Nome Public Schools

TO: Nome Public Schools Board of Education
THRU: Jamie Burgess, Superintendent
FROM: Genevieve Hollins, Alaska Education & Business Services, Inc.
SUBJECT: FY2027 Expenditures: 7/01/2026 through 7/31/2026
- All Except Special Revenue Programs -
DATE: September 3, 2026

REVENUES:

	Received	Current Budget	Amount Remaining	% Received
State of Alaska - Foundation	$ 1,830,410	$ 10,845,984	$ 9,015,574	16.88%
State of Alaska - TRS On Behalf [1]	-	1,164,762	1,164,762	0.00%
State of Alaska - PERS On Behalf [1]	-	78,817	78,817	0.00%
City of Nome	258,319	3,000,000	2,741,681	8.61%
Impact Aid - U.S. Government PL-874	-	-	-	0.00%
E-Rate	-	3,747,600	3,747,600	0.00%
Donations (BAG Unlimited)	-	416,400	416,400	0.00%
Earnings on Investments	9,852	120,000	110,148	8.21%
Other (Fees/Gate/Rentals/Donations)	41,490	295,000	253,510	14.06%
Transfer In From Other Funds	-	445,000	445,000	0.00%
Decrease (Increase) of Fund Balance	-	371,313	371,313	0.00%
Pupil Transportation (Fund 205)	-	580,000	580,000	0.00%
Food Service (Fund 255)	-	780,612	780,612	0.00%
TOTAL REVENUES	**$ 2,140,071**	**$ 21,845,488**	**$ 19,705,417**	**9.80%**
(Excluding Federal Special Revenue Programs)				

EXPENDITURES:

	Expended & Encumbered	Current Budget	Amount Remaining	% Expended
General Fund (100)	$ 1,761,792	$ 20,484,877	$ 18,723,085	8.60%
Pupil Transportation (205)[2]	530,400	530,400	-	100.00%
Food Service Fund (255)[3]	-	780,612	780,612	0.00%
TOTAL EXPENDITURES AND ENCUMBRANCES	**$ 2,292,192**	**$ 21,795,889**	**$ 19,503,697**	**10.52%**

Percentage of Revenue Budget Recvd: 9.80%
Percentage of Budget Expended: 10.52%
Percentage of Year Passed: 16.99%

Days of Expenditures for this Fiscal Year: 62 Days
Remaining in Fiscal Year for Expenditures: 303 Days

Checking Account Bank Balance as of August 31, 2026 - $6,928,970
CD Book Balance as of July 31, 2026 - $1,099,462
Northrim Checking Book Balance as of July 31, 2026 - $5,509

[1] PERS and TRS On-Behalf Revenues (and expenses) will be recorded at year-end after receipt of State's final On-Behalf report. This is only a book entry and no funds come through the District's bank account.

[2] Year-end Pupil Transportation Fund Balance is projected to be -$75,328.

[3] Year-end Food Service Fund Balance is projected to be $116,569

Nome Public Schools

M E M O R A N D U M

To: Board of Education

Thru: Jamie Burgess, Superintendent

From: Genevieve Hollins, Contracted CFO
Alaska Education & Business Services, Inc.

Date: September 3, 2026

Subject: **Financial Narrative**

FY2026 Audit

We are continuing to work on the FY2026 closeout for our financial audit on September 28th.

Grants

All FY2026 grant financial expenditure reports were submitted timely. The FY2027 grant applications are being submitted to DEED as they are readied.

FY2027 Energy Relief "Grant"

We are awaiting information regarding the energy relief grant.

NJUS Fuel Cost

We are awaiting the fuel cost from NJUS.

Nome-Beltz Partial Roof Replacement Project

The T1-11 siding contract was awarded and signed and the siding has been ordered. We are currently awaiting a handful of final documents from UIC before we can pay their final pay application. The CIP Annual Report was submitted to DEED.

Standard Operating Procedures (SOP) #11 – Budget Development, Transfers, and Revisions

In resuming our review of SOPs, we come to SOP# 11 – Budget Development, Transfers, and Revisions, for your review, reference, and comments.

Thank you!

NOME PUBLIC SCHOOLS
Nome, Alaska

SOP No. 11 - BUDGET DEVELOPMENT, TRANSFERS, AND REVISIONS

1. PURPOSE: To establish uniform procedures for developing and making line-item adjustments on a budget after school board approval of the initial budget.

2. AUTHORITY: Superintendent

3. RESPONSIBILITY: The CFO and Administrators are responsible for ensuring compliance with this procedure.

4. PROCEDURES: The following are procedures for making line-item adjustments (budget transfers) on a budget.

a. BUDGET TRANSFERS: Budget transfers involve accounts within a fund.

1) The Budget Supervisor, or CFO, determines that additional money is needed in a certain line item and that excess budget funds are available in another line item.

2) Compile supporting documentation (audit trail) including revised budgets, correspondence, spreadsheets, statements, and approvals from affected budget supervisors when appropriate.

3) Submit Budget Transfer requests to the Superintendent or designee for approval. BP 3110 allows for administrative budget transfers under $25,000. If approved, the Superintendent or designee forwards the request to the CFO for processing.

4) The CFO prepares a Budget Transfer via the Financial Accounting system and posts the Budget Transfer in the system in numerical order by fiscal year. Print the Budget Transfer form to PDF, review for accuracy, sign, date and save with backup in electronic filing system, separated by fiscal year. Forward a copy of the completed Budget Transfer to the Budget Supervisor.

b. FUND TRANSFERS: Transfers between funds (i.e. Operating Fund ‘100’ to Food Service Fund ‘255’) require Board approval; this approval may be part of the budget approval process. Follow steps 4.a.1 through 4.a.4 above.

c. BUDGET REVISION: A systematic review of all accounts in a fund, performed periodically within a fiscal year.

1) The general and other fund's budget shall be reviewed and revised as necessary at least once each year after the state funding is determined by the Department of Education and Early Development per the OASIS 20-day count period.

2) This budget revision shall include adjustments for those hired for the year and any other budget changes known at the time of the adjustment.

3) This budget revision must be prepared and approved so that it may be used as the base for developing the subsequent year's budget.

4) Other funds may be revised periodically as needed.

5) All transfers shall be reported to the Board and are subject to Board approval.

d. BUDGET DEVELOPMENT FOR SUBSEQUENT YEAR

1) CITY DEVELOPMENT:

a. The Revenue Budget will be prepared by January 1. The revised current year budget will be used as the basis for the subsequent year.

b. The Preliminary Budget for the subsequent year will be completed by January 31st to present information to the Board of Education and the City of Nome.

c. The Board shall hold a public hearing on the proposed budget for permitting any district resident to appear and speak to the budget or any item on the budget before the adoption of the budget.

d. Per state statute, the budget must be presented to the City by May 1st and to the Department of Education & Early Development by July 15th.

REFERENCES:
BP 3100 – Budget
BP 3110 – Transfer of Funds
BP 3311 – Bids
BP 3312 – Contracts
BP 3400 – Management of District Assets/Accounts
BP 3460 – Periodic Financial Reports

REVISION DATE: 06/19/2025
EXHIBIT: Transfer of Funds form