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**Director of Budget and Finance**  
**Board Report | October 17, 2018**

**2018-19 Business Office Department Goals**

1. Further the alignment of the district's budget and budget document with the strategic plan.
2. Enhancements to Grant and Budget management functions, including data and report access, and increased departmental accountability.
3. Seek out new funding sources, with a focus on sustainability.
4. Cross-train staff on a variety of business functions, including finance-related processes.

**Current Projects/Considerations**

- **Medicaid in Schools (Goal 3)** : Seek information regarding the possibility of being reimbursed for medicaid-related activities.
  - We have been approved as a provider for School Based Services. Looking into next steps.
- **Student Transportation (Goal 3)** : Explore student transportation options for implementation in FY20 or FY21. Our contracted costs for transportation services are significantly higher this year, so we will be running a cost-comparison between contracted and internal options.
  - *(No updates at this time)*
- **Internal Account Updates (Goal 2)** : Creating/modifying our internal chart of accounts to increase the ease of data entry and reporting. Some of these changes are also due to the update of the DEED Chart of Accounts used by schools across the state.
  - *(No updates at this time)*
- **Alio Reporting Updates (Goal 2)** : Continue to create and modify reports for use by myself and administration. We will be upgrading our Alio database sometime this fiscal year which, I hope, will enhance some of our report capabilities as well.
  - We will soon be moving to a new database environment (Oracle 12C) and are currently undergoing testing prior to data migration.

**Upcoming Projects/Considerations**

- Develop Cross-Training objectives and timeline. *(Goal 4)*
  - Expand on the progress made during the FY18 Fiscal Year.
- FY20 Budget Development *(Goal 1)*

**Staff Professional Development Opportunities**

- COMPLETE: FY19 ALASBO Leadership Conference. July 2018.
- UPCOMING: FY18 ALASBO Annual Winter Conference. December 2018.

My sectional on using Google Tools drew a lot of interest last year, so I will presenting again at the upcoming conference. There are some responsibilities as an ALASBO Board Member that will need my attention at this conference, as well.

- ONGOING: SHRM (Society for Human Resource Management) Essentials of Human Resources, Self-Study Training Program.

## Other Business

- **FY18 Audit**

The FY18 Audit is near completion. The deadline for submission is October 15, however, the Department of Retirement and Benefits have not yet released their report of GASB 75 or GASB 68. The audit cannot be finalized until this information is received. We are expecting release of the information mid-October, which will still allow us to submit our audit to DEED prior to the deadline.

- **FY19 Foundation Funding**

The OASIS Count period is still underway, so we don't have solid numbers related to our Foundation Funding just yet. However, we do expect nearly \$60,000 in additional, one-time funding from the state sometime this spring.

- **FY19 Fund Balance**

Even with the additional \$60,000 estimated to be received by the State, we are still in need of sustainable funding for our operations beginning this fiscal year. Our fund balance at the end of FY19 is estimated to be \$360,000 (down from \$715,000). I strongly recommend advocating for additional funding from the City of Cordova prior to the adoption of their 2019 Budget.

## Current Contract Service Agreements (CSAs)

CONTRACT SERVICE PROVIDER	Type of Services Provided	District CSA #	Maximum Amount Authorized Under Agreement	Amount Invoiced To-Date
Vidya Oftedal (ACS)	Speech and Language Pathology	TBD	TBD	0
Kidability Physical Therapy, LLC (Kristin Bacon)	Physical Therapy	FY19-002	22,800+	0
Kaye Lawson, OTR, MEd	Occupational Therapy	FY19-003	30,000	4,960