



SOUTHEAST ISLAND SCHOOL DISTRICT

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MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Sherry Becker, Superintendent

FROM: Lucienne Smith, Contracted Business Manager
Alaska Education & Business Services, Inc.

A handwritten signature in cursive script, appearing to read "Lucienne Smith".

Date: September 12, 2019

SUBJECT: BUSINESS MANAGER'S REPORT NARRATIVE

FY 2019 AUDIT – Our final audit was this week. We did exceed the \$750K threshold in Federal funds so they had to also perform a federal audit. A draft should be in hand by early October.

FY 2019 Accounts Receivable – We received nearly all the FY 2019 Accounts Receivable, the only three outstanding items are from the Hydaburg City School District for the final quarter's expenses last year for their Wood Fired Boiler that we are expensing and receiving reimbursement, payment of our invoice for SISD administrative work on that grant, and one from the US Forest Service for the RAC projects. We should be receiving these by month end.

Professional Development – On Friday, September 13th, I will be presenting for the staff in-service an hour of Budget 101, and reviewing the sites Statements of Expenditures Budget vs Actual reports explaining how they align with the State of Alaska Uniform Chart of Accounts. Later in the year, it would be good to review the Foundation funding once again.

Signatory Update – We have updated all signatures with Superintendent Becker for checks and bank accounts. We only have one account remaining to update and that should be resolved this week.

E-rate – Our contract for Internet Services with GCI expires on June 30, 2020. We do have the option to request an extension for an additional 12 months. It would be prudent to issue a new RFP to determine if we can obtain more competitive proposals (the last RFP only garnered one response), and also potentially reduce our monthly expense.

Please do not hesitate to ask any questions.