

SBRC Application for Increasing Enrollment, Open Enrollment Out, and Limited English Proficient Instruction Beyond Five Years

Due December 1, 2017

Section 1: Increasing Enrollment

School districts showing an increase in the actual enrollment (row 7) from October 2016 Certified Enrollment to October 2017 Certified Enrollment have an opportunity to receive an on-time funding budget adjustment up to 100% of the enrollment increase by making a request to the School Budget Review Committee (SBRC), (IC 257.13, subsection 3). Increasing Enrollment in the SBRC Application is the location for requesting an on-time budget adjustment. The application has been prepopulated with all relevant enrollment information from the prior and current year's Certified Enrollment. Complete the request amount up to the maximum allowed. The amount of the request cannot exceed the amount indicated on the Maximum On-Time Funding Modified Supplemental Amount for Increasing Enrollment line. By clicking "Request Max", the maximum on-time funding amount will be copied into the Request box. This amount can then be modified, if needed.

(Generated nightly, changes to Certified Enrollment are reflected the following day)

Increasing Enrollment

Actual Enrollment Fall 2016	1916.2
Actual Enrollment Fall 2017	1921.6
Increase	5.4
Current Year DCCP	6664
Maximum On-Time Funding Modified Supplemental Amount for Increasing Enrollment	35,985.60

Request 

A district with no actual enrollment increase will show a Maximum On-Time Funding Amount for Increasing Enrollment value of 0. The request will be 0 and no further action is required. Do not enter a \$ or commas. The request will be rounded to the nearest dollar if cents are included. This portion of the application updates over night when changes to Certified Enrollment occur.

Section 2: Open Enrollment Out not in Fall 2016

Iowa Code section 282.18(9)(e) allows a district of residence to apply to the SBRC for a modified supplemental amount if a student was not included in the resident district's enrollment count during the fall of the year preceding the student's transfer under open enrollment. The resident district will be paying tuition for that student during the current year.

The modified supplemental amount for open enrollment out students will be calculated on the *full time equivalent (FTE) of the open enrollment out students not on the previous year's Certified Enrollment count, minus the FTE of students included on the application form for increasing enrollment, times the state cost per pupil in the previous budget year.* Students to be included in this request are determined individually by state IDs. A list of all open enrolled out students can be displayed by clicking on the count of Open Enrolled Out Students on Fall 2017 Certified Enrollment. Students with a missing FTE value from the prior year are the eligible students included in this portion of the application. Download the list to Excel and sort on the last column (FTE Differences, highest to lowest). Students with a value greater than 0 are the students being included in this request.

Complete the “Request” line if the district wishes to make a request to the SBRC. By clicking “Request Max”, the amount from the Maximum Modified Supplemental Amount will be copied to the Request line. The request can then be modified, if needed. Do not enter a \$ or commas. The request must be a whole number (no cents).

(Changes to student data are reflected immediately)

Open Enrollment Out not in Fall 2016

Open Enrollment Out Students on Fall 2017 Certified Enrollment but not on the Fall 2016 Certified Enrollment	7
Open Enrollment Out Students Minus Increase (previous section)	1.6
Last Year's State Cost Per Pupil for Open Enrollment Out	6591
Maximum Modified Supplemental Amount for Open Enrollment Out	10,545.60

Request \$

Section 3: ELL Beyond 5 Years

Iowa Code sections 280.4(3) and 257.31(5)(j) allow the resident district to apply for a modified supplemental amount to the SBRC to fund LEP instruction beyond five years for resident students served in the district of residence. LEP programs are also known as Language Instruction Educational Programs (LIEPs).

The modified supplemental amount will be calculated by multiplying the number of resident students being served beyond five years times the 0.22 weighting, times the district cost per pupil in the current year. The names of students being served beyond 5 years can be viewed by clicking the count of Students Served Beyond 5 Years. Data for this section are populated from the district's Fall 2017 SRI data collection.

To submit a modified supplemental amount request to the SBRC for ELL Beyond 5 Years, click “Request Max” and the maximum modified supplemental amount will be copied into the Request line. The maximum amount can be modified as needed. Do not enter a \$ or commas. The request will be rounded to the nearest dollar.

(Changes to student data are reflected immediately)

ELL Beyond 5 Years

Students Served Beyond 5 Years	5
Weighting	0.22
Total Weighting	1.1
Current Year DCPD	6664
Maximum Modified Supplemental Amount for LEP Instruction Beyond 5 Years	7330.4

Request \$

Once completed, be sure to save the requests by clicking the “Save Values” button at the top of the page.

If any requested amount is changed, the new value must be saved. \$0 will be saved if no request is being submitted for a particular request.

Complete the contact information section at the bottom of the page. The Title and phone number from last year's application is displayed. Please update with the appropriate information for the current year. Then click "Save Contact Information."

Name

Title

Phone

Email

Submitting a Request to the SBRC

1. Certification
After all entries have been reviewed, click the "**Certify**" button. Once the application is certified, no changes will be permitted. However, the application will still be viewable. Certification deadline is December 1.
2. Board Action
Each request requires a separate board action. The board minutes must include the type of request, amount of request, the motion, and voting results.
3. Board Minutes
The upload feature has been removed. Enter the date of the board meeting when the request(s) will be presented to the board. Then either send a copy of the minutes to Carla.schimelfenig@iowa.gov or enter the link to the minutes in the textbox located on the application. The minutes **do not** need to be the approved minutes. *The date of the board meeting and link to your board minutes may be entered or edited after the application is certified.* These two fields are not required to be completed prior to certifying the application.

The SBRC will act on these requests during the December 12 hearing. If the SBRC grants the district's request for a modified supplemental amount, the Department of Management will increase the district's budget authority by that amount. Complete the certification and board minute submission no later than December 1, 2017. Late submissions will not be accepted.

If you have any questions, please contact [Carla Schimelfenig](mailto:Carla.Schimelfenig@iowa.gov) by email or phone (515-242-5612).