

# MS Department of Education

## Office Career & Technical Education (CTE)

Melissa May, Presenter

### CTE FUNDING

## MASBO Annual Conference 2017



- **Mississippi Legislature (State Funds)**
  - General Funds Appropriation (\$76M)
  - Education Enhancement Funds Appropriation (\$4.4M)
- **U.S. Department of Education (Federal Funds)**
  - Carl Perkins Grant (\$13.6M)

**Note:** The District Fund Code for all CTE Funds is 2711.

# How are CTE Salary Reimbursements Calculated

*(State Board Rule 94.5 CTE Revenues)*

CTE Personnel	Contract Salary	Scale Salary	CTE Program Rate	% of CTE Teaching Time	CTE Reimbursement
CTE Skills Teachers & Counselors	\$40,000	\$35,000	49%	100%	\$17,150
Family & Consumer Science Teachers	\$30,000	\$25,000	40%	50%	\$5,000
Student Services Coordinator	\$25,000	\$20,000	50%	100%	\$10,000
CTE Director	\$50,000	\$45,000	100%	100%	\$45,000



# CTE Teacher Records Percent Time Vocational

## BASIC SCHEDULES

Number of Periods Taught	Six Period Day	Seven Period Day	Eight Period Day
1	20%	16%	14%
2	40%	34%	28%
3	60%	50%	42%
4	80%	66%	56%
5	100%	84%	72%
6	----	100%	86%
7	----	----	100%

## BLOCK SCHEDULES

Number of Blocks Taught	4x4 Block (per year)	A/B Block (two planning periods)	A/B Block (one planning period)
1	16%	16%	14%
2	34%	34%	28%
3	50%	50%	42%
4	66%	66%	56%
5	84%	84%	72%
6	100%	100%	86%
7	----	----	100%

## What Reports are Used to Track CTE Salary Reimbursements?

- **VETB-100 (CTE Teacher Budget Report)**
  - Shows individual CTE Personnel reimbursements and the **total CTE funds** the district will receive for the current school year.
  - The CTE Director enters data and monitors this report regularly, ensures all pending issues are resolved, and provides a copy of the report to Business Managers, monthly or quarterly basis is recommended.
- **VEFE-110 (CTE Monthly Expenditure Report)**
  - Report provides Business Managers with a **monthly** salary reimbursement breakdown of funds received via EFT.
  - The Business Manager should compare the Teacher Budget report to the Monthly Expenditure Report for accuracy/**changes in personnel.**



# Where is CTE Salary Reimbursement Data Entered? MSIS/CTE Teacher Record Screen (Only accessed by CTE Directors)

Mississippi Student Information System : State Teacher Budget Entry - Special Population and State Funded

File Interfaces Maintenance Modules Reports Security Query Block Help

Select District | Employee | Teacher Records | Approved Budget

School Year: 2010-2011 | District: 0000 | Name: School District

Index	SSN	Last Name	First Name	School	Location	Budget Code	CIP Code	Dist-Program Reimbursement	Pending Flag	Pending Conditions
1				052	SC	W5N51S	199999	40.00 %		
1				090	VC	V2A11S	000241	50.00 %		
1				090	VC	V2N11S	120500	49.00 %		
1				090	VC	V2N11S	151301	49.00 %		

Detail Info 1 | Detail Info 2

Vocational Years of Experience: 5 | Race: White | Gender: Female | Inclusive Employment Dates - From: 08-05-2010 To: 05-26-2011

School: High School | Program: Family & Consumer Sciences | Budget Type: Secondary

State Codes: BD= W5N51SH | DSL= 3400052SC | PRG= 199999H | Total Vocational Duty Days: 187 | Total MAEP Duty Days: 187

Certificate Class: A | Year: 2015 | Expires: | Endorsement: 322 | Percent Total Time = Vocational: 100.00 %

Sp Pops Cert Check?: N | Dist-Program Reimbursement Rate: 40.00 % | Total Contracted Salary: 34,457 | Vocational Reimbursement: 13,349.93

**Percent Time Vocational**

# CTE Teacher Budget Report – VETB 100

TEACHER BUDGET SALARY REIMBURSEMENT REPORT  
VETB-100  
FISCAL YEAR JULY 1, 2010 TO JUNE 30, 2011

WMONTGOMERY

MSI

Page 69 of

FROM:

**No License/Endorsement**

TO: MISSISSIPPI DEPARTMENT OF EDUCATION  
VOCATIONAL BUREAU PO BOX 771  
JACKSON, MS 39205

090 CONCEPTS OF AGRICULTURAL SCI (AEST) PROGRAM TYPE: SECONDARY DSL = 1000090VC (CODES) BD = V2N20SF PRG = 010002F	DOB: 12/04/1987 RACE/GENDER WHITE/MALE LICENSE/CERT# ED-LEVEL/ENDORSEMENT ED-LEVEL/ENDORSEMENT 302 YRS-TEACHING 24 DAYS1 200 DAYS2 187 EMPDT 07/22/10 TO 06/03/11 ---LICENSE/CERTIFICATION--- ---NO VOCATIONAL YEARS OF EXPERIENCE---	TOTAL CONTRACTED SALARY \$ 33,208.00 SEC - 200 DAYS PAY SCALE \$ 0.00 PERCENT TIME THIS PROGRAM 50.00% DISTRICT PROGRAM RATE 49.00% VOCATIONAL REIMBURSEMENT PENDING
090 AGRICULTURAL ECONOMICS (AEST) PROGRAM TYPE: SECONDARY DSL = 1000090VC (CODES) BD = V2N11SF PRG = 010103F	VACANT, VACANT DOB: 01/01/1950 RACE/GENDER WHITE/FEMALE LICENSE/CERT# ED-LEVEL/ENDORSEMENT ED-LEVEL/ENDORSEMENT 0 YRS-TEACHING 0 DAYS1 0 DAYS2 0 EMPDT ---COMPLETE BUDGET INFORMATION---	TOTAL CONTRACTED SALARY \$ 0.00 SEC - 0 DAYS PAY SCALE \$ 0.00 PERCENT TIME THIS PROGRAM 0.00% DISTRICT PROGRAM RATE 49.00% VOCATIONAL REIMBURSEMENT PENDING
090 AGRICULTURAL POWER MACHINERY OPERAT PROGRAM TYPE: SECONDARY DSL = 1000090VC (CODES) BD = V2N11SF PRG = 010204F	DOB: 03/21/1951 RACE/GENDER WHITE/MALE LICENSE/CERT# ED-LEVEL/ENDORSEMENT 302 YRS-TEACHING 24 DAYS1 200 DAYS2 187 EMPDT 07/22/10 TO 06/03/11	TOTAL CONTRACTED SALARY \$ 55,262.00 SEC AA - 24 200 DAYS PAY SCALE \$ 52,193.00 PERCENT TIME THIS PROGRAM 100.00% DISTRICT PROGRAM RATE 49.00% VOCATIONAL REIMBURSEMENT \$ 25,574.57
090 PLANT SCIENCES, GENERAL (AEST) PROGRAM TYPE: SECONDARY DSL = 1000090VC (CODES) BD = V2N11SF PRG = 011101F	DOB: 12/04/1987 RACE/GENDER WHITE/MALE LICENSE/CERT# ED-LEVEL/ENDORSEMENT ED-LEVEL/ENDORSEMENT 302 YRS-TEACHING 24 DAYS1 200 DAYS2 187 EMPDT 07/22/10 TO 06/03/11 ---LICENSE/CERTIFICATION--- ---NO VOCATIONAL YEARS OF EXPERIENCE---	TOTAL CONTRACTED SALARY \$ 33,208.00 SEC - 200 DAYS PAY SCALE \$ 0.00 PERCENT TIME THIS PROGRAM 34.00% DISTRICT PROGRAM RATE 49.00% VOCATIONAL REIMBURSEMENT PENDING
090 ENVIRONMENTAL SCIENCE (AEST) PROGRAM TYPE: SECONDARY DSL = 1000090VC (CODES) BD = V2N11SF PRG = 030104F	DOB: 12/04/1987 RACE/GENDER WHITE/MALE LICENSE/CERT# ED-LEVEL/ENDORSEMENT ED-LEVEL/ENDORSEMENT 302 YRS-TEACHING 24 DAYS1 200 DAYS2 187 EMPDT 07/22/10 TO 06/03/11 ---LICENSE/CERTIFICATION--- ---NO VOCATIONAL YEARS OF EXPERIENCE---	TOTAL CONTRACTED SALARY \$ 33,208.00 SEC - 200 DAYS PAY SCALE \$ 0.00 PERCENT TIME THIS PROGRAM 16.00% DISTRICT PROGRAM RATE 49.00% VOCATIONAL REIMBURSEMENT PENDING

**No Years of Experience**

**Reimbursement Pending**

# CTE Monthly Expenditure Report – VEFE 110 (Page 1)

VEFE-110-

PRINT DATE: 10/11/2016 09:58:29

STATE OF MISSISSIPPI - DEPARTMENT OF EDUCATION  
CAREER and TECHNICAL EDUCATION BUREAU

DIST.NAME  
DIST.NO.

SCHOOL DIST

P. O. BOX 771 - JACKSON, MISS. 39205  
R E Q U E S T F O R R E I M B U R S E M E N T  
FOLLOWING IS A STATEMENT OF EXPENDITURES FOR THE ABOVE DISTRICT  
INCURRED DURING THE PERIOD 10/01/2016 THRU 10/31/2016

SCHOOL NAME	SOCIAL SECURITY NO.	BUDGET VOC#	BUDGETED	YEAR-TO-DATE	YEAR-TO-DATE	P E R I O D C O S T		
...TEACHER NAME	NO.	PROG. #DAYS	REIMBURSED	TOTAL-COST	TOTAL-REIMB.	FEDERAL	STATE	LOCAL
HIGH SCHOOL SCH. NO. 012								
	**2703	V2N22SV 42	7,842.38	2,643.27	2,643.27	.00	2,643.27	.00
		000272V 123						
	**2703	W5N51SX 42	7,842.38	2,643.27	2,643.27	.00	2,643.27	.00
		199999X 123						
	**8240	V2N22SV 48	6,602.93	2,225.07	2,225.07	.00	2,225.07	.00
		000271V 123						
	**2533	V2N24SV 48	8,582.49	2,891.73	2,891.73	.00	2,891.73	.00
		000273V 123						
	**7414	V2N11SA 66	11,894.69	4,008.57	4,008.57	.00	4,008.57	.00
		010003A 123						
	**7414	V2N20SA 34	5,002.09	1,685.10	1,685.10	.00	1,685.10	.00
		010001A 123						
SCHOOL SCH. NO. 016								
	**8030	V2N11SA 34	6,457.49	2,175.87	2,175.87	.00	2,175.87	.00
		010003A 123						
	**8030	V2N20SA 66	10,232.75	3,447.69	3,447.69	.00	3,447.69	.00
		010001A 123						
	**7943	V2N24SV 84	14,216.37	4,790.85	4,790.85	.00	4,790.85	.00
		000273V 123						
	**4217	V2N22SV 56	8,036.00	2,708.46	2,708.46	.00	2,708.46	.00
		000272V 123						
	**8567	V2N22SV 72	14,489.42	4,883.10	4,883.10	.00	4,883.10	.00
		000271V 123						
	**9607	W5N51SX 100	14,350.01	4,836.36	4,836.36	.00	4,836.36	.00
		199999X 123						
HIGH SCHOOL SCH. NO. 020								
	**8415	V2N11SA 34	6,127.56	2,065.17	2,065.17	.00	2,065.17	.00

# CTE Monthly Expenditure Report – VEFE 110 (Page 2)

	000271V	123						
**0901	V2N22SV	42	7,287.88	2,456.31	2,456.31	.00	2,456.31	.00
	000272V	123						
**8114	V2N24SV	42	6,110.26	2,059.02	2,059.02	.00	2,059.02	.00
	000273V	123						
I. NO.	090							
**2670	V2N11SL	100	18,949.08	6,386.16	6,386.16	.00	6,386.16	.00
	439999L	123						
**4701	V2N11SI	100	18,022.25	6,073.74	6,073.74	.00	6,073.74	.00
	120500I	123						
**3779	V2N28SZ	100	56,911.00	19,178.16	19,178.16	.00	19,178.16	.00
	000111Z	123						
**6897	V2A11SS	100	20,700.44	6,975.33	6,975.33	6,975.33	.00	.00
	000241S	123						
**5738	V2N11SH	100	19,034.30	6,414.45	6,414.45	.00	6,414.45	.00
	510000H	123						
**5800	V2N34ST	100	25,875.42	8,719.47	8,719.47	.00	8,719.47	.00
	000161T	123						
**4786	V2N11SM	100	20,101.33	6,773.61	6,773.61	.00	6,773.61	.00
	480508M	123						
**3303	V2N11SO	100	19,316.06	6,509.16	6,509.16	.00	6,509.16	.00
	141901O	123						
**3271	V2N11SH	100	16,851.22	5,678.91	5,678.91	.00	5,678.91	.00
	510000H	123						
**5619	V2N11SB	16	3,504.52	1,180.80	1,180.80	.00	1,180.80	.00
	460000B	123						
**5619	V2N11SB	84	18,398.72	6,200.43	6,200.43	.00	6,200.43	.00
	460201B	123						
**7689	V2N28SZ	100	25,501.07	8,594.01	8,594.01	.00	8,594.01	.00
	000112Z	123						
**4377	V2N11SD	16	3,452.77	1,163.58	1,163.58	.00	1,163.58	.00
	520101D	123						
**4377	V2N11SD	84	18,127.02	6,108.18	6,108.18	.00	6,108.18	.00
	520201D	123						
**4644	V2N11SP	100	18,992.61	6,399.69	6,399.69	.00	6,399.69	.00
	470603P	123						

T O T A L S \*

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 453,381.05      152,784.45      152,784.45      6,975.33      145,809.12      .00

REIMBURSEMENT SUMMARY FOR THE PERIOD 10/01/2016 THRU 10/31/2016 | R E I M B U R S E D   A M O U N T S

# CTE Monthly Expenditure Report – VEFE 110 (Page 3)

	FEDERAL	+ STATE	+ LOCAL
PRIOR REIMBURSEMENT -			
V2I/V2N/V2P - A50 11 -SALARIES-ONGOING.	.00	27,772.17	.00
(G) TENTATIVE-SALARIES-REIMB.	.00	-19,776.00	.00
(H) OTHER-ADJUSTMENTS	.00	.00	.00
ADJUSTED TOTAL	.00	7,996.17	.00
V2I/V2N/V2P - A50 12 -SALARIES-ONGOING.	.00	8,719.47	.00
(G) TENTATIVE-SALARIES-REIMB.	.00	-6,210.00	.00
(H) OTHER-ADJUSTMENTS	.00	.00	.00
ADJUSTED TOTAL	.00	2,509.47	.00
V2I/V2N/V2P - A50 13 -SALARIES-ONGOING.	.00	101,837.85	.00
(G) TENTATIVE-SALARIES-REIMB.	.00	-67,530.00	.00
(H) OTHER-ADJUSTMENTS	.00	.00	.00
ADJUSTED TOTAL	.00	34,307.85	.00
V2A34/V2A-BS1 -13 - 75% SECONDARY	6,975.33	.00	.00
(G) TENTATIVE-SALARIES-REIMB.	-4,968.00	.00	.00
(H) OTHER-ADJUSTMENTS	.00	.00	.00
ADJUSTED TOTAL	2,007.33	.00	.00
W5 -E39 13 -EDUC ENHANCE (HE)	.00	7,479.63	.00
(G) TENTATIVE-SALARIES-REIMB.	.00	-5,325.00	.00
(H) OTHER-ADJUSTMENTS	.00	.00	.00
ADJUSTED TOTAL	.00	2,154.63	.00
ADJUSTED PERIOD TOTAL	2,007.33	46,968.12	.00

# EFT Monthly Summary – CTE

## Additional Information

Report Generated At: 11/04/2016 15:16:12

### Payment Summary:

Payment Number:	300603147	Settlement Date:	10/26/2016
Disbursing Paymode-X Account:	StateofMS.1201	Collecting Paymode-X Account:	:COUNTY NBC
Current Status:	Processed Successfully	Payment Amount:	\$71,350.24
Remit Item #:	2		

PV LN	Line Description	Acct Code	Acct Description	Amount
001	SALARY REIMBURSEMENT/VOCATIONAL-OCT	20160067315000	Vocational Education Funds	\$ 48,975.45

# School Payment Monthly Summary – Eric Hollis

SCHOOL PAYMENT BY VENDOR  
FOR THE MONTH OF OCTOBER 2016  
SFS

PROJECT NO	PROJECT NAME	G/L ACCOUNT	COST CENTER	INT ORDER	AMOUNT	GRAND TOTAL
	IVER EDUCATION	67365000	1201054304		\$ 2,000.00	
	FOOD REBATES	67325000	1201032154		\$ 720.14	
	HOME ECONOMICS 2711/	67315000	1201035222		\$ 2,154.63	
	LEA(LOC SL A) 2711/	67315000	1201035120		\$ 7,996.17	
	LEA(LOC SL G) 2711/	67315000	1201035120		\$ 2,509.47	\$ 48,975.45
	LEA(LOC SL P) 2711/	67315000	1201035120		\$ 34,307.85	
	CP SEC. 2711/	67315000	1201035138	700000004342	\$ 2,007.33	
CI15	LEI LOW	67365000	1201038235	700000002567	\$ 844.08	
EG15	PROVING TEACHER QUALITY	67365000	1201038644	700000002587	\$ 238.00	
PS17	ESCHOOL	67360000	1201034858	700000004382	\$ 2,358.10	
RL15	RURAL AND LOW	67365000	1201038680	700000002846	\$ 3,999.15	
SE174801	IDEA PART B	67360000	1201034853	700000004361	\$ 12,935.46	\$ 72,070.38





# General Schedules for CTE Teachers

CTE Flag "2"

Mississippi Student Information System : View General / Schedule Employee Data

File Interfaces Maintenance Modules Reports Security Query Block Help

Employee | Select District | District Info | Schedule | Salary | Special Ed

District Name: [ ] Last Name: [ ] First Name: [ ] MI: [ ] SSN: [ ] School Year: 2010-2011

Schedule Term / Semester	Period	Course	Minutes	School	Low Grade	High Grade	Students	Carnegie Units	Special Program	Schedule Type	Reserved	Time Frame Taught
S1	0	023989	55	024	09	11		010	2	7 Periods - N...		
S1	0	010103	95	024	12	12		010	2	7 Periods - N...		
S1	0	029959	52	024	10	10		010	2	7 Periods - N...		
S1	0	051600	50	024	07	12		060	0	7 Periods - N...		
S1	0	029869	95	024	09	10		010	2	7 Periods - N...		
S1	0	030102	95	024	10	12		010	2	7 Periods - N...		
S1	0	030102	55	024	11	11		010	2	7 Periods - N...		

Course Title: SCIENCE OF AGRICULTURAL MECHANIZATION

Student Counts by Grade																		
62	52	64	54	56	1st	2nd	3rd	4th	5th	6th	7th	8th	58	78	9th	10th	11th	12th
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Course Codes

Student Counts by Grade Level

# CTE End-of-Year Reconciliations

- CTE Directors must make final revisions to the teacher budget by the end of May. They should check to make sure teachers listed on the report are licensed and teaching that CTE program with the correct percentage of time.
- CTE Directors will provide an updated copy of the Teacher Budget report to Business Officers by the end of May.
- Business Officers should compare the teacher budget report with the monthly expenditure report to determine the remaining funds due to the district from CTE.
- MDE will make final end-of-year payments during the months of June and July based on CTE Directors' adjustments in May.
- Business Officers should contact MDE, if there are any discrepancies between the total amount of CTE funds reimbursed by the end of June and the amount shown on teacher budget report provided by the CTE Director at the end of May.

**NOTE:** With budget uncertainties, any reconciled funds must be reimbursed to districts or returned to MDE on or before July 31<sup>st</sup> of each year. Business Officers must ensure that all CTE funds have been received before filing year-end financial statements in Financial Electronic Transfer System (FETS) (FETS).

# Contact Information:

**Melissa May, Office Director**  
**Bureau of Compliance & Reporting**  
**Office of Career and Technical Education**  
**Telephone: (601) 359-3974**  
**Fax: (601) 359-6619**  
**Email: [mmay@mdek12.org](mailto:mmay@mdek12.org)**