Date: December 14, 2020
To: Chief School Administrators
From: Craig Neuenswander, Deputy Commissioner

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

Payments dates
Dec 15...........Special Education, Juvenile Detention

Deposit Special Education in General fund and transfer

Special Education state aid will direct deposit on Tuesday, December 15. As you will recall, the law requires all special education state aid payments to be deposited in the school district's general fund budget (Code 06, Line 120 – 3205 Special Education Aid). The revenue would then be transferred from the general fund to the special education fund (Code 30, Line 75 – 5206 Transfer from General).

Detail reports are posted online. To view payment amounts and print the special education detail reports, link here. Select FY21 Special Education State Aid Printout. If a security warning appears in a yellow bar above the spreadsheet, click on Enable Content to proceed.

Next, with your cursor, locate Cell F3 (in red) and click on the arrow to scroll up and select your LEA number. The information will refresh when the LEA number is updated. To display each report, select a tab located at the bottom of the screen (Special Ed, Coop Split, Payment Received).

If you have questions on state aid payments, contact Rose Ireland rireland@ksde.org at (785) 296-4973.

Payment amounts will be posted on the School Finance homepage near the date of deposit. Payments are listed under the heading: FY21 Payments

State aid payments: Rose Ireland (785) 296-4973 or Sara Barnes (785) 296-4972
Federal aid payments: (Form 240): Nicole Norwood (785) 296-2020

Kansas leads the world in the success of each student.
Report dates

Dec 1-19..... Request **January Federal Funds (Form 240)** Nicole Norwood (785) 296-2020

**All USDs must submit the Emergency Safety Intervention Data Collection even if you have no incidents to report.** KIAS Help Desk (877) 456-8777  
ESI Instructions emailed Dec 1 from Brad Neuenswander

Dec 15........ **Mill Rate by fund** submission (All USDs) **(Open Nov 18-Dec 15). See Below**  
Contact: Christie Wyckoff (785) 296-6321

**Submit Mill Rate form by Dec 15**

If you haven't already done so, please submit the **Mill Rate form due Tuesday, December 15**. Access the web form through the **KSDE Authentication website** under <LEA Forms>. We anticipate the reporting time to complete this Mill Rate report is less than 20 minutes.

To complete the report, first locate the **certified Mill Levies sheet** with final mill rates from the County Clerk. **The County Clerk should have mailed this to your district in November.** If necessary, contact the County Clerk to request it.

Download the "**Mill Rate User's Guide**" available on the School Finance website located under the **Manuals** heading: http://www.ksde.org/Default.aspx?tabid=429

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

785-296-6321  Christie Wyckoff  cwyckoff@ksde.org  
785-296-4973  Rose Ireland  rireland@ksde.org  
785-296-4972  Sara Barnes  sbarnes@ksde.org  
785-296-3872  Craig Neuenswander  craign@ksde.org

785-296-7935 KSDE Help Desk (user name/password questions) HelpDesk@ksde.org

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