



Annie Linville  
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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 – The 2025 Federal Compliance Supplement was finally issued and the auditors were able to finalize the audit. It is in the packet and the auditors will present at the meeting.
2. Preparing for Budget Season
3. Building SOP documents for departmental procedures
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.
- I will be calling into this meeting as I will have just wrapped five days of ALASBO. It starts with a full day in person meeting for the NMBI cohort, followed by the second part of the School Business Officials Academy, and then three packed days of the ALASBO annual conference. I am looking forward to the opportunities to learn and connect with my peers of the next few days.

### **FY26 Contract Service Agreements**

Service Provider	Amount Approved	Expenses Billed YTD
Erin Brennan Flores	\$20,000.00	\$1560.00
Summit Special Education Services	\$15,000.00	\$0
TinyEYE	\$25,650.00	\$4,894.44