Date: July 26, 2021

To: Chief School Administrators

From: Craig Neuenswander, Deputy Commissioner
Dale Brungardt, Director
School Finance

Report Due Dates

July 1–Aug 15…… IDEA Application for funds: Title VI-B Flow Through Part II - funds for 2021-22 school year Christy Weiler (785) 296-1712
July 1-Sep 20…… Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) for incoming kindergarten students Jordan Christian (785) 296-3953
August 2 .......... KIDS Collection KCAN (State Board Initiatives) (open Aug 2, 2020-Sept 6, 2022) KSDE Helpdesk (785) 296-7935
Aug 2-20........ Request September Federal Funds (Form 240) if funds available (open Aug 2-20) Nicole Norwood (785) 296-2020
August 9......... KIDS Collection TEST (Assessment Testing) (open August 9, 2021-June 24, 2022) KSDE Helpdesk (785) 296-7935
Aug 9 -13........ Request for State Foundation Aid for September (all USDs - open Aug 9-13) Rose Ireland (785) 296-4973
Aug 9 -31....... 18-E Annual Statistical Report (all USDs - open August 9-Aug 31) Rose Ireland (785) 296-4973
August 12....... Unencumbered Cash Balances on August 1- (all USDs - open July 30-Aug 12) Rose Ireland (785) 296-4973
August 13....... CTE Pathways Student Data Management (deadline to submit) Pathways Helpdesk (785) 296-4908
August 16....... EDCS / Fall Vacancy Report (open Aug 16-Sept 27) Shane Carter (785) 296-8011
August 16....... Mentor Programs - apply for grant by submitting mentor teacher names (open Aug 16-Sept 27) Shane Carter (785) 296-8011
August 20....... Directory Updates - annual review/update for KS Educational Directory (open July 23-Aug 20) Christie Wyckoff (785) 296-6321
August 25....... Submit Budget Document (USDs) Craig Neuenswander, Dale Brungardt or Sara Barnes (785) 296-3872 (Schools not exceeding revenue neutral rate)
August 25....... Submit Budget Document (Interlocals) Craig Neuenswander, Dale Brungardt or Sara Barnes (785) 296-3872
August 31…….. Driver Education claim form for reimbursement due Robyn Meinholdt (785) 296-3379

Kansas leads the world in the success of each student.
August Payment
August 2........State Found. Aid, Bond & Interest (Cap. Improv.), Mental Health (Liaisons)
August 6........Selected Federal Payments
August 25........Kansas Pre-K Pilot-CIF

FY2022 Allocations for Title Programs

The official grant award letters for 2021-2022 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 FY2022 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.

After your LCP application has been submitted to KSDE, the FY2022 grant amounts will appear on Form 240 (web app) and these funds can be requested.

Prepare for your USD Budget Review (repeat)

Before publishing the Notice of Hearing, superintendents and business officials may request someone in the School Finance office double-check their budget document. These one-hour budget reviews are conducted by Veryl Peter, Craig Neuenswander or Dale Dennis. There are still plenty of open times to schedule an appointment.

To schedule a review, please call Sherry at (785) 296-3871 or Katie at (785) 296-3872.

Once you budget review is scheduled, we suggest you reference these instructions:

Link: School Finance homepage > “What’s New?”

Select: Prepare for USD Budget Review

- **In person**: Directions and parking tips when visiting KSDE, what to bring to a budget review.

- **Zoom meeting**: How to schedule a Zoom meeting; email budget Codes at least one day before meeting; USD responsible for Zoom invite.

- **Conference call (scheduled time)**: How to submit your budget (either mail or email) if you have scheduled a day/time for review; list of information to include in cover letter to the person reviewing.

- **No appointment?** How to submit your budget (either by mail or email) for a telephone review; list of information to include in cover letter. We generally review mail-in budgets within 24-48 hours upon receipt. These reviews may occur outside normal office hours.

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