

**Kristy Andrew**  
**Director of Budget and Finance**  
**Board Report | June 12, 2019**

**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.*
- **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.
  - *No updates at this time.*
- **FY20 Budget Development (Goal 1)**
  - **Update:** The City of Cordova approved our request for an additional \$200,000 for FY20, and we have included that in the document presented tonight.

**Upcoming Projects/Considerations**

- **Develop Cross-Training objectives and timeline. (Goal 4)**
  - *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.*

**Completed Projects**

- **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.

## Staff Professional Development Opportunities

- COMPLETE: FY19 ALASBO Leadership Conference. July 2018.
- COMPLETE: FY18 ALASBO Annual Winter Conference. December 2018.  
ONGOING: SHRM (Society for Human Resource Management) Essentials of Human Resources, Self-Study Training Program.
- PRIVATELY FUNDED and ONGOING:  
Wilkes University Masters in School Business Leadership
  - Summer 2018: Public Relations
  - Fall 2018: Student Transportation

## Other Business

- **Fund Balance:** We still need to keep an eye on our General Fund Balance. We are likely going to end FY19 slightly ahead of budget, but the FY20 Budget does not currently include what I believe are necessary increases to fund balance in order to support fiscal stability.
- **FY20 State Aid Payments:** It appears our state aid payments for July 2019 (and possibly August 2019), will be placed on hold by the Governor. We have analyzed the impact of this on our operations and feel we will have adequate cash flow to support those first two months.

## Current Contract Service Agreements (CSAs)

CONTRACT SERVICE PROVIDER	Type of Services Provided	District CSA #	Maximum Amount Authorized Under Agreement	Amount Invoiced To-Date
Vidya Oftedal (ACS)	Speech and Language Pathology	TBD	25,000	29,900
Kidability Physical Therapy, LLC (Kristin Bacon)	Physical Therapy	FY19-002	22,800+	16,600
Kaye Lawson, OTR, MEd	Occupational Therapy	FY19-003	30,000	33,880