



School Finance

Kansas State Department of Education
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Date: July 16, 2018
To: Chief School Administrators
From: Dale M. Dennis, Deputy Commissioner
 Craig Neuenswander, Director
 School Finance

INTEREST RATE ON INVESTMENT Effective 7/16/18 through 7/22/18

TERM	CURRENT	PREVIOUS
1 to 89 Days	1.91%	1.91%
3 Months	1.98%	1.97%
6 Months	2.16%	2.15%
1 Year	2.37%	2.37%
18 Months	2.52%	2.49%
2 Years	2.59%	2.55%

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

KPERS deposits July 16

Monday, July 16, the first quarter KPERS state aid payment will deposit. The KPERS payment is required to be deposited in the KPERS Special Retirement Contribution Fund as a receipt and recorded as an expenditure broken out by function code as outlined in Code 51 of the USD budget. Kansas law requires school districts to record this as a **revenue** and an **expenditure**. KPERS will withdraw these funds from your account on the day it is received, or the first working day thereafter.

To view the amount each district will receive for the first quarterly KPERS payment, link here: <http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>. Look under the **FY2019** heading **State and Federal Payment Amounts** and select **KPERS**.

FY2018 payment spreadsheets are still available on this screen showing a history of all state aid payments received July 1, 2017, through June 30, 2018.

Federal aid deposits July 19

July federal aid (if requested in June) will deposit on Thursday, July 19. To review payment amounts, follow this link: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>

Federal Aid Reminder: The Federal Cash Management Act requires that federal 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.*

To request a federal aid payment for August, please submit a [Form 240 web application](#) no later than July 20.

Form 240 questions: Nicole Norwood nnorwood@ksde.org (785) 296-2020

If you have questions about federal grants, contact the KSDE program consultant listed below:

- Title I & Title II-A Grants Nicole Clark nclark@ksde.org (785) 296-4925
- Secondary Program Improvement/Perkins Reserve Kathleen Mercer KTMercer@ksde.org (785) 296-2307
- Title VI-B Disc Special Project Karen Maddox kmaddox@ksde.org (785) 291-3098
- Title IV 21st Comm. Learning Centers Chris Macy cmacy@ksde.org (785) 296-3287
- Title VI-B and Early Childhood Flow Thru Christy Weiler cweiler@ksde.org (785) 296-1712

Request August General State Aid

All districts shall submit the 2018-19 *State Aid Request for August by Friday, July 20*.

The web application is open July 16 -20 on the [KSDE Authentication portal](#). On the login screen, enter your **user name** and **password**.

- Click on **LEA Forms**
- Click on **State Aid Request for August**
- Click on **Create New Report for 2019**

For assistance, call Rose Ireland at (785) 296-4973 or email rireland@ksde.org.

Register for budget workshops (repeat)

Dale Dennis and Craig Neuenswander are presenting budget workshops across the state. If you haven't registered, follow this link: <http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New> Click on **Workshop Announcement**. Choose the site you will attend and either email or telephone the site to register. Space is limited, so please register now.

During the workshops, we will review an example of the 2018-19 budget document based on the changes to the school finance law passed by the 2018 legislature. *The Excel program used to complete the budget will be ready for districts this week. A message will be sent to districts with instructions when it is ready to download.*

There is **no charge to attend a workshop**, however, participants will be responsible for the cost of the noon meal and other refreshments provided at the workshop site. By registering all persons attending from your district, we can guarantee that adequate seating and a workshop packet will be available for all participants.

Budget workshop dates and locations: 10 a.m. – 3 p.m. (new start time)

July 17 – Garden City..... **Horace Good Middle School**, 1412 N. Main Street - Garden City (registration closed)

July 18 – El DoradoEl Dorado High School, 401 McCollom Road – El Dorado (registration closes today)

July 23 – Topeka area.....Shawnee Heights High School, 4201 SE Shawnee Heights Road - Tecumseh

July 24 – Salina Lakewood Middle School, 1135 Lakewood Circle – Salina

Review KSDE Directory Updates by Aug 15

Watch for an email today announcing the *Directory Updates* web app is open along with instructions to review.

Each year in July, the **USDs, LEAs (Interlocals, Service Centers, Cooperatives) and Private Accredited Schools** are required to go online (**DIRECTORY UPDATES web app**) to verify and update data used in the **KSDE Educational Directory**, then submit to KSDE.

*It is crucial the **Directory Updates** application is updated and submitted to KSDE, as the data is used for various state and federal reporting purposes.*

Instructions to register new users

If you have new staff who will do data entry on this report or review the data, or you will designate the Special Education Director to complete portions of the application, each person should register for an individual user ID and password on the KSDE authentication application page. Follow the steps below to register:

- Open Internet Explorer
- KSDE authentication applications: <https://apps.ksde.org/authentication/login.aspx>
- Click the **“Register”** button and follow the steps outlined.
- Request level of access for **“Directory Updates,”** and any other reports as needed.
- **Approval process:** New user requests generate an email to the superintendent (or director of LEA). After the superintendent approves your request, KSDE will notify you by email that access is granted.

If **“Directory Updates”** is not listed after logging in and entering a valid user ID/Password, scroll down to click on **“Manage My Account”** to request access to this web application. The same approval process as outlined above will occur.