



**STATE OF CONNECTICUT**  
*DEPARTMENT OF EDUCATION*



TO: Superintendents of Schools  
Charter School Directors  
Regional Educational Service Center Directors  
School Business Officials

FROM: Kathy Demsey *Kathy Demsey*  
Chief Financial Officer

DATE: June 23, 2017

SUBJECT: Education Finance System (EFS)

In my memorandum dated November 1, 2016, I advised you of the Department's plan to develop a new system to collect and report financial data beginning with fiscal year 2017-18. The project is well underway, and I would like to provide you with an update.

Anticipated Timeline

We have been holding regular meetings with a working group consisting of Department and local educational agency representatives to guide development of the system. The new system will be implemented for use in the summer of 2018 for collection of 2017-18 data, due September 1, 2018. The timeline for development continues to be refined; however, important next steps for districts to be aware of include:

- present system design and requirements to all districts during September 2017;
- share prototype Web interface including data collection interface, manual and electronic data upload capability, and prototype reports (January 2018); and
- provide user training (spring 2018).

Work to Date

The majority of the data requirements for the EFS have been determined, and we have identified specific data elements currently captured on the End of Year School Reports (Form ED001 series) that are no longer necessary to collect. Regarding the system itself, a prototype record layout and system upload process have been developed. We have also begun design of the overall Website layout and individual Web pages.

Collection of School-Level Data

The most significant change from our current ED001 filing is the need to collect and report financial data at the school level. To accommodate federal reporting requirements of the Every Student Succeeds Act (ESSA) and the Survey of School-Level Finances (F-33 SLFS), along with the state reporting requirements of the Uniform Chart of Accounts statute, a new school-level expenditure schedule will be included in the financial reporting system. Please see the attached prototype, which we expect to refine over the coming months. The data elements shown on this schedule would be required for each school in your

Education Finance System (EFS)

June 23, 2017

Page 2

district. Additionally, the following information will need to be identified for each data element: a) the funding source type (i.e., federal, state, local, private, in-kind); b) education type (regular or special education); and c) prekindergarten inclusion status. We continue to work on the format for the new system, but felt it was important to notify districts now of the scope of data to be collected. We will also continue to monitor any guidance that the federal government provides regarding implementation of the ESSA, which could affect this data collection system.

#### The New Financial Data Collection and Reporting System

The EFS will incorporate much of the data currently collected on the ED001s, as well as the new school-level data. The planned features of the system include:

- allow for an automated upload of expenditure data in a record layout format developed for the new system;
- allow for manual entry and adjustments of data in each schedule in the new system;
- utilize data from other Department data collections as much as possible to reduce duplicate reporting requirements for districts;
- provide capability within the system to allocate expenditures to the school level that are not currently accounted for at such level; and
- provide additional edits and reports to assist districts in ensuring data integrity.

Please note that expenditure coding for the EFS will be based on the US Department of Education publication "Financial Accounting for Local and State School Systems: 2014 Edition", available at: <https://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2015347>.

Thank you for your continuing cooperation as we work to meet federal and state reporting requirements. If you have any specific questions, please contact Gary Pescosolido at 860-713-6667.

KD:fp

Attachment

cc: Gary Pescosolido  
Mark Stange  
Ngh Trieu  
Dave Twedt

School-Level Expenditure Data - Required for Each School

		OBJECT, CODE																			
Total Expenditures		Total	Salaries			Benefits	Purchased services					Supplies			Property				Other		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
			Teacher salaries	Instructional aide salaries	Other salaries	Employee Benefits	Technology related purchased services	Non-technology related purchased services	Purchased property services	Advertising, and printing and binding	Other purchased services	General and energy supplies	Books and Periodicals	Supplies—Technology Related	Technology related hardware	Technology software	Non-technology related equipment	Other equipment	Dues and Fees	Misc.	Other
Function	NCES Function	NCES Object	1X1,1X3	1X2	All other 100	200	351,352,432,443,530	310-340,580	All other 400	540,550	All other 300,500 except 560, 570	600,610,620	640	650	734	735	731,732,733	739	810	890	All other 800 and 900
Instruction	1.	1XXX	-																		
Support services - students	2.	21XX	-																		
Improvement of instruction	3.	221X	-																		
Library and media services	4.	222X	-																		
Other support services - instruction	5.	All other 22XX	-																		
Support Services- School Based Administration	6.	24XX	-																		
Operation and Maintenance of Plant	7.	26XX	-																		
<b>Total</b>			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Notes:  
Function and Object codes refer to US Department of Education publication "Financial Accounting for Local and State School Systems: 2014 Edition".

- The expenditure items illustrated in the sample above each have:
- 1) Program type (Regular education, Special Education 10-76f, and Special Education Other) and
  - 2) Level (PreK or not PreK) and
  - 3) Source of funding (Board of Education State/Local source funds, Board of Education Federal source funds, Board of Education private source funds, In-Kind Local Tax source funds, In-Kind Other State/Local source funds, In-Kind Federal source funds, In-Kind private source funds)

So in many cases there will be multiple schedules (tables of data) for the School-Level Expenditure Data.