



NDE: Announcements/Reminders from School Finance & Organization Services (November)

Upcoming Due Dates/Dates of Importance



The 2018/19 School District Annual Financial Report (AFR) is due today (November 1) and the School District Audit Report is due Tuesday, November 5.

2018/19 School District Annual Financial Report (AFR) (Portal; Due today, November 1)

Instructions to upload the AFR are available at <https://www.education.ne.gov/fos/annual-financial-report-school-district/>. Before approving/submitting the district AFR, review the AFR Summary Report generated by the AFR Online System to confirm that it matches the district audit.

- *November State Aid and local taxes will be withheld from a district that has not filed its 2018/19 AFR on or before November 1, 2019. Orders to Withhold Funds will be mailed to county treasurers on November 4, 2019.*

School District Audit Report Submission (Portal; Due November 5)

The Audit Report must be submitted to NDE by uploading through the AFR Online System. E-mails and mailings will not be accepted. Instructions can be located at:

<https://www.education.ne.gov/FOS/SchoolFinance/AFR/Index.html>.

- **AFR/Audit Report Contacts:**
 - Janice Eret at (402) 471-2248 or janice.eret@nebraska.gov
 - Michelle Cartwright at (402) 471-0526 or michelle.cartwright@nebraska.gov
 - Kevin Lyons at (402) 471-3323 or kevin.lyons@nebraska.gov
 - Bryce Wilson at (402) 471-4320 or bryce.wilson@nebraska.gov

2019/20 State Aid Recalculation (October 31–November 4, 2019)

Per Statute 79-1065, State Aid is recalculated each year after data from the most recent school year is finalized and updated figures can be obtained. This information is used to calculate each district's prior year correction. The 2019/20 State Aid Recalculation documents can be reviewed at <https://www.education.ne.gov/fos/state-aid/recalculation/>. **This information will only be available until 4:00 p.m. CT, Monday, November 4.**

- Contact: Kevin Lyons at (402) 471-3323 or kevin.lyons@nebraska.gov

Information/Documents Recently Made Available

Textbook Loan Program (Rule 4) – 2019/20 Appropriation

Rule 4 ("Regulations for Textbook Loans to Children Enrolled in Private Schools in Nebraska") is the applicable rule for the textbook loan process and the disbursement of the monies. The total 2019/20 appropriation (to be used for book distributions beginning in the 2020/21 school year) is \$465,500. Textbook Loan Program documents are available at <http://www.education.ne.gov/FOS/OrgServices/TextbookLoan/Index.html>.

- Contact: Beth Bolte at (402) 471-2795 or beth.bolte@nebraska.gov

Exempt (Home) Schools - 2019/20 School Year [\[Open in the NDE Portal\]](#)

Resident school districts can access their district's 2019/20 Exempt Schools – School District Report" in the NDE Portal. *Please advise your staff to review the district's report first before contacting before contacting parents or checking with NDE on filing status.*

- Exempt Schools – School District Report (districts enter via the NDE Portal to view this report): <https://portal.education.ne.gov>
- Exempt School Program website: <https://www.education.ne.gov/fos/exempt-schools/>

Upcoming

Availability of the Data Components Used in the 2019/20 State Aid Calculations [\(December 3-5, 2019\)](#)

On or before March 1, 2020, this office will certify the 2020/21 State Aid to school districts. In preparation of this certification, on Tuesday, December 3, 2019, we plan to post the raw data components (excluding Advisor, CDC, and GMS collections) used in the 2020/21 State Aid calculations on the NDE Portal web site at <http://portal.education.ne.gov>. At that time, check your district's information and contact this office immediately if you see any data errors. Corrections will only be accepted through email communication to Kevin Lyons.

This information will be removed from the Portal on Thursday, December 5 at 4:00 p.m. CT. Any corrections received after that time will be incorporated into the year-end recalculation of 2020/21 State Aid.

- Contact: Kevin Lyons at (402) 471-3323 or kevin.lyons@nebraska.gov

<p>This message is sent to ESU administrators and public school superintendents only. Please forward this email to all appropriate personnel so they are aware of this information.</p>
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