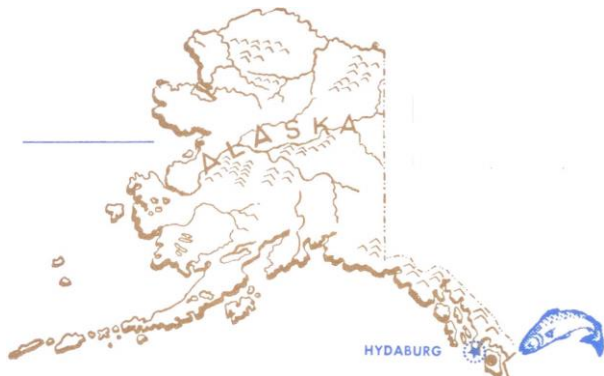


HYDABURG CITY SCHOOL DISTRICT

PO BOX 109, HYDABURG, ALASKA 99922 PHONE: 907.285.3491 FAX: 907.285.3391



MEMORANDUM

TO: Board of Education

Thru: Lauren Burch, Superintendent

From: Lucienne Smith, Contracted CFO
Alaska Education & Business Services, Inc.

A handwritten signature in black ink, appearing to read "Lucienne Smith", is written over the printed name and title.

Date: January 13, 2017

Subject: **JANUARY NARRATIVE REPORT TO THE BOARD**

E-rate – We received notification that our current years internet funding has been approved. Next year's 470 forms have been posted for internet and phone service.

FY 2016 Audit – Later in the agenda we will review our audited Financial statements.

Gaming Permit – Our gaming permit has been renewed and we added the on-site HCSD raffles.

Quarterly Reports – The 2nd Qtr. reports for payroll have been filed and we are distributing the 2016 W2's and 2016 1099's next week before the January 31st deadline. We will also be working on the 2nd Quarter grant reimbursement reports this month.

The RFP for our external audit services has been posted.