



School Finance

Kansas State Department of Education
Landon State Office Building
900 SW Jackson Street, Suite 356
Topeka, Kansas 66612-1212

(785) 296-3872
(785) 296-6659 - fax
www.ksde.org

Date: November 19, 2018
To: Chief School Administrators
From: Dale M. Dennis, Deputy Commissioner
Craig Neuenswander, Director - School Finance

*KSDE offices are closed on Thursday and Friday –
Happy Thanksgiving!*

INTEREST RATE ON INVESTMENT Effective 11/19/18 through 11/25/18

TERM	CURRENT	PREVIOUS
1 to 89 Days	2.20%	2.20%
3 Months	2.35%	2.34%
6 Months	2.50%	2.50%
1 Year	2.75%	2.75%
18 Months	2.82%	2.87%
2 Years	2.88%	2.94%

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

Submit Mill Rates by Fund before Dec. 15

The web form to submit the mill rates by fund is open and may be accessed through the [KSDE Authentication website](#) under **LEA Forms**. We anticipate the reporting time to complete this Mill Rate web form is **less than 20 minutes**. **Do Not enter the budgeted mill rates as final mill rates. The County Clerk should have sent the final mill rates to your office.** Also, please ensure the final mill rates entered are for the current school year and not the prior school year.

- Locate final mill rates as certified by the county clerk. If necessary, contact the county clerk and have them send the final mill rates for all funds.
- Download the [User Guide](#) prior to completing the report.

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

For questions on user name and passwords, contact: KDSE Help Desk HelpDesk@ksde.org (785)296-7935

IDEA Maintenance of Effort & Excess Cost reports open – Reminder - Attn: Special Education Directors and Budget Staff

Now is a good time to verify your staff has begun working on the following data collection: The **2017-2018 IDEA Maintenance of Effort and Excess Cost report** opened on October 15. **These reports will require collaboration between special education directors and local district budget and administrative staff to complete.** Directors of special education are encouraged to contact necessary district staff to coordinate completion of the reports. The application will close **Friday, December 14, 2018.**

Both the Excess Cost and Maintenance of Effort Reports are accessed through the **IDEA VI-B LEA Maintenance of Effort** web application. Link to KSDE authenticated website: <https://apps.ksde.org/authentication/login.aspx>.

For additional information on how to complete the excess cost and maintenance of effort report, please visit the KSDE Special Education website at <http://www.ksde.org/Default.aspx?tabid=532>.

If you have questions, please contact the **Special Education & Title Services** office:
- Christy Weiler cweiler@ksde.org or (785) 296-1712



Emergency Safety Intervention Data Collection open (listserv sent 11/16/18)

Reporting Period 1 of the **Emergency Safety Intervention (ESI) Data Collection** is now open in the Kansas Integrated Accountability System (KIAS) web application. To save and submit your building's emergency safety intervention data, you must first register for access to the KIAS web application. To register, please follow the instructions available on the Emergency Safety Interventions page of the KSDE website, http://www.ksde.org/Portals/0/ECSETS/ESI/Auth_App_Regist_Acct_KIAS-ESI.pdf.

Once you are registered for access to the KIAS web application, and that access has been approved by your superintendent, you may log in to KSDE's Web Applications, <https://apps.ksde.org/authentication/login.aspx>, and select **Kansas Integrated Accountability System (KIAS)** to access the **Emergency Safety Intervention Data Collection**. A users' guide is available, with reporting instructions, on the Emergency Safety Interventions page of the KSDE website, http://www.ksde.org/Portals/0/ECSETS/ESI/ESI_User_Manual.pdf, as well as reporting guidance, <http://www.ksde.org/Portals/0/ECSETS/ESI/ESI-ReportingGuidance.pdf>.

The system is open to save your data, but the **submission window will not open until Monday, December 3**. Please enter emergency safety intervention incidents that occurred between 6/1/2018 and 11/30/2018. The submission window will open on Monday, December 3rd, and will close on Monday, December 17th.

You must submit the Emergency Safety Intervention Data Collection even if you have no incidents to report.

For assistance with reporting, please contact Rachel Beech at (785) 296-8965 or rbeech@ksde.org, Laura Jurgensen at (785) 296-5522 or ljurgensen@ksde.org, or the KIAS Help Desk at (877) 456-8777.

Reporting Period	Incident Date Range Begins	Incident Date Range Ends	Submission Window Opens	Submission Window Closes
1	06/01/2018	11/30/2018	12/03/2018 (Submit ESI incidents that occurred on or between 06/01/2018 and 11/30/2018)	12/17/2018
2	12/01/2018	05/31/2019	05/15/2019 (Submit ESI incidents that occurred on or between 12/01/2018 and 5/31/2019)	06/14/2019

Special Education Personnel Activity Report (PAR) available

The Special Education Personnel Activity Report (PAR) log is available on the Fiscal Auditing website. This time and effort log can be used by special education personnel that provide services and whose time cannot be adequately documented by payroll hours, single-source service logs, or other clear documentation. This log is available on the Fiscal Auditing website: [Special Ed - Personnel Activity Report for 18-19, 19-20](#). Scroll down to the **Calculators** heading to select the document to download.

Questions? The following KSDE staff can assist you:

- o **Using the log:** Laurel Murdie, Director, Fiscal Auditing, at (785) 296-4976
- o **Requirements completing the log:** Evelyn Alden, Special Education, at (785) 296-3868

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