

Craig City School District

Business Manager Report

1.28.26

Updates from the Business Office

I would like to acknowledge and thank Marilyn Ensign for the exceptional work she has accomplished in her first 90 days with the district as Accounts Payable and PACE Finance Coordinator. She has done a fantastic job bringing the position up to date, and is definitely a valuable asset to the district.

Financial Report

You will not that some line items in the financial statement reflect budget balances greater than 100%. These will be adjusted in the first budget revision included on the February board agenda.

Report to DEED: Fund Balance as of December 31, 2025

As reported at the last board meeting, the state legislature has required school districts to submit fund balance data twice annually. The second report, with data as of December 31, 2025, was submitted on January 16th. The unreserved fund balance as of December 31, 2025 was \$366,702. October 31st showed an unreserved fund balance of \$326,086. As a reminder, this is not a full or fair representation of the District's financial position as there are many revenues and expenditures that occur later in the school year.

Impact Aid

The Impact Aid grant application was submitted on January 21st. There was a total of 59 eligible students this year with 53 students residing on ANCSA (Alaska Native Claims Settlement Act) land, and 6 students with a parent on active duty while living on base (Category B). Impact Aid is a federal program that helps school districts offset the loss of local property tax revenue when a portion of land within the district is federally owned and not taxable. The 53 students on ANCSA land are funded at a weight of 1.25 students each, and the 6 students in Category B are funded at a weight of 1 student each. For example, if the final funding calculation were to be \$5,000/student, the district would receive \$6,250 for each student on ANCSA property, and \$5,000 for each student in Category B. The current application is for FY27 funding. We typically receive notification during the summer months of the actual funding amount.

January Tasks

January is always a busy month with both year-end and quarterly reports due. All W2's and 1099's have been processed and distributed.

American Fidelity

American Fidelity representative, Kiana Hiler, will be in the district office from February 16-20, for open enrollment. Staff will meet individually with Kiana to enroll in voluntary benefits such as Health Flex Plans, accident or disability coverage, life insurance, cancer insurance, etc. These benefits are offered and paid for through payroll deductions.

Safety Meetings

CCSD insurance company, APRA, hosts monthly safety meetings. By attending these meetings, the district is eligible to receive a discount on insurance premiums the following year. Since APRA holds these meetings during the school day when our safety committee is working with students, I will be attending each meeting and sharing notes and/or recordings of the meetings with the committee. The district will receive credit for those viewing the recording as well.

General Fund Updates:

* CCSD received the 3rd QTR Sales Tax Revenue check on December 10th in the amount of \$353,722.83. We are awaiting the first local contribution payment for FY26.

* On January 12th, CCSD received the second of three Pupil Transportation payments for FY26, in the amount of \$35,813. Since this payment was deposited in January, it is not reflected in the Pupil Transportation revenue below, but will be on the February Board Report.

Revenue Overview

Fund	FY26 Budgeted Revenue	12/1/2025 through 12/31/2025	ACTUALS YTD as of 12/31/2025	Remaining to be Received
100 General Fund	\$ 8,289,378	\$ 993,644	\$ 3,649,233	\$ 4,640,145
205 Pupil Transportation	\$ 97,660	\$ -	\$ 32,553	\$ 65,107
259 Food Service	\$ 249,376	\$ 28,529	\$ 57,842	\$ 191,534

Expenditure Overview

Fund	FY26 Budgeted Expenditures	12/1/2025 through 12/31/2025	ACTUALS YTD as of 12/31/2025	Remaining to be Expended
100 General Fund	\$ 7,813,942	\$ 542,661	\$ 3,125,172	\$ 4,688,770
205 Pupil Transportation	\$ 97,660	\$ 6,205	\$ 29,737	\$ 67,923
259 Food Service	\$ 276,920	\$ 27,184	\$ 134,282	\$ 142,638

As always, please let me know if you have any questions.

Melinda Bass

Business Manager

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