

Division of Elementary and Secondary Education

Transforming Arkansas to lead the nation in student-focused education

Excess Cost

2019-20

(2018-19 Annual Financial Report)

Updated 4-28-2020



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



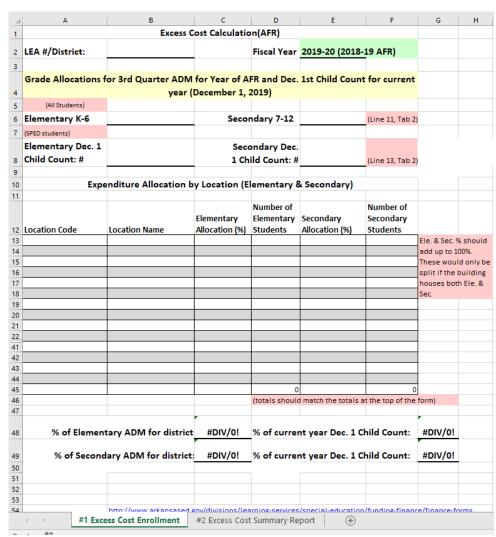
Excess Cost Worksheet Form

- The 2019-20 (2018-19 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.



Tab 1: Enrollment

- Highlighted in pink are helpful hints.
- Buildings that house both Elementary (K-6) and Secondary (7-12) must be split accordingly.
- Calculations must be determined by Elementary (K-6) and Secondary (7-12). Buildings may need to be prorated to determine %.
- Elementary and Secondary percentages should total 100%.

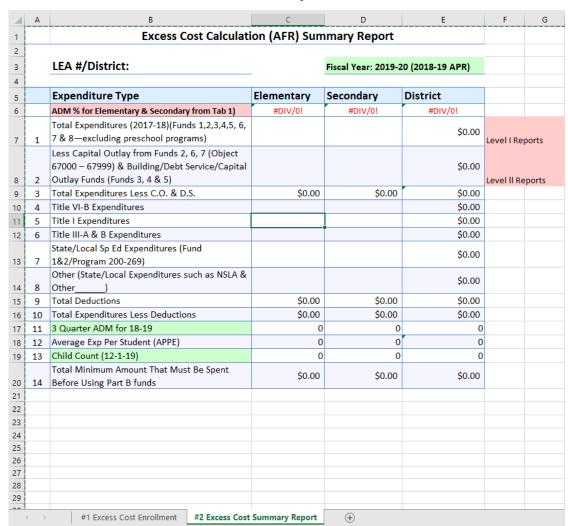






Tab 2: Excess Cost Summary

- 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 2018-19.
- Line 13 refers to the December
 1, 2019 Child Count.







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%)

4	Α	В	С	D	E	F	G	Н
1		Excess Cost	Calculatio	n(AFR)				
2	LEA #/District:			Fiscal Year	2019-20 (201	.8-19 AFR)		
3								
	Grade Alloca	tions for 3rd Quarter ADN	1 for Year	of AFR and D	Dec. 1st Child	Count for		
4		current year						
5	(All Students)	carrent year	(December	1, 2015)				
6	Elementary K-6	400	Sacar	ndary 7-12	1000	(Line 11, Tab 2)		
		400	Secoi	idary 7-12	1000	(Line 11, Tab 2)		
7	(SPED students)	4 4 1 1 4 4 1 4 4						
8	Elementary Dec	c. 1 Child Count: # 48		Secondary	Dec. 1 Child (Count: # 112	(Line 13, Ta	b 2)
9	_	and the second second	/=1		\			
10	EX	penditure Allocation by L	ocation (El	ementary &	Secondary)			
11	Location Code	Location Name	Elementary Allocation (%)		Secondary Allocation (%)	Number of Secondary		
13	Location code	Location Hame	(70)	Students	raiocación (70)	Stadents	Ele. & Sec. 9	6 should
14		Kitty Elementary	100.00%	200			add up to 1	00%.
15							These wou	d only be
16		Puppy Middle	33.00%	200	67.00%	400	split if the	building
17							houses bot	h Ele. &
18		Pony High			100.00%	600	Sec.	
19								
20 21								
22								
41								
42								
43								
14								
45				400		1000		
46				(totals should	match the total	s at the top of t	he form)	
47								
48	% of Elementar	y ADM for district: 29	% of curre	nt year Dec	. 1 Child Cou	nt: 30		
49	% of Secondary	ADM for district: 71	% of curre	nt vear Dec	. 1 Child Cou	nt: 70		
	(Lines 1-12, Tab 2)		(Lines 13-14,					
51	(225 2 22, 100 2)		(2.7105 25 24,					
52								
53								
54		http://www.arkansased.gov/div	isions/learni	ng-services/sp	ecial-education	/funding-financ	e/finance-fo	orms
55								

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 2017-18.

Line 11 ADM is from Tab 1.

Line 13 Child Count is from Tab 1.

	Α	В	С	D	E	F	G
1		Excess Cost Calculat	ion (AFR) Sum	nmary Report			
2							
3		LEA #/District:		Fiscal Year: 2019-2	20 (2018-19 APR)		
4			-				
5		Expenditure Type	Elementary	Secondary	District		
6		ADM % for Elementary & Secondary from Tab 1)	29%	71%	100%		
		Total Expenditures (2017-18)(Funds 1,2,3,4,5, 6,					
7	1	7 & 8—excluding preschool programs)				Level I Re	ports
		Less Capital Outlay from Funds 2, 6, 7 (Object					
		67000 – 67999) & Building/Debt Service/Capital					
8	2	Outlay Funds (Funds 3, 4 & 5)				Level II Re	ports
9	3	Total Expenditures Less C.O. & D.S.	\$0.00	\$0.00	\$0.00		
10	4	Title VI-B Expenditures					
11	5	Title I Expenditures					
12	6	Title III-A & B Expenditures					
		State/Local Sp Ed Expenditures (Fund					
13	7	1&2/Program 200-269)					
		Other (State/Local Expenditures such as NSLA &					
14	8	Other)	1				
15	9	Total Deductions	\$0.00	\$0.00	\$0.00		
16	10	Total Expenditures Less Deductions	\$0.00	\$0.00	\$0.00		
17	11	3 Quarter ADM for 17-18	_	_	_		
18	12	Average Exp Per Student (APPE)	0	0	0		
19	13	Child Count (12-1-18)					
20		Total Minimum Amount That Must Be Spent	\$0.00	\$0.00	\$0.00		
20	14	Before Using Part B funds					
22							
23							
24							
25							
26							
27							
28							
29							
-00					-		

ADM% for Elem. & Sec. taken from Tab 1

Elem.% + Sec.%=District 100%



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.

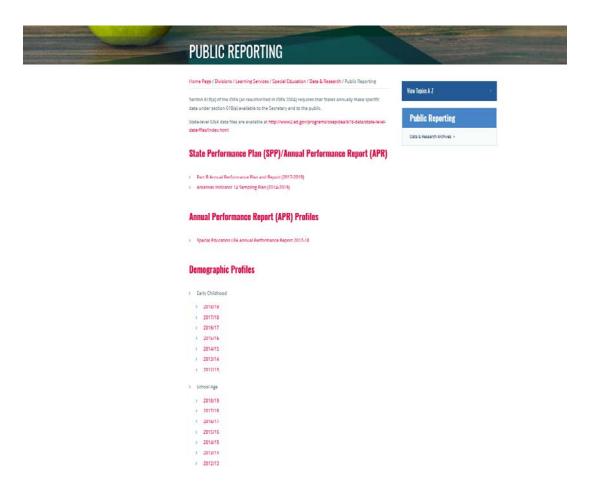




December 1, 2019 Child Count

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

- The December 1, 2019 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 (2018-19)

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

Enter appropriate year.

Enter LEA number.

Use ADM 3rd Qtr.

ADM & Avg. ADM Regular and Magnet 2018 - 2019 Enter District or School Q Search

District LEA	District Name	ADM Quarter 1	ADM Quarter 2	ADM Quarter 3	ADM Quarter 4	Average ADM Quarter 1	Average ADM Quarter 2	Average ADM Quarter 3	Average ADM Quarter 4
0101000	DEWITT SCHOOL DISTRICT	1225.75	1218.97727273	1213.85714286	1210.72916667	1225.75	1222.36363636	1219.61538462	1217.21910112
0104000	STUTTGART SCHOOL DISTRICT	1551.06818182	1545.08888889	1547.58695652	1537.89093023	1551.06818182	1548.04494382	1547.88888889	1545.47365169
0201000	CROSSETT SCHOOL DISTRICT	1632.97511628	1630.55439746	1625.81434783	1630.86555556	1632.97511628	1631.75485432	1629.69933698	1630.00050974
0203000	HAMBURG SCHOOL DISTRICT	1722.60416667	1718.875	1712.31914894	1709.79069767	1722.60416667	1720.90909091	1717.91851852	1715.95505618
0302000	COTTER SCHOOL DISTRICT	748.83023256	743.32422222	737.74136364	740.58956522	748.83023256	746.01465909	743.25689394	742.56758427
0303000	MOUNTAIN HOME SCHOOL DISTRICT	3860.98977273	3869.41875	3838.97877551	3797.66777778	3860.98977273	3865.00357143	3855.41548872	3840.81634831
0304000	NORFORK SCHOOL DISTRICT	425.85714286	429.59574468	424.13636364	426.31111111	425.85714286	427.83146067	426.60902256	426.53370787
0401000	BENTONVILLE SCHOOL DISTRICT	17212.04272727	17198.62333333	17209.66673913	17217.95804348	17212.04272727	17205.48906977	17206.94492424	17209.79101124
0402000	DECATUR SCHOOL DISTRICT	546.40169133	540.6444444	522.51162791	506.45652174	546.40169133	543.51136364	536.65706685	528.83545991
0403000	GENTRY SCHOOL DISTRICT	1438.64581395	1447.94533333	1452.30666667	1449.05666667	1438.64581395	1443.40125	1446.54433824	1447.13713483



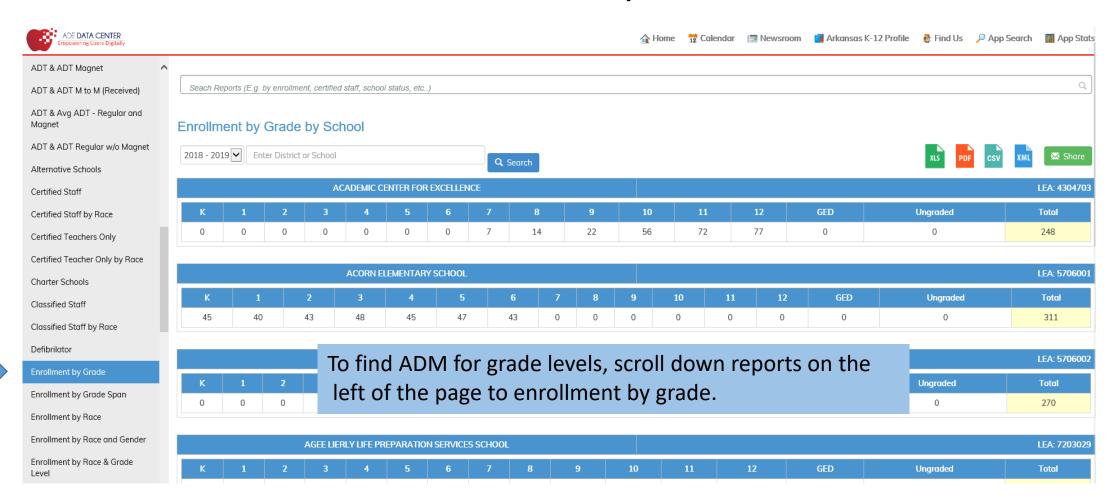


Click to next page.

M Share



Statewide Information System of Reports Enrollment by Grade





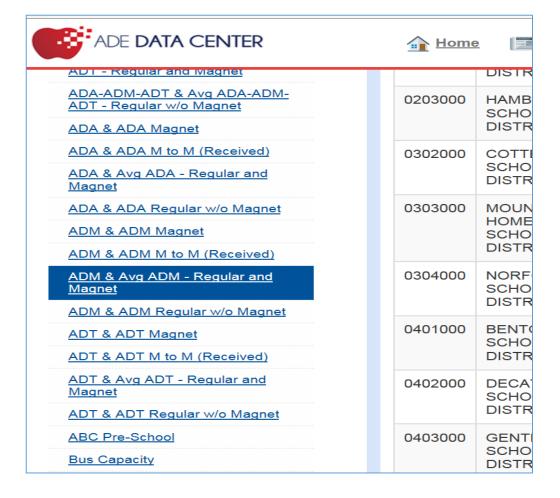
How to Pull a District Report: 3rd Qtr. ADM





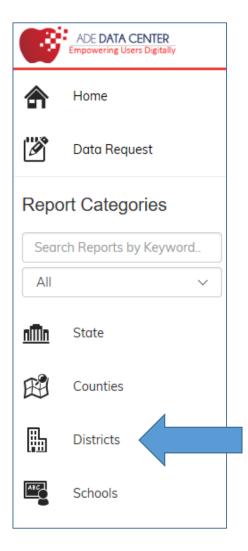
 Use the following link to the SIS <u>ADM & Avg ADM-Regular and</u> <u>Magnet report:</u>

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



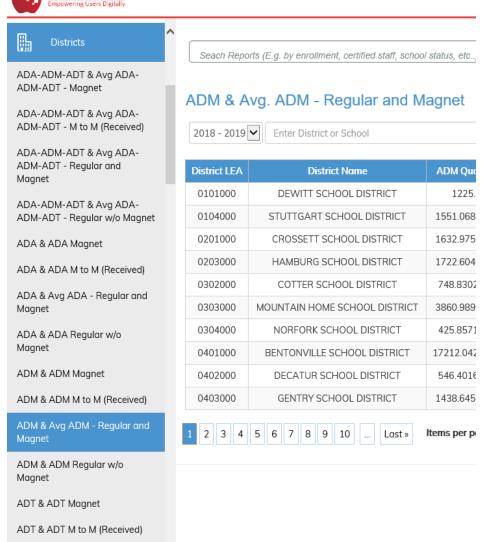


• Under the Report Categories Menu, choose *Districts*.



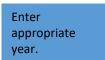


 Under the District Menu, choose ADM & Avg. ADM-Regular and Magnet.



ADT 9. Aug ADT Begular and





Enter District LEA Number.

Q Search

ADM & Avg. AD egular and Magnet

2018 - 2019 Enter District or School





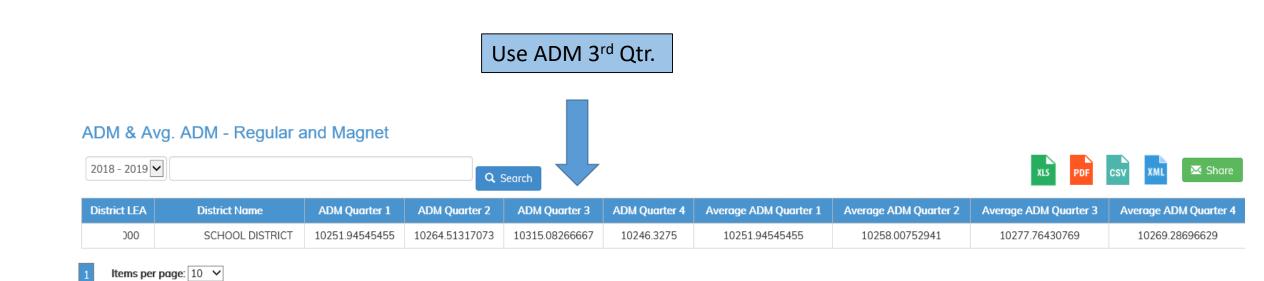






District LEA	District Name	ADM Quarter 1	ADM Quarter 2	ADM Quarter 3	ADM Quarter 4	Average ADM Quarter 1	Average ADM Quarter 2	Average ADM Quarter 3	Average ADM Quarter
0101000	DEWITT SCHOOL DISTRICT	1225.75	1218.97727273	1213.85714286	1210.72916667	1225.75	1222.36363636	1219.61538462	1217.21910112
0104000	STUTTGART SCHOOL DISTRICT	1551.06818182	1545.08888889	1547.58695652	1537.89093023	1551.06818182	1548.04494382	1547.88888889	1545.47365169
0201000	CROSSETT SCHOOL DISTRICT	1632.97511628	1630.55439746	1625.81434783	1630.86555556	1632.97511628	1631.75485432	1629.69933698	1630.00050974
0203000	HAMBURG SCHOOL DISTRICT	1722.60416667	1718.875	1712.31914894	1709.79069767	1722.60416667	1720.90909091	1717.91851852	1715.95505618
0302000	COTTER SCHOOL DISTRICT	748.83023256	743.32422222	737.74136364	740.58956522	748.83023256	746.01465909	743.25689394	742.56758427
0303000	MOUNTAIN HOME SCHOOL DISTRICT	3860.98977273	3869.41875	3838.97877551	3797.66777778	3860.98977273	3865.00357143	3855.41548872	3840.81634831
0304000	NORFORK SCHOOL DISTRICT	425.85714286	429.59574468	424.13636364	426.31111111	425.85714286	427.83146067	426.60902256	426.53370787
0401000	BENTONVILLE SCHOOL DISTRICT	17212.04272727	17198.62333333	17209.66673913	17217.95804348	17212.04272727	17205.48906977	17206.94492424	17209.79101124
0402000	DECATUR SCHOOL DISTRICT	546.40169133	540.6444444	522.51162791	506.45652174	546.40169133	543.51136364	536.65706685	528.83545991
0403000	GENTRY SCHOOL DISTRICT	1438.64581395	1447.94533333	1452.30666667	1449.05666667	1438.64581395	1443.40125	1446.54433824	1447.13713483







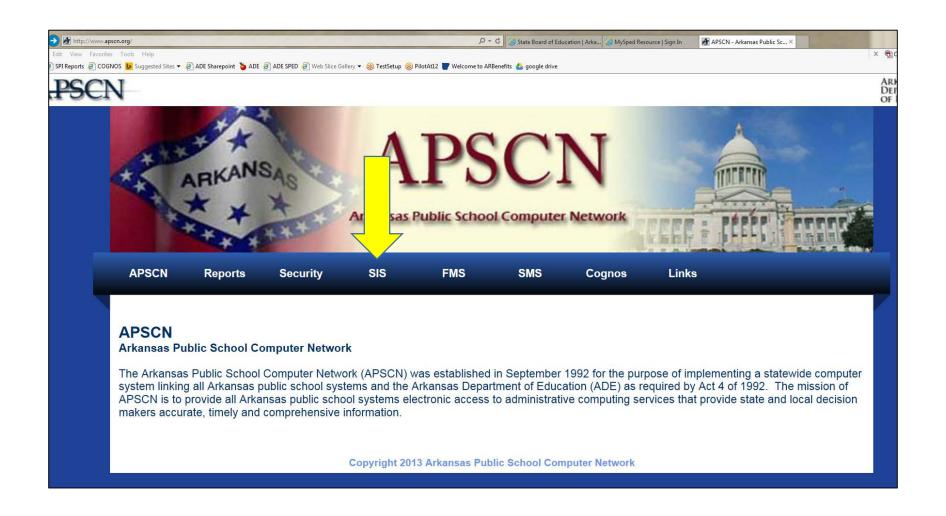
How to Pull Reports for AFR: Levels I-II

• 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).



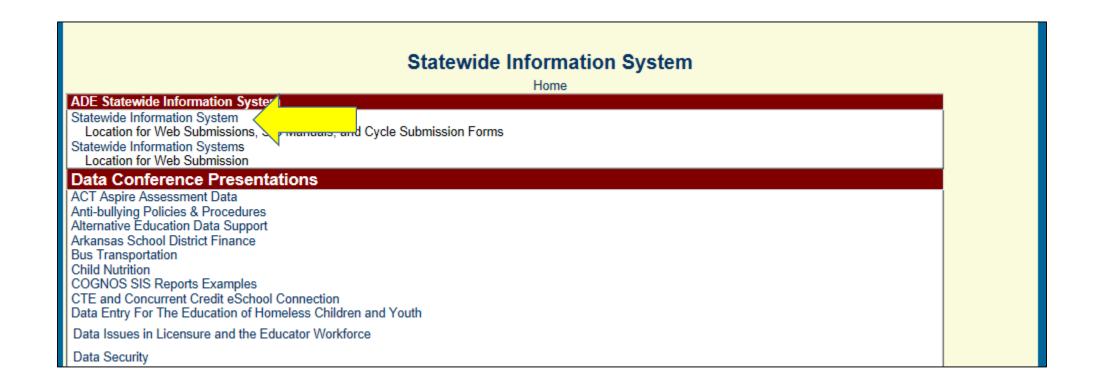


www.apscn.org/reports



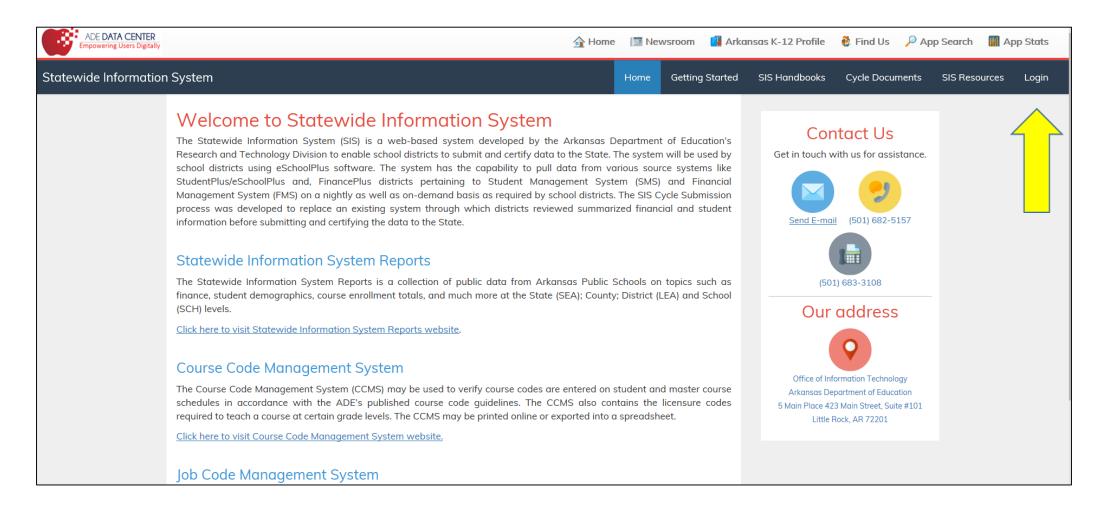


Statewide Information System





Link to SIS System





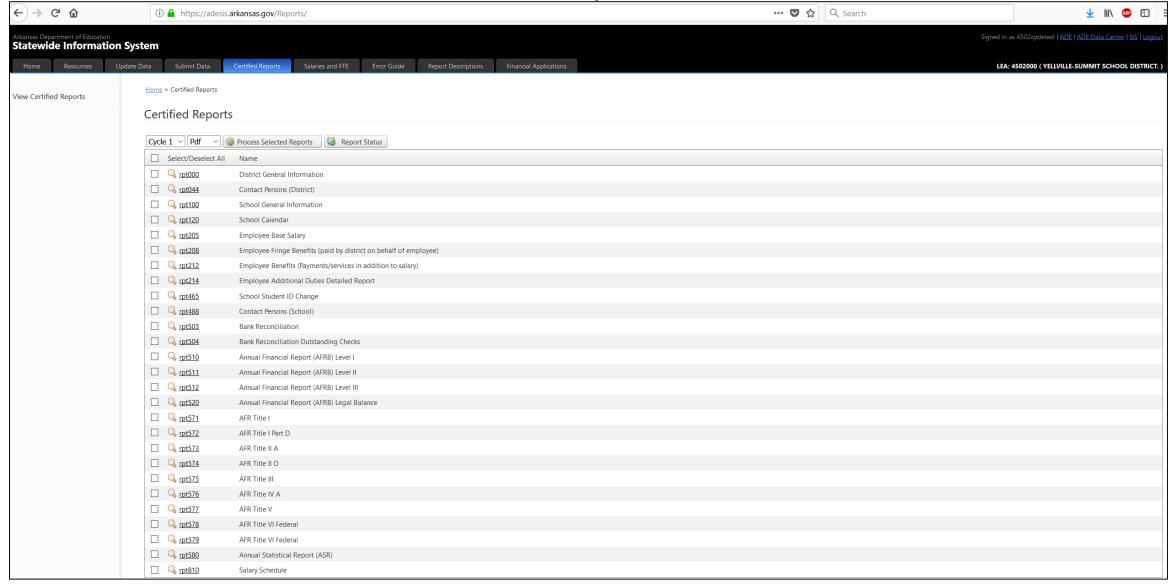
Log-in

	Login using your State Active Directory Account
ARKANSAS DEPARTMENT OF EDUCATION Welcome to Statewide Information System	Password Remember me on this computer Login

Version 1.3001.0.36905



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 2018-19

LEA: COUNTY: DISTRICT: SCHOOL: Annual Financial Report (AFRB) Level I SCHOOL YEAR: 2019 - 2020 PAGE: 1 RPT510 - SIS CERTIFIED CYCLE: 1 RUN: 9/27/2019 3:52:02 PM

	Actual FY 2018 - 2019	Budget FY 2019 - 2020
FUND 1 - Teacher Salary		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$2,977,982.11	\$3,056,835.34
Total Transfers	\$2,977,982.11	\$3,056,835.34
Ending Balance	\$0.00	\$0.00
FUND 2 - Operating		
Beginning Balance	\$643,086.26	\$655,582.22
Total Revenues	\$6,993,239.93	\$7,307,266.12
Total Expenditures	\$3,188,902.39	\$3,386,781.69
Total Transfers	-\$3,791,841.58	-\$3,716,472.48
Ending Balance	\$655,582.22	\$859,594.17
FUND 3 - Building		
Beginning Balance	\$264,636.54	\$1,232,127.02
Total Revenues	\$1,002,762.75	\$0.00
Total Expenditures	\$260,272.27	\$817,000.00
Total Transfers	\$225,000.00	\$0.00
Ending Balance	\$1,232,127.02	\$415,127.02
FUND 4 - Debt Service		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$587,417.00	\$659,637.14
Total Transfers	\$587,417.00	\$659,637.14
Ending Balance	\$0.00	\$0.00



Level II also shows actual for 2018-19

LEA: COUNTY: DISTRICT: ' SCHOOL: Annual Financial Report and Budget - Level II SCHOOL YEAR: 2019 - 2020 PAGE: 1 RPT511 - SIS CERTIFIED CYCLE: 1 RUN: 9/27/2019 3:52:04 PM

	KUN. SIZIIZUIS
Actual FY 2018 - 2019	Budget FY 2019 - 2020
\$1,658,122.82	\$1,708,403.05
\$1,658,122.82	\$1,708,403.05
\$178,068.52	\$127,403.50
\$178,068.52	\$127,403.50
\$223,332.87	\$241,512.12
\$223,332.87	\$241,512.12
\$88,006.63	\$85,000.00
\$88,006.63	\$85,000.00
\$349,595.50	\$355,779.28
\$349,595.50	\$355,779.28
\$117,743.00	\$123,464.25
\$117,743.00	\$123,464.25
\$114,500.06	\$114,817.13
\$114,500.06	\$114,817.13
\$97,571.50	\$129,671.08
\$97,571.50	\$129,671.08
\$151,041.21	\$170,784.93
	\$1,658,122.82 \$1,658,122.82 \$178,068.52 \$178,068.52 \$223,332.87 \$223,332.87 \$88,006.63 \$88,006.63 \$349,595.50 \$117,743.00 \$117,743.00 \$117,743.00 \$114,500.06 \$114,500.06 \$97,571.50



Contact Information

SPED Finance staff	phone	email
Tanya Powell	501-682-4294	tanya.Powell@arkansas.gov
Mikki Eubank	501-682-4293	mikki.eubank@arkansas.gov
Kim Vogt	501-682-4295	kim.vogt@arkansas.gov
Angel Eddleman	501-683-3449	angel.eddleman@arkansas.gov
Audrey Forbes	501-682-4223	audrey.forbes@arkansas.gov