

## School District “Per Pupil Cost” Calculation

Every November, public school districts submit their Annual Financial Report (AFR) to Nebraska Department of Education. The AFR summarizes the following financial transactions for the previous school fiscal year (September 1 – August 31):

- Revenue
- Disbursements
- ADA – Average Daily Attendance of the district
- ADM – Average Daily Membership of the district
- Value of the district building and the contents
- Breakout of expenditures by elementary and secondary levels

Per pupil costs are considered accurate after NDE verifies the AFR information by comparing financial information to the school district audit.

### Types of “Per Pupil Cost” Calculations:

- Per pupil costs are calculated two ways:
  - Average Days of Membership ADM - Number of students enrolled within a district during the school year divided by the total number of school days.
  - Average Days of Attendance ADA - Total days of attendance of all students during a school year divided by the total number of school days.
- Average Daily Membership (ADM) vs. Average Daily Attendance (ADA)
  - Per pupil costs using Average Daily Membership is considered more representative of the district since actual membership of the district is used in the calculation.
- *Per Pupil Calculation – Average Daily Membership (ADM):*
  - Total Adjusted Current Expense **PLUS** Annual Depreciation of District Building and Contents **DIVIDED BY** District Average Daily Membership
- *Per Pupil Calculation – Average Daily Attendance (ADA):*
  - Total Adjusted Current Expense **PLUS** Annual Depreciation of District Building and Contents **DIVIDED BY** District Average Daily Attendance

### Components of the “Per Pupil Cost” Calculation:

- Total Adjusted Current Expense (AFR Line 20200 of General Fund) plus Federal Programs
- Annual depreciation of district building and contents
  - 3% of the amount reported on the AFR by the school for the total value of district building and contents.
- District ADA and ADM

**Total Adjusted Current Expense (AFR line 20200):**

- **Total of:**
  - All K-12 Instruction
  - Staff/Student Services
  - Administration (Superintendent/Principals)
  - General Business Operations
  - Legal
  - Vehicle Acquisition/Maintenance (non-pupil transportation)
  - Building Operation & Maintenance
  - Pupil Transportation
  - Summer School
  - Transfers to Lunch & Activity Funds
  - State & Federal Programs (included beginning in 2018/19)

*(Disbursements related to pre-school, community services, debt services, transfers to Bond Fund, state/local grants, and adult education are not included in Adjusted Current Expense)*

- **Subtract:**
  - Tuition paid to other districts
  - Pupil transportation paid to other districts
  - All capital outlay in functions included above

**Per Pupil Cost Calculation:**

Total Adjusted Current Expense **PLUS** 3% of value of reported building and contents (annual depreciation)  
**DIVIDED** by ADA or ADM of the school.

**District Per Pupil Reports Available Here:**

- NDE Portal - AFR Collection in the report section
- Nebraska Education Profile (NEP) - <https://nep.education.ne.gov/>