



# School Finance

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

**Date:** October 29, 2018  
**To:** Chief School Administrators  
**From:** Dale M. Dennis, Deputy Commissioner  
Craig Neuenswander, Director  
School Finance

### INTEREST RATE ON INVESTMENT Effective 10/29/18 through 11/04/18

TERM	CURRENT	PREVIOUS
1 to 89 Days	<b>2.19%</b>	2.19%
3 Months	<b>2.31%</b>	2.32%
6 Months	<b>2.43%</b>	2.45%
1 Year	<b>2.69%</b>	2.70%
18 Months	<b>2.80%</b>	2.82%
2 Years	<b>2.86%</b>	2.88%

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

## Reminders

- October 31 .....Deadline to certify data on [Dropout Graduation Summary Report](#) (see above)
- November 12 .....Veteran’s Day holiday– KSDE offices and banks will be closed on Monday
- November 13 .....Unencumbered Cash Balances on Nov 1 (all USDs- window open Oct 31-Nov 12)
- November 13-16...General State Aid request for December (all USDs- window open Nov 13-16)
- November 14 .....[Early Retirement Survey](#) due - all USDs submit
- November 20 .....Request Federal funds for December (via Form 240) if funds available (open Nov 1-20)

## Payments

- November 1 .....**State Aid Payments** - General; Bond & Interest (Capital Improvement)
- November 8 .....**Federal Aid deposits** (if requested via [Form 240](#)) Nicole Norwood [nnorwood@ksde.org](mailto:nnorwood@ksde.org)
- November 16 .....**Kansas Pre-K Pilot (KPP)** state aid

Payment amounts will be posted on the School Finance [Payment information](#) homepage near the date of deposit.

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.

## State Safety payment

The FY19 State Safety (Driver Education) payment was originally scheduled to direct deposit on November 1, 2018. Please be advised the new payment date is February 15, 2019 (estimated).

Link to view/print 2018-19 Projected Payment Dates: [Payment Dates \(Projected\) State & Federal Aid](#)

## Certify dropout/graduate data by Oct 31

A few days remain to complete the **Dropout Graduation Summary Report (DGSR)** for 2018. This is your **only** time as a district and for each building to go through your graduation and dropout data to verify it. The DGSR **will close on October 31st at 5 pm**. All schools will be finalized on that day, even if your data has not been touched we will assume that it accurate and report it to the federal government. After this point it will not be possible to change it. If you have not completed the report yet, follow the instructions below.

Please forward this message to any and all parties that can help verify what has been uploaded from your SIS into the KIDS system. A collaborative effort between registrars, counselors, SPED teachers, and any other stakeholders that knows of students that graduate, transfer, or may have unique circumstances to be involved.

**Note:** If you must email a question to KSDE regarding a student, please only send the **SSID number**.  
*Do not send the student's name or other PII.*

**Graduation and Dropout Information Handbook** is available on the KSDE [Graduation and Dropouts webpage](#). You may also refer to a listserv message sent on October 22 from Dale Dennis for more information.

Thank you for taking the time on this important and necessary work. If you have questions, contact the Teacher Licensure and Accreditation office: John Girodat - email [jgirodat@ksde.org](mailto:jgirodat@ksde.org) or (785) 296-3444

### Early Retirement Survey due Nov 14 (repeat)

**UPDATE:** 115 districts have already submitted their Early Retirement Survey - *Thank you!* Don't offer a program? It only takes five minutes to check the **NO** box, print, sign and submit.

*Interlocals and service centers do not participate in this collection.*

K.S.A. 72-2291 provides that school districts with early retirement incentive plans must submit a budget report to the State Board of Education. This statute became effective July 1, 2002. We ask that all school districts complete a survey annually for this purpose. The survey data will be provided to the Legislative Joint Committee on Pensions, Investments and Benefits for their review. Please submit this survey to our office **by November 14**.

**SURVEY: USD EARLY RETIREMENT PROGRAM** USD# \_\_\_\_\_  
 Return to: DALE DENNIS, DEPUTY COMMISSIONER OF EDUCATION, by November 14, 2018.

**All USDs** please submit: If an early retirement program is discontinued, please check the "NO" box on question 1, sign below and return.

1. Do you have an early retirement program in your district?  YES  NO  
 If you answered yes above, please answer questions 2-7 below, sign, date and return.  
 If an ER program was discontinued in one of the years shown but benefits continue to be paid, check the "NO" box and on question 7, state the year the ER incentive plan stopped, and on questions 2, 3 and 4, enter cost of ER benefits and number of employees receiving benefits.

	Actual 2016-2017	Actual 2017-2018	Estimated 2018-19	Estimated 2019-2020	Estimated 2020-2021	Estimated 2021-2022
2. Cost of Early Retirement Benefits:						
3. List below the total number of retired employees receiving benefits:						
a. Administrative employees:						
b. Other Certified employees:						
c. Non-Certified employees:						
4. Potential Cost Savings (due to early retirement):						

5. What benefits are included in your Early Retirement Program plan during 2018-19?  
 If yes, provide total est. cost this year.

	Health Insurance	Cash Payment	Other program delay
a. Health Insurance	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
b. Cash Payment			
c. Other program delay			

6. On July 1, 2018, how many current employees were eligible for your Early Retirement Program with at least 10 years?  
 a. Administrative: \_\_\_\_\_  
 b. Other Certified: \_\_\_\_\_  
 c. Non-Certified: \_\_\_\_\_  
 Total: \_\_\_\_\_

7. Briefly describe the benefits of your Early Retirement Program (i.e. number of years of retirement benefits, etc.): \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Chief School Administrator: \_\_\_\_\_ USD Number: \_\_\_\_\_  
 Please email survey to [sroot@ksde.org](mailto:sroot@ksde.org) (sign, date, and attach PDF doc) - or Fax: (785) 296-3539 by November 14.

**All districts – please print a survey form to sign and submit – even if you do not offer a program.**

**Download the survey form:** <http://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance>  
**Select: What's New?**

Download the form in Excel or PDF format.

Answer Question 1 - Check **yes or no**: **DO YOU HAVE AN EARLY RETIREMENT PROGRAM IN YOUR DISTRICT?**

- Don't offer a program? Check the **NO** box, print, sign and submit.
- If your program was *discontinued in one of the years shown but benefits continue to be paid*, check the **NO** box and:
  - o on question 7, state the year the incentive plan was stopped; and
  - o on questions 2, 3 and 4, enter cost of ER benefits, and number of employees receiving benefits.
- If you check **YES** and do offer a plan during the years shown, answer all questions 2 through 7. Enter total employees receiving benefits and associated costs (actual and estimated).

We suggest if you have a program that you retain this survey for future reference. School Finance collected last year's survey in November 2017. If you want to review your survey from last year, please email [sroot@ksde.org](mailto:sroot@ksde.org).

Please coordinate **one** response from your district. If you have questions, please call Dale Dennis or Craig Neuenswander at 785-296-3872.

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