**Smart Schools Bond Act**

**Completing the Revised Smart Schools Investment Plan**

**to Meet the New Requirement to Share Certain Transportable**

**School Connectivity Items with Nonpublic Schools**

In the 2017-18 Enacted Budget, the Legislature and Governor amended the procedures used to calculate the per pupil loan amount for nonpublic schools. Due to this change, school districts that meet the criteria below may have an additional nonpublic loan allocation for School Connectivity items that were NOT previously included in the calculation of the nonpublic loan allocation. [[1]](#footnote-2)

This change ONLY applies to the following school districts:

1. Those that have nonpublic schools located within their boundaries; and
2. NOT already met the $250/per pupil nonpublic maximum SSBA loan amount; and
3. Have an application that reflects acquiring classroom learning technology equipment or devices, (such as interactive whiteboards, computer servers, and desktop, laptop, and tablet computers,) including budgeting for certain transportable School Connectivity investments.

The 2017-18 Enacted Budget language (Chapters 54 and 59 of the Laws of 2017) changed the nonpublic technology loan calculation to include certain additional school connectivity items that were, or will be, budgeted for under the School Connectivity category. Items from the School Connectivity category that are eligible for the Nonpublic Loan Program are connectivity devices that are portable. This would exclude any item that cannot be moved easily, as well as items that are ancillary hardware or do not directly improve Internet connectivity.

The School Connectivity items that should now be included in the calculation of the total nonpublic loan includes certain portable hardware, network, access and internal connection and components, such as:

* Computer Servers
* Storage devices
* Routers/Gateway Appliances
* Firewalls/Security devices
* Switches
* Wireless Access Points and Attached Antennae
* Controllers
* Modules
* Transceivers
* Power supply devices, connectors, terminals and power cords purchased specifically for an SSBA device included in the current application.

In districts with SSBA funds budgeted for these items under the School Connectivity category, this new calculation will have the effect of increasing the amount available to nonpublic schools for loans – up to the $250/pupil maximum, which remains unchanged.

**Nonpublic Schools’ Choice of Items**

The list of items that a nonpublic school may choose for their students includes the School Connectivity items listed above, as well as any previously eligible items under the Classroom Learning Technology category.

In addition to the exclusions already mentioned, subscription fees, product or equipment leases, professional development, software or applications (other than those necessary to operate SSBA-funded hardware optimally,) fees or other administrative costs are ineligible. These items are considered operational costs, not capital expenditures, which makes them ineligible for Smart Schools funding. SSBA funds cannot be utilized for soft (or operational) costs as they would not meet requirements for tax-exempt financing.

Please refer to the [SSBA Hardware, Software, License and Fees Policy](file:///C:\Users\alolik\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\P7FHDNHH\Hardware%20Warranties\SSBA%20Hardware_Software%20Policy_2018_final.docx) on the Smart Schools website for additional guidance.

It is highly recommended that a school district contact the Smart Schools team in the New York State Education Department’s Office of Educational Management Services at [Smartschools@nysed.gov](mailto:Smartschools@nysed.gov) with any questions about item eligibility.

**Implementation**

To implement these requirements, we have redesigned the Smart Schools Investment Plan application that districts complete to begin the process. **It is important to note that the narratives and data in any SSIP that is currently in Submitted status will have been transferred automatically to the new form, saving districts from having to re-enter existing information.**

Districts with nonpublic schools that have budgeted funds in the School Connectivity category will now enter them in separate tables to show the loanable and nonloanable items, based on the eligible list above. The loanable items will be included in a separate Nonpublic Loan Calculator for School Connectivity. They will also continue to enter all Classroom Learning Technology expenditures, if applicable, in the existing Nonpublic Loan Calculator in that section.

There will be a new Category section in the SSIP application that combines these two amounts to show the total Nonpublic Loan Amount required under the current Plan, plus any from all previously approved SSIP(s). (This new Nonpublic page will not show up for districts that did not have nonpublic schools in 2014-15.) Note that the system will ensure that the cap of $250 per nonpublic student is not exceeded across all previously approved SSIPs, when combined with the new SSIP loan amount calculated in the proposed SSIP.

**Steps to Complete the New SSIP**

In this section, we will detail the specific changes in the Overview, School Connectivity, Classroom Learning Technology and the new Nonpublic Loan categories. There are no changes to the Community Connectivity, Prekindergarten Classrooms, Transportable Classroom Units or High-Tech Security, as they have no impact on the nonpublic loan calculation.

**Overview**

* Question #5 has replaced the previous choice from “N/A” to explain why the district’s nonpublic enrollment count may now be different than it was in 2014-15, which the statute requires as the basis for calculating the nonpublic loan amount. We will contact you to discuss if you make this selection.

|  |  |  |
| --- | --- | --- |
| 5. | Does your district contain nonpublic schools? | |
| \_\_\_ Yes  \_\_\_ Yes, but they have since closed or moved out of district  \_\_\_ No | |

* Question #12 is a new table that will automatically complete the 2014-15 public and nonpublic enrollments from the SED BEDS System. As a reminder, these figures are used to calculate the nonpublic loan share based on 2014-15 enrollments, as required. However, once that amount is calculated it must be shared equitably with the nonpublic schools and students that exist at the time of approval.

1. 2014-15 K-12 Enrollment to calculate Nonpublic Sharing Requirement

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Public Enrollment | Nonpublic Enrollment | Total Enrollment | Nonpublic Percentage |
| Enrollment | 13,756 | 207 | 13,963.00 | 1.48 |

This table will be repeated in the School Connectivity, Classroom Learning Technology and Nonpublic Schools sections for easy reference.

* Question #13 has been refined and made automatic. It will transfer and sum the sub-allocations from each category and compare it to the total value of expenditures listed in each to highlight any differences that need to be reconciled prior to submitting the plan.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Sub-Allocations | Expenditure Totals | Difference |
| School Connectivity | 6,419,489.00 | 6,419,015.00 | 474.00 |
| Connectivity Projects for Communities | 0.00 | 0.00 | 0.00 |
| Classroom Technology | 851,696.00 | 970,897.00 | -119,201.00 |
| Pre-Kindergarten Classrooms | 0.00 | 0.00 | 0.00 |
| Replace Transportable Classrooms | 0.00 | 0.00 | 0.00 |
| High-Tech Security Features | 3,669,689.00 | 3,669,692.00 | -3.00 |
|  | Nonpublic Loan | 12,816.30 | 0.00 | 12,816.30 |
|  | **Totals:** |  |  |  |

1. Enter the budget sub-allocations by category that you are submitting for approval at this time. If you are not budgeting SSBA funds for a category, please enter 0 (zero.) If the value entered is zero, you will not be required to complete that survey question.

**School Connectivity**

* This category has the majority of the changes to the SSIP to account for the new nonpublic loan share requirement discussed above. Because not all expenditures in this category count towards the nonpublic calculation (unlike Classroom Learning Technology where all of the expenditures are counted towards the nonpublic loan amount,) the budget tables and expenditure tables must be split into “Loanable” vs. “Non-loanable” items and amounts. Using the list of loanable items above, place those items, quantities, prices and total amount into the table at Question 10 and the non-loanable items in the table at Question 11.
* **Districts that do not have nonpublic schools should include all expenditures under “Non-loanable.”**
* **Note that for districts that had nonpublic schools in 2014-15, budgeted expenditures in this category and have already submitted an SSIP since April 15, 2017, the system has pre-populated the Non-Loanable Budget Items table with what was in your existing, submitted SSIP.** Once again, referring to the list of loanable items, you will need to move the loanable items to the Loanable Budget Items in Question 10. SED SmartSchools staff will work directly with these districts if there are any questions about which items should be moved into this table.

* **Districts starting a new SSIP will see zeros in both tables to start.**

1. Loanable Budget Items

|  |  |  |  |
| --- | --- | --- | --- |
|  | Public Allocations | Estimated Nonpublic  Loan Amount | Estimated Total Sub-Allocations |
| Network/Access Costs | (No Response) | 0.00 | 0.00 |
| School Internal Connections and Components | (No Response) | 0.00 | 0.00 |
| Other | (No Response) | 0.00 | 0.00 |
| **Totals:** | **0.00** |  |  |

You will notice that the nonpublic sharing calculation is now done more simply. The district enters the allocation they plan for their public students and the table will now calculate, based on the percentage of the total district enrollment represented by the nonpublic students shown in Question #12 above, the estimated nonpublic loan amount as an additional amount that gets added to the public allocation to derive the estimated total sub-allocation by line and in total. The final, total nonpublic loan amount will be calculated after the district completes the Classroom Learning Technology category, if applicable. The calculation result from each category (School Connectivity and Classroom Learning Technology) will be copied over into the final, new category of Nonpublic Schools at the end of the SSIP.

1. Non-Loanable Budget Items

|  |  |  |
| --- | --- | --- |
|  |  | Sub-Allocation |
| Network/Access Costs | 4,015,336 |
| Outside Plant Costs | 86,285 |
| School Internal Connections and Components | 1,795,740 |
| Professional Services | 522,128 |
| Testing | 0 |
| Other Upfront Costs | 0 |
| Other Costs | 0 |
|  | **Totals:** | **6,419,489** |

* Question #12 table will automatically summarize the two loanable and non-loanable totals above, (#10 and #11.)

12. School Connectivity Totals

|  |  |
| --- | --- |
|  | Total Sub-Allocations |
| Total Loanable Items | 0.00 |
| Total Non-loanable Items | 0.00 |
| **Totals:** |  |

* Questions #13 and #14 tables will be the most likely areas for confusion and potential mistakes by users. The previous version of the SSIP had just one table for all of the School Connectivity expenditures, both public and nonpublic. To implement the new nonpublic loan sharing requirements, all public expenditures need to be separated into loanable items (#13) or non-loanable items (#14) to align with the two budget tables in #10 and #11, above.
* **NOTE: Unlike the previous SSIP, ONLY public expenditures are to be entered in #13 and #14 tables. Nonpublic expenditures will be entered in the new Nonpublic Category at the end of the SSIP.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Select the allowable expenditure type. Repeat to add another item under each type. | **PUBLIC** Items to be Purchased | Quantity | Cost Per Item | Total Cost |
| Wireless Access Points | Meraki MR-32 | 12 | 205.00 | 2,460.00 |
| **Totals** |  | **12** | **205.00** | **2,460.00** |

13. Public Loanable Expenditures

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Select the allowable expenditure type. Repeat to add another item under each type. | **PUBLIC** Items to be Purchased | Quantity | Cost Per Item | Total Cost |
| Network/Access Costs | Replacement of all building LAN fiber for 10Gb connectivity | 1 | 176,340.00 | 176,340.00 |
| **Totals** |  | **1** | **176,340.00** | **176,340.00** |

14. Public Non-Loanable Expenditures

**Classroom Learning Technology**

* There are no changes to the narrative questions #1 - #11, except for references in #6 and #8 to the redesigned Instructional Technology Plan (ITP) that districts file with the SED Office of Educational Design and Technology. As a reminder, each district must have a current ITP filed with that Office before submitting an SSIP.
* Questions #12 and #13: After displaying again the calculation of the nonpublic enrollment as a percentage of the total district enrollment in #12, that share is used in #13 to provide the estimated nonpublic loan dollar amounts for each sub-category.



* These amounts are estimated because, when combined with any loan amounts from the School Connectivity category, they may exceed the $250 nonpublic loan per pupil “cap” specified in the Smart Schools Bond Act statute.
* Question #14: Like the School Connectivity expenditures, please do not list any nonpublic loan expenditures here. Nonpublic expenditures will be entered in the new Non-Public Schools category at the end of the SSIP.

**Nonpublic Schools**

* This is an entirely new section of the SSIP. The change to include certain School Connectivity items in the calculation of the total nonpublic loan share necessitated a page to combine both that amount and that generated, as before, by all of the budgeted Classroom Learning Technology items.
* Additionally, this new section will provide a separate, complete Expenditure Table just for the planned nonpublic expenditures. As with the other categories, if these change significantly after approval of the SSIP, the district will need to file an amendment prior to claiming reimbursement.
* Questions #1 and #2 have not changed and are self-explanatory. Question #3 is a repeat of the nonpublic enrollment percentage table, for reference.
* Question #4, the Nonpublic Loan Calculator, has been expanded to account for the new requirement regarding School Connectivity. It also has been automated to pre-populate all of the cells (except for the optional Additional Nonpublic Loan amount that some districts may want to use to provide more funds than are minimally required.)

**4. Nonpublic Loan Calculator**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Loanable School Connectivity | Loanable Classroom Technology | Additional Nonpublic Loan (Optional) | Estimated Per Pupil Amount - This Plan | Previously Approved Per Pupil Amount(s) | Cumulative Per Pupil Loan Amount | Final Per Pupil Loan Amount - This Plan | Final Total Loan Amount - This Plan |
| Required Nonpublic Loan | 0.00 | 864,512.30 |  | 61.91 | 0.00 | 61.91 | 61.91 | 12,816.30 |
| Final Adjusted Loan  - (If additional loan funds) | 0.00 | 851,696.00 | (No Response) | 61.91 | 0.00 | 61.91 | 61.91 | 12,816.30 |

The two rows of data will be identical, unless a district enters additional loan amounts, as discussed above. In that case, the second row will be recalculated with the additional amount included. Districts may **only** provide additional loan funds up to the statutorily established “cap” of $250 per nonpublic pupil.

* Question #5 will also be populated automatically with the results from what has been entered into the SSIP so far, combined with any previously submitted or approved SSIP’s to provide the final nonpublic per pupil amount and the total loan amount for the current SSIP and all previous SSIP’s, along with the final cumulative amounts.

**4. Nonpublic Loan Calculator**

|  |  |  |
| --- | --- | --- |
|  | Final Per Pupil Amount | Final Nonpublic Loan Amount |
| Previously Approved Plans | 0.00 | 0.00 |
| This Plan | 61.91 | 12,816.30 |
| Total | 61.91 | 12,816.30 |

* Question #6 is the Expenditure Detail table for **ONLY** the nonpublic expenditures planned under this SSIP. If these change significantly after approval of the SSIP, the district will need to file an amendment prior to claiming reimbursement.

**Contact Information**

**Smart Schools Program Questions:** Please contact the New York State Education Department Office of Educational Management Services.

Telephone: (518) 474-2487

Email: [Smartschools@nysed.gov](mailto:Smartschools@nysed.gov)

**Capital Project Questions:** Please call the New York State Education Department Office of Facilities Planning at (518) 474-3906.

Visit <http://www.p12.nysed.gov/mgtserv/smart_schools/> for additional information.

1. Any school district that meets the criteria [↑](#footnote-ref-2)