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*INTEREST RATE ON INVESTMENT  
 Effective 09/21/20 through 09/27/20*

**Date:** September 21, 2020  
**To:** Chief School Administrators  
**From:** Dale M. Dennis,  
 Deputy Commissioner  
 Craig Neuenswander,  
 School Finance Director

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.09%	0.09%
3 Months	0.05%	0.06%
6 Months	0.09%	0.11%
1 Year	0.12%	0.13%
18 Months	0.13%	0.13%
2 Years	0.13%	0.13%

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

**Due Date Reminders**

- Sept 21 ..... OPEN now - Superintendent's Organizational Report (**SO-66**) and Principal's Building Report (**PBR**) ALL USDs (due Oct 9) instructions below
- Sept 21 ..... **Upload ENRL** (KIDS collection) records between Sept 21-Oct 9
- Sept 25 ..... **ESSA Building Expenditures Report** (open Sept 1-25) All USDs submit  
 Contact: School Finance (785) 296-3872 (see below)
- Sept 28 ..... **Fall Vacancy Report** (in **EDCS** web app) open August 17 – Sept 28.  
 Mandatory report for all accredited districts/buildings. Instructions sent via listserv Aug 18 from Dale Dennis. Contact: [Shane Carter](#) (785) 296-8011
- Sept 28 ..... **Mentor Programs** - open August 17-Sept 28. Apply for grant by submitting mentor teacher names. Instructions sent Aug 18 via listserv from Dale Dennis. Contact: [Shane Carter](#) (785) 296-8011 (Teacher Licensure office)
- Sept 30 ..... **LCP (Local Consolidated Plan)** Application for Title Programs due Sept 30  
 Contact: [Nicole Clark](#) (785) 296-4925 *Districts must submit the LCP application before federal funds will be awarded.* [LCP Application and Reports homepage](#)
- Oct 2..... **Federal Fiscal File Review** (in **KIAS** web app) Open Sept 1-Oct 2 Contact:  
[Christy Weiler](#) (785) 296-1712
- Oct 9..... **Interlocal Agreements** due – (785) 296-6321 [Christie Wyckoff](#) or [Rose Ireland](#)

**ESSA Building Expenditures web form due Friday**

This is the second year for the **ESSA Building Expenditures Report**. Superintendents whose ESSA report has not been submitted will receive an email reminder today. Please submit your report by **Friday, September 25**.

*WHAT IS THE ESSA BUILDING EXPENDITURES REPORT?*

The Every Student Succeeds Act (ESSA) **requires** each **State Report Card** to include per-pupil Total Current Expenditures, Federal Expenditures, and State & Local Expenditures for each local education agency and each school in the State *for the*

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*preceding fiscal year.* The **ESSA Building Expenditures** web form collects this data for each regular school that was open during the **2019-20** school year, in addition to the Central Office. The web form can be accessed on the KSDE [Authentication Portal](#) – select **LEA Forms**. Please review page 11 of the **User Guide** to access LEA Forms.

**GUIDANCE TO COMPLETE REPORT:** [Link](#)

- **ESSA Building Expenditures Report - User Guide 2019-20**
- **ESSA ZOOM Presentation**

**IF YOU HAVE QUESTIONS:**

Craig Neuenswander [craign@ksde.org](mailto:craign@ksde.org) (785) 296-3872

Sara Barnes [sbarnes@ksde.org](mailto:sbarnes@ksde.org) (785) 296-4972

Rose Ireland [rireland@ksde.org](mailto:rireland@ksde.org) (785) 296-4973

Christie Wyckoff [cwyckoff@ksde.org](mailto:cwyckoff@ksde.org) (785) 296-6321

**KUDOS** (*You know who you are*): The **ESSA Building Expenditures** web application opened on September 1. To date, **97 USDs** have already submitted. We sincerely appreciate each and every district (286 in all) for your time and effort to collect accurate data and ensure timely submission. As we approach the Friday deadline, we will begin running general edits and reaching out to you if we have follow-up questions on data received.

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### **OPEN: Supt's Organization Report (SO66) and Principal's Building Report (PBR)**

**ATTN:** Superintendents, Board Clerks, Principals (High, Jr\_Middle, Elementary) and Curriculum Leaders

On Monday, September 21, the person that enters the **KIDS** data at the building or district level can **upload** **ENRL** data into the **KIDS collection**, which automatically pre-populates enrollment numbers into your **Principal's Building Reports (PBR)** and **Superintendents Organizational Report (SO66)**.

To prepare your school or district's **ENRL** submission for approving the Principal's Building Report (PBR) and Superintendent's Organization Report (SO66), we encourage to you review the following resources:

1. [PBR User Guide](#) (School Finance – Guidelines and Manuals)
2. [SO66 User Guide](#) (School Finance – Guidelines and Manuals)
3. [Enrollment Handbook](#) (Fiscal Auditing – Audit Guides)
4. [KIDS Files Specifications and Submission Details Documents](#)

If data has not appeared in your reports after 9/21/20, check first with your **KIDS** staff, and ask these questions:

1. Were **ENRL** student records uploaded with zero (0) showing in Minutes Enrolled (D25)?
2. Was the **ASGT** record uploaded, but the **ENRL** record was not?  
*A valid **ENRL** record is required to populate the reports.*
3. What time did the upload of **ENRL** records occur?  
*It takes approximately 15 minutes for data to appear in your reports.*

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If you need assistance with **uploading** your ENRL data, contact:  
KSDE Help Desk at (785) 296-7935

*How to count students who have been quarantined on September 21:*

- If the student is healthy enough to participate in instruction, treat them as Remote Learners. The district must have signed Parent Assurances for the student when the auditor arrives (not necessarily by 9/21), and they must have a record of a meaningful daily contact by at least one teacher.
- If the student is not healthy enough to participate, count them as absent. The same rules will apply as in a normal year, the student must be present at least once before 9/21 and once after 9/21 but before 10/4.
- If the district is providing two-way Interactive learning (ZOOM, etc.) with direct contact face-to-face with the student and taking daily attendance, the Parent Assurances form is not required.

*How to report Minutes Enrolled (D25) for Remote Learners (2020-2021 only):*

FIRST: The following requirements must be met:

- student must be enrolled on September 21, 2020.
- parent/guardian completed the Remote Learning Assurances document and the district has it on file.
- district completed the Remote Learning 2020-2021 Assurances document and submitted it to KSDE.
- district made daily contact with Remote Learning student as described in the Enrollment Handbook section “Daily meaningful connection with local licensed teacher.”

THEN: (and only if each of the above-listed requirements are met):

D25 Minutes Enrolled = minutes the Remote Learning student would have attended if On-Site

(For example: If the On-Site Learning day is 415 minutes, then Remote Learning student Minutes Enrolled = 415)

If you have questions **counting students** or **how to report any of the data**, contact:

[Rose Ireland](#) (785) 296-4973

[Sara Barnes](#) (785) 296-4972

[Christy Wyckoff](#) (785) 296-6321

[Craig Neuenswander](#) (785) 296-3872



**The district office should plan to submit both reports by October 9.**

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