

## Guidance to Complete the LEA MOE Calculator for the 2017-18 Eligibility Standard

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LEA MOE Calculator to meet the Eligibility Standard.

LEAs **MUST NOT** submit their LEA MOE Calculator for 2017-18 Eligibility Standard until their 2013-16 LEA MOE Compliance Calculator has been approved by NYSED. LEAs are notified by e-mail once their LEA MOE Calculator submission is approved. The reason for this requirement is that the determination if a LEA meets the 2017-18 Eligibility Standard is based on their 2013-16 Compliance Standard information.

To complete the LEA MOE Calculator for the 2017-18 Eligibility Standard please complete the following information.

### Information that **MUST** be Completed

- 1) **TAB 9. 16-17 MOE** ó Cell B1 is a drop-down box. Please make sure to select Eligibility.
- 2) **TAB 12. 17-18 MOE** ó Cell B1 is a drop-down box. Please make sure to select Eligibility.
- 3) **TAB 8. 16-17 Amounts - Cell B1** LEAs must include a 2016-17 Projected Child Count in Cell B1. LEAs report their Student with Disabilities count as part of their BEDS Day submission. The 2016-17 Projected Child Count information is needed to determine if a LEA has met MOE for the 2017-18 year, so if this information is not provided then on **TAB 4-Multi-Year MOE Summary** the MOE Result will state #Value!, which is an error.
- 4) **TAB 11. 17-18 Amounts** - Please make sure to complete the information for Eligibility.

Cell B1 -LEA inputs their Projected Child Count.

Cells A5-E5 thru A29-E29 is where a LEA includes a description and a budgeted amount for the 2017-18 period.

- 5) **TAB 13. 17-18 Exc & Adj.** - If a LEA has any allowable Exception(s) and/or Adjustment please complete the information as applicable. Please note the Eligibility Standard is located in Columns A-F. Do not complete any information for the Compliance Standard located in columns H-M.



After you have completed all the information for your LEA please review tabs **TAB 12. 17-18 MOE** and **TAB 4. Multi-Year MOE Summary** to make sure your LEA has met MOE.

NYSED strongly recommends that a LEA completes all the information for each four methods to meet MOE, but a LEA only needs to meet MOE for one method to comply with the requirement.