



900 S.W. Jackson Street, Suite 102
 Topeka, Kansas 66612-1212
 (785) 296-3201
 www.ksde.org

INTEREST RATE ON INVESTMENT
Effective 7/03/23 through 7/09/23

Date: July 3, 2023
To: Chief School Administrators
From: Craig Neuenswander
 Deputy Commissioner
 Dale Brungardt
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	5.07%	5.07%
3 Months	5.28%	5.20%
6 Months	5.39%	5.23%
1 Year	5.35%	5.29%
18 Months	5.08%	5.03%
2 Years	4.76%	4.68%

*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.*

July Payments

- July 13.....FY24: Bond & Interest (Capital Improvement)
- July 13.....FY24: State Foundation Aid
- July 17.....KPERs
- July 20.....School Safety & Security Grant
- July 20.....Selected Federal Payments
- July 27FY23 KPP-TANF 4th Quarter Reimbursement

State Aid paymentsRose Ireland (785) 296-4973 rireland@ksde.org
 Federal Aid (Form 240)Rose Ireland (785) 296-4973 rireland@ksde.org
 Meal reimbursementJennifer Barger (785) 296-4965 jbarger@ksde.org

State and federal payment amounts for each LEA are available on the School Finance homepage: [Payment Information](#).

Also, on the payment screen, open and review the **FY23 State Aid Printouts** (summary reports) for your district each month:

- State Foundation, Supplemental & Capital Improvement State Aid Printout
- Special Education State Aid Printout (payments, coop split)

Estimated Payment Dates for FY2023-24

We have updated the estimated payment dates for state and federal aid. Fiscal year 2023-2024 payments are listed by month, starting in July. **Note:** Deposit dates are estimated and subject to change.

Payment Dates for State and Federal Aid 2023-2024
Note: Dates are estimated and subject to change

Est. Deposit	Payment
July 13, 2023	FY24: Bond & Interest (Capital Improvement)
July 13, 2023	FY24: State Foundation Aid
July 17, 2023	KPERs
July 20, 2023	School Safety & Security Grant
July 20, 2023	Selected Federal Payments
July 27, 2023	FY23 KS Pre-K Pilot (TANF) 4 th Quarter Reimbursement
Aug 1, 2023	State Found. Aid, Bond & Interest (Cap. Improv.), Mental Health (Liaisons)
Aug 10, 2023	Selected Federal Payments
Aug 25, 2023	KS Pre-K Pilot (CIF)
Sept 1, 2023	State Found. Aid, Bond & Interest (Cap. Improv.), Mental Health (Liaisons)

State Aid Payments

State Foundation Aid, Bond & Interest (Capital Improvement) and Supplemental General (LOB)

Rose Ireland	(785) 296-4973
Sara McCullough	(785) 296-4972
Dale Brungardt	(785) 296-3872
Craig Neuenswander	(785) 296-3871

Link: [Payment Information](#)

Select: Payment Dates (Projected) State & Federal Aid [2023-24 payment dates](#)

Report Due Dates

- July 3-13.....Kansas Pre-Kindergarten Pilot (KPP-TANF) 4th Quarter Expense Reimbursement Payment Request [Sara McCullah](#) (785) 296-4972
- July 11..... Directory Updates - annual review/update for KS Educational Directory (open July 11-Aug 19) [Sara McCullah](#) (785) 296-3872
- July 10-14.... Request for State Foundation Aid for August (all USDs - open July 10-14) [Rose Ireland](#) (785) 296-4973
- July 12.....Unencumbered Cash Balances on July 1 (all USDs - open June 30-July 12) [Rose Ireland](#) (785) 296-4973
- July 14LCP (Local Consolidated Plan) Annual Report (tentative due date July 14, 2023) [Nicole Clark](#) (785) 296-4925
- July 20..... Request August Federal Funds (Form 240) *if funds available* (open July 1-20) [Rose Ireland](#) (785) 296-4973
- July 31 State Deaf-Blind Funds (KSA 72-3481) Application for 2022-2023 funds [Lisa Karney](#) (785) 296-4602

Schools Electing the Community Eligibility Provision – Resources Available

Resources are available for schools electing the Community Eligibility Provision (CEP) for SY2023-24 to assist in obtaining household economic information for state At-Risk funding:

1. Frequently Asked Questions: Community Eligibility Provision (CEP) & At-Risk Funding
2. Household Economic Survey
 - **Districts participating in the CEP, will need to complete these forms to receive At-Risk funding.**
3. Income Eligibility Guidelines Chart

Find these resources under the “[What’s New](#)” link on the School Finance website. Learn more about the Community Eligibility Provision at <https://cnw.ksde.org>, SNP, Food Service Facts, Chapter 18.

Please forward this information to your Food Service Coordinator or other appropriate personnel. These resources may also be shared with school board members and administrators.

USD Budget Program – Issues Report

The 2023-2024 USD Budget Program was released June 30, 2023. Special budget instructions were sent to sups/bdclerks listservs (from cneuenswander@ksde.org) Subj: 2023-2024 USD BUDGET PROGRAM IS AVAILABLE.

Follow this link to download the budget software program and instruction manual, review the USD Budget Software Enhancements, review Help with Spreadsheets, or download the Issues Report: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Budget-Information/USD-Budget-Software>.

Once you download the budget document, please frequently check the “Issues Report” for 2023-2024 Budget for updates to your budget software. Most updates are easily corrected without needing to download the program again.

The [Issues Report](#) was updated July 3, 2023.

July 1 Cash Balance Report

All school districts are required to complete the July 1 Unencumbered Cash Balances for several funds. The cash balances are due no later than July 12th. This web app will be open June 30 at: <https://apps.ksde.org/authentication/login.aspx>

On the login screen, enter your **username** and **password**.

- Click on **LEA Forms**
- Click on **Unencumbered Cash Balance-July 1**
- Click on **Create New Report for 2024**

If your district has new employees who will either review or complete KSDE online web applications, it is necessary to **register for an individual user ID and password**. To register, follow these steps:

- Open Internet Explorer and go to:
<https://apps.ksde.org/authentication/login.aspx>
- Then click the “**Register**” button and follow the steps outlined (request access for LEA Forms)

If you have user ID and/or password issues, please call the KSDE Help Desk at (785) 296-7935.

If you have questions completing the report, please contact:

Rose Ireland rireland@ksde.org (785) 296-4973

Sara (Barnes) McCullah smccullah@ksde.org (785) 296-4972

Schedule USD Budget Reviews (In Person-Virtual-Conference Call)

Before publishing the Notice of Hearing, superintendents and business officials may request someone in the School Finance office double-check their budget document. If you would like to meet with a member of the KSDE staff to review your budget document before publishing, please call us to schedule a one-hour appointment with Dale Brungardt, Craig Neuenswander, Dale Dennis or Veryl Peter. Staff will meet **in person** (face-to-face), **virtual** (Teams, Zoom, etc.), or **conference call**.

Call School Finance at (785) 296-3871 or (785) 296-3872 to schedule a time.

Due to the volume of reviews, it is important to call our office if you need to cancel or change a scheduled budget review to open that time slot.

All Budget Reviews - Have the following information available:

1. Revenue Neutral Rates (RNR) from the county clerk
2. Estimated 2023 assessed valuation information
3. Your laptop computer with the budget program. This will allow you to enter revisions to your budget during the review.
4. A printed copy of the budget document (codes and forms being used) to take notes.

If possible, email the CODES.xlsx file 24-48 hours prior to your scheduled review. This will shorten the time needed to conduct your budget review. Please include in your message the time/date of your scheduled budget review and specify any budget

concerns or funds to be reviewed carefully before your meeting. Email addresses are listed below:

- Dale Brungardt dbrungardt@ksde.org
- Craig Neuenswander cneuenswander@ksde.org
- Veryl Peter vpeter@ksde.org
- Dale Dennis ddennis@ksde.org

In Person Reviews – Directions and Parking:

Kansas State Department of Education - Landon State Office Building - 900 SW Jackson Street, Topeka Across the street from the State Capitol Building.



Enter at the north entrance pictured above

– 900 SW Jackson Street (corner of 9th & SW Jackson)

Doors open to the public at 8 a.m. *Take south elevator to 3rd floor – Conf. Room 355 South*

The School Finance office is located on the 3rd floor in the southwest corner of the **Landon State Office Building**. Enter the main doors and walk a few steps past the security desk, look to your right, and walk down a very long hallway to the South elevators to the 3rd floor. Enter conference room 355 to wait for your reviewer. Dale Brungardt, Craig Neuenswander, Dale Dennis or Veryl Peter will come to the conference room when they are ready to begin. When leaving the building, feel free to use the exit doors by the south elevators.

PARKING options:

- Parking meters along Jackson Street that require change - \$1 hour.
- Free 2-hour parking on YELLOW bagged meters along 9th Street.
- Free 2-hour parking on Kansas Avenue (one block east).
- Free parking in the visitor parking in Lot 1 by the **Kansas Judicial Center**, 301 SW 10th Avenue. Driving west on 10th Avenue, pass the Judicial Center and turn south at the light onto Harrison Street (one-way). Lot 1 is on your left. This is a 'scenic two block walk' past the capitol grounds to the corner of 9th and Jackson (main entrance to Landon Building).
- To park about ½ block from the main entrance, the **City Centre parking garage** is located off 9th Street, between Jackson St. and Kansas Avenue. Parking is \$1 hr.

Virtual Reviews:

Schedule a virtual review with Dale Brungardt DBrungardt@ksde.org, Craig Neuenswander craign@ksde.org, or Veryl Peter vpeter@ksde.org (times are limited)

- First, contact School Finance by phone to schedule a time for a virtual review.
- **The district will be responsible for setting up the virtual meeting.** *At least a day ahead of your scheduled appointment*, send an email to invite the person conducting your budget review: Subj line: **USD ### Virtual review**
- **Specify in the body of the email:** (1) date and time of budget review; (2) VIRTUAL Meeting ID and Password; (3) names of people joining; and (4) good phone number to call in case of technical difficulties.
- **Attach** your “Codes.xlsx” budget file to the email and specify any budget concerns or funds to be reviewed carefully before the meeting.

Reviews by Conference Call:

Conference calls can be scheduled with all reviewers. Call School Finance to schedule a time.

- *At least a day ahead of your scheduled conference call*, send an email to the person conducting your budget review: Subj line: **USD ### conference call review**
- **Specify in the body of the email:** (1) date and time of budget review; (2) names of people joining; and (3) the phone number to call.
- Attach your “Codes.xlsx” budget file to the email and specify any budget concerns or funds to be reviewed carefully before the meeting.

NOTE: Dale Dennis will conduct budget review meetings **in person or by conference call only**. For reviews, he requests that you bring a paper copy of your budget or mail a paper copy in advance if you are reviewing by phone (see instructions above).

KSDE offices will be closed on Tuesday, July 4.

