



**School System and Charter School**

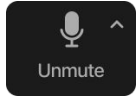
**Business Manager and Financial Officer**

**Monthly Call Meeting**

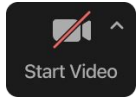
**May 2025**



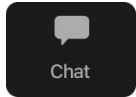
# Zoom Meeting Preparation



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



# Agenda

- Required Submissions
- State Grants Update
- Maintenance of Effort
- 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)



# 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.

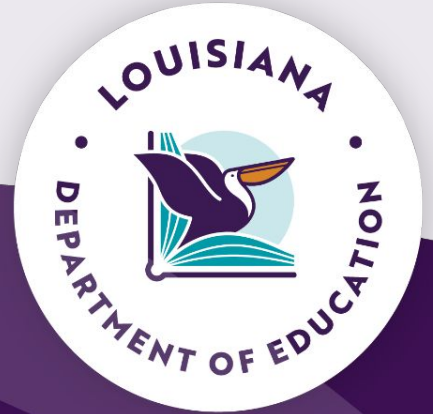
We appreciate your cooperation and thank you for helping us be good stewards of these funds.

- 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](mailto:ldoe.federalclaims@la.gov)



# State Grants



# FY 2024-2025 Automated External Defibrillator (AED) Funding

- Allocations for AEDs administration were released through eGMS in February 2025. Districts should purchase AEDs from a state contract vendor. For more details, refer to the FY 2024-2025 AED Guidance document in the [Business Manager Support Library](#) under State Allocations.
- **These funds must be expended by June 30, 2025.**

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





# FY 2024-2025 Nonpublic Textbooks Allocation

- The Nonpublic Textbooks Allocation is available 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](mailto: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 was released on March 27, 2025.
- [Guidance Doc](#) is in the Business Manager Resources Library.

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



# Special Education Camera Maintenance Allocation

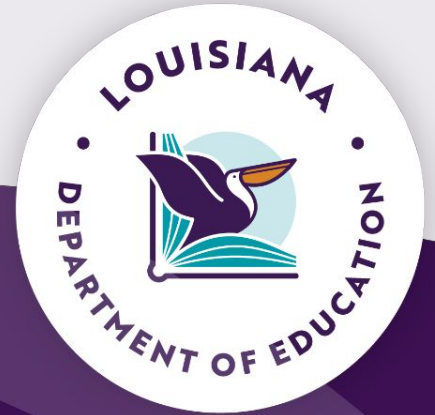
- Provides for one time payments to assist with maintenance costs associated with the purchases of cameras for special education classrooms.
- Allocation should be housed in a restricted fund/account and utilized for intended purposes only.
- Unspent funds should remain in restricted account as “fund balance.”

Funds were issued to school systems in March 2025.

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

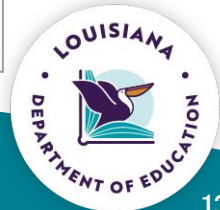


# Maintenance of Effort



# UPDATE! MOE Required Submission Timeline:

Required Submission	eGMS Availability	Submission Deadline
2024 IDEA MOE Confirmation	March 24, 2025	April 7, 2025 - <u>Past Due!</u>
2026 ESSA MOE Verification	April 14, 2025	May 23, 2025
2026 IDEA MOE Verification	April 14, 2025	May 23, 2025



# Maintenance of Effort (MOE)

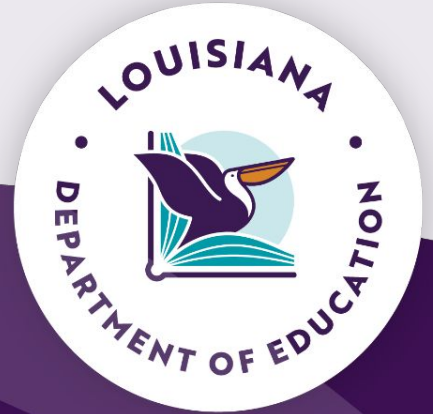
- Failure to complete the MOE applications by the required submission dates may jeopardize the availability of federal funds to School Systems.
- The [Maintenance of Effort Quick Guide for EGMS Users in 2025](#) is available to assist with those new to the MOE submission process. Step by step instructions to access each application for this year.
- A [Local Funds Calculator](#) is available to assist in completing the Local Only Funds section of the IDEA MOEs. *NOTE: It includes a tab for the Confirmation and the Verification*
- Description of [Allowable Exceptions and Examples](#) for IDEA

For questions regarding the MOE review process, contact [fedaudit@la.gov](mailto:fedaudit@la.gov)

For technical inquiries or support with eGMS, contact [jason.berard@la.gov](mailto:jason.berard@la.gov)



# MFP Formula Update



# MFP Formula Update

Upcoming in May 2025 Budget Letter:

- High Cost Services Round 2 Complete
- International Teacher Stipend Years 2 and 3
- Supplemental Course Allocation (SCA) Reallocation

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





# 2025-26 MFP Update

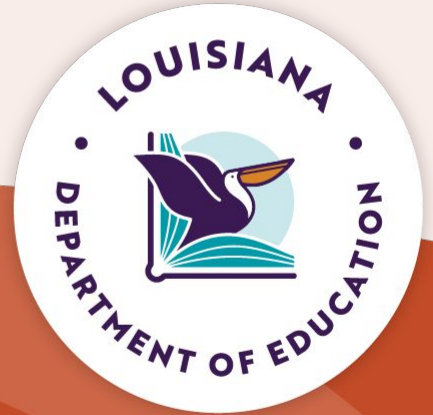
## International Associate Teacher's Stipends

- Allocations for 2nd and 3rd year stipends will be issued by May 31, 2025.
- The amounts by LEA will be included in the May 2025 Budget Letter.
- For more details, refer to the document in the MFP Library.

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



# Required School Lunch Match



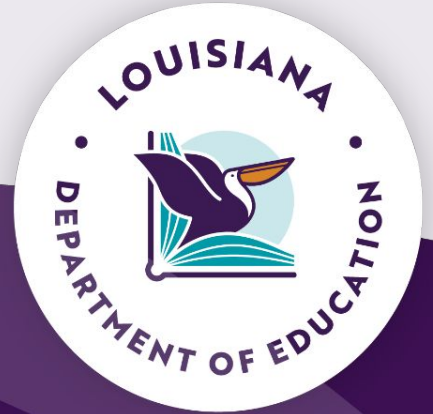
# Required School Lunch Match

- The United States Department of Agriculture (USDA) requires an annual match of state funds for the school lunch program.
- The Louisiana Department of Education is provided a total state match amount by the USDA each year that must be divided into individual school system match amounts.
- A memorandum explaining the requirements and a FY 2025-26 schedule containing the required match amount for each school system is available in the MFP Library under the USDA REQUIRED SCHOOL LUNCH MATCH section.

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



# Important Reminders





# Reminders

- The next Business Managers Monthly Call will be held on June 18, 2025 at 2:00 pm.
- 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)

