

**Kristy Andrew**  
**Director of Budget and Finance**  
**Board Report | November 14, 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.
  - *(No updates at this time)*
- **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. Migration is estimated prior to next calendar year.

**Upcoming Projects/Considerations**

- Develop Cross-Training objectives and timeline. *(Goal 4)*
  - Expand on the progress made during the FY18 Fiscal Year.
  - Cross-training Mrs. Dudley began this week.
- 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**

I have seen the draft of our Audit and am told they will have the final to DEED by the deadline.

### **Current Contract Service Agreements (CSAs)**

<b>CONTRACT SERVICE PROVIDER</b>	<b>Type of Services Provided</b>	<b>District CSA #</b>	<b>Maximum Amount Authorized Under Agreement</b>	<b>Amount Invoiced To-Date</b>
Vidya Oftedal (ACS)	Speech and Language Pathology	TBD	TBD	5,965
Kidability Physical Therapy, LLC (Kristin Bacon)	Physical Therapy	FY19-002	22,800+	3,137
Kaye Lawson, OTR, MEd	Occupational Therapy	FY19-003	30,000	4,960