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 www.ksde.org

*INTEREST RATE ON INVESTMENT
 Effective 8/5/24 through 8/11/24*

Date: August 5, 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	5.10%	5.27%
6 Months	4.93%	5.10%
1 Year	4.57%	4.82%
18 Months	4.36%	4.63%
2 Years	4.19%	4.44%

*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.*

August Payments

- Aug 9 Selected Federal Payments (Please note revised deposit date.)
- Aug 9 SNP, CACFP & SFSP
- Aug 16 SNP, CACFP & SFSP
- Aug 23 SNP, FFVP, CACFP & SFSP
- Aug 26 Pre-K Pilot (CIF)
- Aug 30 SNP, CACFP & SFSP

Payment amounts for each district/LEA will be posted near the date of deposit:
[Payment Information](#).

State Aid Payments: [Rose Ireland](#) (785) 296-4973

Federal Aid Payments/Form 240: [Amanda Williams](#) (785) 296-2020

Refer to **Form 240** (Federal Aid Payment request form) for a list of federal program funds. To receive a September federal aid payment, submit Form 240 no later than August 20. The Federal Cash Management Act requires that these funds must be spent by the end of the month in which they are received. LEAs cannot carry over federal funds to the following month.

Child Nutrition Program (CNP) Payments: [Dessa Gifford](#) (785) 296-4965

- SNP = School Nutrition Programs
- CACFP = Child & Adult Care Food Program
- FFVP = Fresh Fruit & Vegetable Program
- SFSP = Summer Food Service Program

Report Due Dates

- Aug 5-30..... **18-E Annual Statistical Report** (all USDs - open August 5-Aug 30)
[Rose Ireland](#) (785) 296-4973
- Aug 7 KIDS Collection **TEST** (Assessment Testing) (open August 7, 2024-July 25, 2025)
[KSDE Helpdesk](#) (785) 296-7935
- Aug 12-16... Request for State Foundation Aid for September (all USDs - open Aug 12-16)
[Rose Ireland](#) (785) 296-4973
- Aug 15..... CTE Pathways Student Data Management (open May 15 - deadline to submit August 15) [Pathways Helpdesk](#) (785) 296-4908
- Aug 20 Request September Federal Funds (Form 240) *if funds available* (open Aug 1-20)
[Amanda Williams](#) (785) 296-2020
- Aug 25..... Directory Updates - annual review/update for KS Educational Directory (open July 6-Aug 25) [Marcia Ricklefs](#) (785) 296-4209
- Aug 25..... Submit Budget Document (Interlocals) [Frank Harwood](#), [Dale Brungardt](#) or [Sara McCullah](#) (785) 296-3872
- Aug 25..... Submit Budget Document (USDs) [Frank Harwood](#), [Dale Brungardt](#) or [Sara McCullah](#) (785) 296-3872
(For USDs *not exceeding* the revenue neutral rate)
- Aug 31..... Driver Education claim form for reimbursement due
[Jessica Apodaca](#) (785) 296-0952

18E Report opens this week – Unified School Districts only

The **18E - Annual Statistical Report** (18E) will open later this week. An announcement with instructions will be sent via listserv. Examples of information collected on the **18E report** are bond data, summer school enrollment information, indirect costs, and transportation data such as number of bus drivers, miles traveled and vehicle depreciation. NOTE: The 18E Report collects data from the *prior school year (2023-24)*.

If you have 18E Report questions, please contact School Finance, Rose Ireland rireland@ksde.org at (785) 296-4973.

2024-2025 Directory Updates – Due 8/25

USDs, Interlocals, Service Centers, Special Education Coops, and Private Accredited Schools are required to submit the Directory Updates application. Please log into [KSDE's Web Applications site](#) to review and update the districts Directory Updates information. Refer to announcement email sent July 18 for complete instructions: Subj: 2024-2025 Directory Updates OPEN - Due Aug 25

Note: We understand you may not have all required personnel assignments by Aug 25 to submit. If this is the case, enter a temporary contact (i.e. main administrator at the building) to submit by Aug 25. Please be sure to set a reminder to update the Administrative Contacts section once personnel have been confirmed. Since the Directory Updates application is open year-round for updates, you will not need to have your report un-submitted to make these updates. Upon saving the updated pages, you will receive a "Record Saved" pop-up, which confirms the data saved to KSDE.

Download the [Directory Updates Instruction Manual](#) for assistance.

Was your Directory Updates report SUBMITTED to KSDE? *Here is how to check:*

Follow the steps below to verify if the Directory Updates application has been submitted:

1. Go to KSDE's Web Application Site:
<https://apps.ksde.org/authentication/login.aspx>
2. Enter: **User ID/Password**
3. Select: **Directory Updates**
4. Select: **Submit** from left hand menu
 - If Submitted, the page will state "This organization has already been submitted..." and there will not be a Submit button available.
 - If not submitted, the page will show a list of Errors that need to be addressed before submission can happen or will have a submit button in order to submit.

Questions on User ID and/or password, call the KSDE I.T. Help Desk at (785) 296-7935.

Questions on entering data in the Directory Updates web application, contact:

Marcia Ricklefs at (785) 296-4209 or mricklefs@ksde.org

2024-2025 Enrollment Handbook Available Online

The 2024-2025 Enrollment Handbook is posted on the KSDE Fiscal Auditing webpage under the headline "Audit Guides." [Fiscal Auditing \(ksde.org\)](#)

The Enrollment Handbook is a resource to assist schools in reporting data for student enrollment in the KIDS system (KIDS ENRL). Updates and changes for the 2024-2025 school year are highlighted and will be discussed during upcoming Counting KIDS workshops being presented on selected dates Aug. 26-Sept. 13.

Reminder: There are 11 locations to choose from, including a new host site at Dodge City. Link to the full schedule [Counting Kids Schedule One-Page for 2024.pdf \(ksde.org\)](#) Registration is required to attend through the KSDE Training Portal <https://learning.ksde.org> Questions: Contact the Fiscal Auditing office at 785-296-4976 or email auditing@ksde.org

FY2025 Allocations for Title Programs

The **official grant award letters** for 2024-2025 will be available within the Local Consolidated Plan (LCP) Application after districts have submitted the **LCP Application**. *In the next couple of weeks, districts will be notified when the LCP Application (web app) is open for completion and will be due on September 30.*

Award amounts for FY2025 for Title I, Title IIA, Title III, Title IVA, Migrant, Neglected and Delinquent can be viewed now on the KSDE Title Services website at: <http://www.ksde.org/Agency/Division-of-Learning-Services/Early-Childhood-Special-Education-and-Title-Services/Title-Services>. Scroll down to the **Allocations** heading.

If you have questions about allocations, please contact:

Nicole Clark | (785) 296-4925 | nclark@ksde.org | Title Services office

If you have Title program questions, please contact the KSDE LCP consultant assigned to your district.

Kansas leads the world in the success of each student.

After your LCP application has been submitted to KSDE, the FY2025 grant amounts will appear the following month on Form 240 (web app) and these funds can be requested.

Transporting Students – FAQ

With the school year starting, it's a good time to review the rules and regulations on pupil transportation. Please visit the [School Bus Safety](#) website for a list of [Frequently Asked Questions](#) with over 150 questions and answers.

Additional Resources regarding Entry Level Driver Training, Drug and Alcohol Testing, Drug and Alcohol Clearing House, Inspection Forms, Bus Purchasing, School Vehicle Purchasing, Electric Buses, etc. are also available on the School Bus Safety website:

<https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/School-Bus-Safety/School-Bus-Safety-FAQs>

REMINDER: We host a monthly meeting/forum for Transportation Directors and Contractors on the first Wednesday of every month from 9:30 am to 10:30 am (CDT). Our agenda is very informal and is intended as an open forum to share information, discuss, and answer any transportation questions you may have. The zoom link is posted on our [Upcoming Events website](#).

Call the KSDE **School Bus Safety Unit** for assistance on pupil transportation:

Keith Dreiling	(785) 296-4567	kdreiling@ksde.org
Dennis Tate	(785) 296-4545	dtate@ksde.org
Melissa Ostermeyer	(785) 296-5659	mstermeyer@ksde.org

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