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*INTEREST RATE ON INVESTMENT
 Effective 4/19/21 through 4/25/21*

Date: April 19, 2021
To: Chief School Administrators
From: Craig Neuenswander,
 Deputy Commissioner
 Veryl D. Peter, Interim
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.07%	0.07%
3 Months	0.01%	0.01%
6 Months	0.01%	0.02%
1 Year	0.06%	0.07%
18 Months	0.11%	0.12%
2 Years	0.17%	0.17%

Report Due Dates

- April 1-20.... Request May Federal Funds (form 240) *if funds available*(open April 1-20)
[Nicole Norwood](#) (785) 296-2020
- April 5-30.... National Board Certified Teacher Incentive Bonus (open April 5-30)
[Rose Ireland](#) (785) 296-4973 (instructions sent April 5) [Application](#)
- April 20..... Special Education Transportation Claim Form (Form 308)
 (open April 20-May 10) [Rose Ireland](#) (785) 296-4973
- April 30..... Special Education Catastrophic State Aid Application (current year) and
 NPE Contracts data is finalized [Mason Vosburgh](#) (785) 296-4945
- April 30 Mentor Programs – Application to re-validate mentors/mentees
 for payment request (open Mar 22 – April 30) [Shane Carter](#) (785) 296-8011

Form 308, Special Education Transportation – report open April 20

The Form 308 report is scheduled to open Tuesday, April 20. Login to KSDE's Authenticated Web Apps site: <https://apps.ksde.org/authentication/login.aspx>.

The Form 308 Instructions will walk you through opening and submitting the report. This is posted on the [School Finance Guidelines and Manuals website](#). Select: **Form 308 Instructions**. We suggest you download/print the Form 308 instructions to collect the data needed before entering data on the online web application form.

ALL LEAs should submit Form 308 (Special Education Transportation Expenditures Report) by **Friday, May 10**.

- o *If your LEA **does not claim** special education transportation costs, **please enter zeroes and submit** the Form 308 (online web app).*

Form 308 - School Finance contacts:

- o Rose Ireland rireland@ksde.org 785-296-4973
- o Christie Wyckoff cwyckoff@ksde.org 785-296-6321
- o Sara Barnes sbarnes@ksde.org 785-296-4972
- o Veryl Peter vpeter@ksde.org 785-296-3872

2020-2021 Republishing General Fund

Are you concerned about republishing your General Fund? Keep in mind the following factors will impact the calculation of your final “computed” general fund budget:

1. **Audits** – KSDE is still processing audits. We anticipate having all audits completed by mid-May. If there are audit exceptions to any current year weightings, this will result in an increase or decrease of your computed general fund budget.
2. **Special Education State Aid** – The final special education aid payment will deposit on June 1. Once we finalize this payment, we will re-compute your general fund budget based on actual special education aid. If your **actual** special education aid increases or decreases in comparison to the special education aid budgeted on Form 118, your general fund budget will increase or decrease respectively.
3. **Virtual Credits** – We are currently computing your general fund budget based on **estimated** Virtual Credits submitted on the Superintendent’s Organization Report. The **actual** Virtual Credits earned for students 20+ years will be submitted on the Local Effort web form due June 8. Immediately thereafter, we will re-compute your general fund budget based upon actual Virtual Credits. If the actual virtual credits increase or decrease in comparison to the Virtual Credits estimated, your general fund budget will increase or decrease respectively.

To download the complete 2021 Legal Max spreadsheet, please go to this website: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Legal-Max-General-Fund-School-Finance-Studies>.

Note: The spreadsheet ‘effective date’ 4/09/2021 appears in Column B (top left side of screen). As audits are processed, we re-compute and repost the spreadsheet with a new effective date.

We anticipate mailing each district a Final legal max letter by mid-June.

Don’t hesitate to contact our office if you have any questions pertaining to republishing the General Fund or any other fund within the USD budget program.

Contact for questions concerning republishing: [Sara Barnes](#), School Finance.

Note:
It is not necessary to mail an amended paper copy if you have submitted electronically.

If your district needs to republish general fund, step by step instructions are provided online to make these updates in your Excel budget program.

Requirements to Republish USD Budget:

https://www.ksde.org/Portals/0/School%20Finance/budget/Budget_Workshop/repub_instructions.pdf?ver=2021-04-13-151857-907

2020-21 Budget Republication forms should be received by KSDE before:

- o May 15, 2021 - General Fund only (in order to calculate final state aid)
- o June 30, 2021 - All funds republished except General

IMPORTANT: If you amend the general fund and the hearing will be held later than May 15, please notify KSDE of your intent to republish. Email a pdf copy of the **Amend** form (notice of hearing) to Katie Albright at kalbright@ksde.org.

Immediately following board approval, please electronically submit all amended budget worksheets.

Request federal funds to be spent in FY2021 by May 21

Please review your federal aid balances now to determine if there are remaining funds which still need to be drawn down during FY 2021 (by June 30). To open the spreadsheet, click on [Payment Information](#), look under the heading FY21 Payments, then select Federal Payment deposited. Another option is to open the Form 240 web application to review current ending balances for each federal grant.

If you have federal aid balances that need to be drawn down in FY21, please request the funds ([login screen - web application Form 240](#)) no later than May 21 (payment deposits June 10). Requests submitted for federal funds after the May 21 cutoff date will result in your payment being received in July (start of FY2022).

Refer to your federal grant award notification letter for the date when the award expires, or contact the KSDE program consultant listed below for assistance. Some grants may allow more than one year to spend down.

If you have questions about how to spend federal funds, contact the KSDE program consultant listed below by email:

- [Nicole Clark](#).....Title I Grants, Title II-A, Rural Low Income
- [Kathleen Mercer](#)Secondary Program Imp. & Perkins Reserve
- [Karen Maddox](#).....Title VI-B Disc Special Project
- [Christy Weiler](#).....Title VI-B Pass Thru & Early Childhood Flow Thru
- [Chris Macy](#).....Title IV 21st Comm. Learning Centers
- [Kimberly Muff](#).....Striving Readers-LINK Grants
- [Trevor Huffman](#).....ESSER & ESSER-SPED Grants
- [Nicole Norwood](#)Questions on Form 240- requesting payment

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