

Kristy Andrew
Director of Budget and Finance
Board Report | August 15, 2018

2018-19 Business Office Department Goals

1. Further the alignment of the district's budget and budget document with the strategic plan.
2. Enhancements to Grant and Budget management functions, including data and report access, and increased departmental accountability.
3. Seek out new funding sources, with a focus on sustainability.
4. Cross-train staff on a variety of business functions, including finance-related processes.

Current Projects/Considerations

- Medicaid in Schools (*Goal 3*)
 - Seek information regarding the possibility of being reimbursed for medicaid-related activities.
- Student Transportation (*Goal 3*)
 - Explore student transportation options for implementation in FY20 or FY21. Our contracted costs for transportation services are significantly higher this year, so we will be running a cost-comparison between contracted and internal options.
- Internal Account Updates (*Goal 2*)
 - Creating/modifying our internal chart of accounts to increase the ease of data entry and reporting. Some of these changes are also due to the update of the DEED Chart of Accounts used by schools across the state.
- Alio Reporting Updates (*Goal 2*)
 - Continue to create and modify reports for use by myself and administration. We will be upgrading our Alio database sometime this fiscal year which, I hope, will enhance some of our report capabilities as well.

Upcoming Projects/Considerations

- Develop Cross-Training objectives and timeline. (*Goal 4*)
 - Expand on the progress made during the FY18 Fiscal Year.
- FY20 Budget Development (*Goal 1*)

Staff Professional Development Opportunities

- COMPLETE: FY19 ALASBO Leadership Conference. July 2018.
- UPCOMING: FY18 ALASBO Annual Winter Conference. December 2018.
My sectional on using Google Tools drew a lot of interest last year, so I will presenting again at the upcoming conference. There are some responsibilities as an ALASBO Board Member that will need my attention at this conference, as well.
- ONGOING: SHRM (Society for Human Resource Management) Essentials of Human Resources, Self-Study Training Program.

Summer Updates / Other Business

- The FY18 Audit process is underway, and we will have our site-visit beginning August 22, 2018. As you know, we have a new auditing firm this year, Porter & Allison, Inc.
- Cordova Electric Cooperative is no longer accepting credit card payments from the district. As you know, the district relies heavily on the use of our Alaska Airlines mileage card to assist with the cost of travel for student activities. We estimate the impact to be approximately 150,000 miles (~\$4,000 / CDV-ANC) over the course of the school year which will now require another funding source.
- We have made adjustments to the accounting of the student activities accounts. These include the additional of CHSSA-specific object codes to provide better clarity to all stakeholders. You will see a draft of these changes in the July 2018 Financial Report.
- You may have heard about the Department of Retirement Defined Contribution Forfeiture amount for which guidance has recently been provided. This amount, \$38,775.24, essentially becomes a credit to our employer retirement expense during 2018-19 Fiscal Year. We will provide budget updates at a later time.
- The Food Service Program overspent their fund balance by approximately \$122,000 during the FY18 Fiscal Year. With an FY19 Beginning Balance of \$85,000, the Food Service Fund program will need to generate more revenue, cut costs, or request a transfer from the district's General Fund. We hope that the new CEP (Community Eligibility Provision) will increase the number of students eating breakfast and lunch, but we will continue to monitor the program in the coming months.

Current Contract Service Agreements (CSAs)

CONTRACT SERVICE PROVIDER	Type of Services Provided	District CSA #	Maximum Amount Authorized Under Agreement	Amount Invoiced To-Date
Vidya Oftedal (ACS)	Speech and Language Pathology	TBD	TBD	
Kidability Physical Therapy, LLC (Kristin Bacon)	Physical Therapy	FY19-002	22,800+	
Southeast Regional Resource Center (SERRC)	Psychology	TBD	TBD	
Kaye Lawson, OTR, MEd	Occupational Therapy	FY19-003	30,000	