



School Finance

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INTEREST RATE ON INVESTMENT Effective 9/23/13 through 9/29/13

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.08%	0.08%
3 Months	0.01%	0.02%
6 Months	0.04%	0.05%
1 Year	0.12%	0.15%
18 Months	0.22%	0.29%
2 Years	0.34%	0.46%

Date: September 23, 2013
To: Chief School Administrators
From: Dale M. Dennis, Deputy Commissioner
Craig Neuenswander, Director
School Finance

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

Reminder: Reporting of HS students enrolled in college-level CTE Courses

In 2012, K.S.A. 72-4417 (c1 and 2) changed the way districts receive funding for college-level CTE courses that are part of an approved Pathway in high schools. High school students enrolled in college-level CTE courses for the purpose of earning college CTE credit, regardless of where the classes are offered, shall not pay tuition for those courses. The tuition will be paid directly by the Kansas Board of Regents (KBOR) to the technical or community college offering the college-level CTE course. **Because of this change, college-level CTE courses will not receive the state's 0.5 weighted CTE funding.**

On the **KIDS ENRL** record, these students should have a **1 = Any approved CTE course at a technical college or community college** indicated in **D25: Concurrent High School Student**. When calculating the number of CTE daily contact minutes, schools **shall not include the daily contact minutes of college-level CTE courses in D42: Career and Technical Education Contact Minutes on KIDS ENRL records** since those courses are now funded through a different mechanism. However, those minutes should be included in **D24: Minutes Enrolled on KIDS ENRL records**.

For more details regarding how the changes for KIDS reporting will affect your district, go to the **KIDS** website: www.ksde.org/kids, select **Documents** tab, and select **Guidelines for Reporting Career and Technical Education Data to KIDS v1.01**. If you have any questions, please email the **Pathways Help Desk** at pathwayshelpdesk@ksde.org.

From the Enrollment Handbook (Counting Kids): <http://www.ksde.org/Default.aspx?tabid=1877>

CAUTION: Some college classes do not meet every day. To determine average daily minutes to include on **KIDS ENRL records in D24: Minutes Enrolled**, use the example below:

MODIFIED BLOCK - Report average minutes per period

Example, student attends periods 1, 2, & 3 only

- Average each period, $50 + 50 + 90 + 50 = 240 / 5 = 48$
- Average passing period, $5 + 5 + 5 + 5 = 20 / 5 = 4$
- 3 periods + 2 passing, $48 + 4 + 48 + 4 + 48 = 152$

Colleges may not take or supply the high school with daily attendance records. A sample of a Class Attendance Log is available on the [Fiscal Auditing website](#) for schools to use to verify attendance at the college or technical school. Under the heading: **Sample Forms and Documents**, select: **Postsecondary Enrollment Sample Forms**

Below is a table showing several scenarios for reporting CTE contact minutes and minutes enrolled.

Reporting of high school students enrolled in college-level CTE Courses:

Scenarios have been provided below to help explain various reporting situations districts may encounter.

Report the following data on **KIDS ENRL** and **MILT** records:

Schools	Scenario	D24: Minutes Enrolled	D25: Concurrent High School Student	D42: CTE Contact
<ul style="list-style-type: none"> • Technical School • High School 	1. Student is attending an approved-for-funding CTE program at a technical school during the morning (160 minutes) and the local high school during the afternoon. The student is enrolled in three core courses in the afternoon for 150 minutes, but none of them are CTE courses.	310	1=Any approved CTE course at a technical college or community college.	Blank
<ul style="list-style-type: none"> • Technical School • High School 	2. Student is attending an approved for funding CTE program at a technical school during the morning (160 minutes) and the local high school during the afternoon. The student is enrolled in three courses in the afternoon for 150 minutes, and one of them is a CTE course that meets for 50 minutes a day.	310	1=Any approved CTE course at a technical college or community college.	50
<ul style="list-style-type: none"> • Community College • High School 	3. Student is attending an approved- for-funding CTE course at the local high school that meets for 50 minutes a day and attends high school for 370 minutes. The student also takes a college level English course that is for concurrent enrollment and is being offered by the local community college.	370	2=Community college.	50
<ul style="list-style-type: none"> • Community College • High School 	4. Student is attending a local community college and takes an approved-for-funding CTE course (50 minutes) and a college-level English course for 50 minutes. The remainder of student's schedule is at the local high school for 260 minutes.	360	1=Any approved CTE course at a technical college or community college. <i>Note: If a student is enrolled in an approved CTE course and a non-CTE course through a post-secondary institution, mark a value of "1" in D25.</i>	0
<ul style="list-style-type: none"> • High School Only 	5. Student is attending an approved-for-funding CTE program at the local high school that meets for a total of 100 minutes a day. The remainder of student's schedule (270 minutes) is completed at the local high school in non-CTE courses.	370	Blank	100

KIDS Data Element D25

Blank = None

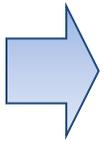
- 1 = Technical College or Career & Technical Education (CTE) program @ Community College
- 2 = Community College (Non CTE program)
- 3 = State University
- 4 = Private College or Other Postsecondary
- 5 = High school program held outside of main high school campus.

If student qualifies for both #1 and #2, report as #1.

If you have any questions, please email the **Pathways Help Desk** at pathwayshelpdesk@ksde.org.

Attn: KIDS Staff – start ENRL upload on 9/20/13

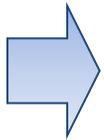
NOTE: These two online reports (Superintendent’s Organization Report (SO66), and Principal’s Building Report) are now available for data entry. **On September 17, KSDE sent listserv messages to superintendents, board clerks, and building principals with instructions to begin working on these reports.**



IMPORTANT: Beginning 9/20, district will upload ENRL data into the KIDS collection.

Beginning on Friday (9/20/13), 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 reports**. If this data has not appeared in your reports after 9/20/13, check first with your KIDS staff. Ask the following questions:

1. Were **ENRL** student records uploaded with zero (0) showing in Minutes Enrolled (field D24)?
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? Depending on the size of your enrollment, it takes approximately 15 minutes for data to appear in your reports.



Print **User’s Guides** - step-by-step instructions to logon, enter data and submit reports. While working online, **help screens** are available.

How to print user guides and blank reports

Go online to the School Finance homepage <http://www.ksde.org/Default.aspx?tabid=1877>

Under the Manuals heading, download, print and distribute the following:

- **PBR User’s Guide**
- **SO66 User’s Guide**
- **Enrollment Handbook (i.e. Counting Kids) 2013-14**

We suggest distributing copies of the user manuals to the following staff:

To: Superintendents, Principals, and/or KIDS data entry staff -

- **Enrollment Handbook** (Guidance on the September student count)
KSDE Auditing Staff presented Counting Kids Workshops using this handbook.

To: District Office personnel -

- **SO66 User’s Guide** (Superintendent’s Organization Report)
- **SO66 Blank Form Report** (Info only)
- **PBR information** (listed below) if needed for cross-reference

To: Building-Level personnel -

- **Principal’s Building Report User’s Guide** (PBR)
- **PBR Blank Form** (Info only)

Need help while working on the reports?

If you have questions about counting students or reporting data, call or email School Finance staff:
785-296-3872 Sara Barnes sbarnes@ksde.org or Craig Neuenswander craign@ksde.org

KIDS system questions: Call KSDE Help Desk 785-296-7935 kids@ksde.org
KIDS Project website www.ksde.org/kids for guidance documents

All reports (SO66 and PBRs) due October 10.

Please mark Thursday, October 10, on your calendar as the due date to submit the Superintendent’s Organization Report (SO-66) and Principals Building Reports. **The district office may consider asking their building staff to submit the PBR to the district office prior to October 10.** This will give the district office sufficient time to review the PBRs and correct discrepancies. The district office is responsible for finalizing all reports and submitting the SO66 and PBRs to KSDE no later than October 10.



Cindy Hermes, a representative from the Kansas Insurance Department, spoke to the Council of Superintendents on September 18. A new website: <http://insureKS.org> has been set up to answer your questions about health insurance changes coming in 2014. It will provide information on health insurance changes already in place and coming next year.

The site includes the basics and how to get started if you choose to use the health insurance Marketplace. Also, a cost calculator helps to estimate premiums. Individuals, employers, and employees, can learn more using videos and FAQs.

Regional informational meetings will be held around the state in September and October. Dates and locations of these public meetings can be found on the website above.

On the School Finance homepage <http://www.ksde.org/Default.aspx?tabid=5598>, we provide links to the Affordable Care Act information listed below:

- Full IRS regulation (144 pages) – Shared responsibility for employers regarding health coverage
- Employer Mandate under the Affordable Care Act – determining full time employee status – 8 page summary created by Blue Cross Blue Shield of Kansas
- Continuing to Implement the ACA in a Careful, Thoughtful Manner (news July 2, 2013)

Questions about the Affordable Care Act and health insurance should be directed to:

- Kansas Insurance Department website: www.ksinsurance.org
Phone: (785) 296-3071
- Health Insurance Marketplace website: <http://insureKS.org>
Consumer Assistance: (800) 432-2484

After Oct. 1, go online to HealthCare.gov to apply for coverage, compare plans, and enroll:
<https://www.healthcare.gov/marketplace/individual/#state=kansas>

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