**Talking Points WASBO Regional Meeting**

**September - October 2016**

**School Finance Team**

**IMPORTANT DATES:**

* Annual Report Aid Cert (PI-1505 AC) due on **August 31**
* Auditor Aid Cert (PI-1506 AC) & Audited Fund Balances (PI-1506 FB) due on **September 9**
* Transfer of Service (TOS) Revenue Limit—Part A closes on **September 9**
* 3RD FRIDAY IN SEPTEMBER PUPIL COUNT on **September 16**
* TOS -- Part B Verification Portion of TOS for Revenue Limit due on **September 16**
* Annual Report (PI-1505) & Spec Ed Annual Report (PI-1505 SE) due on **September 16**
* TOS -- Part C Summary and Final Step for Requesting School District for TOS to Revenue Limit Due at Noon on **September 26**
* September (PI-1563) and Summer (PI-1804) Pupil Count Reports due **September 30**
* September Youth Challenge Pupil Count (PI-1563 YCA) Report due on **September 30**
* Summer 2016 Pupil Transportation Report (PI-1547 SS) due on **September 30**
* Energy Efficiency Exemption to Revenue Limits Board Resolution due on **October 1**
* 2016-17 General State School Aids Certification to districts on **October 14**
* Inter/Intra District Transfer Program (PI-1541 / PI-1542) Reports due on **October 17**

**SCHEDULED AID PAYMENTS:**

* Equalization Aid & Special Adjustment Aid – **September 19**
* Sparsity Aid -- **September 19**

**ANNUAL REPORTS & AUDITS:**

* Districts are currently working with their auditors to ensure that the PI-1506 AC and the PI-1505 Annual Report are consistent. The PI-1506 AC auditor submission was due to DPI on or before September 9.
* The full Annual Report (PI 1505) is due from the district to DPI on September 16.

The full audit report is due to DPI by December 1.

* DPI auditors may contact the district if there are variances between the PI 1505 and the PI 1506AC. Variances will need to be explained or corrected.

**REVENUE LIMIT WORKSHEETS:**

* The 2016-17 pre-populated worksheet is available on our website. Any additional or corrected data will be reflected in the regularly scheduled updates.
* Adjustments for private school voucher students will be provided by DPI on Friday, October 14. This non-recurring exemption (Line 10H) will reflect the maximum state aid deduction as a result of the voucher payments from resident districts ($7,323 per K-8 & $7,969 per 9-12 FTE student). Essentially, this exemption and transfer will have zero impact on the district’s annual budget. State aids is reduced and the school board is granted authority to increase property taxes to replace the loss of state school aids. The private school students in the voucher programs ARE NOT counted in the district’s membership report (PI 1563). DPI provides the private school student counts for purposes of the following year’s Equalization Aid calculation.
* The Special Needs Scholarship transfer equals $12,000 as an aid transfer from the resident school district. The private school students in this voucher programs ARE NOT counted in the district’s membership report (PI 1563). Instead, DPI provides the private school student counts. These students are included in the 3-year phase-in on the Revenue Limit calculation as well as the following year’s Equalization Aid calculation.

**DEBT PAYMENTS:**

* Tax levies for debt service are based on the CALENDAR year (not the fiscal year). Remember this when preparing to set a debt service tax levy later this fall. The November levy will need to include all debt service payments in the Calendar Year 2017.
* The law does allow a district to levy more for debt than the annual P&I in that calendar year, but only to speed up the payments and satisfy the debt issue earlier than scheduled.
* Tax revenues collected to make debt service payments are to be held in a segregated fund. This fund may only be used for the intended purpose of paying off debt. The balance of segregated funds should not be used to cover cash flow shortages or as collateral in operational borrowing.

**SPECIAL EDUCATION OPEN ENROLLMENT:**

* The Special Ed OE transfer amount for the 2016-17 year is $12,000.
* A non-resident district can no longer deny a Special Ed OE application for undue financial burden. The only acceptable reason for denial is lack of space.
* A transfer of service to cover costs above the $12,000 for non-resident special education students is not allowed. If the student is eligible, the non-resident district may be able to claim High Cost Special Ed Aid.
* For additional details or assistance with Special Education OE questions: [**http://oe.dpi.wi.gov/sites/default/files/imce/oe/pdf/QA\_16-17\_OE\_Changes.pdf**](http://oe.dpi.wi.gov/sites/default/files/imce/oe/pdf/QA_16-17_OE_Changes.pdf)

You can also contact Jen Danfield at [jennifer.danfield@dpi.wi.gov](mailto:jennifer.danfield@dpi.wi.gov)

**TAX BILL CERTIFICATION CHANGES**

Beginning in 2016, municipal clerks are required to prepare tax bills highlighting the portion of the tax levy attributed to non-recurring operating & debt referenda. This information will need to be provided to the clerks in the certification process from the school district. Department of Revenue (DOR) is responsible for implementing this law change, but the School Finance Team has worked with DOR to redesign the PI-401 form to provide the detail municipalities require in a consistent manner.

To read more about this change and preview the new form, you may go to the SFS website presentation page <http://dpi.wi.gov/sfs/outreach/team-presentations> and select DPI Update Reminders & Reporting Requirements from the 2016 WASBO Spring Conference. Review slides 29-40.

§74.09 (3)(db)

*Indicate, in a section of the bill that is separate from the billing information, the total amount of tax levied by a taxing jurisdiction on all property of the taxing jurisdiction and on the property for which the bill is prepared that is the result of a referendum to exceed, on a nonpermanent basis, a school district revenue limit, a technical college district revenue limit, or a county or municipal levy limit and indicate the year in which the authorization to exceed the limit no longer applies. A separate listing is required for each such authorization.*

**STAY TUNED IN TO THE SCHOOL FINANCE TEAM:**

* Sign up for weekly List Serve bulletins

<http://dpi.wi.gov/sfs/communications/listserves/overview>

* Check newly posted topics under General Information on SFS homepage

<http://dpi.wi.gov/sfs>

* Changes brought about from the 2015-17 state budget

<http://dpi.wi.gov/policy-budget/biennial-budget/current>



