

Fall at a Glance

WASBO New Admin/Support Staff


**Daniel Bush, Director
School Financial Services Team**

September 8, 2021




WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent


September

- **2020-21 Annual Reports**
 - **Transfer of Service**
 - **Third Friday 2021 Pupil Count**
 - **Final 2020-21 Grant Claims**
- 

October

- **October 15 Aid Certification**
 - **2021-22 Tax Levies**
 - **State Tuition Claims**
- 

November

- **Charter Authorizer Report**
 - **2020-21 Audited Financial Statements**
- 

Juggling Three Years

Prior Year 2020-21	<p>Most of your DPI reporting involves submitting prior year data in the fall</p> <p>Affects most current year state aids</p>
Current Year 2021-22	<p>Active budget you are working under</p> <p>Pupil counts are <u>very</u> important!</p> <p>October is about Revenue Limit and Tax Levy</p>
Next Year 2022-23	<p>Budget-building process starts over the winter and goes into the spring and summer</p>

How will I keep track of all this?

- **Fiscal Year at a Glance – Due dates for reports by name & purpose**
- **Fiscal Year "Multi-tasker" Planning Calendar - What to do related to prior year, current year and next year**

dpi.wi.gov/sfs/communications/calendars/overview

Fiscal Year at a Glance

YEAR AT A GLANCE: District Financial Reports Due to the DPI SFS Team 7/1/2021 to 6/30/2022 (select non-SFS reports shown in orange, other program-specific reports not shown)

REQUIRED FOR ALL

PI # / Report Title	Purpose / Data Collected	Data Year	Open Date	Due Date	What is affected?	Impact
COMPLETED BY ALL DISTRICTS (MANDATORY)						
PI-1547 Transportation (Regular)	Ridership data for the regular school-year (number of pupils transported by mileage category)	2020-21	5/17/2021	8/13/2021	Regular Transportation Aid	January 2022 Transportation Aid Payment (not High Cost)
PI-1505 Calendar	Days and hours of instruction	2020-21	6/1/2021	8/13/2021	State Aid and Federal Reporting	N/A
PI-1505 Census	Data on the number of district residents ages 4 through 20 as of June 30, 2021	2020-21	6/1/2021	8/13/2021	Common School Fund-School Library Aid	April 2022 Common School Fund Payment
PI-1505 AC Aid Certification	District revenue/expenditure data: "preliminary" Annual Report to meet statutory deadline of September 1st	2020-21	7/12/2021	8/27/2021	General Aids Calculation	Oct. 15, 2021 and Final Gen. Equalization Aid (Spring 2022) Eligibility
PI-1506 AC AUDITOR Aid Certification	Auditor reported revenue/expenditure data: The District's PI-1505 Annual must match the PI-1506-AC Report	2020-21	7/12/2021	9/10/2021	General Aids Calculation	Oct. 15, 2021 and Final Gen. Equalization Aid (Spring 2022) Eligibility
PI-1506 FB AUDITOR Ending Fund Balance	District Fund Balance data, is an auditor report, but the district's Annual Report must match the PI-1506 FB report	2020-21	7/12/2021	9/10/2021	General Aids Calculation	Oct. 15, 2021 and Final Gen. Equalization Aid (Spring 2022) Eligibility
PI-1505 Annual Report	All district revenue/expenditure data: "complete" Annual Report	2020-21	7/12/2021	9/17/2021	State Aid and Federal Reporting	Validation of PI-1506 auditors' reports
PI-1505 SE Special Ed Annual	District detailed special education (Fund 27) expenditure data	2020-21	7/12/2021	9/17/2021	Special Education and School-Age Parents Aid; IDEA Maint. of Effort	2021-22 Spec Ed Aid payments; 2020-21 IDEA MOE compliance
WISEgrants	Final federal grant claims for 2020-21 (including ESSER/GEER programs)	2020-21	N/A	9/30/2021	Federal Grant Claim Revenue	Annual reporting, district financial statements
School Level Annual Report (WISFIP)	Financial Transparency Report of Per pupil expenditures by Location (ESSA)	2020-21	7/12/2021	10/1/2021	Federal Reporting Requirement for ESSA	ESSA Compliance
PI-1563 Pupil Count-September	MEMBERSHIP: 3rd Friday in September pupil count for Revenue Limit and General / Equalization Aid	2021-22	9/17/2021	10/1/2021	Equalization / General Aid and Revenue Limit	2021-22 Revenue Limit and 2022-23 General Equal. Aid
Tax Levy Report (WISFIP)	District's current year tax levies by fund	2021-22	10/15/2021	11/5/2021	2021-22 Revenue Limit	November 10 Levies Certification to Municipalities
WISEdata Finance Budget Snapshot	District's planned revenues & expenditures for the current year	2021-22	N/A	12/1/2021 (approx.)	N/A	Meets statutory budget report requirement
Financial Statements	Audited Financial Statements	2020-21	N/A	12/15/2021	State Aid and Federal auditing compliance	State Statutory Compliance
WISEgrants	Quarterly grant claims & reporting for ESSER & GEER programs (7/1/2021 through 9/30/2021)	2021-22	N/A	12/31/2021	ESSER & GEER Revenues	Federal reporting requirements on stimulus programs
PI-1563 Pupil Count-January	MEMBERSHIP: 2nd Friday in January pupil count for General / Equalization Aid	2021-22	1/14/2022	1/28/2022	Equalization / General Aid (not Revenue Limit)	2022-23 General Equalization Aid Eligibility
WISEgrants	Quarterly grant claims & reporting for ESSER & GEER programs (10/1/2021 through 12/31/2021)	2021-22	N/A	3/31/2022	ESSER & GEER Revenues	Federal reporting requirements on stimulus programs
WISEdata Finance Budget Snapshot	District's planned revenues & expenditures for the current year	2021-22	N/A	6/1/2022 (approx.)	General Aids	July 1 Estimate of General School Aids
WISEgrants	Quarterly grant claims & reporting for ESSER & GEER programs (1/1/2022 through 3/31/2022)	2021-22	N/A	6/30/2022	ESSER & GEER Revenues	Federal reporting requirements on stimulus programs

AS APPLICABLE

COMPLETED BY DISTRICTS AS APPLICABLE						
Energy Efficiency Reporting (will be moving to WISFIP)	To update utility savings for districts that issued debt under an energy efficiency resolution	2021-22	Always	9/1/2021	Revenue Limit	Calculation of the correct Revenue Limit exemption
PI-5000 Transfer of Service Part A	Formal request for a Transfer of Service Exemption to the Revenue Limit (including narrative requests)	2021-22	5/20/2021	9/17/2021	2021-22 Revenue Limit	Step 1 of 3 step process
PI-5000 Transfer of Service Part B	Confirmation of student information by other Wisconsin school districts	2021-22	5/20/2021	9/24/2021	2021-22 Revenue Limit	Step 2 of 3 step process
PI-5000 Transfer of Service Part C	Submission of Transfer of Service total requests	2021-22	5/20/2021	10/1/2021	2021-22 Revenue Limit	2021-22 Revenue Limit TOS Adjustment

Fiscal Year at a Glance

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Multi-Tasker Calendar

SCHOOL FINANCE “Multi-tasker” PLANNING CALENDAR

Month of 2021-2022	Prior Fiscal Year Activities LAST YEAR	Current Fiscal Year Activities THIS YEAR	Future Fiscal Year Activities NEXT YEAR
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Items new, modified, or deleted for the 2021-2022 calendar are highlighted in yellow.

JULY/AUGUST	2020-2021	2021-2022	2022-2023
ANNUAL DPI REPORTS, DATA CERTIFICATIONS, REQUIREMENTS, and OTHER NOTIFICATIONS	<ul style="list-style-type: none"> PI-1547 Regular Transportation PI-1505 Calendar PI-1505 Census PI-1505-AC Aid Certification PI-1589 Group and foster home FTE log follow-up Use PI-1504 Budget/SE data for IDEA Maintenance of Effort calculation Final aid payment withholding June/July file posted to DPI payment webpage Finalize collection of data for PI-5000 Transfer of Service Requests for students that plan to return in the fall Review federal IDEA MOE Compliance Reports 	<ul style="list-style-type: none"> Review PI-1500 District Contacts Review WiSFIP/WISEdata Finance access in WISEsecure General Equalization Aid estimate released July 1st Use Summer Course information to complete the PI-1804 workbook (membership) Reconcile summer fees in the PI-1804 workbook Gather Summer Transportation ridership for PI-1547-SS 	

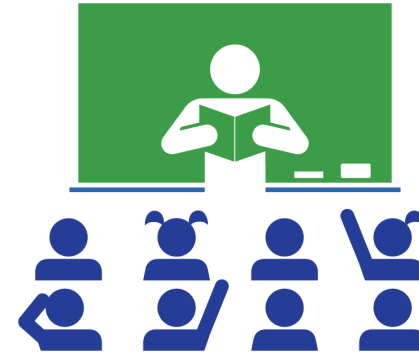
Membership vs. Enrollment

MEMBERSHIP



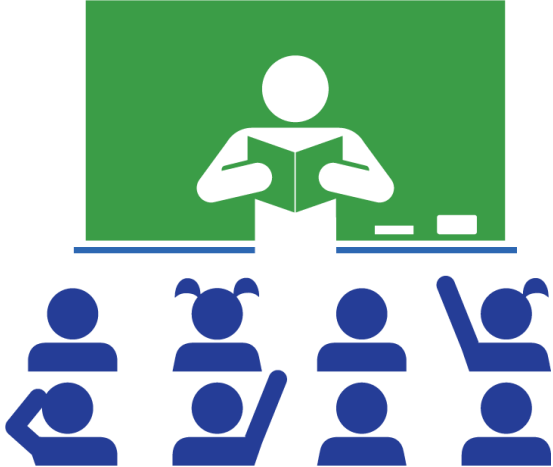
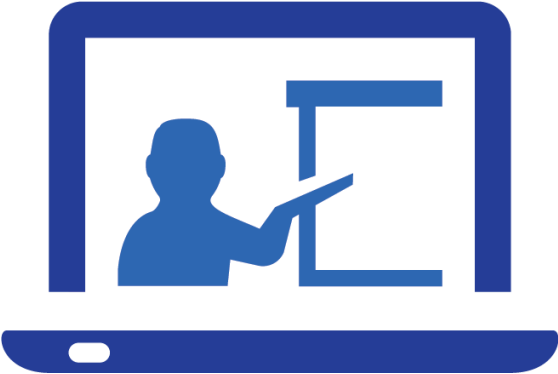
- Where kids live
- Drives district revenues

ENROLLMENT



- Where kids learn
- Drives district expenses

Third Friday of September Count



2021's Third Friday Count

- Still concern & uncertainty about the Delta variant
- Count your kids however you are educating them

2021's Third Friday Count

- **You can count a kid if...**

They are present for instruction on Friday, Sept.

17 OR

They are present any one day before & any one day after since the school year began, and there's no change in their enrollment during that time

More about Pupil Counts coming up...

- **“Counting Children:
3rd Friday Count & Summer/
Interim Session”**

Today @ 3:30 to 4:30 with Roger Kordus

Membership and Funding



Resident Full Time
Equivalency (FTE)

This Year Affects the Future

School Year	Funding Impacts
2020-21	Revenue Limit (1/3 of 3-year average membership) ...and Tax Levy Per Pupil Aid (also uses 3-year average)
2022-23	General State Aids (last year's membership) and Revenue Limit (3-year average)...and Tax Levy Per Pupil and Other Categorical State Aids
2023-24	Revenue Limit and Per Pupil Aid
2024-25	Revenue Limit (starts with comparison to the previous year's 3-year average)

Revenue Limits

A revenue limit restricts (controls) the amount of money a district can receive from:

- **General State Aids (mostly Equalization Aid)**
- **High Poverty Aid**
- **Local Property Taxes**
- **Department of Revenue Exempt Computer and Personal Property Aids**

Revenue Limit Membership

<u>September & Summer FTE Membership Averages</u>				
Count Ch. 220 Inter-District Resident Transfer Pupils @ 75%.				
Line 2: Base Avg:	$((17+.4ss)+(18+.4ss)+(19+.4ss)) / 3 =$			4,441
	2017	2018	2019	
Summer FTE:	33	47	48	
% (40,40,40)	13	19	19	
Sept FTE:	4,403	4,426	4,443	
New ICS - Independent Charter Schools FTE	0	0	0	
Total FTE	4,416	4,445	4,462	
Line 6: Curr Avg:	$((18+.4ss)+(19+.4ss)+(20+.4ss)) / 3 =$			0
	2018	2019	2020	
Summer FTE:	47	48	0	The Line 6 "Current Average" shown above is used for Revenue Limits. The average used for Per Pupil Aid does not include "New ICS - Independent Charter Schools FTE." The PPA average appears below after data is entered for 2020:
% (40,40,40)	19	19	0	
Sept FTE:	4,426	4,443	0	
New ICS - Independent Charter Schools FTE	0	0	0	
Total FTE	4,445	4,462	0	

General State Aids


General State Aids are state funds within the revenue limit that partly offset your local tax levy.

Aid formula is a comparison of your district to the 420 others in Wisconsin.

Aid Membership

Aid Membership (used in 2020-21 General Aid)

	Membership Calculation	September 2019	January 2020
PI-1563 Pupil Counts		<u>4,443</u>	<u>4,457</u>
Subtotal (rounded)		4,443	4,457
Total (September + January)	8,900		
Average (total divided by 2 and rounded)	4,450		
Average	4,450		
Summer 2019 FTE	<u>48</u>		
Wisconsin Parental Choice Program Students (WPCP) FTE	<u>69</u>		
Special Needs Scholarship Program Students (SNSP) FTE	<u>6</u>		
Part-Time Resident Private School Attendance FTE	<u>0.25</u>		
FTE for Aid Calculation (rounded)	4,573		



**One of the three
factors used to
calculate
Equalization Aid**

Remember!

- **Revenue Limit membership:**
3-year rolling average
- **Aid membership:**
Last year's membership for this
year's general school aids

The Bottom Line



The Bottom Line



General State Aids function as tax relief under the Revenue Limit.

More about Aid & Revenue Limits...

- **“Revenue Limit,
State General Aid
and Tax Levy”**

Tomorrow @ 12:45-1:45 with
Bob Soldner & Ben Kopitzke

DPI Finance Reports This Fall

<https://dpi.wi.gov/sfs/reporting/safr/overview>

The screenshot displays the Wisconsin Department of Public Instruction website. At the top, a dark blue navigation bar contains links for Home, Families & Students, Schools & Educators, Libraries, and Data & Media. Below this is the department's logo and a search bar. The main content area features a left-hand navigation menu under the heading "Reporting to SFS", with "School Finance Reporting Portals" selected. The main heading is "School Finance Reporting Portals", with a breadcrumb trail: SCHOOL FINANCIAL SERVICES / REPORTING TO SFS / SCHOOL FINANCE REPORTING PORTALS. A section titled "Portal User Group Login Links" includes a computer monitor icon and a link "Log In to View or Submit Data" with an external link icon. The text below the link explains that district staff will use their ID and Password to access reports.

Home | Families & Students | Schools & Educators | Libraries | Data & Media

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

Search

Reporting to SFS

- School Finance Reporting Portals
- Annual Reports
- PI-1504 Budget Report
- Entering Long Term Debt into SAFR
- Referendum Information
- Reporting Census Data Instructions

SCHOOL FINANCIAL SERVICES / REPORTING TO SFS / SCHOOL FINANCE REPORTING PORTALS

School Finance Reporting Portals

Portal User Group Login Links

[Log In to View or Submit Data](#)

District staff will use the ID and Password created for them by the PI 1500 District Contacts report to view or to enter and submit data to the department. After entering the new ID and Password, district staff can proceed to the reports for which they have been authorized to file data. Navigation to the district reports is the same as before. Just click "Continue."

2020-21 Annual Financial Reports

- Provide DPI information on 2020-21 finances for state aids and federal reporting



Go To

- [District Home](#)
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- [Non-Financial Data](#)

- [Change District](#)

People


- [PI-1500 Contacts Contact History](#)
- [Auditor](#)
- [SFS Consultants](#)
- [Program Contacts](#)

Related Links

- [SPED Licensure](#)
- [All-District Reports](#)
- [Activity Reports](#)
- [SFS Data Warehouse](#)

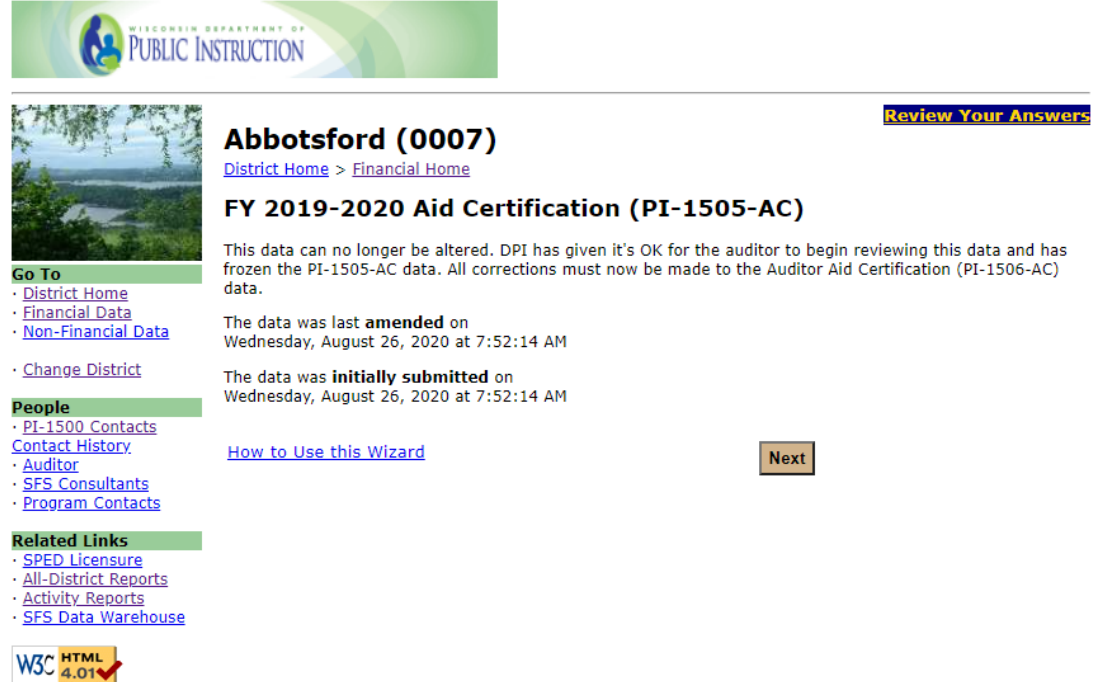


Abbotsford (0007)

- [Introduction](#)
A note from the Director
- [Status & Due Dates](#) 
Information on district data entry and upcoming deadlines
- [Financial Data Home](#)
Includes the PI-1505 Full Financial Report
- [Non-Financial Data Home](#)
Pupil Count (Summer, September, January), Pupil Transportation, School Calendar, School Census, Challenge Academy
- [FTE Reports](#)
- [PI-1500 Contacts Report](#)
Identify specific district staff for report submission authorization
- [District Contact History](#)
Report Submission History
- [Auditor](#)
Information on the auditor and audit firm of the district
Special Education Licensure information for auditors

PI-1505-AC Aid Certification

- Was due Aug. 27
- “Baby Annual Report” with data for Oct. 15 aid certification
- Auditor submits & compares the same for their PI-1506 reports



WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

[Review Your Answers](#)

Abbotsford (0007)
[District Home](#) > [Financial Home](#)

FY 2019-2020 Aid Certification (PI-1505-AC)

This data can no longer be altered. DPI has given it's OK for the auditor to begin reviewing this data and has frozen the PI-1505-AC data. All corrections must now be made to the Auditor Aid Certification (PI-1506-AC) data.

The data was last **amended** on
Wednesday, August 26, 2020 at 7:52:14 AM

The data was **initially submitted** on
Wednesday, August 26, 2020 at 7:52:14 AM

[How to Use this Wizard](#)

[Next](#)

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Related Links

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- [All-District Reports](#)
- [Activity Reports](#)
- [SFS Data Warehouse](#)

W3C HTML 4.01 ✓

PI-1506-AC/FB Auditors' Reports

- You won't see these
- **Due Sep. 13**
- **Confirm/update your PI-1505-AC data**
- **Report ending fund balances & variance from audit statements**

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

[Review Your Answers](#)

Abbotsford (0007)

FY 2019-2020 Auditor Aid Certification (PI-1506-AC)

FUND 10: General Fund - Fund Balance

	Account	District Entry	Auditor Entry
Beginning Fund Balance	10 B 900 000 001	2,137,056.52	2,137,056.52
Total Revenues and Transfers In	10 R 000 000 000	9,964,258.85	9,964,258.85
Total Expenditures and Transfers Out	10 E 000 000 000	9,961,220.49	9,961,220.49
Ending Fund Balance	10 B 900 000 002	2,140,094.88	2,140,094.88

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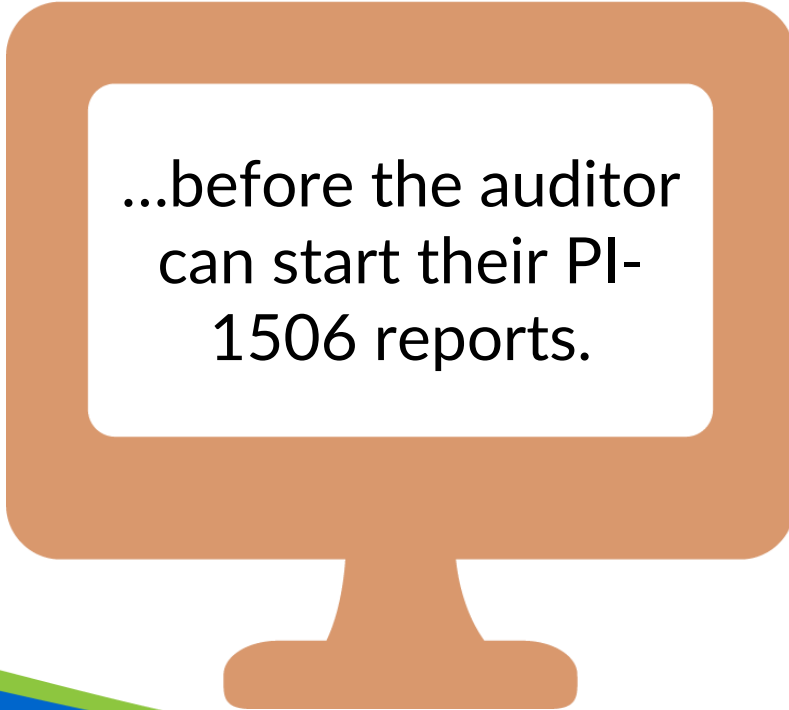
Related Links

- [SPED Licensure](#)
- [All-District Reports](#)
- [Activity Reports](#)
- [SFS Data Warehouse](#)

Tying It Together



Your PI-1505-AC
must be reviewed
and approved...



...before the auditor
can start their PI-
1506 reports.

PI-1505 Annual Report

- **Due on Sep. 17**
- **“Full Annual” with complete data for all funds**
- **Majority of your fall reporting work**



Reviewing the Data

- [Next Step](#)
- [View All Data](#)
- [Addenda](#)
- [Search for Accounts](#)
- [Audit Trail](#)
- [Debt Summary](#)

Contact History

- [Backup Data](#)
- [Errors By Category](#)
- [Waivers](#)
- [Run Edits](#)
- [Copy to 1505AC](#)
- [Print Report \(PDF\)](#)

Help & Information

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Change District

Related Links

- [All-District Reports](#)
- [SFS Data Warehouse](#)



Adams-Friendship Area (0014)

[Financial Data Home](#) > [All Annual Reports](#) > [FY 2019-2020 Next Step](#)

All Accounts

[10](#) | [21](#) | [23](#) | [27](#) | [29](#) | [38](#) | [39](#) | [41](#) | [46](#) | [49](#) | [50](#) | [60](#) | [72](#) | [73](#) | [76](#) | [80](#) | [91](#) | [93](#) | [99](#) | [08](#) | [All](#)
[Balance Sheet](#) | [Revenues](#) | [Expenditures](#) | [Addenda](#) | [Errors](#) | [All Accounts](#)



[PDF version](#) (may take a few minutes to load) [Show Data in Excel Format](#)

Fund 10 Balance Sheet Accounts

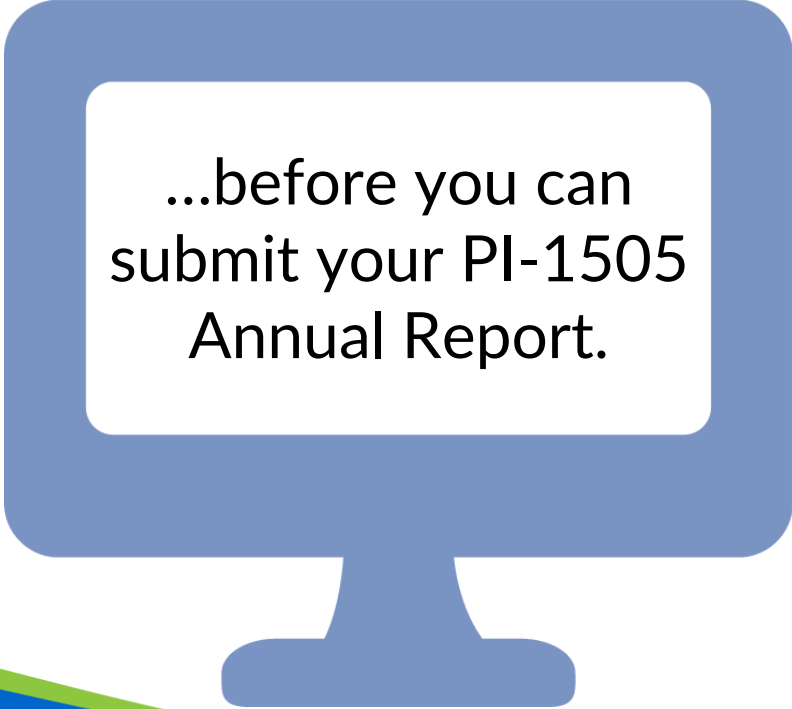
Attn?	Account Number	Description	Beginning of Year	End of Year
700000 Assets				
	10B-711000	Cash	3,184,451.92	-237,278.90
	10B-712000	Investments	24,342.99	2,629,582.53
	10B-713100	Taxes Receivable	3,901,686.40	3,704,691.65
	10B-713200	Accounts Receivable	3,284.90	1,850.57
	10B-713300	Interest Receivable	0.00	56.72
	10B-715000	Due From Other Governments	459,014.57	344,830.63
		Total Assets (700000)	7,572,780.78	6,443,733.20
800000 Liabilities				
	10B-811100	Temporary Notes Payable	2,500,000.00	0.00
	10B-811200	Accounts Payable	57,030.29	30,702.55
	10B-811600	Payroll Withholdings and Benefits Payable	763,984.28	782,349.58
	10B-811700	Accrued Temporary Note Interest Payable	1,248.61	0.00
	10B-815100	Self-Funded Insurance Premium Deposits	19,736.65	21,311.47
	10B-816900	Other Deferred Revenue	12,409.62	15,622.08
	10B-817000	Health Benefit Claims Payable	14,909.00	8,899.00
		Total Liabilities (800000)	3,369,318.45	858,884.68
900000 Fund Equity				
	10B-026110	Restricted for Self Insurance	102,065.84	201,202.01

ACCOUNT:

Tying It Together



The auditor's PI-1506 reports must be approved...



...before you can submit your PI-1505 Annual Report.

PI-1505-SE Special Ed Annual Report

- Also due Sep. 17
- Detail report for special education (Fund 27) expenses
- Used for state special education aid

Fiscal Year: 2020 Current Entity: Adams-Friendship Area (0014)

Main Menu Enter/Edit Data Errors Addenda Data Reports Submit

Selecting from the filter list dropdown (step 1) will automatically clear all account criteria listed in step 2 and retrieve the data from the option selected. To limit the retrieved data by account, enter account parameters in step 2 and click Go after step 1 has been done. Only 10 pages of data will display. Not all boxes need to be filled in and partial account numbers can be entered. Example: Enter 2 for 200 series objects.

Filter list of Accounts:
 (Step 1) Limit Search to: Reported Values

Number of Errors: 0
 Number of Warnings: 1

(Step 2) Fund Type - Function - Obj/Src - Project
 Account Number: - - - - Go Clear

Save Data

#	Alert	Account	Description	Amount
1		27E-000000-000-000	All Functions-All Functions-Object 000-Not Project Specific	\$3,745,920.19
2		27E-150000-000-000	Summary - Special Education Curriculum	\$2,766,363.53
3		27E-152000-100-011	Early Childhood--Salaries-Local Aid-Eligible	\$30,500.22
4		27E-152000-100-340	Early Childhood--Salaries-Direct IDEA Grant	\$16,000.00
5		27E-152000-212-011	Early Childhood--Employer's Share-Local Aid-Eligible	\$1,740.72
6		27E-152000-212-340	Early Childhood--Employer's Share-Direct IDEA Grant	\$1,365.78
7		27E-152000-219-011	Early Childhood--Other Employee Benefits-Local Aid-Eligible	\$3,000.00
8		27E-152000-220-011	Early Childhood--Social Security-Local Aid-Eligible	\$1,600.60
9		27E-152000-220-340	Early Childhood--Social Security-Direct IDEA Grant	\$1,205.40
10		27E-152000-230-011	Early Childhood--Life Insurance-Local Aid-Eligible	\$4.34
11		27E-152000-230-340	Early Childhood--Life Insurance-Direct IDEA Grant	\$3.72
12		27E-152000-240-011	Early Childhood--Health Insurance-Local Aid-Eligible	\$21,444.12
13		27E-152000-240-340	Early Childhood--Health Insurance-Direct IDEA Grant	\$2,864.26

Tying It Together

IDEA grant costs
must match



PI-1505-SE detail
must match the full
PI-1505 Annual

More about Annual Reports coming up...

- **“How to Survive the Annual Report”**

Today @ 2:15-3:15 with me

School Level Annual Report

- **Due on Oct. 1**
- **Expenditures only broken down by**
 - School or District
 - Federal or State/Local
 - Funded
 - “Exclusions”
- **Used for federal ESSA per pupil reporting**

District/LEA Data

Enrollment	Exclusions	Federal	State/Local	Total
1,198	\$8,135,921	\$441,374	\$5,091,537	\$13,668,832

School Data

Location	Enrollment	Federal	State/Local	Total
Advanced Learning Academy of Wisconsin	49	\$0	\$347,673	\$347,673
Almena Elementary	39	\$63,265	\$421,996	\$485,261
Barron Area Montessori School	32	\$0	\$318,733	\$318,733
Barron High	359	\$5,524	\$3,850,321	\$3,855,845
North Star Academy	0	\$0	\$98,519	\$98,519
Ridgeland-Dallas Elementary	78	\$0	\$545,374	\$545,374
Riverview Middle	339	\$4,638	\$2,645,964	\$2,650,602
Woodland Elementary	302	\$281,717	\$2,477,232	\$2,758,949
Totals:	1,198	\$355,144	\$10,705,812	\$11,060,956

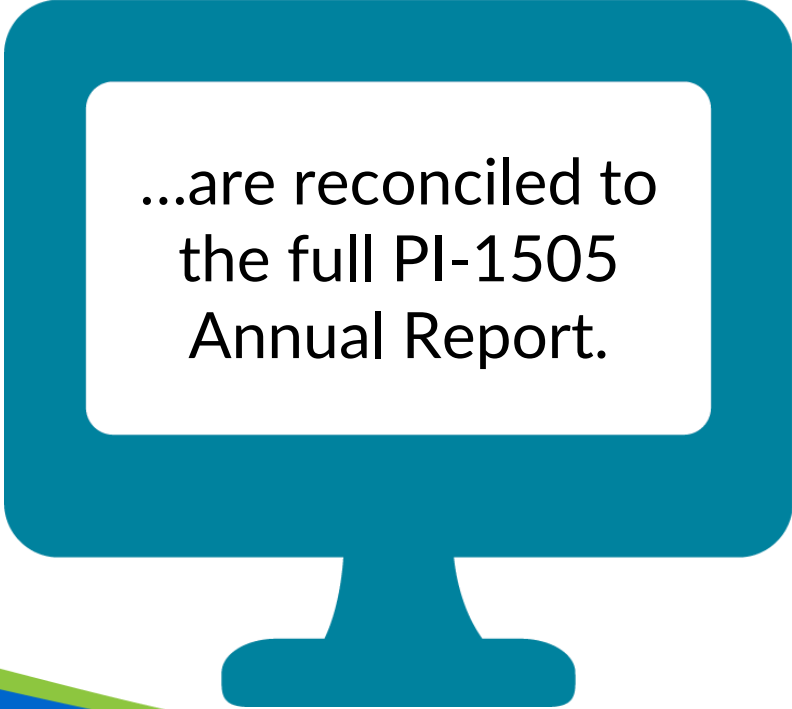
Grand Total: \$24,729,788

Finalize Report

Tying It Together



School Level Report
total, exclusions &
federal costs...



...are reconciled to
the full PI-1505
Annual Report.

Annual Report Reviews

- **DPI review including reconciling data**
- **DPI may identify errors in your SE data**
- **DPI may request additional information**
- **Changes in one district may impact another**
- **All changes must be made by February**
- **Timely responses are important for all to meet the deadline**

2021-22 Financial Reports

- September Pupil Count
- Tax Levy



Go To

- [District Home](#)
- [Financial Data](#)
- [Non-Financial Data](#)

- [Change District](#)

People


- [PI-1500 Contacts](#)
- [Contact History](#)
- [Auditor](#)
- [SFS Consultants](#)
- [Program Contacts](#)

Related Links

- [SPED Licensure](#)
- [All-District Reports](#)
- [Activity Reports](#)
- [SFS Data Warehouse](#)



Abbotsford (0007)

- [Introduction](#)
A note from the Director
- [Status & Due Dates](#) 
Information on district data entry and upcoming deadlines
- [Financial Data Home](#)
Includes the PI-1505 Full Financial Report
- [Non-Financial Data Home](#)
Pupil Count (Summer, September, January), Pupil Transportation, School Calendar, School Census, Challenge Academy
- [FTE Reports](#)
- [PI-1500 Contacts Report](#)
Identify specific district staff for report submission authorization
- [District Contact History](#)
Report Submission History
- [Auditor](#)
Information on the auditor and audit firm of the district
Special Education Licensure information for auditors

PI-1563 Pupil Count – September 2021

- **Due Oct. 1**
- Works through from headcount enrollment (Step 1) to final membership counts
- Collaborate with your enrollment colleagues

FY 2019-2020 Pupil Count - September

Summary of All Steps

Final Summary					
Category	Step 1: Starting Count	Step 2: Less Non-Resident Reductions	Step 3: Less Resident Reductions	Step 4: Plus Resident Additions	Total
Preschool Special Education	1	0	0	0	1
4 YK - 437 Hours	0	0	0	0	0
4 YK - 524.5 Hours	47	9	0	2	40
5 YK - Half Day	0	0	0	0	0
5 YK - 3 Full Days	0	0	0	0	0
5 YK - 4 Full Days	0	0	0	0	0
5 YK - 5 Full Days	40	7	0	16	49
5 YK - Blended	0	0	0	0	0
Grades 1 - 12	659	86	0	84	657
Totals:	747	102	0	102	747
9th Graders:	59	11	0	10	58

Back

Next

PI-401 Tax Levy Report for 2020-21

- Levy set by Nov. 1
- Report due Nov. 5
- PI-1508 forms to local municipalities by Nov. 10
- More in a bit...

FY 2019-2020 Tax Levies

Helpful Links

- [Edit Results](#)
- [Reasonability Check](#)
- [Rounding](#)
- [Audit Trail](#)
- [Contact Page](#)
- [Referendum Approved](#)
- [How to Use this Wizard](#)
- [PI-1508 Forms](#) 
- [Certification Page](#)
- [How to Change Names on the Reports](#)

Review Answers

PI-401			
Account	Description	Revenue Limit Worksheet Line	Amount
10R-000000-211	General Fund Operating Levy	Line 14A	1,328,227.00
38R-000000-211	Non-Referendum Debt Levy	Line 14B	0.00
41R-000000-211	Capital Expansion Fund Levy	Line 14C	0.00
Total Revenue Limit Levies:			1,328,227.00
10R-000000-212	Property Tax Chargebacks	Line 15C	0.00
39R-000000-211	Referendum Approved Debt Levy	Line 15A	690,000.00
80R-000000-211	Community Service Fund Operating Levy	Line 15B	65,000.00
Total Certified Tax Levies:			2,083,227.00

The Future is Here

WISEdata Finance

The screenshot shows the WISEdata Finance web application. At the top, there is a navigation bar with links for Home, Data Reviews, Account Reviews, Validation Messages, Admin, Settings, and a user profile for Daniel B (Wis Dept of Public Instruction). Below the navigation bar, there is a 'Validation Message Summary' section for the School Year 2020. It displays a table with validation counts for Data Format L2, Budget L2, and Actual L2, all showing zero counts. Below this is a 'Data Pipeline Status' section with a dropdown for School Years (2019 - 2020) and a 'Vendors' dropdown. A 'Vendor / WISEdata Communication Status' section is expanded, showing a detailed message about vendor communication status and validation errors.

Finance data reported just like student data, directly from your data system

WiSFiP

The screenshot shows the Wisconsin School Finance Portal (WiSFiP) web application. At the top, there is a navigation bar with the Wisconsin Department of Public Instruction logo and links for SFS WiSFiP, Applications, and Links. Below the navigation bar, there is a 'Welcome!' section with a message about the collection of related Department of Public Instruction (DPI) School Financial Services (SFS) applications. There are three main sections: 'Chapter 220 Administration' (Manage all children participating in the Milwaukee-area Chapter 220 program), 'School Level Reporting' (ESSA-required school district budget and annual submittal and reporting based on LEA/district), and 'Portal Announcements' (School Level Reporting OPEN for Annual 2019-20 Report). There is also a 'Start App' button for each section.

Reports compiled from WISE-data Finance and additional information you provide

The Future is Here

- **2021-22: Budget reporting in WDF & WiSFiP (replaces former PI-1504)**
- **2022-23: Annual reporting for 2021-22 (replaces current PI-1505) and continued budgets in WDF & WiSFiP**

WISEdata Finance: What Do You Need To Do?

- **Now:**
Finish your 2020-21 annual reports

WISEdata Finance: What Do You Need To Do?

- **Next: Get access (if you don't have it already)**

Vendors are the lead with onboarding customers

Help with the DPI side: dpi.wi.gov/sfs/wdf

WISEdata Finance: What Do You Need To Do?

- **October: Submit 2020-21 budget
& actuals in WISEdata Finance**

Opportunity for a side-by-side comparison
between the legacy PI-1505 and the new
WISEdata Finance system

WISEdata Finance: What Do You Need To Do?

- **November: Submit 2021-22
budget & actuals in WISEdata
Finance**

Budget report deadline will be met if we are
getting data by December 1

What's Next? Membership!

- **Federal SLDS Grant is funding development of membership reporting & parental choice tools with WISEdata (Student)**
- **2025(ish): SAFR retired**

Other Fall State Aids & Reports

- **PI-1524-ST State Tuition Claim**

State aid for districts with juvenile detention, county jails, or certain other facilities

dpi.wi.gov/sfs/aid/categorical/state-tuition

2021-22 claims (2020-21 costs) due Nov. 1, 2021

Other Fall State Aids & Reports

- **Charter Authorizer Report**

Report to Legislature and DPI if your district authorizes any charter school(s)

Parental Education Options Team:

dpi.wi.gov/sms/

[charter-schools/information-authorizers](https://dpi.wi.gov/sms/charter-schools/information-authorizers)

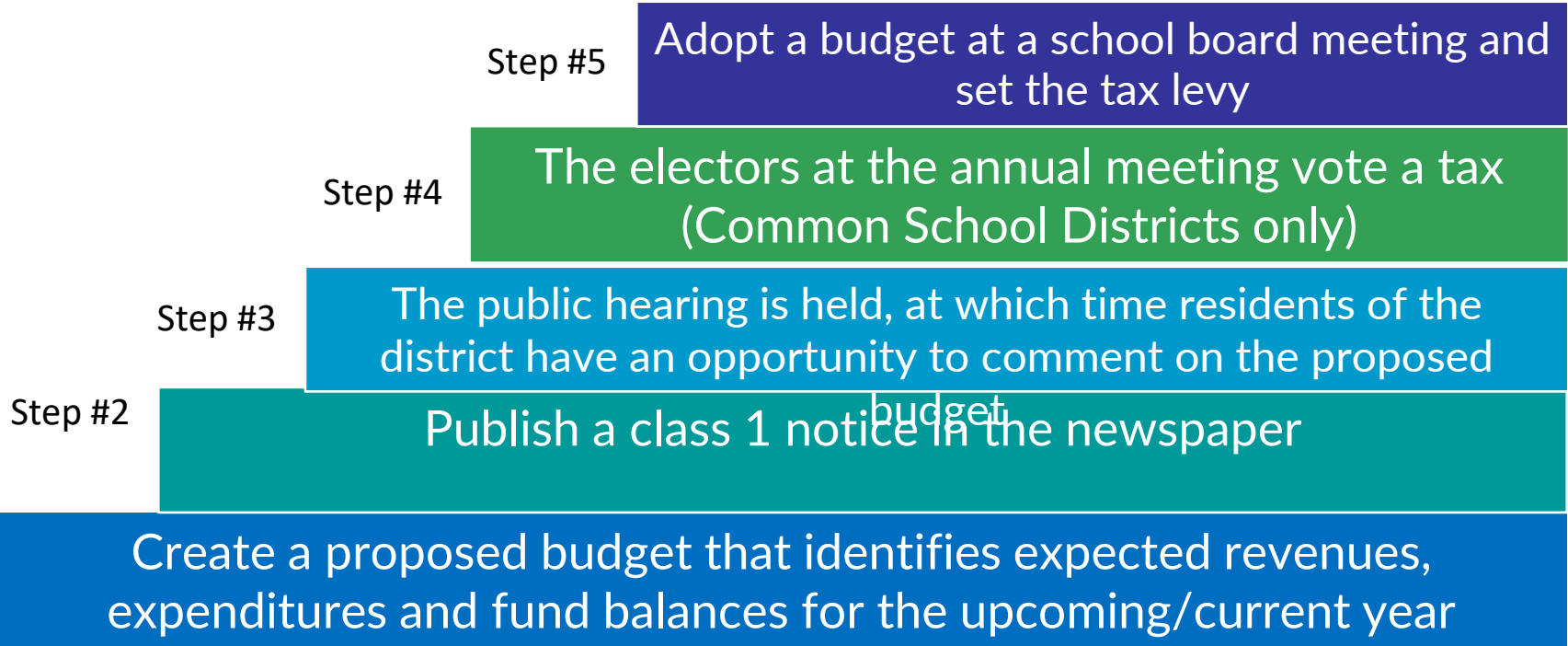
Reports for 2020-21 due Dec. 1, 2021

Budget to Tax Levy... in 13 minutes(!)

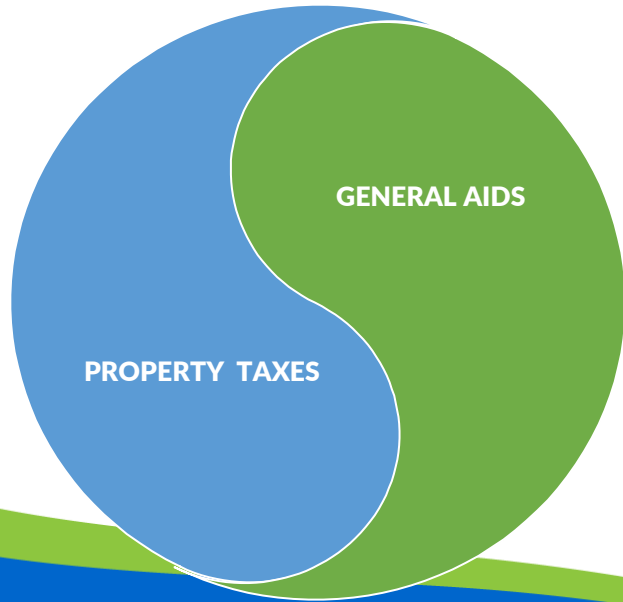


WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent

Overview: Budget Adoption and Tax Levy



2021-22 Budget Prepare for Hearing and Adoption

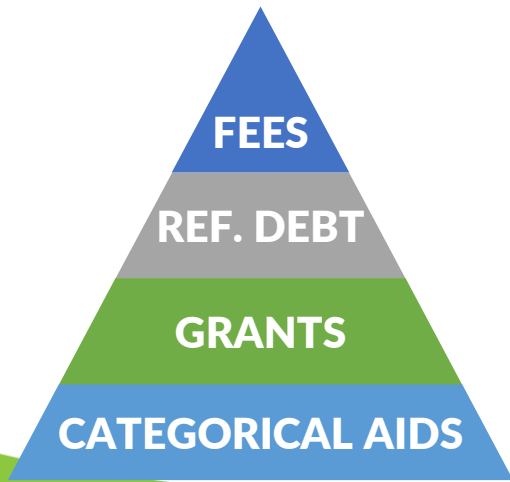


Update revenue estimates

Revenue Limit (“controlled”) revenues/levy

- General Aid (Equalization, Ch. 220, Special Adjustment)
- Computer and High Poverty Aid
- Tax Levies (For Funds 10, 38 (CY) and 41)

2021-22 Budget Prepare for Hearing and Adoption



Update revenue estimates

- Non-controlled Tax levies-Referendum Debt Service Fund 39, Community Service Fund 80
- State Categorical Aids (review prior year reports and aids register)
- Open Enrollment in Revenue*
- Grants (e.g. Federal, State or other grant)
- Local Revenues (interest, fees, gate receipts)

*Monitor your net gain or loss from open enrollment

Budget Adoption

The school board shall adopt a budget at a school board meeting after the public hearing and no later than the meeting in which the tax levy is set. This is sometimes referred to as the “original” budget.

Deadline November 1st

Step #5

Adopt a budget at a school board meeting and set the tax levy

Tax Levies

On or before November 1, every public school board must approve the levy amounts necessary to:

- Operate and maintain district schools (§120.12(3))
- Meet any irrepealable tax obligations (§120.12(4))
- Tax Levy Certification (to Municipalities) by November 10th (§120.12(3))

Tax Levies

Common School Districts: The school board is not required to adopt the same levy as the Annual Meeting, but they should be able to explain any differences.

Unified Districts: The board sets the levy following the Budget Hearing.


Tax Levies by Fund

INSIDE THE LIMIT	OUTSIDE THE LIMIT
Fund 10 – General Fund	Fund 39 – Referendum Debt Service Fund
Fund 38 – Non-Referendum Debt Service Fund	Fund 80 – Community Service Fund
Fund 41 – Capital Expansion Fund	Tax Chargebacks (Fund 10)

Tax Levies by Fund

FY 2019-2020 Tax Levies

Helpful Links

- [Submit to DPI](#)
- [Edit Results](#)
- [Reasonability Check](#)
- [Rounding](#)
- [Audit Trail](#)
- [Contact Page](#)
- [Referendum Approved](#)
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Review Answers

PI-401			
Account	Description	Revenue Limit Worksheet Line	Amount
10R-000000-211	General Fund Operating Levy	Line 14A	0.00
38R-000000-211	Non-Referendum Debt Levy	Line 14B	0.00
41R-000000-211	Capital Expansion Fund Levy	Line 14C	0.00
Total Revenue Limit Levies:			0.00
10R-000000-212	Property Tax Chargebacks	Line 15C	0.00
39R-000000-211	Referendum Approved Debt Levy	Line 15A	0.00
80R-000000-211	Community Service Fund Operating Levy	Line 15B	0.00
Total Certified Tax Levies:			0.00

Tax Levy Helpful Hints

- Figure out your Fund 38 and Fund 41 levies before Fund 10
- Levy non-referendum debt service directly into Fund 38
- Adopt separate Fund 38 and Fund 39 debt levies

Tax Levy Helpful Hints

- Budget is school year but debt service is calendar year

This year's levy is part of the 2021-22 budget

The levy pays for your March 2022 & September 2022 debt service payments

Money for the September 2022 payment is part of 2021-22 year-end fund balance

Tax Levy Helpful Hints

- **ASK FOR HELP**

Your first tax levy can be scary...

But there are resources for help

Your neighbors had their own first tax levies and most are glad to help if you reach out

Call the SFS Team if you still aren't sure about something...better to fix it on the front end!

Tax Levy Apportionment

- The PI-401 will divide (apportion) your levy among the local municipal levies based on equalized values from Department of Revenue

Tax Levy Apportionment

The information on the PI-401 Data table will be submitted to the Wisconsin Department of Revenue (DOR) by the Department of Public Instruction (DPI) on your behalf.

PI-401 Data						
Summary of the Total Tax Appropriation Certification						
County	County - Muni Code	Taxation District	Tax Apportionment Equalized Value	Percent of School District in Taxation District	Total Certified Tax Levies From PI-401	Amount of Tax Levy for Taxation District
Dane	13 221	C. Edgerton	8,901,600.00	0.874494899	10,138,897.00	88,664.14
Dane	13 002	T. Albion	202,220,167.00	19.866148170	10,138,897.00	2,014,208.30
Dane	13 026	T. Dunkirk	10,744,977.00	1.055588611	10,138,897.00	107,025.04
Dane County Totals			221,866,744.00	21.796232		2,209,897.48
Jefferson	28 028	T. Sumner	39,366,289.00	3.867351816	10,138,897.00	392,106.82
Jefferson County Totals			39,366,289.00	3.867352		392,106.82
Rock	53 221	C. Edgerton	312,584,000.00	30.708312390	10,138,897.00	3,113,484.17
Rock	53 008	T. Center	2,918,623.00	0.286726086	10,138,897.00	29,070.86
Rock	53 012	T. Fulton	299,644,706.00	29.437153650	10,138,897.00	2,984,602.69
Rock	53 016	T. Janesville	18,568,476.00	1.824170660	10,138,897.00	184,950.78
Rock	53 026	T. Milton	80,901,498.00	7.947778752	10,138,897.00	805,817.10
Rock	53 032	T. Porter	42,062,977.00	4.132274965	10,138,897.00	418,967.10
Rock County Totals			756,680,280.00	74.336417		7,536,892.70
District Totals			1,017,913,313.00	100.000000	10,138,897.00	10,138,897.00

Tax Levy Apportionment

- The application will create PI-1508 forms for you to certify levy amounts to municipalities
- Make sure to double-check the math is correct!

Tax Levy Apportionment



Wisconsin Department of Public Instruction
PI-1508 TAX LEVY CERTIFICATION
 ss. 24.71, 120.17 (8)

Instructions: This form must be signed in the presence of a notary public, and delivered to the clerk of each municipality having territory within the school district on or before **November 10**.
 (Ref Wisconsin Statute s.120.12(3))

2019-2020 School Year

T O 1. Municipal Clerk: JESSICA LAESEKE
 12249 STATE HIGHWAY 171
 BLUE RIVER, WI 53518-4502

2. Municipality: Town of Akan

3. County: Richland County

The levy is distributed using the same percentage as the equalized valuation.

	Entire School District	Portion of School District Lying Within Municipality
	Column 1	Column 2
4. Equalized Valuation (TID Out) Tax Apportionment (October Certification)	\$689,901,373.00	\$30,019,742.00
5. Percent of Entire School District	100%	4.351309%
6. Total Levy	\$0.00	\$0.00

CERTIFICATION

I HEREBY CERTIFY the amount shown on Line 6, Column 2, above, to be assessed against the taxable property of that portion of the school district lying within the municipality, as required by s. 120.17 (8). The state superintendent, pursuant to s. 121.06, has certified to me the equalized valuations shown on Line 4, which I have used to determine the portion of the school district levy to be paid by the municipality.

NOTARY SEAL	F Name of School District	School District Clerk
	R Richland (4851)	Karee Kennedy Gander
	O Signature of School District Clerk	
	Signature of Notary Public	
	Signed before me this date	My Commission Expires

Wisconsin Statutory References:
 s.120.17(8)
 s.120.44
 s.121.06(2)

Mail tax settlement to: District Administrator
 Richland School District
 1996 US Hwy 14 W
 Richland Center, WI 53581-1352

Contacting the SFS Team

- Email: dpifin@dpi.wi.gov
- Phone: (608) 267-9114
- Web: dpi.wi.gov/sfs

Team Directory:

dpi.wi.gov/sfs/communications/staff-directory

My Contact Information

- **Daniel Bush**

Director

DPI School Financial Services Team

daniel.bush@dpi.wi.gov

(608) 266-6968