolled		0
Number Enrolled in Grades 9-12		0
Number Enrolled in Bilingual/ESL		0
Number of Pregnancy Related Students		0
Gifted & Talented Enrollment		0
Highest Six Months Average of State Compensatory Education		0
Special Education		
Number Enrolled in Homebound (Code 01)		0
Number Enrolled in Hospital Class (Code 02)		0
Number Enrolled in Speech Therapy (Code 00)		0
Number Enrolled in Resource Room (Code 41 & 42)		0
Number Enrolled in Self-Contained Mild/Mod/Sev (Code 43 & 44)		0
Number Enrolled in Full-Time Early Childhood (Code 45)		0
Number Enrolled in Off-Home Campus (Code 91-98)		0
Number Enrolled in VAC (Code 08)		0
Number Enrolled from State Schools (Code 30)		0
Number Enrolled in Residential Care & Treatment (Code 81-89)		0
Number Enrolled in Mainstream (Code 40)		0
Career & Technology		
Number Enrolled in One-hour Class (Code V1)		0
Number Enrolled in Two-hour Class (Code V2)		0
Number Enrolled in Three-hour Class (Code V3)		0
Number Enrolled in Four-hour Class (Code V4)		0
Number Enrolled in Five-hour Class (Code V5)		0
Number Enrolled in Six-hour Class (Code V6)		0

Charter School FSP Report and Deadlines

Report Name   Deadline

Estimate Data Report (continued)   8/1/2017

◦ "Revise Data" button for current charters.

Charter School FSP Report and Deadlines

Report Name   Deadline

Six-Week District Summary Attendance   10 days after period ends

◦ Non-school days count towards the 10-day deadline.

◦ Must comply with *Student Attendance Accounting Handbook*, Section II Audit Requirements.

◦ Review all reports for accuracy and completeness and reconcile reports to each other:
  ◦ Student Detail Reports
  ◦ Campus Summary (Principal's) Report
  ◦ District Summary (Superintendent's) Report - required for Six-Week District Summary Attendance reporting

◦ Ensure District Summary Report is signed by the superintendent at end of each attendance reporting period **before** data is entered into the FSP System.

Charter School FSP Report and Deadlines

Report Name   Deadline

Six-Week District Summary Attendance   10 days after period ends

◦ Signed reports must be available upon request by TEA or external auditors.

◦ Review FSP ADA Projection Report interface from which the Six-Week District Summary Attendance Report is submitted to TEA.

◦ Attendance data submitted in the FSP system is temporary and used to estimate FSP state aid and flow state funds to charter school during school year.

◦ Six-Week District Summary Attendance data will be replaced by official Public Education Information Management System (PEIMS) Summer data submitted after school year ends.

Charter School FSP Report and Deadlines

Report Name

Six-Week District Summary Attendance (partial screen shot)

Six Week Summary

Period: 6	Begin Date: 4/12/2017		End Date: 6/2/2017		Due Date: 6/12/2017

Attendance Data   **Data History**

		Error	User Comments	Admin Comments
Days In Membership:	74829			
Total Days Absent:	14681			
Total Days Present:	60148			
Total Ineligible Days:	0			
Total Eligible Days:	60148			
Total Refined ADA:	1894.2			
Total Special Education FTE	10.31			
Total CATE FTE	168.813			
Regular ADA:	1715.077			
Eligible Days Bilingual/ESL:	1565			
BIL/ESL Refined ADA:	49.443			
40 - Special Ed. Mainstream Eligible Days:	6212			
Special Ed. Mainstream Refined ADA:	195.476			
Pregnancy Related Services (PRS) Eligible Days:	1277			
Pregnancy Related Services (PRS) ADA:	40.353			
Pregnancy Related Services (PRS) FTE:	11.848			
Gifted and Talented Enrollment	0			
Gifted and Talented Max	0			
Attendance Percentage:	80.381			

Career and Technology Data

		Error	User Comments	Admin Comments
V1 Days:	23787			
V1 Contact Hours:	23787			

Charter School FSP Report and Deadlines

Report Name   Deadline

ADA Projection Report   interface report in FSP

◦ Interface report found by selecting GO TO ADA Projection button from the Six-Week Detail Report.

◦ Submit (to TEA) your Six-week District Summary Report from the ADA Projection Report interface only.

  ◦ Charter User role id must acknowledge and certify assurance to activate Submit to Superintendent button.
  ◦ District Approver role id must acknowledge and certify assurance to activate Submit to TEA button.

◦ Before submission, carefully review the highlighted current Six-week District Summary Attendance Report for reasonableness, accuracy, and missing data.

◦ The "Average" column updates the Summary of Finance (SOF) report.

Charter School FSP Report and Deadlines

Report Name

ADA Projection Report (screen shot of interface)

- Check assurance box
- Click Submit

Charter School FSP Report and Deadlines

Report Name   Deadline

Accelerated Payment Schedule (APS)   9/1/2017

◦ Only applies to current charter schools and is not required.

◦ Eligibility based on enrollment growth of 10% or greater.

◦ Compares charter school's first day of enrollment with prior year FALL PEIMS enrollment.

◦ Locks Payment Class 5 schedule for three years.

◦ Charter school may apply to reestablish eligibility every three years.

◦ Distributes 49.5% of Foundation School Funding remaining balance in first three payments and 50.5% over last 9 payments.

Charter School FSP Report and Deadlines

Report Name   Deadline

Accelerated Payment Schedule (partial screen shot)   9/1/2017

Accelerated Payment Schedule	
Payment Class:	5
APS Approval Year:	2016 - 2017
APS Expiration Year:	2018 - 2019
APS Renewal Year:	2019 - 2020
First Day of School:	8/15/2016
FSP Estimate Report Enrollment:	667
Prior Year Fall Enrollment:	673
First Day Enrollment:	780
Enroll Percent Change:	15.90%
Estimate To First Day Enrollment Difference:	Yes

Illustration purposes only of APS submitted in 2016-2017 school year

Notes

The First Day Enrollment count must be the actual enrollment count on the first day of school, and not be based on estimates. The enrollment count may be subject to review and verification by TEA.

Other FSP Report and Deadlines

<u>Report Name</u>   <u>Deadline</u>

State Comp Ed Alternative Monthly Claims   11/30/2017

◦ Only applies to CAMPUSES <u>**not participating**</u> in the National School Lunch and Breakfast Program through Texas Department of Agriculture.

◦ Alternative reporting procedures available on the Charter School Finance webpage of TEA website.

◦ Critical reporting for charter schools that were new charters in the 2016-2017 school year.

◦ **Note:** Access report through the FSP "Programs" menu and clicking the "State Compensatory Education" program module.

Other FSP Report and Deadlines

2016-2017	Deadline
◦ Transportation Route Services	August 1, 2017
◦ Staff Salary Report	August 31, 2017 & March 31, 2018
◦ Transportation Operations	December 1, 2017

◦ **Note:** Access reports through the FSP "Programs" menu and clicking the applicable program module, either "Transportation" or "Staff Salary".

Other FSP Report and Deadlines

2017-2018	Deadline
◦ Transportation application (new applicants only)	July 15, 2017
◦ New Facility Instructional Allotment (NIFA)	July 17, 2017
◦ Transportation Route Services	August 1, 2018
◦ Staff Salary Report	August 31, 2018 & March 31, 2019
◦ Transportation Operations	December 1, 2018

◦ **Note:** Access reports above through the "Programs" menu and clicking the applicable program module, either "Transportation", "NIFA", or "Staff Salary".

◦ Exception: Transportation application (new applicants only) - available only through School Transportation Funding webpage.

Summary of Finances (SOF)

LPE and DPE column

◦ Legislative Payment Estimate (LPE) = basis for Payments

◦ District Planning Estimated (DPE) = basis of Earnings

Foundation School Program **FSP** Funding Texas Schools	**2017-2018 Summary of Finances**	
**ABC CHARTER ACADEMY (227846)**	
**Last Update: APR 27, 2017**	
Payment Cycle: Preliminary	Payment Class: 4	Run Id: 20045

Funding Elements			
Students		**LPE**	**DPE**
1.	Refined Average Daily Attendance (ADA)	4,474.074	4,474.074
2.	Regular Program ADA (Ref ADA - Spec Ed FTEs - CT FTEs)	4,310.078	4,310.078
3.	Special Education FTEs	83.593	83.593
4.	Career & Technology FTEs	80.403	80.403

Summary of Finances (SOF)

Several updated SOF iterations

Date/Month	Payment Cycle	Description of SOF Updates
Prior to June 19, 2017	Preliminary	Biennial Attendance Projection Data.
June 19, 2017	Preliminary	Rollover of 2016-2017 June SOF/ADA Projection data to 2017-2018 Estimate Data Report.
September 10, 2017	Preliminary	Charter Revised Estimate Data Report.
10th of each month	Preliminary	FSP Six-week ADA Projection Average calculated with current six-week district attendance.
January 2018	Preliminary	New Instructional Facilities Allotment Estimated posted.
March 2018	Preliminary	**ACTUAL** State Compensatory Education Enrollment (SCE) data from Texas Department of Agriculture NSLBP and FSP Alternative Monthly Claims of prior Federal Fiscal Year (October 2016 – September 2017).

Summary of Finances (SOF)

Several updated SOF iterations (continued)

Date/Month	Payment Cycle	Description of SOF Updates
September 2018	Near Final Settle-Up (NF)*	• PEIMS summer attendance collection (Optional Flexible School Year, Advanced Career and Technology, Virtual Schools) • Actual Transportation and Staff Salary (if report is in Approved status) • High School ADA; • School District Tax Collection Survey – Estimate updated
April 2019	Final Settle-Up	• PEIMS extended year attendance collection (Special Education Extended Year Services, Optional Flexible School Year credit recovery) • State Compensatory Education (if new charter in prior year) • School district audited tax collections (actual); • Actual Transportation and Staff Salary (allotment zeroed if not approved); • Actual NIFA Instructional allotment (allotment zeroed if not approved)

*Settle-ups: Positive balances generate payment to charter school and negatives balances are shown in current payment ledger and become an adjustment reducing next years allocation.

Settle-Up Summary

Two cycles *after* the school year has ended.

- Near Final settle-up
  - First cycle occurs in September.
  - Some Estimated Data
  - Some Actual Data

- Final settle-up
  - Second cycle occurs in April.
  - All actual data
  - No Estimates

- In both settle-up cycles, if settle-up balance is:
  - Positive - charter school receives a payment
  - Negative - balance amount to transfer to the current year's FSP payment ledger as an negative adjustment and thus reduces the remaining balance to be paid in next year's FSP payment ledger.

Payments

2017-2018

◦ Payments begin September 2017 and end August 2018.

◦ For new charter schools only (i.e., first year of operation), there is a total of 13 payments with 2 payments in September:

  ◦ September 15th (approx.)
  ◦ September 25th

◦ Payments are direct deposited on the 25th of each month.

◦ If the 25th of the month is a weekend or holiday, payments are deposited the prior banking day.

Payments

◦ Links to **TEA Payment Reports** on Charter School Finance webpage

http://tea.texas.gov/Finance_and_Grants/State_Funding/Charter_School_Funding/Charter__School_Finance/

◦ TEA Payment Ledger

◦ TEA Payment Report

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