



## Lincolnshire-Prairie View School District 103

Memo

To: Board of Education  
From: Patrick Palbicke  
CC: Dr. Scott Warren  
Date: December 5, 2024  
Re: Business Office Update/Treasurers Report

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November 2024 Financial Reports:

As of the current date (Dec 5th), the November financial reports have not been finalized. Typically, the business office requires until the 10th of the month to receive all bank statements to be able to close the books for a regular month. We anticipate having these reports next week and will forward to the board when completed.