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*INTEREST RATE ON INVESTMENT  
 Effective 3/07/22 through 3/13/22*

**Date:** March 7, 2022  
**To:** Chief School Administrators  
**From:** Craig Neuenswander  
 Deputy Commissioner  
 Dale Brungardt  
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.08%	0.08%
3 Months	0.41%	0.36%
6 Months	0.68%	0.68%
1 Year	1.10%	1.11%
18 Months	1.34%	1.39%
2 Years	1.48%	1.54%

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

**Payment Dates**

March 10..... 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: **FY22 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 21. 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

**Report Due Dates**

Mar 11 ..... Unencumbered Cash Balances on March 1 (all USDs – open Feb 28-March 11)  
[Rose Ireland](#) (785) 296-4973  
 Mar 21 ..... Request April Federal Funds (Form 240) if funds available  
[Nicole Norwood](#) (785) 296-2020  
 Mar 22 ..... LOB Percentage Form (all USDs - Open March 1 - March 22)  
[Christie Wyckoff](#) (785) 296-6321

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### Certify LOB Percentage by March 22 *(email sent 2-28-2022 to Supts and Clerks listserv)*

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.

To certify the 2022-2023 projected LOB percentage, please login the KSDE Web Applications – **LEA Forms** – then select **Local Option Budget Percentage**: <https://apps.ksde.org/authentication/login.aspx>. Please reference the [LOB Percentage Form User's Guide](#) for complete login instructions.

We encourage districts to estimate high if there are talks of possibly adopting a LOB budget higher than the 31 percent statewide average (cannot exceed 33 percent). Districts are not obligated to adopt a LOB budget equal to the LOB percentage that is certified to KSDE, however, the LOB percentage certified will become the maximum percentage authorized and will be loaded to the 2022-2023 USD Budget – Form 155.

**Q:** If our Board has adopted and published a resolution to exceed 31 percent for 2021-2022 school year or prior, do we need to adopt a new resolution and publish for 2022-2023?

**A:** *No, if you are authorized to exceed 31 percent and your current resolution has not expired, you do not need to adopt a new resolution.*

**Q:** If our Board plans to adopt 31 percent for 2022-2023, do I need to submit the web form?

**A:** *Yes, all districts are required to certify for 2022-2023 school year regardless.*

**Q:** What steps do we need to do if we want to increase above 31 percent statewide average?

**A:** *Refer to the [Local Option Budget Resolution](#) – bottom of page 1 and page 2.*

**Q:** Does my Board need to adopt a Resolution before I certify the 2022-2023 LOB percentage?

**A:** *No, the district can certify the intent for 2022-2023 school year at this time. However, if the Board plans to increase above 31 percent and does not have a current resolution from a prior year, the district should start that process soon. Refer to the [Local Option Budget Resolution](#) – bottom of page 1 and page 2.*

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### Submit Medicaid Claims by April 15

The following message was sent to the Special Education Directors listserv on 2/3/2022. *Please check with your SpEd Director to make sure they have submitted all claims.*

The State Department of Education is required to distribute to school districts special education state aid as Medicaid replacement state aid in the amount of \$9,000,000. Allocations are determined based upon **the number of special education children that have been approved for Medicaid reimbursement on Tuesday, March 1, 2022.** **Note:** You are allowed to include *Medicaid services for special education students* one week prior and one week after March 1 (February 22 through March 8).

Districts should submit their Medicaid claims before April 15. If your district belongs to a coop, you may want to visit with them because they may be submitting on your behalf. Claims are submitted to the Kansas Department of Health and Environment (KDHE), Division of Health Care Finance, through the MMIS billing portal for Medicaid eligible students. **Medicaid related questions should be directed to [Hallie Doud](#) at KDHE.**

Sometime after May 1, KSDE will request a list of the number of special education children that have been approved for Medicaid reimbursement from the Kansas Department of Health and Environment in order to calculate the final June special education state aid payments.

### New Location to Access the Form 240 on KSDE Authenticated Applications

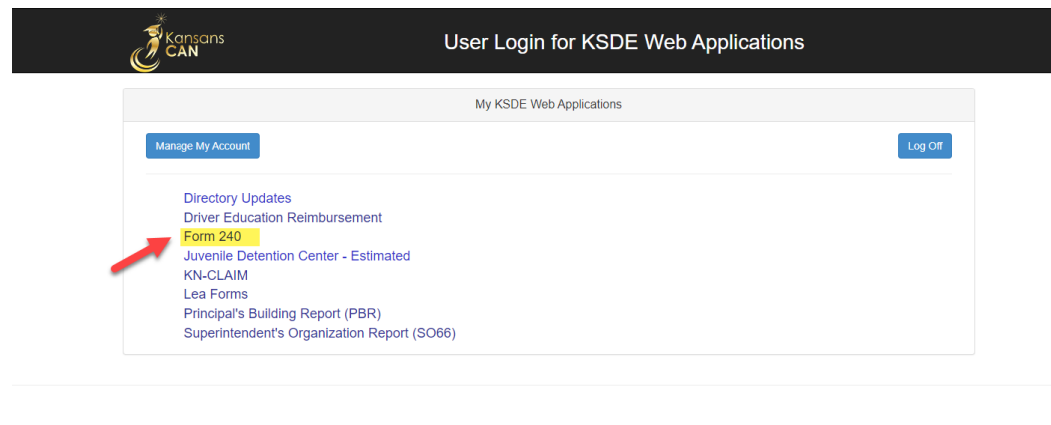
The Form 240 has been moved off the old "State Forms" Legacy website and is now accessed directly from the KSDE Authenticated Applications, which does not require a double login. If you had the Legacy website bookmarked, please update to reference the KSDE Authenticated Applications:

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

Once logged in, select **Form 240** from your applications listed in alphabetical order.

*Note: Each user's login will vary and may not match the applications listed in the screenshot below.*

If you have any questions on the Form 240, please contact Nicole Norwood at [nnorwood@ksde.org](mailto:nnorwood@ksde.org) or 785-296-2020.



### File CPA Single Audits by March 31 (LEAs spending more than \$750,000 in federal funds)

School districts and Local Education Agencies (LEAs) are required to electronically file their CPA audit report and Single Audit report (A-133) with the Department of Administration, Municipal Services. We ask that districts/LEAs continue to submit these reports (also electronically please) to KSDE's Fiscal Audit team.

Single Audits (formerly known as A-133s) are required to be completed within nine (9) months following the end of the fiscal year ending June 30, 2021, for LEAs spending **more**



**Please forward this information to your CPA if they submit your audit report.**

than **\$750,000** in federal funds. Therefore, Single Audits should be completed by **March 31, 2022**. You are also welcome to submit a copy of your Single Audits to KSDE by this same date (March 31), but please follow federal regulations and timely submit completed Single audits to the Federal Audit Clearinghouse at the following web address:

<https://facweb.census.gov/> The audit threshold for Single Audits (A-133) is \$750,000.

LEA's receiving **less than \$750,000** in federal funds are required to submit a CPA audit report by **June 30, 2022**. Thank you in advance for meeting these deadlines.

INSTRUCTIONS TO SUBMIT to [auditing@ksde.org](mailto:auditing@ksde.org) and [armunis@ks.gov](mailto:armunis@ks.gov)

Reference the [October 4, 2021, interest letter](#)

Questions? KSDE contact: [Laurel Murdie](#), Fiscal Auditing Director Phone: (785) 296-4976.

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