



December 30, 2019

Re: ESSA Financial Transparency Requirement for the 2018-19 School Year

Dear State Aid Designee:

I am writing to inform you of the release of the ESSA Financial Transparency Requirement Guidance for School Business Officials. Beginning today, school districts may begin to submit 2018-19 school year actual expenditures through the NYS Business Application Portal, available at <https://portal.nysed.gov/abp>. The Guidance document provides detailed instructions on the preparation of your financial data and how to log on and submit through the portal. **All school districts are required to submit district- and school-level data in accordance with this guidance by March 1, 2020.**¹

As you may know, the Federal Every Student Succeeds Act requires that, beginning with the 2018-19 school year, all local education agencies (LEAs) in the state must report actual per pupil expenditures in various categories after the completion of the school year. The information in this letter and Guidance are NYSED's process for compliance with this Federal requirement.

Please log on to the NYS Business Application Portal and the ESSA Financial Transparency Form in IDEX as soon as possible to confirm the correct inclusion of the schools in your district, and to become familiar with the form and the required data.

To assist you and your school district in this task, please be advised that NYSED will announce training opportunities in early 2020. In addition, other information can be found at, and questions directed to, the follow locations:

- More information about this requirement and report is available here: <http://www.nysed.gov/essa/financial-transparency>. NYSED will continue to update this link with new information, including an FAQ for the submission process, which will be available at this link in January.
- For questions about the ESSA Fiscal Transparency requirement, please contact us at: ESSAFinTrans@nysed.gov or (518) 486-2266.
- To resolve any questions related to user accounts, password resets, the SEDDAS application, and assistance with the Business Portal, please contact the SEDDAS Help Desk at SEDDAS@nysed.gov.

¹ Charter schools currently report actual expenditure data pursuant to section 100.19 of the Commissioner's regulations, which satisfies the ESSA financial transparency reporting requirements for the 2018-2019 school year. Charter schools will begin reporting actual expenditures pursuant to the process outlined in this letter and guidance.

- For General ESSA-related questions, other than financial transparency reporting, please contact the Office of Accountability at ACCOUNTINFO@nysed.gov.

Thank you for your attention to this matter.

Sincerely,



Brian S. Cechnicki
Director of Education Finance

cc: BOCES District Superintendents
School District Superintendents