Counting Kids
2019
Kansas leads the world in the success of each student.
REVIEW FOR 2019-20

- **Enrollment** funding is still based on prior year(s)
- **Weightings** are always based on current year – no change

What we audit and when (no change):
- We audit current year enrollment (19-20)
- We audit last year’s expenses (18-19)
*NEW* FOR 2019-20

- PreK Reading – Funding
- Safe and Secure Schools – Auditing Expenditures
- High Density At-Risk – Expenditures
- Mental Health Intervention – Expenditures (6 districts)
- Out of State Students – Funding (limited # of districts)
$1.2 million total = about $8 per student in grades PreK to 3
Will be paid out in June 2020
Meant to help ensure students are reading on grade level
Will fund # of students participating as of Sept 20, 2019
Submit # on Superintendent’s Organizational Report (S066)
Prep for audit: must have September 20th class rosters
Must be participating in a program approved by State Board
Is match-based funding: $3 from KSDE and $1 district
*NEW* - EVIDENCE- OR RESEARCH-BASED READING PROGRAMS – APPROVED*

95% Group
Accelerated Reader
Achieve 3000
Adventure Island
Bilingual Cooperative Integrated Reading and Composition (BCIRC)
Bright Beginnings
ClassWide Peer Tutoring
Corrective Reading
Creative Curriculum
Curiosity Corner
DaisyQuest
Dialogic Reading
Doors to Discovery
Early Intervention in Reading (EIR)
Earobics
Enhanced Proactive Reading
Explode the Code
FastForWord
Fast Track: Elementary
Fluency Formula
Headspout Early Reading
Instructional Conversations and Literature Logs
iStation
Journeys Literacy Workshop
Ladders to Literacy
Leveled Literacy Interventions (LLI)
LETRS
Lexia Reading
Lindamood Phoneme Sequencing (LiPS)
Literacy Express
Little Books
Open Court Reading
Peer-Assisted Learning Strategies (PALS)
Phonological Awareness Training
Phonological Awareness Training + Letter Knowledge Training
Rave-O
RAZ Kids
Reading Eggs
Reading Head Start
Reading Mastery
Reading Milestones
Read Naturally
Road to Reading
Saxon Phonics (Phonemic Awareness, Phonics, Fluency)
Six Minute Solutions (fluency)
Sondy (Phonemic Awareness, Phonics, Fluency)
Success for All
Take Flight
Strategies to Achieve Reading Success (STARS)
Units of Study (Lucy Calkins)
Waterford Early Reading Program
Wilson Reading

*approved as of August 27, 2019
**NEW** - SAFE & SECURE SCHOOLS
STATE AID GRANT - EXPENDITURES

- $5 million total distributed in July 2018
- Standards/Guidelines approved by State Board in June 2018

- *Auditing*: 2018-19 expenditures (153 districts)

  *Not allowed*: firearms, ammunition, or on-going salaries

- Allowable expense examples: securing entrances, detection systems, security cameras, communication systems, safety and security planning, training

- Is match-based funding: $1 from KSDE and $1 district
$46 million total distributed in 2018-19

Preparing for audit: 2018-19 expenditures

- **Have documentation showing how much and how spent**

- **Allowed**: spending on best-practices approved by State Board

- If not spent on best practices; must show improvement in 5 years

- No improvement within 5 years, no High Density At-Risk $

- However, High Density At-Risk is set to end in July 2020
REVIEW: AT-RISK – BEST PRACTICES

• By July 1, 2018 the State Board had 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
AT-RISK – BEST PRACTICES
AND EXPENDITURE GUIDELINES

Best practices can be found here:

https://www.ksde.org/Agency/Division-of-Learning-Services/Special-Education-and-Title-Services/Announcements-Early-Childhood-Special-Education-Title-Services/Best-Practices

Expenditure guidelines can be found here:

AT-RISK – CURRENT LEGISLATIVE AUDIT

Ft. Leavenworth
WaKeeny
Ulysses
Elkhart
Blue Valley
Weskan
Liberal

Ellsworth
Wellington
Caldwell
Atchison County
Andover
Great Bend
Inman

Topeka
Victoria
Wichita
Oberlin
St. Francis
Coffeyville
*NEW* - AUDITING
OUT-OF-STATE STUDENTS - FUNDING

- Beginning 19-20, will count as .75 FTE (rounded = .8 FTE)
- Reduction in FTE does not apply if:
  * parent/guardian is a district employee or
  * student attended in 2016-17 and preceding year: 18-19

- Prep for audit: provide roster of out-of-state students and documentation showing attendance in 16-17 and 18-19
About $10 million total, paid in 2018-19.
Will audit this year. Includes 6 pilot districts and 78 schools.
Improve access to counselors, social workers and psychologists
Requires mental health intervention teams, consisting of:
  * school liaisons – employed by school districts ($3.3 m)
  * clinical therapists and case managers employed by CMHCs
Prep for audit: documentation of expenditures for liaisons
documentation of pass thru to CMHCs
Overview
OVERVIEW – WHAT WE WILL COVER

Enrollment
• Attendance and Minutes enrolled
• Age
• Misc….Homebound, KAMS, JDC, Work-based learning

Weightings
• At-risk, bilingual, CTE, School Facilities, etc…
COUNT DAY – FRIDAY, SEPTEMBER 20

Counting two things:

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

Rules differ depending on whether...

• **Traditional** Schools

• **Alternative** and **Virtual** Schools
DEFINITIONS

• Traditional student – onsite attendance – brick and mortar
  - most common - attendance is face to face
  - sometimes - online classes (not the same as virtual)
  - online – student attends class within the school day

• Alternative student – attends onsite in an alternative school or program
DEFINITIONS - CONTINUED

• **Virtual student** – attends a KSDE-approved virtual school or program
  - is asynchronous (can take classes anytime, anywhere)
  - **not** the same as online
ATTENDANCE RULES - TRADITIONAL

• Enrolled and Attending on September 20th (Count Day)

• If absent on Count Day, then...
  must attend one day before Count Day and one day after – but on or before October 4th

• If your school is closed on September 20th, then Count Day is the next day your school is in session
Attendance – Alternative Schools or Virtual Schools, 19 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 October 4

The timeframes do not overlap (Sept 20 is in the second timeframe)

Age cut off has changed: was 18 and under. Now 19 under.
Documenting Attendance
Virtual Schools, 19 and Under

Connected time – Electronic system shows when student was connected to the virtual 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, 20 +

- Age cut off is 20 or older (was 19)
- Funding is *not* based on attendance or enrollment
- IS based on credits earned - July 1, 2019 to June 30, 2020
- **Up to six credits per year** will be funded
- Funding is $709 per credit hour – no change
- September 20 is the age determination date for virtual
Attendance – **Virtual, 20 +**

*In KIDS* - enter either an ENRL or ASGT record
- ENRL – if there during Count window
- ASGT – if there *after* the Count window
- Regardless, will always be for 360 minutes if **Virtual, 20+**

*Preparing for audit:*
- Provide transcripts and proof the student passed the credits
- That student is working toward a program of study
- During 19-20, we will audit credits earned in 18-19
Attendance – Alternative Schools

- Enrollment form – name, address, DOB, cohort class grad date
- Transcript analysis (what classes the student needs to graduate)
- Graduation plan – individualized, with estimated enrollment dates
- Courses enrolled in – course description/class schedule
- Log to show time on site

- Teacher must be certified
Minutes Enrolled

(KIDS Data Field D25)
MINUTES – ENROLLED – GENERAL RULES

Keep in mind:
- Calculating FTE: Minutes enrolled / 360 min = FTE
- FTE is rounded to 1 decimal place (normal rounding rules)
- FTE will not be funded for more than 1.0, you can provide more
- If student attends less than 18 minutes, then not counted
- Student receiving special education – always 1.0 unless virtual
- If concurrently enrolled, then FTE is 300 min not 360 min
How minutes are calculated depends on the type of attendance:

- Traditional
- Virtual 19 and under and alternative attendance – same way
- Special education and virtual – what if both?
- Concurrently enrolled students
MINUTES ENROLLED – TRADITIONAL

Do Count:
• Time in class (regardless if full time or part time)
• Passing periods, not more than 10 minutes, between classes
• Recess, up to 15 minutes if mid morning or midafternoon (both)

Do not Count:
• Lunchtime and one passing period before or after lunch
• Recess if right before or after lunch
• Breaks
Minutes Enrolled – Virtual, 19 and under and Alternative

Calculating allowable minutes:
• take longest day attended on or before Sept 19 (360 min or less)
• take longest day attended on or after Sept 20, but before Oct 4 (again, 360 min or less)

• Average the 2 days: add them together and divide by 2
  = allowable minutes
EXAMPLE – MINUTES ENROLLED
VIRTUAL, 19 AND UNDER OR ALTERNATIVE

Full time student
• If longest day in 1\textsuperscript{st} count window = 360 min
• If longest day in 2\textsuperscript{nd} count window = 360 min

Then $360 + \frac{360}{2} = 360$ minutes
And $360 \text{ min} / 360 \text{ min} = 1.0$ full time equivalent (FTE) student
Part time student

• Longest day in 1\textsuperscript{st} count window = 280 min
• Longest day in 2\textsuperscript{nd} count window = 360 min

Then $280 + 360 / 2 = 320$
And $320 / 360 = .888$ and round to .9 FTE
MINUTES ENROLLED – WHEN BOTH SPECIAL EDUCATION AND VIRTUAL

For the district providing special education services:
• FTE is calculated based on actual special education minutes
• Not an automatic 1.0 FTE

For the district providing virtual services:
• *What you should do:* enroll for the # of virtual min provided
• Student FTE is limited to the minutes remaining after SPED
• Auditor will adjust the overall FTE during audit
MINUTES ENROLLED – CONCURRENTLY ENROLLED STUDENTS

- High School students attending a post secondary program offered by a Tech School, Community College, or State College as of Sept 20
- **Includes** classes taught by the college *at the high school*
- **FTE calculation is different** (not 360): is 300 minutes
- For audit: must provide documentation of attendance
KIDS Data field D26 – what to enter if concurrently enrolled
• Enter total minutes attended, including the concurrent class(es)
• Remember that 1.0 FTE = total min enrolled / 300 (not 360)

Do not confuse with KIDS Data field D45 – CTE Contact Minutes
• Enter time in D45 only for approved for funding CTE courses offered at the high school
• If offered anywhere else (tech college, etc…) no minutes in D45
KIDS Data field D26, what to enter if course is:
1 – offered at a tech college or community college
2 – community college
3 – state university (including KAMS)
4 – private college
5 – offered by the high school, but outside of main campus
AGE REQUIREMENTS

Preschool Special Education 3 year old – 3 on or before Aug 31
(no grace period this year – it is August 31)

Preschool 4 year olds – 4 on or before Aug 31

4 year old At-Risk – 4 years old on or before Aug 31 (not 3 or 5)

Kindergarten 5 years old on or before Aug 31

First Grade – 6 years old on or before Aug 31

Preschool 5 year olds – enroll as a Kindergartner for funding,
but academically place where appropriate
Adult student defined:

• a student who is over the age of 18 AND whose 5\textsuperscript{th} year cohort has graduated or
• any student over the age of 21
• in KIDS – code as Not Graded (NG) for Data Field D10

• “Adult” definition has nothing to do with funding; but does determine the grade entered into KIDS
Minutes enrolled (not age) – drives funding for:

- Traditional
- Alternative

Age – IS considered when talking about Virtual funding

- 19 and under virtual – fund based on minutes enrolled
- 20 and older – funded based on credits earned
Misc Information - Enrollment
WORK-BASED LEARNING

Includes: Job shadowing, internships, apprenticeships, etc…

Preparing for audit:

- **Agreement:** between student, parent, teacher, supervisor
  
  Note: not just the liability agreement

- **Work log/Timesheets/Attendance** – hours – count week

- **Work must be directly related to a class** student is taking
**Guidance Document** includes:

- Work-Based Learning Agreement – pg 11
- Work Log/Timesheet – pg 27

Find it here:

[Kansas Work-Based Learning: Personalized Learning Plan Guidance Document](#)

Also, access it from Fiscal Auditing webpage
HOMEBOUND STUDENTS

- Licensed teacher must provide the service
- Document the date and subjects provided to the student
- Minutes enrolled – are computed as if in school, based on schedule
- Template for documenting instruction – suggested form is on KSDE Fiscal Auditing website (see forms and docs)
- If receiving special education services, then need only to document those services
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)
- D25 – Minutes Enrolled = 300
- D26 – Concurrent Enrollment = 3 (State University)

*KAMS Students do not generate any weightings*
If student is 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 20 or April 20).

Funded at twice the base aid ($4,436 x 2).

If student is at a PRTF, then have the option to count the student in regular enrollment on Count Day (rather than under JDC rules).
Military Dependents, not included on September 20th, but enrolled and attending February 20th

- District must have 25 FTE or 1% of September 20th enrollment
- Submit to KIDS during MILT Collection (Feb 20 to March 16)
- Attendance window is February 1 to March 4
- All weightings apply. (But no virtual funding)
4 YEAR OLD AT-RISK

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

Must meet one qualifying criteria:

* Poverty *(Free Lunch only)*
* 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
MORE – 4 YEAR OLD AT-RISK

• **Slots** awarded will be reviewed and **adjusted in September**
  
  *KSDE Early Childhood team will contact you*

• 3 year old At-Risk students – **can** be included – **but not funded**
  - must meet one of the At-Risk criteria
  - can include in KIDS Data Field D10 as grade level “04”
  - will not be funded – so auditor **will** enter an exception
4 YEAR OLD AT-RISK VS. KPP

4 Year old At-Risk - Must be 4 years old by Aug 31
• Each child must meet at least one at-risk criteria – to generate $
• Poverty criteria is: Free Lunch only

Kansas Preschool Pilot - Age 3 (by Aug 31) to 5, but not K eligible
• at least 50% of the children must meet one of the at-risk criteria
• Poverty criteria is Free and Reduced Lunch

Can receive both – but KPP cannot supplant 4 year old at-risk
PARENT AS TEACHERS

- Family must have child that is prenatal to 72 months (6)
- No At-Risk criteria.
- For 2018-19, match was 50%.
- For 2019-20, match is 50%.

- Can be same families enrolled for 4 year old At-Risk and Kansas Preschool Pilot.
ENROLLMENT - MISC

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
• Must not have already graduated from high school
SCHOOL TERM REQUIREMENT

- 186 days or 1116 hours (1086 for seniors) - minimum required
- 465 hours for Pre-K

When calculating days/hours:
- Calculate by building
- Parent-teacher conferences count: 1 to 1
- Professional Development: Count half
- Lunch and one passing period before or after - do not count
- Breaks - do not count
- Recess immediately before and after lunch - do not count
SCHOOL TERM REQUIREMENT

- Designate make-up inclement weather days – on the SO66
- How make-up days work – what is forgiven time
- Only inclement weather – no other forgiven – call if not sure
SCHOOL TERM REQUIREMENT

Resources:

**Calculator** – 1116 Hour Building Log:
https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing

**School Term Audit Guide FY20**

- Use the calculator if it helps you
- Please use something to help track the year as you go
WEIGHTINGS – WHAT WE WILL COVER

- At-Risk and High-Density At-Risk
- Bilingual
- Transportation
- Career Technical Education (CTE)
- School Facilities
- At-Risk and High Density At-Risk
- Low/High Enrollment
- Misc Weights (Ancillary, Cost of Living)
**AT-RISK STUDENT WEIGHTING**

- Students who qualify for free lunch
- Weighting factor: **0.484** (no change)
- To calculate the weighting:
  
  free lunch headcount x 0.484

- **Excludes:** Virtual, part-time students, 20 years or older and non-funded preschool students
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 - Household Economic Survey - 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 the number of free lunch students times (free lunch % minus 35%), then times 0.7
- If free lunch % is 50% or more, then take free lunch times 0.105
- Is scheduled to expire July 1, 2020
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**

**Teacher must be qualified; by count:**

- have a Kansas ESOL endorsement
- have a Kansas ESOL waiver
- have a Kansas ESOL provisional
- have an ESOL Endorsement Plan of Study on file with district office *before* count day and have begun courses
- Passed the ESOL PRAXIS before count day – 149 or higher and applied for license endorsement
BILINGUAL - WEIGHTING

**Teacher must be qualified; if have an ESOL Endorsement Plan of Study:**

- again, make sure it’s on file with the district office *before* Count Day
- teacher has 3 years to obtain the endorsement
- must make ANNUAL progress
- For 19-20, annual progress means teacher has taken a class in any of the following: Spring 2019, Summer 2019, Fall 2019, Spring 2020
Paras providing services to English Learner:

- Must be directly supervised by ESOL qualified teacher
- Teacher cannot supervise more than 5 paras per year
- Para is not solely responsible for instruction and preparing for it
- Teacher and para must work in close proximity
- Must have frequent and productive meetings – at least weekly – *meetings must be documented* – detail student’s progress
BILINGUAL WEIGHTING

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
Use care in reporting Bilingual contact minutes:

- Report minutes for regularly-attended English Learner
- If pull-out services, total minutes for 5 days and divide by 5
- If block schedule – use average minutes per day
- Students in grades 1 to 12 – limited to 360 minutes
- Preschool students are limited to 180 minutes
- Kindergarten – up to 360 minutes
CALCULATOR – BILINGUAL MINUTES

- https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing

- Optional, but use if it helps you
BILINGUAL - EXITING

Still 3 ways to exit English Learners program:

• Proficient/Fluent on KELPA2. Exit if score proficient ONE year.
  • monitored status – no services – no bilingual weighting OR
  • Optional transition year – but must provide services
• Recommended exit by Bldg Leadership or Student Improve Team
• Withdrawal - Parent withdraws student
Preparing for Audit:

• We use the data you submit to KIDS
  * miles transported
  * student address
  * school address
• Important to report these accurately
• No PO boxes please
TRANSPORTATION

Report students actually transported at district expense:

- **Transportation miles**: door to door by most travelable route and do not round up
  
  * Example: 2.46 is reported as 2.4, not 2.5

- **Transportation FTE**:
  
  * Round trip is 1.0 FTE, one way is 0.5 FTE
  
  * Student riding special education-funded bus is 0 FTE
TRANSPORTATION - AUDITING

Audit:
- We check one-way route distance reported if claimed as 2.5 plus
- We check whether the student is in or out of district

During audit, we will provide a list of students:
- Claimed as more than 2.5 miles but that appear to be less
- Claimed as in district, but appear to be out of district
- Please review the information – let auditor know if disagree
TRANSPORTATION – DISTRICT BOUNDARIES

Boundary mapping tool is available here: School District Map Lookup – District Boundaries – ArcGIS

- Please only use to determine district boundaries
- Please do not use to determine route distances
TRANSPORTATION – EXPENDITURES

Minimum/Maximum transportation funding:
• State law sets a minimum: no less than 2016-17 funding…but
• State law also sets a maximum: no more than 110% of the district’s total transportation expenditures from previous year

Preparing for audit:
• Be sure to report all transportation expenditures from all funds
• Be able to provide documentation to support all such expenditures
TRANSPORTATION – MISC

Other things to note about transportation weighting:

• No funding provided for transporting out-of-district students, but can provide transportation services to these students.

• Auditors will check for double-funding (Special Education).
  If not needed (if not on IEP), do not claim for SPED Transp.

• For a part-time private school student, transportation FTE should be equal to or less than their enrollment FTE.
CAREER TECHNICAL EDUCATION (CTE)

• Classes eligible must be approved for funding through the Pathways Process
• Course # for each class offered must be exact match to Pathways
• Classes taken at Tech College or Community College – are not funded by KSDE – do not claim them
• Not funded: integration with non-Pathway/non-CTE course
• Follow the CTE policy on Doubled-up and Nested classes:
  [Double-up and Nesting CTE Courses Policy](#)
CAREER TECHNICAL EDUCATION (CTE)

Double-up: 2 Pathways courses taught within same class period to 2 separate groups of students – 1 teacher licensed for both

Integrated courses: Teaching 1 (same) group of students the content from 2 courses – teacher licensed for both or team taught

However: No 0.5 CTE funding if integrated with non-Pathway course

Nested courses: 3 or more courses taught within same period, same instructor to 3 or more separate groups of students
CAREER TECHNICAL EDUCATION (CTE)

Preparing for audit:

• Submit the correct # of minutes in KIDS for each student (D45)
• Maintain a September 20 roster for each approved class
• Licensing – Actual teacher is appropriately licensed
• Have available - copies of all Pathways approval letters
• Get approval for any nested courses – by October 15
CAREER TECHNICAL EDUCATION (CTE)

- Weighting is 0.5 x FTE based on **average daily** minutes student attended an **approved** class(es)
- Average daily minutes are rounded to whole, for example:
  - 42.2 minutes = 42
  - 42.5 minutes = 43
  - 42.8 minutes = 43
- Do not include seminar minutes – enter those on the PBR
Calculating Minutes – Depends on the type of schedule

• Same schedule every day
• Block schedule, every other day
• Modified block
CAREER TECHNICAL EDUCATION (CTE)

Examples – Calculating Minutes – **Same Schedule** Every Day

- One class, meets every day for 52 minutes = 52 CTE minutes
- Two different CTE classes (same student):
  - 52 minutes
  - 51 minutes
  - \(52 + 51 = 103\) CTE minutes – enter this into Data Field D45

**Key:** *No need to calculate an average (but you can)*
Example – Calc Minutes – Block Schedule - Every Other Day

- One class, meets every other day for 90 minutes
  
  \[ \frac{90}{2} \text{ days} = 45 \text{ CTE minutes} \]

- Two different CTE classes, each 90 minutes
  
  \[ 90 + 90 = \frac{180}{2} = 90 \text{ min} \] – enter this into Data Field D45

Key: Calculate average minutes per day…
Example – Calc Minutes – **Modified Block Schedule** –

- One class, meets 4 days per week, varying length each day
  
  50 + 50 + 90 + 50 / 5 days = 48 CTE minutes

- If Two different CTE classes, average each and then add
  
  avg class 1 + avg class 2 = total CTE minutes for D45

**Key:** *Still Use average minutes per day*…
Bottom-line when calculating CTE minutes:

- **Trying to get to: average daily minutes for each class, so…**
- If it takes 1 week to get through a schedule, divide by 5
- If it takes 2 weeks to get through a schedule divide by 10

- Add minutes from 1 week / divide by 5 = avg daily minutes
- Add all minutes from 2 weeks / divide by 10 = avg daily minutes
If you have a 4 day school week, still divide by 5

Seminar calculation = avg # min for seminar / student class periods.

Example: 30 min seminar / 7 periods = 4.28 = 4 minutes
4 min per student x 15 students in class = 60 minutes (in PBR)

- a CTE-funded course will not be funded if paired (integrated) with a non-CTE/Pathways course
- Redesign high schools – follow same method to calc min
Help with calculating CTE minutes:

- [https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing](https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing)

- May be useful to complete the bell schedule first…
- Then the CTE minutes calculator
- Optional, but use if they help you
SCHOOL FACILITIES WEIGHTING

Facilities weighting (can also be for new additions). 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
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
OTHER MISC - WEIGHTINGS

- Ancillary Facilities Weighting (4 districts)
- Cost of Living Weighting (19 districts)
- Enrollment Handbook, page 40
Virtual Students 19 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 min)

Virtual Students 20 and over are funded per credit earned
- $709 per credit earned July 1, 2019 to June 30, 2020
- Maximum of six credits
Safe and Secure Schools
KSDE - Safe and Secure Schools

“Choose Peace” posters

We brought copies.................
KSDE – Safe and Secure Schools

“See something, Hear something, Say something” poster template

Is available here…………………

https://www.ksde.org/Kansas-Safe-Schools
KSDE – SAFE AND SECURE SCHOOLS UNIT

Susan McMahan  
School Safety Specialist  
(785) 296-4946  
smcmanah@ksde.org

John Calvert  
School Safety Specialist  
(785) 296-7056  
jcalvert@ksde.org

https://www.ksde.org/Kansas-Safe-Schools

Mission Statement  
To assist school districts by helping them build solid foundations of readiness, security and 
resiliency to withstand ALL-Hazards and anything man-made (intentional or unintentional).
KSDE FISCAL AUDITING: WEBSITE

KSDE Fiscal Auditing’s website:
http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing

Website includes:

• Audit Guides (the Enrollment Handbook for 2019-20, etc…)
• Calculators (1116 hour building calculator, bell schedule and CTE minutes calc)
• Forms and Documents (to help support claims): Ex: work-based learning
AUDITOR FILE EXCHANGE

- **Optional**, but encourage you to try it, if not already using it
- **Secure** way to provide student records
- Can upload documents ahead of the audit
- Auditor File Exchange User guide – See Fiscal Auditing Website

- **Do not email** personally identifiable student information
Field Staff – Fiscal Auditing

Nancy Allen  
Kim Burd  
Patty Herrman  
Janis Taylor  
Dan Barlett  
Ali Cecchini  
Rick Moen  
Stephanie Schlesener  
Gwyn Birk  
Jim Fritton  
Jamie Ribordy  
Jerry Wilson  

KSDE support staff: Makayla Auldridge
Laurel Murdie, Director
Fiscal Auditing
Kansas State Department of Education
900 SW Jackson St.
785-296-4976
lmurdie@ksde.org

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3204.
PLEASE - HOW WE ARE DOING?

Customer Service Survey – Please Complete
KSDE Fiscal Auditing – Customer Service Survey - 2019

Audits conducted by KSDE Fiscal Auditing are a positive experience.
5 4 3 2 1 0
agree disagree

KSDE audit staff are courteous, friendly and helpful.
5 4 3 2 1 0
agree disagree

What does Fiscal Auditing do best?

How can Fiscal Auditing improve its service to your district?
Thank you
Break