



NDE: Announcements/Reminders from School Finance & Organization Services (August 2025)

Upcoming Due Dates/Dates of Importance

Rule 13 Exempt (Home) Schools – 2025/26 School Year (Available by the 2nd week of August)

The 2025/26 Exempt Schools – School District Report will be available by the 2nd week of August via the ADVISER Validation website. Once the report is open, further information will be emailed to the superintendents from nde.exemptschool@nebraska.gov.

Upcoming Budget & Grants Management (B&GM) Technical Assistance Training: Subrecipient Document Retention (August 13, 2025)

This training is designed to provide subrecipients with guidance on the fiscal documentation requirements necessary for effective grant management. The session will address topics such as the specific documents needed, the timing of their review, and offer documentation tips and best practices.

Date: August 13, 2025; Time: 10:00AM-Noon (CT)

Note: Registration is required! Zoom Registration:

- https://educationne.zoom.us/meeting/register/Z62ozkWbTlecfU_7ARmBSA#/registration

If you have any questions, please reach out by submitting an email to our helpdesk nde.bgmhelp@nebraska.gov.

Expenditure Exclusions Requiring State Board Approval (Due August 18 for the September Meeting)

The expenditure exclusions requiring State Board Approval, due dates for succeeding State Board meetings, and template letters are available on the School District Budgeting webpage at <https://www.education.ne.gov/fos/budgeting-school-district/>.

- Requests for the September 5, 2025 State Board Meeting must be received by August 18, 2025.
- Email exclusion requests to kelsey.larsen@nebraska.gov.

Statement of Change in School District Boundaries Due to Annexation by a City or Village

(Application Available Upon Request, Due August 20)

Section 79-1065.02 of the Nebraska Revised Statutes allows a school district to apply for additional State Aid when property of the district is annexed by a city or village that contains a school district that grows when the city boundaries change. To qualify for the additional State Aid, the school district must complete and submit a "Statement of Change in School District Boundaries due to Annexation by a City or Village and Application for Additional State Aid Under Neb. Rev. Stat. 79-1065.02" (NDE Form 03-065), *available from this office upon request*. The completed form must be received in this office by no later than August 20, 2025 in order for the Department to be able to make the payment by the date specified in the law. On or before September 20, 2025, the Department shall certify to the applicant school district the amount of additional State Aid, if any, the school district will receive for the 2025/26 school year.

- Contact: Michelle Cartwright at (402) 450-0867 or michelle.cartwright@nebraska.gov

Term Ending on the State Committee for the Reorganization of School Districts – Lay Person

[Application Due September 1]

The Commissioner of Education has asked the staff of the Financial and Organizational Services to begin the process of seeking candidates from the Nebraska education community for persons with interest and appropriate qualifications for this post. Candidates will be recommended to the State Board of Education at a future meeting. State Statutes 79-435, R.R.S., requires that the qualification for this position be a layperson (A layperson would mean anyone not currently certified as a teacher or administrator). This applicant would need to have “some knowledge” about how public school districts are organized, and currently operated). Members of the Committee serve without compensation but are reimbursed for expenses necessarily incurred in the performance of their duties. The Committee typically meets 1-2 times per year or as required by reorganization activity.

Potential candidates should complete and submit the following online application by Monday, September 1, 2025. The application is available on the School Reorganization webpage - <https://www.education.ne.gov/fos/school-reorganization/>.

Contact:

- Bryce Wilson at (402) 471-4320 or bryce.wilson@nebraska.gov

Information/Documents Recently Made Available

New Superintendent Orientation

The recording of the July 17, 2025 orientation and presentation materials are available at <https://www.education.ne.gov/fos/budgeting-school-district/new-supt-orientation/>.

Audit Confirmation and Payment Information Look-up Sites

Payments made to School Districts and ESUs by the Nebraska Department of Education may be reviewed at the link below. Information on these sites is updated nightly and will have the most recent payment information available as it occurs.

Visit this page for the following links: <https://www.education.ne.gov/fos/payment-information/>

- Payment Information
 - Detailed information listed by payment date.
- Audit Confirmation – typically used by district/ESU auditors
 - Payment information listed by program type with appropriate AFR coding. Click on program description to expand (may need to scroll down page) and view detailed payment information including date, amount and additional payment notes.

Upcoming

2025/26 School District Budget-Related Information [Due September 30]

APA/Budget & Other Materials

The materials related to the budget process from the Auditor of Public Accounts are available from the Auditor of Public Accounts' website at https://auditors.nebraska.gov/Budget_Info.html.

NDE/LC-2 & Other Materials

Materials provided by the Department of Education are available on the FOS/School District Budgeting webpage at <https://www.education.ne.gov/fos/budgeting-school-district/>.

Budget & Related Document Submission

Once the "District Approval" button at the bottom of the LC-2 has been clicked, a dialog box appears at the top of the LC-2 with steps to upload the budget documents. The budget documents must be formatted as a pdf; ***submissions by email or sent by mail will not be accepted.***

Contacts:

- Stephanie DeGroot at (402) 540-0649 or stephanie.degroot@nebraska.gov
- Michelle Cartwright at (402) 450-0867 or michelle.cartwright@nebraska.gov
- Kelsey Larsen at (402) 450-1418 or kelsey.larsen@nebraska.gov
- If you have questions about the NDE Portal or about submitting data online, please contact the NDE Service Desk at nde.servicedesk@nebraska.gov

This bulletin is sent monthly to ESU administrators, and public school superintendents and business managers. A copy of the most recent bulletin is available on the [FOS website](#). Please forward this email to all appropriate personnel so they are aware of this information.