



# Indiana Department of Education

---

Dr. Katie Jenner, Secretary of Education

To: Business Managers, Treasurers, and Charter School Directors

From: Melissa K. Ambre, Department Director, Office of School Finance

Date: November 4, 2022

Subject: November 2022 State Tuition Support Monthly Distribution

On Tuesday, November 15, the Office of School Finance (OSF) will release an updated Form 54 Basic Grant Monthly Distribution payment detail in the [School Finance Application Center](#). The Form 54 reflects the actual November and estimated December through June State Tuition Support payments using the updated actual September membership count. Updated State Tuition Support worksheets are available now.

Officials will be able to view and print the payment information in the School Finance Application Center. This is a secure site and will require a login and password. The login is the four-digit corporation number, and the password is the corporation PIN.

## **Reconciliation of the Basic Grant**

For fiscal year 2023, Basic Grant payments are funded using two counts, with the September membership count reflecting overall funding for July to December and the February membership count reflecting overall funding for January to June. The actual November and estimated December through June payments reflect upward or downward adjustments in response to the recalculation of the Basic Grant. If the estimated September membership count was higher than the actual membership count, the November and December payments will decrease. If the estimated September membership count was lower than the actual membership count, the November and December payments will increase.

OSF will continue to use the actual September count for estimated January to June payments until the February count is final and a reconciliation occurs. The second membership count reconciliation period occurs as part of the April to June 2023 Basic Grant payments for the period of January to June 2023. Basic Grant payments for January through March will reflect any overpayment or underpayment in response to the fall count.

## **Additional adjustments**

In addition to updated payment estimates, the Form 54 continues to reflect Veterans Memorial Fund and Common School Fund loan repayment amounts for July to December 2022. The repayment amounts for the second half of the fiscal year (January to June 2023) will be incorporated in the Form 54 as part of the January 2023 payment.



# Indiana Department of Education

---

Dr. Katie Jenner, Secretary of Education

Several school corporations will also see Medicaid adjustments on their November payment. The recovery is for Medicaid reimbursements to school corporations that occurred in October 2022. The recovery amount is **28.14%** of the reimbursement. The recovery for Medicaid appears on the Form 54 in the Other Minus column.

If you have questions regarding this memorandum, please contact [Amy Pattison](#) or [Melissa Ambre](#).