

Craig City School District

Business Manager Report

10/30/2024

Updates from the Business Office

Please help me welcome Veronica Dandurand to Craig City School District. She has fit seamlessly into her new position as Accounts Payable and PACE Financial Administrative Assistant, as well as serving the board transcribing minutes of the meetings. She is such a wonderful asset to this district!

Congratulations to Hans Hjort and Bonnie Morris on the recent election results. I would like to personally thank all of the Board Members for the time and dedication you provide our district. It is greatly appreciated by all.

Reporting

* **Financial Report to the Board:** To simplify the budgeting process for the maintenance department and accounting, all maintenance supply codes have been moved from each individual school code to district codes. For example: CMS Maintenance codes 100.100.600.45[0-9] were moved to 100.500.600.45[0-9], CHS Maintenance codes 100.200.600.45[0-9] were moved to 100.500.600.45[0-9], and CES Maintenance codes 100.300.600.45[0-9] were moved to 100.500.600.45[0-9]

Due to grant revisions, there are a few budget line items that will be updated soon (see line items with a checkbox). For example, 100.300.200.361, health insurance for elementary special education, is over budget at 146.4%. This is due to a recent revision in the Title VI-B Special Education Grant. That grant will now be utilized to cover the cost of NSLT Speech Therapy Services and SERRC Psych, OT, and PT services. Salaries & Benefits are being moved to the general fund.

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Staff Accounting for FY25 to DEED. This data is submitted annually to DEED. The information collected is used in various reports including the Consolidated State Performance Report to the US Dept of Education. The data is also used in statistical reports in the state of Alaska. Data is submitted through the SRM (State Reporting Manager) website. The data includes employee names and demographics, hire dates, job responsibilities listed by codes, Title I and Special Education classifications, FTE status, # of classes per teacher, and if positions are federally funded.

* **National School Foods Study:** We have received notification that we are required to participate in the National School Foods Study by the US Department of Agriculture Food and Nutrition Service. Data will be collected for the period of Fall 2024 through Fall 2025. The objectives of this study are:

- > Nutrition of school meals and snacks
- > Cost to produce reimburseable school meals
- > What foods are being eaten by students while in school and what is being thrown away
- > Types of foods being purchased by schools and what are the menu items
- > What the school food environment looks like

There will be multiple interviews with myself and Kristine Cervera beginning in April 2025. We are not exactly sure of all the details just yet, but will keep you informed as we learn more.

General Fund Updates:

* Please see the Revenue and Expenditure Overviews below

Revenue Overview

Fund	FY25 Projected Revenue	MTD	YTD	Remaining to be Received
100 General Fund	\$ 8,098,980.00	\$ 824,024.03	\$ 1,228,214.79	\$ 6,870,765.21
205 Pupil Transportation	\$ 116,905.00 *	\$ 35,336.00	\$ 35,336.00	\$ 81,569.00
255 Food Service	\$ 252,460.00	\$ 27,941.80	\$ 27,941.80	\$ 252,460.00

* Includes estimated additional prorated grant funding for pupil transportation of \$10,896.00. This amount will fluctuate based on statewide AADM totals.

Expenditure Overview

Fund	FY25 Projected Expenditures		MTD		YTD	Remaining to be Expended
100 General Fund	\$ 8,034,429.73	\$	866,087.84	\$	1,607,231.79	\$ 6,427,197.94
205 Pupil Transportation*	\$ 116,905.00	\$	12,597.20	\$	13,671.90	\$ 103,233.10
255 Food Service	\$ 252,460.00	\$	19,900.22	\$	56,743.42	\$ 195,716.58

Melinda Bass

Business Manager

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