



Rate Setting Unit  
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Traci Coleman, Director

December 4, 2019

Dear Administrator:

**The Excess Teacher Turnover Prevention Program (ETTPP)** for school-age and preschool programs has been continued for the 2019-20 school year to help prevent excessive instructional staff turnover through a targeted adjustment of compensation for teachers providing direct instructional services to students. The Department used reported teacher salaries to develop an allocation plan to distribute \$8 million in new 2019-20 funding approved by the New York State Division of Budget.

The single 2019-20 award again distributes the entire \$8 million to both school-age and preschool programs using the same formula which utilizes historical data to calculate a three-year average teacher salary by program.

- **The 2019-20 awards for your program(s) are listed in the 2019-20 Public Award List.**
- **Eligible program codes for ETTPP funding are: 9000-9014, 9020-9038, 9100-9119, 9160-9163, 9165-9169. The eligible position title codes and titles for use of the award are as follows:**

218 - Teacher - Special Education	270 - Teacher - Music
220 - Teacher - Physical Education	271 - Teacher - Technology
222 - Teacher - Other	272 - Teacher - Foreign Language
263 - Teacher - Deaf/Blind	273 - Teacher - Resource Room
269 - Teacher - Art	274 - Teacher - Reading

ETTPP funds will be added directly to prospective tuition rates of individual education programs. ETTPP funds must be disbursed as awarded by program and if a program fails to use the total awarded funds on allowable teacher compensation, upon reconciliation any total cost screen will be waived up to the actual usage amount. If none of the awarded funds are used, upon reconciliation there will be no waiver applied to a total cost screen.

Awards that were disbursed to schools from prior award cycles become part of base year expenditures and will be included in the calculation of current and future tuition rates. The additional funding through the tuition rates must continue to be paid to eligible teachers as

ongoing compensation. Failure to build these additional funds into the teacher compensation package will result in the funds not being included in future tuition rates and/or adjustments being made to current rates in process.

Schools that have contracts with unionized teachers are advised to contact their Counsel regarding distribution to teachers as existing contract language may impact such distribution.

**Each school receiving an award will also be required to file the *Usage of ETTPP Funds Summary and Certification* form electronically to [RSU-ETTPG@nysed.gov](mailto:RSU-ETTPG@nysed.gov) by August 31, 2020. Failure to submit this form will result in the exclusion of the awards from the calculation of 2019-20 reconciliation tuition rate(s).**

For assistance please contact Claudia Connolly, via e-mail at [RSU-ETTPG@nysed.gov](mailto:RSU-ETTPG@nysed.gov) or by phone at 518-486-2881.

Sincerely,

A handwritten signature in cursive script that reads "Traci Coleman".

Traci Coleman  
Director