



The FBS website continues to be updated with COVID-19 policies and information related to School Business, as well as our ongoing operations. Please check the [FBS homepage](#) regularly for updates.

Recent Post: [State Initial Allotment Formulas FY2021-22](#)

Virtual Schools – Reminder of SB654

Based on the current legislation any virtual schools that were applied for or issued a number after May 1, 2021 are not eligible to continue beyond June 30, 2022. This would include any new requests for a virtual school. See this excerpt below:

[Link S654v7.pdf \(ncleg.gov\)](#)

Part IIIB. Planned Virtual Instruction Section 3B.(c) says:

No public school unit shall use virtual instruction to satisfy the minimum required number of instructional days or hours after June 30, 2022, without express authorization from the General Assembly, except for local school administrative units that were assigned a school code to operate a school with virtual instruction as the primary means of instruction as of May 1, 2021.

Part of this same legislation (Part III C) instructs the department to provide a report to the General Assembly on virtual academies which could result in future legislation. The work on this study is currently in progress.

School Business Services will send separate correspondence to those LEAs who have schools that are currently in operation or are scheduled to open next year and that do not meet this legislative mandate.

Please recognize that this is a legislative mandate and not at the discretion of NCDPI to provide an exemption. Therefore, DPI does not have the authority to provide a waiver or exemption from the law.

Please plan accordingly for FY 2022-2023 school year.

LICENSURE Salary Adjustments for Pay Periods 01 thru 06 – LEAs only

Salary adjustments resulting from the processing of Licensure applications, that impact prior periods, should be coded to the salary budget code for pay periods 01 thru 06.

These adjustments, in effect, are correcting salaries based on the FY 2021-2022 Continuation Salary Schedule.

For example, a teacher with a bachelor's degree and 07 years of experience has a certified salary of \$4,100. However, the teacher has an application in Licensure that, once processed, will change years of experience to 08. Therefore, once Licensure processes the application, the teacher's salary will certify at \$4,200.

Follow your normal retro-process for these licensure adjustments.

For the legislative retroactive adjustments due to the salary scale increase please follow the original FAQ as summarized below:

For Certified personnel, including School Administrators: All retroactive salary bonus payments should be coded to object code 129 and the purpose code used for their regular salary.

For All other staff: All retroactive salary bonus payments should be coded to their regular salary object code and NOT a bonus code.

If there are questions, please send them to gwendolyn.tucker@dpi.nc.gov.

UERS Payroll Compliance Errors- LEAs only

Due to the retro salary bonus payments, DPI will ignore UERS Payroll Compliance Errors for Pay Period 07. Therefore, LEAs making the retro salary bonus payments in other pay periods must notify Icilma Burroughs at icilma.burroughs@dpi.nc.gov to have their Payroll Compliance Errors ignored for that pay period.

Note: LEAs are required to clear the Salary Audit Exceptions in LicSal.

Feminine Hygiene Grants (PRC 088)

School Allotments will be allotting funds for the Feminine Hygiene Grant Program via PRC 088 in Revision 37. If your unit received funds under this program, you will be able to access the funds by the beginning of next week at the latest. For information pertaining to this allotment, please review the [Allotment Policy](#) in the State Allotment Policy Manual on our website. For any questions regarding the use of the funds or the grant process, please contact Lillian Pinto, Reproductive Health Consultant, Division of Academic Standards (Lillian.Pinto@dpi.nc.gov).

Financial & Business Services is Hiring!

We have some wonderful job opportunities for those looking to be part of a dynamic finance and systems support team. See below for current postings but we have new

positions being created as well as some time-limited positions to help with ESSER program. Please reach out if interested, we'd love to hear from you.

[Job Opportunities](#) | [Departments: Dept of Public Instruction](#) | [Job categories: Accounting and Finance](#) | [Sorted by Job Title ascending](#) | [Careers \(governmentjobs.com\)](#)

From the School Insurance Section

2021 Unemployment Taxes

If you haven't sent your 2021 year end unemployment taxes, please mail your check(s) to:

NC Department Public Instruction Cash Collections
6336 Mail Service Center
Raleigh, NC 27699-6336

An outstanding balance of \$158,884 remains, and DPI is requesting unemployment payment(s) from your federal, local and child nutrition funds as soon as possible.

Contact Eileen Townsend at eileen.townsend@dpi.nc.gov if you have any questions or are unsure of your amount due.

From the School Planning Section

Athletic Facility Repair & Renovation Grants – Local PRC 440

The SBE has approved a new Allotment Policy governing the administration and distribution of \$12,624,000 in K-12 Athletic Facility Repair & Renovation grants from the State Capital Infrastructure Fund (SCIF). The 99 LEAs not receiving direct grants from OSBM under this program, will receive a grant from DPI. The DPI base grant amount is established at \$100,000 per LEA, with the remaining grant funds allotted per-ADM. A list of grant recipients and grant amounts is located on the School Planning website under SCIF Athletic Facility Grants, on the [Capital Funding](#) page. By law, each LEA accepting a grant must meet several specific compliance and reporting requirements, including completion of an agreement with DPI. Agreement forms and additional details are available from DPI School Planning.

LEA grant administrators should contact Teri Williams in DPI School Planning to initiate the process: teri.williams@dpi.nc.gov.

From the Exceptional Children Division

Grant Information

- Special Grants

Special grants, with the status of Chief Administrator Approved, are reviewed monthly after the 15th. (If the 15th falls on a weekend or holiday, the review will start of the next business day after the 15th). Notification of review is made through NC CCIP. For your review, the Special Grants Training recording, along with the PowerPoint are available on the EC Website [here](#) under the Special Grants section.

- IDEA/ American Rescue Plan Act of 2021 (ARP)

American Rescue Plan budgets should be submitted as soon as possible.

The American Rescue Plan funds have been allotted under the following Program Report Codes. The budgets will be submitted the same way as the IDEA budgets. A new application is not required.

PRC 185 and PRC 186 Budgets and Allotments

At the current time, those with approved budgets for PRC 185 and PRC 186 have been allotted 75% of their total funds. The additional 25% will be included in a futures allotment. PSUs do not need to make a change in the approved budget. When the additional 25% is allotted, the budget will be reviewed for alignment with the final allotment.

Reminders

DEADLINES NEXT WEEK:

Small County/Low Wealth Signing Bonus for Teachers – PRC 062 survey is due **February 18, 2022**

Details are in the January 21, 2022 newsletter *

Instructional Support Personnel Report (Survey) is due **February 18, 2022**

Details are in the February 4, 2022 newsletter *

PSBCF and NBPSCF Lottery Distribution Requests are due **February 22, 2022**

Details are in the January 28, 2022 newsletter *

Needs-Based Public School Capital Fund - Grant Application is due **March 15, 2022**

Details are in the January 7, 2022 newsletter *

* Newsletters are posted online: [Procedures and Guidance | NC DPI](#)