

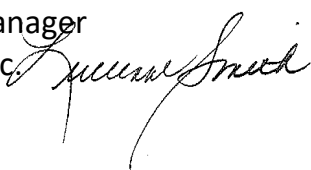


SOUTHEAST ISLAND SCHOOL DISTRICT
P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919
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MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Rodney Morrison, Superintendent

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

Date: November 15, 2024

SUBJECT: BUSINESS MANAGER'S REPORT NARRATIVE
Goal #3: Increase Communication District and Community Wide

FY 2024 AUDIT – The FY 2024 audited financial statements are included in this month's board packet. The audit went well, however, there was a finding regarding the student count.

FY 2025 STUDENT COUNT – Foundation Funding – Fall OASIS was submitted to the State. The District's overall student count was up, but since the sites with 10-20 remain at the same number for school size adjustment regarding if they have 10 or 20, we did not gain anything in foundation funding there. Whale Pass did not meet the minimum of 10 students for a school so their 9 students will be added to the school with the lowest enrollment, Port Alexander. That loss in funding for a school is approximately \$420K. We did submit for 4 additional intensive students for which we had not budgeted, but that still will not zero out the \$420K loss. More on this when we present our budget revision in January.

STATE REPORTING: Over the past several years the State of Alaska legislature and federal government have added several additional reporting requirements for school districts. These include:

- ✚ *Fund Balance Reporting – HB 268 – Added as a reporting requirement in FY 2024.*
 - *Cash Basis as of October 31st; due November 25th*
 - *Cash Basis as of December 31st; due January 20th*

+ *Correspondence Program Report* – HB 202 – Added as a reporting requirement in FY 2025.

- A District that provides a correspondence study program shall submit an annual report to the department that includes... an accounting of student allotment funds that has been disbursed... a review of curricula that have been provided by the program or purchased using allotment funds.
- Prior Fiscal Year data due by December 1st.

+ *Per Pupil Expenditure Reporting* – The ESEA as amended by ESSA require that per-pupil expenditures be reported on annual State and school district report cards. This was added as a reporting requirement in FY 2019.

- Prior Fiscal year Data Due by December 15th.

FY 2026 BUDGET TIMELINE - The FY 2026 budget timeline follows.

***Mission:** Students are equipped to achieve their dreams and aspirations*

***Vision:** Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.*



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FY 2026 BUDGET PROCESS AND TIMELINE

Administrators meet with Staff - Administrators identify priorities/needs

January 2025 – March 2025

Business Manager presents projected revenues

February 2025

**Business Manager Provides Superintendent Update Estimate & Budget Parameters and
FY 2026 Draft Budget discussed**

February 2025

FY 2026 1st Proposed Budget presented to the Board

March Board Work session 2025

Public Budget Hearing (*The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. A public hearing shall be held prior to the adoption of the budget or a revised budget.*)

FY 2026 2nd Proposed Budget Presented to the Board

April Board Work session 2025

FY 2026 3rd (and Final) Proposed Budget Presented to the Board

May Board Work session 2025

Adoption of Budget May Regular Board Meeting

Vision: *Students are equipped to achieve their dreams and aspirations.*

Mission: *Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.*