



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

*INTEREST RATE ON INVESTMENT
 Effective 6/14/21 through 6/20/21*

Date: June 14, 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	0.06%	0.06%
3 Months	0.01%	0.01%
6 Months	0.01%	0.01%
1 Year	0.06%	0.06%
18 Months	0.10%	0.10%
2 Years	0.15%	0.14%

Remaining FY2021 Payments

- June 15.....State Foundation Aid (prorated), Mentor Teacher, Juvenile Detention, After School Enhancement, After School Activity (Middle School)
- June 18.....Professional Development, Food Service state match re-apportionment
- June 22Kansas Parents as Teachers
- June 24 State Foundation Aid, Supp. General (LOB) – prorated
- July 7.....**FY21 Remaining entitlement:** State Found. Aid, Supp. General (LOB)

State Aid paymentsRose Ireland (785) 296-4973 rireland@ksde.org
 Federal Aid (Form 240)Nicole Norwood (785) 296-2020 nnorwood@ksde.org
 Meal reimbursementJennifer Barger (785) 296-4965 jbarger@ksde.org

State and federal payment amounts for each LEA are available on the School Finance homepage: [Payment Information](#).

Also, on the payment screen, open and review the **FY21 State Aid Printouts** (summary reports) for your district each month:

- State Foundation, Supplemental & Capital Improvement State Aid Printout
- Special Education State Aid Printout (payments, coop split)

Request July State Aid and Bond Principal & Interest

All districts shall submit the *State Aid Request for July and Bond & Interest Request by Friday, June 18*. The web application will be open Tuesday, June 15 on the [KSDE Authentication portal](#).

On the login screen, enter your **username** and **password**.

- Click on **LEA Forms**
- Click on **State Aid Request for July and Bond Principal & Interest Request**
- Click on **Create New Report for 2022**

On the screen to request **State Foundation Aid for July**, your payment is already calculated. If you request additional funds for July, please enter justification. **Please note:** The calculated payment includes additional amounts requested for the July 2020 (FY2021

payment); if you are requesting additional funds for July 2021 (FY2022), please take this into account.

All districts will also need to complete the section for **2021-22 Bond and Interest State Aid**. It is necessary to provide 2021-22 Bond and Interest payments, regardless if you are entitled to state aid entitlement.

Pay close attention to the web form when entering the following **bond principal and interest payments**:

- bond elections prior to July 1, 2015;
- bond elections after July 1, 2015; and
- bond elections after July 1, 2017

On the screen “**Bond Principal Paid Off in 2020-21**,” it is important to accurately report principal payments only for general obligation bonds (do not include capital outlay bonds).

- Complete, Save, Next Page, and Submit form

Note: *If your district **refinances bonds** at any time during the 2021-22 school year, please contact School Finance at (785) 296-3872 to review your state aid request for possible updates.*

For assistance, call Rose Ireland at (785) 296-4973 or email rireland@ksde.org.

Mentor Teacher stipend amounts

The Mentor Teacher state aid payment will direct deposit on Tuesday, June 15. Deposit as a reimbursement to your district's general fund Code 06. Districts must use the funds to pay each of their qualified mentor(s) the stipend amount.

2021 Mentor Teacher Stipend amounts

Full year and Mentee in 1st year: \$1,000 each

Half year and Mentee in 1st year: \$500 each

Full year and Mentee in 2nd year: \$481 each

Half year and Mentee in 2nd year: \$281 each

Mentors may not have “qualified” due to one or more of the following:

- Less than three years of experience in the district or not on a professional license
- Mentoring more than 2 mentees OR full-release mentor
- Educator type other than “teacher”
- Mentee is a 3rd year teacher (funding only covered prorated stipends for those mentoring a 1st or 2nd year teacher)

If you have questions about which teachers qualified for payment, please contact Shane Carter in Teacher Licensure at (785) 296-8011.

Payment and stipend amounts are available online at the following link:
<https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>

Register now for USD Budget Workshops

UPDATE: The Salina area workshop at Lakewood Middle School on June 28 is now full and will no longer accept registrations.

Registration with the site is required to attend

Seating capacity is limited. To register at one of the other locations, open the workshop announcement for dates, locations, and contact information. Link <http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New>

Video-recording available: Staff not able to attend a meeting may access the workshop packet of materials on the KSDE website. The workshop session on June 22 will be recorded. The video will be available on the School Finance homepage the following week.

- June 16 – Garden City
- June 17 – Oakley
- June 21 – Greenbush
- June 22 – **Topeka** (registration **closed** - FULL)
- June 24 – Valley Center
- June 28 – **Salina** (registration **closed** – FULL)

USD budget workshops are presented by Veryl Peter and Craig Neuenswander for superintendents, board clerks, and business directors/managers. Please invite your CPA and county clerk. The 2021-22 budget document will be reviewed. We will also discuss education/finance bills passed by the 2021 legislature and spotlight how to track and spend ESSER funds.

FINAL FY21 Legal Max Letters available

Final legal max letters dated June 16, 2021, will be posted online tomorrow on the [School Finance homepage](#). To print your letter, select the group with your district number. Place the cursor on your letter and click to select, and activate the print command. Click on the **CURRENT page button to print only your letter**, not the entire group of letters.

The final legal max letters will be mailed this week to the district office address, and a copy will also be mailed to the board president's home address. If you have questions, contact the School Finance office at (785) 296-3872.

Report Due Dates

- June 1 – 21Request July Federal Funds (Form 240) if funds available (open June 1 - 21)
[Nicole Norwood](#) (785) 296 -2020
- June 14 – 18...Bond & Interest Form (to determine State Aid) (all USDs - open June 14 -18)
[Rose Ireland](#) (785) 296-4973
- June 14 – 18...Request for State Foundation Aid for July (all USDs - open June 14-18)
[Rose Ireland](#) (785) 296-4973

- June 25.....KIDS Collection **TEST** - Assessment Testing all USDs -
(open Sep 8, 2020-June 25, 2021) KSDE Helpdesk (785) 296-7935
- June 25.....KIDS Collection **EOYA** - End of Year Accountability (open May 10-June 25)
KSDE Helpdesk (785) 296-7935
- June 30.....Discipline Data Collection (in KIAS) (submit final data by June 30)
[Rachel Beech](#) (785) 296-8965
- June 30.....State Deaf-Blind Funds (KSA 72-3481) Application for 2021-2022 funds
(submit by June 30) [Joan Houghton](#) (785) 296-2515

Listservs – Notify KSDE of Personnel Changes

Time-sensitive information is sent to your district via listserv, so it is important that these messages continue to be delivered to someone in your office in the event of personnel changes. Any time your district or interlocal has staff turnover, KSDE will need to be notified in order to update the email addresses on the listservs.

To view a list of KSDE listservs and owners, go to Division of Learning Services website: <https://www.ksde.org/Agency/Division-of-Learning-Services> Scroll down to the following heading:

KSDE Listservs

- [Policies & Procedures](#) – do’s and don’ts for sending listserv messages
- [KSDE Listservs and Contacts](#) – spreadsheet of KSDE Listservs, their purpose, and the listserv owner.

How to add or remove a member:

To make a request, send an email to the KSDE listserv owner (refer to the list above).

Provide the following information:

1. Listserv name
2. Add: First and last name
3. Email address
4. Job title
5. Remove: Email address (if replacing a position)

Guidance when sending a message on a KSDE listserv

Below are excerpts from the **Policies and Procedures** document:

- Please include your name, affiliation and contact information for responses.
- When posting information to the listservs, please note there are to be NO attachments or any type of graphic, etc. in the listserv message.
- Do NOT post defamatory, abusive, profane, threatening, offensive or illegal materials.
- Do NOT post any information or other material protected by copyright without the permission of the copyright owner.
- Listservs may NOT be used for political, financial or other non-educational purposes.
- Do not send messages to the listserv address to answer a question. (See below)

The practice at KSDE is – and has been – to NOT distribute anything on the listservs, that is not sponsored, co-sponsored or directly related to KSDE. For those organizations or associations who believe they have a service or product they believe may be of interest to others, email addresses may be requested from appropriate KSDE staff.

How to reply to a question posted by a school district:

Please reply directly to the person sending the message. Do *not* post your reply to the listserv address. The person that posted the question can either share their findings in a follow-up message, or send them directly to people who request it. Since attachments are not allowed on listserv messages, findings should be in the body of the message. Otherwise, send attachments to individuals that request it.

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