ESSER FY 2023 Performance Report Office Hour
02/13/2024

Tuesday, February 13, 2024 - 10:00am

Office of Federal Emergency Relief Programs (OFERP)

Maine Department of Education

Reporting Statutory Requirements

34 CFR §76.720 State reporting requirements:

This section applies to a State's reports required under 2 CFR 200.327 (Financial reporting) and 2 CFR 200.328 (Monitoring and reporting program performance), and other reports required by the Secretary and approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995, 44 U.S.C. 3501-3520.

34 CFR §76.722 Subgrantee reporting requirements:

A State may require a subgrantee to submit reports in a manner and format that assists the State in complying with the requirements under 34 CFR 76.720 and in carrying out other responsibilities under the program.

FY 2023 Performance Report

SEA Data Collection Form is a [public document](#)

- This report is completed based on reimbursements in **State's Fiscal Year 2023** - **July 1, 2022 to June 30, 2023**
- FY 2023 ESSER performance report is due by **April 14, 2024**
- Available at https://www.4pcamaine.org/

The following resources have been created:

- **Blank Copy** of the FY 2023 ESSER Performance Report ([PDF](#)) ([Word](#))
- **Open, no agenda, Sessions**
  - Every Wednesday at 11:00am for an hour starting on February 28, 2024 [Click here to register](#)
- **Fiscal data** for July 1, 2022 to June 30, 2023 prepopulated
- **New Webpage**, www.maine.gov/doe/fedrelief/ESSERPRFY23

FY 2023 Sections

"Accurate SEA reporting remains essential to providing the public with timely insight into how ESSER funds have been used by your SEA and its local educational agencies (LEAs) to support students and educators in addressing the impact of COVID-19, and for helping to ensure accountability with respect to these unprecedented levels of federal investment. As was previewed and communicated during the FY 2021 (Year 2) and FY 2022 (Year 3) ESSER APR collection, there are additional reporting items that are now required in the FY 2023 (Year 4) ESSER APR collection."

Parts with Sections	Focus
Part I: Performance Report Cover Sheet	Certification required
Part II: FY23 Expenditures by Category	July 1, **2022** to June 30, 2023 expenditures
Section a: by Object Code	FY 2023 expenditures by object code
*NEW*Section b: by Activity	FY 2023 expenditures by activity
*NEW*Section c: Hiring and Retention	Funds expended to support specific positions
Part III: Mandatory Reservation Funds	*NEW* Funds expended activity/intervention
*NEW*Part IV: Interventions and Participation	Supported activity/intervention with eligible/participating student group counts
*NEW**NEW* Student Enrollment by Subgroup	Students enrolled by student group

Part VI: ESSER Funds Supported
    Section a. Maintaining safe instruction
    Section b. Providing internet access
    Section c. Reengaging students
	FY23 funds expended on identified items

Part VII: Allocation of ESSER Resources	SAU allocated portion of funds to schools
Part VIII: Full-Time Equivalent (FTE)	SAU FTE, regardless of funding, by date *NEW* School FTE by staff type as 10/1/22
Part IX: Planned Uses	Identifying use of unexpended funds
Part X: SAU Publicly Available Plans	URL with reviewed/revised dates
Part XI: Davis Bacon Requirements	Aware and implementation assurances

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Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0749.

Public reporting burden for this collection of information is estimated to average 140 hours per SEA response and 140 hours per LEA response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Under the PRA, participants are required to respond to this collection to obtain or retain a benefit. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, please contact Joanne Bogart, US. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

GEM Portal

Maine Department of Education
Application Website

Welcome to the Department of Education's Consolidated Application and Grant Reimbursement Website.

School Emergency Relief Fund (ESSERF) Applications
- ESSERF 1 Application
- ESSERF 2 Application

Maine Coronavirus Relief Fund (CRF 2) Applications

Emergency Assistance to Non-Public Schools Program (EANS)
- EANS Application
- EANS Reallocated Funds Request
- ARP EANS II Application

American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ESSER)

ESSER Performance Report
- PR Phase I
- PR Phase II

ARP Homeless Children and Youth II Budget Update

MaineTeachesCS: Expanding Access to Computer Science in Maine Classrooms Universal Computer Science Mobile Labs (CSML) Subgrant
- CSLM Phase I
- CSLM Phase II

Multilingual Learners and Students Experiencing Homelessness Application

Federal Grant Reimbursement System

Go to:

https://www.4pcamaine.org/

Click on:

ESSER Performance Report

FY 2023 – Phase III

Username and Password:
Accounts for ESSER application and the FGRS will grant access to Performance Report

FY 2023 ESSER Performance Report

DATA ENTRY | SUBMISSION | LOG OUT

Contact person: James Rideout, Pine RSU

Pine RSU's Data Entry Menu

✓General Directions and Essential Information

✓Performance Report Setup

✓Part I: Performance Report Cover Sheet

Part II: Fiscal Year 2023 Expenditures
    Section a: by Object Code
        ✓ **Directions**
        CARES ESSER I Expenditures
        CRRSA ESSER II Expenditures
        ARP ESSER III Expenditures
    Section b: by Activity
    Section c: Hiring and Retention

Part III: SAU Mandatory Reserve to Address Impact of Learning Loss

Part IV: SAU Interventions and Participation

✓Part V: Total LEA Student Enrollment by Demographic Subgroup

Part VI: ESSER Funds Supported

✓Part VII: Allocation of ESSER Resources within SAU

✓Part VIII: Full-Time Equivalent (FTE) Positions

✓ Part IX: Planned Uses

Part X: SAU Publicly Available Plans

✓Part XI: Davis Bacon Requirements

There are eleven parts to the Performance Report (PR). Each part represents information needed for USDE annual report.

Please note:

- All work needs to be conducted on the data entry tab.

- Pages should be completed in order to avoid logic errors.

- A check mark before a link indicates that all the required information has been entered in the page. Once all links are checked, including General Directions, you will be able to submit this performance report.

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Performance Report Setup

ESSER funds use is unique to each SAU and will be reflected in their PR.

Make sure that all the information in the Performance Report Set Up page is correct because the Performance Report Coversheet (Part I) is populated by the setup information.

Part I: Cover Sheet

DATA ENTRY   SUBMISSION   LOG OUT

Contact person: James Rideout, Pine RSU

PART I: PERFORMANCE REPORT COVER SHEET

Legal Name of Applicant: Pine RSU	**Applicant's Mailing Address:** Suite IC USA Route IA Pine Valley, ME 12345

SAU Contact for the Education Stabilization Fund (CFDA No. 84.245)
Name: James Rideout
Position: Assistant Superintendent
Office: Office of the Superintendent
Contact's Mailing Address:
USA Route IA Suite 44   Pine Valley, ME12345
  Zip Code Plus 4: 01010-1011
  Telephone: 555-555-5556
  Fax: 555-555-5557
  E-mail address: gseekins@usaed.net

  DUNS number (9-digits): Cd12iyZ89
  UEI # (12-character, alphanumeric):1245678ACBN5
  Vendor Code (VC 10-digits): PRSU11113

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. EDGAR Sec. 200.415

Superintendent (Printed Name): Dr. Jack Johnson Sr	**Telephone:** 555-555-5555
Signature of Superintendent: Not Certified by Electronic Signature	**Date:** 00/00/0000

« To Setup   To Menu   To Part a: Expenditures Direections »

The Performance Report Coversheet (Part I) is populated by the setup information.

When the performance report is ready for submission

- GEMS will **generate an email** to the superintendent indicating that review and certification is needed.

- **In this email** there will be a URL, username and password to certify the performance report.

Fiscal Data

Invoice # & ID	Date	Billing Period	Submitted	Approved DOE	Processed DAFS	Amount	Balance
7 ID:1504	08/22/2022	8/13/2022 to 08/19/2022	◉	◉	◉	$113,000.00	$933,133.92

Name of Project	Elementary and Secondary School Emergency Relief Fund
Billing Date	08/22/2022
Billing Period	From 08/13/2022 to 08/19/2022

Billing Date: Initiates the process of the Maine DOE to request funds from the US Department of Education (USED) on behalf of the SAU. If date is in the performance period (FY 23, July 1, 2022 and June 30, 2023) it is likely included in the ESSER spending for FY 23.

Billing Period: This date illustrates when the activity transpired; however, the Maine DOE was not aware of the activity until the reimbursement request was made noted by the billing date.

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Fiscal Data

Part II: Fiscal Year 2023 Expenditures

ARP ESSER III Expenditures
Report all project expenditures for the period of performance of **July 1, 2022 to June 30, 2023.** The total you report must equal ($612,169.61) the amount paid during this period according to Maine's Financial System records

Activities (Report each expenditure in only one of the two ARP ESSER columns)	Amount Expended on RESERVATION for loss of instruction project(s) (This amount will be exclusive of the amount reported in the remaining column)	Amount Expended on REMAINING ARP ESSER project(s)
Addressing Physical Health and Safety	$10,207.50	$7,900.00
a. Personnel Services - Salaries	110.00	500.00
b. Personnel Services - Benefits	0.00	0.00
c. Purchased Professional and Technical Services	10000.00	7000.00
d. Purchased Property Services	0.00	0.00
e. Other Purchased Services	0.00	0.00
f. Supplies	97.50	400.00

ARP ESSER III Expenditures

Report all project expenditures for the period of performance of **July 1, 2022 to June 30, 2023.** The total you report must equal ($612,169.61) the amount paid during this period according to Maine's Financial System records

Name of Project	Elementary and Secondary School Emergency Relief Fund
Billing Date	08/22/2022
Billing Period	From 08/13/2022 to 08/19/2022

Invoice # & ID	Date	Billing Period	Submitted	Approved DOE	Processed DAFS	Amount	Balance
1 ID:451	01/28/2022	07/01/2021 to 09/30/2021	◉	◉	◉	$41,558.86	$1,558,011.75
2 ID:772	03/18/2022	10/01/2021 to 12/31/2021	◉	◉	◉	$15,475.83	$1,542,535.92
3 ID:915	05/02/2022	01/01/2022 to 03/31/2022	◉	◉	◉	$20,616.58	$1,521,919.34
4 ID:1045	05/27/2022	04/01/2022 to 05/15/2022	◉	◉	◉	$241,884.63	$1,280,034.71
5 ID:1407	08/02/2022	5/16/2022 to 06/30/2022	◉	◉	◉	$119,295.59	1,160,739.12
6 ID:1490	08/17/2022	7/01/2022 to 08/12/2022	◉	◉	◉	$114,605.20	1,046,133.92
7 ID:1504	08/22/2022	8/13/2022 to 08/19/2022	◉	◉	◉	$113,000.00	$933,133.92
8 ID:1564	09/09/2022	8/20/2022 to 09/08/2022	◉	◉	◉	$57,481.28	$875,652.64
9 ID:1600	09/16/2022	9/09/2022 to 09/16/2022	◉	◉	◉	$6,307.38	$869,345.26
10 ID:1700	10/14/2022	9/17/2022 to 09/30/2022	◉	◉	◉	$6,829.18	$862,516.08
11 ID:2014	12/13/2022	0/01/2022 to 12/05/2022	◉	◉	◉	$41,417.59	$821,098.49
12 ID:2324	02/02/2023	2/06/2022 to 01/31/2023	◉	◉	◉	$30,292.96	$790,805.53
13 ID:2454	03/27/2023	2/01/2023 to 03/09/2023	◉	◉	◉	$122,940.43	$667,865.10
14 ID:2651	08/16/2023	03/10/2023 to 06/10/2023	◉	◉	◉	$167,346.74	$500,518.36
15 ID:3246	09/08/2023	06/11/2023 to 06/30/2023	◉	◉	◉	$7,552.90	$492,965.46

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Part II: Directions

Part II: Fiscal Year 2023 Expenditures
Section a: by Object Code
    ✓ Directions
    CARES ESSER I Expenditures
    CRRSA ESSER II Expenditures
    ARP ESSER III Expenditures
Section b: by Activity
Section c: Hiring and Retention

The expenditure categories are:

- Addressing Physical Health and Safety

- Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)

- Mental Health Supports for Students and Staff
    - USED definition: For the purposes of this reporting, Social Emotional Learning (SEL) support is conducted by non-licensed practitioners or professionals and Mental Health services are conducted by licensed practitioners or professionals, including psychologists and psychotherapists.

- Operational Continuity and Other Allowed Uses

Please note these are self-selected and should be documented. **The Office of Federal Emergency Relief Programs encourages you to review the ESSER FAQ while making the category determination.**

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Part II: Fiscal Year 2023 Expenditures

CARES ESSER I Expenditures
Report all project expenditures for the period of performance of **July 1, 2022 to June 30, 2023.** The total you report must equal **($7,890.00)** the amount paid during this period according to Maine's Financial System records.

Activities	Total Amount Expended by Activity
Addressing Physical Health and Safety	**$1,622.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	350.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	**$1,622.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	350.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00
Mental Health Supports for Students and Staff	**$1,622.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	350.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00
Operational Continuity and Other Allowed Uses	**$1,272.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	0.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00
Total CARES ESSER I Expenditures	**$6,140.00**

Total CARES ESSER I Expenditures ($6,140.00) is not equal to Maine Finan...

Part II: Fiscal Year 2023 Expenditures
Section a: by Object Code

✓ **Directions**
CARES ESSER I Expenditures
CRRSA ESSER II Expenditures
ARP ESSER III Expenditures
Section b: by Activity
Section c: Hiring and Retention

- The total amount expended by activity must total the amount paid during the performance report period.

- Each expense needs to be classified to an object.

- Report expenditures ONLY ONCE in the table.

- Use the most appropriate and specific expenditure category for each expenditure.

- Please note that where each expenditure is reported is **self-selected** and documentation of the expenditure, category, and object should be maintained for future reporting.

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Part II: FY 2023 Expenditures

Activities	Total Amount Expended by Activity
Addressing Physical Health and Safety	**$1,622.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	350.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	**$1,622.50**
a. Personnel Services - Salaries	1200.00
b. Personnel Services - Benefits	0.00
c. Purchased Professional and Technical Services	350.00
d. Purchased Property Services	0.00
e. Other Purchased Services	0.00
f. Supplies	72.50
g. Property	0.00
h. Debt Service and Miscellaneous	0.00
i. Other Items	0.00

- Salaries and benefits must be reported separately. An error message will flag that no amount has been entered for benefits.

- The sum of all salaries and benefits for each ESSER program will be used to populate Section c: Hiring and Retention.

- The total of each expenditure category will need to match the totals in Section b: by Activity.
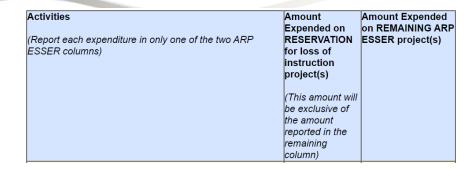
Part II: FY 2023 Expenditures

ARP ESSER III Expenditures
Report all project expenditures for the period of performance of July 1, 2022 to June 30, 2023. The total you report must equal **($69,990.00)** the amount paid during this period according to Maine's Financial System records.

Activities (Report each expenditure in only one of the two ARP ESSER columns)	Amount Expended on RESERVATION for loss of instruction project(s) (This amount will be exclusive of the amount reported in the remaining column)	Amount Expended on REMAINING ARP ESSER project(s)
Addressing Physical Health and Safety	**$10,207.50**	**$7,900.00**
a. Personnel Services - Salaries	110.00	500.00
b. Personnel Services - Benefits	0.00	0.00
c. Purchased Professional and Technical Services	10000.00	7000.00
d. Purchased Property Services	0.00	0.00
e. Other Purchased Services	0.00	0.00
f. Supplies	97.50	400.00
g. Property	0.00	0.00
h. Debt Service and Miscellaneous	0.00	0.00
i. Other Items	0.00	0.00
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	**$7,000.00**	**$10,000.00**
a. Personnel Services - Salaries	7000.00	10000.00
b. Personnel Services - Benefits	0.00	0.00
c. Purchased Professional and Technical Services	0.00	0.00
d. Purchased Property Services	0.00	0.00
e. Other Purchased Services	0.00	0.00
f. Supplies	0.00	0.00
g. Property	0.00	0.00
h. Debt Service and Miscellaneous	0.00	0.00
i. Other Items	0.00	0.00
Mental Health Supports for Students and Staff	**$17,220.00**	**$997.50**
a. Personnel Services - Salaries	220.00	500.00
b. Personnel Services - Benefits	0.00	0.00
c. Purchased Professional and Technical Services	0.00	0.00
d. Purchased Property Services	17000.00	497.50
e. Other Purchased Services	0.00	0.00
f. Supplies	0.00	0.00
g. Property	0.00	0.00
h. Debt Service and Miscellaneous	0.00	0.00
i. Other Items	0.00	0.00
Operational Continuity and Other Allowed Uses	**$17,717.50**	**$400.00**
a. Personnel Services - Salaries	220.00	400.00
b. Personnel Services - Benefits	0.00	0.00
c. Purchased Professional and Technical Services	0.00	0.00
d. Purchased Property Services	0.00	0.00
e. Other Purchased Services	0.00	0.00
f. Supplies	17497.50	0.00
g. Property	0.00	0.00
h. Debt Service and Miscellaneous	0.00	0.00
i. Other Items		
Total ARP ESSER III Expenditures	**$52,145.00**	**$19,297.50**

Total ARP ESSER III Expenditures ($71,442.50) is not equal to Maine Financial System

Activities (Report each expenditure in only one of the two ARP ESSER columns)	Amount Expended on RESERVATION for loss of instruction project(s) (This amount will be exclusive of the amount reported in the remaining column)	Amount Expended on REMAINING ARP ESSER project(s)

- In the ARP Project Expenditures there is an additional column, which requires:
  - Total Amount **Expended toward required set-aside to address learning loss**
    - *this amount will be exclusive of the amount reported in the preceding column;*
    - *report each expenditure in only one of the two ARP ESSER columns*

- The total amount expended by activity **(sum of the two columns)** must total the amount paid during the performance report period according to Maine's Financial System records.

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Please Note: For July 1, 2022 -June 30, 2023
- SAUs will need to provide the amount of the SAU expenditures by ESSER Subgrant fund and activity (i.e.. Building and facilities upgrades and maintenance, Assistance with meals for students, cleaning and/or sanitization supplies) not category.

Preview Question: Provide the amount of the LEA expenditures by ESSER Subgrant fund and activity for the reporting period?

See page 46 for more information.

Activity for each expenditure.

Activities	ESSER I (CARES Act) Total Amount **Expended** by Activity[1]	ESSER II (CRRSAA) Total Amount **Expended** by Activity	ARP ESSER Total Amount **Expended** by Activity
Assessing Physical Health and Safety			
a. Building and facilities upgrades and maintenance, including ventilation systems and new construction			
b. Assistance with meals for students			
c. Cleaning and/or sanitization supplies			
d. Temporary classroom space to support social distancing			
e. Temporary or additional transportation to support social distancing to and from school			
f. Capacity building to improve disaster preparedness and response efforts, including coordination with state, local, Tribal, and territorial public health departments, and other relevant agencies to improve coordinated responses to prevent, prepare for, and respond to COVID-19			
g. Other health protocols *not listed above* and aligned to guidance from the Centers for Disease Control and Prevention (CDC) such as: vaccines for staff and/or students, COVID-19 testing for staff and/or students, contact-tracing, masks			

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Part II: by Activity

Part II: Fiscal Year 2023 Expenditures
Section a: by Object Code

✓ **Directions**
CARES ESSER I Expenditures
CRRSA ESSER II Expenditures
ARP ESSER III Expenditures
Section b: by Activity
Section c: Hiring and Retention

Please note:

- Activities are different in each expenditure category.

- This section will help indicate spending by activity for all ESSER funding.

- The total of each

- expenditure category will need to match the totals in Section A: by Object Code.

Part II: Fiscal Year 2023 Expenditures

b. Expenditures by Activity

Provide the amount of the SAU expenditures by ESSER Subgrant fund and activity for fiscal year 2023 (July 1, 2022 to June 30, 2023). The total amount reported for activities below must total the amount reported by category above in Part II. Section a. For ARP ESSER III, the categories should be equal to the sum of both columns of ARP ESSER III in Part II. Section a.

Report any expenditure ONLY ONCE in the table below. Please use the most appropriate and most specific applicable activity for each expenditure.

	CARES ESSER I	CRRSA ESSER II	ARP ESSER III
Addressing Physical Health and Safety	$1,972.50	$9,495.00	$17,497.50
a. Building and facilities upgrades and maintenance, including ventilation systems and new construction	1972.50	9495.00	17497.50
b. Assistance with meals for students	0.00	0.00	0.00
c. Cleaning and/or sanitization supplies	0.00	0.00	0.00
d. Temporary classroom space to support social distancing	0.00	0.00	0.00
e. Temporary or additional transportation services to support social distancing to and from school	0.00	0.00	0.00
f. Capacity-building to improve disaster preparedness and response efforts, including coordination with State, local, Tribal, and territorial public health departments, and other relevant agencies to improve coordinated responses to prevent, prepare for, and respond to COVID-19	0.00	0.00	0.00
g. Other health protocols not listed above and aligned to guidance from the Centers for Disease Control and Prevention (CDC) such as: vaccines for staff and/or students, COVID-19 testing for staff and/or students, contact tracing, masks	0.00	0.00	0.00

Maine Department of Education

Part II: Hiring and Retention

NEW!

c. Hiring and Retention of Specific Positions

The amounts below are self-reported in the salaries and benefits of Part II: Fiscal Year 2023 Expenditures, section a. Expenditures by Object Code:

	CARES ESSER I	CRRSA ESSER II	ARP ESSER III
Addressing Physical Health and Safety	$1,200.00	$8,000.00	$610.00
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	$1,200.00	$8,000.00	$17,000.00
Mental Health Supports for Students and Staff	$1,200.00	$8,000.00	$720.00
Operational Continuity and Other Allowed Uses	$1,200.00	$8,000.00	$620.00
Subgrant Total:	$4,800.00	$32,000.00	$18,950.00
Grand Total:		$55,750.00	

Indicate the total **AMOUNT** of ESSER funds that supported these specific positions. Support indicates salaries and/or benefits that were partially or fully paid with any of the ESSER funds.

Total amount expended on:	Specific Positions
1550.00	Special educators and related service personnel
8400.00	Paraprofessionals
0.00	Bilingual or English as a second language educators
9950.00	School counselors, school psychologists and/or social workers
9950.00	Nurses
0.00	Short term contractors
17497.50	Classroom educators, not covered by previous categories
1550.00	Support personnel, not covered by previous categories
8400.00	Administrative staff, not covered by previous categories

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Part II: Hiring and Retention

NEW!

The [Year 4 ESSER Annotated Form](), Supplement A has definitions of staff categories

Staff Categories

Special educators and related service personnel	Special education teachers, paraprofessionals, and personnel employed and contracted to provide related services for children with disabilities including but not limited to Audiologists, Speech-language pathologists, Interpreters, Psychologists, and Social workers.
Paraprofessionals	Staff members assigned to assist a teacher with routine activities associated with teaching, i.e., activities requiring minor decisions regarding students, such as monitoring, conducting rote exercises, operating equipment and clerking.
Bilingual or English as a second language educators	Teachers that provide ESL instruction or bilingual education. Other non-teaching positions should not be included in this count.
School counselors, school psychologists and/or social workers	School counselors are defined as professional staff assigned specific duties and school time for: counseling students and parents, addressing learning problems, evaluating students' abilities and assisting students in career and personal development. School psychologists are defined as Professional staff member who provides direct and indirect support, including prevention and intervention, to evaluate and address student's intellectual development, academic success, social-emotional learning, and mental and behavioral health.
Nurses	Staff that are credentialed to provide nursing services. For example, registered nurses (RNs), licensed practical nurses (LPNs), and certified nursing assistants (CNAs) should be considered "Nurses".
Short term contractors	Any non-permanent staff with a limited and specified employment duration. Examples of short-term contractors may include but are not limited to cleaning personnel contracted to disinfect schools during a school year that are not permanent employees of the LEA and mental health personnel contracted to provide services during a summer break that are not permanent employees of the LEA.
Classroom educators, not covered by previous categories	Teachers or other staff that provide classroom instruction that are not covered by previous categories.
Support personnel, not covered by previous categories	All other support staff not reported in instructional or student support including but not limited to plant and equipment maintenance, bus drivers, security, and food service workers.
Administrative staff, not covered by previous categories	Staff members providing direct support to LEA administrators, business office support, data processing, secretarial and other clerical staff; staff implementing software solutions and staff providing hardware and software maintenance and data user support.

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Part III: Reservation

NEW!

Amount established by the Reservation projects in the ARP application	$117,400.11
Amount established by the self-reported expenses in Part II: Fiscal Year 2023 Expenditures, section a. Expenditures by Object Code	$19,297.50

1. Provide the **amount** expended on each of the activities or interventions listed below:

Activities or Intervention	Amount Expended
a. Summer learning or summer enrichment	995.0
b. Afterschool program	2000.0
c. Extended instructional time (school day, week, or year)	0.0
d. Tutoring	10000.0
e. Additional classroom teachers	5000.0
f. Other additional staffing and/or activities to assess and support social-emotional well being (excluding mental health supports), for students, educators and/or families	0.0
g. Other additional staffing and/or activities to assess and support mental health needs for students, educators and/or families	0.0
h. Other additional staffing and/or activities to identify and/or respond to unique student needs and/or provide targeted support for vulnerable students (including low-income children or students, students with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care	0.0
i. Universal screening, academic assessments, and intervention data systems, such as early warning systems and/or opportunity to learn data systems.	0.0
j. Improved coordination of services for students with multiple types of needs, such as full-service community schools or improved coordination with partner agencies, such as foster care services	0.0
k. Early childhood programs	0.0
l. Curriculum adoption and learning materials	0.0
m. Core staff capacity building / training to increase instructional quality and advance investments in talent pipelines for teachers and/or classified staff	0.0
n. Other (Please specify):	0.0

2. Please describe how the activities or interventions **supported above** address the disproportionate impact of COVID-19 on each listed underserved student groups, including
    a. each major racial and ethnic group,
    b. children from low-income families,
    c. children with disabilities,
    d. English learners,
    e. migratory students,
    f. students experiencing homelessness,
    g. youth in foster care, and
    h. other groups disproportionately impacted by the pandemic.

This section contains:

- A self-reported amount for learning loss (reservation) projects is pre-populated.

- The total amount expanded for all interventions must match the self-reported amount.

- A response to how the activities or interventions are supporting each of the underrepresented groups is required.

Maine Department of Education

FY 2023: Learning Loss Reservation

Please Note: For July 1, 2022 – June 30, 2023

- SAUs must provide expenditure detail (the amount expended by activity) rather than marking Y/N

Preview Question: How did this LEA use ESSER (ESSER I, ESSER II and/or ARP ESSER) funds to support learning recovery or acceleration for student groups who were disproportionately impacted by the COVID pandemic?

See page 38 for more information.

Methods/Intervention Y/N	(Notes, the Capacity and Participation
1. Evidence-based summer learning or summer enrichment programs	Is this program available to all students? Y/N If no, indicate the number of students this program serves at full capacity: _____ Total **unique** headcount of students that participated in this activity: _____ Indicate the number of eligible students within each of the following student groups, and the number of eligible students within each student group that **participated** in this activity: **Eligible** refers to students within the student group who meet eligibility criteria for participation, such as belonging to the appropriate grade for the activity.

Student Group (Note, the total unique headcount does not need to equal the sum of rows below, as a student may be counted in multiple rows)	# Enrolled eligible students at LEA in subgroup	# Eligible students in subgroup participating
a. Students with one or more disabilities		
b. Low-income students		
c. English learners		
d. Students in foster care		
e. Migratory students		
f. Students experiencing homelessness		
g. American Indian or Alaska Native		
h. Asian		
i. Black or African American		
j. Hispanic/Latino		
k. Native Hawaiian or Other Pacific Islander		
l. White		
m. Two or more races		
n. Other student subpopulation (Please specify):		

Maine Department of Education

Part IV: Participation

NEW!

1. Evidence-based summer learning or summer enrichment programs offered?
- ● Yes
- ○ No

1.1: Is this program available to ALL students?
- ● No, indicate the number of students this program serves at full capacity: `0`
- ○ Yes

1.2: Total unique headcount of students that **participated** in this activity: `4`

1.3: Indicate the number of students from each student group enrolled in this activity below:

Student Group (Note, the total unique headcount does not need to equal the sum of rows a-n, as a student may be counted in multiple rows.)	# Enrolled **eligible** Students at SAU in subgroup *Eligible refers to students within the student group who meet eligibility criteria for participation, such as belonging to the appropriate grade for the activity.*	# Eligible students in subgroup *participating*
a. Students with one or more disabilities	4	0
b. Low-income students	0	0
c. English learners	0	0
d. Students in foster care	0	0
e. Migratory students	0	0
f. Students experiencing homelessness	0	0
g. American Indian or Alaska Native	0	0
h. Asian	0	0
i. Black or African American	0	0
j. Hispanic/Latino	0	0
k. Native Hawaiian or Other Pacific Islander	0	0
l. White	0	0
m. Two or more races	0	0
n. Other student subpopulation (Please specify):	0	0

How did the LEA use ESSER funds to support learning recovery or acceleration for student groups who were disproportionately impacted by the COVID19 pandemic?

- Mark Yes or No to each activity below; if an activity was offered by the LEA, additional information will be requested.

#1: Summer learning/enrichment

#2: Afterschool programming

#3: Extended instructional time

#4: High dose tutoring

#5: Early childhood programming

Part V: Demographics

NEW!

Indicate the total number of enrolled students within the LEA by each student group below. Students should be counted in all student groups to which they belong.

Student Group	Count Enrolled Students
a. Students with one or more disabilities	75
b. Low-income students	120
c. English learners	40
d. Students in foster care	0
e. Migratory students	0
f. Students experiencing homelessness	8
g. American Indian or Alaska Native	3
h. Asian	2
i. Black or African American	1
j. Hispanic/Latino	2
k. Native Hawaiian or Other Pacific Islander	0
l. White	630
m. Two or more races	7
n. Other student subpopulation (Please specify):	0
Total Unique Headcount of Enrolled Students (Note, the total unique headcount does not need to equal the sum of rows a-n, as a student may be counted in multiple rows.)	600

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Part VI: Funds Supported

a. Maintaining Safe In-Person Instruction

1. Did the SAU expend ESSER funds on any of the items below in FY 23 (July 1, 2022 to June 30, 2023)? Mark 'YES' only if ESSER funds were expended on the activity. Otherwise mark 'NO'

Expenditures:	Yes	No
a) provide vaccinations to educators, other staff, and students, if eligible	●	○
b) support universal and correct wearing of masks	●	○
c) physical distancing (e.g., including use of cohorts/podding)	●	○
d) screen testing to promptly identify cases, clusters, and outbreaks	●	○
e) improve ventilation or HVAC systems	●	○
f) promote handwashing and respiratory etiquette	●	○
g) stay home when sick and get tested	●	○
h) support contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments	●	○
i) Cleaning and disinfection	●	○

b. Internet Access

2. Did the SAU use ESSER to provide home Internet access for any students in FY 23 (July 1, 2022 to June 30, 2023)? Mark 'YES' only if ESSER funds were expended on the activity. Otherwise mark 'NO'.

	Yes	No
Mobile hotspots with paid data plans	●	○
Internet connected devices with paid data plans	○	●
SAU paid for the cost of home Internet subscription for student	○	●
District provides home Internet access through a district-managed wireless network	○	●
Other (Please specify):	○	●

c: Reengaging Students

3. Did the SAU seek to reengage students with poor attendance or participation in FY 23 (July 1, 2022 to June 30, 2023)?

	Yes	No
Direct outreach to families	●	○
Engaging the school district homeless liaison	●	○
Partnering with community-based organizations	●	○
Offering home internet service and/or devices	●	○
Implementing new curricular strategies to improve student	●	○
Offering credit recovery and/or acceleration strategies	●	○
Other (Please specify):	○	●

This part has Yes/No responses:

Did the SAU expend ESSER funds
   III. on items related to safe in-person instruction?
   IV. to provide home internet access?
   V. to reengage students with poor attendance?

Please note:
- Every question must have a response (Yes or No)
- If yes is selected under Other you will need to specify

Part VII: School Resources

Pine RSU's Data Entry Menu

Did the SAU allocate some portion of ESSER funds to schools in this reporting period? Note: ESSER refers to CARES ESSER I, CRRSA ESSER II, and ARP ESSER III funds and includes both mandatory subawards

How did this LEA allocate ESSER funds?

- Mark 'Y/N' to indicate whether the criteria was used to allocate ESSER funds to schools. For example, if the LEA allocated funds using a weighted formula of total number of enrollments and total number of enrolled students with disabilities, the SAU should mark 'Y' to rows a and b.

Maine Department of Education

Part VIII: FTE Positions

Provide the number of full-time equivalent (FTE) positions.

- **Full-Time Equivalent (FTE)** is the amount of time per week spent on an activity divided by the amount of time per week normally considered as full-time for that activity. **FTE should be expressed as a decimal to the nearest tenth.**
- The number of FTE positions includes all staff regardless of whether the position is funded by Federal, State, local, or other funds-and equals the sum of the number of full-time positions plus the full-time equivalent of the number of part-time positions.

To calculate the number of FTE staff members in each category, determine the number of hours that each staff member in that category works in a week. Add these numbers together and divide the total by the number of hours that represents "full time" to get the FTE number for that staff category.

Example:	35-hour week = 1.0 FTE
	7 educational technicians each work 10 hours per week
	total number of hours worked is 7 ed techs X 10 hours = 70 hours
	70 hours / 35 hours = 2.0 FTE for educational technicians

1. Provide the number of FTE (expressed as a decimal to the nearest tenth) for the SAU as of:

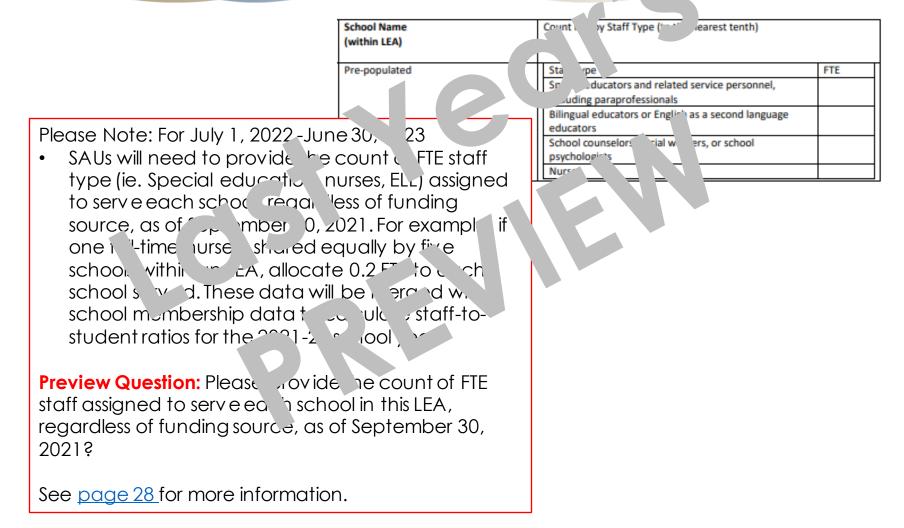| 10/1/2018	10/1/2019	4/1/2020	0/1/2020	10/1/2021	10/1/2022
75.0	75.0	75.0	75.0	75.0	75.0

- Full-Time Equivalent (FTE) is **the amount of time per week spent on an activity divided by the amount of time per week normally considered as full-time** for that activity.

- FTE should be expressed as a **decimal to the nearest tenth.**

- The number of FTE positions includes all staff **regardless of whether the position is funded by Federal, State, local, or other funds** and equals the sum of the number of full-time positions plus the full-time equivalent of the number of part-time positions.

Please note that many of the dates are October; however, there is ONE April date to determine pre-Covid positions. Also, October 2023 will be added.

FY 2023: FTE Positions

School Name (within LEA)	Count of FTE by Staff Type (to the nearest tenth)	
Pre-populated	Staff type	FTE
	Special educators and related service personnel, including paraprofessionals	
	Bilingual educators or English as a second language educators	
	School counselors, social workers, or school psychologists	
	Nurses	

Please Note: For July 1, 2022 - June 30, 2023

- SAUs will need to provide the count of FTE staff type (ie. Special education, nurses, ELL) assigned to serve each school regardless of funding source, as of September 30, 2021. For example, if one full-time nurse is shared equally by five schools within the LEA, allocate 0.2 FTE to each school served. These data will be merged with school membership data to calculate staff-to-student ratios for the 2021-22 school year.

Preview Question: Please provide the count of FTE staff assigned to serve each school in this LEA, regardless of funding source, as of September 30, 2021?

See for more information.

Maine Department of Education

Part VIII: FTE Positions

NEW!

2. Provide the number of FTE staff assigned to serve **each school** in this LEA, regardless of funding source, as of October 1, 2022.

For example, if one full-time nurse is shared equally by five schools within an LEA, allocate 0.2 FTE to each school served. These data will be merged with school membership data to calculate staff-to-student ratios for the 2022-23 school year

Count FTE by Staff Type (to the nearest tenth) at each school as of October 1, 2022

School Name (within LEA)	Special educators and related service personnel, including paraprofessionals	Bilingual educators or English as a second language educators	School counselors, social workers, or school psychologists	Nurses
Pine Mt Elementary	2.0	0.5	0.5	1.0
Pine Valley High School	4.0	1.0	1.5	2.0
Pine Valley Elementary School	1.5	0.5	0.5	0.5
Pine Valley Middle School	3.0	0.5	1.0	1.0
Pine Island Primary	0.5	0.5	0.5	0.5
Pine Island Middle School	3.0	0.5	1.0	1.0

This question will require
- SAUs to provide the count of FTE by staff type indicated. (ie. Special education, nurses, ELL) assigned to serve each school, regardless of funding source.
- For example, if one full-time nurse is shared equally by five schools within an LEA, allocate 0.2 FTE to each school served.
- The schools within the SAU will be pre-populated.

Please note:
- Supplement A in the Year 4 ESSER Annotated Form has
- definitions of staff type

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Part IX: Planned Uses

b.Planned Uses

The SAU allocation, a total of prior reporting expenditures, a total of current reporting expenditures (which aligns to the information provided above), and an auto-calculated remaining balance is provided below

	CARES ESSER I	CRRSA ESSER II	ARP ESSER III
Allocation	$68,738.24	$568,738.24	$560,000.56
Prior Reporting Expenditures	$47,551.56	$230,723.03	$175,250.54
Current Reporting Expenditures	$6,140.00	$36,380.00	$71,442.50
Remaining Funds (as of July 1, 2022)	$15,046.68	$301,635.21	$313,307.52

*Typo being fixed

1. What are the SAU's planned uses of remaining ESSER subgrant funds?

Provide the **percentage (%) of remaining funds** planned for the below expenditure categories. All categories must sum to 100% of remaining ESSER subgrant funds.

	CARES ESSER I	CRRSA ESSER II	ARP ESSER III
% Remaining Funds Planned for:			
Addressing Physical Health and Safety	25 %	50 %	0 %
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	25 %	0 %	0 %
Mental Health Supports for Students and Staff	25 %	50 %	0 %
Operational Continuity and Other Allowed Uses	25 %	0 %	75 %
Not Yet Planned for Specific Use	0 %	0 %	25 %
Percent of Planned Use (included only in data entry)	100%	100%	100%

Prior Reporting Expenditures:
- Reimbursements prior to June 30, 2022

Current Reporting Expenditures:
- Reimbursements from July 1, 2022 to June 30, 2023

Remaining Funds:
- As of July 1, 2023

Maine Department of Education

Part X: SAU Plans

1. Provide the URL of the publicly available *Plan for Safe Return to In-Person Instruction and Continuity of Services:* www.pinersu.org/covid

2. Has the *Plan for Safe Return to In-Person Instruction and Continuity of Services* been reviewed and revised, if applicable, in the last six months?

	Yes	No	Date of plan publicly available
Reviewed in the last six months	●	○	1/1/20
Revised in the last six months	●	○	1/1/22

3. Provide the URL of the publicly available *Use of Funds Plan:*
www.pinersu.org/covid

4. Has the *Use of Funds Plan* been reviewed and revised, if applicable, in the last six months?

	Yes	No	Date of plan publicly available
Reviewed in the last six months	●	○	1/1/20
Revised in the last six months	●	○	1/1/22

5. Each recipient of a federal grant under the Elementary and Secondary Education Act (ESEA) of 1965 must display, in a public place, the hotline contact information of the US Department of Education Office of the Inspector General (ED OIG) to ensure that any individual who observes, detects, or suspects improper use of taxpayer funds can report such improper use. More Information available at https://mailchi.mp/maine/cu5lemq6y0-1326940?e=0f97f56869 Please provide the URL of the fraud, waste and abuse information that is posted on your SAU website.

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SAU Spending and Instruction Plans

This part will request active links to the publicly available:

- ARP Use of Funds plan and
- ARP Safe Return to In-Person Instruction plan.

These plans are required to be reviewed, and updated if applicable, every six months.

Both plans must be continuously available to the public until 9/30/24.

Please note that this information is used to populate the SAU Spending and Instruction Plans on the OFERP website.

Addition: Fraud, Waste and Abuse URL is being requested per our U.S. Department of Education monitoring visit.

Maine Department of Education

Federally funded remodeling, renovation, and new construction must comply with applicable Uniform Guidance requirements, Davis-Bacon prevailing wage requirements, and all of the Department's applicable regulations regarding construction at 34 CFR § 76.600 and § 75.600-75.618. Davis-Bacon Act is administered by the U.S. Department of Labor and provides information. Briefly, SAUs must include language regarding prevailing wages in contracts, check that a Davis-Bacon poster is posted on the work site, monitor wages paid to labor hired by contractors and subcontractors, make sure anyone receiving apprenticeship wages on site are enrolled in a qualified apprenticeship program.

If the State prevailing wage applies to SAU construction/renovation projects,

- The SAU must obtain from DOL a schedule of prevailing wages and benefits for the project (26 MRS § 1306);
- The SAU must include the schedule in bid documents (26 MRS §1306);
- The contract with the contractor must include a provision that the contractor and all subcontractors will pay the state prevailing wages and benefits (26 MRS § 1309);
- The contractor and subcontractors must post a statement of the prevailing wages and benefits at the job site (26 MRS §1310);
- The contractor and subcontractors must keep records as required by 26 MRS § 1311;
- The contractor and subcontractors must require that "craft workers" have completed 10 hours of construction safety training (26 MRS § 1317).

For projects that are funded in whole or part by federal funds and subject to the Davis-Bacon Act, the state prevailing wage and benefits do not apply (26 MRS § 1314). By checking yes, the SAU attests that it is aware and implementing the requirements of Davis-Bacon for approved repairs, improvements, and construction supported with ESSER funds.

- ◉ Yes
- ○ No

- An LEA that uses ESSER or GEER funds for minor remodeling, renovation, repair, or construction contracts over $2,000 must meet all Davis-Bacon prevailing wage requirements (see next slide).

- See B-7 in the ESSER FAQs (Updated December 7, 2022)

Submission

1st - On the **Data Entry Menu**, check to be sure that all sections have Black Checkmarks and the blue messaging at bottom of the page indicates completion.

2nd - Go to the **Submission page** and enter application coordinator's password. A red message will appear at the top of the page when the PR has been submitted. This is the same process for resubmissions.

Please unmute yourself or use the chat to ask questions!

Contact Information

Emergency Relief Funds	ESSER	GEER and EANS
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