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 www.ksde.org

*INTEREST RATE ON INVESTMENT
 Effective 3/01/21 through 3/07/21*

Date: March 1, 2021
To: Chief School Administrators
From: Craig Neuenswander,
 Deputy Commissioner
 Veryl D. Peter, Interim
 Director of School Finance

| TERM | CURRENT | PREVIOUS |
|--------------|---------|----------|
| 1 to 89 Days | 0.07% | 0.07% |
| 3 Months | 0.01% | 0.02% |
| 6 Months | 0.03% | 0.02% |
| 1 Year | 0.07% | 0.06% |
| 18 Months | 0.11% | 0.09% |
| 2 Years | 0.13% | 0.11% |

Payment Dates

- March 1 State Foundation Aid
- March 1 Bond & Interest (Capital Improvement)
- March 1 Mental Health (Liaisons)
- March 11 Federal Aid payment (if requested)
- March 15 Special Education, Kansas Parents as Teachers (PAT)

Payment amounts will be posted on the [School Finance Payment Information](#) near the date of deposit. Payments are listed under the heading: **FY21 Payments**.

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

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

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

School Nutrition Payments: [Jennifer Barger](#) (785) 296-4965

Reminder: Tornado Drill - March 2

Per KSA 31-133, each school district is to conduct a tornado drill during the month of March. March 1-5, 2020, is severe weather awareness week.

The statewide tornado drill will occur Tuesday, March 2, at 10:00 a.m. Please work with your county emergency manager to conduct your tornado drill. If there is severe weather forecast for that day, the statewide tornado drill will be rescheduled.

Report Due Dates

- Mar 1..... EDCS / LPR (Licensed Personnel Report (Deadline for submission March 1)
Contact: [Shane Carter](#) (785) 296-8011
- Mar 1..... EDCS / Spring Vacancy Report (Deadline for submission March 1)
Contact: [Shane Carter](#) (785) 296-8011
- Mar 1..... CTE Pathways Programs of Study
(Application / Maintenance March 1 deadline)
Contact: PathwaysHelpDesk@ksde.org or (785) 296-4908
- Mar 1..... Special Education Categorical Aid Personnel System
(deadline to update and approve CAPS)
Contact: [Evelyn Alden](#) (785) 296-3868
- Mar 12..... Unencumbered Cash Balance Report (all USDs - open Feb 26-Mar 12)
Contact: [Rose Ireland](#) (785) 296-4973
- Mar 1-19.... Local Option Budget Percentage Form (under LEA Forms)
(all USDs – open March 1 -19)
Contact: [Christie Wyckoff](#) (785) 296-6321
- Mar 1-19.... Request April federal funds (Form 240) if **funds available** (open March 1-19)
Contact: [Nicole Norwood](#) (785) 296-2020

Unencumbered Cash Balances

All school districts are required to complete the March 1 Unencumbered Cash Balances report and submit no later than **March 12**.

This web application is now open at the following link:

<https://apps.ksde.org/authentication/login.aspx>

On the login screen, enter your **user name** and **password**.

- Click on **LEA Forms**
- Click on **Unencumbered Cash Balance-March 1**
- Click on **Create New Report for 2021**

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:

- KSDE Help Desk (785) 296-7935

If you have questions completing the report, please contact:

- [Rose Ireland](#) (785) 296-4973
- [Sara Barnes](#) (785) 296-4972

Kansas leads the world in the success of each student.

Report LOB Percentage by March 19

KSA [72-5143](#) requires **all school districts** to submit a written notice for local option budget (LOB) to the state board by **April 1** of the current school year. Such notice shall include the local option budget authority expressed as a percentage of the school district's total foundation aid. *The board of education shall not adopt a local option budget in excess of the authority stated in the form submitted to KSDE pursuant to this subsection.*

This reporting requirement does not replace the requirement for the board to adopt a resolution subject to protest petition in order to exceed 31% authority (maximum 33%) or the current authority a USD has obtained in a past year. If a board is considering an increase in their percentage by publishing for additional authority, they should submit the proposed percentage on the form submitted to KSDE.

The **Local Option Budget Percentage** web form (access through **LEA Forms**) will be considered your written notice of such intent for the upcoming school year. Link: [LOB Percentage Form User's Guide](#)

We request that **all public school districts** submit the **Local Option Budget Percentage form** prior to Friday, March 19.

**An email was sent on Thursday, February 25, to all Superintendents and Board Clerks with this information.*

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