



FRAM & SEEK Funding

Brad Blunt, Data Controller & Samantha Engstrom, Resource Management Analyst
Office of Administration & Support
Division of Support Services



Agenda

- ▶ Overview of SEEK At Risk ADM
- ▶ Introduction to Meal Status in IC
- ▶ Data Quality



Decisions will be made based
on your district's data...

...the quality of those decisions
will be based on the quality of
your data.



In comparing SY 14–15 to SY 15–16 At Risk SEEK

We have winners...

District	Amount
District A	\$883K
District B	\$418K
District C	\$381K

...and we have losers

District	Amount
District D	-\$35K
District E	-\$81K
District F	-\$99K



SEEK funding formula [702 KAR 3:270](#)

- Section 1(1) "At-risk student amount" means 15% of the **per pupil guaranteed base funding amount** calculated pursuant to KRS 157.360 times the sum of the average daily membership of students approved for **free meals** the prior fiscal year and the number of state agency children served pursuant to KRS 158.135.
- Section 2(h) The prior year average daily membership of students approved for **free lunch** reported through the student information system.



Facts About SEEK At Risk

- ▶ Only FREE meal/SES status is used for SEEK At Risk based on the last meal status in Infinite Campus.
- ▶ At Risk data is extracted from the Infinite Campus State reporting warehouse on the 2nd Friday of June for use in the SEEK calculation for the upcoming year.*
- ▶ Average Daily Membership (ADM) – Aggregate days membership of pupils in a public school divided by the actual number of days the school is in session.

*State Reporting data warehouse is a direct pull from your district data





SEEK At Risk Report

Students are assigned a meal/SES status in Infinite Campus

SEEK At Risk ADM report only displays students whose last meal/SES status is Free

Free meal/SES status is combined with the enrollment records to be displayed on the SEEK At Risk ADM Report

FRAM Module: Tracking Meal Status in Campus



Image courtesy of Serge Bertasius at FreeDigitalPhotos.net



FRAM: Meal Status in IC

- ▶ FRAM module in IC collects meal status data
 - ▶ Federal/state reports are pulled from here
- ➔ Important to have accurate meal status data here



FRAM: Meal Status Data Entry

Four methods for entering meal status:

1. Eligibility tool – manual entry
2. POS data import
3. Household application tool
4. Direct Certification import

Summary of Infinite Campus Tools

Tool	Purpose	Non-CEP	Partial CEP	Full CEP
Eligibility	Manual entry of eligibility; review student eligibility	IC POS Only ¹	✓	✓
Eligibility Import Wizard - POS Data Import	Migrate meal status data from POS to IC	✓	✓ ²	
Eligibility Import Wizard - Direct Certification Import	Match DC data to IC student data for directly certifying students	IC POS Only ¹	✓	✓
Household Application	Enter household data to obtain student meal status	IC POS Only ¹	✓	✓

¹Only applicable to districts using IC as their food service POS.

² Import meal status data only for the non-CEP schools



FRAM Eligibility Tool

Location: FRAM > Eligibility

Latest meal status on record

Summary

School Year	Eligibility Type	Eligibility	State Code	Certified Type	Start Date	End Date
15-16	Meal	Free	4103	Direct SNAP	10/05/2015	06/30/2016
15-16	Meal	Reduced	4104	Income	07/22/2015	10/04/2015

Detail

Eligibility Detail					
*School Year	*Start Date	*End Date	Application Name	Reference Number	
15-16	10/05/2015	06/30/2016			
*Eligibility Type	*Eligibility	*Source	*Certified Type		
Meal	Free	<input type="radio"/> Non-Direct <input checked="" type="radio"/> Direct	SNAP <input type="checkbox"/> Letter Method		
State Eligibility Code					
4103 : Free Lunch-Eligible					

Start Date: when the student became eligible for the meal status

End Date: must be on or after last day of school for students; recommend June 30th

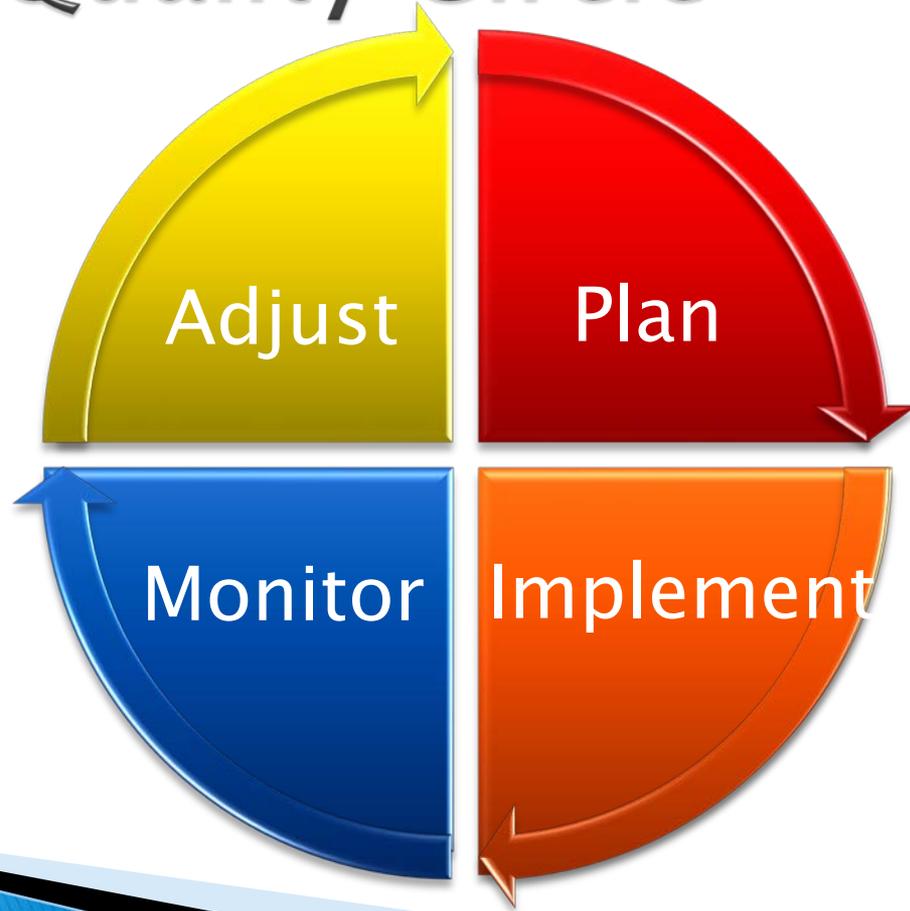




Data Quality: Checking your meal status for accuracy



Quality Circle





Digging into the Details

- ▶ **Plan** – What needs to be done? Who can help do this work?
- ▶ **Implement** – Follow the plan based on the appropriate level of delegation¹
- ▶ **Monitor** – Frequently monitor progress and use reports to locate issues
- ▶ **Adjust** – Utilize resources to troubleshoot and remedy problems

¹ <http://michaelhyatt.com/the-five-levels-of-delegation.html>



What can go wrong?

Here is a quick list of issues to be mindful of:

Non-CEP

- Perform monthly import of Direct Certification file into POS
- Import of meal status data from POS into IC

Partial CEP

- Import DC file monthly into both POS and IC
- Import of non-CEP schools' meal status data from POS into IC
- Collect and process HIF forms for CEP schools

Full CEP

- Import DC file monthly into both POS and IC
- Collect and process HIF forms for all schools



Monitoring and Comparing

Several tools are available to check the accuracy of your data:

Scheduled Imports (non-CEP and partial CEP)¹

- ▶ FRAM Eligibility Report²
- ▶ Scheduled Import Log

Free/Reduced Data

- ▶ School Report Card³
(<http://applications.education.ky.gov/SRC/>)
- ▶ FRAM Eligibility Report
- ▶ POS System (non-CEP and partial CEP schools)
- ▶ October Qualifying Data (non-CEP Schools)
(<http://education.ky.gov/federal/SCN/Pages/Qualifying-Data.aspx>)

¹ For a fuller explanation on IC/POS data synch see:
<https://community.infinitecampus.com/forums/showthread.php?7525-KY-Interchange-2015-Make-it-Match-Data-Reporting-for-Free-Meal-Status>

² Sort by start date to view last entry

³ For Excel version navigate to menu and select Data Sets>Learning Environment>Students/Teachers



FRAM Eligibility Report

Which type of report would you like to generate?

Report Type

School Year

Summary Type Daily Period Month

Date

Must be within school calendar

Which calendar(s) would you like to include in the report?

- active year
- list by school
- list by year

Eligibility Type

Eligibility

Eligibility Certified Type

Grade

Can select individual grades; choose K-12 for SEEK At Risk

- 15-16
- Adams School 2016 A
- Buchanan Elem School 2016 A
- Fillmore School 2016 A
- Fillmore School 2016 B
- Fillmore School 2016 C
- Harrison Elem School 2016 A
- Jackson Elem School 2016 A
- Jefferson School 2016 A
- Lincoln School 2016 A
- Monroe School 2016 A
- Polk High School 2016 A
- SPEB Buchanan Elem School 15-16
- SPE Polk High School 15-16
- Taylor Elem School 2016 A

CTRL-click or SHIFT-click to select multiple

Observe State Exclude

Include Detail

Person Identifier Student Number State ID

Detail Sort By

Show Only Latest Eligibility

Report Format PDF CSV

View individual student eligibility

Sort by start date to easily view latest eligibility

Only selects latest eligibility for the student

Choose CSV to view in Excel

Generate Report



FRAM Eligibility Report

Summary for Eligibility Type: Meal

Type	Free	Reduced	Paid	Total
Direct Source				
Foster	35	0	0	35
Head Start	0	0	0	0
Homeless	0	0	0	0
Medicaid	563	0	0	563
Migrant	0	0	0	0
Runaway	0	0	0	0
FDPIR	0	0	0	0
SNAP	2472	0	0	2472
TANF	0	0	0	0
Non-Direct Source				
Income	127	180	403	710
Categorical	31	0	0	31
Override	0	0	0	0
Runaway	0	0	0	0
Foster	2	0	0	2
Migrant	0	0	0	0
Head Start	0	0	0	0
RCCI	0	0	0	0
Early Childhood	0	0	0	0
Homeless	0	0	0	0
Declined	0	0	0	0
Denied	0	0	1	1
Did Not Apply	0	0	166	166
Socioeconomic Status	0	0	0	0
Even Start	0	0	0	0
Medicaid	0	0	0	0
Total	3230	180	1050	4460

of DC students

Should be zero

Missing meal eligibility

$$3,230 + 180 / 4,460 = 76.4\% \text{ free/reduced}$$

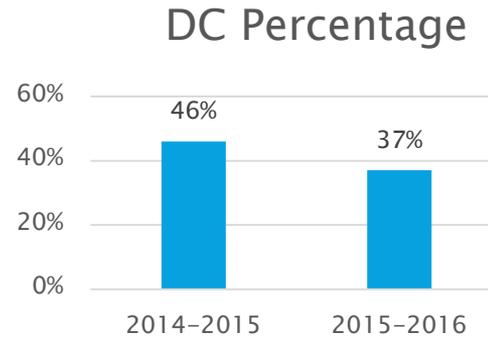
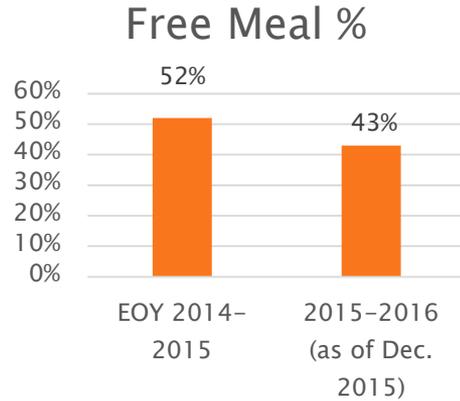
$$35 + 563 + 2,472 / 4,460 = 68.8\% \text{ Directly Certified}$$

- ✓ Why do we have no homeless children?
- ✓ Can we have more students return a household app/HIF form 480/4,460=10.76% non-return rate) Note: Horizon POS does not export paid meal statuses; thus, this number will be high for those districts.



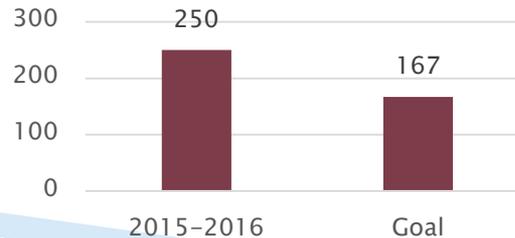
Quick Overview: Data Summary

Create a data summary using graphs in Excel to chart your data: what is visualized gets noticed.



Missing Meal Status

Goal: 90% Return Rate





What about SEEK At Risk?

SEEK At Risk is comprised of both enrollment and the percentage of students with a free meal status

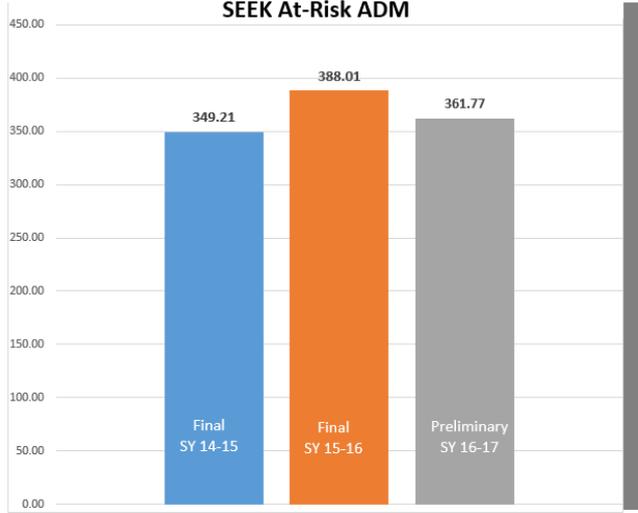
Challenge: How do I know my data is right?

Let's preview a new tool that will be made available in April 2016 to help determine that...

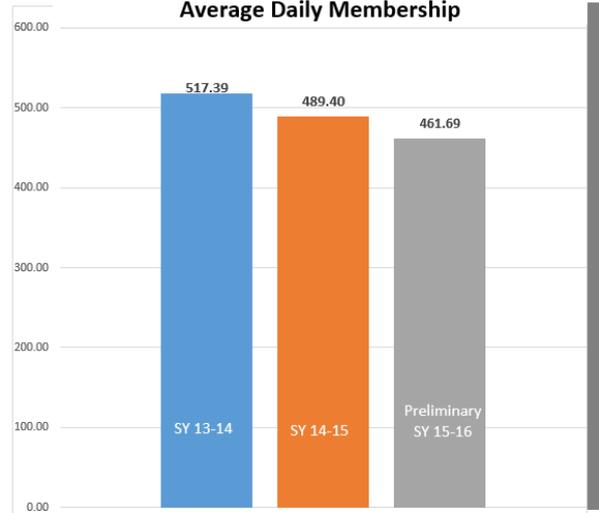
Interactive Tool

Historical Trends

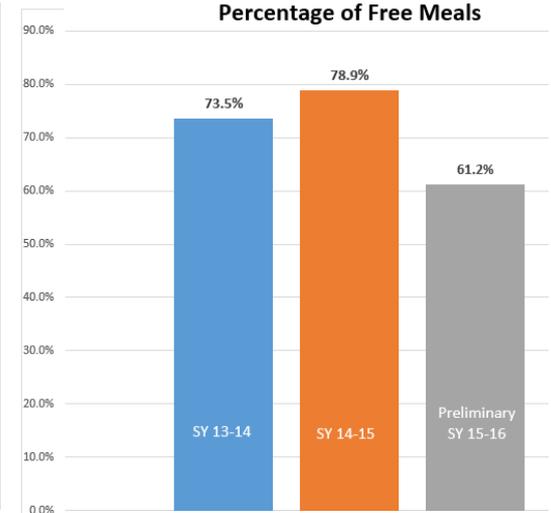
SEEK At-Risk ADM



Average Daily Membership



Percentage of Free Meals



Financial Impact	Final SY 14-15	Final SY 15-16	Projected SY 16-17
SEEK At-Risk			
Funding	\$225,322	\$232,032	\$216,338
Difference		\$6,710	-\$15,694
% Change		3%	-7%

DRAFT - Fictitious Data

SELECT DISTRICT

Bluegrass Independent

Summary Info





Action Plan

- ▶ **January – March:** Check meal status for accuracy
- ▶ **April** – Attend EOY training on checking SEEK At Risk ADM; review SEEK At Risk ADM interactive tool to check your data
- ▶ **May – June:** Finalize SEEK At Risk ADM for final submission



Resources

▶ KDE Resources

- Samantha Engstrom (Samantha.Engstrom@education.ky.gov)
- Brad Blunt (Brad.Blunt@education.ky.gov)

▶ SEEK At Risk ADM

- <http://education.ky.gov/districts/SEEK/Pages/SEEK-At-Risk-.aspx>