**County District Code:**

**Name:**

Schedule of Selected Statistics Year Ended June 2023

dese| financial and administrative services | SCHOOL FINANCE

pREPARED FOR sCHOOL dISTRICT’s/cHARTER School’s iNDEPENDENT aUDITOR

Missouri Department of Elementary and Secondary Education

2023

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# **1**. **Calendar** (Sections 160.041, 171.029, 171.031, and 171.033 RSMo)

Report each unique calendar the district/charter school has as defined by Sections 160.041, 171.029, 171.031, and 171.033, RSMo.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **School Code** | **Begin Grade** | **End Grade** | **Half Day Indicator** | **Standard Day Length** | **Days** | **Hours in Session** |
| Example | PK | 5 |  | 6.6825 | 174 | 1,156.45 |
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| Notes: |  |
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# **2.** **Attendance Hours**

Report the total attendance hours of PK-12 students allowed to be claimed for the calculation of Average Daily Attendance.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **School Code** | **Grade Level** | **Full-Time Hours** | **Part-Time Hours** | **Remedial Hours** | **Other Hours** | **Summer School Hours** | **Total Hours** |
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| **Grand Total** |  |  |  |  |  |  |  |

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| Notes: |  |
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# **3. September Membership**

Report the FTE count of resident students in grades PK-12 taken the last Wednesday in September who are enrolled on the count day **and** in attendance at least 1 of the 10 previous school days, by grade at each attendance center. This count should only include PK students marked as being eligible to be claimed for state aid in the October MOSIS Student Core File.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **School Code** | **Grade Level** | **Full-Time** | **Part-Time** | **Other** | **Total** |
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| **Grand Total** |  |  |  |  |  |

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# **4. Free and Reduced Priced Lunch FTE Count** (Section 163.011(6), RSMo)

Report the FTE count taken the last Wednesday in January of resident students enrolled in grades K-12 and in attendance at least 1 of the 10 previous school days whose eligibility for free or reduced lunch is documented through the application process using federal eligibility guidelines or through the direct certification process. Desegregation students are considered residents of the district in which the students are educated.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **School Code** | **Free Lunch** | **Reduced Lunch** | **Deseg In Free** | **Deseg In Reduced** | **Total** |
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| **Grand Total** |  |  |  |  |  |

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# **5. Finance**

Answer the following questions with an appropriate response of true, false, or N/A unless otherwise noted.

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| **Section** | **Question** | **Answer** |
| 5.1 | The district/charter school maintained a calendar in accordance with 160.041, 171.029, 171.031, and 171.033, RSMo and all attendance hours were reported. | Choose an item. |
| 5.2 | The district/charter school maintained complete and accurate attendance records allowing for the accurate calculation and reporting by category of Average Daily Attendance, which includes the reporting of calendar and attendance hours, for all students in accordance with all applicable state rules and regulations. Sampling of records included those students receiving instruction in the following categories: | Choose an item. |
|  | Academic Programs Off-Campus | Choose an item. |
|  | Career Exploration Program – Off Campus | Choose an item. |
|  | Cooperative Occupational Education (COE) or Supervised Occupational Experience Program | Choose an item. |
|  | Dual enrollment | Choose an item. |
|  | Homebound instruction | Choose an item. |
|  | Missouri Options | Choose an item. |
|  | Prekindergarten eligible to be claimed for state aid | Choose an item. |
|  | Remediation | Choose an item. |
|  | Sheltered Workshop participation | Choose an item. |
|  | Students participating in the school flex program | Choose an item. |
|  | Traditional instruction (full and part-time students) | Choose an item. |
|  | Virtual instruction (MOCAP or other option) | Choose an item. |
|  | Work Experience for Students with Disabilities | Choose an item. |
| 5.3 | The district/charter school maintained complete and accurate attendance records allowing for the accurate calculation of September Membership for all students in accordance with all applicable state rules and regulations. | Choose an item. |
| 5.4 | The district/charter school maintained complete and accurate attendance and other applicable records allowing for the accurate reporting of the State FTE count for Free and Reduced Lunch for all students in accordance with all applicable state rules and regulations. | Choose an item. |
| 5.5 | As required by Section 162.401, RSMo, a bond was purchased for the district’s school treasurer or as required by Section 160.405, RSMo, a bond was purchased for the charter schools chief financial officer or an insurance policy issued by an insurance company that proves coverage in the event of employee theft in the total amount of: | **$** |
| 5.6 | The district’s/charter school’s deposits were secured during the year as required by Sections 110.010 and 110.020, RSMo., and the Missouri Financial Accounting Manual. | Choose an item. |
| 5.7 | The district maintained a separate bank account for all Debt Service Fund monies in accordance with Section 108.180 and 165.011, RSMo. (Not applicable to charter schools.) | Choose an item. |
| 5.8 | Salaries reported for educators in the October MOSIS Educator Core and Educator School files are supported by complete and accurate payroll and contract records. This includes payments for Teacher Baseline Salary Grants and Career Ladder if applicable. | Choose an item. |
| 5.9 | If a $162,326 or 7% x SAT x WADA transfer was made in excess of adjusted expenditures, the board approved a resolution to make the transfer, which identified the specific projects to be funded by the transfer and an expected expenditure date for the projects to be undertaken. (Not applicable to charter schools.) | Choose an item. |
| 5.10 | The district/charter school published a summary of the prior year’s audit report within thirty days of the receipt of the audit pursuant to Section 165.121, RSMo. | Choose an item. |
| 5.11 | The district has a professional development committee plan adopted by the board with the professional development committee plan identifying the expenditure of seventy-five percent (75%) of one percent (1%) of the current year basic formula apportionment. Remaining 25% of 1% if not spent must be restricted and spent on appropriate expenditures in the future. (Not applicable to charter schools.) | Choose an item. |
| 5.12 | The amount spent for approved professional development committee plan activities was: | $ |
| 5.13 | The district/charter school has posted, at least quarterly, a searchable expenditure and revenue document or database detailing actual income, expenditures, and disbursement for the current calendar or fiscal year on the district or school website or other form of social media as required by Section 160.066, RSMo. | Choose an item. |

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| Notes: |  |
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All above “False” answers **must** be supported by a finding or management letter comment.

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| Finding: |  | |
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| Management Letter Comment: | |  |

# **6. Transportation** (Section 163.161, RSMo)

Answer the following questions with an appropriate response of true, false, or N/A unless otherwise noted.

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| --- | --- | --- |
| **Section** | **Question** | **Answer** |
| 6.1 | The school transportation allowable costs substantially conform to 5 CSR 30-261.040, Allowable Costs for State Transportation Aid. | Choose an item. |
| 6.2 | The district’s/charter school’s pupil transportation ridership records are maintained in a manner to accurately disclose in all material respects the average number of regular riders transported. | Choose an item. |
| 6.3 | Based on the ridership records, the average number of students (non-disabled K-12, K-12 students with disabilities and career education) transported on a regular basis (ADT) was: | Choose an item. |
|  | Eligible ADT | # |
|  | Ineligible ADT | # |
| 6.4 | The district’s/charter school’s transportation odometer mileage records are maintained in a manner to accurately disclose in all material respects the eligible and ineligible mileage for the year. | Choose an item. |
| 6.5 | Actual odometer records show the total district/charter-operated and contracted mileage for the year was: | # |
| 6.6 | Of this total, the eligible non-disabled and students with disabilities route miles and the ineligible non-route and disapproved miles (combined) was: | Choose an item. |
|  | Eligible Miles | # |
|  | Ineligible Miles (Non-Route/Disapproved) | # |
| 6.7 | Number of days the district/charter school operated the school transportation system during the regular school year: | # |

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| Notes: |  |
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All above “False” answers **must** be supported by a finding or management letter comment.

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| Finding: |  | |
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| Management Letter Comment: | |  |