

# METHOD FOR CALCULATING PER-PUPIL EXPENDITURE (PPE)



## WHY CALCULATE PER-PUPIL EXPENDITURE?

The per pupil expenditures of Federal, State, and Local funds, including actual personnel expenditures and actual non-personnel expenditures of Federal, state and local funds, disaggregated by source of funds, for each local educational agency and each school in the state for the preceding fiscal year. The Utah State Board of Education (USBE) implemented board rules (R277-483) to define the calculation for this amount to meet federal requirements.

All amounts used to calculate the PPE are audited financial and pupil data from the District and Charter Schools. USBE only provides a means in calculating, allocating, and determining exclusion amounts.

## WHO IS REQUIRED TO REPORT PER-PUPIL EXPENDITURES?



Districts and Charter Schools are considered reporting entities or Local Education Agencies (LEAs). According to the ESSA requirement, each school must report PPE. LEAs with multiple schools or locations are to report by location codes (School IDs). These codes are provided through USBE's CACTUS system to the LEA and school when the school files for an application to open for enrollment.

## HOW IS PER-PUPIL EXPENDITURE CALCULATED?

Per-pupil expenditures are calculated by adding Location and Central Expenditures, and dividing by the average daily membership:



### 1. LOCATION EXPENDITURES

These are Expenditures that can be coded to each school. An example may be the principal or teachers, and activities related to:

- **Instruction-** Activities dealing directly with the interaction between teachers and students. Teaching may be provided in the classroom or in another location or other means of providing instruction.
- **School Administration-** Activities with directing and managing the operation of a school. This includes principals, assistant principals, clerical staff, and others that may fit under school administration.

## 2. CENTRAL EXPENDITURES

These are expenditures that cannot be easily identified at the school or location level.

Examples may include:

- **Student Transportation** - transportation of pupils to and from school, school activities, and other operations related to services to maintain pupil transportation.
- **District Administration**
- **Central Services**
- **Enterprise Services**



## 3. LOCATION OR CENTRAL EXPENDITURES (SEE FIGURE 1)

Some of these expenditures (depending on local policies and/or size of school or LEA) can be coded either at the Location and/or Central Level. An example may be a District that has a director over school counselors. The director would be at the Central Level and the school counselors would be at their respective Location Levels.

- **Student Support**- These are staff or activities that are designed to assess and improve the well-being of students and supplement the teaching process. Student support includes services provided by school social workers, guidance counselors, speech and language specialists, and school psychologists. They may provide support to a single location or multiple locations.
- **Staff Support or Central Office Staff and Operations**
- **Building Operation and Maintenance**
- **Food Services**



## EXCLUSIONS



Tax Increment Financing Fund, Internal Service Fund, Trust & Agency Fund, Property/Debt related to Facilities Acquisition, Construction Services, and Debt Services, Community Services, and Adult Education are considered exclusions. Including these types of expenses in the calculation of per-pupil expenditures could skew the calculation or impact year-to-year comparisons.

FIGURE 1: CENTRAL AND LOCATION CONFIGURATIONS:

