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*INTEREST RATE ON INVESTMENT
 Effective 4/17/23 through 4/23/23*

Date: April 17, 2023
To: Chief School Administrators
From: Craig Neuenswander
 Deputy Commissioner
 Dale Brungardt
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	4.83%	4.83%
3 Months	4.80%	4.66%
6 Months	4.78%	4.66%
1 Year	4.62%	4.48%
18 Months	4.29%	4.09%
2 Years	4.16%	3.92%

*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*

April Payment Dates

April 17..... Special Education, KPERS, Mental Health (CMHC)
 April 27..... KS Pre-K Pilot (TANF)

Reminder: The [April 10th interest letter](#) included detailed instructions to deposit the following payments:

KPERS: Deposit in Code 51 as revenue and expenditure. KPERS will then withdraw the funds.

Special Education: Deposit in General fund and transfer to Special Education fund.

Report Due Dates

April 17Special Education Transportation Claim Form (Form 308)
 (open April 17-May 10) [Rose Ireland](#) (785) 296-4973
 April 17State Deaf-Blind Funds (KSA 72-3481) Application for 2022-23 funds
 (open April 17-July 31) [Lisa Karney](#) (785) 296-4602
 April 20Request May Federal Funds (Form 240) if funds available
 (open April 3-20) [Nicole Norwood](#) (785) 296-2020
 April 21ESSER Quarterly Expenditure Report due
 April 28National Board Certified Teacher Incentive – reimbursement claim
 (open April 3-28) [Rose Ireland](#) (785) 296-4973
 April 30Special Education Catastrophic State Aid Application (current year) and NPE
 Contracts data is finalized [Mason Vosburgh](#) (785) 296-4945
 April 30Year 5 KESA System & OVT Reports Due [Sarah Perryman](#) (785) 296-1074

Form 308, Special Education Transportation – report open April 17

The Form 308 report is scheduled to open Monday, April 17. Login to KSDE's Authenticated Web Apps site: <https://apps.ksde.org/authentication/login.aspx>.

Please review the **Form 308 User Guide** before starting the online web form, which can be downloaded from this website: [School Finance Guidelines and Manuals website](#).

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

- *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:

- Rose Ireland rireland@ksde.org 785-296-4973
- Sara Barnes sbarnes@ksde.org 785-296-4972

KDHE K-12 COVID Testing Grant

Kansas K-12 Stay Positive Test Negative Initiative funded by KDHE – ELC K-12 Reopening schools cooperative agreement supported through the American Rescue Plan Act of 2021

If your USD requested funds for the KDHE K-12 COVID Testing Grant, the funds will be deposited on 4/18. Please deposit these funds as follows:

Fund: Federal Funds (Code 07)

Revenue Code: 4599 Other (budget line 75)

The Federal Funds received from the KDHE K-12 COVID Testing Grant are for COVID testing and other expenditures related to COVID mitigation. [KDHE K-12 COVID Testing Grant payment amounts](#) are posted on [KSDE's School Finance Payment Information page](#) under "FY23 Payments" within "State and Federal Payment Amounts" section.

If you have any questions about the payment, please contact Sarah Allin (sarah.allin@ks.gov), KDHE's K-12 Funding Project Manager, at (816) 400-7167.

2022-2023 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** Adult Virtual Credits earned for students 20+ years and Dropout Virtual Credits for students 19 and under will be submitted on the Local Effort web form due June 7. 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 2023 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’ 4/17/2023 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 \(Barnes\) McCullah](#), 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=2022-06-28-154541-940

2022-23 Budget Republication forms should be **received** by KSDE before:

- o June 1, 2023 - General Fund
- o June 30, 2023 - 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 FY2023 by May 19

Please review your federal aid balances now to determine if there are remaining funds which still need to be drawn down during FY 2023 (by June 30). To open the spreadsheet, click on [Payment Information](#), look under the heading FY23 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 FY23, please request the funds ([login screen - web application Form 240](#)) no later than May 19 (payment deposits June 8). Requests submitted for federal funds after the May 19 cutoff date will result in your payment being received in July (start of FY2023).

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
- [Nathan Morrissey](#)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
- [ESSER](#)ESSER & ESSER-SPED Grants
- [Nicole Norwood](#)Questions on Form 240- requesting payment

Kansas School Transportation Safety Conference & State Driving Competition

Repeat 4/10/2023 listserv

The **Kansas School Transportation Safety Conference & State Driving Competition** will be held **May 31-June 2**, in Wichita at the Drury Plaza Hotel Broadview. During the three-day event, student transportation professionals will connect and learn how to improve operations and safety for their transportation teams. For complete details, refer to the [April 10th Interest Letter](#).

The early bird registration deadline is May 5th. Conference program, registration form and more can be found on our website by clicking on the following link:

<https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/School-Bus-Safety/Kansas-State-Pupil-Transportation-Association>

or by visiting www.kspta.net

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