Date: February 6, 2023
To: Chief School Administrators
From: Craig Neuenswander
Deputy Commissioner
Dale Brungardt
Director of School Finance

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

Payment Dates
Feb 9............Selected Federal Payments
Feb 15........ KS Pre-K Pilot (CIF), State Safety (Driver Ed), Local School District
Contribution Program, Mental Health (CMHC)
Feb. 24........ Capital Outlay

Payment amounts will be posted on the School Finance homepage near the date of deposit. Payments are listed under the heading: FY23 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 nnorwood@ksde.org
  o Refer to Form 240 (Federal Aid Payment request form) for a list of federal program funds.
  o To receive March federal aid, submit Form 240 no later than February 20.
  o 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.

School Nutrition Payments: Jennifer Barger (785) 296-4965 jbarger@ksde.org
  o School Nutrition Programs pay each week.
  o Summer Food Service Program will be paid approx. the 15th of each month as claims warrant.
**Report Due Dates**

Feb 10........ Kansas Parents as Teachers - Grant Application FY24 release  
Lisa Williams (785) 296-4964

Feb 17........ Kansas Preschool Pilot 2023-2024 renewal applications due  
Natalie McClaine (785) 296-5081

Feb 20........ KIDS Collection MILT (2nd Military Student Count) (open Feb 20-Mar 13)  
KSDE Helpdesk (785) 296-7935

Feb 20........ Request March Federal Funds (Form 240) if funds available  
(open Feb 1-20) Nicole Norwood (785) 296-2020

Feb 28........ LCP (Local Consolidated Plan) Consortium Assignments due  
Nicole Clark (785) 296-4925

Feb 28........ December 1 MIS Child Count – MIS Collection data is finalized  
Mason Vosburgh (785) 296-4945

**BASE (Base Aid for Student Excellence) K.S.A. 72-5132**

In 2019, the legislature passed the school finance bill (House Sub for Senate Bill 16) that included amending the “base aid for student excellence” per pupil. A history of the BASE per pupil can be downloaded from the School Finance homepage under the Legal Max General Fund, School Finance Studies link: [Base Aid for Student Excellence (BASE) (72-5132)](BaseAidForStudentExcellence)

To help with school district budget planning, the BASE for the current and future years is:

<table>
<thead>
<tr>
<th>Year</th>
<th>BASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021-22</td>
<td>$4,706</td>
</tr>
<tr>
<td>2022-23</td>
<td>$4,846</td>
</tr>
<tr>
<td>2023-24</td>
<td>Curr. Est. $5,103 based on CPI 3yr. avg. - finalized in April</td>
</tr>
</tbody>
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If you have questions on the budget or state statutes, we are happy to assist.

Craig Neuenswander, Deputy Commissioner  
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Email: cneuenswander@ksde.org

Dale Brungardt, Director, School Finance  
Office: (785) 296-3872  
Email: DBrungardt@ksde.org

**Guidelines for Needs Assessment**

[KSA 72-1163](KSA721163) requires all school districts to complete a needs assessment for each building every year. This will be used by the local board of education in preparing next year's budget. These forms do not need to be submitted to KSDE.

Resources are available on the School Finance homepage -- link: [Guidelines and Manuals](GuidelinesManuals) – look under the Guidelines heading:

- Guidelines to incorporate the building needs assessment and state assessment review into the budget process
- Powerpoint presentation - Overview of requirements
- Several templates and other resources

Kansas leads the world in the success of each student.
Senate Substitute for HB2567 amended the statute shown below:

**72-1163. Budget and summary of proposed budget; notice of availability; needs assessment of attendance centers.** (a) Each year the board of education of a school district shall conduct an assessment of the educational needs of each attendance center in the district. Information obtained from such needs-assessment shall be used by the board when preparing the budget of the school district.