

## Administrator's Report- January 2021

Business Office- Fadil Limani, CFO

The Business Office continues to work in a variety of projects and is pleased to provide the following:

- The monthly financial report was completed and sent to the North Slope Borough on January 30, 2022 for the month ending December 30, 2021.
- Completed and filed the Impact Aid Application prior to the January 31 deadline.
  - Congress recently ruled to allow School Districts to utilize prior year (SY19-20) student count due to the pandemic to ensure School Districts are not financially impacted by the reduction in the student enrollment.
- We are working with our Auditors in Finalizing the Federal Single Audit in the next two weeks and we should be able to issue the Federal Single Audit Report which also includes preparing and filing the Data Collection Form with the Federal Audit Clearinghouse along with the State Single Audit Submission to the Department of Education and Early Development.
- We have completed and sent out employees W2's and currently working on upgrading the employee portal for employee usage.
- We have also completed the 1099's and have mailed those out to our vendors and contractors.
- In the next few weeks, we will be working in getting the 1095's completed and get the reporting done.
- FY23 Preliminary Budget Presentation to the North Slope Borough Administration on January 25, 2022.
- We are in the process of scheduling a Budget Retreat with the School Administrators, District Directors and SAC Presidents for February 18.
  - This will be an all-day session to discuss the District's upcoming FY23 Budget and available resources.
  - The retreat will be held in Utqiagvik at the Hopson Middle School Library
- We have been in communication with the Universal Services Administrative Co. in regards to the Emergency Connectivity Funding and our application is under review.

- We are in the process of working with Maintenance and Operations and the Food Committee to work on a solution regarding the food program service and we believe this will address a lot of the food compliance requirements including the food quality and preparation.
- We currently have few vacancies in the Business Office and we will be looking to get some temporary help until the positions can be filled.
- Day to day operations of the Business office and continue providing support to all the other Departments within the District.