



Kansans **CAN**

# COUNTING KIDS 2017

Kansas leads the world in the success of each student.

**NEW**

# NEW FOR 2017-18

- Enrollment funding is based on prior years
- Weightings are based on current year
- Virtual Funding (no longer virtual weighting)
- Bilingual Weighting (FTE vs. Headcount)
- At-Risk Weighting (increased)
- Transportation Weighting (hold harmless provision)

# ENROLLMENT

Under Senate Bill 19, funding is based on prior year enrollment - *which has already been audited*

But, we still audit current year enrollment this year– *which we will cover next*

# COUNT DAY IS WEDNESDAY SEPTEMBER 20TH

## On Count Day, counting two things:

- Attendance (confirming whether student was present)
- Minutes enrolled (confirming # of minutes enrolled)

# ATTENDANCE RULES - FOR 2017-18

- Traditional Schools
- Alternative and Virtual Schools

# ATTENDANCE RULES - TRADITIONAL

- Enrolled and Attending on September 20<sup>th</sup> - (Count Day)
- **If absent** on Count Day, then...
  - must attend one day before Count Day and one day after – on or before October 4<sup>th</sup>
- **If your school is closed** on September 20<sup>th</sup>, then Count Day is the next day your school is in session

# ATTENDANCE - ALTERNATIVE AND VIRTUAL SCHOOLS ,18 AND UNDER

Must be in attendance two days:

- Day 1 is on or before September 19
- Day 2 is on or after September 20 but on or before Oct 4

# DOCUMENTING ATTENDANCE - VIRTUAL SCHOOLS, 18 AND UNDER

**On-line** – Electronic system shows when student was connected to the on-line curriculum

**Off-line** – Academic Activity Log, must be signed by parent if student is under 18, must be signed by November 1

**On-site** - Use sign in/sign out lists showing when the student attended



# ATTENDANCE – VIRTUAL, 19 AND OLDER

- Not based on attendance or enrollment
- IS based on credits earned (from July 1, 2016 to June 30, 2017)
- **Up to six credits** per year. Funding is \$709 per credit hour.
- Provide transcripts and proof that the student passed the credits and worked toward a program of study
- During 2017-18, we will audit 2016-17 credits earned

# ATTENDANCE – ALTERNATIVE SCHOOLS

- Enrollment form
- Transcript analysis
- Graduation plan
- Courses enrolled in
- Logs to show time on site

# MINUTES ENROLLED – TRADITIONAL STUDENTS

## Do Count:

Time in class (regardless if full time or part time status)

Passing periods, not more than 10 minutes, between classes

## Don't Count:

Lunchtime and one passing period before *or* after lunch

Recess if right before or after lunch

Breaks

# MINUTES ENROLLED – VIRTUAL, 18 AND UNDER AND ALTERNATIVE

## Calculating allowable minutes:

- Take longest day attended on or before September 19 (<360)
- Take longest day attended on or after September 20, but before October 4, (<360)
- Average: add these together and divide by 2 = allowable minutes

# MINUTES ENROLLED

## Some overall things to keep in mind:

- How to calculate student FTE:  $\text{Minutes enrolled} / 360 = \text{FTE}$
- FTE is rounded to 1 decimal place (use normal rounding rules)
- FTE cannot be more than 1.0 FTE
- If a student attends less than 18 minutes – not counted
- Special education students are always 1.0 FTE (except if virtual)
- If concurrently enrolled, then FTE:  $\text{min enrolled} / 300 \text{ minutes}$

# MINUTES ENROLLED

## **A couple more things to cover about minutes:**

- when a student is both a special education student and virtual
- when student is concurrently enrolled

# MINUTES ENROLLED – WHEN BOTH SPECIAL EDUCATION AND VIRTUAL

(What happens when a special education student is also enrolled and attending another district's virtual school)

## **For the district providing special education services:**

- FTE is calculated based on special education minutes
- (Not an automatic 1.0)

## **For the district providing virtual services:**

- Student FTE is limited to the minutes remaining (after special education provided)

# MINUTES ENROLLED – CONCURRENTLY ENROLLED STUDENTS

- **Includes:** High School students attending a post secondary program (Technical School, Community College, State College)
- **Includes** classes taught by the college at the high school
- **FTE calculation is different** (not 360): Minutes Enrolled / 300 min
- *Please provide attendance documentation during audit*





# AGE REQUIREMENTS

Preschool **Special Education 3 year olds** – 3 on or before Count Day

Preschool **4 year olds** – 4 on or before August 31

**4 Year Old At-Risk** – 4 years old on or before August 31 (not 3 or 5)

**Kindergarten** – 5 years old on or before August 31

**First Grade** – 6 years old on or before August 31

# HOMEBOUND STUDENTS

- Licensed Teacher must provide service
- Document the date and subjects provided to the student
- Minutes Enrolled – are computed as if in school, based on schedule

If the student is special education, then need only to document those services

# KANSAS ACADEMY OF MATH AND SCIENCE (KAMS)

## How to enter a KAMS Student in KIDS:

- D2 – Accountability School – High School
- D15 – Funding School – District Office
- D16 – Attendance School = 9100 (Fort Hays State)
- D24 – Minutes Enrolled = 300
- D25 – Concurrent Enrollment = 3 (State University)

*KAMS Students do not generate any weightings*

# JUVENILE DETENTION CENTERS (JDC) / PSYCHIATRIC RESIDENTIAL TREATMENT

- If attending a JDC or PRTF on Count Day, then not counted in home district for enrollment
- JDCs and PRTFs have 3 Count Days, student is funded on the highest of the three (Sept 20, Nov 21 or April 20)
- PRTFs can count the student in regular enrollment on Count Day

# MILITARY - SECOND COUNT DAY FEBRUARY 20TH

**Military Dependents, not included on September 20<sup>th</sup>, but enrolled and attending February 20<sup>th</sup>**

- District must have 25 FTE or 1% of September 20<sup>th</sup> enrollment
- Submit to KIDS during MILT Collection (Feb 20 to March 10)
- Attendance window is February 1 to March 4
- All weightings apply. (No virtual)

# 4 YEAR OLD AT-RISK

(IN NEW FUNDING FORMULA CALLED: "PRESCHOOL AGED AT-RISK")

**Must be 4 years old on or before August 31. Not 3 or 5.**

**Must meet one qualifying criteria:**

- \* Poverty (Free Lunch)
- \* DCF referral
- \* Parent – No Diploma / No GED
- \* English Learner – must qualify and service must be provided
- \* Developmentally or academically delayed (**but no IEP**)
- \* Single Parent
- \* Teen parent
- \* Migrant

# ENROLLMENT - ODDS AND ENDS

## **Non-resident (Out-of-State) Students –**

- Not counted for Virtual, but...
- Counted if enrolled in traditional or alternative school

## **Foreign Exchange Students**

- Must attend one semester / two quarters
- Must provide 558 hours of instruction



# BREAK

## Then, next up:

- Answering enrollment-related questions
- Weightings (they are back)

**NEW**



# WEIGHTINGS

- Senate Bill 19 includes provisions for weighted enrollments
- Have not used weightings since 2014-15 school year
- Weightings are based on **current year** enrollment

**NEW**

# WEIGHTINGS

- At-Risk Student Weighting
- Bilingual Weighting
- Career and Technical Education Weighting (Vocational)
- High-Density At-Risk Student Weighting
- High Enrollment Weighting / Low Enrollment Weighting
- School Facilities Weighting (new facilities)

# TOTAL ADJUSTED ENROLLMENT

**NEW**

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- Higher of either 2016 or 2015 *audited* enrollment FTE, excluding Kindergarten, 4 Year Old At-Risk and Virtual or
- If Military Second Count Applies, then higher of either 2016, 2015 or the 3-year average (with Feb 20 FTE); also excluding Kindergarten, 4 Year Old At-Risk and Virtual
- **Then add** in 4 Year Old At-Risk FTE (current) and also each 2016-17 Kindergarten headcount as 1.0 FTE (*if the district offers all-day Kindergarten in 2017-18*)

# AT-RISK STUDENT WEIGHTING

**NEW**

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- Students who qualify for free lunch
- Increased weighting factor: **Now 0.484** (up from 0.456)
- To calculate the weighting:

*Adjusted* free lunch headcount x 0.484

Next, more about *Adjusted* free lunch headcount

# AT-RISK STUDENT WEIGHTING

NEW

*Adjusted* free lunch is the greater of:

- **If no military enrollment:** 10% of Sept 20 2017 free lunch headcount or Sept 20 2017 headcount
- **If military enrollment:** 10% of Sept 20 2017 free lunch headcount *plus* estimated Feb 20 2018 headcount or Sept 20 2017 headcount *plus* estimated Feb 20 2018 headcount
- **Excludes:** Virtual, part-time, Special Education students, students 20 years or older & non-funded preschool students

# AT-RISK VERIFICATION

As before (before Block Grant) auditors will check whether:

- 3% of income eligibility forms have been verified by Nov 15
- that 3% of applications for alternative programs have been verified (no lunch service, but State application is used to identify at-risk students)

If not verified, then 3% reduction in at-risk count

# HIGH-DENSITY AT-RISK WEIGHTING

Will be calculated at both the district and building level and will be the higher of:

- If free lunch % is 35% or more but less than 50%, then take free lunch % minus 35%, then times 0.7
- If free lunch % is 50% or more, then take free lunch times 0.105
- Scheduled to expire July 1, 2019

# SCHOOL FACILITIES WEIGHTING

**NEW**

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Is “new” facilities weighting (can also be for new additions)

District must have:

- At least 25% in Local Option Budget
- Be paying for new facility using bonds authorized on/before *July 1, 2015*.
- Weighting is available for two years (the year operations begin and then the next year)
- Reported on the SO66



# BILINGUAL WEIGHTING

Must meet two requirements for bilingual weighting:

- Student must qualify for service
- Teacher must be qualified (have the proper license)
- *(No change -These are the same requirements as before)*

# BILINGUAL WEIGHTING

**NEW**

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Bilingual Weighting will be based on whichever is greater:

- FTE enrollment (based on contact minutes) x 0.395 **or**
- English Learner headcount x 0.185
  
- Not an option for district to choose – KSDE will calculate both
- Therefore, districts still must report bilingual contact minutes

**NEW**

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# BILINGUAL WEIGHTING

## Use care in reporting Bilingual contact minutes:

- Report minutes for regularly-attended English Learner class
- If pull-out services, total minutes for 5 days and divide by 5
- Students in grades 1 to 12 – limited to 360 minutes
- Preschool students are limited to 180 minutes
- *Kindergarten (if offering all-day K) are 360 minutes*

# CAREER TECHNICAL EDUCATION WEIGHTING

- Weighting is 0.5 x FTE based on minutes in approved classes
- Classes eligible must be approved through the Pathways Process
- Maintain a September 20 roster for each class approved
- Can use the CTE Calculator – see Fiscal Auditing Website
- Minutes are rounded to whole
- Method for determining minutes is based on class schedule type

**NEW**

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# TRANSPORTATION WEIGHTING

## Senate Bill 19 includes a hold harmless provision:

- Transportation weighting will be based on a calculation that considers actual student transportation costs x 2.8 **or**
- If greater, the district will receive the funding it received during the 2016-17 school year

# TRANSPORTATION WEIGHTING

When reporting students **actually transported (at district's expense)** be sure to report:

- **Transportation miles:** Front door of home to front door of school and do not round up (2.46 is 2.4, not 2.5)
- **Transportation FTE:** Round trip is 1.0 FTE. One way is 0.5 FTE (for example regular route bus in AM, but Special Education bus in PM)

# TRANSPORTATION WEIGHTING

If a student is transported 2.5 miles or more, also report this information in KIDS:

- Address where the student lives (no P0 Boxes)
- City
- Zip

# TRANSPORTATION WEIGHTING

## **Other things to note about transportation weighting:**

- No funding provided for transporting out-of-district students
- Auditors will check for double-funding (Special Education)
- For a part-time private school student, transportation FTE should be equal to or less than their enrollment FTE



# LOW / HIGH ENROLLMENT - WEIGHTING

Weighting is assigned to districts based on enrollment:

- Districts with less than 1,622.0 FTE
- Districts with more than 1,622.0 FTE
- Weighting is automatically calculated on the SO66
- Based on total adjusted enrollment

# VIRTUAL FUNDING (NOT WEIGHTING)

**Virtual Students 18 and under** are funded based on minutes enrolled

- Full-time students are funded at \$5,000 per student (360 min is FT)
- Part-time students are funded at \$1,700 x FTE (less than 360 minutes is part-time)

**Virtual Students 19 and over** are funded per credit earned

- \$709 per credit earned July 1, 2016 to June 20, 2017
- Maximum of six credits

# OTHER WEIGHTINGS

- Ancillary Facilities Weighting
- Declining Enrollment Weighting
- Cost of Living Weighting

**NEW**

## AT- RISK – BEST PRACTICES

By July 1, 2018 the State Board is to identify and approve evidence-based best practices for at-risk programs and instruction

Beginning 2018-19 school year, districts receiving at-risk and high-density at-risk funding must spend those funds on the at-risk best practices developed by the state board

**NEW**

# SPENDING - AT- RISK

- If receive at-risk student funding – spend it on at-risk students
- If receive high-density at-risk – spend it on at-risk students
- If receive bilingual funding – spend it on English Learners

# MAY BE HELPFUL TO KEEP IN MIND

NEW

## Funding:

- **Enrollment** *funding* is based on prior years
- **Weightings** *funding* is always based on current year

## What we audit and when:

- We audit current year (17-18) enrollment
- We audit last year's (16-17) expenses

# Additional Information:

Fiscal Auditing's website:

<http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing>

Website includes:

- Audit Guides (the **Enrollment Handbook for 2017-18**, etc...)
- Calculators (1116 hour building calculator, bell schedule and CTE minutes calc)
- Forms and Documents (to help support claims)

# KIDS CONTACTS:



Kansas Individual Data on Students (KIDS)

KIDS Help Desk: 785-296-7935

Email: [kids@ksde.org](mailto:kids@ksde.org)

Website: <http://kidsweb.org/>

Tracy Gallaway, Senior Trainer

Sara Palubinski, Trainer

Chris Ortega, Trainer







# TRAINING – KIDS

## **Pre-Collection Training:**

September 14, 2017 ENRL extended – webinar

September 21, 2017 ENRL refresher – webinar

For more information:

<http://kidsweb.ksde.org/Training/>



# ENROLLMENT - KIDS

## **Submission window:**

September 20, 2017 (Count Day) to  
October 10, 2017

# KSDE FISCAL AUDITING :

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