**SCHOOL FINANCIAL SERVICES TEAM – DEPARTMENT OF PUBLIC INSTRUCTION – SCHOOL FINANCE BULLETIN #770, June 13, 2019**

**IMPORTANT! PUPIL TRANSPORTATION AND SPECIAL EDUCATION UPDATE:** A recent change in law repealed the prohibition on a school district or independent charter school receiving state aid under both the Pupil Transportation and Special Education Aid programs for the same student in the same year. The SFS Team has reviewed the change in law and is in the process of updating our information and guidance, but to summarize:

* A student who rides a regular AM/PM bus route with additional supports required by their IEP (e.g. a bus aide or safety equipment) **MAY** be counted for Pupil Transportation Aid. The excess costs of those IEP-required supports remain Fund 27 costs and can be eligible for Special Education Aid.
* A student who rides a regular AM/PM route for part of the year and a specialized route for part of the year, as with an IEP change, **MAY** be counted for Pupil Transportation Aid. The Fund 27 excess costs of their specialized transportation can be eligible for Special Education Aid.
* A student who exclusively rides a specialized AM/PM route **MAY NOT** be counted for Pupil Transportation Aid.
* The compliance outcome that placing a student without an IEP on a specialized route disqualifies the route for Special Education Aid eligibility, unless one of the specific “incidental benefit” circumstances described in our program guidance applies, remains in effect.

**As a result of this change, the due date for the 2018-19 PI-1547 Pupil Transportation Report is being extended to July 17, 2019.**

If you have already completed your PI-1547 Pupil Transportation Report for 2018-19 and have students who rode a regular AM/PM route but were excluded due to their also having IEP-required specialized transportation costs, you may update your PI-1547 report to include them in your counts.

We will be releasing audit program updates and the annual auditor letter shortly. Auditors should not issue findings for students eligible for both aid programs.

Questions: [dpifin@dpi.wi.gov](mailto:dpifin@dpi.wi.gov), 608-267-9114.

**JUNE 2019 PAYMENT RECONCILIATION WORKSHEET AVAILABLE:**

The June 17th, 2019 General Aids payment information can be found on the team’s website at <https://dpi.wi.gov/sfs/finances/aids-register/aid-payment-adj-exp> under the “June and July Aid Payment Reconciliation” section or directly at <https://dpi.wi.gov/sites/default/files/imce/sfs/xls/June2019paymentreconciliation_Posted.xls>.

Within the spreadsheet, after enabling editing and content, use the drop down menu to select your district.

The spreadsheet is designed to assist district accountants in recording the necessary transactions for the June General Aids payments, as well as the associated adjustments that have impacted payments throughout the fiscal year (including June).

Adjustments include (a) Public School Open Enrollment, (b) Additional Year Tuition Waivers; (c) Challenge Academy; (d) Wisconsin and Racine Private School Choice Programs (WPCP/RPCP vouchers); (e) the Special Needs Scholarship Program (SNSP); (f) New Independent Charter Schools, and (g) Revenue Limit Penalties. For additional information on the reconciliation items, see the definitions tab within the spreadsheet.

The spreadsheet will be updated again in mid-July to reflect the July 2019 Delayed Equalization Aid payment and final 2018-19 Open Enrollment and Additional Year Tuition Waiver amounts.

Questions: Sumana Sengupta, [sumana.sengupta@dpi.wi.gov](mailto:sumana.sengupta@dpi.wi.gov) ,608-267-9205 or Terry Casper, [terry.casper@dpi.wi.gov](mailto:terry.casper@dpi.wi.gov),608-267-9218.

**FINAL PREPOPULATED 2018-19 REVENUE LIMIT WORKSHEET AVAILABLE:**

The Department of Public Instruction is required by law to calculate each district’s final revenue limit for compliance with Section 121.92(2), Wis. Stats. Each district's 2018-19 final revenue limit worksheet is available using May 30, 2019 data on file at the department. The worksheet reflects updated membership figures resulting from membership audits and district corrections.

District worksheets can be found on the team’s website found at:

1. [SFS Home](http://dpi.wi.gov/sfs) (<http://dpi.wi.gov/sfs>)
2. » [Revenue Limits](http://dpi.wi.gov/sfs/limits/overview)
3. » Final Revenue Limit Worksheets
4. » 2018-19 Final Revenue Limit Computation

The spreadsheet can be accessed directly at <http://dpi.wi.gov/sfs/limits/worksheets/overview>.

Revenue limit penalties, if any, are noted in the “Results” box on page 2 and reduce the June 2019 equalization aid payment to your district. Please be sure to confirm you have the May 30, 2019 worksheet version of the 2018-19 Final Revenue Limit calculation.

Questions: [Derek.Sliter@dpi.wi.gov](mailto:Derek.Sliter@dpi.wi.gov), 608-266-3464.

**BUDGET AND MEMBERSHIP CLOSED FOR JULY 1 AID ESTIMATE:** The PI-1504 Budget and PI-1563 Pupil Count Reports for 2018-19 are closed for determination of the statutorily required July 1 estimate of general school aids for 2019-20. This being a biennial budget year, we will continue the past practice of using current law (i.e. the 2018-19 general aids appropriation) as a default. However, we are monitoring the budget process and will provide updates as necessary.

**SFS AUDITOR CONTACT UPDATE:** Jillian Raff is out for the summer. Please email questions regarding financial or program audits to [dpifin@dpi.wi.gov](mailto:dpifin@dpi.wi.gov) so they can be routed to the appropriate individual.

**UPCOMING EVENTS:**

**UPCOMING WASBO** [<https://www.wasbo.com>] **and WASDA** [<http://www.wasda.org>] **WORKSHOPS AND CONFERENCES:**

**WASBO Custodial & Maintenance Conferences**

• June 18, 2019 – School Leadership Center – Module 7 only, Madison

• July 17, 2019 – New Berlin

• July 24, 2019 - Westby

• July 31, 2019 – Appleton

**WASBO School Business Office Professionals Conferences (previously Bookkeeper and Payroll Professionals Conference)**

• Aug. 15 – CESA 3, Fennimore, WI

• Oct. 17 – CESA 4, West Salem, WI

• Nov. 20 – CESA 6,7 and 8, Fox Valley Technical College, Appleton

**WASBO Certified School Risk Managers Program (CSRM)** To learn more visit: <https://wasbo.com/riskmanagement>

Fall CSRM Dates

• Fundamentals of Risk Management – September 18, 2019 – Madison

• Handling School Risks – September 19, 2019 – Madison

• Measuring School Risks – October 16, 2019 – Madison

• Funding School Risks – October 17, 2019 – Madison

• Administering School Risk – November 13, 2019 – Madison

• Crisis Prevention – November 14, 2018 – Madison

**WASBO Fall Conference,**

• Oct 2, 2019 – Golf Fundraiser, Quit Qui Oc

• Oct. 3-4, 2019 - The Osthoff Resort, Elkhart Lake

**SCHOOL FINANCE CONTACTS:**

[Jillian Raff, Auditor: 608-267-7882 [Jillian.Raff@dpi.wi.gov](mailto:Jillian.Raff@dpi.wi.gov)]

[Terry Casper, Accountant-Advanced: 608-267-9218 [Terry.Casper@dpi.wi.gov](mailto:Terry.Casper@dpi.wi.gov)]

[Sumana Sengupta, Accountant-Senior: 608-267-9205 [Sumana.Sengupta@dpi.wi.gov](mailto:Sumana.Sengupta@dpi.wi.gov)]

[Bruce Anderson, Consultant: 608-267-9707 [Bruce.Anderson@dpi.wi.gov](mailto:Bruce.Anderson@dpi.wi.gov)]

[Derek Sliter, Consultant: 608-266-3464 [Derek.Sliter@dpi.wi.gov](mailto:Derek.Sliter@dpi.wi.gov)]

[Roger Kordus, Consultant: 608-267-3752 [Roger.Kordus@dpi.wi.gov](mailto:Roger.Kordus@dpi.wi.gov)]

[Roselynn Bittorf, Consultant: 608-267-9212 [Roselynn.Bittorf@dpi.wi.gov](mailto:Roselynn.Bittorf@dpi.wi.gov)]

[Carey Bradley, Assistant Director: 608-267-9209 [Carey.Bradley@dpi.wi.gov](mailto:Carey.Bradley@dpi.wi.gov)]

[Dan Bush, Director: 608-266-6968 [Daniel.Bush@dpi.wi.gov](mailto:Daniel.Bush@dpi.wi.gov)]

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**SCHOOL FINANCIAL SERVICES TEAM – DEPARTMENT OF PUBLIC INSTRUCTION – SCHOOL FINANCE BULLETIN #769, JUNE 4, 2019**

## PAYMENT OF 2018-19 YEAR END CLAIMS:

## Each year in June the processing of claims is shut down for a couple of weeks in order for the State of Wisconsin to perform year end wrap up and rollover into the next fiscal year.

The last date that Department of Public Instruction (DPI) grant accountants will be able to process claims is June 12th. Claims that are not already on file at DPI might not be able to be processed in time for the June 12th processing date. If processed by June 12th, you should receive payment by June 24th. Processing of outstanding claims will begin again in July 2019.

A reminder that all final claims from fiscal year 2018-19 must be submitted by September 30, 2019.

If you have questions please contact your DPI Federal and State Programs grant accountant:

[Glenn Aumann](mailto:glenn.aumann@dpi.wi.gov), [glenn.aumann@dpi.wi.gov](mailto:glenn.aumann@dpi.wi.gov), (608) 266-3489  
[Ryan Egan](mailto:ryan.egan@dpi.wi.gov), [ryan.egan@dpi.wi.gov](mailto:ryan.egan@dpi.wi.gov), (608) 266-1723  
[Jacque Jordee](mailto:jacqueline.jordee@dpi.wi.gov), [jacqueline.jordee@dpi.wi.gov](mailto:jacqueline.jordee@dpi.wi.gov), (608) 267-9134  
Mark Rudman, [mark.rudman@dpi.wi.gov](mailto:mark.rudman@dpi.wi.gov), (608) 267-9187

Najat Shorette, [najat.shorette@dpi.wi.gov](mailto:najat.shorette@dpi.wi.gov), (608) 266-6856

**AID FOR SCHOOL MENTAL HEALTH PROGRAMS:** Eligibility information for the June 17 payment of Aid for School Mental Health Programs is now available at <https://dpi.wi.gov/sspw/mental-health/aid-school-mental-health-programs>. This new categorical aid program provides funds for school districts, independent charter schools, and private choice schools that increased their investments in school social workers from 2016-17 to 2017-18.

Questions: Julie Incitti, DPI Student Services, Prevention & Wellness, [julie.incitti@dpi.wi.gov](mailto:julie.incitti@dpi.wi.gov) or 608-266-0963.

**EARLY COLLEGE CREDIT PROGRAM:** Claims for the Early College Credit Program are open to districts through July 15. Because there are limited funds available for reimbursement, it is not possible for a district to estimate the associated revenue, nor to book a receivable at year end. WUFAR coding for this activity should be source 619 and project 445.

Information on the Early College Credit Program is available at: <https://dpi.wi.gov/dual-enrollment/eccp>.

**STATE TUITION PAYMENTS FINALIZED:** Payments of tuition from the state for students residing in certain eligible facilities have been finalized. Districts that submitted 2018-19 claims for students served in 2017-18 received payments on June 3. Amounts by district are available at <https://dpi.wi.gov/sfs/aid/categorical/state-tuition>.

Questions: Dan Bush, [daniel.bush@dpi.wi.gov](mailto:daniel.bush@dpi.wi.gov), 608-266-6968.

**MESSAGE FROM THE SCHOOL NUTRITION TEAM:** Did you know Wisconsin schools and districts could do much more than many realize to simultaneously improve outcomes for students and improve district finances? Recent data suggests there could be more awareness of opportunities in the school nutrition area.

School nutrition is sometimes thought of as “separate” from the rest of the school, but considering its benefits, colleagues may want to think about ways they can support or jump-start school nutrition directors’ work to innovate their offerings for students.

We all know the benefits of a nutritious, affordable, tasty meal for students. Meanwhile, higher participation in school meals makes reimbursement dollars go farther by lowering per meal costs.

Most Wisconsin school districts are seeing downward trends in meals participation. Yet, according to (non-definitive) DPI survey data from this year, it seems many didn’t realize this trend can be reversed. Partnerships with colleagues and exciting new ideas are helping some districts get “outside the box” to the next generation of school meals -- to make them “rock” -- even getting students excited about healthy foods.

School nutrition directors work hard every day in Wisconsin, ensuring students are well-fed and able to succeed in school and life. But, are we directing our hard work to make the greatest impact?

Would you consider taking one of these two actions:

1) If you’re not a nutrition director: Find out if participation in your school/district is going up or down. Volunteer to help your nutrition director find funding for improvements, discuss or evaluate innovations, help with implementation, or provide other partnership;

2) If you are a nutrition director: Tell us what would help you take your meals to the next level of attractiveness, value, and popularity (if you don’t know, tell us what would help you figure it out). Our brief online survey makes this feedback easy.

Thank you for reading, and for all you do for your students!

School Nutrition Team, Wisconsin Department of Public Instruction