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*INTEREST RATE ON INVESTMENT
 Effective 6/17/24 through 6/23/24*

Date: June 17, 2024
To: Chief School Administrators
From: Frank Harwood
 Deputy Commissioner
 Dale Brungardt
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	5.33%	5.33%
3 Months	5.33%	5.32%
6 Months	5.29%	5.28%
1 Year	5.08%	5.08%
18 Months	4.91%	4.92%
2 Years	4.72%	4.74%

*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.*

**KSDE WILL BE CLOSED
 WEDNESDAY JUNE 19TH**



Payments

June 17..... KS Parents as Teachers (PAT), Mentor Teacher, CTE Transportation
 June 20..... Professional Development
 June 21..... State Foundation Aid balance, Supplemental General (LOB) balance,

Payment amounts for each district/LEA will be posted near the date of deposit: [Payment Information](#)

State Aid Payments: [Rose Ireland](#) (785) 296-4973

Federal Aid Payments/Form 240: [Amanda Williams](#) (785) 296-2020

Refer to **Form 240** (Federal Aid Payment request form) for a list of federal program funds. To receive a July federal aid payment, submit Form 240 no later than June 20. 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.

Child Nutrition Program (CNP) Payments: [Dessa Gifford](#) (785) 296-4965

- SNP = School Nutrition Programs
- CACFP = Child & Adult Care Food Program
- FFVP = Fresh Fruit & Vegetable Program
- SFSP = Summer Food Service Program

Professional Development State Aid Deposits June 20

The 2023-2024 Professional Development State Aid payment is scheduled for deposit on June 20. The entitlement is based on the lower amount of 50 percent of the claimed expenditures or .005 percent of the final legal general fund budget, then prorated at slightly over 30 percent, less prior year overpayments. Several districts should be aware of a carryover overpayment due to the FY2023 overpayment as audited during the 2023-2024 school year, which will be applied to the FY2025 Professional Development State Aid.

The **Professional Development** payment details are available on the [School Finance – Payment Information](#) website found under the **FY 24 Payments** heading. For questions regarding this payment, please contact Amanda Williams at awilliams@ksde.org or 785-296-2020.

Final State Foundation Aid and Supplemental General State Aid Deposit June 21

We anticipated the final State Foundation Aid payment for the General Fund to deposit a portion on June 14 and the remaining balance on June 21. Due to unforeseen circumstances, there will be one final payment scheduled for deposit on June 21. This payment is based on your final legal general fund budget (including actual Special Education State Aid and Virtual State Aid) less all Local Effort recently submitted to KSDE. The Virtual State Aid is based on the audited 9/20/2023 Full-Time (\$5,600) and Part-Time (\$2,800) Virtual FTE, as well as Virtual Adult Credits (\$709) and Virtual Dropout Credits (\$709) also recently submitted to KSDE.

The final Supplemental General State Aid payment is still on schedule to deposit the remaining balance on June 21.

For payment details, please download the *State Foundation, Supplemental and Capital Improvement State Aid Printout--FINAL--* found under the heading **FY2024 State Aid Printouts** posted on the [School Finance – Payment Information](#) website.

The *FY2024 Legal Max (Final)* can also be downloaded from the [School Finance – Legal Max General Fund, School Finance Studies](#) website. This will reflect audited enrollment, Virtual Adult Credits and Virtual Dropout Credits recently submitted, as well as republished General Fund Budget amounts. There is a separate worksheet tab labeled “Required Transfers” for both General Fund and Supplemental General Fund. We are in the process of generating final legal max letters, which will be posted as soon as they become available the week of June 17. A listserv announcement will be sent once the letters has been posted.

County Treasurer Form 110 and Form 138 Are Available

The 2024-2025 **Form 110** has been posted to the [School Finance – Budget Packet](#) webpage found under the heading **County Treasurer/County Clerk Forms**. Please let your County Treasurer know that this is available, along with **Form 138 and Attachment I** to report tax distributions. Tax distribution information will be needed when you begin to enter data on next year's budget. We anticipate the 2024-2025 USD Budget Excel program will be available to download sometime during the week of June 24-28. A listserv announcement will be sent once the software has been posted.

CNW Financial Management Reminders

As we approach the end of the fiscal year, please keep the following in mind:

- The deadline for submitting April claims for meal reimbursement submitted through KN-CLAIM is **June 29**.
- All transfers to the Food Service Fund for free adult meals and indirect costs must be completed by **June 30**.
- Enter the End-Of-Year Balance of Uncollected Charges on the Annual Financial Report (AFR) in KN-CLAIM by **August 15**.

For important details surrounding the Child Nutrition Programs (CNP), please be sure to check out the Monthly Updates provided from Child Nutrition & Wellness (CNW) leadership each month and posted to the CNW website at <https://cnw.ksde.org/> for each of the following under their respective menu: SNP - SNP Monthly Updates; CACFP - CACFP Monthly Updates; or SFSP - SFSP Monthly Updates.

Report Due Dates

- June 17-21 . Bond & Interest Form (to determine State Aid) (all USDs - open June 17-21)
[Rose Ireland](#) (785) 296- 4973
- June 17-21 . Request for State Foundation Aid for July (all USDs - open June 17-21)
[Rose Ireland](#) (785) 296-4973
- June 20..... Request July Federal Funds (Form 240) if funds available (open June 3-20)
[Amanda Williams](#) (785) 296-2020
- June 28..... Mental Health Intervention Final Expenditures Report 2023-2024
[Marcia Ricklefs](#) (785) 296-4209
- June 30..... Discipline Data Collection (in KIAS) final data due for events occurring between July 1-June 30 [Trish Backman](#) (785) 296-6937
- June 30..... KIDS Collection EOYA - End of Year Accountability (open May 6-June 30)
[KSDE Helpdesk](#) (785) 296-7935
- June 30..... Chronic Absenteeism Report (located in AMOSS web app) (open May 17-June 30) [Robyn Kelso](#) (785) 296-3444

Request July State Aid and Bond Principal & Interest

All districts shall submit the *State Aid Request for July and Bond & Interest Request* by **Friday, June 21**. The web application is currently open on the [KSDE Authentication portal](#).

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

- Click on **LEA Forms**
- Click on **State Aid Request for July and Bond Principal & Interest Request**
- Click on **Create New Report for 2025**

On the screen to request **State Foundation Aid for July**, your payment is already calculated. If you request additional funds for July, please enter justification. *Please note: The calculated payment includes additional amounts requested for the July 2023 (FY24 payment); if you are requesting additional funds for July 2024 (FY25 payment), please take this into account.*

All districts will also need to complete the section for **2024-2025 Bond and Interest State Aid**. It is necessary to provide 2024-2025 Bond and Interest payments due, regardless if you are entitled to state aid entitlement. Pay close attention to the web form when entering the following **bond principal and interest payments**:

- *bond elections prior to July 1, 2015*
- *bond elections after July 1, 2015*
- *bond elections after July 1, 2017; and*
- *bond elections after July 1, 2022*

On the screen “**Bond Principal Paid Off in 2023-2024**,” it is important to accurately report principal payments only for general obligation bonds (do not include capital outlay bonds).

- Complete, Save, Next Page, and Submit form.

Note: *If your district **refinances bonds** at any time during the 2024-2025 school year, please contact School Finance at (785) 296-3872 to review your state aid request for possible updates.*

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

Mentor Teacher stipend amounts

The Mentor Teacher state aid payment will direct deposit on Monday, June 17. This payment should be deposited to your Code 06 General Fund as 1985 State Aid Reimbursement, meaning the district will overspend the final legal General Fund Budget by this amount.

Districts must use the funds to pay each of their qualified mentor(s) the stipend amounts shown below.

Full Year, Mentee in:	
First Year of Teaching	\$1,000
Second Year of Teaching (updated)	\$ 428

Half Year, Mentee in:	
First Year of Teaching	\$ 500
Second Year of Teaching	\$ 200

If you have questions, please contact [Leslie Bruton](#), KSDE Office of Teacher Licensure.

Payment and stipend amounts are available online at the following link: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>

Register now for USD Budget Workshops – Repeat 6/10/2024

Registration with the site is required to attend.

Seating capacity is limited. To register at one of the other locations, open the workshop announcement for dates, locations, and contact information. Link

<http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New>

- June 12 – Sublette - CLOSED
- June 13 – Oakley - CLOSED
- June 17 – Greenbush - CLOSED
- June 20 – Hutchinson - CLOSED
- June 24 – Valley Center - CLOSED
- June 25 - Abilene
- June 26 – Topeka

USD budget workshops are presented by Dr. Frank Harwood and Dale Brungardt for superintendents, board clerks, and business directors/managers. Please invite your CPA and county clerk. The 2024-25 budget document will be reviewed, and we will discuss the new school finance bills passed by the 2024 Legislature.

Attn: New Superintendents -- BUDGET 101 Workshop will be presented in **Salina** on **Tuesday, July 2, 2024**. To register please open the New Supt/New Board Clerks Workshop – Register Here. <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New>. Attendance at this workshop has always been limited to new (first-year) superintendents. This year, we also invite new (first-year) board clerks or business managers to attend whose job it is to assist in preparing the budget document. We strongly encourage all first-year superintendents to attend this workshop where the budget process is explained in detail. We also recommend attending one of the regular budget workshops listed above, if possible.

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