

Report from:	Bonnie Haley, Business Manager <i>Finance, Operations, Human Resources and Risk Management</i>
Report for:	SEPTEMBER 2020
Financial Reports (see attached)	<ul style="list-style-type: none"> • Cash Balance – July • Budget Status Reports – July • Enrollment – September 2020 • August financials will be provided once year-end processing is completed in November. <p>These reports are also available on the Business Office webpage under Monthly Financial and Board Reports</p>
Finance/Budget Updates and Highlights	<ul style="list-style-type: none"> • Enrollment: September enrollment came in at 597.1 FTE (617 headcount). This is great news and is 12.1 FTE above budgeted enrollment. This number will likely drop some in October as running start students begin their fall term. • Budget Status: <ul style="list-style-type: none"> ○ See attached budget status reports for all funds as of July of 2020. ○ NWRDC is working on creating the summary by object code report that I usually present in the summary with my monthly financials. Once that report is available, I will submit it. Until then, you can review the expenditure section of the system generated budget status report (page 2 of the GF Budget Status Report) • Year End: <ul style="list-style-type: none"> ○ Financial statements for August 2020 will be provided once the year-end close process is completed. Year-end processing ends in late October/early November. • Transfer of Funds to Capital Projects: <ul style="list-style-type: none"> ○ The transfer of \$200,000 from the general fund to capital projects was completed on August 21st, 2020 for the 2019-2020 school year, as approved by the board in a resolution in July of 2020. ○ The transfer for the 2020-2021 school year will be completed in the winter after we have received our impact aid payment and our cash flow has stabilized. • Unemployment Pool: <ul style="list-style-type: none"> ○ The district is part of a cooperative through the NWESD for self-insurance unemployment coverage. Historically, our use and contributions to the cooperative have been very low. The executive committee of the pool met and have recommended additional contributions from each school district in anticipation of increased liability this year. ○ Our contribution will be a minimum of \$49,043.21 due October 31st the final amount will be calculated for January 31st and will be no more than an additional \$49,043.21 but may likely be less depending on the cost of claims.
Human Resources Updates and Highlights	<ul style="list-style-type: none"> • Personnel Actions for the regular meeting in September 2020 are posted in the consent agenda. • Supervisors of classified staff finalized schedules and submitted that information to us late last week (September 18, 2020). We are actively building each individual's assignment information into Qmlativ for payroll and will be sending out assignment summaries soon after payroll is complete. • PSE and LCSD agreed on terms to allow PSE members to request a voluntary furlough. We will be receiving and processing these requests in the coming weeks.
Risk Management	<ul style="list-style-type: none"> • COVID-19:

<p>Updates and Highlights</p>	<ul style="list-style-type: none"> ○ We have received partial delivery of our PPE order from the state bid through ESD 113. To date we have received masks for adults and children, hand sanitizer, wipes, etc. ○ Centralized Health Screening: CHS has been established on campus and is staffed every day from 7am – 3pm. This has been turned over to the nurse, Morgan Driscoll her supervisor, Andy Wheeler to manage.
<p>Operations Updates and Highlights</p>	
<p>Departmental Operations Please see below for department reports submitted by the Directors.</p>	
<p>Transportation Submitted by: Kim Pedroza</p>	<p>No report provided.</p>
<p>Maintenance & Facilities, Grounds, and Custodial Services Submitted by: Brian Masonholder</p>	<p>No report provided.</p>
<p>Child Nutrition/ Food Service Submitted by: Kelly Kjarstad</p>	<p>No report provided.</p>
<p>Technology Submitted by: Ryan Hiller</p>	<p>See attached.</p>