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2025-2026 Business Office Department Goals

For FY26 it is our goal to develop comprehensive SOP Documentation for the department to help maintain consistency in workflow and provide training and background documents for employees' reference.

Current Projects/Considerations

1. FY25 Audit – Waiting on the 2025 Federal Compliance Supplement to be issued
2. Building SOP documents for departmental procedures
3. Quarterly tax and grant reporting
4. Learning, learning, learning

Staff Professional Development

- In July I was able to begin the 3-year New Business Managers Institute (NMBI), our first in person meeting was a great opportunity to get a rough overview of my new position and to network with fellow managers from around the State. I am looking forward to the knowledge and support this program will provide over the next three years.
- Madel and I attended ALASBO's Summer Leadership Conference which provided us with the opportunity to meet with peers from across the state and learn from leaders of diverse backgrounds.

FY26 Contract Service Agreements

Service Provider	Amount Approved	Expenses Billed YTD
Erin Brennan Flores	\$20,000.00	\$0
Summit Special Education Services	\$15,000.00	\$0
TinyEYE	\$25,650.00	\$287.85