



900 S.W. Jackson Street, Suite 102  
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 www.ksde.org

*INTEREST RATE ON INVESTMENT  
 Effective 2/26/24 through 3/3/24*

**Date:** February 26, 2024  
**To:** Chief School Administrators  
**From:** Frank Harwood  
 Deputy Commissioner  
 Dale Brungardt  
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	5.33%	5.33%
3 Months	5.36%	5.33%
6 Months	5.31%	5.30%
1 Year	4.93%	4.91%
18 Months	4.78%	4.74%
2 Years	4.66%	4.61%

*Minimum investment rates banks must offer to secure public funds as prescribed by [K.S.A. 75-4210](#)  
 Maximum length of investment term is two years.*

**Payments**

- Feb 29..... Capital Outlay (original deposit date was Feb. 26)
- Mar 1 ..... State Foundation Aid, Bond & Interest (Capital Improvement),  
 Mental Health (Liaison)
- Mar 7..... Selected Federal Payments
- Mar 15..... Education, KS Parents as Teachers (PAT), Mental Health (CMHC)

To view payment details, please go to the [School Finance Payment Information page](#) and select the payment under the heading **FY 24 Payments**.

**Capital Outlay State Aid**

The Capital Outlay state aid payment will deposit on Thursday, February 29 (original deposit date was Feb. 26).

Per K.S.A. 72-53,127, the Capital Outlay payment is based on taxes levied (final capital outlay valuation times final capital outlay tax rate) not to exceed the amount as certified to the County Clerk (Code 01).

Deposit to: Capital Outlay (Code 16)  
 Revenue Code 3223 (budget line 87) Capital Outlay State Aid  
 Contact: [Sara McCullah](#) (785) 296-4972

**Reminder: Tornado Drill - March 6th**

Per KSA 31-133, each school district is to conduct a tornado drill during the month of March. March 4-8, 2024, is severe weather awareness week.

The statewide tornado drill will occur Wednesday, March 6, at 11:00 a.m. Please work with your county emergency manager to conduct your tornado drill. If there is severe weather forecast for that day, the statewide tornado drill will be rescheduled.

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## Report Due Dates

- Feb 26..... Civil Rights Data Collection (CRDC) 2021-2022 data (Federal submission deadline February 26, 2024) [Richard Matteson](#) (785) 291-3534
- Feb 28..... LCP (Local Consolidated Plan) Consortium Assignments due  
[Nicole Clark](#) (785) 296-4925
- Mar 1..... Career (CTE) Pathway Programs of Study (Application & Maintenance deadline March 1) [Pathways Helpdesk](#) (785) 296-4908
- Mar 1..... Special Education Categorical Aid Personnel Report (deadline to update)  
[Evelyn Alden](#) (785) 296-3868
- Mar 1-20..... Request April Federal Funds (Form 240) if funds available (open March 1-20)  
[Rose Ireland](#) (785) 296-4973
- Mar 1-20..... LOB Percentage Form for all USDs (open March 1-20)  
[Marcia Ricklefs](#) (785) 296-4209
- Mar 4..... EDCS / Licensed Personnel Report (deadline for submission March 4)  
[Leslie Bruton](#) (785) 296-8011
- Mar 4..... EDCS / Spring Vacancy Report (deadline for submission March 4)  
[Leslie Bruton](#) (785) 296-8011
- Mar 13 ..... KIDS Collection MILT – (Military Funding) (deadline for submission Mar 13, 2024) [KSDE Helpdesk](#) (785) 296-7935

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## LOB Percent Form - March 1

KSA [72-5143](#) requires all school districts to submit written notice of the estimated maximum 2024-2025 LOB (local option budget) Percentage to the state board by April 1 of the current school year. The LOB Percent Form within the LEA Forms web application is considered the USDs written notice to the State Board and **will open on Friday March 1**.

KSDE School Finance Staff will once again conduct virtual trainings on how to complete this form. Look for more details in next week's Interest Letter concerning this training opportunity.

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## How to electronically file CPA audit reports/Single Audits – Due March 31, 2024



School districts and Local Education Agencies (LEAs) are annually required to electronically file their CPA Audit Report and/or Single Audit Report

Please forward this information to your CPA if they submit your audit report.

with the Kansas Department of Administration, Municipal Services. [Municipal Services | Kansas Department of Administration \(ks.gov\)](#)

**Single Audits** - The audit threshold for Single Audits is expending \$750,000 or more in federal funds in a fiscal year. Single Audits are required to be completed within nine (9) months following the end of the fiscal year ending June 30, 2023. Therefore, Single Audits should be completed by **March 31, 2024**. Timely submit completed Single Audits to the Federal Audit Clearinghouse at <https://www.fac.gov>

LEAs expending *less than* \$750,000 in federal funds are required to submit a CPA Independent Auditor Report (non-single audit) to Municipal Services. Instructions are provided at this link:

[https://admin.ks.gov/media/cms/Municipal\\_Audit\\_Submission\\_Instructions\\_7\\_48d692221d2f3.pdf](https://admin.ks.gov/media/cms/Municipal_Audit_Submission_Instructions_7_48d692221d2f3.pdf)

Districts/LEAs should continue to also email these audit reports in a PDF format to KSDE's Fiscal Auditing office [auditing@ksde.org](mailto:auditing@ksde.org). Forward a copy of the management letter, too, if applicable.

Questions? Contact the KSDE Fiscal Auditing Office at 785-296-4976.

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