

## Business Coordinator Report BOE Meeting November, 2021

*Activities to Support Safe and Healthy Students* is one of the focus areas of the Title IV grant. We applied to use our 2022 Title IV grant, in the amount of \$10,000, towards the purchase of playscape modules and installation. A playscape on the school premises may be used by students during school hours and by families and the community at large after school hours. Active play in a safe environment supports student health and academic achievement. The benefits of an active lifestyle are taught in our health and physical education classes and active play is encouraged during recess.

Medicaid statistics have been submitted as of October 1, 2021. Of the 79 students for whom we were fiscally responsible on October 1, 2021:

- \*31.65% were Medicaid eligible;

- \*26.58% received medical services including speech, occupational therapy, physical therapy and counseling;

- \*7.59% of our special education students were Medicaid eligible.

Our new Executive Assistant, Yvonne Bowen, and I have met on several occasions to review the business department responsibilities she will carry out including timecard calculations, creating and account coding of purchase orders using Quickbooks software, purchasing procedures, preschool tuition billing & statements, bank deposits and tracking income to the Activity Fund. We will continue to meet as she becomes more comfortable with our processes and as questions arise. I look forward to working with Ms. Bowen.

The 2020-2021 audit is ongoing. We do not yet know if the cost of the playscape module ordered before June 30, 2021 but received after June 30, 2021, will be allowed as an expense in 2020-2021 or if it will be charged to 2021-2022. If the expense is charged to 2021-2022 then fewer playscape modules than anticipated will be purchased during 2021-2022.

As of the writing of this report, we see no problems in meeting our financial obligations for the 2021-2022 school year. We will closely monitor our heating oil and diesel costs as the costs per gallon are more than budgeted.

Respectfully submitted,

Sally Lehoux