

Date: 06/15/2016  
Time: 9:00 AM - 10:30 AM  
Title: Demystifying Supplemental Schedule (SS) 10-16 reporting

Description: Do you ever wonder; where do I begin? Where do I report this expense? Why do forms request this information? Is this item required? Why do so many pages printout when my school has only one program to report?

A Rate Setting Unit (RSU) accountant will review SS 10-16 forms completion process and provide suggestions for gathering reporting elements. These tips will assist schools in reporting more accurately and result in fewer follow-up questions from RSU accountants.

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Please record questions you have in the space below. If there is inadequate time at the end of the presentations to respond to questions, please email: [RATEWEB@NYSED.GOV](mailto:RATEWEB@NYSED.GOV)

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# Special Ed Director Questionnaire

See Public School District Supplemental Schedule Reporting (SSR) P 1		
School Year	Program #	Program #
Program # CFR Manual Appendix H describes SED Program Types. Examples: School Age summer (9000: full day; 9010: < 5 hours; 9015: Non-Special Class, etc.) 9230: 1:1 aides for Summer School age or PreK. Preschool (9100, 9115, 9135, 9160, 9165, 9190, 9200, etc.). Infant & Toddler (9300s)	Program #	Program #
NOTE: Program Code should match the programs per your Approval Letters. <a href="http://www.oms.nysed.gov/rsu/Manuals_Forms/Manuals/CFRManual/home.html">http://www.oms.nysed.gov/rsu/Manuals_Forms/Manuals/CFRManual/home.html</a>	Description:	Description:
Are all students with IEPs for the programs reported on STAC? If not, update STAC. Verify or withdraw students as applicable.		
How many students were in each program?		
Students with IEPs		
Students without IEPs		
Students attending from other districts Please request the neighboring district to STAC the student properly.		
How many classrooms were run for each program?		
What were the ages of the students in each classroom?		
What were the total hours each program ran?		
What times did each program run? (example: 9 AM – 11:30 AM)		
What was the classroom ratio for each program? Was the classroom ratio the same as that on the approval letter? If not, what was it and why was it different from the approval letter?		
How many teachers were in each classroom?		
How many classroom aides were in each classroom? If there were 1:1 aides, was this reflected on the STAC report? If not, update STAC.		
Were there any shared 1:1 aides? If so, see: <a href="http://www.oms.nysed.gov/stac/news_2015.html">http://www.oms.nysed.gov/stac/news_2015.html</a> <a href="http://www.oms.nysed.gov/stac/schoolage/1to1_aides/home.html">http://www.oms.nysed.gov/stac/schoolage/1to1_aides/home.html</a> <a href="http://www.oms.nysed.gov/stac/schoolage/1to1_aides/1-1_aide_instructions.html">http://www.oms.nysed.gov/stac/schoolage/1to1_aides/1-1_aide_instructions.html</a>		
How many days did the program operate? "Special education programs and service(s) must operate for 30 school days during the months of July and August and will be funded for a maximum of 30 days of service based upon enrollment. For the July" - August "extended school year, the calendar must include at least 30 days during July and August. In observance of Independence Day as a legal holiday, July 4th may constitute a day of service for a July-August program, provided that day is included in your program calendar dates. [8 NYCRR section 200.1(eee)]" <a href="http://www.p12.nysed.gov/specialed/applications/ESY/ESY-2015/2015-memo.html">http://www.p12.nysed.gov/specialed/applications/ESY/ESY-2015/2015-memo.html</a>		
Were there any related services offered to students?		
Physical Therapy		
Occupational Therapy		
Speech Therapy		
Counseling		
Other		
Were there any supplies, food, field trip, or other program expenditures?		
Complete the SED-4 and email a copy to the RSU accountant assigned to school. See <a href="http://www.oms.nysed.gov/rsu/Manuals_Forms/Forms/RelatedServices/home.html">http://www.oms.nysed.gov/rsu/Manuals_Forms/Forms/RelatedServices/home.html</a>		
In integrated preschool programs (9160 - 9163, 9165-9169), if there are any teachers providing services to non-disabled students, use PTC 260 to report salaries; if there were any aides or paraprofessionals providing services to non-disabled students, use PTC 265 to report these salaries. See CFR Manual Appendix R: <a href="http://www.oms.nysed.gov/rsu/Manuals_Forms/Manuals/CFRManual/home.html">http://www.oms.nysed.gov/rsu/Manuals_Forms/Manuals/CFRManual/home.html</a>		
Provide a list of staff: names, positions, if staff or contracted for the Business Office. Include the weekly hours each staff type normally works during the school year.		
Were there any students that were sent to other districts, BOCES, private programs, etc? If so, costs for these students are reported on SS-12.		

Revenue and Student FTE Calculations

	A	B	C	D	E	F	G	H	I	J	
1	P 9000	Full Day Program				<b>See Public School District Supplemental Schedule Reporting (SSR) P 1</b>					
2	Prosp Rate	# Students attending	Weeks	Program Hrs	Hours per school day	Days of Operation. (Expected: 30 days)	Revenue	Student FTEs		Notes	
3	\$123.00	49	6	5	5	30	\$180,810	49.000		Most common.	
4	\$123.00		5	5	5	30	\$0	0.000			
5	\$123.00		4	5	5	30	\$0	0.000			
6	\$123.00	2	3	5	5	30	\$3,690	1.000			
7	\$123.00		2	5	5	30	\$0	0.000			
8	\$123.00	1	1	5	5	30	\$615	0.167			
9		52					<b>Total Revenue</b>	<b>\$185,115</b>	<b>50.167</b>	<b>Student FTEs</b>	
10						<b>Report on</b>	<b>SS-10</b>	<b>SS-14</b>			
11	P 9010	Less Than 5 Hour Program									
12	Prosp Rate	# Students attending	Weeks	Prog Hrs per Approval Letter; use 2.5 hr - 4.5 hrs.	Hours per school day	Days of Operation. (Expected: 30 days)	Revenue	Student FTEs		Notes	
13	\$105.00	49	6	3	5	30	\$92,610	29.400		Most common.	
14	\$105.00		5	3	5	30	\$0	0.000			
15	\$105.00		4	3	5	30	\$0	0.000			
16	\$105.00	2	3	3	5	30	\$1,890	0.600			
17	\$105.00		2	3	5	30	\$0	0.000			
18	\$105.00	1	1	3	5	30	\$315	0.100			
19							<b>Total Revenue</b>	<b>\$94,815</b>	<b>30.100</b>	<b>Student FTEs</b>	
20						<b>Report on</b>	<b>SS-10</b>	<b>SS-14</b>			
21	P 9015 (A-D)	Summer Related Services/Specially Designed Instruction (1/2 hr units) Programs									
22	Prosp Rate	# Students attending	Total # 1/2Hr Units	Revenue	Prorated # of 1/2 Hr Units	Students in P 9015 are not eligible for 1:1 Aides.					
23	\$30.00	1	12	\$360	12	Sample per STAC Guidance > <a href="http://www.oms.nysed.gov/stac/stac_online_system/online_instructions/Guide_DSSRS.pdf">http://www.oms.nysed.gov/stac/stac_online_system/online_instructions/Guide_DSSRS.pdf</a>					
24	\$30.00	2	60	\$900	30						
25	\$30.00	3	15	\$150	5						
26	\$30.00	4		\$0	0						
27	\$30.00	5		\$0	0						
28	\$30.00	6		\$0	0						
31			<b>Total Rev</b>	<b>\$1,410</b>	<b>47</b>	<b>Total STAC Units</b>					
32			<b>Report on</b>	<b>SS-10</b>	<b>SS-14</b>						
33	P 9230 for Full Day program	For 1:1 aides		This is a supplemental program.							
34	Prosp Rate (Use RWAPD)	# Students attending	Weeks	Program Hrs	Hours per school day	Days of Operation. (Expected: 30 days)	Revenue	Student FTEs		Notes	
35	\$89.82	3	6	5	5	30	\$8,084	3.000		Most common.	
36	\$89.82		5	5	5	30	\$0	0.000			
37	\$89.82		4	5	5	30	\$0	0.000			
38	\$89.82		3	5	5	30	\$0	0.000			
39	\$89.82		2	5	5	30	\$0	0.000			
40	\$89.82		1	5	5	30	\$0	0.000			
41	Shared Aide 2:1										
42	\$89.82	4	6	5	5	30	\$5,389	2.000			
43	\$89.82		5	5	5	30	\$0	0.000			
44	\$89.82		4	5	5	30	\$0	0.000			
48	Shared Aide 3:1										
49	\$89.82		6	5	5	30	\$0	0.000			
50	\$89.82		5	5	5	30	\$0	0.000			
55											
56	P 9230 for Less Than 5 Hour Program										
57	Prosp Rate (Use RWAPD)	# Students attending	Weeks	Prog Hrs per Approval Letter; use 2.5 hr - 4.5 hrs.	Hours per school day	Days of Operation. (Expected: 30 days)	Revenue	Student FTEs		Notes	
58	\$89.82	5	6	3	5	30	\$8,084	3.000		Most common.	
59	\$89.82		5	3	5	30	\$0	0.000			
60	\$89.82		4	3	5	30	\$0	0.000			
61	\$89.82		3	3	5	30	\$0	0.000			
62	\$89.82		2	3	5	30	\$0	0.000			
63	\$89.82		1	3	5	30	\$0	0.000			
64	Shared Aide 2:1										
65	\$89.82	3	6	3	5	30	\$2,425	0.900			
66	\$89.82		5	3	5	30	\$0	0.000			
67	\$89.82		4	3	5	30	\$0	0.000			
71	Shared Aide 3:1										
72	\$89.82		6	3	5	30	\$0	0.000			
73	\$89.82		5	3	5	30	\$0	0.000			
78							<b>Total Revenue</b>	<b>\$23,982</b>	<b>8.900</b>	<b>Student FTEs</b>	
79						<b>Report on</b>	<b>SS-10</b>	<b>SS-14</b>			

**Estimates for SS-13**

Program	Class Ratio	SS-14 Ratio	# Classes	Class Hrs	Expected # Tchrs	# Students	Student FTEs	Expected # Aides	Potential Hrs Pd per day	Total Hrs Pd	Notes
9000	8:1:1	8.1:1	3	5	3 = 1 T * 3 classes	25		3 = 1 TA * 3 classes			Contact RA for Variance for extra student
	6:1:2	6.1:2	2	5	2 = 1 T * 2 classes	9		4 = 2 TAs * 2 classes			
	12:1:+(3:1)	12.1:+(3:1)	2	5	2 = 1 T * 2 classes	18		6 = 18 students / 3			Based on ratio, 1 TA for every 3 students. It is also possible that there are 7 classroom aides.
Teachers				7					5.50	1155	1155 = 7 Tchrs * 5.5 hrs * 30 days
TAs								13	5.25	2048	2048 = 13 TAs * 5.25 hrs * 30 days
Student FTEs						52	50.167				See Revenue & Student FTEs cell H9

9010	8:1:1	8.1:1	3	3	3 = 1 T * 3 classes	25		3 = 1 TA * 3 classes			Contact RA for Variance for extra student
	6:1:2	6.1:2	2	3	2 = 1 T * 2 classes	9		4 = 2 TAs * 2 classes			
	12:1:+(3:1)	12.1:+(3:1)	2	3	2 = 1 T * 2 classes	18		6 = 18 students / 3			Based on ratio, 1 TA for every 3 students. It is also possible that there are 7 classroom aides.
Teachers				7					3.50	735	735 = 7 Tchrs * 3.5 hrs * 30 days
TAs								13	3.25	1268	1268 = 13 TAs * 3.25 hrs * 30 days
Student FTEs						52	30.100				See Revenue & Student FTEs cell H9

9230	Orig Program										
	1:1 aides	9000		5		3	3	3	5.25	473	473 = 3 aides * 5.25 hrs * 30 days
	1:1 aides	9010		3		5	3	3	3.25	293	293 = 3 TAs * 3.25 hrs * 30 days
	2:1 aides	9000		5		4	2	2	5.25	315	315 = 2 TAs * 5.25 hrs * 30 Days
	2:1 aides	9010		3		3	0.90	1.5	3.25	146	146 = 1.5 TAs * 3.25 hrs * 30 Days
Student FTEs						15	8.900			1226	See Revenue & Student FTEs cell H78

	Student FTEs	Possible Nurse %	Hrs
P 9000 Student FTEs	50.167	21.7%	34
P 9010 Student FTEs	30.1	13.0%	21
P 9015: 47 prorated half-hr sessions / 2 sessions per hr / 30 days	0.783333	0.3%	1
100 Gen Ed full day student FTEs	100	43.3%	68
100 Gen Ed half day (2.5 hr) student FTEs	50	21.6%	34
Totals	231.0503	100%	158

**This is a sample. There are other methods to prorate.**

Janitor:	Reasonable time per class per day	0.5
	X Number of Classes	7
	X Days in Session	30
	Total Hrs for Program	105

**In this sample, the time study indicated that the janitor devoted approximately a half hour per day per ESY program class.**

Account    DP Code    Amount  
                  33

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DETAIL OF EXPENDITURES FOR STUDENTS WITH DISABILITIES EDUCATED IN PROGRAMS OPERATED BY OTHER DISTRICTS, BOCES, SPECIAL ACT DISTRICTS OR PRIVATE SCHOOLS-FISCAL YEAR ENDING JUNE 30, 2015

EARLY INTERVENTION-12 MONTH-DOH-CHAPTER 428 EXPENDITURES

See SSR P 4.

Instructional Salaries	2251.15	1	
Noninstructional Salaries	2251.16	2	
Equipment	2251.2	3	
Contractual and Other	2251.4	4	
Materials and Supplies	2251.45	5	
Tuition			
a. Other Public Districts in NYS (Excluding Special Act Districts)	2251.471	6	
b. All Other	2251.472	7	
Textbooks	2251.48	8	
BOCES Services	2251.49	9	
Employee Benefits	2251.8	10	
TOTAL EARLY INTERVENTION EXPENDITURES	2251.0	11	0

PRESCHOOL-12 MONTH-SECTION 4410 EXPENDITURES

Instructional Salaries	2252.15	12	
Noninstructional Salaries	2252.16	13	
Equipment	2252.2	14	
Contractual and Other	2252.4	15	
Materials and Supplies	2252.45	16	
Tuition			
a. Other Public Districts in NYS (Excluding Special Act Districts)	2252.471	17	
b. All Other	2252.472	18	
Textbooks	2252.48	19	
BOCES Services	2252.49	20	
Employee Benefits	2252.8	21	
TOTAL PRESCHOOL-12 MONTH EXPENDITURES	2252.0	22	0

SCHOOL AGE-JULY/AUGUST-SECTION 4408 EXPENDITURES

Instructional Salaries	2253.15	23	
Noninstructional Salaries	2253.16	24	
Equipment	2253.2	25	
Contractual and Other	2253.4	26	
Materials and Supplies	2253.45	27	
Tuition			
a. Other Public Districts in NYS (Excluding Special Act Districts)	2253.471	28	3,000
b. All Other	2253.472	29	150,000
Textbooks	2253.48	30	
BOCES Services	2253.49	31	27,000
Employee Benefits	2253.8	32	
TOTAL SCHOOL AGE-JULY/AUGUST EXPENDITURES	2253.0	33	180,000

No Transportation  
Costs To/From  
home/school.

See P 21:  
B2, Lines 13 and 27.

Account	DP Code	Amount
<u>List Of Program Codes (RSU Appendix H)</u> <b>See SSR P 4.</b>		
PROGRAM NAME (1) 5 HR ESY		
PROGRAM CODE (Enter at Item 1)	1	9000
SUMMER FTE of Enrollment by Funding Source		
DOH - Chapter 428 - Early Intervention	2	
Section 4408 (Article 89) District Placement	3	49.167
Section 4410 (Ages 3-4) District Placement	4	
Local Social Services District	5	
Other Placement <b>Example: General Educ. Student.</b>	6	1.000
Total SUMMER FTE Enrollment by Funding Source	7	50.167
Number of Days in Session	8	30
Total Care Days	9	1,505
Number of One-Half Hour Sessions (Direct and Indirect)	10	
Actual Number of One-Half SEIS or SEIT Units Provided	10a	
SUMMER FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	11	8.1.1
Number of Classrooms <b>Use Periods in Ratios.</b>	12	3
Student FTE	13	25.000
Approved Classroom Ratio (Students.Teachers.Aides)	14	6.1.2
Number of Classrooms	15	2
Student FTE	16	7.167
Approved Classroom Ratio (Students.Teachers.Aides)	17	12.1.+(3.1)
Number of Classrooms	18	2
Student FTE	19	18.000
Total SUMMER FTE of Enrollment by Classroom	20	50.167
SCHOOL YEAR FTE of Enrollment by Funding Source		
Section 4402 (Article 89) District Placement	21	
DOH - Chapter 428 - <u>Early Intervention</u> <b>Used for Preschool</b>	22	
Section 4410 (Ages 3-4) District Placement <b>School Year enrollment.</b>	23	
Local Social Services District	24	
Other Placement	25	
Total SCHOOL YEAR FTE of Enrollment by Funding Source	26	0.000
Number of Days in Session	27	
Total Care Days	28	0
Number of One-Half Hour Sessions (Direct and Indirect)	29	
Actual Number of One-Half SEIS or SEIT Units Provided	29a	
SCHOOL YEAR FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	30	
Number of Classrooms	31	
Student FTE	32	
Approved Classroom Ratio (Students.Teachers.Aides)	33	
Number of Classrooms	34	
Student FTE	35	
Approved Classroom Ratio (Students.Teachers.Aides)	36	
Number of Classrooms	37	
Student FTE	38	
Total SCHOOL YEAR FTE of Enrollment by Classroom	39	0.000

Maintain program reporting order for SS-14, SS-10, and SS-11.

FTE Totals are expected to match.

Some students did not attend all 6 weeks. See Rev & Student FTE wksht.

Contact RA for variance for extra student.

+(3:1) = 1 aide for Every 3 students.

1: Primarily used to report preschool ten-month (school year September-June) enrollment. If your summer ESY has more than 3 class ratios, please report those ratios, # of classrooms, and student FTEs here. This is seldom seen.

Account	DP Code	Amount
	21	
PROGRAM NAME (2)		
3 HR ESY		
PROGRAM CODE (Enter at Item 40)	40	9010
SUMMER FTE of Enrollment by Funding Source		
DOH - Chapter 428 - Early Intervention	41	
Section 4408 (Article 89) District Placement	42	30.100
Section 4410 (Ages 3-4) District Placement	43	
Local Social Services District	44	
Other Placement	45	
Total SUMMER FTE Enrollment by Funding Source	46	30.100
Number of Days in Session	47	30
Total Care Days	48	903
Number of One-Half Hour Sessions (Direct and Indirect)	49	
Actual Number of One-Half SEIS or SEIT Units Provided	49a	
SUMMER FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	50	8.1.1
Number of Classrooms	51	3
Student FTE	52	15.000
Approved Classroom Ratio (Students.Teachers.Aides)	53	6.1.2
Number of Classrooms	54	2
Student FTE	55	4.300
Approved Classroom Ratio (Students.Teachers.Aides)	56	12.1.+(3.1)
Number of Classrooms	57	2
Student FTE	58	10.800
Total SUMMER FTE of Enrollment by Classroom	59	30.100
SCHOOL YEAR FTE of Enrollment by Funding Source		
Section 4402 (Article 89) District Placement	60	
DOH - Chapter 428 - Early Intervention	61	
Section 4410 (Ages 3-4) District Placement	62	
Local Social Services District	63	
Other Placement	64	
Total SCHOOL YEAR FTE of Enrollment by Funding Source	65	0.000
Number of Days in Session	66	
Total Care Days	67	0
Number of One-Half Hour Sessions (Direct and Indirect)	68	
Actual Number of One-Half SEIS or SEIT Units Provided	68a	
SCHOOL YEAR FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	69	
Number of Classrooms	70	
Student FTE	71	
Approved Classroom Ratio (Students.Teachers.Aides)	72	
Number of Classrooms	73	
Student FTE	74	
Approved Classroom Ratio (Students.Teachers.Aides)	75	
Number of Classrooms	76	
Student FTE	77	
Total SCHOOL YEAR FTE of Enrollment by Classroom	78	0.000

FTE Totals are expected to match.

P 9010 FTEs are prorated based on program hours and if students attend < 6 weeks.

See Rev & Student FTE wksht.

Account	DP Code	Amount
	21	
PROGRAM NAME (3)		
1 TO 1 AIDES		
PROGRAM CODE (Enter at Item 79)	79	9230
SUMMER FTE of Enrollment by Funding Source		
DOH - Chapter 428 - Early Intervention	80	
Section 4408 (Article 89) District Placement	81	8.900
Section 4410 (Ages 3-4) District Placement	82	
Local Social Services District	83	
Other Placement	84	
Total SUMMER FTE Enrollment by Funding Source	85	8.900
Number of Days in Session	86	30
Total Care Days	87	267
Number of One-Half Hour Sessions (Direct and Indirect)	88	
Actual Number of One-Half SEIS or SEIT Units Provided	88a	
SUMMER FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	89	
Number of Classrooms	90	
Student FTE	91	
Approved Classroom Ratio (Students.Teachers.Aides)	92	
Number of Classrooms	93	
Student FTE	94	
Approved Classroom Ratio (Students.Teachers.Aides)	95	
Number of Classrooms	96	
Student FTE	97	
Total SUMMER FTE of Enrollment by Classroom	98	0.000
SCHOOL YEAR FTE of Enrollment by Funding Source		
Section 4402 (Article 89) District Placement	99	
DOH - Chapter 428 - Early Intervention	100	
Section 4410 (Ages 3-4) District Placement	101	
Local Social Services District	102	
Other Placement	103	
Total SCHOOL YEAR FTE of Enrollment by Funding Source	104	0.000
Number of Days in Session	105	
Total Care Days	106	0
Number of One-Half Hour Sessions (Direct and Indirect)	107	
Actual Number of One-Half SEIS or SEIT Units Provided	107a	
SCHOOL YEAR FTE of Enrollment by Classroom		
Approved Classroom Ratio (Students.Teachers.Aides)	108	
Number of Classrooms	109	
Student FTE	110	
Approved Classroom Ratio (Students.Teachers.Aides)	111	
Number of Classrooms	112	
Student FTE	113	
Approved Classroom Ratio (Students.Teachers.Aides)	114	
Number of Classrooms	115	
Student FTE	116	
Total SCHOOL YEAR FTE of Enrollment by Classroom	117	0.000

No classroom  
 Ratio data is  
 Reported for  
 P 9230: 1:1 aides.

PROGRAM NAME (4)	Account	DP Code 21	Amount
9015 A-D 1/2 HR SESSIONS			
PROGRAM CODE (Enter at Item 118)		118	9015
SUMMER FTE of Enrollment by Funding Source			
DOH - Chapter 428 - Early Intervention		119	
Section 4408 (Article 89) District Placement		120	
Section 4410 (Ages 3-4) District Placement		121	
Local Social Services District		122	
Other Placement		123	
Total SUMMER FTE Enrollment by Funding Source		124	0.000
Number of Days in Session		125	
Total Care Days		126	0
Number of One-Half Hour Sessions (Direct and Indirect)		127	47
SUMMER FTE of Enrollment by Classroom			
Actual Number of One-Half SEIS or SEIT Units Provided		127a	
Approved Classroom Ratio (Students.Teachers.Aides)		128	
Number of Classrooms		129	
Student FTE		130	
Approved Classroom Ratio (Students.Teachers.Aides)		131	
Number of Classrooms		132	
Student FTE		133	
Approved Classroom Ratio (Students.Teachers.Aides)		134	
Number of Classrooms		135	
Student FTE		136	
Total SUMMER FTE of Enrollment by Classroom		137	0.000
SCHOOL YEAR FTE of Enrollment by Funding Source			
Section 4402 (Article 89) District Placement		138	
DOH - Chapter 428 - Early Intervention		139	
Section 4410 (Ages 3-4) District Placement		140	
Local Social Services District		141	
Other Placement		142	
Total SCHOOL YEAR FTE of Enrollment by Funding Source		143	0.000
Number of Days in Session		144	
Total Care Days		145	0
Number of One-Half Hour Sessions (Direct and Indirect)		146	
Actual Number of One-Half SEIS or SEIT Units Provided		146a	
SCHOOL YEAR FTE of Enrollment by Classroom			
Approved Classroom Ratio (Students Teachers Aides)		147	
Number of Classrooms		148	
Student FTE		149	
Approved Classroom Ratio (Students.Teachers.Aides)		150	
Number of Classrooms		151	
Student FTE		152	
Approved Classroom Ratio (Students.Teachers.Aides)		153	
Number of Classrooms		154	
Student FTE		155	
Total SCHOOL YEAR FTE of Enrollment by Classroom		156	0.000

Although not required, it is recommended that P 9015 be reported.

Currently, only 1/2 hr units are reported.

	Account	DP Code 21	Amount
PROGRAM NAME (5)			
611 GRANT			
PROGRAM CODE (Enter at Item 157)		157	9805
SUMMER FTE of Enrollment by Funding Source			
DOH - Chapter 428 - Early Intervention		158	
Section 4408 (Article 89) District Placement		159	
Section 4410 (Ages 3-4) District Placement		160	
Local Social Services District		161	
Other Placement		162	
Total SUMMER FTE Enrollment by Funding Source		163	0.000
Number of Days in Session		164	
Total Care Days		165	0
Number of One-Half Hour Sessions (Direct and Indirect)		166	
Actual Number of One-Half SEIS or SEIT Units Provided		166a	
SUMMER FTE of Enrollment by Classroom			
Approved Classroom Ratio (Students.Teachers.Aides)		167	
Number of Classrooms		168	
Student FTE		169	
Approved Classroom Ratio (Students.Teachers.Aides)		170	
Number of Classrooms		171	
Student FTE		172	
Approved Classroom Ratio (Students.Teachers.Aides)		173	
Number of Classrooms		174	
Student FTE		175	
Total SUMMER FTE of Enrollment by Classroom		176	0.000
SCHOOL YEAR FTE of Enrollment by Funding Source			
Section 4402 (Article 89) District Placement		177	
DOH - Chapter 428 - Early Intervention		178	
Section 4410 (Ages 3-4) District Placement		179	
Local Social Services District		180	
Other Placement		181	
Total SCHOOL YEAR FTE of Enrollment by Funding Source		182	0.000
Number of Days in Session		183	
Total Care Days		184	0
Number of One-Half Hour Sessions (Direct and Indirect)		185	
Actual Number of One-Half SEIS or SEIT Units Provided		185a	
SCHOOL YEAR FTE of Enrollment by Classroom			
Approved Classroom Ratio (Students.Teachers.Aides)		186	
Number of Classrooms		187	
Student FTE		188	
Approved Classroom Ratio (Students.Teachers.Aides)		189	
Number of Classrooms		190	
Student FTE		191	
Approved Classroom Ratio (Students.Teachers.Aides)		192	
Number of Classrooms		193	
Student FTE		194	
Total SCHOOL YEAR FTE of Enrollment by Classroom		195	0.000

Enrollment data is not expected for 611/619 grants.

If Agency Administration Personal Services - Use Program Code 9999 and Job Codes 600-690.

If Program Site/Administration Personal Services - Enter Appropriate Program Codes and Job Codes 100-590.

List Of Job Codes (RSU Appendix R, page 123)

See SSR P 5

4

DP Code 20

	PROG CODE	JOB CODE	POSITION TITLE	STANDARD WORK WEEK IN HOURS	HOURS PAID	FTE 6	AMOUNT PAID	Hourly Wage	Average Annual Salary
1.	9000	102	JANITOR	40.00	105	3 0.050	2,100	\$20	\$42,000
2.	9000	218	SPECIAL ED TCHR	35.00	1,133	0.623	56,650	\$50	\$90,931
3.	9000	232	TCHR ASST	32.50	2,048	1.212	51,200		
4.	9000	317	RN	35.00	34	0.019	1,190	Amt Pd/ Hrs Pd	Amt Pd/ FTEs
5.	9000	333	OT	35.00	55	0.030	2,750		
6.	9000	334	PT	35.00	35	0.019	1,750		
7.	9000	335	ST	35.00	185	0.102	9,250		
8.	9000	501	SPECIAL ED DIRECTOR	37.50	50	0.026	3,250		
9.	9000	505	OFFICE WKR	37.50	30	5 0.015	600		
10.	1 9999	603	BUS. OFFICE-TREASURER	37.50	5	0.003	350		
11.	9010	102	JANITOR	40.00	105	0.050	2,100		
12.	9010	218	SPECIAL ED TCHR	35.00	735	0.404	36,750		
13.	9010	232	TCHR ASST	32.50	1,268	0.750	31,700		
14.	9010	317	RN	35.00	21	0.012	735		
15.	9010	335	ST	35.00	40	0.022	2,000		
16.	9010	501	SPECIAL ED DIRECTOR	37.50	30	0.015	1,950		
17.	9010	505	OFFICE WKR	37.50	20	0.010	400		
18.	9999	603	BUS. OFFICE-TREASURER	37.50	5	0.003	350		
19.	9015	333	OT	35.00	5	0.003	250		
20.	9015	334	PT	35.00	11	0.006	550		
21.	9015	335	ST	35.00	18	0.010	900		
22.	9015	317	RN	35.00	1	0.001	35		
23.	9015	505	OFFICE WKR	37.50	1	0.001	20		
24.	9230	228	TCHR AIDE	32.50	1,209	0.715	18,135		
25.	9230	230	TA SUB	32.50	17	0.010	255		
26.	2 9000	224	TCHR SUB	35.00	22	0.012	1,100		
27.						0.000			
28.						0.000			
29.						0.000			
30.						0.000			
31.						0.000			
32.						0.000			

1: P 9999 is used to report staff in PTC 600-690.

2: It is recommended that program staff be reported together. It is not required. An overlooked staff may be recalled near the end of the process.

3: A reasonable amount of time per class per day is expected.

4: It is recommended that an analysis be done on the Hourly Wage and Average Annual Salary. (Reasonableness check.)

5: Some staff devote only a few hours to the program over the 6 week period.

Examples: Special Educ. Director, Office Workers, Business Office Treasurer, etc.

6: SAMS calculates FTEs automatically.

REVENUES AND ADMINISTRATIVE EXPENDITURES FOR PROGRAMS OPERATED BY THIS DISTRICT UNDER DEPARTMENT OF HEALTH (DOH)-CHAPTER 428, SECTIONS 4410 OR 4408 OF EDUCATION LAW FISCAL YEAR ENDING JUNE 30, 2015

List Of Program Codes (RSU Appendix H)

See SSR P 6-8.

Account	DP Code	Amount
PROGRAM NAME		
PROGRAM CODE (Enter at Item 1)	1	9000
REVENUES		
22040 National School Lunch and Breakfast Program	2	
Other Applied Income Codes (Specify)	3	
22130 DOH - Chapter 428 - Early Intervention	4	
22140 Section 4408 - School District Tuition	5	185,115
22150 NYSED - Section 4410 - Preschool Tuition	6	
22150 Early Intervention/Preschool - Evaluation	7	
Other Income Codes (Specify)	8	-5,918
INTERFUND TRANSFER - OWED BACK TO SED	9	179,197
TOTAL REVENUES		
ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM		
Expenditures for F2251, F2252, or F2253 on ST-3		
Salaries-Job Codes 500-590	.15/.16 10	3,850
Salaries-Job Codes 600-690	.15/.16 11	350
Equipment	.2 12	
Repairs and Maintenance	.4 13	
Travel	.4 14	
Miscellaneous	.4 15	
Contractual Services	.4 16	
Materials and Supplies	.45 17	
BOCES Services (Excluding Tuition)	.49 18	
Fringe Benefits - Job Codes 500-590	.8 19	1,078
Fringe Benefits - Job Codes 600-690	.8 20	98
Other Expenditures Reported in Special Aid Fund	21	
TOTAL ADMINISTRATIVE EXPENDITURES	22	5,376

Auto-populates.  
Maintain program reporting order.

Return to this after SS-11 is completed.

Auto-calculates.

PROGRAM NAME		
PROGRAM CODE (Enter at Item 23)	23	9010
REVENUES		
22040 National School Lunch and Breakfast Program	24	
Other Applied Income Codes (Specify)	25	
22130 DOH - Chapter 428 - Early Intervention	26	
22140 Section 4408 - School District Tuition	27	94,815
22150 NYSED - Section 4410 - Preschool Tuition	28	
22150 Early Intervention/Preschool - Evaluation	29	
Other Income Codes (Specify)	30	10,083
INTERFUND TRANSFER - TO COVER EXCESS COSTS	31	104,898
TOTAL REVENUES		

Return to this after SS-11 is completed.

Auto-calculates.

	Account	DP Code 31	Amount
<b>ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 500-590	.15/.16	32	2,350
Salaries-Job Codes 600-690	.15/.16	33	350
Equipment	.2	34	
Repairs and Maintenance	.4	35	
Travel	.4	36	
Miscellaneous	.4	37	
Contractual Services	.4	38	
Materials and Supplies	.45	39	
BOCES Services (Excluding Tuition)	.49	40	
Fringe Benefits - Job Codes 500-590	.8	41	658
Fringe Benefits - Job Codes 600-690	.8	42	98
Other Expenditures Reported in Special Aid Fund		43	
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>		<b>44</b>	<b>3,456</b>

PROGRAM NAME 1 TO 1 AIDES

PROGRAM CODE (Enter at Item 45) 45 9230

REVENUES

22040 National School Lunch and Breakfast Program 46

Other Applied Income Codes (Specify) 47

22130 DOH - Chapter 428 - Early Intervention 48

22140 Section 4408 - School District Tuition 49 23,982

22150 NYSED - Section 4410 - Preschool Tuition 50

22150 Early Intervention/Preschool - Evaluation 51

Other Income Codes (Specify) 52

INTERFUND TRANSFER-FFS NOT OWED BACK TO SED -443

TOTAL REVENUES 53 23,539

ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM

Expenditures for F2251, F2252, or F2253 on ST-3

Salaries-Job Codes 500-590 .15/.16 54

Salaries-Job Codes 600-690 .15/.16 55

Equipment .2 56

Repairs and Maintenance .4 57

Travel .4 58

Miscellaneous .4 59

Contractual Services .4 60

Materials and Supplies .45 61

BOCES Services (Excluding Tuition) .49 62

Fringe Benefits - Job Codes 500-590 .8 63

Fringe Benefits - Job Codes 600-690 .8 64

Other Expenditures Reported in Special Aid Fund 65

**TOTAL ADMINISTRATIVE EXPENDITURES** 66 0

Return to this after SS-11 is completed.

Not expected for P 9230 (1:1 aides).

	Account	DP Code 31	Amount
PROGRAM NAME	9015 A-D		
PROGRAM CODE (Enter at Item 67)		67	9015
REVENUES			
22040 National School Lunch and Breakfast Program		68	
Other Applied Income Codes (Specify)		69	
		70	
22130 DOH - Chapter 428 - Early Intervention		71	1,410
22140 Section 4408 - School District Tuition		72	
22150 NYSED - Section 4410 - Preschool Tuition		73	
22150 Early Intervention/Preschool - Evaluation		74	882
Other Income Codes (Specify)		75	2,292
INTERFUND TRANS-COVER EXCESS PROG COSTS			
TOTAL REVENUES			
ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 500-590	.15/.16	76	20
Salaries-Job Codes 600-690	.15/.16	77	
Equipment	.2	78	
Repairs and Maintenance	.4	79	
Travel	.4	80	
Miscellaneous	.4	81	
Contractual Services	.4	82	
Materials and Supplies	.45	83	
BOCES Services (Excluding Tuition)	.49	84	
Fringe Benefits - Job Codes 500-590	.8	85	6
Fringe Benefits - Job Codes 600-690	.8	86	
Other Expenditures Reported in Special Aid Fund		87	
TOTAL ADMINISTRATIVE EXPENDITURES		88	26
PROGRAM NAME	611 GRANT		
PROGRAM CODE (Enter at Item 89)		89	9805
REVENUES			
22040 National School Lunch and Breakfast Program		90	
Other Applied Income Codes (Specify)		91	
		92	
22130 DOH - Chapter 428 - Early Intervention		93	
22140 Section 4408 - School District Tuition		94	
22150 NYSED - Section 4410 - Preschool Tuition		95	
22150 Early Intervention/Preschool - Evaluation		96	5,000
Other Income Codes (Specify)		97	5,000
611 GRANT REV			
TOTAL REVENUES			

Return to this after SS-11 is completed.

	Account	DP Code	Amount
		31	
<b>ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 500-590	.15/.16	98	
Salaries-Job Codes 600-690	.15/.16	99	
Equipment	.2	100	
Repairs and Maintenance	.4	101	
Travel	.4	102	
Miscellaneous	.4	103	
Contractual Services	.4	104	
Materials and Supplies	.45	105	
BOCES Services (Excluding Tuition)	.49	106	
Fringe Benefits - Job Codes 500-590	.8	107	
Fringe Benefits - Job Codes 600-690	.8	108	
Other Expenditures Reported in Special Aid Fund		109	
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>		<b>110</b>	<b>0</b>
PROGRAM NAME <input type="text"/>			
PROGRAM CODE (Enter at Item 111)		111	<input type="text"/>
<b>REVENUES</b>			
22040 National School Lunch and Breakfast Program		112	<input type="text"/>
Other Applied Income Codes (Specify)		113	<input type="text"/>
<input type="text"/>			
22130 DOH - Chapter 428 - Early Intervention		114	<input type="text"/>
22140 Section 4408 - School District Tuition		115	<input type="text"/>
22150 NYSED - Section 4410 - Preschool Tuition		116	<input type="text"/>
22150 Early Intervention/Preschool - Evaluation		117	<input type="text"/>
Other Income Codes (Specify)		118	<input type="text"/>
<input type="text"/>			
<b>TOTAL REVENUES</b>		<b>119</b>	<b>0</b>
<b>ADMINISTRATIVE EXPENDITURES-SPECIAL ED PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 500-590	.15/.16	120	
Salaries-Job Codes 600-690	.15/.16	121	
Equipment	.2	122	
Repairs and Maintenance	.4	123	
Travel	.4	124	
Miscellaneous	.4	125	
Contractual Services	.4	126	
Materials and Supplies	.45	127	
BOCES Services (Excluding Tuition)	.49	128	
Fringe Benefits - Job Codes 500-590	.8	129	
Fringe Benefits - Job Codes 600-690	.8	130	
Other Expenditures Reported in Special Aid Fund		131	
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>		<b>132</b>	<b>0</b>

In this example, there are no admin. Costs for P 9805.

Account	DP Code 32	Amount
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DIRECT CARE AND FACILITY EXPENDITURES FOR PROGRAMS OPERATED BY THIS DISTRICT UNDER DEPARTMENT OF HEALTH (DOH)-CHAPTER 428, SECTIONS 4410 OR 4408 OF EDUCATION LAW FISCAL YEAR ENDING JUNE 30, 2015

List Of Program Codes (RSU Appendix H)

See SSR P 7-8.

PROGRAM NAME 5 HR ESY  
PROGRAM CODE (Enter at Item 1) 1 9000

DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM  
Expenditures for F2251, F2252, or F2253 on ST-3

Salaries - <u>Job Codes 200-390</u> See SS-13, L 2-7 & 26.	.15/.16	2	123,890
Equipment	.2	3	
Repairs and Maintenance	.4	4	
Travel and Transportation <u>1</u>	.4	5	1,040
Miscellaneous	.4	6	
Contractual Services	.4	7	8,000
Materials and Supplies - Food Only	.45	8	
Materials and Supplies - Other	.45	9	
BOCES Services (Excluding Tuition)	.49	10	
Fringe Benefits - Job Codes 200-390	.8	11	34,689
Other Expenditures Reported in Special Aid Fund		12	
<b>TOTAL DIRECT CARE EXPENDITURES</b>		13	167,619

Field trip.

Usually RS providers.

2

FACILITY EXPENDITURES-SPECIAL ED. PROGRAM  
Expenditures for F2251, F2252, or F2253 on ST-3

Salaries- <u>Job Codes 100-190</u> See SS-13, L 1.	.15/.16	14	2,100
Equipment	.2	15	
Repairs and Maintenance	.4	16	
Contractual Services	.4	17	3,514
Materials and Supplies	.45	18	
Fringe Benefits - Job Codes 100-190	.8	19	588
Expenditures Reported in Special Aid Fund			
Debt Service - Principal		20	
Debt Service - Interest		21	
Operation and Maintenance		22	
Other		23	
<b>TOTAL FACILITY EXPENDITURES</b>		24	6,202

Utilities.

3: Temporarily skip.

**TOTAL ADMINISTRATIVE, DIRECT CARE, AND FACILITY EXPENDITURES** 25 179,197

Go back to SS-10.

Total Revenues should equal Total Expenditures.

PROGRAM NAME 3 HR ESY  
PROGRAM CODE (Enter at Item 26) 26 9010

DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM  
Expenditures for F2251, F2252, or F2253 on ST-3

Salaries - <u>Job Codes 200-390</u> See SS-13, L 12-15.	.15/.16	27	71,185
Equipment	.2	28	
Repairs and Maintenance	.4	29	
Travel and Transportation	.4	30	780
Miscellaneous	.4	31	
Contractual Services	.4	32	4,800

1: Do not report to/from home/school transportation costs here.

To/from transportation costs are reported on the B3, L 220-229.

2: Totals automatically calculate when SS-11 is saved.

3: Use the Facilities Contractual Services line to report a Utilities allocation.

(Phone, water, electric, heat, etc.) Calculate using the Grants Finance Restricted Indirect Cost Percentage (RIC%) for your school. It is usually 2%. Process:

A: Enter SS-10 and SS-11 costs. Obtain temporary subtotal on L 25.

B: Multiply SS-11, L 25 amount by RIC%.

C: Enter amount on SS-11, L 17. Upon saving L 25 total is updated.

	Account	DP Code	Amount
		32	
Materials and Supplies - Food Only	.45	33	
Materials and Supplies - Other	.45	34	
BOCES Services (Excluding Tuition)	.49	35	
Fringe Benefits - Job Codes 200-390	.8	36	19,932
Other Expenditures Reported in Special Aid Fund		37	
<b>TOTAL DIRECT CARE EXPENDITURES</b>		38	96,697
<b>FACILITY EXPENDITURES-SPECIAL ED. PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 100-190 <b>See SS-13, L 11.</b>	.15/.16	39	2,100
Equipment	.2	40	
Repairs and Maintenance	.4	41	
Contractual Services	.4	42	2,057
Materials and Supplies	.45	43	
Fringe Benefits - Job Codes 100-190	.8	44	588
Expenditures Reported in Special Aid Fund			
Debt Service - Principal		45	
Debt Service - Interest		46	
Operation and Maintenance		47	
Other		48	
<b>TOTAL FACILITY EXPENDITURES</b>		49	4,745
<b>TOTAL ADMINISTRATIVE, DIRECT CARE, AND FACILITY EXPENDITURES</b>		50	104,898
<b>PROGRAM NAME</b> 1 TO 1 AIDES			
<b>PROGRAM CODE</b> (Enter at Item 51)			
<b>DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries - Job Codes 200-390 <b>See SS-13, L 24-25.</b>	.15/.16	52	18,390
Equipment	.2	53	
Repairs and Maintenance	.4	54	
Travel and Transportation	.4	55	
Miscellaneous	.4	56	
Contractual Services	.4	57	
Materials and Supplies - Food Only	.45	58	
Materials and Supplies - Other	.45	59	
BOCES Services (Excluding Tuition)	.49	60	
Fringe Benefits - Job Codes 200-390	.8	61	5,149
Other Expenditures Reported in Special Aid Fund		62	
<b>TOTAL DIRECT CARE EXPENDITURES</b>		63	23,539
<b>FACILITY EXPENDITURES-SPECIAL ED. PROGRAM</b>			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 100-190	.15/.16	64	
Equipment	.2	65	
Repairs and Maintenance	.4	66	
Contractual Services	.4	67	
Materials and Supplies	.45	68	
Fringe Benefits - Job Codes 100-190	.8	69	

Temporarily skip.  
See P 16, Note 3.

Go back to SS-10.  
Total Revenues  
should equal  
Total Expenditures.

Usually TA  
Salary and Fringe  
only are reported  
in P 9230.

	Account	DP Code 32	Amount
Expenditures Reported in Special Aid Fund			
Debt Service - Principal		70	
Debt Service - Interest		71	
Operation and Maintenance		72	
Other		73	
TOTAL FACILITY EXPENDITURES		74	0
TOTAL ADMINISTRATIVE, DIRECT CARE, AND FACILITY EXPENDITURES		75	23,539
PROGRAM NAME <input type="text" value="9015 A-D"/>			
PROGRAM CODE (Enter at Item 76)		76	<input type="text" value="9015"/>
DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries - Job Codes 200-390	.15/.16	77	<input type="text" value="1,735"/>
Equipment	.2	78	
Repairs and Maintenance	.4	79	
Travel and Transportation	.4	80	
Miscellaneous	.4	81	
Contractual Services	.4	82	
Materials and Supplies - Food Only	.45	83	
Materials and Supplies - Other	.45	84	
BOCES Services (Excluding Tuition)	.49	85	
Fringe Benefits - Job Codes 200-390	.8	86	<input type="text" value="486"/>
Other Expenditures Reported in Special Aid Fund		87	
TOTAL DIRECT CARE EXPENDITURES		88	<input type="text" value="2,221"/>
FACILITY EXPENDITURES-SPECIAL ED. PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 100-190	.15/.16	89	
Equipment	.2	90	
Repairs and Maintenance	.4	91	
Contractual Services	.4	92	<input type="text" value="45"/>
Materials and Supplies	.45	93	
Fringe Benefits - Job Codes 100-190	.8	94	
Expenditures Reported in Special Aid Fund			
Debt Service - Principal		95	
Debt Service - Interest		96	
Operation and Maintenance		97	
Other		98	
TOTAL FACILITY EXPENDITURES		99	<input type="text" value="45"/>
TOTAL ADMINISTRATIVE, DIRECT CARE, AND FACILITY EXPENDITURES		100	<input type="text" value="2,292"/>

See SS-13, L 19-22.

Go back to SS-10.  
 Total Revenues  
 should equal  
 Total Expenditures.

Temporarily skip.  
 See P 16, Note 3.

Go back to SS-10.  
 Total Revenues  
 should equal  
 Total Expenditures.

	Account	DP Code 32	Amount
PROGRAM NAME	611 GRANT		
PROGRAM CODE (Enter at Item 101)		101	9805
DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries - Job Codes 200-390	.15/.16	102	
Equipment	.2	103	5,000
Repairs and Maintenance	.4	104	
Travel and Transportation	.4	105	
Miscellaneous	.4	106	
Contractual Services	.4	107	
Materials and Supplies - Food Only	.45	108	
Materials and Supplies - Other	.45	109	
BOCES Services (Excluding Tuition)	.49	110	
Fringe Benefits - Job Codes 200-390	.8	111	
Other Expenditures Reported in Special Aid Fund		112	
TOTAL DIRECT CARE EXPENDITURES		113	5,000
FACILITY EXPENDITURES-SPECIAL ED. PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries-Job Codes 100-190	.15/.16	114	
Equipment	.2	115	
Repairs and Maintenance	.4	116	
Contractual Services	.4	117	
Materials and Supplies	.45	118	
Fringe Benefits - Job Codes 100-190	.8	119	
Expenditures Reported in Special Aid Fund			
Debt Service - Principal		120	
Debt Service - Interest		121	
Operation and Maintenance		122	
Other		123	
TOTAL FACILITY EXPENDITURES		124	0
TOTAL ADMINISTRATIVE, DIRECT CARE, AND FACILITY EXPENDITURES		125	5,000
PROGRAM NAME			
PROGRAM CODE (Enter at Item 126)		126	
DIRECT CARE EXPENDITURES-SPECIAL ED. PROGRAM			
Expenditures for F2251, F2252, or F2253 on ST-3			
Salaries - Job Codes 200-390	.15/.16	127	
Equipment	.2	128	
Repairs and Maintenance	.4	129	
Travel and Transportation	.4	130	
Miscellaneous	.4	131	
Contractual Services	.4	132	
Materials and Supplies - Food Only	.45	133	
Materials and Supplies - Other	.45	134	
BOCES Services (Excluding Tuition)	.49	135	

Example:  
 Purchased  
 Security  
 cameras.

DP Code 23

	Prog Code	Select a Type	Dollar Amount	Select a Program	If Allocation Used, Indicate Method	ST-3 Acct Code (Special Aid Fund Only)
1.		▼		▼		
2.		▼		▼		
3.		▼		▼		
4.		▼		▼		
5.		▼		▼		
6.		▼		▼		
7.		▼		▼		
8.		▼		▼		
9.		▼		▼		
10.		▼		▼		
11.		▼		▼		
12.		▼		▼		
13.		▼		▼		
14.		▼		▼		
15.		▼		▼		
16.		▼		▼		
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	Account	DP Code 53	Amount
<b>Revenues from Local Sources</b>			
Reimbursement of Medicare Part D Expends	F2700	1	
DOH-Chapter 428-Early Intervention Program			
Tuition Only	F2770	2	
Transportation	F2770	3	
Evaluation Programs	F2770	4	
Section 4410 - 12 Month Preschool Programs			
Tuition Only	F2770	5	
Transportation	F2770	6	
Evaluation Programs	F2770	7	
Other Local Revenues	F2770	8	
Interfund Revenues	F2801	9	
<b>Total Revenues from Local Sources</b>	<b>FT2999</b>	<b>10</b>	<b>0</b>
<b>State Aid</b>			
Employment Preparation Education Aid	F3281	11	
Section 4408 - School Age July/August Program			
Tuition Only	F3289	12	305,322
Other	F3289	13	170,000
Reimbursement of Tuition Exp for Students Attending State Supported Schools for the Blind & Deaf - 10 month, School Age & Preschool (Section 4201)	F3289	13b	
Other State Aid	F3289	14	
<b>Total State Aid</b>	<b>FT3999</b>	<b>15</b>	<b>475,322</b>
<b>Federal Aid</b>			
NCLB Title I Migrant Education	F4110	16	
NCLB Title I Basic Grant (EXCLUDE ARRA)	F4126	17	
NCLB Title V Innovative Program Strategies	F4128	18	
NCLB Title IV Safe and Drug Free Schools	F4129	19	
Individuals with Disabilities Education Act (IDEA) (EXCLUDE ARRA)	F4256	20	5,000
Vocational Education	F4277	21	
Other Federal Aid (Specify)(Including RTTT)	F4289	22a	
Other Federal Aid - ARRA - Title 1	F4289	22b	
Total Other Federal Aid	FT4289	22	0
Medicaid Assistance	F4601	23	
Workforce Investment Act	F4791	24	
<b>Total Federal Aid</b>	<b>FT4999</b>	<b>25</b>	<b>5,000</b>
<b>Interfund Transfers</b>			
Interfund Transfers - Special Education (Section 4408 Only)	F5031	26	4,604
Interfund Transfers	F5031	27	10,000
<b>Total Interfund Transfers</b>	<b>FT5059</b>	<b>28</b>	<b>14,604</b>
<b>TOTAL SPECIAL AID FUND REVENUES AND INTERFUND TRANSFERS</b>	<b>FT5599</b>	<b>29</b>	<b>494,926</b>

See SSR P 8.

SS-10, L 5, 27, 49, 71.

SS-12.

SS-10, L 96.

SS-12.

SS-10, L 8, 30, 52, 74.

SS-12.

1: If ESY data is entered on B2 and B3 prior to other B2 Revenue and B3 Expenditures, B2 Line 29 and B3 Line 110 should net to \$0.

	Account	DP Code 54	Amount
Tuition Paid to Public Districts in NYS (excluding Special Act Districts)	F2250.47171		
Tuition - All Other	F2250.47272		
Payments to Charter Schools	F2250.47373		
Textbooks	F2250.48 74		
BOCES Services	F2250.49 75		
Employee Benefits	F2250.8 76		
Total Program for Students with Disabilities-School Age-School Year	F2250.0 77		0
<b>Program for Students with Disabilities - DOH-Chapter 428-Early Intervention Program</b>			
Instructional Salaries	F2251.15 78		
Noninstructional Salaries	F2251.16 79		
Equipment	F2251.2 80		
Contractual and Other	F2251.4 81		
Materials and Supplies	F2251.45 82		
Tuition Paid to Public Districts in NYS (excluding Special Act Districts)	F2251.47183		
Tuition - All Other	F2251.47284		
Textbooks	F2251.48 85		
BOCES Services	F2251.49 86		
Employee Benefits	F2251.8 87		
Total Program for Students with Disabilities-Infant-12 Month (Section 4406 Education Law)	F2251.0 88		0
<b>Program for Students with Disabilities - Preschool - 12 Month (Section 4410 Education Law)</b>			
Instructional Salaries	F2252.15 89		
Noninstructional Salaries	F2252.16 90		
Equipment	F2252.2 91		
Contractual and Other	F2252.4 92		
Materials and Supplies	F2252.45 93		
Tuition Paid to Public Districts in NYS (excluding Special Act Districts)	F2252.47194		
Tuition - All Other	F2252.47295		
Textbooks	F2252.48 96		
BOCES Services	F2252.49 97		
Employee Benefits	F2252.8 98		
Total Program for Students with Disabilities-Preschool-12 Month (Section 4410 Education Law)	F2252.0 99		0
<b>Program for Students with Disabilities School Age-July/August (Section 4408 Education Law)</b>			
Instructional Salaries	F2253.15 100		215,200
Noninstructional Salaries	F2253.16 101		11,120
Equipment	F2253.2 102		5,000
Contractual and Other	F2253.4 103		20,236
Materials and Supplies	F2253.45 104		
Tuition Paid to Public Districts in NYS (excluding Special Act Districts)	F2253.471105		3,000
Tuition - All Other	F2253.472106		150,000
Textbooks	F2253.48 107		
BOCES Services	F2253.49 108		27,000
Employee Benefits	F2253.8 109		63,370
Total Program for Students with Disabilities-School Age-July/August (Section 4408 Education Law)	F2253.0 110		494,926
<b>Tuition for Students Attending State Supported Schools for the Blind &amp; Deaf - 10 month (Section 4201 Education Law)</b>			
Tuition - 10 month - School Age	F2254.474110b		
Tuition - 10 month - Preschool	F2254.475110c		
Total Tuition for Students Attending State Supported Schools for the Blind & Deaf - 10 Month (Section 4201 Education Law)	F2254.0 110d		0

See SSR P 3 & 8.

From SS-11.  
 Possibly SS-10.  
 Original source: SS-13.  
 From SS-10, SS-11.  
 From SS-11.  
 From SS-12, L 28.  
 From SS-12, L 29.  
 From SS-12, L 31.  
 From SS-10, SS-11.

	DP Account Code 54	Amount
Pupil Personnel Services - Special School		
Instructional Salaries	F2830.15200	
Noninstructional Salaries	F2830.16201	
Equipment	F2830.2 202	
Contractual and Other	F2830.4 203	
Materials and Supplies	F2830.45204	
BOCES Services	F2830.49205	
Employee Benefits	F2830.8 206	
Total Pupil Personnel Services - Special School	F2830.0 207	0
TOTAL INSTRUCTION	FT2999.0208	0

**PUPIL TRANSPORTATION - EXCLUDING SUMMER TRANSPORTATION for Students With Disabilities**

District Transportation Services		
NonInstructional Salaries	F5510.16209	
Equipment	F5510.2 210	
Purchase of Buses	F5510.21211	
Contractual and Other	F5510.4 212	
Materials and Supplies	F5510.45213	
Employee Benefits	F5510.8 214	
Total District Operated Trans Services (Lines 209 - 214)	F5510.0 215	0

Contract Transportation	F5540.4 216	
Public Transportation	F5550.4 217	
Transportation Services from BOCES	F5581.49218	

TOTAL PUPIL TRANSPORTATION - EXCLUDING SUMMER TRANS for Students with Disabilities (Lines 215-218)	F5597.0 219	0
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**PUPIL TRANSPORTATION - SUMMER TRANSPORTATION for Students With Disabilities (Pursuant to Education Law Section 4408, Section 4201, and OPWDD Chapters 47/66 & JULY / AUGUST Programs)**

Please see the following important information about Transportation Expenditure Reporting:

<http://www.oms.nysed.gov/stac/schoolage/transportation/home.html>

**See SSR P 10.**

District Transportation Services		
Noninstructional Salaries (Excl Trans Supv Office)	F5511.16220	
Noninstructional Salaries (Trans Supervisor Office)	F5511.16221	
Contractual and Other	F5511.4 222	
Materials and Supplies	F5511.45223	
Employee Benefits	F5511.8 224	
Total District Operated Trans Services for Sections 4408, 4201, OPWDD Chapters 47, 66 & 721 (Lines 220 - 224)	F5511.0 225	0

Contract Transportation	F5541.4 226	
Public Transportation	F5551.4 227	
Transportation Services from BOCES	F5582.49228	

TOTAL PUPIL TRANSPORTATION - SUMMER TRANS for Students with Disabilities (Section 4408, 4201, OPWDD Chapters 47, 66 & 721 July/August Programs) (Lines 225-228)	F5598.0 229	0
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TOTAL PUPIL TRANSPORTATION (Lines 219 plus 229)	F5599.0 230	0
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**Report to/from home/school transportation costs here.**