



PUTNAM COUNTY COMMUNITY UNIT SCHOOL DISTRICT #535

Recommendation for the Board of Education

Meeting: July 16th, 2024

Item: Bookkeeping Support

Recommendation: I recommend the Board of Education approve for the Superintendent to contract with Hopkins and Associates for bookkeeping support not to exceed \$1,000. In working with the District's temporary bookkeeper, we have identified a need to review practices and put in place new procedures to reduce redundancy. There are also some questions about existing practices that we believe would be best addressed with support from an auditor.

While these services would normally fall within my authority as Superintendent, there is a need for the Board of Education to approve the services as stipulated by Section 10-9 of the Illinois School Code (see statutory language 10-9(c)A-E).