

State Aid Template Workshop

What to Bring: Source Data & Technology

Student Counts

Check the Data Entry tab of your template for a list of the student counts you will need. The source data will be reports from your district's student information system for each completed six-weeks period of 2025-26. The name/number of the six-weeks' reports that contain student counts will vary depending on your district's software vendor. Some commonly used student information system reports are also listed below:

- Ascender Software – SAT0920 and SAT2100
- Skyward Software Packages – Superintendent's Report Tables I-IV and ADA & FTEs Report

Tip: We will be working with district total counts, rather than campus-by-campus counts in this workshop. So, you will want to check that the source data that you bring/download for this workshop are district total counts.

Property Values & CAD Cost Information

For each CAD(s) the district is in (Tip: The historical years will help refine your projections – get as many as you can):

Tax Year 2025 Certified Value Reports from your County Appraisal District(s) (or latest estimate)

Tax Year 2025 Comptroller's Pre-Preliminary Values Reports; these are generally released to Superintendents in mid-December

Recapture districts:

CAD Cost for Tax Year 2025 (school year 2025-26)

Tip for Certified Value Reports: You'll want to bring the detailed certified value report for each CAD that shows Net Taxable Value, Freeze Adjusted Value, and Frozen Levy. For districts with Chapter 313 or JETI agreements, reports will show separate values for M&O and for I&S. In addition, the detailed certified value reports are sometimes packaged as three separate sets of reports including a set of reports for "ARB Approved" values, "Under Review" values, and "Grand Totals". Be sure you have the "Grand Totals" version included in what you bring/download so that you aren't working with partial data.

Tax Rates & Tax Collections Reports (Tax Office and General Ledger 199 5711 & 5712; 599 5711 & 5712)

Tax Year 2025:	M&O Rate	M&O Collections	I&S Rate	I&S Collections
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Technology

- State Aid Template Region XIII [here](#) and/or
- Laptop

TIP: Second screens are really helpful to have for this workshop. Many participants choose to bring a second screen or a second laptop or tablet for this purpose.