Kansas state department of Education

School Finance

Kansas State Department of Education
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www.ksde.org

Date: December 2, 2013

To: Chief School Administrators

From: Dale M. Dennis, Deputy Commissioner
Craig Neuenswander, Director
School Finance

INTEREST RATE ON INVESTMENT
Effective 12/2/13 through 12/8/13

TERM	CURRENT	PREVIOUS
1 to 89 Days	**0.08%**	0.09%
3 Months	**0.06%**	0.07%
6 Months	**0.11%**	0.10%
1 Year	**0.13%**	0.14%
18 Months	**0.21%**	0.21%
2 Years	**0.29%**	0.29%

Minimum investment rates banks must offer to secure public funds as prescribed by K.S.A. 75-4210

Mill Levy Data due December 16

The **Mill Levy** web form will **open** **Monday, December 2**, and is **due December 16**. This online form can be accessed through the KSDE Authentication website under **LEA Forms**.

We anticipate the reporting time to complete this Mill Levy form is ***less than 20 minutes***.

Below are recommended steps to help you prepare to submit the Mill Levy form:

- Locate final mill rates as certified by the County Clerk. If necessary, contact the County Clerk and have them send your office the final mill rates for all funds.
- Download the "**2013-14 Mill Levy User's Guide**" available on the School Finance website located under the **Manuals** heading: http://www.ksde.org/Default.aspx?tabid=1877
- Verify access to **LEA Forms** on the Authenticated website [most district staff should already have a user name/password}: https://svapp15586.ksde.org/authentication/login.aspx

If you have questions on mill levies, contact School Finance staff:

Sara Barnes	Rose Ireland	Craig Neuenswander
sbarnes@ksde.org	rireland@ksde.org	craign@ksde.org
785-296-4972	785-296-4973	785-296-3872

For questions concerning user name and passwords, contact:

KSDE Help Desk
HelpDesk@ksde.org
785-291-0599

Early Retirement Surveys due this week (repeat)

Thank you to all of the districts that already submitted their survey. We appreciate your response.
If you do not have an early retirement program, it will take you only a few minutes to complete and submit. By statute, all 286 USDs must return this survey. If you haven't sent it yet, please read below….
K.S.A. 72-5395 provides that school districts with early retirement incentive plans must submit a budget report to the State Board of Education. This statute became effective July 1, 2002. We ask that all school districts complete a survey annually to comply with this law. ***(Interlocals/coops are excluded.)***

The survey data will be provided to the Legislative Joint Committee on Pensions, Investments and Benefits for their review. Please submit this survey to our office **by Wednesday, December 4**.

We would appreciate all districts answering question 1:

DO YOU HAVE AN EARLY RETIREMENT PROGRAM IN YOUR DISTRICT?

- If the answer is no, simply check **no**, sign and submit by email or fax.
- If your district has offered an early retirement incentive plan during the years shown, please continue and provide information on how many employees participate and associated costs.

If you wish to see your district's survey collected in November 2012, email sroot@ksde.org to request.

Thank you for your assistance. Please coordinate **one** response from your district. If you have questions, please call Dale Dennis or Craig Neuenswander at 785-296-3872.

To download and print the 2013 Early Retirement Program survey form, please go online to the School Finance homepage: http://www.ksde.org/Default.aspx?tabid=119.

- Scroll down under the heading **School Finance Action Items** and locate **Early Retirement Survey due December 4.** The form can be opened as a PDF or Excel document. By downloading the survey in Excel, you can complete this on your computer and save it for future reference.

Please follow instructions above to download the survey, complete, sign and return. Illustration below:

SURVEY: USD EARLY RETIREMENT PROGRAM

USD# _____

If no early retirement program is offered, please answer question 1, sign below and return by December 4, 2013

Return survey to: Dale Dennis - please email signed survey to sroot@ksde.org (create pdf doc & attach) --- or Fax: (785) 296-6659

1. **Do you have an early retirement program in your district?** ..... ☐ YES ☐ NO

If you answer yes above, please provide data below and return by 12/04/13

	Actual 2011-2012	Actual 2012-2013	Estimated 2013-2014	Estimated 2014-2015	Estimated 2015-2016	Estimated 2016-2017
2. Cost of Early Retirement Benefits						
3. *List below the total number of employees receiving benefits:*						
a. Administrative employees						
b. Other Certified employees						
c. Non-Certified employees						
4. Potential Cost Savings (if applicable)						

5. What benefits are included in your Early Retirement Program plan during 2013-14? **If yes, provide total est. cost this year.**

	check yes or no		2013-14 est. cost
a. Health Insurance	☐ YES	☐ NO	_____
b. Cash Payment	☐ YES	☐ NO	_____
c. Other (explain below)	☐ YES	☐ NO	_____

6. On July 1, 2013, how many employees were eligible for your Early Retirement Program with at least 85 points?

	No. of employees
a. Administrative	_____
b. Other Certified	_____
c. Non-Certified	_____

7. How many employees do you have **currently employed** that are receiving KPERS retirement payments?

	No. of employees
a. Administrative	_____
b. Other Certified	_____
c. Non-Certified	_____

8. Briefly describe the benefits of your Early Retirement Program (i.e. number of years of retirement benefits, etc.):

_____ Date

_____ Signature of Chief School Administrator

_____ USD Number

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