



# School Finance

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[www.ksde.org](http://www.ksde.org)

**Date:** October 1, 2018  
**To:** Chief School Administrators  
**From:** Dale M. Dennis, Deputy Commissioner  
 Craig Neuenswander, Director  
 School Finance

### INTEREST RATE ON INVESTMENT Effective 10/01/18 through 10/07/18

TERM	CURRENT	PREVIOUS
1 to 89 Days	<b>1.92%</b>	1.92%
3 Months	<b>2.06%</b>	2.07%
6 Months	<b>2.21%</b>	2.23%
1 Year	<b>2.42%</b>	2.45%
18 Months	<b>2.55%</b>	2.56%
2 Years	<b>2.60%</b>	2.62%

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

#### October Payment Dates

- October 1 General State Aid, Supplemental General (LOB), and Bond & Interest (Capital Improvement)
- October 11 Selected Federal Payments (if requested)
- October 15 Special Education, KPERS (2<sup>nd</sup> quarter), Mental Health-Team Pilot (select USDs)

Payment amounts will be posted on the [School Finance homepage](#) near the date of deposit. Payments are listed under the heading: **FY19 Payments**

State aid payments: Rose Ireland [rireland@ksde.org](mailto:rireland@ksde.org) or call (785) 296-4973  
 Sara Barnes [sbarnes@ksde.org](mailto:sbarnes@ksde.org) or call (785) 296-4972

Federal aid payments (Form 240): Nicole Norwood [nnorwood@ksde.org](mailto:nnorwood@ksde.org) or call (785) 296-2020.

#### Due dates and meeting reminders

- October 1-31 - Dropout Graduation Summary Report (DGSR)** (open Oct 1-31) All USDs - [John Girodat](#) 785-296-3444  
[DGSR User Manual 2018-19](#); [Graduation and Dropout Documents and Links](#)
- October 9 – State Board of Education meeting** Link: [agenda](#) (Topeka)
- October 10 – Council of Superintendents meeting** (2-5 pm) Oct meeting at Washburn Institute of Technology
- October 10 – Principal’s Building Report (PBR) and Superintendent’s Organizational Report (SO66)**  
 All USDs (PBR and SO66 reports due Oct 10) [Instructions](#) – see listserv sent 9/18/18
- October 10 – KIDS Collection ENRL** (funding and enrollment) (window closes Oct 10) KSDE Help Desk 785-296-7935
- October 10 – Interlocal Agreements** (window closes Oct 10) email from [sbarnes@ksde.org](mailto:sbarnes@ksde.org) on 9/19/18 to Interlocals, Coops
- October 10 – 2019 Kansas Horizon Award** - Nominate first-year teachers by Oct 10 - see listserv sent 9/18/18
- October 12 – Report October 1 Unencumbered Cash Balances** (ALL USDs - window open Sept 28-Oct 12)
- October 12 – Request for General State Aid for November** (ALL USDs - window open Oct 8-12)
- October 15 – Mentor Programs** (apply for mentor teacher stipend funds by Oct 15) [Susan Helbert](#) (see below)
- October 19 – Request for November federal funds** (Form 240) due (if funds are available) (window open Oct 1–19)

## SO66 and Principal's Building Reports due Oct. 10

Building staff should be in the final phase of submitting Principal's Building Reports to the district office this week. District office staff will submit PBR(s) and Superintendent's Organizational Report (SO66) to KSDE. Wednesday, October 10, is the due date for districts to submit both reports. Your attention to submitting these reports by the due date is greatly appreciated.

While working online, **help screens** are available.

### How can we assist you?

Content questions such as counting student FTE, transportation, etc., please contact:

- o Rose Ireland ..... (785) 296-4973 [rireland@ksde.org](mailto:rireland@ksde.org)
- o Sara Barnes ..... (785) 296-4972 [sbarnes@ksde.org](mailto:sbarnes@ksde.org)
- o Christie Wyckoff ..... (785) 296-6321 [cwyckoff@ksde.org](mailto:cwyckoff@ksde.org)

Request to 'unsubmit' a PBR or SO66 report to make corrections, call (785) 296-4973.

KIDS system questions, ENRL data or password problems, call: IT Help Desk: (785) 296-7935

Your attention to submitting all reports **no later than October 10<sup>th</sup>** is greatly appreciated.

## Timelines for KSDE Reports

By mid-week, we anticipate posting the 2018-19 Timelines for KSDE Reports and Data Collections.

Listed by month, 'Timelines' will help you plan ahead by providing due dates to submit most KSDE reports, as well as projected dates when a web application opens and closes, and a KSDE contact and phone number for each report.

When KSDE opens a web application for data entry, districts and LEAs will receive a message via KSDE listserv, along with instructions to complete the report and final date to submit.


Timelines is posted on the School Finance homepage – Online Budget Packet:

<http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Online-Budget-Packet>

- o Under the heading: **Important Dates**
- o Select: **Timelines for KSDE Reports, KIDS & MIS Collections, Applications**

Note: This document may not include every state report.

**Timelines for KSDE Reports & Data Collections** **2018-2019**



Please make a note on your calendar when KSDE will ask for the following information. The timelines indicated below are *projected* dates KSDE claim forms and reports **will be requested**. Districts will be notified electronically (via listserv) when reports are available.  
**Actual open/due dates are subject to change. This list does not include every state report.**

KSDE Reports - KIDS and MIS collections - School Finance Forms and Web Applications

Type of Report/Form/Collection	Contact Person	Phone No.
School Safety Hotline (Update Emergency Contacts) .....	Tamara Milligan (785) 296-3871	
Directory Updates (changes such as email, personnel, phone no, address, etc.) .....	Rose Ireland (785) 296-4973	
LCP (Local Consolidated Plan) Application (due Sept 28 – open year round for changes) .....	Nicole Clark (785) 296-4925	
KESA (Kansas Education Systems Accreditation) (open year round) .....	Bill Bagshaw (785) 296-2198	

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