

Instructions for Using the Special Education State Aid Printout and USD General, Supplemental General & Capital Improvement State Aid Printout

These reports will require a computer that has Microsoft Excel 2010 (Excel 2011 for Mac) or higher. Internet Explorer users must use IE version 9.0 or higher.

USD General, Supplemental General & Capital Improvement State Aid Printout

This printout provides a snapshot of general and supplemental general fund budgets, payments, FTE weighting details, enrollment, local effort, tax rates, block grant, etc.

Special Education State Aid Printout

The **Special Education Report** provides a snapshot of special education transportation, categorical/teachers, catastrophic aid and Medicaid replacement payments. Sponsoring districts of a Coop and Interlocals can view the flow-through aid to participating districts on the **Coop_Split** worksheet. The USDs and interlocals view the direct payment on the **Payment Received** worksheet.

The **State Aid Printouts** are accessed via the **School Finance - Payment Information** webpage:

<http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>

The screenshot shows the Kansas State Department of Education website. The header includes the KSDE logo and navigation links for Facebook, Twitter, and Email. A subject index is provided at the top, and a main navigation bar contains categories like Teaching & Learning, Policy & Funding, Programs & Services, Data and Reports, Agency, and Board. The current page is 'Payment Information and Forms', with a breadcrumb trail: Agency » Fiscal and Administrative Services » School Finance » Payment Information. The main content area is titled 'Payment Information and Forms' and contains several sections: 'Payment dates and Percent of Entitlement' with links for 'Payment Dates (Projected) State & Federal Aid' and 'Distribution Dates and Percent of Entitlement'; 'Payment History' with a link for 'CPA Federal and State Funding Report'; 'FY16 State Aid Printouts' (2015-16 School Year) with links for 'General, Supplemental General & Capital Improvement State Aid Printout' and 'Special Education State Aid Printout', both marked with red arrows; 'FY15 State Aid Printouts' (2014-15 School Year) with links for 'General, Supplemental General & Capital Improvement State Aid Printout', 'State Aid Printout Instructions', and 'Special Education State Aid printout', also marked with red arrows; and 'State and Federal Payment Amounts' with a sub-section 'FY16 Payments' listing various payment types like 'Capital Improvement', 'Capital Outlay', 'Extraordinary Need State Aid', 'Federal Aid -Direct Deposit March 10, 2016', 'General State Aid', 'KPERs', 'Special Education State Aid', 'Supplemental General State Aid', and 'Miscellaneous Payments'. A sidebar on the right provides contact information for the School Finance Team Director, Craig Neuenswander, and contact details for Sherry Root.

How to select your printout

To select a district/LEA for either report, click in the Excel cell containing the USD/Org_No. and using the arrow, scroll up to select the district from the dropdown list **or simply type your USD number as D0101 (D zero ###)**. The page will refresh and display the data specific to the selected district. For state totals, select district D0999 from the bottom of the dropdown list.

General, Supplemental General, and Capital Improvement Report					
1	March 17, 2016	School Year	USD:	D0999	D0999
2		County Name	USD Name:	All Districts	All Districts

SPECIAL EDUCATION AID									
1									
2									March 11, 2016
3	SchoolYear:	2016		Org_no:	D0999				
4	County Name	All Counties		Org_name	All Districts				
7	Teachers	Current_Yr	Previous_Yr	Transportation	Current_Yr	Previous_Yr			
8	Regular_teachers	7,844.75	7,927.71	Salaries	0	17,735,971			
9	Non_public_equiv	0.00	9.49	Contracted_services	0	41,771,112			
10	Regular_aides	12,309.60	12,366.60	Insurance	0	694,974			
11	Regular_fte	12,768.61	12,883.82	Expend_inLieuOfTrans	0	71,894			
12	Summer_teachers	168.97	167.98	Other_expenses	0	9,372,369			
13	Summer_aides	148.03	169.15	Capital_outlay_fund equip	0	49,156			
14	Summer_fte	228.12	235.62	Depreciation	0	2,902,352			
15	Entitlement_perfte	27,750	27,520	Teacher_transportation	0	4,911,890			
16	Regular_entitlement	354,328,949	354,562,725	Tran_total	0	77,509,718			
17	Summer_entitlement	6,330,345	6,484,259	Reimbursements	0	113,342			
18	Tch_total	360,659,294	361,046,984	Net_transportation_costs	0	77,396,376			
19	Current Entitlement	360,659,294	361,046,984	Trans_entitlement_80pcnt	0	61,917,103			
20	Current Payment	58,427,963	55,325,644	CarryOver Adjustment	-321,405	-422,160			
21	Supplemental	0	344,211	Transportation Payment	0	61,553,050			
22				Supplemental	0	0			
24	Adjustments	Current_Yr	Previous_Yr	Catastrophic	Current_Yr	Previous_Yr			
25	CarryOver	-58,107	-16,475	Cat_total	0	3,277,548			
26	Teacher_Adj	-3,192,357	-3,333,213	Cat_Total_students	0	28			
27	Transportation_Adj	-1,064,977	-1,324,570	Cat_Netcost	0	1,715,148			
28	Catastrophic_Adj	-19,340	10,796	Cat_Stateaid	0	1,286,363			
29	Total_Adj	-4,334,781	-4,663,462	Per Student	0	55,800			
30				Supplemental	0	0			
32	Payments	Current_Yr	Previous_Yr	Medicaid	Current_Yr	Previous_Yr			
33	October	91,057,830	90,388,992	Medicaid_Students	0	12,707			
34	December	90,395,923	88,808,006	Payment	0	8,996,556			
35	March	58,427,963	55,325,644	Per Student	0	708			
36	April	0	64,126,253	Supplemental	0	0			
37	June	0	57,840,796						
38	June Total	0	129,739,047	Summary	Current_Yr	Previous_Yr			
39	Supplemental	0	344,211	Total Entitlements	243,730,739	433,247,011			
40				Total Payments	239,881,716	428,641,651			
41				Overpayment	-321,401	-58,107			
42				Refund	164,350	0			
43									
44									
45									
<div style="border: 1px solid black; padding: 2px;"> SpecialED Coop_Split Payment Received + </div>									

Please note the worksheet tabs (above) found at the bottom of the Special Education State Aid printout. These reports will provide payment detail regarding flow-through on behalf of a coop and direct payments received.

If you are a member of a Coop or Interlocal, you will find the percentage and amount of state aid your district receives on the 'Payment Received' tab. **The flow-through payment received by the district must be forwarded to the Coop/Interlocal.** Click on the 'Payment Received' tab at the bottom of the Special Education Aid printout.

SpecialED | Coop_Split | **Payment Received** (+)

Special Education Payments Received											
SchoolYear: 2016						Org_no: D0101					
County Name: Neosho						USD Name: Erie-Galesburg					
schoolyear	Paid_For	Paid_To	Pct	October	December	March	April	June	Supplemental	Total	
2016	D0101	D0101	1.0000	0	0	0	0	0	0	0	0
2016	D0603	D0101	0.1007	126,275	132,498	91,985	0	0	0	350,758	
				126,275	132,498	91,985	0	0	0	350,758	

If you are the sponsoring organization of a Coop or an Interlocal, you can find the percentages and state aid amounts anticipated from member districts on the Coop_Split tab.

SpecialED | **Coop_Split** | Payment Received (+)

Special Education Coop Split											
SchoolYear: 2016						Org_no: D0603					
County Name: Allen						USD Name: ANW Special Education Cooperative					
schoolyear	Paid_For	Paid_To	Pct	October	December	March	April	June	Supplemental	Total	
2016	D0603	D0101	0.1007	126,275	132,498	91,985	0	0	0	350,758	
2016	D0603	D0256	0.0528	66,210	69,472	48,230	0	0	0	183,912	
2016	D0603	D0257	0.2392	299,950	314,731	218,497	0	0	0	833,178	
2016	D0603	D0258	0.1109	139,066	145,918	101,302	0	0	0	386,286	
2016	D0603	D0366	0.0819	102,700	107,761	74,812	0	0	0	285,273	
2016	D0603	D0387	0.0398	49,908	52,367	36,355	0	0	0	138,630	
2016	D0603	D0413	0.3358	421,084	441,834	306,737	0	0	0	1,169,655	
2016	D0603	D0479	0.0389	48,780	51,183	35,533	0	0	0	135,496	
2016	D0603	D0603	0.0000	0	0	0	0	0	0	0	0
				1,253,973	1,315,764	913,451	0	0	0	3,483,188	

If you have any questions about the reports, please contact School Finance:

- Rose Ireland at 785-296-4973 or rireland@ksde.org
- Sara Barnes at 785-296-4972 or sbarnes@ksde.org