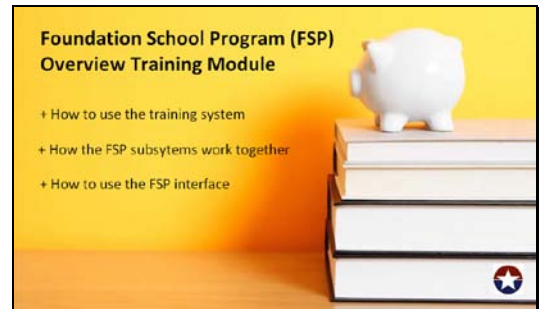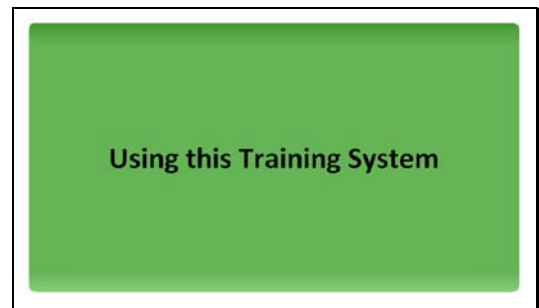Slide 1

Before beginning this FSP training module, enter your first and last name and your CDN, and click Submit.

Slide 2

Welcome to the Foundation School Program (FSP) Overview training module. In this part, you will learn how to use this training system, how the FSP subsystems work together, and how to use the FSP interface

Slide 3

The complete multi-part FSP training course provides an explanation of what the FSP system does, how to use each subsystem, and how the subsystems you use fit into the big picture.

Slide 4

Slide 5

You used the online table of contents to open this training module. Each training module is accessed by clicking that link in the table of contents. You can view any part in any order, but it is recommended that you watch training modules in the order listed.

Slide 6

Training modules appear in a new window. Most training parts contain practice questions, and there is a comprehensive quiz at the end of the entire module. You must take this quiz to pass the module.

Slide 7

Some of these questions are traditional multiple choice questions, while others are simulations. When you see a gold direction bubble, like this, use your mouse to perform the requested action in the training module window.

Slide 8

When you have completed a module, close that window and you will return to the menu page.

Slide 9

From within each training module, you can use the controls at the bottom of the window to...

Slide 10

...rewind back to the beginning of the training video,...
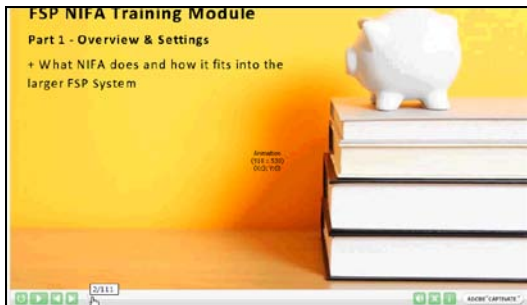

Slide 11

...play,...

Slide 12

...pause,...
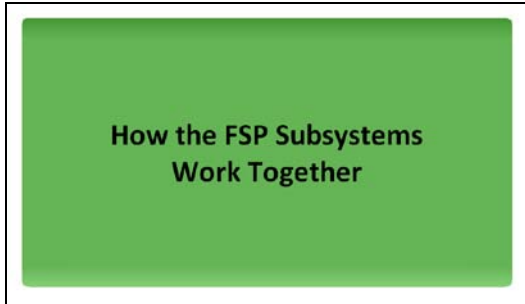
Slide 13

...go backward,...

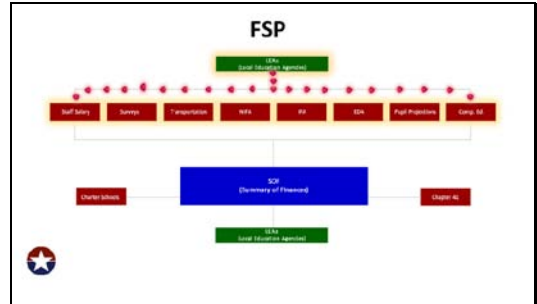Slide 14

... skip forward one screen at a time,...

Slide 15

...or skip to anywhere in the module using the slider.

Slide 16

You can view as many modules as you like, as many times as you like. Once you have completed a training module, a certificate appears showing your score. You can print this certificate for your records, if you wish.
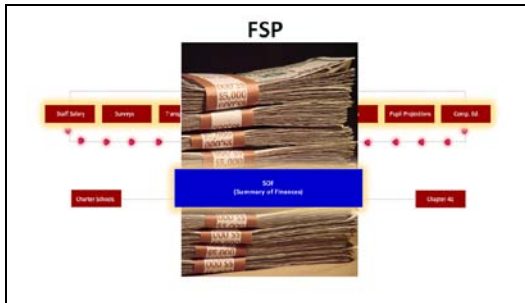
Slide 17

Slide 18

At a high level, the FSP system works like this: a series of data collection subsystems gather data from external sources. Those sources include Local Education Agencies (or LEAs), school districts, charters, Education Service Centers, or other state agencies.


Slide 19

That data is then reviewed, and upon approval, sent to the Summary of Finances (or SOF), a calculation engine that performs the necessary calculations to yield allocations. Allocations designate how much money each district is qualified to receive based on the data coming from the data collection subsystems. Once the correct allocations have been calculated, payments are sent to the LEAs.

Slide 20

The state funding staff maintains the SOF calculations and makes updates based on legislative changes.
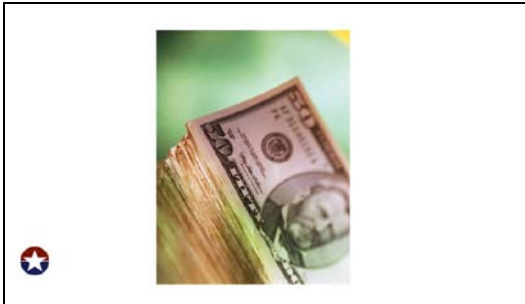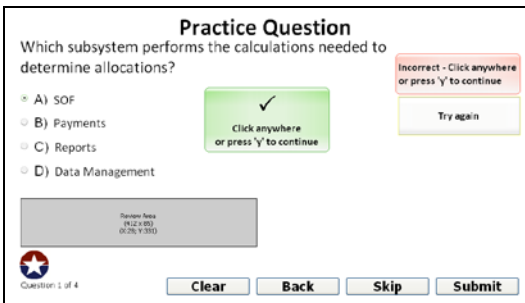
Slide 21

This is why the system needs near-final settle-ups and final settles-ups. These are the calculations that tally how much was paid versus how much was owed based on a complete or nearly complete set of data for the finished school year.
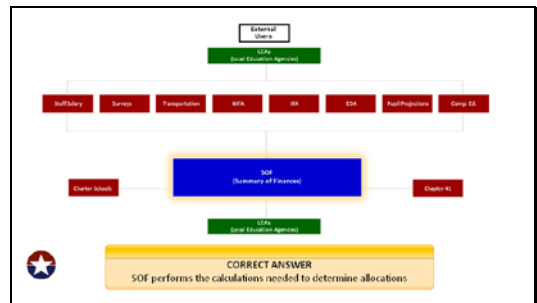

Slide 22

These calculations result in either a payment or a balance for the LEA. However, even final settle-ups can be altered if new data emerge, and further payments or balances may be created, even years later.

Slide 23

Which subsystem performs the calculations needed to determine allocations?

Slide 24

SOF performs the calculations needed to determine allocations

Slide 25
What are "allocations"?

Slide 26
"Allocations" are the amount of money that the FSP system calculates a district should receive.

Slide 27
Why are "near-final settle-ups" necessary?

Slide 28
"Near-final settle ups" are necessary because payments are made based on estimates that have to be revised when new data is received.

Slide 29

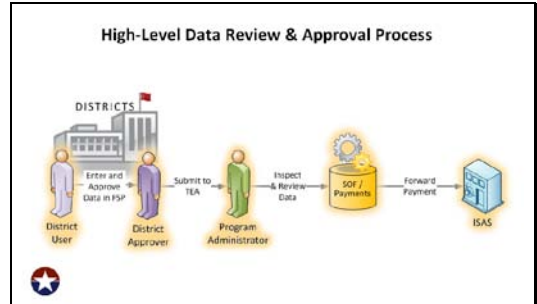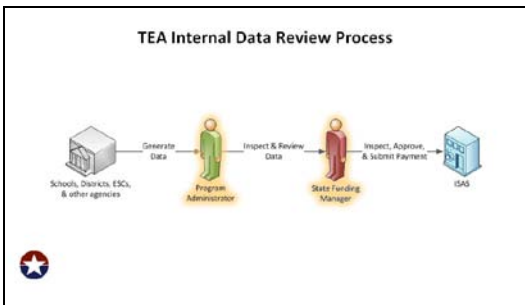
Slide 30

To ensure accuracy, district data goes through a multi-part review and approval process. District users log onto FSP and enter data in the appropriate subsystem. The district approver then reviews the data, and if approved, submits it to TEA. Once data arrives at TEA, the program administatrator and state funding manager inspect it. Once all is reviewed and approved, the information is used to calculate the payment amount, which is finally processed by the internal state accounting system (ISAS) for disbursement to the district.
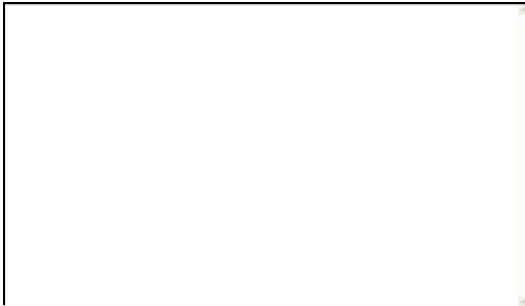

Slide 31

Once the FSP data is submitted to TEA, the TEA staff performs a number of operations to maintain this complex, interlocking set of systems. The program administrators load and perform the preliminary review of incoming data, and the State Funding managers review and provide final approval on data, allowing allocations to be assigned.
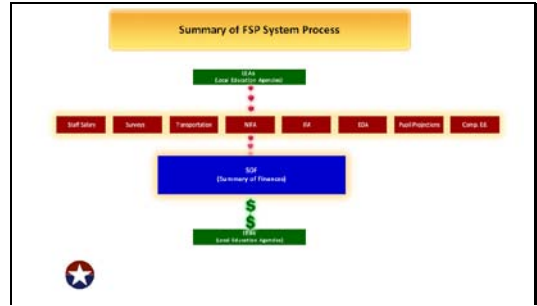

Slide 32

...and together, the whole team ensures that districts receive their allocations promptly and accurately.
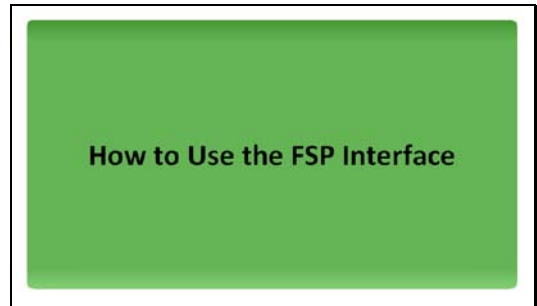
Slide 33

Slide 34

Let's review what we've covered: Districts submit data through the program-specific subsystems, which then forward the information to the calculation engine, SOF. SOF calculates the appropriate allocation for the district or campus, which then receives the funds as part of their FSP payment.

Slide 35

SOF is the calculation engine that takes the data provided by districts and performs the necessary calculations to yield allocations. Allocations designate how much money each district is qualified to receive based on the data coming from the data collection subsystems.
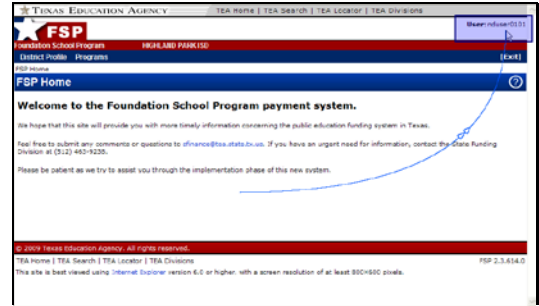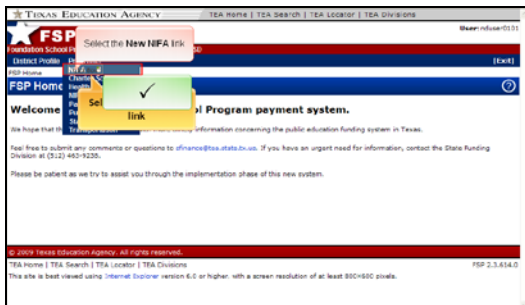

Slide 36

Slide 37

To begin using the FSP application, log on using your TEASE username and password, with the appropriate FSP access assigned. (If you do not have a TEASE account, you can review the TEASE training module for details.)

Slide 38

When you open the FSP system, you will see the FSP homepage. Notice that the TEASE user name you used to log in appears in the upper right corner.
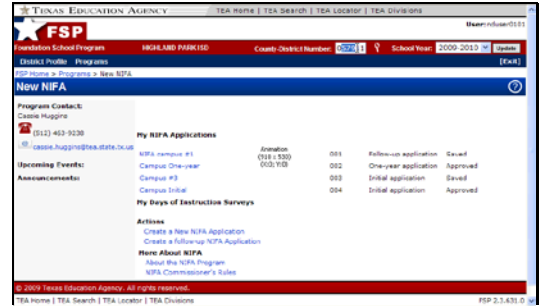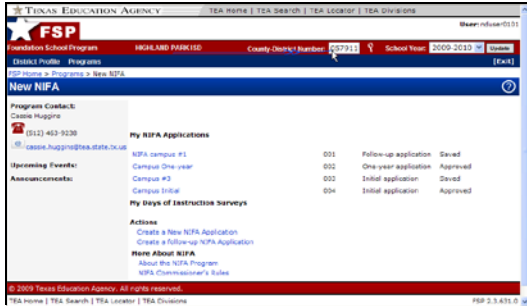

Slide 39

From the FSP home page, select the subsytem you wish to work in from the Programs link at the top of the page. For this training simulation, select the NIFA subsystem.
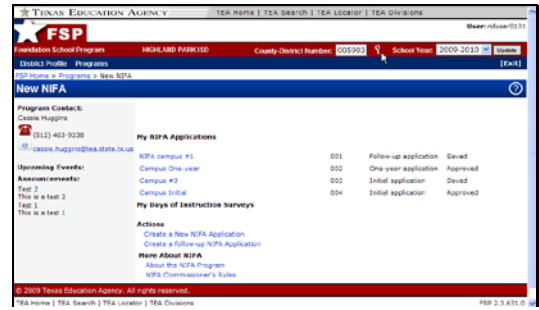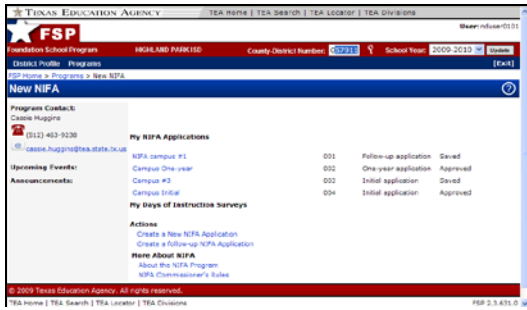

Slide 40

The red bar displays the name of the LEA you are currently accessing.

Slide 41

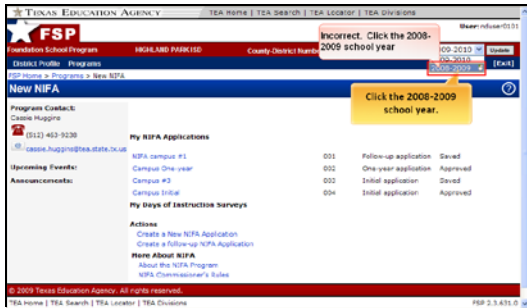To change the LEA, either type the CDN in the county-district number box,…

Slide 42

Slide 43

...or...

Slide 44

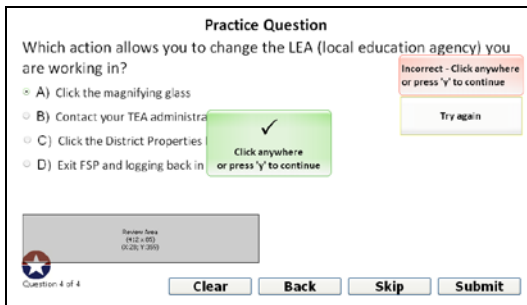...click the magnifying glass to browse to the correct LEA.

Slide 45

The red bar also shows the school year you are currently accessing. To work in a different year, click the down arrow and select another available school year.

Slide 46

You must click the Update button to enact your changes to the CDN or the school year.

Slide 47

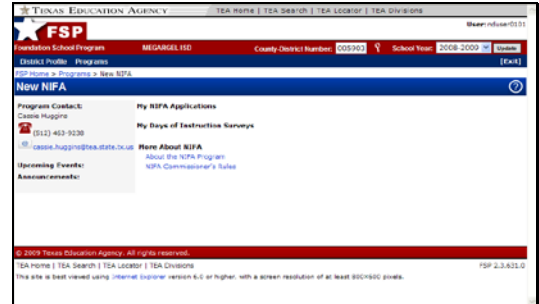Which action allows you to change the LEA (local education agency) you are working in?

Slide 48

One of the ways to change the LEA you are working in is to click the magnifying glass and browse to the correct LEA.
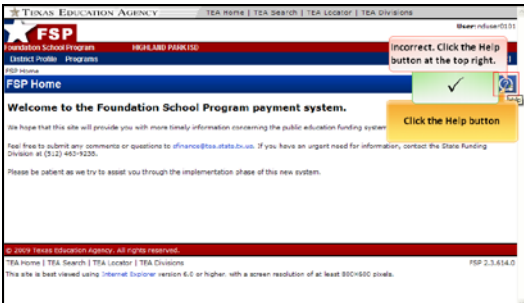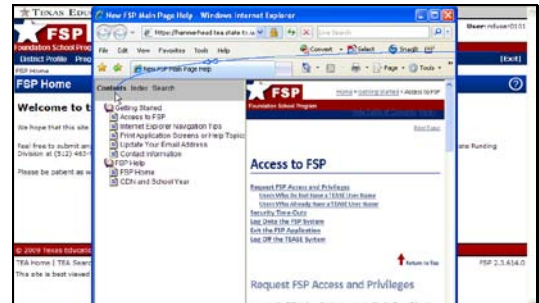
Slide 49

Slide 50

When you click the Update button, the program homepage for the district and school year you selcted appears.

Slide 51

Notice that a blue question mark button appears in the top right of each page in the FSP system. This button opens a Help topic that pertains to the specific page you are viewing.
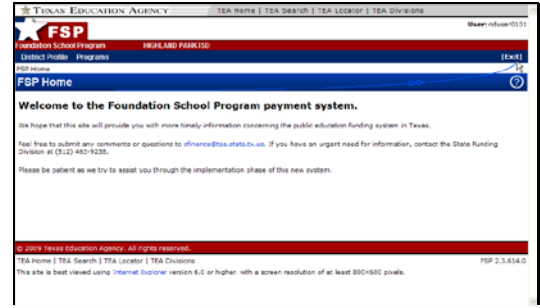

Slide 52

From within the help system, you can also use the table of contents on the left to view other Help topics.

Slide 53

Click the X at the top right to close the help and return to the FSP application.
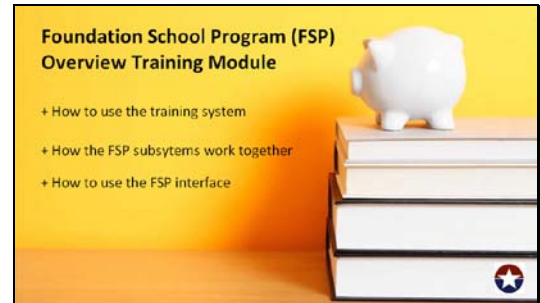

Slide 54

To close the FSP system entirely, click exit link at the top right. This will return you to the TEASE application list.
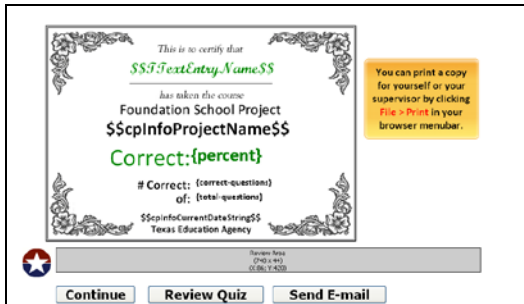

Slide 55

Slide 56

Congratulations. You have completed the Foundation School Program Overview training module. In this part, we covered how to use the training system, how the FSP subsystems work together, and how to use the FSP interface.

Slide 57

Your score is shown in the certificate onscreen. If you did not score 100%, you should take the module again. If you wish to keep this certificate for your records, you must print it now. Remember that you also need to apply for FSP access through TEASE, which your supervisor must authorize.