



Memorandum

Date: October 13, 2025

To: Board of Directors of the Pendleton School District 16R

From: Michelle Jones, Director of Business Services

Subject: September 30, 2025 Financial Report

Proposal:

Expenditures

Expenditures for the month of September are within expectations. Contract Serv/Prof monthly actual versus monthly budget reflects a timing difference between projected and actual receipt of annual invoice for student information system software. The Equip/Replacement expenditures are largely tied to repairs on HVAC systems at Washington, PELC and PHS and Insurance expenditures for the month is the deductible for the Carruth Compliance Consulting Cyber incident that occurred last December/January.

Revenue

Revenues for the month of September are within budgeted expectations.

Recommendation: Michelle Jones, Director of Business Services, recommends the September 30, 2025 financial reports be approved.