

Troubleshooting FTE Reports Part Two



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Questions regarding appropriate use of EMIS Alliance materials, or requests for exception to the restrictions noted above, should be directed to Melissa Hennon [Melissa.Hennon@education.ohio.gov].



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Outline

- Accessing and Preparing Data Collector FTE Reports
- Reviewing FTE Summary Reports
- Understanding FTE Daily Summary Reports
- Understanding how FTE Reports align with payments



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FTE Reports

- Traditional, JVSDs, and ESCs
 - Beginning of Year Student collection
 - Midyear Student collection
 - End of Year Student collection
- Community schools and STEM schools
 - SOES Beginning of Year Student collection
 - SOES End of Year Student collection
- Collections must be processed by ODE for reports to be generated
- FTE Reports use data from the Calendar collections and can also use data from the Staff and Course collections



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Accessing and Preparing Data Collector FTE Reports



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Level 2 Reports

FTE Reports are available in the Level 2 Reports link

Midyear Student Collection (FY23)

FY23-S-TRAD Mid: Collection required for all Traditional Districts, JVSs, ESCs, and State Supported Schools. Source file(s) for GI, FS, FD, FB, FN, G...

Submissions: January 03, 2023 - April 28, 2023 (100 days till close)

Version: 1

Status: The collection was submitted yesterday at 01:44:37 PM by

Submission Status: Processing Completed (yesterday at 01:44:42 PM)

Submission Number: 1 (attempt 1)

Actions: [Start Collection](#)
[Add New Scheduled Collection](#)
[Set Default Collection properties](#)

From ODE: [Level 2 Reports](#)

Prepare Outputs: [Level 1 Validations](#)
[View submission 1 Data](#)

SOES End of Year Student Collection (FY23)

FY23-S-SOES Final: Collection required for all Community Schools. Source file(s) for GI, FS, FB, FD, FN, FE, FC, FL, FP, FT, GD, GE, GG, GJ, and GQ st...

Submissions: January 03, 2023 - July 19, 2023 (182 days till close)

Version: 1

Status: The collection was submitted January 12, 2023 at 12:22:09 PM by

Submission Status: Processing Completed (January 12, 2023 at 12:22:12 PM)

Submission Number: 2 (attempt 1)

Actions: [Start Collection](#)
[Add New Scheduled Collection](#)
[Set Default Collection properties](#)

From ODE: [Level 2 Reports](#)

Prepare Outputs: [Level 1 Validations](#)
[View submission 2 Data](#)



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Generate and Open Level 2 Reports

Data Feedback Reports and Files

[Pre-Submission to ODE](#) | [Post-Submission and Processing by ODE](#)
[Level 1 Details](#) | [Highlights and Recent](#) | [Level 2 Details](#) | [Received Files Details](#)

Level 2 Details

Choose the filter criteria then click the Show Reports link to generate the list of Level 2 reports matching these criteria. To see the option to *Generate a single .zip file for all reports (.csv)*, you must select a single Report Name, or select a single LEA and a single Collection Request or a single Category.

Filter Options

LEA:
 Collection Request:
 Data Set:
 School Year:
 Category:

LEA IRN:
 Report Name:
 Last Activity Within:
 Show closed collections

Processed on or after: (mm/dd/yyyy)
 Last Updated on or after: (mm/dd/yyyy)

With Data Only: Exclude reports with 0 rows
 Report Name includes:

Display: **Select "Show Reports"**

Group By: Collection Request
 LEA
 Level 2 Report
 Category
 Data Set
 None

File Format: HTML
 CSV
 CSV by Building IRN
 CSV by Other Field (see Field Name in the table below)

[Show Reports](#) | [Restore Defaults](#) | [Reset Date textboxes](#)



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FTE Level 2 Reports

- (FTES-001) FTE Total by Fund Pattern
- (FTES-002) FTE Total by Student and Fund Pattern
- (FTES-003) FTE Total by Student
- (FTES-004) FTE Summary of Students with Adjustments
- (FTES-005) FTE Daily Summary Report – Students District is Educating
- (FTES-006) FTE Daily Summary Report – Students Initially Funded at District
- (FTES-007) FTE Daily Summary Report – Transfers
- (FTES-008) Enrolled ADM FTE Summary
- (FTES-009) FTE Subgroup Summary – Non-Transfers
- (FTES-010) FTE Subgroup Summary – Transfers

Your LEA may not receive all reports listed on this slide based on your student enrollment situations



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Reviewing the FTE Summary Reports



Open the FTE Summary Reports

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set	Field Name	Process Date	Last Upd Date	Submission	Help Page
▼ Midyear Student Collection (FY23) (2023S2TRD) (Count: 13)													
✓ (FTE0-001) FTE Detail		147	16	0	8992	9155	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
✓ (FTE0-003) FTE Adjustments		1	24	163	0	188	Funding Reports	S		01/31/23 17:16	02/01/23 04:36	4 on 01/25/23	Help
✓ (FTE0-006) Partial Enrollment Funded Gifted Student		0	0	0	228	228	Funding Reports	S		01/25/23 17:16	01/26/23 04:38	4 on 01/25/23	Help
✓ (FTE0-001) FTE Total by Fund Pattern		0	0	0	8501	8501	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
✓ (FTE0-002) FTE Total by Student and Fund Pattern		0	0	0	8470	8470	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
✓ (FTE0-003) FTE Total by Student		0	0	0	160	160	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
✓ (FTE0-004) FTE Summary of Students with Adjustments		0	0	0	192	201	Funding Reports	S		01/25/23 17:16	02/01/23 04:53	4 on 01/25/23	Help
✓ (FTE0-005) FTE Daily Summary Report - Students District is Educating		0	0	0	204	204	Funding Reports	S		01/25/23 17:16	02/01/23 04:34	4 on 01/25/23	Help
✓ (FTE0-006) FTE Daily Summary Report - Students Initially Funded at District		0	0	0	2	2	Funding Reports	S		01/25/23 17:16	02/01/23 04:47	4 on 01/25/23	Help
✓ (FTE0-008) Enrolled ADH FTE Summary		0	0	0	4	4	Funding Reports	S		01/25/23 17:16	02/01/23 04:18	4 on 01/25/23	Help
✓ (FTE0-009) FTE Subgroup Summary - Non-Transfers		0	0	0	1	1	Funding Reports	S		01/25/23 17:16	02/01/23 04:18	4 on 01/25/23	Help
✓ (FTE0-010) FTE Subgroup Summary - Transfers		0	0	0	3	3	Funding Reports	S		01/25/23 17:16	01/06/23 04:04	4 on 01/25/23	Help

Most LEAs will receive these four summary reports



FTE Total by Fund Pattern (FTES-001)

Summary by fund pattern with summed original and summed adjusted FTEs (not by Inclusion Code)

	A	B	C
	FTE FUND	Summed ORIG	Summed
1	PTTRN COD	FTE	ADJSTD FTE
2	CTVC	15.15	15.15
3	NFRG	131.321422	0
4	OJVD	11.5	11.5
5	PSNR	3.364286	3.364286
6	PSRD	96.635713	96.635713
7	RGJV	7706.509439	7705.747071



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FTE Total by Student and Fund Pattern (FTES-002)

Summary by student and fund pattern with summed original and summed adjusted FTEs

	A	B	C	D	E	F	G	H	I
	SSID	Emis ID	Last Name	First Name	Middle Nam	Bldg IRN	FTE FUND	Summed	Summed
1	SSID	Emis ID	Last Name	First Name	Middle Nam	Bldg IRN	PTTRN COD	ORIG FTE	ADJSTD FTE
2	AA1111111	J11111111	Last	First	Middle	123456	RGJV	0.5	0.5
3	AA2222222	J22222222	Last	First	Middle	123456	RGJV	1	1
4	AA3333333	J33333333	Last	First	Middle	123456	RGJV	1	1
5	AA4444444	J44444444	Last	First	Middle	123456	RGJV	1	1
6	AA5555555	J55555555	Last	First	Middle	123456	RGJV	1	1
7	AA6666666	J66666666	Last	First	Middle	123456	RGJV	1	1



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FTE Total by Student (FTES-003)

Summary by student with summed original and summed adjusted FTEs (regardless of FTE Fund Pattern Code)

	A	B	C	D	E	F	G	H
1	SSID	Emis ID	Last Name	First Name	Middle Name	Bldg IF	Summed ORIG FTI	Summed ADJSTD FTE
2	AA1111111	J11111111	Last	First	Middle	123456	0.5	0.5
3	AA2222222	J22222222	Last	First	Middle	123456	1	1
4	AA3333333	J33333333	Last	First	Middle	123456	1	1
5	AA4444444	J44444444	Last	First	Middle	123456	1	1
6	AA5555555	J55555555	Last	First	Middle	123456	0.678571	0
7	AA1666666	J66666666	Last	First	Middle	123456	1	1



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FTE Summary of Students with Adjustments (FTES-004)

Summary by student with adjustments with summed original and summed adjusted FTEs including the difference

	A	B	C	D	E	F	G	H	I
1	SSID	Emis ID	Last Name	First Name	Middle Name	Bldg IF	Summed ADJSTD FTI	Summed ORIG FTI	Difference
2	AA1111111	J11111111	Last	First	Middle	123456	0	0.678571	0.678571
3	AA2222222	J22222222	Last	First	Middle	123456	0	1	1
4	AA3333333	J33333333	Last	First	Middle	123456	0	1	1
5	AA4444444	J44444444	Last	First	Middle	123456	0	1	1
6	AA5555555	J55555555	Last	First	Middle	123456	0.835973	0.847458	0.011485
7	AA6666666	J66666666	Last	First	Middle	123456	0	1	1



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Quick Check

FTE Summary Reports can be used to provide a high-level view of student FTE data as well as multiple student level views. The reports can aid in data comparisons based on fund patterns, student totals, and student adjustments.

- Are you reviewing the FTE Summary Reports often?
- Have you tried saving the reports to compare to an updated set of reports?
- Are you sharing these reports with others in your district?



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Understanding the FTE Daily Summary Reports



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FTE Daily Summary Reports

- Contain student FTEs calculated from EMIS data that was processed at ten specific times
- Should be reviewed often to identify fluctuations in the number of FTEs being generated from specific submissions
- Contain result codes that are not an indication of an error but rather identify student education/funding situations
- Contain FTE totals separated by unique combinations of
 - Result Code
 - Grade Span Code
 - Economic Disadvantage Flag
 - Special Education Category Code
 - English Learner Category
 - Gifted Identified Code



Open the FTE Daily Summary Reports

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set	Field Name	Process Date	Last Upd Date	Submission	Help Page
Midyear Student Collection (FY23) (2023S2TRD) (Count: 13)													
(FTE0-001) FTE Detail		147	16	0	8992	9155	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
(FTE0-003) FTE Adjustments		1	24	163	0	188	Funding Reports	S		01/31/23 17:16	02/01/23 04:36	4 on 01/25/23	Help
(FTE0-006) Partial Enrollment Funded Gifted Student		0	0	0	228	228	Funding Reports	S		01/25/23 17:16	01/26/23 04:38	4 on 01/25/23	Help
(ETES-001) FTE Total by Fund Pattern		0	0	0	Z	Z	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
(ETES-002) FTE Total by Student and Fund Pattern		0	0	0	8501	8501	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
(FTE0-003) FTE Total by Student		0	0	0	160	160	Funding Reports	S		01/31/23 17:16	02/01/23 04:29	4 on 01/25/23	Help
(ETES-004) FTE Summary of Students with Adjustments		0	0	0	192	201	Funding Reports	S		01/25/23 17:16	02/01/23 04:53	4 on 01/25/23	Help
(ETES-005) FTE Daily Summary Report - Students District is Education		0	0	0	204	204	Funding Reports	S		01/25/23 17:16	02/01/23 04:34	4 on 01/25/23	Help
(ETES-006) FTE Daily Summary Report - Students Initially Funded at District		0	0	0	2	2	Funding Reports	S		01/25/23 17:16	02/01/23 04:47	4 on 01/25/23	Help
(FTE0-007) FTE Daily Summary Report - Transfers		0	0	0	4	4	Funding Reports	S		01/25/23 17:16	02/01/23 04:18	4 on 01/25/23	Help
(ETES-008) Enrolled ADM FTE Summary		0	0	0	1	1	Funding Reports	S		01/25/23 17:16	02/01/23 04:18	4 on 01/25/23	Help
(FTE0-009) FTE Subgroup Summary - Non-Transfers		0	0	0	3	3	Funding Reports	S		01/25/23 17:16	01/06/23 04:04	4 on 01/25/23	Help
(ETES-010) FTE Subgroup Summary - Transfers		0	0	0			Funding Reports	S					Help

LEAs will have up to three FTE Daily Summary Reports



FTE Daily Summary Reports, cont'd

- (FTES-005) FTE Daily Summary Report - Students District is Educating
 - Contains FTE totals for students the LEA receiving the report is educating
- (FTES-006) FTE Daily Summary Report - Students Initially Funded at District
 - Contains FTE totals for students the LEA receiving the report is initially funded
- (FTES-007) FTE Daily Summary Report – Transfers
 - Contains FTEs by student situation whose funding is transferred in and out from the LEA receiving the report



FTE Run Dates

- All three Daily Summary Reports contain the same 10 Run Date columns
- Most recent FTEs are to the left and prior FTEs are to the right

O	P	Q	R	S	T	U	V	W	X
LATEST	PRIOR RUN	SEC PRIOR	THIRD PRIOR	FOURTH	WEEK PRIOR	TWO WEEK	MONTH	TWO MONTH	
RUN DATE-	DATE-	RUN DATE-	RUN DATE-	PRIOR RUN	RUN DATE-	PRIOR RUN	PRIOR RUN	PRIOR RUN	THIRTY DAY
03/05/202	DATE-	RUN DATE-	RUN DATE-	DATE-	RUN DATE-	DATE-	DATE-	DATE-	AVERAGE
3	03/03/202	03/02/202	03/01/202	02/28/202	02/26/202	02/19/202	02/03/202	01/04/202	
56.256	106.737393	106.737393	107.155557	107.155557	106.742539	104.747393	106.749263	0	106.308167
24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	0	24.41954
9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	0	9.034461
2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	0	2.994151
1	1	1	1	1	1	1	1	0	1
78.57684	78.57684	78.57684	78.57684	78.57684	78.57684	78.57684	78.57684	0	78.57684



FTE Run Dates, cont'd

Look for fluctuations in the FTE values as these could affect payments

O	P	Q	R	S	T	U	V	W	X
LATEST	PRIOR RUN	SEC PRIOR	THIRD PRIOR	FOURTH	WEEK PRIOR	TWO WEEK	MONTH	TWO MONTH	THIRTY DAY
RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	RUN DATE-	AVERAGE
03/05/202	03/03/202	03/02/202	03/01/202	02/28/202	02/26/202	02/19/202	02/03/202	01/04/202	
56.256	106.737393	106.737393	107.155557	107.155557	106.742539	104.747			
24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	24.41			
9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	9.034			
2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	2.994			
1	1	1	1	1	1	1			
78.57684	78.576								
12									
9									
7									
3									
8.748524	8.748524	8.748524	8.748524	8.748524	8.748524	8.748524			
0.027086	0.027086	0.027086	0.027086	0.027086	0.027086	0.027086			
2	2	2	2	2	2	2			
52.367491	52.367491	52.367491	52.367491	52.367491	52.367491	52.367491			
18	18	18	18	18	18	18			
0.422535	0.422535	0.422535	0.422535	0.422535	0.422535	0.422535			
284.84663	335.328021	335.328021	335.746185	335.746185	335.333167	333.338021	334.476726	0	334.549996

2. The most recent data processing caused a significant drop in FTEs

1. Select the blank cells below the FTE values and then select AutoSum from the Formulas tab to help identify fluctuations

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Error Severity Codes

Error Severity looks at the Thirty Day Average value and compares it to the value from the Latest Run to draw attention to differences that may be of concern

- The Fatal (F) Error Severity Code indicates a drop from the Thirty Day Average value to zero
- Critical (C) indicates a decrease of 10% or more (but not to zero) in the Latest Run
- Warning (W) indicates a decrease of 5% to 10% but not to zero or an increase of 20% or more

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Error Severity Codes, cont'd

This example contains a Critical Error Severity Code due to a decrease in FTE between the latest run and the thirty-day average

O	P	Q	R	S	T	U	V	W	X
LATEST RUN DATE-	PRIOR RUN DATE-	SEC PRIOR RUN DATE-	THIRD PRIOR RUN DATE-	FOURTH PRIOR RUN DATE-	WEEK PRIOR RUN DATE-	TWO WEEK PRIOR RUN DATE-	MONTH PRIOR RUN DATE-	TWO MONTH PRIOR RUN DATE-	THIRTY DAY AVERAGE
03/05/2023	03/03/2023	03/02/2023	03/01/2023	02/28/2023	02/26/2023	02/19/2023	02/03/2023	01/04/2023	
56.256	106.737393	106.737393	107.155557	107.155557	106.742539	104.747393	106.749263	0	106.308167
24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	24.41954	0	24.41954
9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	9.034461	0	9.034461
2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	2.994151	0	2.994151
1	1						1	0	1
78.57684	78.57684						78.57684	0	78.57684

Critical (C) indicates a decrease of 10% or more (but not to zero) in the Latest Run



FTES-005 Students District is Educating

- Includes FTEs for students the LEA is educating regardless if the district is initially funded or if the funding will transfer to another LEA
- Result Code is FT0100 – Students LEA is educating
 - This is the only result code on the FTES-005 Report
 - Can appear for any LEA type



FTES-006 Students Initially Funded at District

- Includes FTEs of students for which the LEA is initially funded
- Generated for traditional districts, JVSDs, Community Schools, and STEM Districts
- Contains up to seven different Result Codes indicating the LEA is initially funded and breaks down transfer information by student situation
 - Each row on the FTE Detail Report will count in only one result code
 - JVSDs, Community Schools, and STEM Districts receive only Result Code FT0110 on their report
- Displays FTEs as initially funded, positive amounts



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FTES-006 Initially Funded Result Codes

- FT0110 – Initially funded, no transfer
- FT0111 – Preschool students initially funded, transferred to the ESC
- FT0112 - Open Enrolled Preschool Students Initially Funded at the LEA and Funds Transferred to Another District
- FT0113 - Preschool Students Initially Funded at the LEA Transferred to a CBDD



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FTES-006 Initially Funded Result Codes

- FT0114 - Initially Funded at the LEA Transferred to a JVSD
 - Used for Contract Career Tech transfers from the sending district to the JVSD
- FT0116 - Initially Funded at the LEA Transferred to Another District
 - Used for special education cooperative students
- FT0119 – JVSD/Compact 20% counted in sending district's enrolled ADM
 - Appear on sending LEA's FTE Detail with inclusion code = PART



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FTES-007 Transfers

- Contains FTEs that will either transfer in or out from the LEA receiving the report
- Displays FTEs that transfer in as positive amounts and FTEs that transfer out as negative amounts
- Can be generated for any LEA type
- Includes FTEs for students who are
 - in preschool open enrollment situations
 - in specific non-open enrollment situations
 - preschool students attending an ESC



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FTES-007 Transfers Result Codes

- FT0150 – Preschool open enrolled in, initially funded elsewhere and funding transferred to educating LEA (positive amount)
- FT0160 – Preschool open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)
- FT0170 – Non open enrolled in, initially funded elsewhere then funding is transferred to educating LEA (positive amount)
- FT0180 – Non open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)



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FTES-007 Transfers Result Codes, cont'd

- FT0210 – ESC Preschool student received from the resident district or a non-open enrolled district that is not the resident district; funding is transferred to the ESC from the district (positive amount)
- FT0220 – Preschool students sent to an ESC from the resident district or from a non-open enrolled district that is not the resident district; funding is transferred from the district to the ESC (negative amount)



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Quick Check

FTE Daily Summary Reports are helpful to identify fluctuations in FTEs that could affect funding. They can also be used to follow the flow of FTE funding based on student situations.

- Are you checking the Daily Summary Reports often to avoid any negative impacts on FTE funding?
- Do the numbers of FTE generated for the various attending situations align with your population of students?
- Are you sharing these reports with others in your district?



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Understanding how FTE Reports Align with Payments



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FTE Reports Level 2 versus Archived

- LEAs receive FTE reports as Level 2 and Archived versions
- What is the difference?
 - Level 2 FTE reports in a closed collection contain the data last processed for that collection
 - Level 2 FTE reports in an open collection contain the most recently processed data
 - Archived reports are generated when data is pulled for payments



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FTE Reports Level 2 versus Archived, cont'd

How are the FTE reports used?

- Level 2 FTE reports in a closed collection can be used to provide a historical view of data for that collection
- Level 2 FTE reports in an open collection should be used to verify current data submissions in preparation for data to be pulled for a payment and in preparation for the close of the collection
- Archived FTE reports can be used to align data with historical and current payments
 - Aligning archived FTE reports to a current payment will be the focus of this section



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Archived FTE Reports that Align with Payments

- In this series of slides, we will demonstrate how reports from the Archive Tab align with payments for various LEA types
 - (FTED-001) FTE Detail Report
 - (FTES-008) Enrolled ADM FTE Summary
 - (FTES-009) FTE Subgroup Summary – Non-Transfers
 - (FTES-010) FTE Subgroup Summary – Transfers
 - (CTEA-000) CTE FTE Detail
- Your LEA may not have all FTE reports
- We will explain a very basic process that will provide an understanding of how the data is used for payments



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Archived FTE Reports Aligned with Payments

To match report data with a payment, use FTE Reports from the Archive Tab

Collection Request related files are created because ODE signaled the archiving of a Level 2 report, or because a collection request was deleted and all its data was archived. You can select the Type of archive (or both), in the filter options.

Filter Options:

LEA: [dropdown] Collection Request: All [dropdown] School Year: All [dropdown] Category: All [dropdown]
 LEA FTE: [input] Report Name: All [dropdown] Type: Both [dropdown]
 Archived on or after: 02/01/2023 and on or before: [input] (mm/dd/yyyy)

Output Option

Group By: Category Report or File Name Collection Request None Zip File: Combine all files into a compressed .zip file

[List Archives](#) | [Restore Defaults](#) | [Reload all Archived Files and Reports](#)



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Archived Report Names

There can be other reports in the Archive with similar names, be careful to select the correct reports

- Traditional Districts and ESCs receive two payments per month
 - Month_FY##_No1_TRAD_Payment
 - Month_FY##_No2_TRAD_Payment
- Community Schools, STEM Districts
 - Month_FY##_CS_Payment
- JVSDs
 - Month_FY23_JVSD_Payment
- CTE FTE Reports, if your LEA has them will also be listed with the above names



Archive Reports

FTE and CTE FTE Reports are placed in the Archive when data is pulled for payment (reports listed below will align with the February #2 payment)

- Typically, data is pulled two Mondays prior to payment
- Home > Finance & Funding > School Payment Reports
 - State Foundation Payment Dates by Fiscal Year

Category / Report or Archived File	Report Name	As of Date	LEA	Collection Request	File Size	Type
▼ CTE (Count: 2)						
February_No2_TRAD_Payment	(CTEA-005) CTE FTE Summary by Category	02/06/2023 13:23:00		FY23-L-Stf Crs Init (2023L1STR)	1 kb	Level 2 report
February_No2_TRAD_Payment	(CTEA-000) CTE FTE Detail	02/06/2023 13:21:00		FY23-L-Stf Crs Init (2023L1STR)	48 kb	Level 2 report
▼ Funding						
February_No2_TRAD_Payment	(FTES-010) FTE Subgroup Summary - Transfers	02/06/2023 13:18:00				report
February_No2_TRAD_Payment	(FTES-009) FTE Subgroup Summary - Non-Transfers	02/06/2023 13:16:00				report
February_No2_TRAD_Payment	(FTES-008) Enrolled ADM FTE Summary	02/06/2023 13:15:00				report
February_No2_TRAD_Payment	(FTES-001) FTE Total by Fund Pattern	02/06/2023 13:14:00				report
February_No2_TRAD_Payment	(FTED-003) FTE Adjustments	02/06/2023 13:12:00				report
February_No2_TRAD_Payment	(FTED-001) FTE Detail	02/06/2023 13:10:00		FY23-S-TRAD Mid (2023S2TRD)	2,253 kb	Level 2 report

For February #2 payment, data was pulled February 6th, while the payment date was February 17th



Payment Reports

<https://reports.education.ohio.gov/finance/foundation-payment-report>

Process Reports

* LEA Type: Traditional School District

* Fiscal Year: 2023

* Payment Date: 17-Feb-2023

LEA (Select one of the following)

Specific LEA

School Finance Payment Reports (Select one of the following)

Choose report type...


- Statement Of Settlement
- Base Cost
- Career Technical Education Restricted Funding
- Detailed School Finance Payment Report (SFPR)
- Education Service Center Deduction
- Local Capacity

1. Select LEA type, Fiscal Year and "Go"

2. Select Payment Date - for this demonstration we will use February #2 for traditional districts and ESCs, and February for JVSDs, Community schools, and STEM districts

3. Select your LEA

4. We will match Archived EMIS report data to some of the reports in the dropdown menu.

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Payment Reports Aligned with EMIS Reports

- Traditional Districts, Community/STEM Schools, JVSDs
 - Detailed School Funding Payment Report (SFPR)
 - Other Adjustments
 - Base Cost
- Traditional Districts and ESCs
 - Preschool Special Education
- Traditional Districts
 - Educational Service Center Deduction
- This is not a complete list of payment reports that contain EMIS data



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Current Year Data and Prior Year Data

Archived Reports for February 2023 Payment(s)

- (FTED-001) FTE Detail Report
 - Current year data
- (FTES-008) Enrolled ADM FTE Summary
 - Combination of three prior years data and the current year
- (FTES-009) FTE Subgroup Summary – Non-Transfers
 - Contains current year FTE data for students who are directly funded to the LEA, and is separated by subgroup
- (FTES-010) FTE Subgroup Summary – Transfers
 - Contains current year FTE data for students who are funded via a transfer, and is separated by subgroup
- (CTEA-000) CTE FTE Detail
 - Contains current year CTE FTEs



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Enrolled ADM

- What is Enrolled ADM?
 - A count of students that is adjusted based on attending situations
 - Can be verified using the Archived (FTED-001) FTE Detail Report for that payment
 - Can also be verified using the Archived (FTES-008) Enrolled ADM FTE Summary – Current year data row



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Detailed SFPR – Enrolled ADM and Special Education ADM

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Detailed School Funding Payment Report (SFPR) - Traditional School District
February #2 Payment, Data as of 02/06/2023

This example is for a Traditional district but is similar to a Community School, STEM District, and JVSD report

Name: _____

County: _____

Statewide Factors

s1	Average Base Cost Per-Pupil	\$7,351.71
s2	Average Career-Technical Base Cost Per-Pupil	\$8,891.03
s3	Economically Disadvantaged Percentage	48.798400%

District Factors

a	Enrolled ADM	5,279.28
a1	Grades K-6 FTE	2,916.41
b	Per-Pupil Amounts and State Share Percentage	
b1	Local Capacity (see Line C7 on the Local Capacity Report)	\$4,405.61
b2	Base Cost (see Line G on the Base Cost Report)	\$7,276.40
b3	State Share of the Base Cost [if (b2-b1)>(b2*0.05) then (b2-b1) else (b2*0.05)]	\$2,870.79
b4	State Share Percentage [b3/b2]	39.453440%
c	Special Education ADM [c1+c2+c3+c4+c5+c6]	882.03
c1	Category 1	75.07
c2	Category 2	605.33
c3	Category 3	30.82
c4	Category 4	5.54
c5	Category 5	43.54
c6	Category 6	121.72

Using the "Archived FTE Detail to Detailed SFPR" workbook, you can view the students who are included in these numbers



Enrolled ADM on Detailed SFPR – Traditional District

Using the Archived FTE Detail report, filter on each combination of Fund Pattern Code and Inclusion Code, then sum the Adjusted FTE and enter it (all decimals) into the appropriate cell

A	B	C	D	E	F	G	H
Table 1: Traditional District - Enrolled ADM							
Fund Pattern	Inclusion Code		Sum the following	ADJUSTED FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)	
CTID	FULL		ADJUSTED FTE * 120%		0.00	Resident of district A attends district B (not via OE) then on to a third district C or JVSD for CT	
CTOP	FULL		ADJUSTED FTE * 120%		0.00	Student OE from one district to another (A to B) then on to a third district or JVSD for CT	
CIVC	FULL		ADJUSTED FTE * 120%		0.00	Resident of district A and attends district B for CT	
			Subtotal 1		0.00		
KGTO	FULL		ADJUSTED FTE * 50%		0.00	OE KG student paying tuition for all day KG (Educating District)	
KGTV	FULL		ADJUSTED FTE * 50%		0.00	Resident or Non-Resident (not OE) KG student paying tuition for all day KG (Educating District)	
			Subtotal 2		0.00		
CTCR	FULL		ADJUSTED FTE * 100%		0.00	Community school student to DOR for CT	
OPDD	FULL		ADJUSTED FTE * 100%		0.00	Student OE in from another district (Educating District)	
RGJV	FULL		ADJUSTED FTE * 100%		0.00	Resident and Non-Resident Students being educated at traditional district (Not OE or CT). Includes students reported by DOR as Sent to CE.	
SPCO	FULL		ADJUSTED FTE * 100%		0.00	Students educated at another district's Special Education Cooperative (DOR)	
			Subtotal 3		0.00		
JVNR	PART		ADJUSTED FTE * 20%		0.00	Resident of District A, enrolled at District B (not OE) then to a JVSD	
OJVD	PART		ADJUSTED FTE * 20%		0.00	Direct Enrollment to a Non-Jointure JVSD (OE) (DOR)	
OJVR	PART		ADJUSTED FTE * 20%		0.00	Resident of District A, attending District B via OE then to a JVSD that is within the jointure of both A and B	
OPID	PART		ADJUSTED FTE * 20%		0.00	Resident of District A, attending District B via OE then to a JVSD that is not within the jointure of either A or B	
RGJV	PART		ADJUSTED FTE * 20%		0.00	Students educated by a JVSD (not OE or CT) (DOR)	
			Subtotal 4		0.00		
Line a: Enrolled ADM			Total (Sum of Subtotals 1-4)		0.00		

This screenshot is from the Traditional tab

Result will be the Enrolled ADM



Special Education ADM on Detailed SFPR – Traditional

Using the Archived FTE Detail report, filter on each combination of Fund Pattern Code and Inclusion Code, then sum the Adjusted Special Education CAT FTE and enter it (all decimals) into the appropriate cell

Table 2: Traditional District - Special Education ADM			ADJ SPECED CAT FTE	Special Education ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
CTID	FULL	ADJ SPECED CAT FTE * 100%		0.00	Resident of district A attends district B (not via OE) then on to a third district C or JVSD for CT
CTOP	FULL	ADJ SPECED CAT FTE * 100%		0.00	Student OE from one district to another (A to B) then on to a third district or JVSD for CT
CTVC	FULL	ADJ SPECED CAT FTE * 100%		0.00	Resident of district A and attends district B for CT
CTCR	FULL	ADJ SPECED CAT FTE * 100%		0.00	Community school student to DOR for CT
OPDD	FULL	ADJ SPECED CAT FTE * 100%		0.00	Student OE in from another district (Educating District)
RGJV	FULL	ADJ SPECED CAT FTE * 100%		0.00	Resident and Non-Resident Students being educated at traditional district or JVSD (Not OE or CT). Includes students reported by DOR as Sent to CE.
SPOC	FULL	ADJ SPECED CAT FTE * 100%		0.00	Students educated at another district's Special Education Cooperative (DOR)
KGTO	FULL	ADJ SPECED CAT FTE * 50%		0.00	OE KG student paying tuition for all day KG (Educating District)
KGTV	FULL	ADJ SPECED CAT FTE * 50%		0.00	Resident or Non-Resident (not OE) KG student paying tuition for all day KG (Educating District)
Line c: Special Education ADM		Total		0.00	

This screenshot is from the Traditional tab

Result will be the Special Education ADM
 This can also be broken down by special education category by filtering on each category



Multiple ADMs on Detailed SFPR – COMM/STEM

Using the Archived FTE Detail report, filter on each combination of Fund Pattern Code and Inclusion Code, then sum the Adjusted FTE or Adjusted Special Education FTE and enter it into the appropriate cell

Table 3: Community School/STEM District			ADJUSTED FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
COMM	FULL	ADJUSTED FTE * 100%		0.00	Student educated at a Community School
STEM	FULL	ADJUSTED FTE * 100%		0.00	Student educated at a STEM District
Subtotal 1				0.00	
KGTV	FULL	ADJUSTED FTE * 50%		0.00	KG student educated by a Community school or STEM district who is paying tuition for all day KG
Subtotal 2				0.00	
Line a: Enrolled ADM		Total (Sum of subtotals 1 and 2)		0.00	

Table 4: Community School/STEM District - CTE at JVSD or CTPD			ADJUSTED FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
CTCR	PART	ADJUSTED FTE * 100%		0.00	Community School Student to DOR for CT
CTCS	PART	ADJUSTED FTE * 100%		0.00	Community School Student attending a JVSD for CT
Line f: Career-Tech Students Educated at JVSD or CTPD		Total		0.00	

Table 5: Community School/STEM District - Special Education ADM			ADJ SPECED CAT FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
COMM	FULL	ADJ SPECED CAT FTE * 100%		0.00	Student educated at a Community School
STEM	FULL	ADJ SPECED CAT FTE * 100%		0.00	Student educated at a STEM District
KGTV	FULL	ADJ SPECED CAT FTE * 50%		0.00	KG student educated by a Community school or STEM district who is paying tuition for all day KG
Line b: Special Education ADM		Total		0.00	

Result will be the Enrolled ADM, Career Tech at JVSD or CTPD, and Special Education ADM

This screenshot is from the COMM STEM tab



Multiple ADMs on Detailed SFPR – JVSD

Using the Archived FTE Detail report, filter on each combination of Fund Pattern Code and Inclusion Code, then sum the Adjusted FTE or Adjusted Special Education FTE and enter it into the appropriate cell

Table 6: JVSD - Enrolled ADM			ADJUSTED FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
CTCS	FULL	ADJUSTED FTE * 100%		0.00	Community School Student attending a JVSD for CT
JVNR	FULL	ADJUSTED FTE * 100%		0.00	Resident of District A, attending District B (not OE) then to a JVSD
OJVD	FULL	ADJUSTED FTE * 100%		0.00	Direct Enrollment to a Non-Jointure JVSD (OE)
OJVR	FULL	ADJUSTED FTE * 100%		0.00	Resident of District A, attending District B via OE then to a JVSD that is within the jointure of both A and B
OPID	FULL	ADJUSTED FTE * 100%		0.00	Resident of District A, attending District B via OE then to a JVSD that is not within the jointure of either A or B
RGJV	FULL	ADJUSTED FTE * 100%		0.00	Students educated at a jointure JVSD (not OE or CT)
Line a: Enrolled ADM		Total		0.00	

Table 7: JVSD - Special Education ADM			ADJUSTED FTE	Enrolled ADM	LEA in bold is the entity who will see the Fund Pattern Code and Inclusion Code combination for the row. (Open Enrollment = OE, Contract Career Tech = CT, District of Residence = DOR)
Fund Pattern	Inclusion Code	Sum the following			
CTCS	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Community School Student attending a JVSD for CT
JVNR	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Resident of District A, attending District B (not via OE) then to a JVSD
OJVD	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Direct Enrollment to a Non-Jointure JVSD (OE)
OJVR	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Resident of District A, attending District B via OE then to a JVSD that is within the jointure of both A and B
OPID	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Resident of District A, attending District B via OE then to a JVSD that is not within the jointure of either A or B
RGJV	FULL	ADJUSTED SPECED CAT FTE * 100%		0.00	Students educated at a jointure JVSD (not OE or CT)
Line b: Special Education ADM		Total		0.00	

Result will be the Enrolled ADM and Special Education ADM

This screenshot is from the JVSD tab



Archived (FTES-008) Enrolled ADM FTE Summary

A	B	C	D	E	F	G
RPT DEST	FISCAL YEAR	LEVEL 2 CODE	REC TYPE DESCR	RESULT CODE	RESULT DESCR	ERR SEV CODE
1	Trad IRN	2020 FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM	I
2	Trad IRN	2021 FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM	I
3	Trad IRN	2022 FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM	I
4	Trad IRN	2023 FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM	I

Report contains 4 fiscal year's data. We will use a formula to calculate Enrolled ADM on all four rows

Q2 =H2+I2*0.5+J2+K2+L2+M2+N2*0.2+O2*0.2

Enrolled ADM Formula for Traditional Districts

Enter the formula into cell Q2 and copy down

H	I	J	K	L	M	N	O	P	Q	
KG ENRL ADM FTE	KG TUITION ENRL ADM FTE	GRADE 1-3 ENRL ADM	GRADE 4-8 NON-CTE ENRL ADM FTE	GRADE 9-12 NON-CTE ENRL ADM FTE	GRADE 4-12 ENRL ADM CTE FTE	GRADE 4-8 JVSD FTE	GRADE 9-12 JVSD FTE	GRADE 9-12 ENRL ADM FTE		
2	434.82299	2 1256.079774	2105.852614	1526.588718	3.852315	13.10622	156.089979	1530.385477	5362.035651	
3	397.187861	0.525046	1196.417863	2043.556358	1503.39032	2.32407	10.273407	138.61726	1505.71439	5172.917128
4	447.397316	1	1191.404681	2022.608431	1538.469514	4.74541	14.44269	171.663002	1543.214924	5242.34649
5	385.123478	4.132657	1273.671681	2038.794117	1537.525229	3.376713	13.411582	180.2244	1540.901942	5279.284743

COPY THIS FORMULA INTO YOUR FTES-008 Report
 =H2+I2*0.5+J2+K2+L2+M2+N2*0.2+O2*0.2
 For JVSD, COMM, and STEM use
 =H2+I2*0.5+J2+K2+L2+M2

Enrolled ADM for February #2 on slide 43



Detailed SFPR Continued

For these factors we will use the FTES-009 and FTES-010 on the next two slides

Disadvantaged Pupil Impact Aid (DPIA) Data		
d1	Economically Disadvantaged ADM	1,366.89
d2	Economically Disadvantaged Percentage [d1/a]	25.891614%
d3	Economically Disadvantaged Index [(d2/s3) ^2]	0.28151859
English Learners ADM [e1+e2+e3]		
e1	Category 1	25.55
e2	Category 2	126.98
e3	Category 3	25.57
Gifted [f1+f2]		
f1	Grade K-8 FTE	649.62
f2	Grade 9-12 FTE	393.18
Career Technical Education FTE [g1+g2+g3+g4+g5]		
g1	Category 1	0.50
g2	Category 2	0.00
g3	Category 3	0.00
g4	Category 4	0.11
g5	Category 5	2.77
Open Enrollment Data		
h1	Prior Year Open Enrollment In	124.84
h2	Current Year Open Enrollment In	121.16

**Filter Archived FTE
Detail Report on Fund
Pattern Code OPDD
and Sum Adjusted FTE**



(FTES-009) FTE Subgroup Summary – Non-Transfers

A	B	C	D	E	F	G	H	I	J	
RPT DEST	REC TYPE		RESULT CODE	RESULT DESCR	FTE GRADE SPAN CODE	FTE GRADE SPAN DESCR	ERR SEV CODE	FTE TYPE NAME	TOTAL ADJSTD FTE	
1	IRN	CODE	REC TYPE DESCR							
2	Trad IRN	FTES-009	FTE Subgroup Total - Non-Transfers	FT0240	Non-transfers	NA	Grade Span Not Applicable	I	Direct	5238.768073

Columns K through Z will align with lines e-h on the Detailed SFPR

Note: If your LEA has an FTES-010 Transfers report, you must include "Out" values – See next slide

K	L	M	N	O
ECON DISADV FTE	GIFTED FTE	ENGLISH LEARNER CAT 1 FTE	ENGLISH LEARNER CAT 2 FTE	ENGLISH LEARNER CAT 3 FTE
1366.102539	1042.801075	25.551275	126.978878	25.568325

P	Q	R	S	T	U	V	W	X	Y	Z
SPECED CAT 1 FTE	SPECED CAT 2 FTE	SPECED CAT 3 FTE	SPECED CAT 4 FTE	SPECED CAT 5 FTE	SPECED CAT 6 FTE	CTE FUND CAT 1 FTE	CTE FUND CAT 2 FTE	CTE FUND CAT 3 FTE	CTE FUND CAT 4 FTE	CTE FUND CAT 5 FTE
75.074515	605.333589	30.034166	5.542124	43.542044	121.718006	0	0	0	0	2.770231



(FTES-010) FTE Subgroup Summary – Transfers

Report includes students who are enrolled in Contract Career Tech or Special Education Cooperative Programs with FTEs transferred in or out

A	B	C	D	E	F	G	H	I	J	K
RPT DEST IRN	LEVEL 2 REC TYPE CODE	REC TYPE DESCR	RESULT CODE	TRNSFR TO IRN	TRNSFR FROM IRN	RESULT DESCR	FTE GRADE SPAN CODE	FTE GRADE SPAN DESCR	ERR SEV CODE	FTE TYPE NAME
1	Trad IRN FTES-010	FTE Subgroup Total - Transfers	FT0242	Transf IRN	-----	Contract vocational transfer-out	HS	Grade 09-12	I	CntrCTE
2	Trad IRN FTES-010	FTE Subgroup Total - Transfers	FT0244	Transf IRN	-----	Special education cooperative transfer-out	KG	Kindergarten	I	SpecEdCo

Other Results Codes Include:
FT0241 Contract vocational transfers in
FT0243 Special Education transfers in

L	M	N	O	P	Q
TOTAL ADJSTD FTE	ECON DISADV FTE	GIFTED FTE	ENGLISH LEARNER CAT 1 FTE	ENGLISH LEARNER CAT 2 FTE	ENGLISH LEARNER CAT 3 FTE
1	0	0	0	0	0
0.7895	0.78947	0	0	0	0

Include "out" FTEs from this report with those from prior slide

R	S	T	U	V	W	X	Y	Z	AA	AB
SPECED CAT 1 FTE	SPECED CAT 2 FTE	SPECED CAT 3 FTE	SPECED CAT 4 FTE	SPECED CAT 5 FTE	SPECED CAT 6 FTE	CTE FUND CAT 1 FTE	CTE FUND CAT 2 FTE	CTE FUND CAT 3 FTE	CTE FUND CAT 4 FTE	CTE FUND CAT 5 FTE
0	0	0	0	0	0	0.49537	0	0	0.11111	0
0	0	0.78947	0	0	0	0	0	0	0	0



Combining the FTED-009 and FTED-010 FTEs

1. Using CTEs, combine CTE FUND CAT 1 from both reports to match to line g1 on the Detailed SFPR

FTES-009 Report

I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
FTE TYPE	TOTAL ADJSTD	ECON DISADV	GIFTED FTE	ENGLISH LEARNER CAT 1 FTE	ENGLISH LEARNER CAT 2 FTE	ENGLISH LEARNER CAT 3 FTE	SPECED CAT 1 FTE	SPECED CAT 2 FTE	SPECED CAT 3 FTE	SPECED CAT 4 FTE	SPECED CAT 5 FTE	SPECED CAT 6 FTE	CTE FUND CAT 1 FTE	CTE FUND CAT 2 FTE	CTE FUND CAT 3 FTE	CTE FUND CAT 4 FTE	CTE FUND CAT 5 FTE
1	Direct	5238.768073	1366.102539	1042.801075	25.551275	126.978878	25.568325	75.074515	605.333589	30.034166	5.542124	43.542044	21.718006	0	0	0	2.770231

FTES-010 Report

D	E	F	G	H	I	J	K	L	M	N
RESULT CODE	TRNSFR TO IRN	TRNSFR FROM IRN	RESULT DESCR	FTE GRADE SPAN CODE	FTE GRADE SPAN DESCR	ERR SEV CODE	FTE TYPE NAME	TOTAL ADJSTD FTE	ECON DISADV FTE	GIFTED FTE
FT0242	Transf IRN	-----	Contract vocational transfer-out	HS	Grade 09-12	I	CntrCTE	1	0	0
FT0244	Transf IRN	-----	Special education cooperative transfer-out	KG	Kindergarten	I	SpecEdCo	0.789474	0.789474	0

Include only transfers out

O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
ENGLISH LEARNER CAT 1 FTE	ENGLISH LEARNER CAT 2 FTE	ENGLISH LEARNER CAT 3 FTE	SPECED CAT 1 FTE	SPECED CAT 2 FTE	SPECED CAT 3 FTE	SPECED CAT 4 FTE	SPECED CAT 5 FTE	SPECED CAT 6 FTE	CTE FUND CAT 1 FTE	CTE FUND CAT 2 FTE	CTE FUND CAT 3 FTE	CTE FUND CAT 4 FTE	CTE FUND CAT 5 FTE
0	0	0	0	0	0	0	0	0	0.495371	0	0	0.111111	0
0	0	0	0	0	0	0.789474	0	0	0	0	0	0	0

2. Go back to slide 49 to match the FTEs



Base Cost

- Base Cost Enrolled ADM
 - Uses the larger of the prior year or trailing 3-year average
 - Can be verified using the Archived (FTES-008) Enrolled ADM FTE Summary – Prior three years data rows
- Archived (FTES-008) Enrolled ADM FTE Summary
 - Combination of three prior years data and the current year
 - Contains FTE data that is divided into categories
 - First three rows contain prior three years data
 - Last row contains current year data at the time data was pulled for the payment



Base Cost Report – Using FY22 Data

Fiscal Year: 2023

Ohio Department of Education
 Office of Budget and School Funding
Base Cost - Traditional School District
 February #2 Payment, Data as of 02/06/2023

This district's Base Cost uses FY22 Enrolled ADM since it is larger than the trailing three-year average

District Factors

a	Number of School Buildings		25
b	Base Cost Enrolled ADM [greater of ((b1+b2+b3)/3) and b3]		21,332.82
b1	Enrolled ADM FY20	20,781.68	
b2	Enrolled ADM FY21	20,932.24	
b3	Enrolled ADM FY22	21,332.82	
b4	Kindergarten FTE	754.34	
b5	Grade 1-3 FTE	4,974.84	
b6	Grade 4-8 FTE not in CTE Program	8,723.65	
b7	Grade 9-12 FTE not in CTE Program	6,661.28	
b8	FTE Enrolled in Career Technical Education (CTE) Program	218.72	
b9	Grade 9-12 FTE	6,831.61	



FTES-008 – Calculate Base Cost Using FY22 Data

We already added the formula to column Q on slide 48

RPT DEST		FISCAL YEAR	LEVEL 2 CODE	REC TYPE	RESULT	ERR SEV	KG ENRL	TUITION ENRL	GRADE 1-3 ENRL ADM	GRADE 4-8 NON-CTE ENRL ADM	GRADE 9-12 NON-CTE ENRL ADM	GRADE 4-12 ENRL ADM	8 JVSD	GRADE 9-12 ENRL ADM	GRADE 9-12 ENRL ADM	
1	Trad IRN	2020	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230 Base Enrolled ADM	I	778.457913	0	4923.949122	8396.950331	6417.648186	227.838063	0	184.176754	6645.486249	20781.68
3	Trad IRN	2021	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230 Base Enrolled ADM	I	697.645795	0	4912.803166	8512.611301	6595.141465	173.707457	0	201.656235	6768.848922	20932.24
4	Trad IRN	2022	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230 Base Enrolled ADM	I	754.335759	0	4974.836754	8723.649343	6612.89066	218.723986	0	241.930593	6831.614634	21332.82
5	Trad IRN	2023	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230 Base Enrolled ADM	I	770.789542	0	5181.255838	8885.342682	6744.298898	191.024662	0	256.208923	6922.32356	21823.95

This district's Base Cost uses FY22 data on row 4



Base Cost Report – Using FY22 Data

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Base Cost - Traditional School District
February #2 Payment, Data as of 02/06/2023

This is the same district that is using the FY22 Enrolled ADM to determine Base Cost

District Factors

a	Number of School Buildings	
b	Base Cost Enrolled ADM [greater of ((b1+b2+b3)/3) and b3]	21,332.82
b1	Enrolled ADM FY20	20,781.68
b2	Enrolled ADM FY21	20,932.24
b3	Enrolled ADM FY22	21,332.82
b4	Kindergarten FTE	754.34
b5	Grade 1-3 FTE	4,974.84
b6	Grade 4-8 FTE not in CTE Program	8,723.65
b7	Grade 9-12 FTE not in CTE Program	6,661.28
b8	FTE Enrolled in Career Technical Education (CTE) Program	218.72
b9	Grade 9-12 FTE	6,831.61

Archived FTES-008 report data from the FY22 row aligns to b4-b9 on the Base Cost Report



FTES-008 – Calculate Base Cost Using FY22 Data

Archived FTES-008 report data from the FY22 row aligns to b4-b9 on the Base Cost Report

Q4 =H4+I4*0.5+J4+K4+L4+M4+N4*0.2+O4*0.2

RPT DEST	FISCAL YEAR	REC TYPE	LEVEL 2	RESULT	ERR SEV	KG ENRL	KG TUITION ENRL	GRADE 1-3 ENRL ADM	GRADE 4-8 NON-CTE ENRL ADM	GRADE 9-12 NON-CTE ENRL ADM	GRADE 4-12 ENRL ADM	GRADE 4-8 JVSJ ENRL ADM	GRADE 9-12 ENRL ADM
1	IRN	2020	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM I	778.457913	0	4923.949122	8396.950331	6417.648186	227.838063	0
2	Trad IRN	2021	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM I	697.645795	0	4912.803166	8512.611301	6595.141465	173.707457	0
4	Trad IRN	2022	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM I	754.335759	0	4974.836754	8723.649343	6612.89066	218.723986	0
5	Trad IRN	2023	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM I	770.789542	0	5181.255838	8885.342682	6744.298898	191.024662	0

b4	Kindergarten FTE	← For b4 multiply cell I4 by .50 then add to cell H4	→ 754.34
b5	Grade 1-3 FTE		4,974.84
b6	Grade 4-8 FTE not in CTE Program	← For b6 multiply cell N4 x .20 then add to cell K4	→ 8,723.65
b7	Grade 9-12 FTE not in CTE Program	← For b7 multiply cell O4 x .20 then add to cell L4	→ 6,661.28
b8	FTE Enrolled in Career Technical Education (CTE) Program		218.72
b9	Grade 9-12 FTE		6,831.61

This section of the Base Cost is from the prior slide



Base Cost – Payment Report using Average

This district uses the trailing three-year average since it's higher than the FY22 Enrolled ADM

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Base Cost - Traditional School District
February #2 Payment, Data as of 02/06/2023

District Factors		
a	Number of School Buildings	7
b	Base Cost Enrolled ADM [greater of ((b1+b2+b3)/3) and b3]	5,259.10
b1	Enrolled ADM FY20	5,362.04
b2	Enrolled ADM FY21	5,172.92
b3	Enrolled ADM FY22	5,242.35
Average these three numbers		
b4	Kindergarten FTE	427.06
b5	Grade 1-3 FTE	1,214.63
b6	Grade 4-8 FTE not in CTE Program	2,059.86
b7	Grade 9-12 FTE not in CTE Program	1,553.91
b8	FTE Enrolled in Career Technical Education (CTE) Program	3.64
b9	Grade 9-12 FTE	1,526.44

The next slide will demonstrate the average on the FTED-008 report



Archived (FTES-008) Enrolled ADM FTE Summary

A	B	C	D	E	F	G
RPT DEST	FISCAL YEAR	LEVEL 2 REC TYPE	RESULT	RESULT DESCR	ERR SEV	
1	Trad IRN	2020	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM
2	Trad IRN	2021	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM
3	Trad IRN	2022	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM
4	Trad IRN	2023	FTES-008	FTE Summary Total - Base Enrolled ADM	FT0230	Base Enrolled ADM

H	I	J	K	L	M	N	O	P	Q
KG ENRL	KG TUITION	GRADE 1-3	GRADE 4-8	GRADE 9-12	GRADE 4-12	GRADE 4-8	GRADE 9-12	ENRL ADM	
1	ADM FTE	FTE	ADM FTE	ADM FTE	CTE FTE	JVSD FTE	JVSD FTE	FTE	
2	434.82299	2	1256.079774	2105.852614	1526.588718	3.852315	13.10622	156.089979	1530.385477
3	397.187861	0.525046	1196.417863	2043.556358	1503.39032	2.32407	10.273407	138.61726	1505.71439
4	447.397316	1	1191.404681	2022.608431	1538.469514	4.74541	14.44269	171.663002	1543.214924
5	385.123478	4.132657	1273.671681	2038.794117	1537.525229	3.376713	13.411582	180.2244	1540.901942
6									
7									5259.099757

Average the Enrolled ADM for the three prior years

=AVERAGE(Q2:Q4)



Base Cost – Payment Report – More Averages

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Base Cost - Traditional School District
February #2 Payment, Data as of 02/06/2023

District Factors		
a	Number of School Buildings	7
b	Base Cost Enrolled ADM [greater of ((b1+b2+b3)/3) and b3]	5,259.10
b1	Enrolled ADM FY20	5,362.04
b2	Enrolled ADM FY21	5,172.92
b3	Enrolled ADM FY22	5,242.35
Average these three numbers		
b4	Kindergarten FTE	427.06
b5	Grade 1-3 FTE	1,214.63
b6	Grade 4-8 FTE not in CTE Program	2,059.86
b7	Grade 9-12 FTE not in CTE Program	1,553.91
b8	FTE Enrolled in Career Technical Education (CTE) Program	3.64
b9	Grade 9-12 FTE	1,526.44

For this LEA, since the average is used, an average will also be used to align to the data in b4 – b9. The next slide will demonstrate the average on the FTES-008 report



(FTES-010) FTE Subgroup Summary – Transfers

Report includes students who are enrolled in Contract Career Tech or Special Education Cooperative Programs with FTEs transferred in or out

A	B	C	D	E	F	G	H	I	J	K
RPT DEST	LEVEL 2 REC TYPE CODE	REC TYPE DESCR	RESULT CODE	TRNSFR TO IRN	TRNSFR FROM IRN	RESULT DESCR	FTE GRADE SPAN CODE	FTE GRADE SPAN DESCR	ERR SEV CODE	FTE TYPE NAME
1	IRN	FTES-010	FTE Subgroup Total - Transfers	FT0242	Transf IRN	Contract vocational transfer-out	HS	Grade 09-12	I	CntrtCTE
2	Trad IRN	FTES-010	FTE Subgroup Total - Transfers	FT0244	Transf IRN	Special education cooperative transfer-out	KG	Kindergarten	I	SpecEdCo

L	M	N	O	P	Q
TOTAL ADJUSTD FTE	ECON DISADV FTE	ENGLISH GIFTED LEARNER CAT 1 FTE	ENGLISH LEARNER CAT 2 FTE	ENGLISH LEARNER CAT 3 FTE	
1	0	0	0	0	0
0.7895	0.78947	0	0	0	0

Other Results Codes Include:
FT0241 Contract vocational transfers in
FT0243 Special Education transfers in

R	S	T	U	V	W	X	Y	Z	AA	AB
SPECED CAT 1 FTE	SPECED CAT 2 FTE	SPECED CAT 3 FTE	SPECED CAT 4 FTE	SPECED CAT 5 FTE	SPECED CAT 6 FTE	CTE FUND CAT 1	CTE FUND CAT 2	CTE FUND CAT 3	CTE FUND CAT 4	CTE FUND CAT 5
0	0	0	0	0	0	0.49537	0	0	0.11111	0
0	0	0.78947	0	0	0	0	0	0	0	0

CTE and Spec Ed are in opposite positions on FTES-010 versus the Other Adjustments Report



Other Adjustments Report and Archived FTE Detail

C Preschool Special Education to CBDD (USAS 47*)
 [(((\$4,000 * PreK SpEd FTE) + Each of (PreK SpEd Category FTE * Corresponding Weight * s1 * c * 0.5)) * -1)]

IRN	District	PreK SpEd FTE	SpEd 1	SpEd 2	SpEd 3	SpEd 4	SpEd 5	SpEd 6	Total
			0.2435	0.6179	1.4845	1.9812	2.6830	3.9554	N/A
N/A	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Total Adjustment		0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Filter on Fund Pattern code PBDD on the FTE Detail Report

D Net Open Enrollment Preschool Special Education
 (\$4,000 * OE PreK SpEd FTE)

District to district preschool open enrollment

Positive FTE and Funding Amount (USAS 1227)

IRN	District	OE PreK SpEd FTE	Total
		0.50	\$2,000.00
Total		0.50	\$2,000.00

1. On the FTE Detail Report, Filter on Fund Pattern Code PSOP

Negative FTE and Funding Amount (USAS 477)

IRN	District	OE PreK SpEd FTE	Total
		-1.00	\$-4,000.00
Total		-1.00	\$-4,000.00

2. Filter on Inclusion Code NONE for Open Enrolled In – Positive FTEs

3. Filter on Inclusion Code FULL for Open Enrolled Out – Negative FTEs



Preschool Special Education Report - Trad

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Preschool Special Education Traditional School District
February #2 Payment, Data as of 02/06/2023

Filter Archived FTE Detail Report to included only Grade level PS and Inclusion Code FULL. Sum the Adjusted FTE

Detailed Calculation

Funding Formula: $[(\$4,000 * FTE) + (FTE \text{ by Category} * \text{Applicable Category Weight} * \text{Statewide Average Base Cost Per-Pupil} * \text{District State Share Percentage} * 0.5)] * \text{Proration Factor}$

IRN	School District	County	Special Ed Category	Base Amount	Special Ed FTE	Special Ed Weight	Statewide Average Base Cost Per-Pupil	District State Share Percentage	Proration Factor	Funding
			1	\$4,000	53.13	0.2435	\$7,351.71	39.453440%	1.00000000	\$231,298.68
			2	\$4,000	28.65	0.6179	\$7,351.71	39.453440%	1.00000000	\$140,297.71
			3	\$4,000	1.00	1.4845	\$7,351.71	39.453440%	1.00000000	\$6,152.90
			4	\$4,000	1.95	1.9812	\$7,351.71	39.453440%	1.00000000	\$13,435.82
			5	\$4,000	1.22	2.6830	\$7,351.71	39.453440%	1.00000000	\$9,613.71
			6	\$4,000	19.33	3.9554	\$7,351.71	39.453440%	1.00000000	\$188,212.75
Total					105.29					\$589,011.57

Filter by special education category as needed



Educational Service Center Deduction – Trad

Detailed Calculation

A District Per-Pupil $[(b * c) * -1]$

This report shows special education PS students where both the ESC and district have reported to EMIS that they agree to transfer funds to the ESC

B Preschool Special Education

$[(\$4,000 * \text{PreK SpEd FTE}) + \text{Each of (PreK SpEd Category FTE} * \text{Corresponding Weight} * \text{s1} * \text{a} * 0.5)] * \text{Proration Factor} * -1]$

IRN	District	PreK SpEd FTE	SpEd 1	SpEd 2	SpEd 3	SpEd 4	SpEd 5	SpEd 6	Total
			0.2435	0.6179	1.4845	1.9812	2.6830	3.9554	N/A
		13.05	9.74	2.18	0.00	0.00	1.00	0.12	N/A

Filter traditional district's archived FTE Detail report on PSET/FULL and PSIT/FULL

C Open Enrollment Preschool Special Education

$[(\$4,000 * \text{OE PreK SpEd FTE}) * -1]$

Negative FTE and Funding Amount

IRN	District	OE PreK SpEd FTE	Total
		0.94	\$-3,746.84

Filter traditional district's archived FTE Detail report on PSOT



Preschool Special Education – ESC

Fiscal Year: 2023

Ohio Department of Education
Office of Budget and School Funding
Preschool Special Education - Educational Service Center
February #2 Payment, Data as of 02/06/2023

This report only shows special education PS students where both the ESC and district have reported to EMIS that they agree to automatically transfer funds to the ESC

Summary	FTE	Funding
Preschool Special Education	131.42	\$832,859.31
Preschool Special Education Open Enrollment	1.00	\$4,000.00
Total	132.42	\$836,859.31

Filter ESC Archived FTE Detail Report on Fund Pattern Codes PSET and PSIT

Detailed Calculation
Preschool Special Education
Funding Formula: $[(\$4,000 * FTE) + (FTE \text{ by Category} * \text{Applicable Category Weight} * \text{Statewide Average Base Cost Per-Pupil} * \text{District State Share Percentage} * 0.5)] * \text{Proration factor}$

IRN	School District	County	Special Ed Category	Base Amount	FTE	Special Ed Weight	Statewide Average Base Cost Per-Pupil	District State Share Percentage	Proration Factor	Funding
			1	\$4,000	5.46					
			2	\$4,000	7.34					
			3	\$4,000	0.00					
			4	\$4,000	0.00					
			5	\$4,000	0.00					
			6	\$4,000	2.95					
Total for District					15.74					

District name(s) will appear here

This section contains one of many districts for this ESC. Add filters to Archived FTE Detail to drill down to individual students



Preschool Special Education – ESC , cont'd

Preschool Special Education Open Enrollment

Funding Formula: $[(\$4,000 * FTE) * \text{Proration factor}]$

Filter ESC Archived FTE Detail Report on Fund Pattern Code PSOT to see individual students

IRN	School District	County	Base Amount	FTE	Proration Factor	Funding
			\$4,000	1.00	1.00000000	\$4,000.00

Note: This report only shows transfer to an ESC for situations where the Resident school district has agreed with the ESC to transfer each student's state formula amount. If the school district is paying the ESC a different negotiated amount, those totals will not be included in this report.

District names will appear on the report



Quick Check

Archived FTE Summary Reports contain data that align with School Finance Payment Reports (SFPR). It's important for EMIS staff to understand how EMIS data is being used in the funding process.

- Are you reviewing the Level 2 versions of the FTE Summary Reports prior to data being pulled for payments?
- Are you reviewing the Archived FTE Summary Reports to verify that all students are included as expected?
- Are the reports being compared to payments to verify students are being funded correctly?



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Resources

- Current EMIS Manual
 - ODE Home > Topics > Data > EMIS > Documentation > EMIS Manual
- Level 2 Report Explanations
 - ODE Home > Topics > Data > EMIS > Documentation > EMIS Validation and Report Explanations
 - FTE Report Explanations (multiple)
- School Payment Reports
 - Home > Finance & Funding > School Payment Reports
- Your ITC
- Your Area Coordinator



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Questions?

If you would like a certificate of attendance for this training, you must complete the below feedback form within 5 business days of this training

<https://tinyurl.com/EA-District-Feedback>

