

State Aid Printouts

Special Education and
General, Supplemental General & Capital Improvement

Updated February 2024



Kansas leads the world in the success of each student.

MISSION

To prepare Kansas students for lifelong success through rigorous, quality academic instruction, career training and character development according to each student's gifts and talents.

VISION

Kansas leads the world in the success of each student.

MOTTO

Kansans Can

SUCCESS DEFINED

A successful Kansas high school graduate has the

- Academic preparation,
- Cognitive preparation,
- Technical skills,
- Employability skills and
- Civic engagement

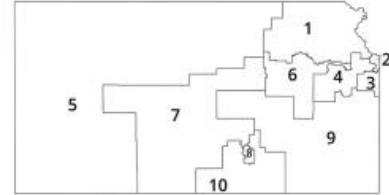
to be successful in postsecondary education, in the attainment of an industry recognized certification or in the workforce, without the need for remediation.

OUTCOMES

- Social-emotional growth
- Kindergarten readiness
- Individual Plan of Study
- Civic engagement
- Academically prepared for postsecondary
- High school graduation
- Postsecondary success



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Division of Fiscal and Administrative Services



Dr. Frank Harwood

DEPUTY COMMISSIONER
Division of Learning Services



Dr. Ben Proctor

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Kansas leads the world in the success of each student.

Jan 18, 2024

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State Aid Printouts

Introduction

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The purpose of the **Special Education State Aid printout** is to give the Coop/Interlocal/Service Center and member districts a summary of the special education state aid payment. This file includes three separate worksheet tabs:

- 1) **SpecialEd** which includes the following detail: a) personnel FTE for teachers and paras for categorical aid; b) special education transportation expenditures; c) number of catastrophic students and costs; d) Medicaid state aid replacement; and e) prior year overpayments due to audit.
- 2) **Coop_Split** which can be referenced by the Coop/Interlocal/Service Center to list their member districts and the flow-through state aid each member district receives on their behalf.
- 3) **Payment Received** which can be referenced by the member district to break out the payment paid to the district for the district and payment paid to the district for the Coop/Interlocal/Service Center.

The purpose of the **General, Supplemental General & Capital Improvement State Aid printout** is to give the school district a summary of their General Fund and Supplemental General Fund budget, as well as state aid payments for each, and state aid payments for Capital Outlay and Capital Improvement. Other information, such as enrollment, weightings, local effort, assessed valuation, tax rates, transportation information, etc. is also included.

Download State Aid Printouts

The **State Aid Printouts** are downloaded from the **School Finance – Payment Information** webpage: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information> Use the links shown below to open printouts for the FY24 (current year) or FY23 (prior year):

FY2024 State Aid Printouts

[Special Education State Aid Printout \(Excel\)](#)

[State Foundation, Supplemental and Capital Improvement State Aid Printout \(Excel\)](#)

FY2023 State Aid Printouts

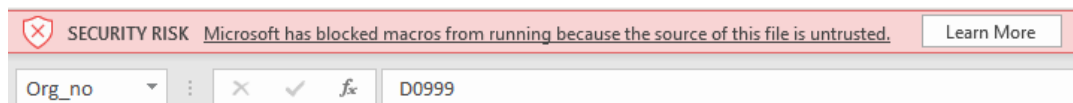
[Special Education State Aid Printout \(Excel\) --FINAL--](#)

[State Foundation Supplemental and Capital Improvement State Aid Printout \(Excel\) -- FINAL--](#)

Microsoft Office 365 Is Blocking Macros From Executing

Each of these reports include macros. Macros can be used to download malicious scripts or ransomware on your PC. *Do not download macro-enabled files from sites that are not trusted!*


To help improve security, Microsoft changed the default behavior. On March 30, 2022, Microsoft switched the default of downloaded untrusted .xlsm files to blocked. As a result, you may receive the following SECURITY RISK banner.

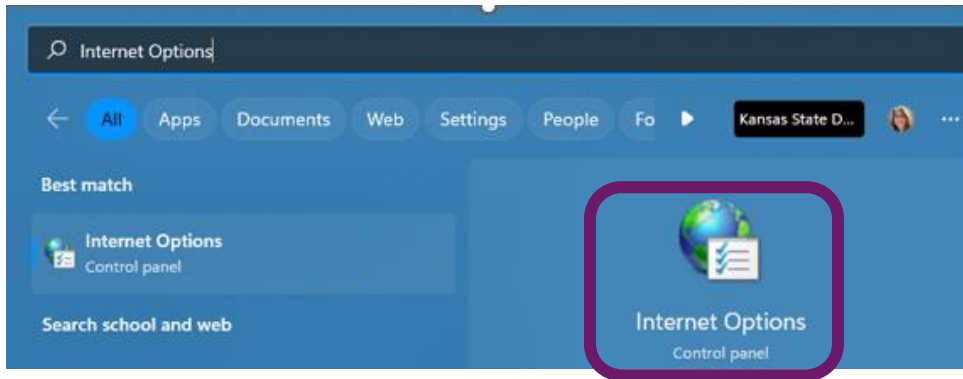


Several districts using Microsoft Office 365 have reported this Security Risk message. Reports will not update to reflect their district's data. It is possible that users of older Microsoft packages (2019 and 2021) may experience the same issue.

Internet Properties - How to Add KSDE.org to Trusted Sites

Please review your local Internet Security Policy before making this update. Your Technology Director may be the only person within the district that has the capability to add a trusted site. Before making any changes, to your local internet properties, we recommend you coordinate with Technical Support.

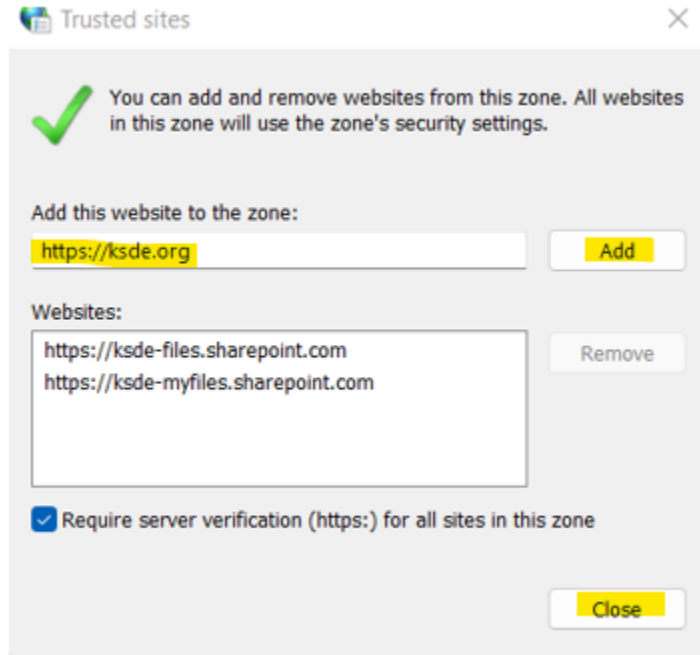
1. Click on your Windows Start  to open the dialog box to Search.
2. Type **Internet Options** in Search to find the Control Panel and click to open the *Internet Properties* dialog box.



3. On the **Internet Properties** dialog box, do the following steps:
 - a. Click the *Security* tab (1)
 - b. Then select *Trusted Sites* (2)
 - c. Click on *Sites* (3)



4. Add <https://ksde.org> to the Zone, click **Add** then **Close**. Press **OK** on the Internet Properties dialog box.

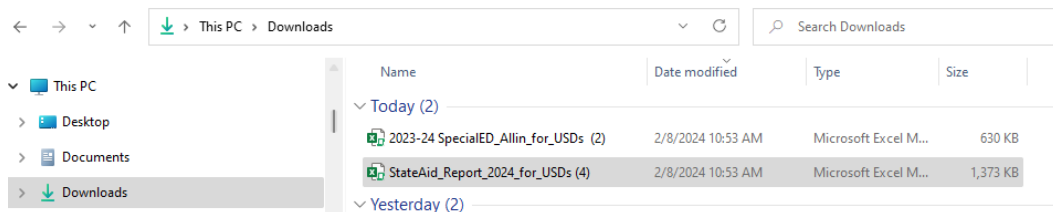


If the above process is not an option, the steps below will allow you to unblock the macro security on the State Aid printout files.

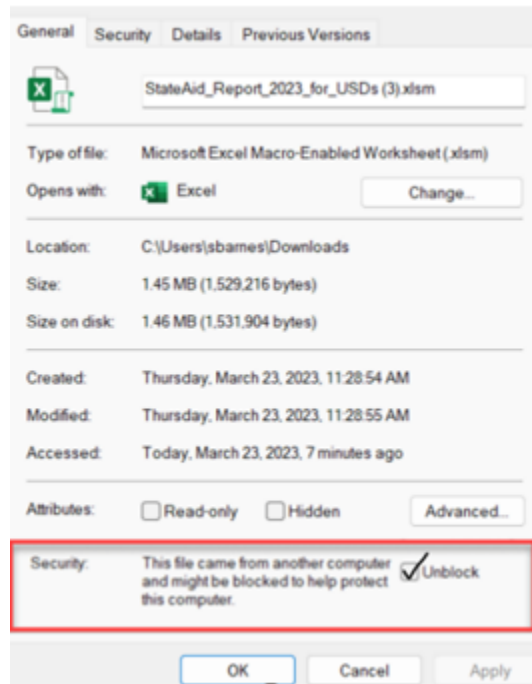
How to Unblock Individual .xlsm File Macros

Note: This will need to be done each time the files are downloaded from the KSDE.org website.

1. When you click to download either of these reports from the School Finance – Payment Information webpage, you will need to browse to locate the file in your “Downloads” folder. The filename will resemble the file highlighted in yellow. The file will have a different number behind it depending on how many times it was downloaded.



2. Right click the file, then left click “Properties” to open the following dialog box.



3. Place a Check in the box by “Unblock” and click “Apply”.
4. You can now open the Excel file to select your district number to load your data.

General, Supplemental General & Capital Improvement Printout

This printout provides a snapshot of the general and supplemental general fund budgets, payments, full-time equivalency (FTE) enrollment, weighting details, enrollment, local effort, tax rates, etc.

To select your district, click in Excel Cell G1 containing the USD number and using the arrow, scroll up to select your district from the dropdown list **or simply type your USD number as D0101 (D zero ###)**. The page will refresh and display the data specific to the selected district. For state totals, select district D0999 from the bottom of the dropdown list.

Please note the date reflected in **Cell A1** is the current date and is not the date the file was updated.

A	B	C	D	E	F	G	H
February 8, 2024		School Year: 2024			USD: D0999		
		County Name: All Counties			USD Name: All Districts		
General Fund and GSA				GSA Payments			
Repfield	Amount			_Month	StatePaid	TotalPaid	
General Fund Budget	4,063,841,337			July	202,882,097	202,882,097	
Budget Reductions	-2,515,815			August	192,497,591	192,497,591	
Adjusted GenFund Budget	4,061,325,522			September	271,738,519	271,738,519	
Total Local Effort	574,504,804			October	308,034,320	308,034,320	
General State Aid	3,486,820,718			November	292,445,182	292,445,182	
Gen Aid State Paid	2,211,210,477			December	297,638,342	297,638,342	
Balance of Entitlement	1,275,667,136			January	286,170,864	286,170,864	
Excess Local Effort	0			February	359,803,562	359,803,562	
GSA/Budget Ratio	0.86			March			
GSA OverPayment	-56,895			April			
GSA Refunded				May			
				June			
				Supplemental			
FTE_Totals							

Special Education State Aid Printout

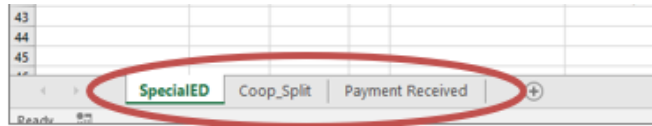
To select your district, click in Excel Cell F3 containing the USD number and using the arrow, scroll up to select your district from the dropdown list **or simply type your USD number as D0101 (D zero ###)**. The page will refresh and display the data specific to the selected district. For state totals, select district D0999 from the bottom of the dropdown list.

Please note the date reflected in **Cell G2** is the current date and is not the date the file was updated.

A	B	C	D	E	F	G
SPECIAL EDUCATION AID						
						February 8, 2024
SchoolYear:	2024			Org_no:	D0999	
County_Name	All Counties			Org_name	All Districts	
Teachers	Current_Yr	Previous_Yr	Transportation	Current_Yr	Previous_Yr	
Regular_teachers	9,054.77	8,802.63	Salaries	0	21,918,751	
Non_public_equiv	0.00	7.30	Contracted_services	0	58,011,049	
Regular_aides	12,093.34	11,943.87	Insurance	0	1,258,355	
Regular_fte	13,892.10	13,587.48	Expend_inLieuOfTrans	0	26,345	
Summer_teachers	181.36	182.52	Other_expenses	0	11,562,996	
Summer_aides	123.13	133.62	Capital_outlay_fund equip	0	117,401	
Summer_fte	230.61	235.92	Depreciation	0	2,939,908	
Entitlement_perfte	30,800	31,915	Teacher_transportation	0	4,826,769	
Regular_entitlement	427,876,680	433,644,424	Tran_total	0	100,661,574	
Summer_entitlement	7,102,788	7,529,389	Reimbursements	0	16,365	
Tch_total	434,979,468	441,173,813	Net_transportation_costs	0	100,645,209	
Current Entitlement	221,041,128	441,173,813	Trans_entitlement_80pcnt	0	80,516,171	
Current Payment	103,603,376	103,987,903	CarryOver Adjustment	-64,918	-758,292	
Supplemental	0	0	Transportation Payment	0	79,842,022	
			Supplemental	0	0	

Worksheet Tabs on Special Education State Aid Printout

Three worksheet tabs (below) found at the bottom of the Special Education State Aid printout will provide payment detail for computing special education state aid entitlement, flow-through for the Coop/Interlocals/Service Centers and their member districts, and direct payments paid to the district.



- **SpecialED** worksheet
This screen provides a snapshot of data that is used to calculate Special Education Aid payments. Seven boxes provide detail for: total teachers and paras (FTE) for categorical aid, transportation data, catastrophic students and costs, Medicaid replacement, adjustments (due to audit), payments (by month), and a summary of total entitlements and payments.
- **Coop_Split** worksheet
Sponsoring districts of a Coop and Interlocals/Service Centers may view the special education flow-through aid to participating member districts.
- **Payment Received** worksheet
This screen provides the direct payment amounts allocated to USDs and Interlocals/Service Centers.

Contacts

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