

School Business Services

North Carolina Department of Public Instruction



August 22, 2024

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

[FBS Homepage](#)

December Pay Date

Some LEAs have received a copy of an internal DPI communication that stated that the Office of State Controllers will no longer process the December pay before the holidays and will move the pay date to December 31st. Several finance officers have asked School Business Services if this applies to the LEAs.

This communication does not apply to LEAs as the local boards have flexibility in setting their pay dates. However the LEA pay dates must be in compliance with General Statutes. The following are the laws as they apply to LEA pay dates:

Teachers: Although teachers are required to receive a full monthly payment no later than August 31st, and this constitutes prepayment for teachers working on a traditional calendar, the LEA is not permitted to extend the pay intervals more than one month. Therefore, if the LEA pays a teacher before the end of December, the LEA may not extend the next payment to the end of January. Teachers are required to receive their pay in monthly installments. (reference [G.S.115C-302.1](#))

Superintendents, supervisors and principals shall only be paid for the days employed as of a set pay date and may not be prepaid for days not employed. (reference [G.S. 115C-272\(b\)](#), [115C-285](#))

Other employees: Each LEA shall establish a set date on which monthly salary payments to employees other than superintendents, supervisors, and classified principals employed on an annual basis, shall be made. This set pay date may differ from the end of the calendar month of service. Employees may be prepaid on the monthly pay date for days not yet worked (Reference [G.S. 115C-316](#))

From the Office of Systems Modernization

CCIP eGrants Management: "No Carryover" & "Budget Only Remaining Funds" - All PSUs

Starting this year, there will be "no carryover" due to the implementation of the Grant Year Accounting fresh start. You will no longer see funds listed under the "Carryover" column. Any remaining carryover funds have been reallocated to the Grant Year (GY)-budget system or Fiscal Year (FY)-CCIP system, in which the funds were originally allotted. These funds must now be budgeted and expended from the corresponding

grant/fiscal year.

Planning allotments for the current year have been assigned to the FY-25 PRC application shells and GY-X5 within the budget building platforms. For any years prior to GY-X5 / FY-25, the term "Budget Only Remaining Funds" will appear in the grant title. This reflects any funds left over from that year as a new allotment, which would have previously been categorized as carryover.

To clarify, carryover funds remain within the GY/FY in which they are allocated, creating up to three budgets per PRC. For example, "Carryover" from GY-X4 / FY-24 will no longer appear in GY-X5 / FY-25. Instead, these funds will be found under GY-X4 / FY-24 "Budget Only Remaining Funds," where they were initially allotted.

[Federal Budget Balances](#)

[CCIP "No Carryover" Webinar](#)

Password: mkJcMwP6q27

Monday, August 26 at 1 pm

[Wendy Hinson](#), CCIP Business Analyst

Additional Notes:

- SunPac/Serenic/Sylogist is testing their LBAAS to CCIP update this afternoon with Onslow County Schools. It will be pushed out to all their customers as soon as that testing is complete.
- The Grant Year (GY) and Fiscal Year (FY) will be displayed differently. GY is used for budgeting purposes. For instance, in GY-X5, the "X" represents a different funding source (e.g., federal funds are denoted by the number 3, making it GY-35). The "5" represents the year (e.g., 5 corresponds to 2025). Therefore, GY-35 is equivalent to FY25. The number "25" in FY25 also represents the year 2025.

Program Budgets for Federal Grants

For questions about EC budgets, please reach out to your IDEA fiscal monitor. Contact your program administrator for Federal Programs budget inquiries. For questions about CTE budgets, please contact your [CTE Regional Coordinator](#).

FY2024-25 State & Federal Allotments - All PSUs

Continued processing of the "kitchen sink" (special provision allocations and State grant allotments) PRCs is underway.

The following PRCs were allotted this week:

- PRC 007/ Instructional Support – Military Counselor Support
- PRC 095/ Special Dollar Allotments - Regional Computer Consultants
- PRC 256/ CTE Home Building Grants - Initial Allocations
- PRC 101/ Sexual Risk Avoidance Education Program - Initial Allocations

The following items of interest are scheduled for allotment by the end of next week:

- PRC 001/ Classroom Teachers – Burrough's Welcome, Geographically Isolated Schools, Teacher of the Year, and Past Teacher of the Year Allotments
- PRC 040/ School Safety Grant – Remaining 15% Allotment of FY2024 Awards
- PRC 055/ Cooperative Innovative High Schools – Initial Allocations
- PRC 096/ Special Position Allotments – Teachers on Loan

Online resources such as the State Initial formula sheet, average salary information, IPS dollars per ADM, and the IFE Conversion request form are still being finalized and expected to be published on the FBS website in the coming week.

Additional Allotment Updates: LEAs

Some of the features of the Allotment System are still undergoing technical changes as we continue our system modernization efforts.

The ABC and Restart transfer modules are still in resolution and should be ready to open next week. At this time, the exact day that these modules will open for submission is uncertain, but notification of open status will be provided via GovDelivery as soon as available.

Thank you for your continued patience. If you have general allotment questions, please email Allotments@dpi.nc.gov.

Confirmation of Funds for Annual Financial Statement Audits by CPA Firms - All PSUs

DPI is providing the appropriate reports to your independent auditors via the internet. These reports for FY24 are now [posted in a public application](#).

Please direct your independent auditor to the site provided.

Please contact Roxane Bernard at roxane.bernard@dpi.nc.gov with any questions.

From the Center for Safer Schools

School Resource Officer Grants - All PSUs

As part of their School Resource Officer Grant applications, public school units will need to complete the vulnerability assessment. If you follow the rubric in the grant application and answer all the required questions, that will aid in receiving a more competitive grant score and increase your likelihood of being funded. If you have any questions or concerns, email schoolsafetygrants@dpi.nc.gov.

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
08/30/2024	School Resource Officer Grants Application	08/15/2024
11/01/2024	Cleaner Classrooms for Carolina Kids Enrollment	01/05/2024

LEAs

DUE DATE	TOPIC	NEWSLETTER
09/13/2024	NBPSCF Capital Facility Grant Applications	07/29/2024

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