

# HYDABURG CITY SCHOOL DISTRICT

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## **MEMORANDUM**

**TO:** Board of Education

**Thru:** Lauren Burch, Superintendent

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

**Date:** February 12, 2017

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

**E-rate** – We are drafting the FY 2018 eRate Form 471 which provides for reimbursement of Internet and 20% reimbursement for local and long distance phone services. Cellular phone service is no longer eligible for reimbursement at any level and next year will be the last year for any reimbursement for the local and long distance phone service.

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

**FY 2017 Budget** – With the additional \$50 restored to the BSA, it appears our final budget from last May for this year is on target. We could potentially receive a few extra dollars, but those will need to be put into your fund balance in order to balance your FY 2018 budget.

**FY 2018 Budget** - Later in the agenda we have the first draft of the FY 2018 budget – we still have a couple of months to see what the Alaska Legislature does in regard to education. Just a reminder that we must have this completed and to the City by April 1<sup>st</sup>.

**Quarterly Reports** – All W2's have been issued and W2's/W3 uploaded to the Social Security website. All 1099's have been mailed to appropriate vendors, and we will be electronically filing the 1099's/1096 to IRS later this month.

All 2<sup>nd</sup> Quarter grants have been submitted except one. We are working toward establishing that electronically and it requires a new website for registration. That will be completed by month end.

The RFP for our external audit services has been posted and we are receiving proposals. We will bring a recommendation to the Board in March.