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*INTEREST RATE ON INVESTMENT
 Effective 11/13/23 through 11/19/23*

Date: November 13, 2023
To: Chief School Administrators
From: Craig Neuenswander
 Deputy Commissioner
 Dale Brungardt
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	5.33%	5.33%
3 Months	5.41%	5.46%
6 Months	5.47%	5.51%
1 Year	5.35%	5.36%
18 Months	5.13%	5.14%
2 Years	4.96%	4.99%

*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

Nov 15.....KS Pre-K Pilot (CIF)

State Aid paymentsRose Ireland (785) 296-4973 rireland@ksde.org
 Federal Aid (Form 240)Rose Ireland (785) 296-4973 rireland@ksde.org
 Meal reimbursementJennifer Barger (785) 296-4965 jbarger@ksde.org

Federal Payments (Form 240) Delayed

The federal payments scheduled for deposit on November 9 are delayed. We anticipate the payments to deposit on **Wednesday, November 15**. The federal payment spreadsheet can be downloaded from the [School Finance – Payment Information](#) website under the heading **State and Federal Payments Amounts** for FY 24 Payments. We apologize for this inconvenience.

The Form 240 is currently open to request federal funds reimbursement for December 9 deposit, which is due to submit no later than November 20. For questions regarding the Form 240, please contact Rose Ireland at rireland@ksde.org or 785-296-4973.

Report Due Dates

- Nov 14**IDEA** Maintenance of Effort and Excess Cost Report (all USDs)
 (open Nov 14-Jan 14) [Christy Weiler](#) (785) 296-1712
- Nov 15 Career (CTE) Pathway Programs of Study - Application & Maintenance
 (open Nov 15, 2023 - Mar 1, 2024) [Pathways Helpdesk](#) (785) 296-4908
- Nov 15**Mill Rate** by Fund submission for all USDs (open Nov 15-Dec 15)
[Marcia Ricklefs](#) (785) 296-4209
- Nov 16 Kansas Preschool Pilot Grant Request for Proposals
 (open Nov 16- Jan 15) [Natalie McClane](#) (785) 296-5081
- Nov 20 Request December Federal Funds (Form 240) if funds available (open Nov 1-20)
[Rose Ireland](#) (785) 296-4973

Reminder – Early Retirement Survey due THIS FRIDAY

We are required to provide early retirement survey data to the Legislative Joint Committee on Pensions, Investments and Benefits for their review. We would appreciate a response from all unified school districts by returning this survey to our office **by Friday, November 17**.

Instructions and the survey form can be downloaded on the School Finance homepage. **Link:** [Survey: Early Retirement Program](#)

Thank you for your assistance. If you have questions, please contact our office; at (785) 296-3872. *Interlocals and Service Centers may disregard.*

KDHE Grant Opportunity

The Kansas Department of Health and Environment is offering grants to purchase products made from recycled waste tires. Playground surfacing, picnic tables, and park benches are a few examples of the eligible projects.



The application period runs from November 15, 2023 – January 16, 2024.

The effective date of the funded grants will be May 1, 2024. Applications and guidelines will be available November 15 at <https://www.kdhe.ks.gov/710/Waste-Reduction-Grant-Guidelines-Forms>

Questions about the grant may be directed to Kimberly Butler at KDHE, kdhe.BWMGrant@ks.gov

Mill Rate Form 2023-2024 – due 12/15

The 2023-2024 Mill Rate Form is now open. Access the Mill Rate Form through **LEA Forms** on the [KSDE Web Applications site](#). We anticipate the reporting time to complete this Mill Rate report is *less than 20 minutes*.

To complete the report, enter the final mill rates for each fund from the **certified Mill Levies sheet**. *The County Clerk should have mailed certified final Mill Rates to each USD in November*, but if not contact the County Clerk to request them.

For step by step help, the [Mill Rate User's Guide](#) is available on the [Guidelines & Manuals](#) page of the School Finance website under the **Manuals** heading. Below are some helpful tips:

- Do **NOT** enter the budgeted mill rates provided on the Mill Rate Form as final mill rates.
 - KSDE provides the budgeted rate as certified on the USD Budget as a reference **ONLY** in order to show the difference between budgeted and final rates.
- Be sure that the final mill rates entered are for the current school year.

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- 2023 Mill Rates for 2023-2024 School Year
 - Capital Outlay cannot exceed 8.000 mills per [KSA 72-53.113](#).
 - If USD is in multiple counties, report the rates from USDs *Home County*.
 - If there are any discrepancies on the Levy Sheet, please notify the County Clerk.

Mill Rate Questions, contact School Finance staff:

Marcia Ricklefs mricklefs@ksde.org 785-296-4209

Rose Ireland rireland@ksde.org 785-296-4973

Sara McCullah smccullah@ksde.org 785-296-4972

Username and Password Questions, contact the KSDE Help Desk:

KSDE Help Desk HelpDesk@ksde.org 785-296-7935

Website Postings: Publish dates for ACT exams

Districts are reminded to post the latest ACT testing information on the district's website per [KSA 72-5179](#). The district shall annually publish on their websites the times, dates and locations of the pre-ACT college entrance exam, the ACT college entrance exam and the ACT WorkKeys assessments that are offered in Kansas and information for students on how to register for such exams or assessments.

Please verify that all required documents have been posted on your school district's website for the current school year. A list of these required documents was included in the June USD budget workshop packet. Follow this link to open: [USD Documents required to be posted online to school district or building websites](#)

ACT WorkKeys and PreACT resources on KSDE website:

- [Kansas \(act.org\)](#)
- [Fact Sheet The Benefits of ACT WorkKeys and NCRC \(ksde.org\)](#)

How to electronically file CPA Audit Reports and Single Audits

School districts and Local Education Agencies (LEAs) are annually required to **electronically file** their CPA Audit Report and/or Single Audit Report with the Kansas Department of Administration, Municipal Services. [Municipal Services | Kansas Department of Administration \(ks.gov\)](#)

Per KSA 75-1124, audit files must be provided to Municipal Services electronically within one year of the close of the audit period. Attach the report (PDF format) to an email addressed to: armunis@ks.gov.

Once the audit report has been received and reviewed by the Municipal Services team, a corresponding email will be sent showing receipt of the audit document and will include instructions for payment of the filing fee. **The filing fee for audits of education entities increased to \$200, effective Aug. 1, 2023.**

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Questions? Contact Municipal Services at 785-296-8083 or 785-296-6033, or email armunis@ks.gov In keeping with government transparency, the electronic audit file is posted on the Department of Administration, Municipal Services website.

NEW FEDERAL WEBSITE FOR SUBMITTING SINGLE AUDIT REPORTS: On Oct. 1, 2023, the Federal Audit Clearinghouse (FAC) transitioned single audit submission systems from the U.S. Census Bureau to the U.S. General Services Administration. The new website is <https://www.fac.gov> Single audit submissions for entities with 2023 fiscal year end dates are now being accepted. The how-to-guide is available at this link [Single audit submission resources \(fac.gov\)](#) FY23 single audits cannot be submitted to the former FAC site.

The audit threshold for Single Audits is expending \$750,000 or more in federal funds in a fiscal year. Single Audits are required to be completed within nine (9) months following the end of the fiscal year ending June 30, 2023. Therefore, Single Audits should be completed by March 31, 2024.

LEAs expending *less than* \$750,000 in federal funds are required to submit a CPA Independent Auditor Report (non-single audit) to Municipal Services, not the Federal Audit Clearinghouse.

Districts/LEAs should continue to also email these audit reports to KSDE's Fiscal Auditing office auditing@ksde.org.

Questions? Contact the KSDE Fiscal Auditing Office at 785-296-4976

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