



2018-19 Orphanage Claims Q & A

For Fund Code E:

- Q. On Personnel Salary section, is the Local Salary & Benefits amount a total amount? Should it include the offset amounts on the right side of the screen for IDEA and other grants?
- A. No. The personnel manual (page 10) is correct. Local Salary & Benefits Less Offsets should be entered.
- Q. Where can we find a blank 50-66A?
- A. www.isbe.net -> Finance, Budgets and Funding -> Funding & Disbursements -> Special Education -> Forms -> 50-66A
- Q. How would we enter a special education teacher in a program that also co-teaches?
- A. Just like any other teacher that provides instruction.
- Q. Where are supply costs account for such as food to teach cooking, laundry detergent for life skills program, etc.?
- A. These costs can be added to line 7 on the 50-66A.
- Q. Do we have to calculate the EBF Offset this year?
- A. If you think you have a staff increase or did last year then yes, but it is not a requirement. If is a benefit to your district if you do.
- Q. If a student is in my own district, we have the cost and we use calendar method of computing days, do we adjust the cost per ADE? Or, should I just use the manual method?
- A. You can use either. If the ADE is less than 1.0 and you use calendar then remember to adjust the Education Cost per 1.0 ADE so the Education Cost per Pupil reflects the amount of your claim.
- Q. If a para only works half a day but that whole time is spent in our cost center, do we list her allocation ratio at 0.5?
- A. No. If that is her full salary and it is all spent in that cost center then 1.0 is appropriate. If she spent time with students in another setting then her allocation ratio would be less than 1.0.
- Q. Where would our special education directors salary be on the AFR?
- A. 2330 – Special Area Admin Services
- Q. When talking about calculating EBF Offset, an increase in staff only refers to special education staff, correct?
- A. Yes. Regular Ed staff do not apply.

Q. Where are the per caps located?

A. www.isbe.net -> Finance, Budgets and Funding -> Funding & Disbursements -> Special Education -> Funding ->Special Education Tuition Cost Sheet Data -> Click on 18-19 information.

For Fund Code F:

Q. How is extended day reimbursed?

A. Some facilities have a separate facility number and rate to include extended day.

