



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

*INTEREST RATE ON INVESTMENT  
 Effective 4/26/21 through 5/02/21*

**Date:** April 26, 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	0.07%	0.07%
3 Months	0.01%	0.01%
6 Months	0.01%	0.01%
1 Year	0.05%	0.06%
18 Months	0.10%	0.11%
2 Years	0.16%	0.17%

**Report Due Dates**

- April 5-30.....National Board Certified Teacher Incentive Bonus (open April 5-30)  
[Rose Ireland](#) (785) 296-4973 (instructions sent April 5) [Application](#)
- April 30..... Special Education Catastrophic State Aid Application (current year) and  
 NPE Contracts data is finalized [Mason Vosburgh](#) (785) 296-4945
- April 30..... Mentor Programs – Application to re-validate mentors/mentees  
 for payment request (open Mar 22 – April 30) [Shane Carter](#) (785) 296-8011
- May 1 .....Special Education Categorical Aid Personnel System - Final Update: deadline  
 to approve CAPS Special Education Personnel - check FTE Discrepancy  
 Report include homebound [Evelyn Alden](#) (785) 296-3868
- May 3-20 .....Request June Federal Funds (Form 240) *if funds available* (open May 3-20)  
[Nicole Norwood](#) (785) 296 2020
- May 1–Jun 4... **IDEA** Application for funds: Title VI-B Flow Through Part 1 –  
 funds for 2021-22 school year [Christy Weiler](#) (785) 296-1712
- May 1-31 .....Foundations for School Success (End of Year Survey) Early Childhood  
 (open May 1-31) [Natalie McClane](#) (785) 296-5081
- May 10 .....Special Education Transportation Claim Form (Form 308) (submit by May 10)  
[Rose Ireland](#) (785) 296-4973
- May 10 .....KIDS Collection **EOYA** – End of Year Accountability (open May 10-June 25).  
 KSDE Helpdesk (785) 296-7935
- May 14-27 .....Juvenile Detention Center - Final expenditures  
 (open approx. May 14 – submit by May 27) [Nicole Norwood](#) (785) 296-2020
- May 12 .....Unencumbered Cash Balances on May 1 (all USDs - open April 30-May 12)  
[Rose Ireland](#) (785) 296-4973
- May 14-Jun 11. Emergency Safety Intervention (ESI) (in KIAS) Incidents occurring on or  
 between 12/1/20 and 5/31/21 [Shanna Bigler](#) (785) 296-4941
- May 14 .....CTE Pathways Student Data Management (open May 14-August 16)  
[Pathways Helpdesk](#) (785) 296-4908
- May 18 .....Discipline Data Collection (in KIAS) (open May 18-June 30)  
[Rachel Beech](#) (785) 296-8965
- May 17-28.....Kansas Parent Education Program - Final expenditures claim form  
 (open May 17-28) [Nicole Norwood](#) (785) 296-2020

May 27-Jun 4 .Professional Development - Final expenditures claim form  
(open May 24 - June 4) [Nicole Norwood](#) (785) 296-2020  
May 28 .....KIDS Collection **TASC** (Teacher and Student Connection)  
(open Sep 8, 2020 - May 28, 2021) KSDE Helpdesk (785) 296-7935

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### Special Education Catastrophic Aid & Non-Public Equivalency (due Friday, April 30)

Please forward this reminder to your local MIS clerk who will be submitting data electronically.

In recognition of the fact that some exceptional students have unique or severe physical, mental, social emotional or educational characteristics that require expensive interventions, reimbursement may be granted in an amount equal to 75% of the net costs for special education services which exceed \$60,020 for the 2020-21 school year, after deducting state and federal aid generated by the student.

- o For non-public, this includes services provided by non-public institutions or agencies.
- o Download instructions and Excel application from the Special Education Fiscal Resources homepage: <https://www.ksde.org/Agency/Division-of-Learning-Services/Special-Education-and-Title-Services/Special-Education/Special-Education-Fiscal-Resources/Categorical-Aid>

NOTE: Please provide completed forms to your local MIS clerk, who will submit the data electronically. *For submission procedures:*  
<https://www.ksde.org/Portals/0/SES/MIS/MIS-DD.pdf> Page 27-29.

Do not mail copies of the completed applications to KSDE. These forms are for internal use only.

#### Special Education Catastrophic Aid & Non-Public Equivalency

- o Applications due April 30 (one application per child)
- o Special Education Services contact:  
Mason Vosburgh at [mvosburgh@ksde.org](mailto:mvosburgh@ksde.org) or 785-296-4945

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### May Payments

May 3..... State Found. Aid, Bond & Interest (Cap. Improv.), Mental Health (Liaisons)  
May 6 ..... Federal Aid (requested via Form 240)  
May 14..... National Board Certified Teachers incentive program  
May 28 ..... Kansas Pre-K Pilot (KPP)

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### 2020-2021 Bond & Interest State Aid Request

The Bond & Interest state aid request was submitted in June 2020 for the current 2020-2021 school year via the KSDE Authentication Portal – LEA Forms: <https://apps.ksde.org/authentication/login.aspx>. We are encouraging districts to review your state aid requested to ensure this includes total principal and interest payments made during this school year.

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If additional principal or interest payments were made after the June submission, please login to print the Bond & Interest State Aid request form to pencil in your changes, then sign and date the bottom of the form. We cannot change payments that have already been processed, so if you have additional state aid owed to you, please request as June state aid. Please scan and email to [Rose Ireland](#) **no later than May 3.**

Please note if refunding of bonds resulted in lower principal or interest payments than originally reported, no action is required as this will be handled during the 2021-2022 school year audit to determine any overpayment at that time. If you have questions regarding your bond and interest state aid payment, please contact [Sara Barnes](#) at 785-296-4972.

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#### **Attn: School Superintendents - Large Increase in Utility Bills**

We have received several calls from districts concerned about large increases in utility bills, specifically for natural gas and electricity.

If you have concerns in this area and would like for these concerns to be addressed, we encourage you to write an email to the Governor's office. Your email should remain clear and concise, but please provide an explanation of concerns with which you would appreciate the Governor's help.

Listed below are the contacts from the Governor's office you may send your email to:

Tim Graham: [Timothy.Graham@ks.gov](mailto:Timothy.Graham@ks.gov) - Director of Government Affairs  
Vijay Ramasamy: [Vijay.Ramasamy@ks.gov](mailto:Vijay.Ramasamy@ks.gov) - Policy and Budget Advisor  
Dawn Knudtson: [Dawn.Knudtson@ks.gov](mailto:Dawn.Knudtson@ks.gov) - Director of Constituent Services

Please also bcc: [kalbright@ksde.org](mailto:kalbright@ksde.org) - KSDE School Finance office

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#### **2021-2022 USD Budget – New CARES ACT Revenue Lines**

In anticipation of ESSER II and ESSER III funds being allocated to LEAs, we have created two new revenue lines in both the Code 07 Federal Funds and Code 30 Special Education Fund to account for each revenue separate. The following revenue codes will be reflected on the USD Budget software to be released later this summer.

4595 ESSER I (CARES Act)  
4605 ESSER II (CRRSA)  
4606 ESSER III (ARP)

Please be mindful when filling out the USD Budget software to report each round of CARES Act money on the appropriate revenue line and the appropriate fiscal year in which the payment was received. As like all other federal funds, this should be treated as a reimbursement payment to cover your current expenditures. Districts should not be requesting any amount in excess of COVID related expenditures for that month which

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would result in a carryover of federal funds. Your ESSER fund accounts may have a negative ending balance for June 30 as a result of this reimbursement basis.

In addition, districts should be creating separate accounts to track all ESSER I, II and III revenues and expenditures separately.

For additional information on the USD Budget fund account codes, please download the [Accounting Handbook](#).

Questions regarding the Accounting Handbook can be addressed to School Finance staff at 785-296-3972.

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