



# Illinois State Board of Education

## ESSA Site-Based Expenditure Reporting – FY 2022

*Approaches to Data Calculation for Single-Site Districts*

June 28, 2022

This webinar will be recorded and posted at [www.isbe.net/site-based](http://www.isbe.net/site-based), where you can also find all other SBER resources.

# ICYMI: FY 2022 Site-Based Expenditure Reporting Supports

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Key Dates	Dates
Pre-Recorded Webinar: FY 2022 Guidance Highlights	June 7
Live Webinar: Site-Based Expenditure Reporting: Approaches to Data Calculation for <b>Multi-Site Districts</b>	June 27, 2022 (10-11:30 a.m.)
Live Webinar: Site-Based Expenditure Reporting: Approaches to Data Calculation for <b>Single-Site Districts</b>	June 28, 2022 (10-11 a.m.)
Office hours begin; available every Thursday from 9 a.m.- Noon	July 7, 2022- August 25, 2022

Sign up for office hours at <https://calendly.com/site-based>. If no hours are available that work for you, email [site-based@isbe.net](mailto:site-based@isbe.net) to set up an alternative time.

# Agenda

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- Introductions
- Site-Based Expenditure Reporting Background and Single-Site Guidance
- IWAS Enhancements and Guidance Highlights
  - Reporting Approaches
  - IWAS enhancements
  - Exclusions and Omissions
  - Single-Site Automation
- Demo: Approaches to Calculation for single-site districts in FY 2022
  - IWAS Online Tool
  - Other Reporting Options
- Open Q&A

# ISBE's Site-Based Team

4

- Steve Koester, Software Solutions
- Luke Corry, Finance
- Software Solutions
  - Roshini Srinivasan
  - Kevin Scheufele
- Regional Financial Consultants
  - Vince Gallo
  - Maddie Dean

The full ISBE Site-Based Expenditure Reporting team is available at **site-based@isbe.net** for questions not answered by the guidance or supporting materials.

# FY 2022 Site-Based Expenditure Reporting

## Key Milestones

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Key Dates	Dates
FY 2022 enrollment reports available in IWAS	July 1, 2022
IWAS reporting window opens	July 1, 2022
FY 2022 reporting due; IWAS editing window open	August 16, 2022
FY 2022 editing due; no further submissions to IWAS	August 31, 2022
Report Card publishes FY 2022 site-based data	October 2022

# FY 2022 Approaches to Calculation

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## ISBE IWAS Online Tool

- Users upload an expense template and use advanced filtering to allocate expenditures.
- Site-level expenditures are calculated entirely within IWAS.
- Single sites have option for increased automation

## Vendor Reports

- Some accounting systems produce site-level spending figures on behalf of districts.
- Users may enter the required data from these reports either through an Excel template or manually through an Add/Edit screen.

## Off-Sheet Calculations

- Reporting entities may conduct independent calculation to determine per-pupil expenditures at each site.
- As with figures derived from vendor reports, users may submit their data in IWAS through an Excel template or manually through the Add/Edit screen.



# Data Calculation Template: Retired as of FY 2022

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- **ISBE will no longer support use of the data calculation template for site-based reporting.**
  - The data calculation template was an ISBE-created Excel sheet that districts could use to complete their expenditure reports. We encourage all districts that formerly used the data calculation template to use the ISBE IWAS Online Tool in FY 2022.

*"The built-in tool provided within the application was fantastic! Once I uploaded the data from our software it was super easy to allocate the funds using the query tools to disaggregate different account code ranges. Thank you, ISBE, for providing this tool - it was extremely helpful and cut down significantly on the time required to prepare this report."*

# Additional IWAS Enhancements for All Users

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- **Start Page:** After viewing the welcome screen, users will be asked a series of questions designed to recommend a reporting approach and to assist with uploading the required documentation.
- **Vendor-Specific Recommendations:** Depending on the district's accounting software, IWAS may suggest vendor-specific file names to facilitate transfer into IWAS upload templates.
- **Targeted Support Requests:** Users that need additional support will find help request forms embedded at key stages within the reporting process. For example, if a user is struggling to transfer data from an expenditure report into the IWAS expense template for upload, the user may use the form to describe the issue and to attach supporting documentation. ISBE's site-based team will monitor help requests to provide timely support.



# Exclusions and Omissions

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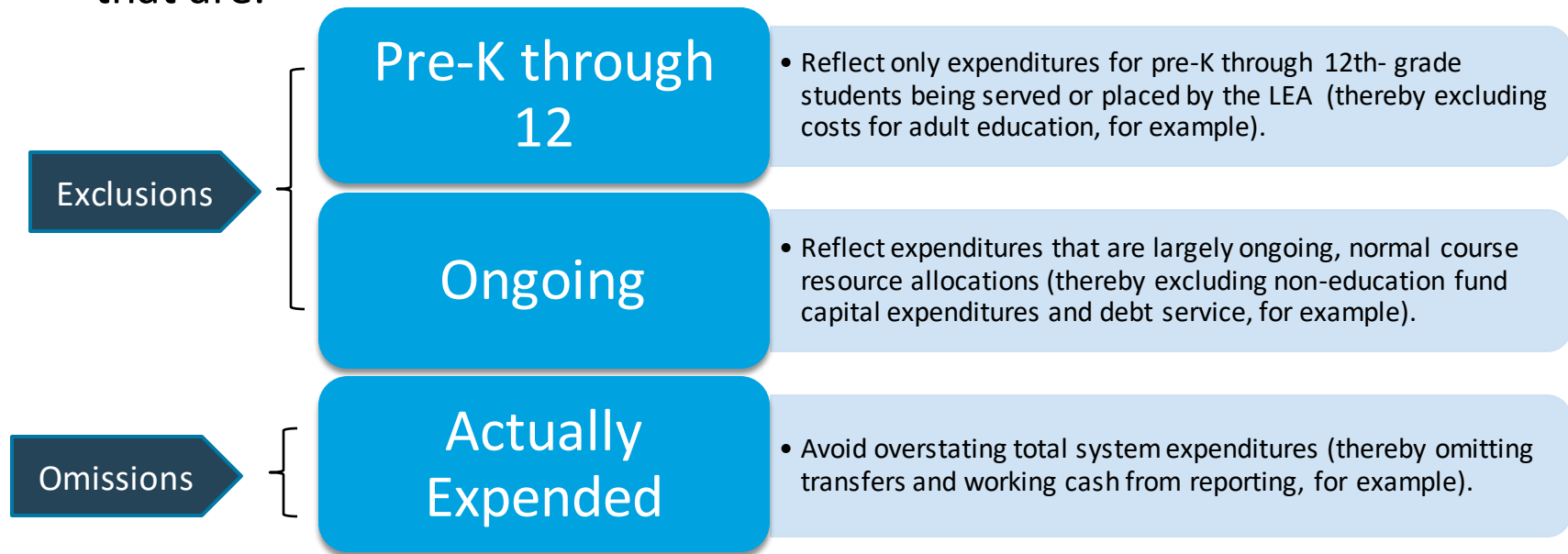
*All district expenditures, including, but not limited to, personnel costs, transportation, security, administration, and those that are funded privately, should be included in the numerator within either (A) site-level expenditures or (B) the site's proportional share of the district's centralized expenditures. Certain expenditures should be excluded from the per-pupil expenditures reported and will instead be reported as a lump sum in the category of "exclusions." Certain other accounts, such as those related to transfers or working cash, should be omitted entirely from reporting.*



# Omissions and Exclusions

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The intent behind these exclusions and omissions is to reflect expenses that are:



# Exclusions from Per-Pupil Calculations

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1. **Fund 30:** Bond and Interest Fund (Debt Service Fund)
2. **Fund 60:** Site and Construction/Capital Improvements Fund
3. **Fund 90:** Fire Prevention and Safety Fund
4. **Function 1300:** Adult/Continuing Education Programs
5. **Function 3000:** Community Services
6. **Functions 4130, 4230, and 4330:** Payments to Other Governmental Agencies for Adult/Continuing Education Programs
7. **Function 5000:** Debt Services
8. **Object 500:** Capital Outlay except for those in Fund 10 (Education), which should be included
9. **County Juvenile Detention Center Expenditures:** The costs incurred by any school district to administer or outsource services for a county juvenile detention center within its geographic boundaries shall be excluded for site-based expenditure reporting
10. **Legacy Pension Obligations**



# Omissions from Site-Based Expenditure Reporting

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1. **Fund 70: Working Cash Fund** -- Transfers and working cash are not expenditures and therefore should be omitted. Once the working cash and/or transferred dollars are expended, they become subject to site-based expenditure reporting.
2. **Function 1115: Tuition Payments to Charter Schools** -- District-authorized charter school expenditures will be reported in the charter school's site-based expenditure section. This tuition payment to charters should be omitted to avoid overstating total system expenditures.
3. **Function 1999: Student Activity Fund Expenditures** -- These expenditures are not directed by the LEA and therefore should be omitted from reporting.
4. **Reimbursable Expenditures (in some cases):** Reimbursable expenditures should be omitted only in cases in which the reimbursement comes from an LEA that is reporting the expenditure as part of its own site-based expenditure reporting. In these cases, if both LEAs were to report the expenditure, total system expenditures would be overstated.
5. **Expenditures Paid On Behalf of LEA:** Payments that are not paid by the LEA but are rather paid by outside entities on behalf of the LEA (such as Teachers' Retirement System payments made by the state of Illinois on behalf of LEAs) should be omitted from Site-Based Expenditure Reporting.



# Reporting Guidance, available at [www.isbe.net/site-based](http://www.isbe.net/site-based), describes *who* must report *what*.

		Site-Level Per-Pupil Expenditures			District Centralized Per-Pupil Expenditures			Total Per-Pupil Expenditures				
Sites	Student FTE Enrollment	Federal	Local	Subtotal	Federal	Local	Subtotal	Federal	Local	Total	Exclusions	Total Expenditures
ES1	300	\$344	\$5,148	\$5,493	\$529	\$2,781	\$3,310	\$874	\$7,929	\$8,803		
LEA	300	\$344	\$5,148	\$5,493	\$529	\$2,781	\$3,310	\$874	\$7,929	\$8,803	\$535,400	\$3,176,300
	C	A / C			B / C			(A+B) / C			D	

LEAs may also optionally submit narratives (internal/external) and notation of allocation methodologies (internal).

# From the Guidance: Centralized Expenditures and Single Sites

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ISBE recognizes that the distinction between centralized expenditures and site-level expenditures may seem arbitrary for single-site LEAs. ISBE recommends that single-site LEAs seeking clarity on when to label an expenditure as “district-centralized” vs. as “site-level” consider under what auspices an expenditure is incurred. If an LEA incurs an expenditure because it is acting in the capacity of an LEA, then the expenditure could be considered a centralized expenditure. For example, providing board services is a responsibility borne by an LEA rather than by a school, and so board services costs likely belong in the centralized expenditure column.

The site-based team has modified the IWAS online tool for single-site LEAs to support the classification of certain functions as site-level, district-centralized, or district choice. Single-site LEAs have the option to use this tool.

# Single-Site Wizard



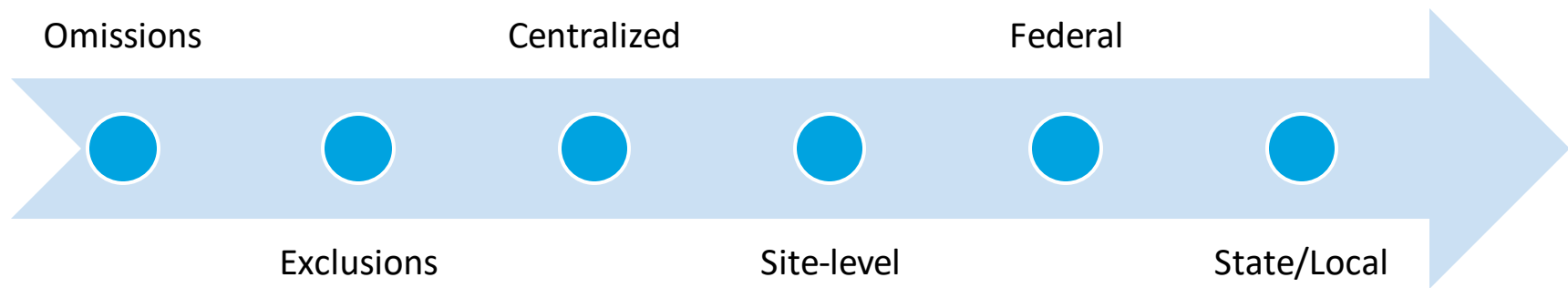
A wizard is a step-by-step process that allows users to input information in a **prescribed order** and in which **subsequent steps may depend on information entered in previous ones.**

A screenshot of the TurboTax Deluxe software interface. The top navigation bar includes 'PERSONAL INFO', 'FEDERAL TAXES', 'STATE TAXES', 'REVIEW', and 'FILE'. Below this, there are tabs for 'Wages & Income', 'Deductions & Credits', 'Health Insurance', 'Other Tax Situations', 'Federal Review', and 'Smart Check'. The main content area displays a question: 'Did you have any of these types of income?' with a bulleted list: 'State and local tax refunds received in 2016', '1099-MISC income', and '1099-K income'. Below the list, it says 'If so, we'll walk you through the steps of reporting it.' and provides a link: 'When would my state or local tax refund count as income?'. At the bottom, there are 'Back', 'Yes', and 'No' buttons.

# Considerations for Enhanced Single-Site Reporting in Online Tool

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- IWAS will recognize single-site districts and provide a prompt to use the single-site wizard. LEAs that decline to use the wizard may still use the online tool.
- Account requirements: the online tool recognizes accounts aligned with the codes in 23 Illinois Administrative Code Part 100 and the Program Accounting Manual. Accounts that do not align cannot be pre-identified.
- The wizard will follow a specific path to identify records (below). For each step, you will see the number of records ISBE identified. Confirming these identification will advance you to the next step; declining these identification will end the wizard.
- All ISBE-identified accounts will be reviewable through filters; districts have the autonomy to re-classify any accounts to better reflect service delivery.
- Certain functions remain district choice. For example, districts will choose whether food services are a site-level or centralized expenditure. Additionally, any accounts that could not be identified by ISBE will remain for the district to categorize.





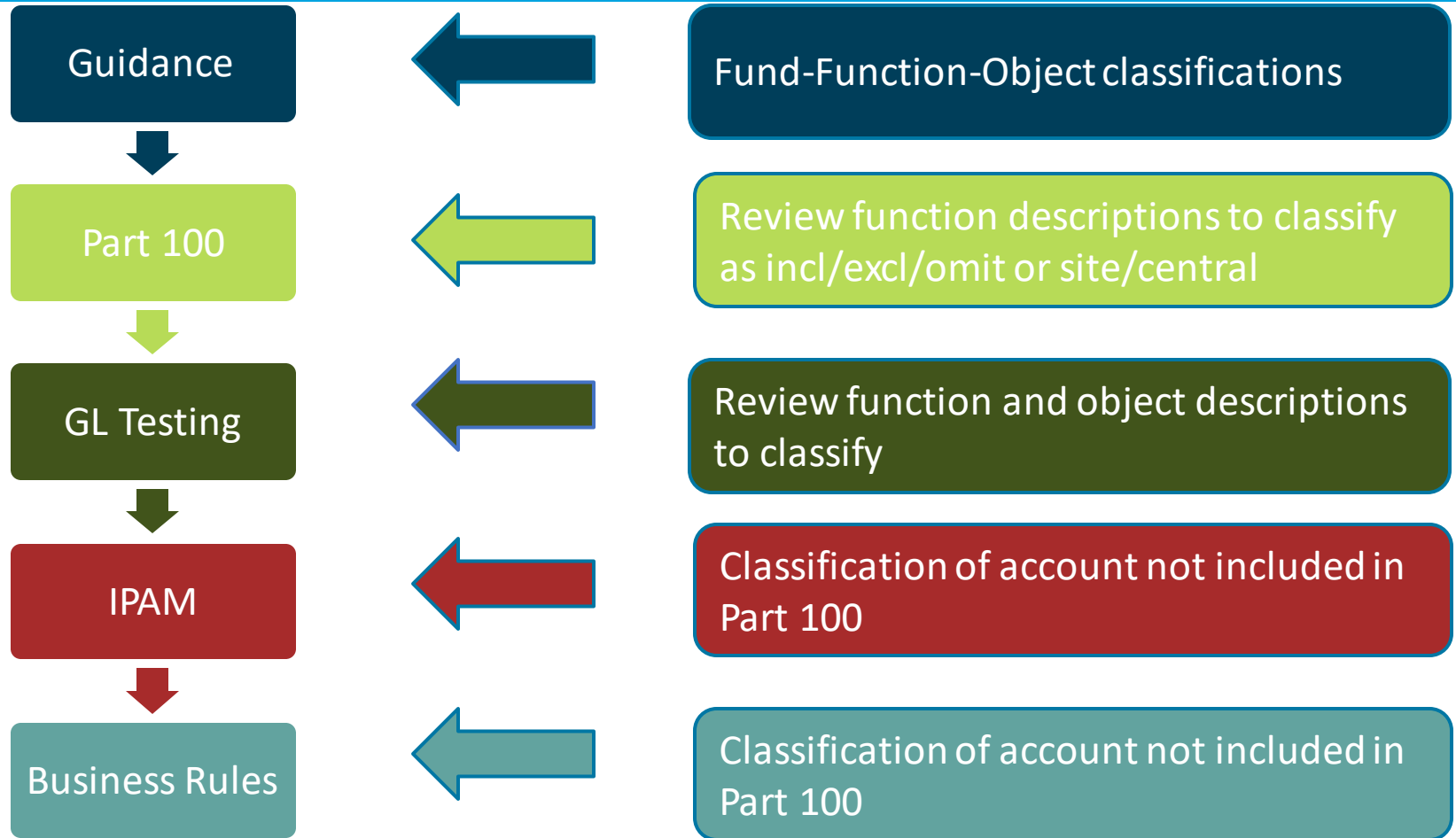
# Examples

Function	Description	Classification
1100	Regular K12 Programs	Site-Level
1115	Charter School Tuition	Omission
1300-1390	Adult Education	Exclusion
2300-2365	Support Services – General Administration	Centralized
2560-2569	Food Services	District Choice

- ISBE and the Reporting Guidance are informed by the core belief that districts know their own data best.
- While the table above provides guidance, ISBE limits mandates about centralized expenditures; districts are best positioned to make their own centralized expenditure allocation decisions to reflect their resource allocation most accurately and most meaningfully. Reclassification is allowed.



# Process



# Resulting Documentation

Fund Description	Fund	Fund Notes ( From Administrative Code 100)	Expenditure Type
Educational Fund	10	This is effectively the district's general fund. Each transaction not accommodated by another specific fund shall be processed through this fund. [105 ILCS 5/17-2]	Inclusion
Restricted Student Activity Fund (Sub-Education Fund)	11	This is a sub-fund within the Education Fund to account for Student Activity Funds in accordance with GASB 84.	Omission
Operations & Maintenance Fund	20	This fund is required if a tax is levied for purposes of operations and maintenance. [105 ILCS 5/17-2 and 17-7]	Inclusion
Debt Service Fund or Fund Group	30	This fund or fund group is required if taxes are levied to retire bond principal or to pay bond interest, or if other revenue, including revenue from School Facilities Occupation Tax proceeds, is pledged to pay principal, interest, or service charges on other long-term debt instruments. A separate fund shall be established for each issue, but the funds shall be aggregated for reporting purposes. [105 ILCS 5/Art. 19]	Exclusion
Transportation Fund	40	This fund is required if a district pays for transporting pupils for any purpose. All costs of transportation, other than those authorized by statute to be paid from another fund, shall be paid from this fund. Any funds received for transportation purposes must be deposited into this fund, with amounts due other funds appropriately transferred thereafter.	Inclusion
Municipal Retirement and Social Security Fund	50	This fund is required if a tax is levied to pay for contributions to municipal retirement systems, Social Security, or Medicare. [105 ILCS 5/17-1, 21-110, and 21-110.1]	Inclusion
Capital Projects Fund or Fund Group	60	This fund or fund group is required to account for proceeds resulting from each bond issue, receipts from other long term financing agreements (including impact fee agreements), receipts from School Facilities Occupation Tax proceeds, or construction or maintenance grants used to finance a capital project, capital lease, lease purchase agreement, or if a tax is levied in accordance with Section 17-2.3 of the School Code. A separate fund shall be established for each project or financing source, but aggregated for reporting purposes.	Exclusion



# FY 2022 Approaches to Calculation

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# IWAS System Listing - Under Annual section of the Reporting category

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Darren Reisberg, Chairman    Dr. Carmen I. Ayala, State Superintendent of Education

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Login:

**My Systems**

Below are systems that you are either authorized to use or are awaiting authorization from either your district (Pending-District), ROE (Pending-ROE) or ISBE (Pending-ISBE). Once you are "Authorized" to access a system, simply click on the system description to use it.

[Click Here for Due Dates](#)

**Categories** - Click to Expand/Collapse Tree    **Authorization**

- Reporting
  - Annual
    - Site-Based Expenditure Reporting System    **Authorized**

**Legend:**  : System Description - Detailed     : Due Dates     : Profile

[Want to Signup for Other Systems?](#)


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# IWAS System: Welcome Page


22


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Site-Based Expenditure Reporting


WELCOME


START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022 ▼

Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
2022	0	0	—	—	\$0.00	Next >>

## Welcome to Site-Based Expenditure Reporting!

Beginning with 2018-19 school year data, all school districts and other designated reporting entities will report per-pupil expenditure data at the district level and at the school level, disaggregated by source of funds (federal vs. state/local). This application is supported in part by the U.S. Department of Education through State Longitudinal Data Systems (SLDS) Illinois Data FIRST grant. This reporting can be powerful for LEAs and local communities if used to open conversations on resource allocation, intra-district equity, and the relationship between student outcomes and financial investments.

Read the [Guidance](#) and more on the [ISBE Site-Based Expenditure Reporting](#) website.

**Report Not Submitted**

Created	—
Modified	—
Submitted	—
Due	August 16th

Read Official Guidance

Review Enrollment Report >>



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# Enrollment Report

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WELCOME
 START
 CALCULATE
 ADD/EDIT
 NARRATE
 SUBMIT
 SUPPORT
 FY 2022

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures
« Back	2022	0	0	—	—	\$0.00

## ENROLLMENT REPORT

The **Site-Based Expenditure Reporting (SBER) Enrollment Report** provides insight into the calculations used to populate the default enrollments found in the *SBER Data Calculation and Import Templates*. The included enrollment figures are derived entirely from the ISBE Student Information System (SIS). LEAs should verify both enrollments and sites prior to reporting site-based expenditure data.

**NOTE:** Provided enrollments include any nonpublic students included in an LEA's SIS data. These nonpublic students **should** be included in site-based expenditure reporting **unless** their associated expenditures fall under one of the established SBER exclusions (see pages 12-13 and 18 in the FY22 [reporting guidance](#)).

Filter 1 entries

☐ Call out embedded Pre-K classrooms
 ☐ Separate district outplacements

Site	Enrollment FTE			Rule
	Fall	Spring	Average	
<b>Any Senior High School</b>	615.71	600.14	607.93	Home enrollment PDA from SIS
Public School	-1	-1	-1	State Funded placements reported at serving site
525 Any St, City, IL	-1	-1	-1	Tuition-in enrollments not reported
RCDTS 12345678901-0001				
	613.71	598.14	605.93	
	613.71	598.14	605.93	<b>Total District Enrollment FTE</b>



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# Enrollment Report – Site Details

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## ENROLLMENT REPORT - SITE DETAILS

### Any Senior High School

Public School  
525 Any St, City, IL  
RCDTS 12345678901-0001

2022

Grade Level	Enrollment FTE			Rule	Details
	Fall	Spring	Average		
Grade 9	197	187	192	Home enrollment PDA from SIS	
	197	187	192		
Grade 10	139	137	138	Home enrollment PDA from SIS	
	139	137	138		
Grade 11	140	143	141.5	Home enrollment PDA from SIS	
	140	143	141.5		
Grade 12	139.71	133.14	136.43	Home enrollment PDA from SIS	Serving: Any State Funded School
	-1	-1	-1	State Funded placements reported at serving site	
	-1	-1	-1	Tuition-in enrollments not reported	
	137.71	131.14	134.43		
		613.71	598.14	605.93	Total Site Enrollment FTE



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# START Page – ISBE Online tool Approach



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WELCOME



START



CALCULATE



ADD/EDIT



NARRATE



SUBMIT



SUPPORT

FY 2022 ▾

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
« Back	2022	0	0	—	—	\$0.00	Next »

## GETTING STARTED

Your responses to the questions below will help us guide you through Site-Based Expenditure Reporting. Once enabled, the Next » button above will walk you through the steps needed to submit your report. As always, in-depth explanation of all things site-based can be found in the [SBER Guidance](#).

**Need help?** Click the floating ? button below to send us a question at any time.

Select the option below that best describes how you are calculating and compiling your FY 2022 site-based expenditure data.


- ☒ **RECOMMENDED** I would like to use the ISBE online tool to calculate my site-based per-pupil expenditures. *This option replaces the ISBE Excel calculation workbook.*
- ☐ My accounting software/vendor calculates site-based per-pupil expenditures.
- ☐ I use an off-sheet (custom) approach following ISBE reporting guidance.




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# START Page – ISBE Online tool Approach


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
Site-Based Expenditure Reporting


 WELCOME


 **START**

 CALCULATE

 ADD/EDIT

 NARRATE

 SUBMIT


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FY 2022 ▾

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
<< Back	2022	0	0	—	—	\$0.00	Next >>

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☐ I use an off-sheet (custom) approach following ISBE reporting guidance.

Which accounting software/vendor provides your ledger/expenditure reports? *This will be needed for your ISBE online calculations.*


<input type="radio"/> Chalkable	<input type="radio"/> PMA	<input type="radio"/> Software Unlimited Inc. (SUI)
<input type="radio"/> Skyward	<input type="radio"/> Specialized Data Systems (SDS)	<input type="radio"/> Computer Information Concepts / Infinite Campus
<input type="radio"/> Power School	<input type="radio"/> Tyler Technology / Vision / SisFin	<input type="radio"/> Rycor Software
<input type="radio"/> Forecast 5 Analytics	<input type="radio"/> Kirtley Tech - CIMS Weidenhammer EMS FMS Alio	<input type="radio"/> Other: <input type="text" value="Please specify other software/vendor..."/>





# START Page – ISBE Online tool Approach


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
Site-Based Expenditure Reporting


 WELCOME


 **START**

 CALCULATE

 ADD/EDIT

 NARRATE

 SUBMIT

 SUPPORT

FY 2022 ▾

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
◀ Back	2022	0	0	—	—	\$0.00	Next ▶

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Which accounting software/vendor provides your ledger/expenditure reports? *This will be needed for your ISBE online calculations.*

<input type="radio"/> Chalkable	<input type="radio"/> PMA	<input type="radio"/> Software Unlimited Inc. (SUI)
<input checked="" type="radio"/> Skyward	<input type="radio"/> Specialized Data Systems (SDS)	<input type="radio"/> Computer Information Concepts / Infinite Campus
<input type="radio"/> Power School	<input type="radio"/> Tyler Technology / Vision / SisFin	<input type="radio"/> Rycor Software
<input type="radio"/> Forecast 5 Analytics	<input type="radio"/> Kirtley Tech - CIMS Weidenhammer EMS FMS Allo	<input type="radio"/> Other: <input data-bbox="1464 1018 1761 1039" type="text" value="Please specify other software/vendor..."/>


Looks like you are ready to access the ISBE online calculation tool. In the next step, we will upload your expenses. Click the button below to continue.

  
CALCULATE  
[Proceed to online calculation ▶](#)


?


# Calculate -- > Upload


## Access Expense Template


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WELCOME


START

CALCULATE


ADD/EDIT

NARRATE

SUBMIT

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FY 2022 ▾

	Incomplete <sup>Ⓢ</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
« Back	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save  Next »

UPLOAD

DECODE

ALLOCATE

METHODS

PREVIEW


...

### UPLOAD EXPENSE REPORT

Site-based calculation begins with your expenses. This tab allows you to **upload a ledger expense report for allocation and calculation**. Data uploaded here is used only to assist you in calculating your per pupil, site-based expenditures. **It is NOT included in your *Site-Based Expenditure Report***, and you may opt to delete this data at any time.

STEP 1


Download the **Expense Report Template** using the button to the right. Then copy your expenses into the template. The *Ledger Totals* you provide will be used by the system for calculation based on your allocation choices. All other provided columns (*Account Number, Description, etc.*) will be used by the system to assist you in making those choices.

Download Expense Report Template 


Having trouble with your expense report? Help is available. [Click here](#) to send us your file(s).

STEP 2

Upload your filled **Expense Report Template** using the **Browse** button below. Your expenses will appear below for review where you will have the opportunity to remove any that are unwanted. *These steps may be repeated as needed to include additional records OR replace those already uploaded.*

Browse 

No template file selected (\*.xlsx)



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# GL Expense Template

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	A	B	C	D	E	F	G	H
1	##	Fill in the columns below with your modified expense report.						##
2	##	Then upload this spreadsheet to the IWAS Site-Based Expenditure Reporting system.						##
3	##	*Be sure to fill in <b>Location</b> and <b>Source</b> when available and not already provided in <b>Account Number</b> .						##
4	##	Skip any of these columns to allow IWAS to extract these fields from <b>Account Number</b> for you.						##
5	##							##
6	Account Number	Fund	Function	Object	Location*	Source*	Description	Ledger Total
7								
8								
9								
10								
11								

Acct. #	Enter Account # as represented within your Expense Report. This is a required field.
Fund	Enter Fund # as represented within your Expense Report ONLY IF not already part of the Account # and IF available.
Function	Enter Function # as represented within your Expense Report ONLY IF not already part of the Account # and IF available.
Object	Enter Object # as represented within your Expense Report ONLY IF not already part of the Account # and IF available.
Location/Responsibility #	Enter Location/ Responsibility Code as represented within your Expense Report ONLY IF not already part of the Account # and IF available. Highly recommended IF available.
Fund Source	Enter Fund/ Source Code as represented within your Expense Report ONLY IF not already part of the Account # and IF available. Highly recommended IF available.
Account Description	Enter Account Description as represented within your Expense Report. This is a required field.
Ledger Total	Enter Ledger Total as represented within your Expense Report. This is a required field.



# GL Expense Template

	A	B	C	D	E	F	G	H	
1	##	Fill in the columns below with your modified expense report.							##
2	##	Then upload this spreadsheet to the IWAS Site-Based Expenditure Reporting system.							##
3	##	*Be sure to fill in <b>Location</b> and <b>Source</b> when available and not already provided in <b>Account Number</b> .							##
4	##								##
5	##	Skip any of these columns to allow IWAS to extract these fields from <b>Account Number</b> for you.							##
6	Account Number	Fund	Function	Object	Location*	Source*	Description	Ledger Total	
7	10E000 1130 110 00 1310						FACULTY SALARIES	\$3,978,486.35	
8	10E000 1130 120 00 1310						EXTRA CONTRACT - FACULTY	\$10,500.00	
9	10E000 1130 120 00 1310						ILLNESS-SUBSTITUTE SALAR	\$5,330.00	
10	10E000 1130 215 00 1310						TRS EMPLR CONTRIBUTION	\$429,426.02	
11	10E000 1130 215 00 1310						FACULTY TRS HEALTH INS (	\$63,659.22	
12	10E000 1130 222 00 1310						FACULTY HEALTH INS.	\$445,679.23	
13	10E000 1130 314 00 1310						ON-LINE CURRICULUM CONTR SERVI	\$17,866.23	
14	10E000 1130 325 00 1310						COPIER LEASE-TCHR WORKROOM	\$14,346.00	
15	10E000 1200 110 00 1310						SPECIAL ED DIRECTOR SALARY	\$114,598.00	
16	10E000 1200 215 00 1310						SP ED DIRECTOR TRS	\$12,064.24	
17	10E000 1205 111 00 3110						SP.ED FACULTY SALARIES	\$999,719.05	
18	10E000 1205 112 00 3110						SP.ED. PARAPROF. SALARY	\$205,439.23	
19	10E000 1205 215 00 1310						SP ED FACULTY TRS	\$112,022.98	
20	10E000 1205 215 00 3110						SP.ED. FACULTY THIS	\$16,605.25	
21	10E000 1205 222 00 3110						SP.ED FACULTY HEALTH INS	\$157,554.10	
22	10E000 1400 111 00 0000						VOCATIONAL TCHR SALARY	\$573,787.11	
23	10E000 1400 120 00 1310						VOCATIONAL SUB SALARY	\$21,721.51	
24	10E000 1400 215 00 1310						VOCATIONAL TRS	\$61,452.61	
25	10E000 1400 222 00 1310						VOCATIONAL TCHR HLTH INS	\$77,585.96	
26	10E000 2310 317 00 1310						BOARD AUDIT FEES	\$23,200.00	
27	10E000 2560 222 00 1310						FOOD SERVICE HEALTH INS.	\$35,228.79	
28	10E000 2560 340 00 1310						FOOD SERVICE DUPLICATION	\$0.00	
29	10E000 2560 410 00 1310						FOOD SERVICE FOOD	\$114,906.70	
30	10E000 2561 110 00 1310						FOOD SERVICE DIR SALARY	\$49,177.92	
31	10E000 2561 222 00 1310						FOOD SERVICE DIR HLTH INS	\$14,849.13	



# Calculate -- > Upload

[Help Link](#)



Illinois  
State Board of Education

Site-Based Expenditure Reporting



WELCOME



START



CALCULATE



ADD/EDIT



NARRATE



SUBMIT



SUPPORT

FY 2022 ▾

	Incomplete <sup>®</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save  Next >>

UPLOAD

DECODE

ALLOCATE

METHODS

PREVIEW

...

## UPLOAD EXPENSE REPORT

Site-based calculation begins with your expenses. This tab allows you to upload a ledger expense report for allocation and calculation. Data uploaded here is used only to assist you in calculating your per pupil, site-based expenditures. It is **NOT** included in your *Site-Based Expenditure Report*, and you may opt to delete this data at any time.

### STEP 1

Download the *Expense Report Template* using the button to the right. Then copy your expenses into the template. The *Ledger Totals* you provide will be used by the system for calculation based on your allocation choices. All other provided columns (*Account Number*, *Description*, etc.) will be used by the system to assist you in making those choices.

Download Expense  
Report Template



Having trouble with your expense report? Help is available. [Click here](#) to send us your file(s).

### STEP 2

Upload your filled *Expense Report Template* using the *Browse* button below. Your expenses will appear below for review where you will have the opportunity to remove any that are unwanted. *These steps may be repeated as needed to include additional records OR replace those already uploaded.*

Browse


No template file selected (\*.xlsx)



Illinois  
State Board of  
Education

# Calculate -- > Upload

*Help Link*

**Illinois**  
State Board of Education

Site Based Expenditure Reporting

WELCOME

Income

« Back

Site-based calculation  
calculating your per p

STEP 1

Download the *Expense*  
by the system for calc  
assist you in making t

STEP 2

Upload your filled *Exp*  
unwanted. These step

Browse

No temp

FY 2022

Save

Next

Download Expense  
Report Template

any that are

SEND US YOUR FILES...

Use the **Browse** button below to select the files you would like assistance with. Please also provide us with your questions and concerns. Be sure to confirm your contact information so we can reach you.

Files to Send (e.g. expense reports, spreadsheets, works-in-progress)

Browse No files selected

How can we help?

subject...

share any questions and concerns here...

How can we reach you?

Name

Roshini Srinivasan

Position/Title/Role

Email Address

rsriniva@isbe.net

Phone Number

1111111111

Send to ISBE

Cancel





**Illinois**  
State Board of  
Education





# Calculate -- > Upload


## Browse Files


 WELCOME


 START

 CALCULATE


 ADD/EDIT

 NARRATE

 SUBMIT

 SUPPORT

FY 2022 ▾

	Incomplete <sup>9</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
« Back	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save  Next »

UPLOAD

DECODE

ALLOCATE

METHODS

PREVIEW

...

### UPLOAD EXPENSE REPORT

STEP 1

Download the *Expense Report Template* by the system for calculation base assist you in making those choice

STEP 2

Upload your filled *Expense Report* unwanted. These steps may be rep


Site-based calculation begins with calculating your per pupil, site-based


tion. Data uploaded here is used only to assist you in elete this data at any time.

you provide will be used e used by the system to

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will have the opporutnity to remove any that are

Download Expense Report Template 

Browse 

No template file sele

Open

File name: SBER-ExpenseTemplate-FY22- Webinar v2.0

Microsoft Excel Worksheet (\*.xls)

Open

Cancel



# Calculate -- > Upload

(Display Records with \$0 Ledger Total)

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Incomplete <sup>®</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized
0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

« Back

Save

Next »

UPLOAD

DECODE

WIZARD

ALLOCATE

METHODS

PREVIEW

...

## UPLOAD EXPENSE REPORT

Browse

SBER-ExpenseTemplate-FY22 - Webinar Single Site LEA v2.0.xlsx

X

/ Expense Template

Incomplete <sup>®</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized
160	—	—	—	—	—	—	—

Upload

STEP 3

Review the expense records pulled from your template. The pill-shaped buttons below can be used to show or hide all rows found. *Initially*, those buttons are toggled to show rows *you might consider removing* using the trash buttons to the right. However, their *removal is not required*, and your data may be uploaded as-is. The blue summary bar above will reflect any changes made. When satisfied, click the *Upload* above button to continue.

0 with invalid Ledger Total

0 missing Account Number

0 missing Description

8 with \$0 Ledger Total

160 with no issues

Row	Account Number	Fund	Function	Object	Location	Source	Description	Ledger Total	
28	10E000 2560 340 00 1310						FOOD SERVICE DUPLICATION	\$0.00	
65	10E014 1130 340 00 1310						BAND POSTAGE	\$0.00	
66	10E014 1130 640 00 1310						BAND CONTEST FEES	\$0.00	
67	10E020 1130 340 00 1310						HEALTH DUPLICATION	\$0.00	
82	10E060 1502 222 00 0000						GIRLS ATHLETICS VISION	\$0.00	
110	20E201 2541 340 00 1310						FACILITY DIRECTOR POSTAGE	\$0.00	
170	80E908 2330 221 00 1310						ACC DIRECTOR OFFICE LIFE INS	\$0.00	
171	80E908 2330 222 00 1310						ACC DIRECTOR OFFICE VISION INS	\$0.00	
8 (of 168) rows		0 (of 0) deleted rows					SUM \$0.00		



***(Display Records with valid Ledger Total)***

WELCOME	START	CALCULATE	ADD/EDIT	NARRATE	SUBMIT	SUPPORT	FY 2022 ▾
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	Incomplete <sup>Ⓢ</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
« Back	0	\$0:00	\$0:00	\$0:00	\$0:00	\$0:00	\$0:00	\$0:00	Save  Next »

UPLOAD    DECODE    WIZARD    ALLOCATE    METHODS    PREVIEW    ...

### UPLOAD EXPENSE REPORT

Browse  SBER-ExpenseTemplate-FY22 - Webinar Single Site LEA v2.0.xlsx x / Expense Template

Incomplete <sup>Ⓢ</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
160	—	—	—	—	—	—	—	Upload

**STEP 3**


Review the expense records pulled from your template. The pill-shaped buttons below can be used to show or hide all rows found. *Initially*, those buttons are toggled to show rows *you might consider removing* using the trash buttons to the right. However, their *removal is not required*, and your data may be uploaded as-is. The blue summary bar above will reflect any changes made. When satisfied, click the *Upload* above button to continue.


0 with invalid Ledger Total 
0 missing Account Number 
0 missing Description 
0 with \$0 Ledger Total 
160 with no issues


Row	Account Number	Fund	Function	Object	Location	Source	Description	Ledger Total	
7	10E000 1130 110 00 1310						FACULTY SALARIES	\$3,978,486.35	
8	10E000 1130 120 00 1310						EXTRA CONTRACT - FACULTY	\$10,500.00	
9	10E000 1130 120 00 1310						ILLNESS-SUBSTITUTE SALAR	\$5,330.00	
10	10E000 1130 215 00 1310						TRS EMPLR CONTRIBUTION	\$429,426.02	
11	10E000 1130 215 00 1310						FACULTY TRS HEALTH INS (	\$63,659.22	
12	10E000 1130 222 00 1310						FACULTY HEALTH INS.	\$445,679.23	
13	10E000 1130 314 00 1310						ON-LINE CURRICULUM CONTR SERVI	\$17,866.23	
14	10E000 1130 325 00 1310						COPIER LEASE-TCHR WORKROOM	\$14,346.00	
15	10E000 1200 110 00 1310						SPECIAL ED DIRECTOR SALARY	\$114,598.00	
16	10E000 1200 215 00 1310						SP ED DIRECTOR TRS	\$12,064.24	
17	10E000 1205 111 00 3110						SPED FACULTY SALARIES	\$999,719.05	
<b>160 rows</b>		<b>8 deleted rows</b>						<b>TOTAL \$18,411,138.55</b>	





# GL Expense Template Uploaded and Saved


 WELCOME


 START

 CALCULATE

 ADD/EDIT


 NARRATE

 SUBMIT

 SUPPORT

FY 2022 ▾

Last saved 5 minutes ago

	Incomplete <sup>®</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
◀ Back	160	\$0.00	\$18,411,138.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save  Next ▶


UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...

## UPLOAD EXPENSE REPORT

Site-based calculation begins with your expenses. This tab allows you to **upload a ledger expense report for allocation and calculation**. Data uploaded here is used only to assist you in calculating your per pupil, site-based expenditures. **It is NOT included in your *Site-Based Expenditure Report***, and you may opt to delete this data at any time.

**STEP 1**


Download the **Expense Report Template** using the button to the right. Then copy your expenses into the template. The *Ledger Totals* you provide will be used by the system for calculation based on your allocation choices. All other provided columns (*Account Number, Description, etc.*) will be used by the system to assist you in making those choices.

Download Expense Report Template 


Having trouble with your expense report? Help is available. [Click here](#) to send us your file(s).

**STEP 2**

Upload your filled **Expense Report Template** using the **Browse** button below. Your expenses will appear below for review where you will have the opportunity to remove any that are unwanted. *These steps may be repeated as needed to include additional records OR replace those already uploaded.*

Browse 

No template file selected (\*.xlsx)



# Calculate -- > Decode Account Numbers

37

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 14 minutes ago

	Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
« Back	160	\$0.00	\$18,411,138.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save Next »

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...

## DECODE ACCOUNT NUMBERS

Most LEAs will find their Fund, Function, Object, Location, and Sources codes very helpful while allocating expenses to sites, disaggregating by source of funds, and categorizing expenses as Site-Level or District Centralized as defined by the [Guidance](#). Those Fund, Function, Object, Location, and Source codes may be uploaded in the template with your expenses. Alternatively, the settings below can be used to extract those codes from your uploaded Account Numbers.

**IMPORTANT:** If you're interested in trying the NEW Single-Site Allocation Wizard, please know the recommendations it makes are *entirely dependent* on the Fund, Function, Object, and (optionally) Source codes you've uploaded or decoded below.

The Account Number used in the questions that follow was sampled from your uploaded expenses. Use the sliders beneath that sample Account Number to specify where each code can be found within. NOTE: Decoding works best when your Account Numbers (and the codes within) have consistent widths.

**Would you like to extract Fund codes from your uploaded Account Numbers?**  
160 records (100%) were uploaded without Fund codes.

☒ No, use only the Fund codes that were uploaded.  
☐ Yes, extract Fund codes from Account Numbers BUT only for records uploaded without them.  
☐ Yes, extract Fund codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Fund digits in your Account Number:

10E0471912670001310

**Would you like to extract Function codes from your uploaded Account Numbers?**  
160 records (100%) were uploaded without Function codes.

☒ No, use only the Function codes that were uploaded.  
☐ Yes, extract Function codes from Account Numbers BUT only for records uploaded without them.  
☐ Yes, extract Function codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Function digits in your Account Number:

10E0471912670001310

Show Function codes found

Function	Count	Total
—	160	\$18,411,138.55
1 codes		



# Calculate -- > Decode Account Numbers

38

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 1 minute ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized
160	\$0.00	\$18,411,138.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW

### DECODE ACCOUNT NUMBERS

Most LEAs will find their Fund, Function, Object, Location, and Sources codes very helpful while allocating expenses to sites, disaggregating by source of funds, and categorizing expenses as Site-Level or District Centralized as defined by the [Guidance](#). Those Fund, Function, Object, Location, and Source codes may be uploaded in the template with your expenses. Alternatively, the settings below can be used to extract those codes from your uploaded Account Numbers.

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☒ Yes, extract Fund codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Fund digits in your Account Number:

10E0471912670001310

#### Would you like to extract Function codes from your uploaded Account Numbers?

160 records (100%) were uploaded without Function codes.

☐ No, use only the Function codes that were uploaded.

☐ Yes, extract Function codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Function codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Function digits in your Account Number:

10E0471912670001310

#### Would you like to extract Object codes from your uploaded Account Numbers?

160 records (100%) were uploaded without Object codes.

☐ No, use only the Object codes that were uploaded.

☐ Yes, extract Object codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Object codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Object digits in your Account Number:

10E0471912670001310

#### Would you like to extract Location codes from your uploaded Account Numbers?

160 records (100%) were uploaded without Location codes.

☐ No, use only the Location codes that were uploaded.

☐ Yes, extract Location codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Location codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Location digits in your Account Number:

10E0471912670001310

#### Would you like to extract Source codes from your uploaded Account Numbers?

160 records (100%) were uploaded without Source codes.

☐ No, use only the Source codes that were uploaded.

☐ Yes, extract Source codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Source codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the Source digits in your Account Number:

10E0471912670001310

Show Fund codes found

Fund	Count	Total
10	95	\$12,721,170.91
20	16	\$1,161,376.64
30	4	\$1,755,900.02
40	10	\$685,701.41
50	13	\$340,236.27
60	5	\$183,881.06
70	1	\$1,000,000.00
80	13	\$427,435.31
90	3	\$135,836.93

9 codes



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# Calculate -- > Decode Account Numbers

39

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 18 minutes ago

	Incomplete <sup>9</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
« Back	160	\$0.00	\$18,411,138.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save Next »

UPLOAD

DECODE

WIZARD

ALLOCATE

METHODS

PREVIEW

...

## DECODE ACCOUNT NUMBERS

Most LEAs will find their Fund, Function, Object, Location, and Sources codes very helpful while allocating expenses to sites, disaggregating by source of funds, and categorizing expenses as Site-Level or District Centralized as defined by the [Guidance](#). Those Fund, Function, Object, Location, and Source codes may be uploaded in the template with your expenses. Alternatively, the settings below can be used to extract those codes from your uploaded Account Numbers.

**IMPORTANT:** If you're interested in trying the NEW Single-Site Allocation Wizard, please know the recommendations it makes are *entirely dependent* on the Fund, Function, Object, and (optionally) Source codes you've uploaded or decoded below.

The Account Number used in the questions that follow was sampled from your uploaded expenses. Use the sliders beneath that sample Account Number to specify where each code can be found within. NOTE: Decoding works best when your Account Numbers (and the codes within) have consistent widths.

Would you like to extract **Fund** codes from your uploaded Account Numbers?  
160 records (100%) were uploaded without Fund codes.

☐ No, use only the Fund codes that were uploaded.

☐ Yes, extract Fund codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Fund codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the **Fund** digits in your Account Number:

1

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4

7

1

9

1

2

6

7

0

0

0

1

3

1

0

Would you like to extract **Function** codes from your uploaded Account Numbers?  
160 records (100%) were uploaded without Function codes.

☐ No, use only the Function codes that were uploaded.

☐ Yes, extract Function codes from Account Numbers BUT only for records uploaded without them.

☒ Yes, extract Function codes from Account Numbers for ALL records. Replace any that were uploaded.

Use the slider below to highlight the **Function** digits in your Account Number:

1

0

E

0

4

7

1

9

1

2

6

7

0

0

0

1

3

1

0

Show Fund codes found

Show Fund codes found

Show Function codes found

Show Object codes found

Show Location codes found


Show Source codes found


30	4	\$1,755,500.02
40	10	\$685,701.41
50	13	\$340,236.27
60	5	\$183,881.06
70	1	\$1,000,000.00
80	13	\$427,435.31
90	3	\$135,836.93
9 codes		





Illinois  
State Board of  
Education


# Calculate -- > Single Site LEA Wizard Introduction


 WELCOME


 START

 CALCULATE

 ADD/EDIT


 NARRATE

 SUBMIT

 SUPPORT

FY 2022 ▾

Last saved 2 minutes ago

	Incomplete <sup>Ⓢ</sup>	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
◀ Back	160	\$0.00	\$18,411,138.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Save  Next ▶

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...


## SINGLE-SITE ALLOCATION WIZARD

Based on the Site-Based Expenditure [Enrollment Report](#), we see you are a **Single Site LEA**. This Allocation wizard will provide a Single Site LEA with guided steps in applying ISBE Recommended guidelines to the LEA's uploaded General Ledger. *This workflow is designed explicitly for Single Site reporting entities and will not apply to LEAs with multiple sites this reporting year.*

ISBE recommendations based on Site-Based Expenditure Reporting [Guidance](#) categorize records as Omission, Exclusions, and Inclusion for Site-Based Expenditure Report calculations. In addition, these suggestions classify Standard Administrative Codes and their descriptions per [23 Illinois Administrative Code 100](#) as Omission, Exclusion, Centralized or Site-level Expenditures, and Federal or State/Local Expenditures to calculate per-pupil site-based expenses.

Click the **Begin Allocation Wizard** button below if you are a Single Site LEA and are interested in applying the ISBE recommendations. For more information on the recommendations made by this wizard, see the accounting codes and determinations found in this [spreadsheet](#).

*Note: This wizard and its recommendations also apply to Single Site LEAs choosing to separate their outplacements (and/or call out their Pre-K classrooms).*

Begin Allocation Wizard 



# Calculate -- > Wizard

## Records Identified as Exclusions and Omissions

**4**

WELCOME START SUPPORT FY 2022

**ALLOCATION WIZARD**

Last saved <1 minute ago

**Exclusions and Omissions**

Based on ISBE Guidance for Site-Based Expenditure Reporting (SBER) Calculations, accounting codes may be identified as follows:

- **Omitted** from Site-Based expenditure reporting entirely.
- **Excluded** from Site-Based Per-Pupil expenditure calculations but still reported.
- **Included** in Site-Based Per-Pupil expenditure calculations.

Refer to pages xx-xx in the FY22 SBER Reporting Guidance for a detailed explanation. See also the accounting codes found in this [spreadsheet](#) for the rules used by this wizard.

Analysis of the expenses uploaded by your LEA found the following:

- 1 record(s)** were identified as **Omitted**.
- 25 record(s)** were identified as **Excluded**.
- 120 record(s)** were identified as **Included**.

Click **Next** to continue with *Site-Level and District Centralized* expense identification.

Cancel ✕

**Next >**

Begin Allocation Wizard

# Calculate -- > Wizard

## Records Identified as Site-Level or District Centralized Expenses

WELCOME

START

ALLOCATION WIZARD

Site-Level and District Centralized

Based on ISBE Guidance for Site-Based Expenditure Reporting (SBER) Calculations, accounting codes maybe identified as follows:

- **Site-Level**
- **District Centralized**

See the accounting codes found in this [spreadsheet](#) for the rules used by this wizard.

Analysis of the expenses uploaded by your LEA found the following:

**83 record(s)** were identified as **Site-Level**.

**54 record(s)** were identified as **District Centralized**.

Click **Next** to continue with *Federal, State, and Local* fund identification.

Cancel ✕

< Back

Next >

Begin Allocation Wizard

FY 2022

Last saved 4 minutes ago

Incomplete


160

Centralized

\$0.00

Save

Next >

 **Illinois**  
State Board of  
Education

# Calculate -- > Wizard

## Records Identified as Federal or State/Local Source of Funds

WELCOME

START

ALLOCATION WIZARD

SUPPORT

FY 2022

Incomplete<sup>9</sup>

160

\$

Centralized

\$0.00

Save

Next >>

Federal, State, and Local

Based on ISBE Guidance for Site-Based Expenditure Reporting (SBER) Calculations, accounting codes may be identified as follows:

- Federally funded
- State funded
- Locally funded

See the accounting codes found in this [spreadsheet](#) for the rules used by this wizard.

Analysis of the expenses uploaded by your LEA found the following:

- 17 record(s) were identified as Federally funded.
- 5 record(s) were identified as State funded.
- 133 record(s) were identified as Locally funded.


Click Next to review a summary of the determinations that will be made if you choose to apply them.

Cancel

< Back

Next >

Begin Allocation Wizard

 Illinois  
State Board of  
Education

# Calculate -- > Wizard

## Summary of Recommendations

WELCOME

START

ALLOCATION WIZARD

Review and Confirm

The table below provides insight into the number of records affected when recommendations are applied based on ISBE Guidance for Site-Based Expenditure Reporting (SBER) Calculations.

SUMMARY OF RECOMMENDATIONS	
Omitted	1 record(s) affected
Excluded	25 record(s) affected
Included	120 record(s) affected
Site-Level	83 record(s) affected
Centralized	54 record(s) affected
Federal	17 record(s) affected
State/Local	138 record(s) affected

Click **Confirm** to assign the affected record(s) with ISBE recommended reporting guidelines applicable to Single Site LEAs.

Click **Cancel** if you do not want to apply these recommendations and wish to allocate your expense records manually.

Cancel ✕

< Back

Confirm ✓

Begin Allocation Wizard

4

INCOMPLETE

160

Based on the Site-Based Expenditure Reporting (SBER) Calculations, the following recommendations are applied to the LEA's reporting year.

ISBE recommendations based on Site-Based Expenditure Reporting (SBER) Calculations. In addition, these suggestions classify State/Local Expenditures, and Federal or State/Local Expenditures.

Click the **Begin Allocation Wizard** button by this wizard, see the accounting codes.

Note: This wizard and its recommendations are based on the ISBE Guidance for Site-Based Expenditure Reporting (SBER) Calculations.

SUPPORT

FY 2022


Last saved 13 minutes ago

Centralized

\$0.00

Save

Next >>



Illinois  
State Board of  
Education

# Calculate -- > Allocate

## Review Omissions

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 3 minutes ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87
<div>SaveNext &gt;&gt;</div>								

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...

### ALLOCATE EXPENSES BY RECORD

All Records

Omitted

159 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Description includes

Ledger Total Range

Match All or Any

Inverse Results

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
70E000 8110 660 00 1310	PERM TRANSFER TO ED FUND	\$1,000,000.00	Omitted	0%\$0.00	100% of incl.\$0.00	SBER Enrollment District Centralized
1 (of 160) records						
TOTALS		\$1,000,000.00		\$0.00	\$0.00	



# Calculate -- > Allocate

## Review Exclusions

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved <1 minute ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87

Save

Next >>

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW

### ALLOCATE EXPENSES BY RECORD

All Records

Excluded

135 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Description includes

Ledger Total Range

Match All or Any

Inverse Results

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
10E001 2225 540 00 1310	TECHNOLOGY EQUIPMENT	\$160,227.92	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment Site-Level
10E001 2321 540 00 1310	SUPT. OFFICE ADDL. EQUIP	\$916.27	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment District Centralized
10E001 2520 540 00 1310	BUSINESS OFFICE EQUIPMENT	\$3,665.08	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment District Centralized
10E003 2410 540 00 1310	GEN OFFICE EQUIPMENT	\$2,610.15	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment Site-Level
10E013 1130 540 00 1310	ART ADDL EQUIP	\$526.46	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment Site-Level
10E021 1130 540 00 1310	SCIENCE REPL. EQUIP.	\$994.50	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment Site-Level
10E047 1200 540 00 1310	SPECIAL ED EQUIPMENT	\$1,030.00	Excluded	0% of incl. \$0.00	100% of incl. \$0.00	SBER Enrollment Site-Level
25 (of 160) records	TOTALS	\$911,423.77		\$0.00	\$0.00	



Illinois  
State Board of  
Education

# Calculate -- > Allocate

## Review Federal Source of Funds

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 9 minutes ago

Incomplete <sup>?</sup>	Omitted <sup>!</sup>	Total Expenses	Excluded <sup>!</sup>	Federal	State/Local	Site-Level	Centralized	
<< Back	14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87

Save

Next >>

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...

### ALLOCATE EXPENSES BY RECORD

All Records

Included

Federal 100% (State/Local 0%)

147 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Included

Federal 100% (State/Local 0%)

Description includes

Ledger Total Range

Match All or Any

Inverse Results

All of the above

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
10E000 2560 410 00 4210	FOOD SERVICE FOOD	\$114,906.70	Included	100% of incl. \$114,906.70	0%	SBER Enrollment District Centralized
10E081 2540 410 00 4001	ESSER GRANT PPE SUPPLIES	\$23,073.44	Included	100% of incl. \$23,073.44	0%	SBER Enrollment District Centralized
10E082 2210 332 00 4770	TITLE II CONFERENCES	\$12,088.00	Included	100% of incl. \$12,088.00	0%	SBER Enrollment Site-Level
10E101 1250 215 00 4300	TITLE I FACULTY TRS	\$13,224.50	Included	100% of incl. \$13,224.50	0%	SBER Enrollment Site-Level
10E101 1250 222 00 4300	TITLE I FACULTY HEALTH INS	\$50,992.32	Included	100% of incl. \$50,992.32	0%	SBER Enrollment Site-Level
10E101 1250 319 00 4300	TITLE I INSTR CONTR SERVICE	\$22,655.33	Included	100% of incl. \$22,655.33	0%	SBER Enrollment Site-Level
13 (of 160) records	TOTALS	\$417,608.02		\$417,608.02	\$0.00	



# Calculate -- > Allocate

## Review State/Local Source of Funds

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 15 minutes ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87	<div>Save</div> <div>Next</div>

UPLOAD

DECODE

WIZARD

ALLOCATE

METHODS

PREVIEW

### ALLOCATE EXPENSES BY RECORD

All Records

Included

Federal 0% (State/Local 100%)

53 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Included

Federal 0% (State/Local 1

Description includes

Ledger Total Range

Match All or Any

Inverse Results

to

All of the above

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
10E000 1130 110 00 1310	FACULTY SALARIES	\$3,978,486.35	Included	\$0.00	\$3,978,486.35	SBER Enrollment Site-Level
10E000 1130 120 00 1310	EXTRA CONTRACT - FACULTY	\$10,500.00	Included	\$0.00	\$10,500.00	SBER Enrollment Site-Level
10E000 1130 120 00 1310	ILLNESS-SUBSTITUTE SALAR	\$5,330.00	Included	\$0.00	\$5,330.00	SBER Enrollment Site-Level
10E000 1130 215 00 1310	TRS EMPLR CONTRIBUTION	\$429,426.02	Included	\$0.00	\$429,426.02	SBER Enrollment Site-Level
10E000 1130 215 00 1310	FACULTY TRS HEALTH INS (	\$63,659.22	Included	\$0.00	\$63,659.22	SBER Enrollment Site-Level
10E000 1130 222 00 1310	FACULTY HEALTH INS.	\$445,679.23	Included	\$0.00	\$445,679.23	SBER Enrollment Site-Level
107 (of 160) records	TOTALS	\$10,862,402.47		\$0.00	\$10,862,402.47	





# Calculate -- > Allocate

## Review GL Records identified as Site-Level Expenditures

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 23 minutes ago

	Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87	Save Next >>

UPLOAD

DECODE

WIZARD

ALLOCATE

METHODS

PREVIEW

...

### ALLOCATE EXPENSES BY RECORD

All Records

Included

Site-Level

92 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Description includes

Ledger Total Range

Match All or Any

Inverse Results

68 (of 160) records

TOTALS

\$9,093,037.62

\$260,355.07

\$8,832,682.55

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
10E000 1130 110 00 1310	FACULTY SALARIES	\$3,978,486.35	Included	\$0.00	\$3,978,486.35	SBER Enrollment Site-Level
10E000 1130 120 00 1310	EXTRA CONTRACT - FACULTY	\$10,500.00	Included	\$0.00	\$10,500.00	SBER Enrollment Site-Level
10E000 1130 120 00 1310	ILLNESS-SUBSTITUTE SALAR	\$5,330.00	Included	\$0.00	\$5,330.00	SBER Enrollment Site-Level
10E000 1130 215 00 1310	TRS EMPLR CONTRIBUTION	\$429,426.02	Included	\$0.00	\$429,426.02	SBER Enrollment Site-Level
10E000 1130 215 00 1310	FACULTY TRS HEALTH INS (	\$63,659.22	Included	\$0.00	\$63,659.22	SBER Enrollment Site-Level
10E000 1130 222 00 1310	FACULTY HEALTH INS.	\$445,679.23	Included	\$0.00	\$445,679.23	SBER Enrollment Site-Level



# Calculate -- >Allocate

## Review GL Records identified as District Centralized Expenditures

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 4 minutes ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	18	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$1,972,810.33
<div>UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW</div>								

### ALLOCATE EXPENSES BY RECORD

All Records

Included

District Centralized

112 hidden

Filter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Description includes

Ledger Total Range

Match All or Any

Inverse Results

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
10E000 2310 317 00 1310	BOARD AUDIT FEES	\$23,200.00	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2321 110 00 1310	SUPT. ADMIN. SALARY 1	\$140,248.24	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2321 215 00 1310	SUPT TRS	\$16,565.00	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2321 222 00 1310	SUPT. OFFICE HEALTH INS.	\$18,333.23	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2510 110 00 1310	COMPTROLLER SALARY	\$60,517.13	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2520 222 00 1310	BUSINESS OFFICE HEALTH INS	\$14,228.80	Included	0%	100% of incl.	SBER Enrollment District Centralized
10E001 2641 314 00 1310	PERSONNEL CONTRACT SERVICES	\$14,749.24	Included	0%	100% of incl.	SBER Enrollment
48 (of 160) records		TOTALS		\$42,346.25	\$1,930,464.08	



# Calculate -- > Allocate

## Review Incomplete Records

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 33 minutes ago

Incomplete <sup>?</sup>	Omitted <sup>!</sup>	Total Expenses	Excluded <sup>!</sup>	Federal	State/Local	Site-Level	Centralized			
<< Back	14	\$1,000,000.00	\$12,191,434.26	\$911,423.77	\$417,608.02	\$10,862,402.47	\$9,093,037.62	\$2,186,972.87	Save	Next >>

UPLOADDECODEWIZARDALLOCATEMETHODSPREVIEW...

### ALLOCATE EXPENSES BY RECORD

Incomplete Records

× 146 hiddenFilter

Account Number starts with

Fund starts with

Function starts with

Object starts with

Location starts with

Source starts with

Type (Included/Excluded/Omitted)

Federal & State/Local

Allocation

Allocation Method

Allocation Site

Allocation Category

Description includes

Ledger Total Range

Match All or Any

All of the above

Inverse Results

Account Number	Description	Ledger Total	Type	Federal	State/Local	Allocation
<input type="checkbox"/> 10E000 1205 111 00 3110	SPED FACULTY SALARIES	\$999,719.05	Choose...			Choose...
<input type="checkbox"/> 10E000 1205 112 00 3110	SPED. PARAPROF. SALARY	\$205,439.23	Choose...			Choose...
<input type="checkbox"/> 10E000 1400 111 00 0000	VOCATIONAL TCHR SALARY	\$573,787.11	Choose...			Choose...
<input type="checkbox"/> 10E000 3000 314 00 1310	I-JAG CONTRACTED SERVICE	\$45,000.00	Choose...			Choose...
<input type="checkbox"/> 10E052 2122 111 00 0000	GUIDANCE CTR SALARIES	\$381,945.00	Choose...			Choose...
<input type="checkbox"/> 10E101 1250 112 00 4300	TITLE I TUTOR SALARY	\$239,016.57	Choose...			Choose...
14 (of 160) records		TOTALS		\$5,219,704.29	\$0.00	\$0.00



# Calculate -- > Preview

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last saved 2 minutes ago

Incomplete	Omitted	Total Expenses	Excluded	Federal	State/Local	Site-Level	Centralized	
<< Back	0	\$1,000,000.00	\$17,411,138.55	\$2,734,423.79	\$1,330,990.90	\$13,345,723.86	\$11,815,375.58	\$2,861,339.18

Save

Next >>

UPLOAD

DECODE

WIZARD

ALLOCATE

METHODS

PREVIEW

...

PREVIEW EXPENDITURES PER PUPIL

Please use this tab to preview your sites' per pupil expenditures. *Once all account records are allocated*, this tab will allow you to transfer these per pupil expenditures to the *Add/Edit* page and proceed toward submission.

Please review the site-based expenditures shown below. If adjustments are needed, please make them on the *Allocate* and/or *Methods* tabs and return here for further review. When satisfied, click the *Transfer to Add/Edit* button to transfer your calculated per pupil expenditures to the *Add/Edit* page to proceed with reporting and submission.

LEAs interested in calling out embedded Pre-K classrooms or separating district outplacements can do so and preview them here. Please refer to the [Guidance](#) for more information regarding these options.

☐ Call out embedded Pre-K classrooms

☐ Separate district outplacements

Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
2022	1	605.93	\$25,872.37	\$2,734,423.79	\$18,411,138.55	Transfer to Add/Edit


☐ Preview Total Expenditures instead of Expenditures per Pupil


\*Sites grayed out and struckthrough will be deleted.


Expenditures per Pupil in Dollars					
Site	Enrollment FTE	Funding Source	Site-Level	District Centralized	Total
Any Senior High School	605.93	Federal	\$824.15	\$1,372.48	\$2,196.63
Public School		State/Local	\$18,675.59	\$3,349.79	\$22,025.37
525 Any St, City, IL					
RCDTS 12345678901-0001		Subtotal	\$19,499.73	\$4,722.27	\$24,222.00


Illinois  
State Board of  
Education


# Add/Edit page


 WELCOME


 START

 CALCULATE

 ADD/EDIT


 NARRATE

 SUBMIT

 SUPPORT


FY 2022 ▾


Last modified 6 minutes ago






	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions ⓘ	Total Expenditures	
◀ Back	2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55	Save  Next ▶

## ADD & EDIT EXPENDITURES BY SITE


Filter ▾

1 site 

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 


Expenditures per Pupil in Dollars						
Site	Enrollment FTE	Funding Source	Site-Level	District Centralized	Total	
<b>Any Senior High School</b> <i>Public School</i> 525 Any St, City, IL RCDTS 12345678901-0001 	605.93	Federal	\$824.15	\$1,372.48	\$2,196.63	
		State/Local	\$18,675.59	\$3,349.79	\$22,025.37	
		Subtotal	\$19,499.73	\$4,722.27	\$24,222.00	
District Totals	605.93	Federal	\$824.15	\$1,372.48	\$2,196.63	
		State/Local	\$18,675.59	\$3,349.79	\$22,025.37	
		Total	\$19,499.73	\$4,722.27	\$24,222.00	


◀ < ^ Page All 1 site ▾ > ▶





**Illinois**  
State Board of  
Education


# District Narrative - Public


WELCOME


START

CALCULATE

ADD/EDIT


NARRATE

SUBMIT

SUPPORT

FY 2022 ▾

Last modified <1 minute ago

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
◀ Back	2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55	Save  Next ▶

## DISTRICT NARRATIVE - PUBLIC

The Report Card will not only show your site-based expenditure data but will also show student demographic and summative designation data side-by-side. ISBE offers every district the opportunity to give further context and narrative to accompany these data sets.

When scripting your optional narrative for your district, consider the following guiding questions to help you "tell your story."

- What are you looking for in the data?
- What will principals, teachers, parents, and community members look for in the data?
- What questions are you interested in asking now that you have these data?
- What relationship (if any) do you see between spending and outcomes for students?
- How does these data help you understand your district and tell your story?
- How does your district and community talk about equity, equity of opportunity, spending smart, tradeoffs, and/or return on investment?
- What initial takeaways or action step ideas do you have from the data?

**SAMPLE NARRATIVE A**

*Lumos School District is proud to serve students from diverse backgrounds. Given the many opportunities we want to provide for our students, making the most of every dollar we receive is very important to us. Sometimes we have to make hard choices, since we are only funded to 65% adequacy. This is the second year that we have been able to examine our spending by site. We look forward to using our data to inform our FY23 budget and coordinate with our district and school leaders and community in order to make sure that we are spending in a way that provides equity of opportunity to every school and every student.*

**SAMPLE NARRATIVE B**

*Nox School District prioritizes serving all students to the best of our ability. These data show how we allocate resources for the sake of serving students. Overall, the amount of spending varies by school due to a lot of factors. For example, our smaller schools do not benefit from the same economies of scale as our larger schools and therefore have somewhat higher per-pupil expenditures. Also, different schools have different needs based on the students that they serve. We also needed to make some emergency expenditures this year to protect student health and ensure that learning could continue remotely. Some of these expenditures benefited all students; other expenditures were targeted to support our most vulnerable students. Our challenge for the year ahead will be to examine how changes to our allocation decisions can affect what principals and teachers are able to accomplish with students even in uncertain circumstances. We will ground our examination in our district strategic plan and goals for all children, which highlight the need to provide rigorous and supportive environments across all schools.*

[read less](#)


Please tell your optional, public story here...


Public Narrative


4000 characters remaining





# District Notes - Internal


 WELCOME


 START

 CALCULATE

 ADD/EDIT


 NARRATE

 SUBMIT

 SUPPORT

FY 2022 ▾

Last modified 2 minutes ago

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
« Back	2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55	Save  Next »


## DISTRICT NOTES - INTERNAL

Any notes entered into this space will only be visible to ISBE and to your district. ISBE is happy to offer every district the opportunity to make notes regarding this year's reporting process in order to memorialize the process for future years. *All information submitted through this application is subject to the Freedom of Information Act (FOIA).*

When determining what to note in this optional space, consider the following possible topics to address.

- What was difficult in this year's reporting? How did you address the difficulty?
- What allocation methodologies did you use for individual district centralized expenditures that you most want to remember/log? (Line items capturing large quantities of funds or for which you made a particularly deliberate allocation methodology choice may be most worthy of noting here.)
- What will ensure that these data are comparable year over year?

Please enter your optional, internal notes here...

 Internal Notes

4000 characters remaining



# Submit Page

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Last modified 12 minutes ago

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures
« Back	2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55


Submit

## VERIFY & SUBMIT EXPENDITURE REPORT

Your district **Site-Based Expenditure Report** for FY 2022 is ready for submission. Please review the draft below.

When satisfied, click **Submit** to submit your expenditures, narrative, and notes to ISBE and complete this process.  
*Note: Once submitted, no further changes may be made.*

Site-Based Expenditure Report - ISBE Site-Based Expenditures1 / 1100%+

**Illinois State Board of Education**

**Site-Based Expenditure Report**  
FY 2022

Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	Submitted
2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55	—

### DISTRICT PUBLIC NARRATIVE

*District public narrative not provided.*

### EXPENDITURES PER PUPIL BY SITE

Site	Enrollment FTE	Funding Source	Expenditures per Pupil in Dollars		
			Site-Level	District Centralized	Total
<b>Any Senior High School</b>	605.93	Federal	\$824.15	\$1,372.48	\$2,196.63
Public School		State/Local	\$18,675.59	\$3,349.79	\$22,025.37
525 Any St, City, IL, RCDTS 12345678901-0001		Subtotal	\$19,499.73	\$4,722.27	\$24,222.00
<b>Public Narrative</b> <i>Site-level public narrative not provided.</i>					
		Federal	\$824.15	\$1,372.48	\$2,196.63
		State/Local	\$18,675.59	\$3,349.79	\$22,025.37
<b>District Totals</b>	605.93	Total	\$19,499.73	\$4,722.27	\$24,222.00

Last Modified 6/27/2022 11:10 PM





# Submit Page – submission completed, available feedback survey

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022

Submitted 1 minute ago

READ ONLY	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions ⓘ	Total Expenditures
« Back	2022	1	605.93	\$24,222.00	\$2,734,423.79	\$17,411,138.55

## VERIFY & SUBMIT EXPENDITURE REPORT

Reporting District

Fiscal Year

Submitted At

Submitted By

Any CUSD 123

2022

Jun 27, 2022 11:25:48 PM

User Name

Download Final Report

Export to Excel

Edits to submissions may be made until August 31, 2022.  
To re-open your submission for editing, please click [HERE](#) and select "Un-submit – for immediate attention" as the topic area. You may also send an email to [site-based@isbe.net](mailto:site-based@isbe.net)

## FEEDBACK SURVEY

Thank you for submitting your district's FY 2022 site-based expenditure data. Please fill out the survey below to share your experience of data calculation and submission and inform ISBE's continuous improvement.

1. Approximately how much time did it take your school district to calculate, compile, and submit your FY 2022 site-based expenditure data?

☐ Under 4 hours

☐ 4-8 hours

☐ 8-12 hours

☐ 12-16 hours

☐ 16 hours or more

2. How did you calculate and compile your FY 2022 site-based expenditure data?

☐ ISBE-provided online calculations

☐ ISBE-provided Excel Data Calculation Template

☐ Vendor-provided report/calculations

☐ Off-sheet calculations or another custom approach following ISBE reporting guidance

3. How frequently is your district using site-based expenditure data in your regular financial cycles?

☐ Rarely. We only look at it for the purpose of calculating, compiling, and submitting the data during the reporting window.

☐ Occasionally. We spend time during and after the reporting window analyzing the data to see what it shows.


☐ Sometimes. We check on our site-based expenditure data not only during and after the reporting window but also when we start budgeting for the next fiscal year.


☐ Frequently. Analysis of site-based data expenditure data is a regular fixture of our district discussions on equity and student investments.


Finish





# Start -- > Software/ Vendor Approach


WELCOME


START

IMPORT

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022 ▾

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
« Back	2022	0	0	—	—	\$0.00	Next »

## GETTING STARTED

Your responses to the questions below will help us guide you through Site-Based Expenditure Reporting. Once enabled, the Next » button above will walk you through the steps needed to submit your report. As always, in-depth explanation of all things site-based can be found in the [SBER Guidance](#).

**Need help?** Click the floating ? button below to send us a question at any time.

Select the option below that best describes how you are calculating and compiling your FY 2022 site-based expenditure data.

☐ **RECOMMENDED** I would like to use the ISBE online tool to calculate my site-based per-pupil expenditures. *This option replaces the ISBE Excel calculation workbook.*

☒ My accounting software/vendor calculates site-based per-pupil expenditures.

☐ I use an off-sheet (custom) approach following ISBE reporting guidance.

Which accounting software/vendor calculates your site-based per-pupil expenditures?

☐ Chalkable

☒ Skyward

☐ Power School

☐ Forecast 5 Analytics

☐ PMA

☐ Specialized Data Systems (SDS)

☐ Tyler Technology / Vision / SisFin

☐ Kirtley Tech - CIMS Weidenhammer EMS FMS Alio


☐ Software Unlimited Inc. (SUI)


☐ Computer Information Concepts / Infinite Campus

☐ Rycor Software

☐ Other:

You have 2 options for getting your calculation results into this website. You can either upload them using the ISBE Excel import template<sup>1</sup> or you can key them in manually<sup>1</sup>.

  
IMPORT  
[Use template and upload »](#)

  
ADD/EDIT  
[Key results in manually »](#)

?



# Start -- > Off-Sheet Approach

WELCOME

START

IMPORT

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FY 2022

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
« Back	2022	0	0	—	—	\$0.00	Next »

## GETTING STARTED

Reset

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☐ My accounting software/vendor calculates site-based per-pupil expenditures.

☒ I use an off-sheet (custom) approach following ISBE reporting guidance.

Which accounting software/vendor provides ledger/expenditure input to your off-sheet calculations?

☐ Chalkable

☒ Skyward

☐ Power School

☐ Forecast 5 Analytics

☐ PMA

☐ Specialized Data Systems (SDS)

☐ Tyler Technology / Vision / SisFin

☐ Kirtley Tech - CIMS Weidenhammer EMS FMS Alio

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IMPORT

Use template and upload »


ADD/EDIT


Key results in manually »


?





# Import tab – Data Import Template


WELCOME


START

IMPORT

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022 ▼

	Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions	Total Expenditures	
« Back	2022	0	0	—	—	\$0.00	Next »


## IMPORT EXPENDITURES FROM DATA IMPORT TEMPLATE

This page is **optional** and is for use only by LEAs wishing to upload their expenditure data rather than entering the data manually. This page allows LEAs to upload their expenditure data using any Excel file that matches the [specifications](#) of the **Data Import Template** available below. LEAs preferring to enter expenditure data manually should skip ahead to the [Add/Edit](#) page.


The **Site-Based Expenditure Reporting (SBER) Data Import Template** is available for LEAs wishing to upload their calculated data directly to IWAS instead of manually entering their calculated data on the [Add/Edit](#) page. LEAs may also upload data prepared through a vendor if the upload format matches this Data Import Template. This data import template will likely be most beneficial for larger LEAs and/or those who prefer working with Excel. The template can be prepopulated with default sites and enrollments.

### Select Data Import Template options


- ☐ Include default sites and enrollment
- ☐ Call out embedded Pre-K classrooms
- ☐ Separate district outplacements
- ☐ or Export existing data\*

Download Import Template  ▼

Click the *Upload* button below to select a completed *Data Import Template* for upload, validation, and review. A district-level summary of the selected file should then appear. It may be followed by a table displaying errors preventing certain highlighted fields from being imported. Errors may be corrected in Excel and then re-uploaded or may be corrected directly on the [Add/Edit](#) page that follows. **Be sure to click Save before continuing to the next page.**

Upload 

No template file selected (\*.xlsx)

/ FY 2022 



# Data Import Template, blank (available on Import screen)

	A	B	C	D	E	F	G	H	I	J
1	ISBE Site-Based Expenditures	RCDT Code	Total Enrollment FTE	Site Count	Per Pupil	Exclusions	Fiscal Year	Total Expenditures	Download Date	
2	Any District CUSD 123	26062185026	0	0	#DIV/0!		2022	\$0.00	June 24, 2022 4:03:29 PM	
3	Site Name	RCDT's Code	Subgroup Code	Enrollment FTE	Site-Level Expenditures per Pupil <b>Federal</b>	Site-Level Expenditures per Pupil <b>State/Local</b>	District Centralized Expenditures per Pupil <b>Federal</b>	District Centralized Expenditures per Pupil <b>State/Local</b>	Public Narrative (For Report Card)	Internal Notes (For District and ISBE Use Only)
4										
5										
6										
7										
8										
9										
10										

	A	B	C	D	E	F
1	ISBE Site-Based Expenditures	RCDT Code	Total Enrollment FTE	Site Count	Per Pupil	
2	Any District CUSD 123	26062185026	0	0	#DIV/0!	
3	Site Name	RCDT's Code	Subgroup Code	Enrollment FTE	Site-Level Expenditures per Pupil <b>Federal</b>	Site-Level Expenditures per Pupil <b>State/Local</b>
4						

	G	H	I	J
1	Exclusions	Fiscal Year	Total Expenditures	Download Date
2		2022	\$0.00	June 24, 2022 4:03:29 PM
3	District Centralized Expenditures per Pupil <b>Federal</b>	District Centralized Expenditures per Pupil <b>State/Local</b>	Public Narrative (For Report Card)	Internal Notes (For District and ISBE Use Only)
4				



# Add/Edit Page (Blank)

WELCOME

START

CALCULATE

ADD/EDIT

NARRATE

SUBMIT

SUPPORT

FY 2022 ▾

Fiscal Year	Sites	Enrollment	Per Pupil	Exclusions ⓘ	Total Expenditures
◀ Back	2022	1	605.93		\$0.00
					Save  Next ▶▶

## ADD & EDIT EXPENDITURES BY SITE

Filter ▾1 site

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Expenditures per Pupil in Dollars						
Site	Enrollment FTE	Funding Source	Site-Level	District Centralized	Total	
<b>Any Senior High School</b> <i>Public School</i> 525 Any St, City, IL RCDTS 12345678901-0001 	<input type="text" value="605.93"/>	Federal	<input type="text"/>	<input type="text"/>	\$0.00	
		State/Local	<input type="text"/>	<input type="text"/>	\$0.00	
		Subtotal	\$0.00	\$0.00	\$0.00	
		<div><div>Any narrative written here will accompany the data above on the Report Card. Click the help icon ⓘ below for more information.</div><div>Any notes provided here are viewable only by the district and ISBE.</div></div> <div><div> Public Narrative ⓘ</div><div> Internal Notes</div></div>				
District Totals	605.93	Federal	\$0.00	\$0.00	\$0.00	
		State/Local	\$0.00	\$0.00	\$0.00	
		Total	\$0.00	\$0.00	\$0.00	

◀◀ < ^ Page All 1 site ▾ > ▶▶




# IWAS System: Support Page

 WELCOME

 START

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FY 2022 ▼

## SEND US A QUESTION

This page can be used to send us questions about Site-Based Expenditure Reporting.

Please confirm your contact information and then ask your question below.

### Contact Information

Name

Email Address

Phone Number

### Your Question

choose a topic...

ask your question(s) here...

Send Question



**Illinois**  
State Board of  
Education

**Please raise your hand or type in the question box  
for questions & clarifications**

**Any questions not answered will be addressed in individual follow-ups or FAQ  
documents posted at [www.isbe.net/site-based](http://www.isbe.net/site-based)**

**This webinar's slides and recordings will be posted to [www.isbe.net/site-based](http://www.isbe.net/site-based)**

**OFFICE HOURS** to discuss Site-Based Expenditure Reporting with the ISBE team are available every **Thursday** from **9:00 a.m. to 12:00 p.m.** July 7<sup>th</sup> through August 25<sup>th</sup>. **To sign up for a 15-minute slot, visit <https://calendly.com/site-based>**

**THANK YOU**

**Up next: Q&A**