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School Board End of Year Reports Deadline

Kentucky Public Pensions Authority sent this bulletin at 07/03/2023 08:00 AM EDT



We are preparing to receive your End of Year Reports. We use information from the End of Year Report you submit to average and determine service credit for school board employees. On June 26th, End of Year templates were generated.

[CLICK HERE FOR END OF YEAR REPORTING INFORMATION](#)

End of Year Reports Deadline

For the 2022-2023 fiscal year, End of Year Reports are due no later than Thursday, July 20th. Please submit your file as soon as possible to allow sufficient time for our staff to assist you with any issues you may encounter. Submitting your report late will result in a penalty being assessed.

IPS Payment over Summer Months

If your district has 10-month employees (they will not receive a payroll check in July and/or August) who pre-paid their entire summer IPS payments in June, on the monthly report submit each IPS payment in the appropriate report month. Do not post a lump sum IPS payment to June if the amount received from the employee covers multiple summer months.

Paraprofessional Reporting

Beginning July 1, 2023, paraprofessionals are required to be on the monthly report using the position status "11 – Paraprofessional" and payment reason "14 – Paraprofessional". Please be sure to have these changes in place before submitting your July 2023 report which is due by August 10th.



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