



## **SOUTHEAST ISLAND SCHOOL DISTRICT**

P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 Email: [sisd@sisd.org](mailto:sisd@sisd.org)

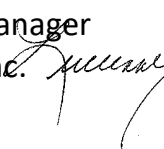
---

### **MEMORANDUM**

---

**TO:** SISD BOARD OF EDUCATION

**THRU:** Sherry Becker, Superintendent

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

**Date:** April 22, 2020

**SUBJECT:** BUSINESS MANAGER'S APRIL REPORT NARRATIVE

**E-RATE** – Now that the legislature has approved the 25 Mbps BAG Funding for Districts and it wasn't vetoed by the Governor, we submitted a revised Form 471 for Internet Service for all our small sites who were originally scheduled to be at 10 Mbps. We will likely receive a few questions in the next couple months and then receive our approval prior to June 30<sup>th</sup>. Additionally, we have completed the State of Alaska BAG grant for the increase from 10 to 25 for all our outer sites.

**FY 2021 BUDGET** – The second FY 2021 proposed budget will be reviewed in the work session. Projected enrollment numbers for FY 2021 are continuing to be updated as well as staffing as we proceed thru the process. The 3<sup>rd</sup> and possibly final reading will occur next month.

**FY 2021 INSURANCE** – Questionnaires have been completed and submitted to the Broker. We await word from our broker for our liability, property, auto, casualty insurance rates.

We received an update from PEHT for FY 2021 Health Insurance. Their rates for the Southeast Island School District increased 6%. That has been taken into consideration in the 2<sup>nd</sup> Proposed budget expense assumptions.

**FY 2020 AUDIT** – The week of June 15<sup>th</sup> is our scheduled interim audit, and our final audit will be the week of September 7<sup>th</sup>. Interim audit will mainly be testing our controls by auditors reviewing selected payroll, accounts payable and cash receipts samplings, and Foundation – pulling a sampling of students included in OASIS. With our recent large grants, we will have both a State and Federal financial audit once again.

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

**Mission:** *Together we will foster student skills to achieve their goals and adapt to an ever-changing world.*

---

**FY 2020 3<sup>RD</sup> QTR.** - Unemployment and 941 reports have been completed. The 3<sup>rd</sup> Qtr. Grants reimbursement are being completed over the next week.

Payroll has been worked on getting all our salary schedules and staffing entered into the Budget Prep module of our Black Mountain software in an effort to improve efficiency in rolling out the annual budget with the appropriate FTE for positions.

**TIMBER RECEIPTS** - The Timber Receipts have been allocated to the States so we should be seeing our funds deposited in the next 3-4 weeks.

Please do not hesitate to ask any questions.

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

***Mission:*** *Together we will foster student skills to achieve their goals and adapt to an ever-changing world.*

---