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*INTEREST RATE ON INVESTMENT
 Effective 05/04/20 through 05/10/20*

Date: May 4, 2020
To: Chief School Administrators
From: Dale M. Dennis,
 Deputy Commissioner
 Craig Neuenswander,
 School Finance Director

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.05%	0.05%
3 Months	0.03%	0.03%
6 Months	0.08%	0.07%
1 Year	0.13%	0.10%
18 Months	0.18%	0.19%
2 Years	0.21%	0.21%

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

Remaining FY2020 payment dates*

- May 7 Federal Aid (requested via Form 240)
- May 15 National Board Certified Teachers incentive program
- May 22 Kansas Pre-K Pilot (KPP)
- June 1 Special Education, Evidence Based Reading, Mental Health (Liaisons),
Bond & Interest (Capital Improvement)
- June 6 Selected Federal Payments* (if requested by May 20)
- June 15 After School Enhancement, After School Activity (Middle School)
- June 15 State Foundation Aid, Juvenile Detention, Mentor Teacher
- June 17 Professional Development
- June 22 CTE Transportation Aid, CTE Credential Initiative,
Kansas Parents As Teachers (PAT)
- June 24 State Foundation Aid (approx. 1%) and Supp. General Aid (prorated)
- July 7 FY20 remaining entitlement: State Foundation Aid and
Supplemental General State Aid
- July 27 FY20 remaining entitlement: Kansas Pre-K Pilot (KPP) - TANF

* All payment dates above are estimated and subject to change.

State Aid payments Rose Ireland (785) 296-4973 rireland@ksde.org
 Federal Aid (Form 240) Nicole Norwood (785) 296-2020 nnorwood@ksde.org
 Meal reimbursement Jennifer 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 **FY20 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)

Payments and summary report updates posted near the actual deposit date.

Report due dates

- May 8Special Education Transportation Expenses (Form 308) – All USDs submit – See message sent 4/20/20 [Instruction manual](#)
- May 12Unencumbered Cash Balances report (open Apr 30-May 12) All USDs Contact: [Rose Ireland](#)
- May 182021 Kansas Teacher of the Year [nomination packet](#) due. Questions: sbukovatz@ksde.org (785) 296-2551 See message from Dale Dennis 4/16/20 with instructions.
- May 20Request June federal funds (Form 240) **if funds available (open May 1-20)** Contact: [Nicole Norwood](#)
- May 22Excel in CTE Initiative – KIDS (KCAN) submission due May 22 to receive funding - Pathwayshelpdesk@ksde.org or call: (785) 296-7935
- June 8Local Effort – All USDs must submit (opens June 4). [Rose Ireland](#), [Sara Barnes](#), [Christie Wyckoff](#) (785) 296-3872 *When the Local Effort application is available, we will send a listserv message to notify you. Turnaround is quick to allow time for our office to calculate final state aid payments.*
- June 12Emergency Safety Intervention Data Collection (KIAS) See message sent 4/14/20 from Dale Dennis. [Website user manual](#) Contacts: Melissa Valenza mvalenza@ksde.org, Laura Jurgensen ljurgensen@ksde.org, or KIAS Help Desk (877) 456-8777.
- June 30Discipline Data Collection (KIAS) [Instructions](#) 4/13/20 See message with instructions from Brad Neuenswander. Questions: Rachel Beech rbeech@ksde.org or Laura Jurgensen ljurgensen@ksde.org Clarification message send 4/21/20 from Dale Dennis
- July 1Apollo II - 5th cohort of Kansans Can Redesign [application](#) Contact: redesign@ksde.org *4/28/20 message from Dale Dennis Subj: School Redesign – Apollo II - new deadline to apply extended to June 15 to July 1.*

Special Education Transportation (Form 308) due May 8

Reminder: All LEAs need to submit Form 308 and provide encumbered transportation costs through June 30. *If there are no expenses to report, go online to enter \$0 special education transportation costs and submit this report anyway.*

Our records indicate that 105 districts, interlocals and special education cooperatives have not started the Form 308 needed to calculate the June 1 special education state aid payment. We have received 109 completed reports, and 92 reports are in progress.

Instructions to complete the Special Education Transportation (Form 308) are available on the School Finance website – [link here](#). Under the Manuals heading, select **Form 308 Instructions**.

If you need assistance, please contact:

- Rose Ireland rireland@ksde.org (785) 296-4973
- Christi Wyckoff cwyckoff@ksde.org (785) 296-6321
- Sara Barnes sbarnes@ksde.org (785) 296-4972
- Craig Neuenswander craign@ksde.org (785) 296-3872

Request federal funds to be spent in FY2020 by May 20 (repeat April 20 interest letter)

Please review your federal aid balances now to determine if there are remaining funds which still need to be drawn down during FY 2020 (by June 30). To open the spreadsheet, click on [Payment Information](#), look under the heading **FY20 Payments**, then select **Federal Payment deposited**. Another option is to open the **Form 240** web application to review current ending balances for each federal grant.

If you have federal aid balances that need to be drawn down **in FY20**, please request the funds ([login screen - web application Form 240](#)) no later than May 20 (payment deposits June 4). Requests submitted for federal funds *after the May 20 cutoff date* will result in your payment being received in July (start of FY2021).

Refer to your federal grant award notification letter for the date when the award expires, or contact the KSDE program consultant listed below for assistance. Some grants may allow more than one year to spend down.

If you have questions about how to spend federal funds, contact the KSDE program consultant listed below by email:

[Nicole Clark](#)..... Title I Grants, Title II-A, Rural Low Income
[Kathleen Mercer](#) Secondary Program Imp. & Perkins Reserve
[Karen Maddox](#) Title VI-B Disc Special Project
[Christy Weiler](#)..... Title VI-B Pass Thru & Early Childhood Flow Thru
[Chris Macy](#)..... Title IV 21st Comm. Learning Centers
[Kimberly Muff](#)..... Striving Readers-LINK Grants
[Nicole Norwood](#) questions on Form 240- requesting payment

Submit AMEND form by May 15 if republishing general fund (reminder)

IMPORTANT: If you plan to amend the **general fund** and the hearing will be held **later than May 15**, please notify KSDE of your intent to republish. Email a pdf copy of the **Amend** form (notice of hearing) to sroot@ksde.org before May 15.

This will assist our office in determining final general state aid entitlements. Please contact Sara Barnes sbarnes@ksde.org if you have questions.

Guidance to republish General Fund and the factors that impact the calculation of your final “computed” general fund budget are in the April 20 interest letter.

*If the Amend form reflects 2018-19 as the school year, please reference the instructions with password (July 24 post) on the budget **Issues Report**:*

https://www.ksde.org/Portals/0/School%20Finance/budget/Budget_Software/Issues%20Report2020.pdf Contact Sara Barnes at sbarnes@ksde.org or call 785-296-4972 for assistance.

Download instructions - **Requirements to Republish USD Budget**:

https://www.ksde.org/Portals/0/School%20Finance/budget/repub_instructions.pdf

2019-20 Budget Republication forms should be received by KSDE before:

- May 15, 2020 - General Fund only (in order to calculate final state aid)
- June 30, 2020 - All funds republished except General

Immediately following board approval, please electronically submit all amended budget worksheets. (A paper copy does not need to be mailed).

KBOR Excel in CTE Initiative – KIDS KCAN submission due May 22 to receive funding
(Message below was sent to all CTE listservs on 4/28/20)

All certifications earned by your district's High School students should be reported in the KIDS system (KCAN). Students that have earned a qualifying Excel in CTE (old SB155) certification (link below) should be submitted before May 22nd of this year to receive the funding in June/July.

Usually, there is a certain person that reports KIDS' data for your district. Please communicate with that person regarding the submission of this data. Certification/Credential Reporting should be submitted through the KIDS' KCAN collection. The KCAN data collection focuses on collecting the course outcomes for students receiving dual credit on high school courses, CTE Certifications earned by students, as well as CTE Pathway course data, Migrant, and Virtual Ed 19 and older students.

There isn't a hurry on student certifications that do not qualify for Excel in CTE funding. Those certifications may be submitted any time before the KIDS KCAN collection closing date of Sept. 8, 2020.

KIDS Submission Information – CTE on page 46

https://kidsweb.ksde.org/Portals/0/KIDS%20File%20Specifications%20for%202019-2020_v1.01.pdf?ver=2019-05-10-104628-470

KIDS' KCAN data collection – Submit the following data by May 22:

CTE Certifications: All certifications could be entered at any time into KIDS in the KCAN report after they are obtained by a HS student. Incentivized certifications that should be entered this school year are:

1. Incentivized certifications issued/obtained by a 2019 senior after the May 24, 2019 (deadline from last year) through Dec. 1, 2019.
2. All Incentivized certifications for 2020 seniors issued /obtained on or before May 22, 2020.

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The KPAC document has all certifications listed by KSDE Pathway with the corresponding KCAN certificate number. [Kansas Pathway Assessments and Credentials \(K-PAC\)](#) This is a list that includes all certifications that qualify for inclusion in a KSDE approved Pathway.

KBOR Excel in CTE Initiative information and Resources -

https://www.kansasregents.org/workforce_development/excel_in_career_technical_education_initiative_senate_bill_155

QUALIFYING CREDENTIALS - https://www.kansasregents.org/resources/2020-2021_Excel_in_CTE_SB155_Qualifying_Credentials_List.pdf

Questions on KIDS reporting procedures:

KIDS Help Desk – (785) 296-7935 or email kids@ksde.org

Certification questions: email Pathwayshelpdesk@ksde.org

ESSER Grant funding available on Form 240

New federal funds - Elementary and Secondary Schools Emergency Relief (ESSER) fund

The ESSER grant funds are now available on Form 240. A June payment may be drawn down from May 1 through May 20.

- As with all federal funds, only draw down the amount to be spent that month.
- These funds should be deposited in Code 07 Federal Funds and a new revenue code will be added in the budget document.
- ESSER money will be spent from Code 07.
- Districts will want to keep a separate record in their own accounting system of the ESSER money for potential audit purposes.

Attn: Board clerks/budget directors:

If you have questions, please refer to a message sent on to bdclerks listserv:

Date: 4/24/20

Subj: ESSERF – CARES Act

To: Bdclerks listserv

From: Craig Neuenswander

Attachments: **Cares Act Education Funding** guidance (draft) document and a table of allocations to USDs and private schools.

There will be a separate allocation later this spring for special education. Watch the weekly interest letter and your email for additional information about both allocations.

This information was reviewed and shared with superintendents.

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