Date: September 19, 2022
To: Chief School Administrators
From: Craig Neuenswander
      Deputy Commissioner
      Dale Brungardt
      Director of School Finance

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

<table>
<thead>
<tr>
<th>TERM</th>
<th>CURRENT</th>
<th>PREVIOUS</th>
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<tbody>
<tr>
<td>1 to 89 Days</td>
<td>2.33%</td>
<td>2.33%</td>
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<tr>
<td>3 Months</td>
<td>3.15%</td>
<td>3.00%</td>
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<tr>
<td>6 Months</td>
<td>3.60%</td>
<td>3.29%</td>
</tr>
<tr>
<td>1 Year</td>
<td>3.88%</td>
<td>3.51%</td>
</tr>
<tr>
<td>18 Months</td>
<td>3.84%</td>
<td>3.50%</td>
</tr>
<tr>
<td>2 Years</td>
<td>3.78%</td>
<td>3.48%</td>
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Report Due Dates
Sept 19 ...... PBR (Principal's Building Report) and SO-66 (Superintendents Organization Report) (open Sept 19-Oct 10) Rose Ireland (785) 296-4973
Sept 20 ...... Interlocal Agreements (open Sept 20-Oct 10) Christie Wyckoff (785) 296-6321
Sept 20 ...... Submit budget documents to KSDE
               (For USDs exceeding the revenue neutral rate)
               Dale Brungardt or Sara Barnes (785) 296-3872
Sept 20 ...... KIDS Collection ENRL (Funding and Enrollment) (open Sept 20-Oct 10) KSDE Helpdesk (785) 296-7935
Sept 20 ...... Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) for incoming kindergarten students (open July 1-Sep 20)
               Amy Rzadczynski (785) 296-6035
Sept 20 ...... Request October Federal Funds (Form 240) if funds available
               (Open Sept 1-20) Nicole Norwood (785) 296-2020
Sept 23 ...... ESSA Building Expenditures Report (all USDs - open Sept 1-23) Christie Wyckoff (785) 296-6321
Sept 26 ...... Fall Vacancy Report (ECDS web app) All USDs/Buildings
               (Open July 1 - Sept 26) Leslie Bruton (785) 296-8011
Sept 26 ...... Mentor Programs Mentor Teacher Stipend Grant Submission
               (Submit by Sept 26) Leslie Bruton (785) 296-8011
Sept 30 ...... LCP (Local Consolidated Plan) (Application due September 30 - open year-round for changes) Nicole Clark (785) 296-4925
Oct 1 .......... Federal Fiscal File Review (located in KIAS web app) (Cohort 2)
               Christy Weiler (785) 296-1712 (open Sept 1-Oct 1)

Kansas leads the world in the success of each student.
ESSA Building Expenditures web form due Friday Sept. 23, 2022 (refer to August 29 Interest Letter)

We know this is a busy time of year and want to take the time to say "Thank You!" for your extra-efforts and completing this information as timely as possible. To date, 51 USDs have submitted (KUDOS – you know who you are). Please submit the ESSA Building Expenditures no later than September 23. This will allow KSDE staff adequate time to review and follow-up with districts prior to publishing the Per Pupil building expenditure data on KSDE’s Data Central within the District Report Card and also in the Accountability Reports per K.S.A. 72-5178.

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.


Note an update ESSA Users Guide has been posted. Changes and clarifications were made in response to last week's ESSA Conversation Zoom. Notable changes include:

1. Pro-rating meal expenditures by meals served in each building on page 14.
2. Special Education assessments and flow-through for cooperatives/interlocals and district members can be found on page 15.


IF YOU HAVE QUESTIONS:

Christie Wyckoff (785) 296-6321
Sara Barnes (785) 296-4972

Rose Ireland (785) 296-4973
Dale Brungardt (785) 296-3872

Supply Chain Assistance (SCA) Payment Deposits September 15

On Thursday, September 15, districts and sponsors received a direct deposit SCA Funds to assist with food supply disruptions. This payment must be deposited in the federal food service fund (Code 24); however, it is not required to account for these funds separately within the non-profit school food service account.

Deposit in Code 24 Food Service (USD budget):
Line 4590 - Other Federal Aid (CFDA #10.555)

Record in KN-CLAIM on the Monthly/Annual Financial Report:
Line 8 - Federal Grants 3

School Food Authorities (SFA) are required to maintain documentation supporting food purchases that are allowable SCA purchases and equal in amount received, consistent with the regular program recordkeeping requirements.

For questions related to Budget: Sara Barnes 785-296-4972 sbarnes@ksde.org
For questions related to SCA Payment: Pam Rosebaugh 795-296-2276 prosebaugh@ksde.org
OPEN: Supt's Organization Report (SO66) and Principal's Building Report (PBR)
ATTN: Superintendents, Board Clerks, Principals (High, Jr. High, Middle, Elementary) and Curriculum Leaders

The SO66 and PBR applications are scheduled to open on Monday, September 19. The person that enters the KIDS data at the building or district level can upload ENRL data into the KIDS collection beginning September 20, 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 you to 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 9/20/22, 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?
   
   An ENRL record is required to populate the reports.
3. What time did the upload of ENRL records occur?
   The process runs every 30 minutes on the hour. However, if a process is still running, it will skip and pick up at the next scheduled time. It may take anywhere from 30 to 60 minutes for the data to appear in your reports. **Please note the scheduled process will run only Monday through Friday from 5:00 am to 5:00 pm**

NEW: 2022 Senate Sub for House Bill 2567 provides funding for students who are 19 years of age or younger who enroll in a virtual school as a dropout diploma completion virtual student. Funding will be $709 per credit earned (maximum of six credits per student earned between July 1 and June 30th). If applicable, the estimated credits should be entered on the Principal's Building Report or SO66 Central Office Headcount page. For more information on dropout diploma completion virtual students, please refer to Page 17 of the Enrollment Handbook.

If you need assistance with uploading your ENRL data, contact:

KSDE Help Desk at (785) 296-7935

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

Christie Wyckoff (785) 296-6321  
Dale Brungardt (785) 296-3872

Kansas leads the world in the success of each student.
Council of Superintendents

All superintendents are welcome to visit Coffeyville for the Council of Superintendents meeting on Wednesday, September 21, at 10:30 AM. KSSA requires you register online for in-person events. To join the meeting virtually, you must pre-register to receive a ZOOM link for the Sept 21 meeting.

To view the September agenda, resources, registration, and hotel information, go to the KSSA website: Council of Superintendents | kssa (kansassuperintendents.org)

Make plans to attend an upcoming Council meeting in your area. More information to register for upcoming meetings will be available on the KSSA website. KSSA phone: (785) 232-6566

<table>
<thead>
<tr>
<th>Council Meeting</th>
<th>Location</th>
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<tbody>
<tr>
<td>September 21, 2022</td>
<td>Coffeyville</td>
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<tr>
<td>October 19, 2022</td>
<td>Wichita (KSDE Conference)</td>
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<tr>
<td>December 7, 2022</td>
<td>Hays</td>
</tr>
</tbody>
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*No meetings held in November and February*

| January 18, 2023   | Topeka (Capital Plaza) |
| March 8, 2023      | Salina                  |
| April 19, 2023     | Leavenworth/Tonganoxie/KC |

For Council meetings in September, December, March and April, an evening reception will be held on the evening BEFORE the meeting.

*Meetings are open to all superintendents.*
  - To participate via ZOOM, you must pre-register on the KSSA website to receive the link.
  - Every meeting, KSSA will change the ZOOM link. Remember to pre-register!

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