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School Finance Newsletter from the Indiana Department of Education

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Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

School Finance Newsletter

This monthly newsletter from the Indiana Department of Education (IDOE) combines new information, resources, and support for school finance professionals in a single location.

Office of School Finance

Common School Loans

To assist school corporations and charter schools that have an immediate need to purchase technology and related equipment, the Office of School Finance will accept applications for construction and technology loans from school corporations and school corporation career and technical education schools through Friday, November 8. Petitions must be received by the Office of [School Finance](#) by Friday, November 8, to be considered. Blank applications can be found in the public [school finance](#) Community in Moodle under Common School Funds > [Fall](#). If you have any questions, please email us at CommonSchoolFund@doe.in.gov.

Membership Conflict Petition Process

Please read [this memo](#) regarding the membership conflict petition process. Friday, November 8, is the deadline for a school corporation or charter school to file a petition. Contact IDOE's [Office of School Finance](#) with any questions.

Curricular Material Memo

Review [this memo](#) for information on submission of the curricular material cost report that closes Thursday, October 31. The form to submit curricular material costs can be found [here](#). Contact doetextbooks@doe.in.gov with any questions.

Mandatory Public School Corporation Fee Survey

House Enrolled Act (HEA) 1243 requires public school corporations to annually report all fees charged to families, including the total collected under each fee, to IDOE. IDOE will then post the results of each corporation's survey online for the public. Fees included in this submission must include any charges for activities, events, or supplies that are used during the school day; this does not include fees charged for students to participate in extracurricular activities. See [this memo](#) for detailed instructions and a link to access step-by-step instructions. All public school corporations must submit this survey to IDOE by Thursday, October 31. Contact IDOE's [Office of School Finance curricular materials team](#) with additional questions.

Choice Scholarship Program

Endorsement Forms

Today, Friday, October 18, is the deadline to upload endorsement forms for Choice Scholarship students. The form must be uploaded to the STN Application Center for each Choice student. As a reminder, all Choice students must have an enrollment record, membership record, and signed endorsement form uploaded to the STN Application Center to qualify for payment of the Choice Scholarship award.

Fall Payment

The first payment for Choice students will be made at the end of this month. The information will be posted in your school's Google folder when it is available. Watch your email for notification that the payment memo is posted.

Monitoring Reports

Choice school monitoring reports have been updated and placed in your school's Google folder. If you have questions regarding the report, contact your Choice Specialist.

Office Hours

The next sessions of Choice office hours will be held on Tuesday, November 12. Sessions start every half hour beginning at 9 a.m. ET with the last session beginning at 11 a.m. ET. The link to join the meeting is posted in the Non-Public School Community in Moodle.

Curricular Material Cost Reporting

The 2024-2025 Curricular Material memo for non-public schools and a sample form have been posted in the Non-Public School Community in Moodle. Non-public schools will use [this form](#) to report 2024-2025 curricular costs. The submission form will close on Thursday, October 31. Contact doetextbooks@doe.in.gov with questions.

Period 2 Choice Student Application

The application window for submitting period 2 student applications opens on Friday, November 1, and closes on Wednesday, January 15, 2025. Participating Choice Scholarship schools may submit a period 2 application for students who did not have a period 1 Choice application at the same school or for students who were withdrawn and returned. Students with a period 1 Choice application who remain at your school do not need to have a period 2 application submitted.

Communications

- In compliance of FERPA regulations, do not include both student name and STN in the same email.
 - When sending email to your Choice specialist or to the Choice general email, include your school number in the subject line.
 - Weekly Choice announcements are sent through the Non-Public School Community (Moodle). If you are not receiving the notifications, check the preferences in your Moodle profile. If you have not joined the community, please do so. If you need assistance, contact your Choice Specialist or email ChoiceSchool@doe.in.gov.
 - Information for all schools is published weekly in Dr. Jenner's Weekly Update. Click [here](#) for previous editions and to be added to the mailing list.
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Closing

The Indiana Department of Education (IDOE) will be closed on Tuesday, November 4, for Election Day. IDOE will be closed on Monday, November 11, for Veteran's Day.

Upcoming Dates



Friday, October 18	Deadline to upload Choice scholarship student endorsement forms
Thursday, October 31	Fee Study Survey due
Friday, November 1, through Monday, January 15	Period 2 Choice Application Window
Tuesday, November 4	IDOE offices closed for Election Day
Monday, November 11	IDOE offices closed for Veteran's Day

Additional Resources

- [IDOE's Finance webpage](#)
- [IDOE's Data Exchange webpage](#)
- [Moodle Finance](#)
- [LINK Portal](#)
- [IDOE's Indiana Choice Scholarship Program webpage](#)
- [Moodle Non-Public School Community](#)



Department News

- 10/09/24 Hoosiers Encouraged to Share Feedback on Second Draft of Diploma Rule
- 10/02/24 Indiana Launches Early Childhood Education Registered Teacher Apprenticeship Program

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