

Excess Cost

2017-18

(2016-17 Annual Financial Report)

Updated 5-09-2018



Who is Required to Complete Excess Cost?

- <u>All districts and charters</u> are required to complete the Excess Cost Worksheet form annually.
- The Excess Cost Worksheet form and the reports used to complete the form must be kept at the district to be submitted during a monitoring cycle.





Federal Definition of Excess Cost

• §300.16

Excess costs means those costs that are in excess of the average annual per student expenditure in an LEA during the preceding school year for an elementary school or secondary school student.

• §300.202

The excess cost requirement prevents an LEA from using funds provided under Part B to pay for all of the costs directly attributable to the education of a child with a disability.

Part B Fiscal Accountability Procedures Manual pages 50-51



Excess Cost Intent

- At both the elementary and secondary school levels (computed separately), the excess cost requirement stipulates the district must spend (in state and local funds) at least as much (average amount per pupil) on students with disabilities, as the district is spending on all students (average amount per pupil).
- The federal intent recognized that each school district would provide students with disabilities everything a non-disabled student has (desks, books, classroom, school teacher...).
- The federal intent also recognized that after these students were found eligible to receive special education services, and had an individual program of instruction designed to meet their unique needs (the IEP), it was going to cost the district MORE to serve these students.

Part B Fiscal Accountability Procedures Manual pages 50-51



Excess Cost Intent

- Therefore, the federal intent was to provide funding to assist districts with the
 excess costs of providing special education and related services to students with
 disabilities.
- The intent was also to ensure districts spend dollars to cover all those basic costs they would be providing anyway, if these students with disabilities did not have any extra or special needs "before" spending their federal Part B dollars.
- In summary, a district must document that it is spending at least as much (in state and local funding) on students with disabilities, as the district spends on students without disabilities.
- By meeting both the Maintenance of Effort and Excess Cost requirements, a district is in compliance with the non-supplanting provisions of federal law and regulation.

Part B Fiscal Accountability Procedures Manual pages 50-51



Excess Cost Calculation

Appendix A to the IDEA regulations: Four components to the Excess Cost Calculation:

- 1. Compute total expenditures
- 2. Subtract certain expenditures
- 3. Compute average annual per pupil amount
- 4. Determine minimum amount of funds to spend for students with disabilities as defined by the IDEA

Part B Fiscal Accountability Procedures Manual page 51



Excess Cost vs. MOE

Excess Cost

Spending on students with disabilities as defined under IDEA compared to students without disabilities

By grade range

Expenditures compared in same year

Maintenance of Effort

Spending ONLY on students with disabilities as defined under IDEA

At district level

Expenditures compared to prior year



Excess Cost Worksheet Form

- The 2017-18 (2016-17 AFR) Excess Cost Worksheet form will be located at the following link: http://www.arkansased.gov/divisions/learning-services/special-education/funding-finance/finance-forms
- The Excess Cost Worksheet has two tabs (2 pages).
- The first tab must be completed first before continuing to the second tab.
- The percentages from the first tab are used on the second tab of the form.

- Forms are also emailed to all LEA Supervisors from the Special Education Finance Unit.
- Please check your inbox for Excess
 Cost Worksheet forms, the Excess
 Cost Guidance and Excess Cost
 Power Point.



Tab 1: Enrollment

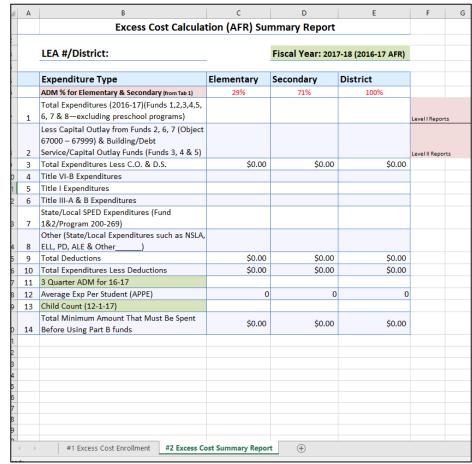
- Highlighted in pink are helpful hints.
- Buildings that house both Elementary (K-6) and Secondary (7-12) must be split accordingly.
- Elementary and Secondary percentages should total 100%.

A	В	С	D	E	F	G	Н
	Excess Cost (Calculation(AFR	R) Enrollmen	t			
LEA #/District:			Fiscal Year	2017-18(20	16-17 AFR)		
-							
Grade Alloca	ations for 3rd Quarter	ADM for Year o	of AFR and D	ec. 1st Child	Count for		
	current y	ear (Decembei	r 1, 2017)				
(All Students:)							
Elementary K-6		Seco	ndary 7-12		(Line 11, Tab 2)	1	
SPED students)							
lementary K-6	Dec. 1 Child Count: #	_	Secondary	Dec. 1 Child (Count: #	(Line 13, Tab	2)
E	xpenditure Allocation	by Location (Ele	ementary &	Secondary)			
Location Code	Location Name	Elementary Allocation (%)	Number of Elementary Students	Secondary Allocation (%)	Number of Secondary Students		
% of Flementar	y ADM for district:	% of curre	nt year Dec	. 1 Child Cour		All Elem. & Se should add u 100%. These only be split building hou Elem. & Sec.	p to would if the
	ADM for district:			. 1 Child Cour			
Lines 1-12, Tab 2)	7.5.11.15. d.bt/fct/	(Lines 13-14,		2 5			
→ #1 E	xcess Cost Enrollment	#2 Excess Cost S	ummary Repo	rt 🕀			



Tab 2: Excess Cost Summary

- APSCN/e-Finance reports are pulled to complete the form.
- Lines 1 and 2 refer to the AFR reports, Levels I-II.
- Line 11 refers to the 3rd Quarter ADM for 2016-17.
- Line 13 refers to the December
 1, 2017 Child Count.





Excess Cost Calculation(AFR) Enrollment LEA #/District: Fiscal Year 2017-18(2016-17 AFR) Grade Allocations for 3rd Quarter ADM for Year of AFR and Dec. 1st Child Count for current year (December 1, 2017) (All Students:) Elementary K-6 400 Secondary 7-12 1000 (Line 11, Tab 2) (SPED students) Elementary K-6 Dec. 1 Child Count: #_48 Secondary Dec. 1 Child Count: #112 (Line 13, Tab 2) Expenditure Allocation by Location (Elementary & Secondary) **Elementary Number of** Number of Allocation Elementary Secondary Secondary **Location Code Location Name** (%) Students Allocation (%) Students All Elem. & Sec. % Citty Elementary 100.00% 200 should add up to 100%. These would 400 only be split if the Puppy Middle 33.00% 200 67.009 building houses both 600 Elem. & Sec. Pony High 100.009 1000 400 (totals should match the totals at the top of the form) % of Elementary ADM for district: 29_ % of current year Dec. 1 Child Count: 30_ % of Secondary ADM for district: _71__ % of current year Dec. 1 Child Count: _70_ (Lines 1-12, Tab 2) (Lines 13-14, Tab 2) **#1 Excess Cost Enrollment (+)** #2 Excess Cost Summary Report

Kitty Elementary is a K-5 campus so 100% of its students are classified as Elementary.

Puppy Middle School is a 6th - 8th grade campus. 33% are classified as Elementary (6th grade). 67% are classified as Secondary (7-8 grades).

Pony High is a 9-12 campus. 100% is classified as Secondary.

Total the number of Elementary students. Total the number of Secondary students. They should match the totals at the top of the form.

Elem ADM (400)/total ADM(1400)=% (29%)

Sec. ADM (1000)/total ADM(1400)=% (71%)

Elem Child Ct.(48)/total Child Ct.(160)=% (30%)

Sec. Child Ct.(112)/total Child Ct. (160)=% (70%)

Line 1 information should come from the Level I Reports.

Line 2 information should come from the Level II Reports.

Lines 4-8: information should come from final expenditure reports for 2016-17.

Line 11 ADM is from Tab 1.

Line 13 Child Count is from Tab 1.

Expenditure Type ADM % for Elementary & Secondary (from Tab 2) Total Expenditures (2016-17) (Funds 1,2,3,6,7 & 8—excluding preschool programs) Less Capital Outlay from Funds 2, 6, 7 (Ob 67000 – 67999) & Building/Debt Service/Capital Outlay Funds (Funds 3, 4 & 3) Total Expenditures Less C.O. & D.S. Title VI-B Expenditures Title I Expenditures Title I Expenditures State/Local SPED Expenditures (Fund 1 & 2/Program 200-269) Other (State/Local Expenditures such as N ELL, PD, ALE & Other) Total Deductions Total Expenditures Less Deductions Total Expenditures Less Deductions Total Expenditures Less Deductions Total Minimum Amount That Must Be Spenditures Using Part B funds	ulation (AFR) Su	mmary Report					
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2 3 4							
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5							
5							
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9							
							12
#1 Excess Cost Enrollment #2 Exce	ss Cost Summary Repo	ort +					



Where Can I Find All This Information?

- The following slides give guidance as to where reports and information are located.
- When completing the form, it is important to keep all reports used.
 - These will be required during a monitoring cycle.

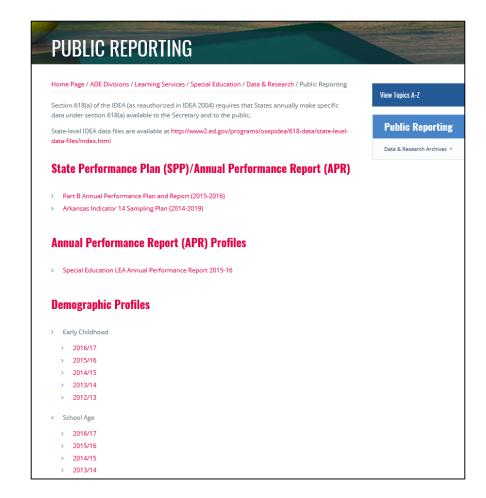




December 1, 2017 Child Count

http://www.arkansased.gov/divisions/learning-services/special-education/data-research/public-reporting

- The December 1, 2017 Child Count, submitted in the Cycle 4 report, is posted at the link above.
- District LEA Supervisors must divide the count between Elementary and Secondary classifications for Tab 1 of the Excess Cost form.





How to Pull School Building Reports: 3rd Qtr. ADM





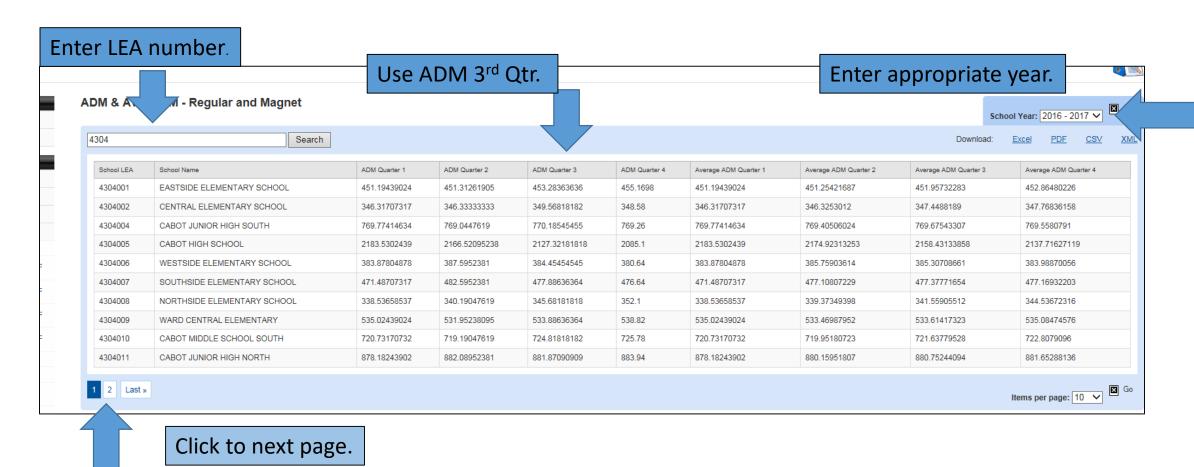
Excess Cost 3rd Quarter ADM Report (2016-17)

https://adedata.Arkansas.gov/statewide/ReportList/Schools/ADMall.aspx

- Copy and paste the address above into the internet search box for a direct link to the ADM page.
 - This link connects to the building report.
- To find ADM for grade levels, scroll down reports on the left of the page to *enrollment by grade*.
 - This gives a breakdown by building and grade.

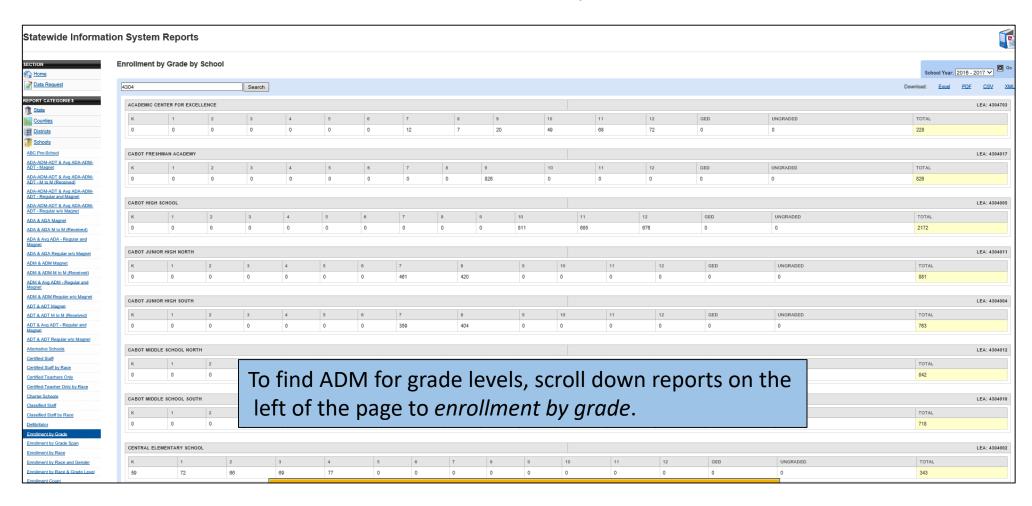


Statewide Information System of Reports Enrollment by Building



17

Statewide Information System of Reports Enrollment by Grade





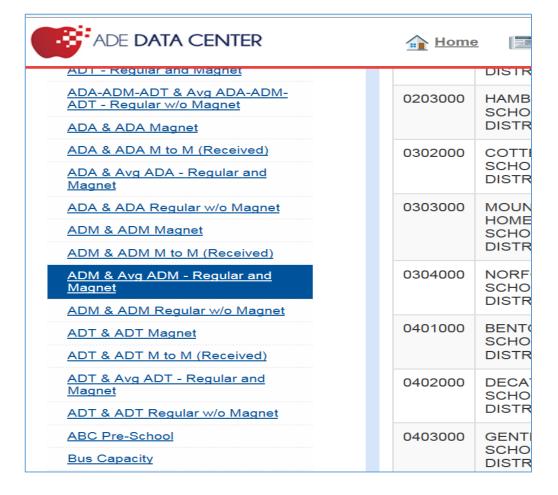
How to Pull a District Report: 3rd Qtr. ADM





 Use the following link to the SIS <u>ADM & Avg ADM-Regular and</u> <u>Magnet report:</u>

https://adedata.arkansas.gov/st atewide/ReportList/Districts/AD Mall.aspx



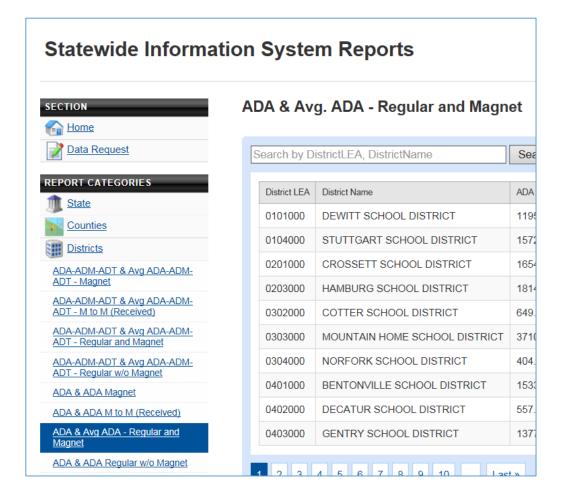


• Under the Report Categories Menu, choose *Districts*.

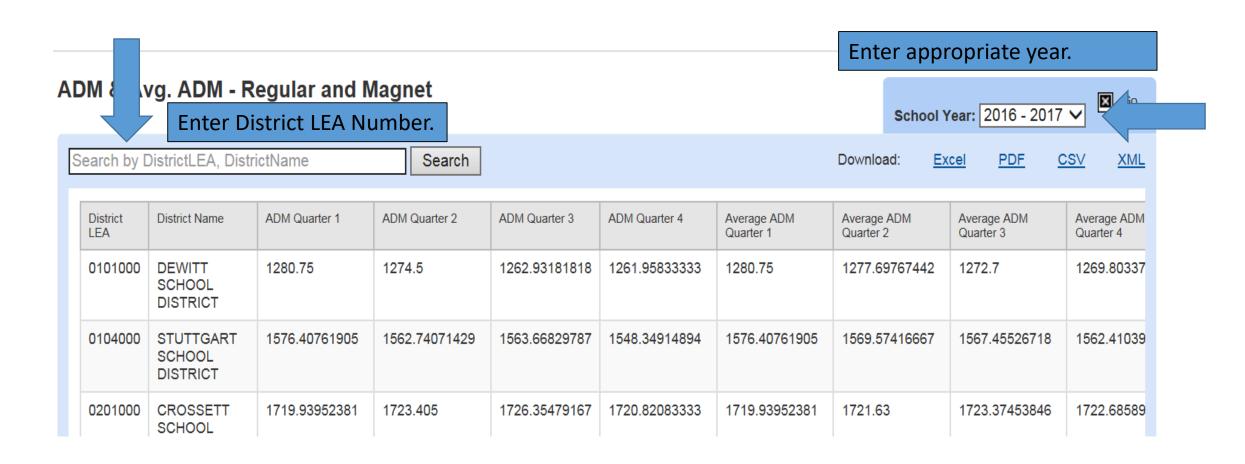




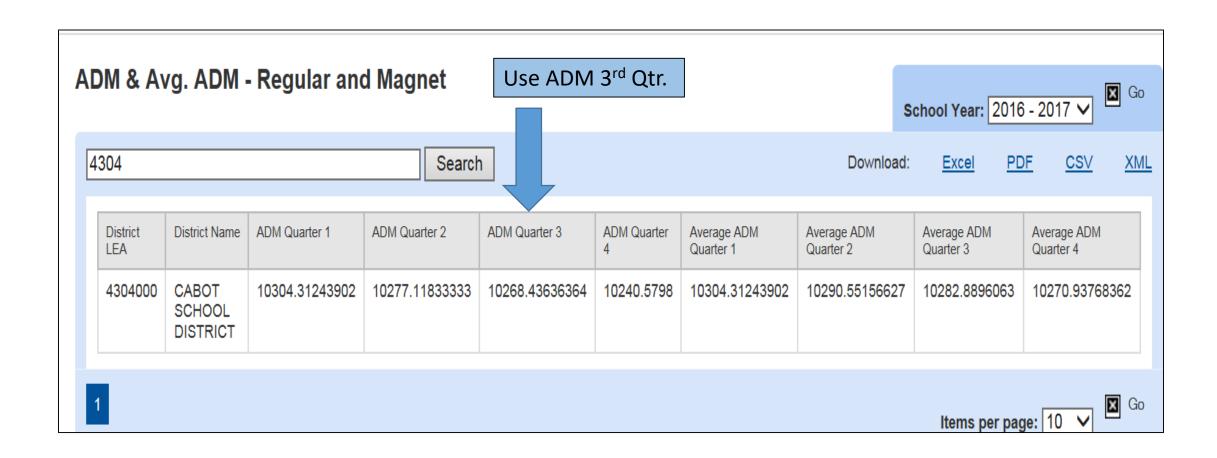
 Under the District Menu, choose ADM & Avg ADM-Regular and Magnet.













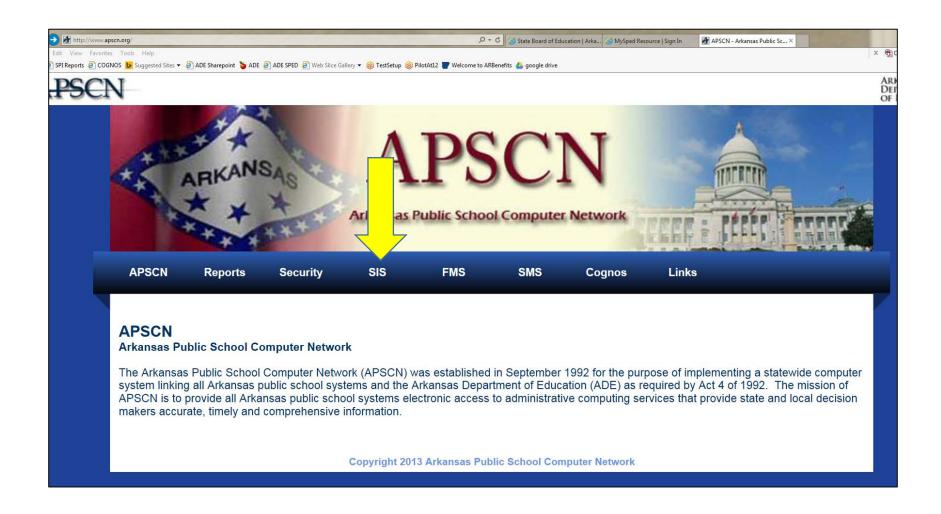
How to Pull Reports for AFR: Levels I-II

• The following slides will guide the reader to AFR reports, Levels I-II, that will assist with completing lines 1 and 2 of the AFR Summary Report (Tab 1).





www.apscn.org/reports



Statewide Information System

Statewide Information System

Home

ADE Statewide Information System

Statewide Information System

Location for Web Submissions, SIS Manuals, and Cycle Submission Forms

Data Conference Presentations

ACT Aspire Assessment Data

ALE

Anti-Bullying Policies and Procedures

#ARKidsCanCode - Computer Science Education in Arkansas

Assessment and Course Codes for SPED

Bus Transportation

Child Nutrition

COGNOS SIS Reports Examples

Course Code Management System Curriculum

CTE and Concurrent Credit: The Course Code Connection

Data Issues for Educator Effectiveness

Data Privacy

Link to SIS System

Statewide Information System





Contact

Research and Technology

Arkansas Department of Education 5 Main Place 423 Main Street, Suite #101 Little Rock, AR 72201 Phone: (501) 682-5157 Fax: (501) 683-3108 Email: ADESIS.Programmers@arkansas.gov

Link to SIS System

https://adesis.arkansas.gov



Melcome to Statewide Information System

The Statewide Information System (SIS) is a web-based system developed by the Arkansas Department of Education's Research and Technology Division to enable school districts to submit and certify data to the State. The system will be used by school districts using eSchoolPlus software. The system has the capability to pull data from various source systems like StudentPlus/eSchoolPlus and, FinancePlus districts pertaining to Student Management System (SMS) and Financial Management System (FMS) on a nightly as well as on-demand basis as required by school districts. The SIS Cycle Submission process was developed to replace an existing system through which districts reviewed summarized financial and student information before submitting and certifying the data to the State.

Related Systems

Statewide Information System Reports



The Statewide Information System Reports is a collection of public data from Arkansas Public Schools on topics such as finance, student demographics, course enrollment totals, and much more at the State (SEA); County; District (LEA) and School (SCH) levels.

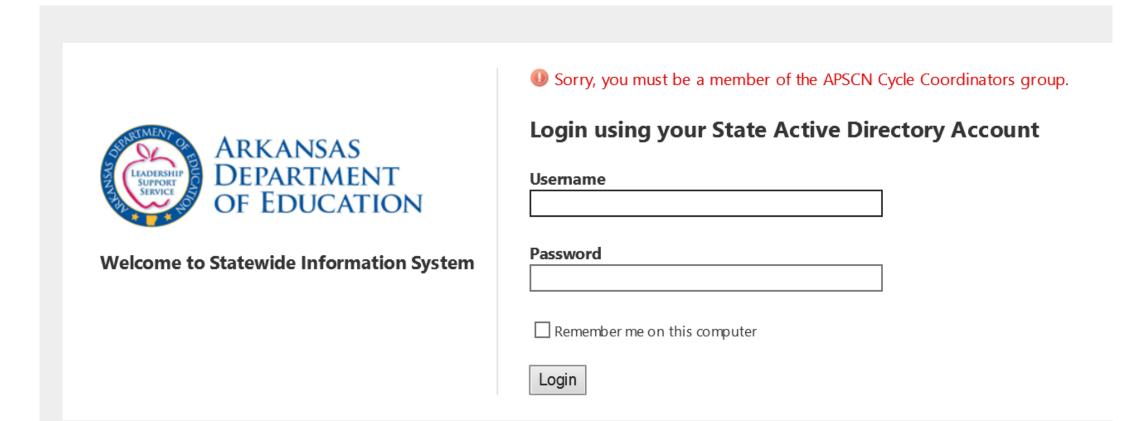
Course Code Management System



The Course Code Management System (CCMS) may be used to verify course codes are entered on student and master course schedules in accordance with the ADE's published course code guidelines. The CCMS also contains the licensure codes required to teach a course at certain grade levels. The CCMS may be printed online or exported into a spreadsheet.

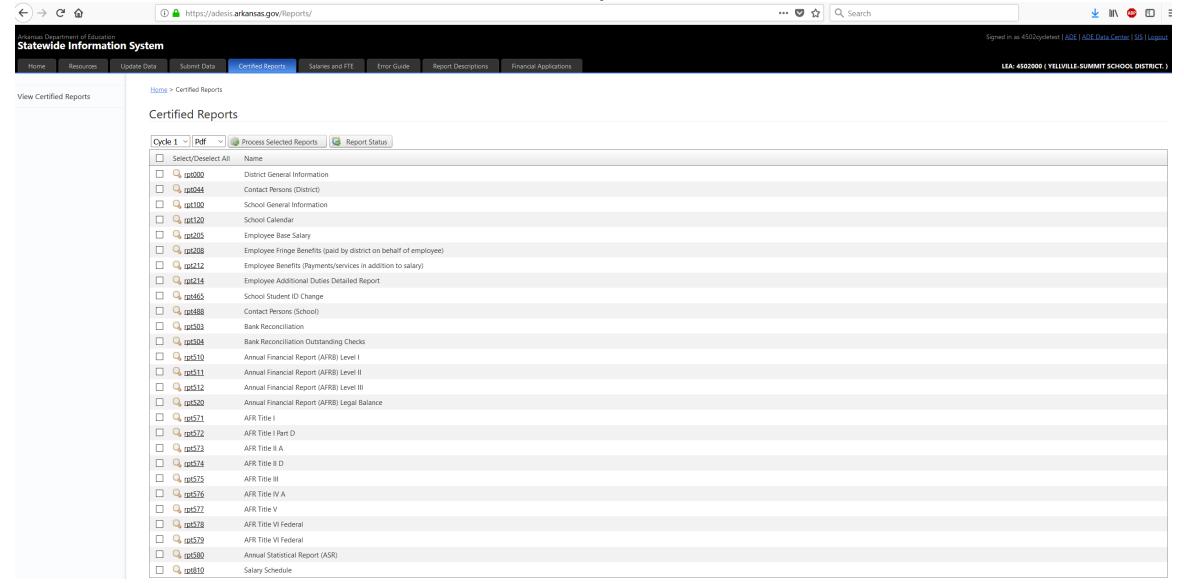
Job Code Management System

Log-in



Version 1.2804.0.22518

Certified Reports Tab



Cycle 1

- Change the Cycle to Cycle 1.
- AFR Level I and Level II are reports 510 and 511.

Level I shows actual for 2016-17

LEA: 4502000 Annual Financial Report and Budget - Level I
COUNTY: MARION SCHOOL YEAR: 2017 - 2018 RPT510 - SIS CERTIFIED
DISTRICT: YELLVILLE-SUMMIT SCHOOL DISTRICT.
SCHOOL: RUN: 5/8/2018 10:41:52 AM

	Actual FY 2016 - 2017	Budget FY 2017 - 2018
FUND 1 - Teacher Salary		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$2,566,964.01	\$2,786,766.90
Total Transfers	\$2,566,964.01	\$2,786,766.90
Ending Balance	\$0.00	\$0.00
FUND 2 - Operating		
Beginning Balance	\$486,385.78	\$718,080.85
Total Revenues	\$6,260,160.70	\$6,381,962.71
Total Expenditures	\$2,889,217.62	\$3,139,871.76
Total Transfers	-\$3,139,248.01	-\$3,361,816.90
Ending Balance	\$718,080.85	\$598,354.90
FUND 3 - Building		
Beginning Balance	\$104,563.32	\$116,765.63
Total Revenues	\$30,234.27	\$21,809.45
Total Expenditures	\$18,629.46	\$500.00
Total Transfers	\$597.50	\$0.00
Ending Balance	\$116,765.63	\$138,075.08
FUND 4 - Debt Service		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$571,686.50	\$575,050.00
Total Transfers	\$571,686.50	\$575,050.00
Ending Balance	\$0.00	\$0.00

Level II also shows actual for 2016-17

COUNTY: MARION SCHOOL DISTRICT: YELLVILLE-SUMMIT SCHOOL DISTRIC	al Report and Budget - Level II DL YEAR: 2017 - 2018 T.	RPT511 - SIS CERTI CYCI	LE: 1
SCHOOL:	Actual FY 2016 - 2017	RUN: 5/8/2018 10:44:3 Budget FY 2017 - 2018	4 AN
FUND 1 - Teacher Salary			
Expenditures:			
1100 - Reg Prog/Elem Sec			
61000 - 61999	\$1,431,649.89	\$1,689,452.74	
62000 - 62999	\$0.00	\$1.00	
Sub-Totals 1100 - 1199	\$1,431,649.89	\$1,689,453.74	
1200 - Spec Ed			
61000 - 61999	\$135,425.00	\$136,950.00	
Sub-Totals 1200 - 1299	\$135,425.00	\$136,950.00	
1300 - Wkfc Ed Prog			
61000 - 61999	\$231,470.58	\$214,662.64	
62000 - 62999	\$0.00	\$20.00	
Sub-Totals 1300 - 1399	\$231,470.58	\$214,682.64	
1500 - Comp Ed Prog			
61000 - 61999	\$0.00	\$30.00	
Sub-Totals 1500 - 1899	\$0.00	\$30.00	
1900 - Oth Inst Prog			
61000 - 61999	\$293,425.41	\$264,631.80	
Sub-Totals 1900 - 1999	\$293,425.41	\$264,631.80	
2100 - Sup Svcs-Stud			
61000 - 61999	\$115,040.87	\$107,434.00	
Sub-Totals 2100 - 2199	\$115,040.87	\$107,434.00	
2200 - Sup Svcs-Inst Stf			
61000 - 61999	\$125,282.30	\$138,439.72	
Sub-Totals 2200 - 2299	\$125,282.30	\$138,439.72	



Contact Information

SPED Finance staff	phone	email
Chris Foley, Administrator	501-682-4223	christina.foley@arkansas.gov
Mikki Eubank	501-682-4293	mikki.eubank@arkansas.gov
John Hargis	501-683-5869	john.hargis@arkansas.gov
Kim Vogt	501-682-4295	kim.vogt@arkansas.gov