



School System and Charter School

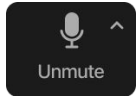
Business Manager and Financial Officer

Monthly Call Meeting

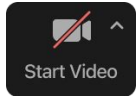
February 2025



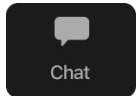
Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
 - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
 - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.



Agenda

- **Required Submissions**
- **State Grants Update**
- **Federal Grants Update**
- **Maintenance of Effort**
- **MFP Formula Update**
- **Reporting Requirements**
- **Summer Feeding Application**
- **Important Reminders**
- **Call Dates and Slide Deck Links**

Please contact schoolfinancehelpdesk@la.gov



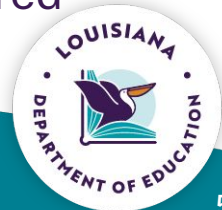
Required Submissions



Periodic Expenditure Reports (PERs)

- PERs are currently not being submitted by many school systems on or before deadline.
- Non-submission is a problem because PERs support education requirements for federal grants.
- Tools are being implemented to encourage school systems to comply with the due dates to include but not limited to reminder emails from eGMS.
 - PER Submission Deadlines are:
 - **3/31 due 4/15**
 - **6/30 due 7/15**
 - **9/30 due 11/15**
 - **12/31 due 1/15**
- Please arrange your work plans such that compliance with the required deadlines can be improved.

Please contact ldoe.federalclaims@la.gov



FY 25 Fiscal Year End Deadlines

The deadlines noted below have been established by the Department to ensure all grants funding for FY 2024-25 is utilized. Failure to meet these deadlines risks funding availability for school systems and schools. The Department cannot guarantee the payment of late reimbursement claims and/or late claims.

We appreciate your cooperation and thank you for helping us be good stewards of these funds.

- June 19 8g claims due in eGMS
- July 7 Carl Perkins claims for June expenses are due in eGMS
- July 15 All other state and federal awards (excluding 8g or Carl Perkins) ending June 30, 2025, claims are due in eGMS

Please contact ldoe.federalclaims@la.gov



State Grants



FY 2024-2025 Nonpublic Textbooks Allocation

- The Nonpublic Textbooks Application is now available in eGMS.
 - Applicants are encouraged to ensure that the Nonpublic Textbooks contact information is updated and saved in eGMS.
- Orders for textbooks, etc. must be received between July 1, 2024 and June 30, 2025 to be eligible for reimbursement.
- Deadline to request reimbursement for Nonpublic Textbooks allocation is July 15, 2025.

Please contact nonpublicfinancehelpdesk@la.gov with questions



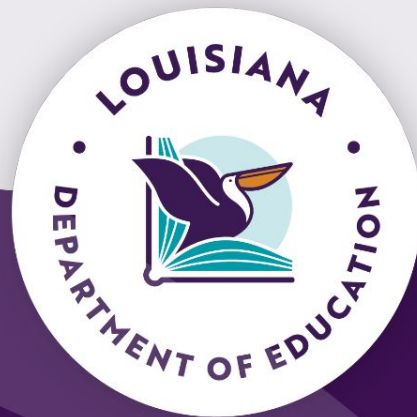
FY 2024-25 Agricultural Science Allocation

- Agricultural Science Allocation
 - Payable to the Non-Federal Support Program for city, parish, and other local public schools for the purchase of:
 - Instructional materials, both textbook and digital
 - Future Farmers of America training materials
 - Supplies, including consumable shop supplies
 - Equipment and parts
 - For students enrolled in a vocational agriculture, agribusiness, or agriscience course as of October 1, 2024.
- The allocation will be released in Spring 2025.

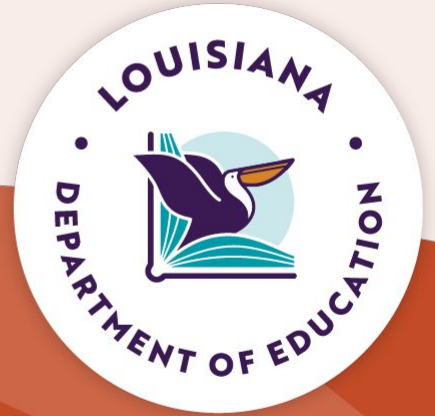
Please contact schoolfinancehelpdesk@la.gov



Federal Grants



FY 2025-2026 Super App Overview



School System Planning Key Dates

| Date | Item |
|-------------|--|
| October 17 | 2025-2026 School System Planning and Budgeting Workbook released |
| December 31 | Final 2024-2025 ESSA formula funds loaded in Super App |
| January 23 | 2025-2026 Super App (competitive portion) due |
| Feb.-March | LDOE reviews competitive Super App submissions and provides feedback on plans and budgets |
| Feb.-May | School systems conduct nonpublic school consultations |
| April | Super App competitive allocations sent to BESE for approval |
| May 1 | Allocations for 2025-2026 loaded in Super App |
| June 30 | Deadline to submit 2025-2026 Super App Amendment 1 |
| July 1 | 2025-2026 Super App grant period begins; Systems begin implementing 2025-2026 School System Plan |



Maintenance of Effort

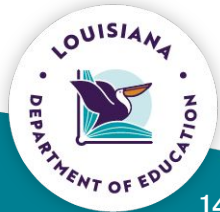


Maintenance of Effort (MOE)

Upcoming Maintenance of Effort submission deadlines.

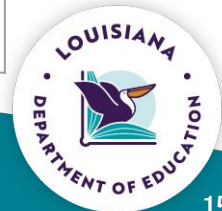
- Look for updates and announcements regarding MOE in the newsletter and in eGMS announcements.
- Failure to complete the MOE applications by the required submission dates may jeopardize the availability of federal funds to School Systems.

Please contact schoolfinancehelpdesk@la.gov

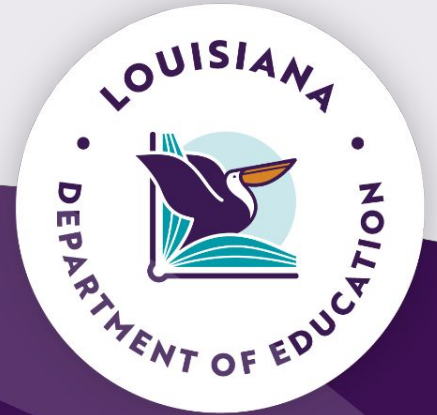


MOE Required Submission Timeline:

| Required Submission | eGMS Availability | Submission Deadline |
|----------------------------|-------------------|---------------------|
| 2024 IDEA MOE Confirmation | March 10, 2025 | March 28, 2025 |
| 2026 ESSA MOE Verification | April 14, 2025 | May 16, 2025 |
| 2026 IDEA MOE Verification | April 14, 2025 | May 16, 2025 |



MFP Formula Update

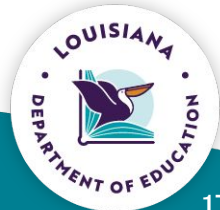


MFP Formula Update

Upcoming in March 2025 Budget Letter:

- October and February Mid-Year Adjustments
- Prior Year Audit Adjustments
- Pay Raise Reconciliation/Payment Adjustments
- Charter Per Pupil Final Calculation
- Charter School Admin Fee Reconciliation
- Career Development Fund Final Allocation
- HCS Allocation (Informational only)
- Teacher Mentor Stipend (Information only)

Please contact LDOEmphelpdesk@la.gov



MFP Formula Update

October and February Mid-Year Adjustment

- School systems and schools receive payment adjustments based on the October 1, 2024 and February 1, 2025 student counts
- Adjustments are for gains and losses in student counts
- October adjustments are made on the full per pupil amounts while February adjustments are based on one-half of the per pupil

Please contact LDOEmphelpdesk@la.gov



MFP Formula Update

Prior Year Audit Adjustments

- MFP audits consist of reviews of student eligibility and tax revenues
- Results of the October 1, 2022 and February 1, 2023 student audits are incorporated into the March 2025 MFP payments
- Results of the FY 2022-23 tax revenue audits will also be incorporated into the March 2025 MFP payments
- Reports detailing these audit adjustments were previously distributed to school systems and schools (Superintendent and Data Coordinator)

Please contact LDOEmphelpdesk@la.gov



MFP Formula Update

Pay Raise Reconciliation

- Certificated and Support Pay Raise Allocation will be updated in March Budget Letter
- Staffing counts will be updated to the latest available data to generate final pay raise allocations
- Note Resident Teacher counts are included in the Pay Raise Reconciliation and payments

Please contact LDOEmphelpdesk@la.gov



MFP Formula Update

Charter Per Pupil Calculation

- Charter Per Pupil for the local revenue representation will be updated from the Initial to the Final calculation in the March Budget Letter
- The local revenue representation has been updated using two data sets:
 - Actual local revenues as reported in FY 2023-24 Annual Financial Report (AFR), and
 - October 1, 2024 MFP base student count
- State per pupil remains the same as was calculated in the FY 2024-25 July Budget Letter

Please contact LDOEmphelpdesk@la.gov

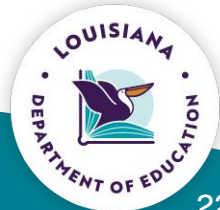


MFP Formula Update

Charter School Admin Fee Reconciliation

- Admin fees due to be collected from Legacy and New Type 2 charter schools and RSD Operated and Type 5 charter schools are reconciled and finalized in the March MFP Budget Letter

Please contact LDOEmfphelpdesk@la.gov

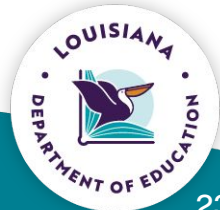


MFP Formula Update

Career Development Fund (CDF) Allocation

- Final allocation to be released in March
- Initial allocation based on 75% of the prior year allocation
- Initial allocation funds released in one-time payment
- CDF final allocation based on fall CLASS course and student information
- Look for announcement regarding release of payments in weekly LDOE Newsletter
- Final allocation reported in March Budget Letter

Please contact LDOEmfhelpdesk@la.gov



MFP Formula Update

High Cost Services Allocation

- Round 1 allocation has been calculated and made available to be released through eGMS
- Round 2 allocation will be calculated soon
- Final allocation reported in March Budget Letter
- Reminders:
 - HCS funds are not intended to replace any existing federal, state, or local special education funds.
 - HCS funds are student specific and cannot be used to support other students.

Please contact LDOEmphelpdesk@la.gov



MFP Formula Update

Mentor Teacher Stipends

- Per the MFP Formula, a stipend of \$2,000 shall be provided to teacher mentors serving as assigned mentors of record, responsible for supporting undergraduate or post-baccalaureate residents.
- A separate payment was processed and released to districts on February 16, 2025.
- Final allocation reported in March Budget Letter

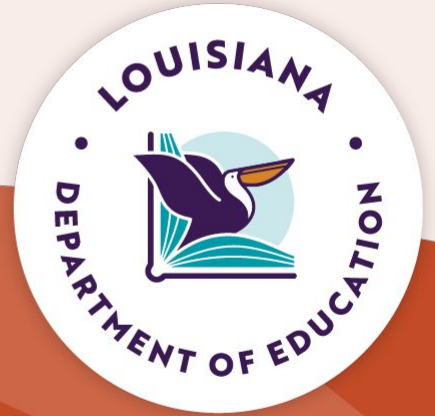
Please contact LDOEmphelpdesk@la.gov



Reporting Requirements in 2024-25



Act 370 Reporting Requirements



Act 370 Reporting Requirements

For guidance of reporting requirements regarding Act 370, please contact

Rachel Kincaid
Office of State Treasurer
225-342-0021
rkincaid@treasury.la.gov



Audit Submission to LDOE



Audit Submission to LDOE

The [Single Audit Report Submission Portal](#) is available for business managers and school finance officials to assist with timely submittals of annual single audits. A Quick Link to the portal is also available at www.doe.louisiana.gov.

Fostering Trust Through Transparency

At the Louisiana Department of Education, we are committed to increasing transparency and accountability for all citizens. Our Data and Reports page provides access to comprehensive statewide education data, legislative reports, and updates from state advisory councils. By making this information readily available, we uphold our responsibility to ensure that Louisiana's education system

DATA & REPORTS

[Legislative Reports](#) →

[LDOE Audits](#) →

[LDOE Single Audit Report Submission Portal](#) →

[Research and Public Information Requests](#) →

OTHER HELPFUL LINKS: DATA & REPORTS

[Measuring Results](#) →

[National Center for Education Statistics](#) →

[The Nation's Report Card](#) →

[Protecting Student](#) →



Please contact dudley.garidel@la.gov



Summer Feeding Application



Summer Feeding Application Timelines

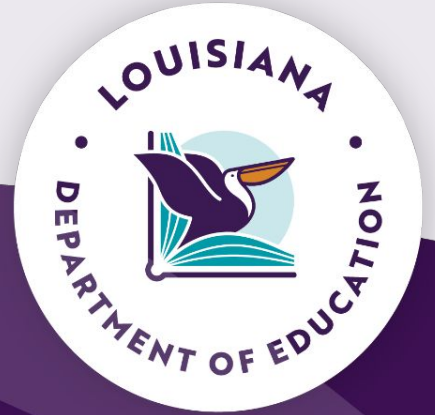
| Sponsor Type | Sponsor and Congregate Applications Due | Non-Congregate Site Applications Due | Final Summer Feeding Applications Due |
|-------------------------|---|--------------------------------------|---------------------------------------|
| School Food Authorities | March 30, 2025 | April 4, 2025 | May 31 AND >14 days before operations |

Please contact: ChildNutritionPrograms@la.gov

225-342-6337



Important Reminders



New Website Design

The Louisiana Department of Education has launched a new design to the website.



SCHOOL & SYSTEM LEADERS

[Louisiana Student Standards](#)



[School System Finances](#)



[Measuring Results](#)



[Graduation Requirements](#)



[Practice Tests](#)



New Website Design

The Louisiana Department of Education has launched a new design to the website.



See Available Grants



eGMS: E-Grants Management System



Business Manager Support Resources



FEDERAL FUNDING

[Community Eligibility Provision](#)



[Federal Grants](#)



[Nutrition Support](#)



[Every Student Succeeds Act \(ESSA\)](#)



STATE FUNDING

[Minimum Foundation Program \(MFP\)](#)



[Charter School Funding](#)



[Louisiana Accounting & Uniform Governmental Handbook \(LAUGH\)](#)



[Education Excellence Fund \(EEF\)](#)



LOCAL FUNDING

[Financial, Budget, & Planning Data](#)



[School-By-School Financial Data](#)



[School Spending Webinar - For Business Managers](#)



[70 Percent Instructional Requirement](#)



Reminders



- The next Business Managers Monthly Call will be held on March 19, 2025.
- Reminder with date and link will be posted in LDOE Weekly Newsletter.
- The slide decks for the monthly call can be found in the [Business Manager Support Library](#) on the website.

Please contact schoolfinancehelpdesk@la.gov

