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 www.ksde.org

*INTEREST RATE ON INVESTMENT
 Effective 5/27/24 through 6/2/24*

Date: May 27, 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%	5.33%
6 Months	5.27%	5.24%
1 Year	5.16%	5.11%
18 Months	5.02%	4.94%
2 Years	4.86%	4.78%

*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.*

Payments

- May 30 Kansas Pre-K Pilot (CIF) (Please note revised deposit date.)
- May 31CACFP & FFVP
- June 3 Special Education, Mental Health (Liaisons), Bond & Interest
(Capital Improvement)
- June 10 Selected Federal Payment (Please note revised deposit date.)
- June 7SNP & CACFP
- June 13SNP, State Match Re-apportionment & FFVP
- June 14 State Foundation Aid, Juvenile Detention, CACFP & SFSP
- 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,
Food Service (state match re-apportionment)

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

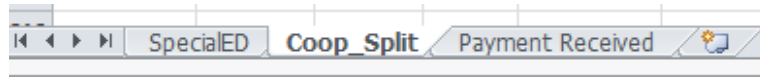
Deposit Special Education aid to Code 06 and transfer to Code 30

The final 2023-2024 **Special Education state aid** payment is anticipated to deposit **Monday, June 3**. As you will recall, the law requires all special education state aid payments to be deposited in the school district's general fund budget (Code 06, Line 120 – 3205 Special Education Aid). The revenue would then be transferred from the general fund to the special education fund (Code 30, Line 75 – 5206 Transfer from General).

The special education payment was computed using the following final reports submitted by your office: special education personnel, non-public equivalency, transportation (Form 308), catastrophic and Medicaid.

Detail reports are posted online

- To view payment amounts and print the special education detail reports, link [here](#).
- Select **Special Education State Aid Printout** under the **FY2024 State Aid Printout** heading
- If a security warning appears in a yellow bar above the spreadsheet, click on **Enable Content** to proceed.
- Next, with your cursor, locate **Cell F3** (in red) and **click on the arrow to scroll up** and **select your LEA number**. The information will refresh when the LEA number is updated.
- To display each report, select a tab located at the bottom of the screen (Special Ed, Coop Split, Payment Received).



[Instructions for State Aid Printout](#) are posted on the Payment Information website to reference if your district's information does not update. *Please consult with your Technology Director prior to making any changes to your browser settings.*

Categorical Aid \$31,670 – Medicaid Replacement \$590 (Final 2023-2024)

The final 2023-2024 special education categorical aid entitlement has been calculated to be **\$31,670**. The budget estimate for 2023-2024 special education categorical aid was \$30,800. The categorical aid calculation is based on special education transportation costs, high need student costs, the number of teachers and paras, and Medicaid State Aid Replacement.

The final special education state aid payment should deposit in your bank Monday, June 3. Download the Special Education State Aid Printout for full detail found under the **FY2024 State Aid Printouts** heading from the School Finance Payment Information website: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>.

Final 2023-2024 Medicaid amount per pupil is **\$590**.

Categorical aid amount for 2024-2025 is *still pending*

Questions regarding state aid payments can be directed to the School Finance office: [Rose Ireland](#) (785) 296-4973 or [Sara McCullah](#) (785) 296-4972

Report Due Dates

- May 31 Foundations for School Success End of Year Survey for Kansas Preschool Pilot
[Natalie McClane](#) (785) 296-5081
- May 31 Early Childhood Foundations for School Success End of Year Survey due
[Natalie McClane](#) (785)-296-5081
- June 3 Professional Development – Final expenditures claim form
(open May 20 – June 3) [Amanda Williams](#) (785) 296-2020
- June 3 Special Education Categorical Aid Para Inservice – (deadline to submit June 3)
[Evelyn Alden](#) (785) 296-3868
- June 3-7 Local Effort Form (window open June 3-7) [Rose Ireland](#) (785) 296-4973
- June 3-20 Request July Federal Funds (Form 240) if funds available (open June 3-20)
[Amanda Williams](#) (785) 296-2020
- June 7 IDEA Application for funds: Title VI-B Flow Through Part 1 - funds for 2024-25
school year (due June 7) [Christy Weiler](#) (785) 296-1712
- June 10 Emergency Safety Intervention Data (in KIAS) due for events occurring between
December 1-May 31 [Trish Backman](#) (785) 296-6937
- 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 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
- June 30 Mental Health Intervention Final Expenditures Report 2023-2024
[Marcia Ricklefs](#) (785) 296-4209

Professional Development – Final Expense Claim Opened May 13

School districts, special education coops and interlocals must submit a final expenditure report to receive a state aid payment for Professional Development.

Prior to entering your claim, please download the [Professional Development User Guide](#) from the [School Finance – Guidelines and Manuals](#) webpage.

Kansas leads the world in the success of each student.

NOTE: All LEAs are asked to go online to the [KSDE Web Applications login screen](#) to submit this report by Monday, June 3. **If you are not requesting funds, please log on and complete the form with zeros.**

If you have program questions about approved plans:

Contact: [Ed Kalas](#) (785) 296-2198

If you have questions completing the final expenditure report:

Contact: [Amanda Williams](#) (785) 296-2020

Professional Development state aid is anticipated to direct deposit on June 20.

Only districts with a 5-year plan approved by the State Board are eligible to receive Professional Development state aid. Tentatively all districts have an approved plan.

SAM.gov Renewal Registration

Be aware that [SAM.gov](#) accounts expire annually, if not renewed. Establishing a new account or re-activating an existing account that has expired takes time.

When updating your SAM registration, the district will need to include the 4-digit extension on the zip code (ex. 66612-1212). SAM.gov confirms the zip code with the Congressional District, on where the district resides. If you don't know your 4-digit extension, there is a zip code lookup by address on USPS.com.

[ZIP Code™ Lookup | USPS](#) .

We are aware many districts are currently renewing their SAM account, and as part of this process, they are asking for a "School Incorporated Letter." Because a school district is not considered "incorporated," such a letter will not exist. We were told by a business manager who reached out to SAM.gov and confirmed that Board of Education minutes signed by the Clerk of the Board and the BOE President can be provided for SAM renewal.

Make sure your school district name shown in the board minutes matches up exactly to the organization name shown on the SAM.gov account.

If you have any questions, you can contact Rose Ireland 785-296-4973 or rireland@ksde.org.

2024 Budget Workshop Dates – Register Now – repeat of May 20 Interest Letter

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 2024-2025 budget document will be reviewed, and we will also discuss education/finance bills passed by the 2024 legislature. Seven workshops are scheduled across Kansas between June 12-26.

Registration with the site is required to attend - To register, open the workshop announcement on the School Finance homepage under What's New? Link: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Whats-New> Please contact the workshop location to register. This will reserve a meal, seating and a workshop packet with the sample FY2025 budget forms.

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If you cannot attend, all sample budget forms and information sheets reviewed at the workshops will be available on the School Finance website. The workshop will not be recorded this year due to its length.

Attn: New Superintendents -- BUDGET 101 Workshop will be presented in **Salina** on **Tuesday, July 2**. (Registration information will be available soon.) 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.

Budget software:

We anticipate the Excel budget program will be available to download in late June.

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