

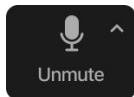


**School System Financial Services**  
**Monthly Call Meeting**  
**for**  
**Business Managers and Financial Officials**

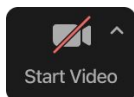
**January 2026**



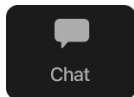
# Zoom Meeting Preparation



- 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](mailto:LDOEcommunications@la.gov).



# Agenda

- Required Submissions
- State Grants Update
- Federal Grants Update
- MFP Formula Update
- Important Reminders
- Call Dates and Slide Deck Links

Please contact [schoolfinancehelpdesk@la.gov](mailto: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](mailto:ldoe.federalclaims@la.gov)



# Charter School Budgets

- The Second Quarter Financial Budget Report for FY 2025-2026 is due by **January 31, 2026**.
- If your organization operates more than one charter school, you must submit the financial report for each individual school.
- For more details see the Instructions for Quarterly budgets tab in the Annual Budget Workbook.
- The financial workbook, inclusive of 1st and 2nd Quarter updates, and the Statement of Affirmation must be submitted via email to [CharterFinanceHelpdesk@la.gov](mailto:CharterFinanceHelpdesk@la.gov) .



Please contact [charterfinancehelpdesk@la.gov](mailto:charterfinancehelpdesk@la.gov)



# State Grants



# FY 2025-2026

## 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, 2025 and June 30, 2026 to be eligible for reimbursement.
- Deadline to request reimbursement for Nonpublic Textbooks allocation is July 15, 2026.

Please contact [nonpublicfinancehelpdesk@la.gov](mailto:nonpublicfinancehelpdesk@la.gov) with questions





# FY 2025-2026 Professional Improvement Plan (PIP)

- Quarter 2 activity forms were due on December 31, 2025.
- The following FY 24-25 resources are available in the ftp site.
  - PIP Guidelines
  - Employee PIP Update Form
  - PIP Activity, Transaction and Invoice Form (Review guidelines to select proper PIP coding, complete proper PIP payment calculations of days worked/contracted, and provide clarifying comments as needed)
- Any submissions after December 31, 2025 will be processed in Quarter 3

Please contact [pipfinancehelpdesk@la.gov](mailto:pipfinancehelpdesk@la.gov) with questions



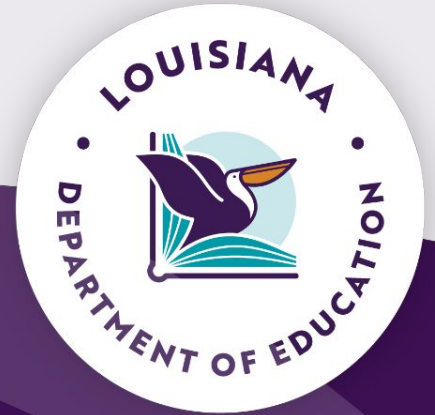
# FY 2025-26 Agricultural Science Allocation

- 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, 2025.
- The allocation will be released in Spring 2026.

Please contact [schoolfinancehelpdesk@la.gov](mailto:schoolfinancehelpdesk@la.gov)



# Federal Grants



# Super App Overview

The Super App is a comprehensive application that allows LEAs to plan for their needs, access their formula funds, and apply for competitive funds on one timeline.

Phase	Action	Review Step
<b>Original Application</b> Launches in October Deadline to submit: 1/23	Approval of CIR/UIR-A Strategy	The LDOE will review answers to designated questions within the Super App to approve the school system's CIR and UIR strategies and grant competitive funds. <i>Please note: Only school systems with CIR/UIR-A sites (with the exception of Strong School Systems and Computer Science) will be considered for competitive funds to meet the <a href="#">federal requirement for each school system's ESSA plan</a> (20 USC §6312).</i>
<b>Amendment 1</b> Opens late April Deadline to submit: 6/30	Approval of Super App	The LDOE will review school system budgets for formula and competitive funds to ensure that each expenditure is allowable under the specific grant.

Please contact [LDOEOperations@la.gov](mailto:LDOEOperations@la.gov) with questions.  
Include “School System Planning” in the subject.

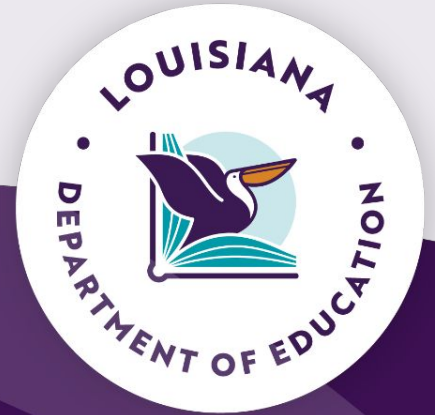


# School System Planning Key Dates

Date	Item
October	2026-2027 School System Planning and Budgeting Workbook released
December 31	Final 2025-2026 ESSA formula funds loaded in Super App
January	2026-2027 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 2026-2027 loaded in Super App
June 30	Deadline to submit 2026-2027 Super App Amendment 1
July 1	2026-2027 Super App grant period begins; Systems begin implementing 2026-2027 School System Plan



# MFP Formula Update

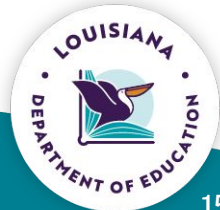


# MFP Related Data Collections

Staff Data Collection via EdLink 360 (October 1 Class: Student and Staff)

- October 1 staffing data collection drives the following funding allocations:
  - Pay Raises -2019-20, 2021-22, & 2022-23 certificated staff and support workers
    - Projected pay raise cost calculated in July will be reconciled to the October staffing data to create a final allocation in March
    - Pay raise guidance may be viewed in the [MFP Library](#).
    - All staffing data must be submitted by **January 14, 2026**.

Please contact [LDOEmphelpdesk@la.gov](mailto:LDOEmphelpdesk@la.gov)



# MFP Related Data Collections

## Vacancy

Per the Office of School System Financial Services (SSFS), if a position is vacant, then the cost associated with the vacancy must be budgeted.

For the Oct 1 CLASS collection, a vacancy is:

- A position that is a job or role within an organization that is currently unoccupied and available for someone to fill.
- A position that becomes vacant due to someone resigning, retiring, moving from a position, or creation of a new position.

In order to report a vacancy to the Oct 1 CLASS collection, the vacancy **must** be:

- funded,
- included in the budget adopted by the school board,
- temporary (vacant less than one year)
- and there must be active recruiting efforts underway to fill the position.

A vacant position that is not intended to be filled or funded should be **excluded** from staff data reporting.



Please contact [LDOEmphelpdesk@la.gov](mailto:LDOEmphelpdesk@la.gov)





# MFP 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 will be processed and released to districts on or around February 16, 2026.

Please contact [LDOEmphelpdesk@la.gov](mailto:LDOEmphelpdesk@la.gov)



# Reporting Requirements



# Audit Submission to LDOE



# Audit Submission to LDOE

The [Audit 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](http://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](#) →

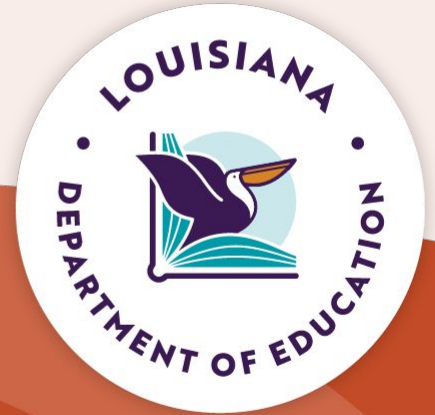
Please contact [dudley.garidel@la.gov](mailto:dudley.garidel@la.gov)



# Important Reminders



# Upcoming Webinars and Professional Development



# Upcoming Regional Collaborations

The Louisiana Department of Education will host in-person regional collaboration meetings for Business Managers and Grants Accountants according to the following schedule:

January 21, 2026 - New Orleans - Pontchartrain Convention & Civic Center

January 22, 2026 - Baton Rouge - Cook Hotel

January 23, 2026 - Lafayette - University of Louisiana at Lafayette

January 27, 2026 - Monroe - University of Louisiana at Monroe

January 28, 2026 - Shreveport - Hilton Garden Inn in Bossier



# Reminders



The next monthly call will be held on February 25, 2026.

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](mailto:schoolfinancehelpdesk@la.gov)

