



900 S.W. Jackson Street, Suite 102  
 Topeka, Kansas 66612-1212  
 (785) 296-3201  
 www.ksde.org

*INTEREST RATE ON INVESTMENT  
 Effective 8/30/21 through 9/05/21*

**Date:** August 30, 2021  
**To:** Chief School Administrators  
**From:** Craig Neuenswander,  
 Deputy Commissioner  
 Dale Brungardt, Director  
 School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.09%	0.10%
3 Months	0.01%	0.01%
6 Months	0.02%	0.02%
1 Year	0.05%	0.05%
18 Months	0.14%	0.13%
2 Years	0.22%	0.21%

**Report Due Dates**

- Aug. 10-31 .....18-E Annual Statistical Report (all USDs - open August 10-Aug 31)  
[Rose Ireland](#) (785) 296-4973
- August 31 .....Driver Education claim form for reimbursement due  
[Robyn Meinholdt](#) (785) 296-3379
- Sept 1-20.....Request October Federal Funds (Form 240) if funds available  
 (open Sept 1-20) Nicole Norwood (785) 296-2020
- Sept 1-Oct 1 ..Federal Fiscal File Review (located in KIAS web app) (Cohort 1)  
[Christy Weiler](#) (785) 296-1712
- Sept 7.....KIDS Collection TASC (Teacher and Student Connection)  
 (open 9/7/2021 - 5/27/2022) KSDE Helpdesk (785) 296-7935
- Sept 11 ..... Designation of Attendance Officer(s) (all USDs due 9/11)  
[Cheryl Austin](#) (785) 296-3204 (listserv sent Aug 17)
- Sept 13 .....Unencumbered Cash Balances on September 1  
 (all USDs- open Aug 31-Sept 13) [Rose Ireland](#) (785) 296-4973
- Sept 13-17 .....Request for State Foundation Aid for October (all USDs- open Sept 13-17)  
[Rose Ireland](#) (785) 296-4973
- Sept 15 .....Prior year EOY MIS collection – data is finalized  
[Mason Vosburgh](#) (785) 296-4945
- Sept 15 .....Outcomes Part B verification window (Early Childhood Special Ed - Age 3-5)  
 (Open July 1-Sept 15) [Julie Rand](#) (785) 296-1944
- Sept 20-Oct 8 Interlocal Agreements (open Sept 20-Oct 8)  
[Christie Wyckoff](#) (785) 296-6321
- Sept 17 .....SO-66 and PBR (Principal's Building Report) (open Sept 17-Oct 8)  
[Rose Ireland](#) (785) 296-4973
- Sept 20 .....Submit budget documents to KSDE [Craig Neuenswander](#), [Dale Brungardt](#)  
 or [Sara Barnes](#) (785) 296-3872  
 (For USDs exceeding the revenue neutral rate)
- Sept 20 .....KIDS Collection ENRL (Funding and Enrollment) (open Sept 20-Oct 8)  
 KSDE Helpdesk (785) 296-7935

- Sept 20 .....Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) for incoming kindergarten students (open July 1 – Sept 20)  
[Jordan Christian](#) (785) 296-3953
- Sept 24 .....ESSA Building Expenditures Report (all USDs - TBD)  
[Sara Barnes](#), [Craig Neuenswander](#) (785) 296-3872
- Sept 27 .....Fall Vacancy Report (ECDS web app) All USDs/Buildings  
[Shane Carter](#) (785) 296-8011 (listserv sent Aug 17)
- Sept 27 .....Mentor Teacher Stipend Submission [More Info](#)  
[Shane Carter](#) (785) 296-8011 (listserv sent Aug 17)
- Sept 30 .....LCP (Local Consolidated Plan) (Application due September 30 - open year-round for changes) [Nicole Clark](#) (785) 296-4925

### September Payment

- Sept 1 .....State Foundation Aid, Bond & Interest (Capital Improvement), Mental Health (Liaisons)
- Sept 10 .....Selected Federal Payments
- Sept 15 .....Kansas Parents As Teachers (PAT)

Payment amounts will be posted on the [School Finance homepage](#) near the date of deposit under the heading: **FY22 Payments**.

### Resource: Payment Dates for 2021-2022 State and Federal Aid

Keep track of the dates to expect all aid payments generated by KSDE. The estimated dates for direct deposit are listed by month (sample shown to the right).

To download and print this one-page reference sheet, open the following link: [Payment Dates for State and Federal Aid](#)

2021-2022  
*Note: Dates are estimated and subject to change*

Est. Deposit	Payment
Jul 9, 2021	FY21 Remaining entitlement: State Foundation Aid, Supp. General (LOB)
Jul 12, 2021	FY22: State Foundation Aid, Bond & Interest (Capital Improvement)
Jul 15, 2021	KPERs
Jul 16, 2021	Selected Federal Payments*
Jul 27, 2021	FY21 KPP-TANF 4 <sup>th</sup> Quarter Reimbursement
Aug 2, 2021	State Found. Aid, Bond & Interest (Cap. Improv.), Mental Health (Liaisons)
Aug 12, 2021	Selected Federal Payments*
Aug 25, 2021	Kansas Pre-K Pilot-CIF
Sep 1, 2021	State Found. Aid, Bond & Interest (Capital Improvement), Mental Health (Liaisons)
Sep 10, 2021	Selected Federal Payments*
Sep 15, 2021	Kansas Parents As Teachers (PAT)



**STATE AID PAYMENTS**  
School Finance (785) 296-3872  
[Rose Ireland](mailto:rireland@ksde.org)  
[rireland@ksde.org](mailto:rireland@ksde.org)  
[Sara Barnes](mailto:sbarnes@ksde.org)  
[sbarnes@ksde.org](mailto:sbarnes@ksde.org)  
[Dale Brungardt](mailto:dbrungardt@ksde.org)  
[dbrungardt@ksde.org](mailto:dbrungardt@ksde.org)  
[Craig Neuenswander](mailto:craigneuenswander@ksde.org)  
[craigneuenswander@ksde.org](mailto:craigneuenswander@ksde.org)

Questions? Contact one of the following:

State aid payments:   Rose Ireland [rireland@ksde.org](mailto:rireland@ksde.org) (785) 296-4973  
                                  Sara Barnes [sbarnes@ksde.org](mailto:sbarnes@ksde.org) (785) 296-4972

Federal aid (Form 240): Nicole Norwood [nnorwood@ksde.org](mailto:nnorwood@ksde.org) (785) 296-2020

### Count Date: Monday, September 20, 2021

K.S.A. 72-3115 designates September 20 as the date school districts submit their enrollment figures to the state for funding purposes. If the 20th is not a school day, the count day moves to the first school day following the 20th. Please set your calendar so that classes are in session for all enrolled students. Avoid scheduling staff training or parent-teacher conferences on the official student count date.

Students should be enrolled and attending on the official count date, Monday, Sept 20.

We encourage you to review "[1,116 Hours School Year Requirement](#)," on the School Finance homepage, link: [Guidelines and Manuals](#). This school year requirement must be met by school districts for state aid and accreditation purposes. Determine the common activities which can and cannot be counted towards the 1,116 hours requirement. This document reviews statute requirements, recordkeeping and explains the inclement weather/snow day provision.

A school district's General Fund Budget is determined by taking the total adjusted weighted enrollment of the district, times the base aid for student excellence (BASE). For 2021-22, the BASE is \$4,706.

**A calculator to track daily attendance (1,116 hour log)** can be found on the KSDE [Fiscal Auditing homepage](#).

Download a number of helpful audit guides, logs and calculators including:

- 1,116-hour building log (daily attendance log)
- Calculators for bell schedule, CTE contact minutes, ESOL/Bilingual contact minutes
- Calculators for Special Education: Bi-Annual Certification of Time, Early Childhood FTE, Personnel Activity Report
- Documenting homebound student
- Postsecondary enrollment sample forms
- Virtual School sample forms
- FAQs – Limiting Remote Learning – 2021-22
- KIDS Collection System – Current File Specifications FY22
- All KSDE auditing guides
- School District Map Lookup – District Boundaries – ArcGIS

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### Council of Superintendents meeting dates

2021-2022 meeting dates for the Council of Superintendents have been set. Superintendents will receive instructions from KSSA to join the meeting. For more information, contact the Kansas School Superintendents Association (KSSA) at (785) 232-6566, or visit the [KSSA website](#).

The Council of Superintendents is a collaborative effort between KSSA and KSDE.  
 Council Chair: Alicia Thompson • Supt USD 259 Wichita  
[athompson@usd259.net](mailto:athompson@usd259.net)



### Council of Superintendents 2020-2021 Meeting Dates

11:00 pm..... Sep 22, 2021 ..... Wichita  
 11:00 pm..... Oct 20, 2021 ..... Hutchinson  
 11:00 pm..... Nov 18, 2021 ..... Colby  
 2:00 pm..... Jan 26, 2022 ..... Topeka  
 3:00 pm..... Mar 3, 2022 ..... Topeka  
 3:00 pm..... April 20, 2022.....Topeka

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### KSDE School Safety Unit Transportation Meetings/Forums

The Kansas State Department of Education School Bus Safety Unit will be holding Transportation Meetings/Forums for the 2021-2022 school year at 17 locations across the state during the month of September. All meetings are held from 9:30 a.m. to 12:00 p.m. (CDT). *If you have not already registered please do so.*

For dates, locations and registration please follow this link:

<https://events.ksde.org/Default.aspx?tabid=800>

*Attendees will be required to follow the host district's applicable Covid-19 safety protocols.*

For questions please contact: [Keith Dreiling](mailto:Keith.Dreiling@ksde.org) (785) 296-4567

[Dennis Tate](mailto:Dennis.Tate@ksde.org) (785) 296 -4545

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### ESSA Building Expenditures Report – Opening Soon

All USDs are required to **submit this web report no later than September 24.**

This is KSDE's third year to collect the **ESSA Building Expenditures Report**. One of the requirements of Every Student Succeeds Act (ESSA) is that each **State Report Card** must include a breakdown for Total Current Expenditures, Federal Expenditures, and State & Local Expenditures per pupil for each school in the State *for the preceding fiscal year.*

**User's Guide:** Link: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Guidelines-and-Manual> Under the **Manuals** heading, select: **ESSA Building Expenditures Report - User Guide 2020-2021**

**Contact School Finance for questions regarding expenditures:**

- Dale Brungardt [DBrungardt@ksde.org](mailto:DBrungardt@ksde.org) (785) 296-3872
- Sara Barnes [sbarnes@ksde.org](mailto:sbarnes@ksde.org) (785) 296-4972
- Rose Ireland [rireland@ksde.org](mailto:rireland@ksde.org) (785) 296-4973
- Christie Wyckoff [cwyckoff@ksde.org](mailto:cwyckoff@ksde.org) (785) 296-6321

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### Counting Kids Workshops Begin (Aug 30 – Sept 15)

Counting Kids workshops begin today and will be offered in-person at 11 locations throughout the state through September 15. Find a location near you to register: [Counting Kids Workshop - Schedule.pdf \(ksde.org\)](#). The same information will be presented at each session. Each session will be about 3.5 hours. **NOTE:** A session will not be recorded; however, all workshop materials will be posted to the KSDE Training portal and to the KSDE Fiscal Auditing webpage.

To Register, please go to the KSDE Training Portal: <https://learning.ksde.org/> If you have not used the KSDE Training Portal, please first register with the portal and then select Counting Kids 2021-22 and register to attend. We will follow local protocols, state law and recommendations in regard to masks and physical distancing to prevent the spread of COVID-19.

Workshops are presented by KSDE Fiscal Auditing to discuss counting students on count day and the information to enter in **KIDS** (Kansas Individual Data on Students) for funding purposes. KIDS training staff will also present and be available for questions. **Counting KIDS Workshop material:** Changes to the **2021-22 Enrollment Handbook** will be discussed during each Counting KIDS workshop session. This handbook should be

used to assist schools in reporting data for student enrollment in the KIDS system (KIDS ENRL). Link: <https://www.ksde.org/Agency/Fiscal-and-AdministrativeServices/Fiscal-Auditing>

Questions? Contact: Fiscal Auditing: Taylor Carlson at (785) 296-4976 or email: [auditing@ksde.org](mailto:auditing@ksde.org)

We look forward to seeing you!

Laurel Murdie, Director of Fiscal Audit  
Chris Ortega, Senior Trainer, KIDS

*KSDE offices will be closed on Monday, September 6.*  
Interest rates will be available September 7.

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