



MEMORANDUM

To: Sharon School Board
From: Tara Weatherell, Business Manager
Date: 11/4/2020
Re: Business Manager's Report for 11/10/2020 Board Meeting

FY20 Fiscal Year End Closure/Wrap Up

- We are currently undergoing the FY20 audit

November Reports Due

- 11/1 Allowable Tuition Report Published by AOE
- 11/1 AOE announces extraordinary transportation threshold
- 11/6 Fall Census Due
- 11/7 Tuition Student Census Due
- 11/15 Grant Reimbursement Report to AOE (monthly)
- 11/15 Special Education Expenditure Report for period ending 10/31 due
- 11/15 Revisions to prior year ADM Due

School Food Authority Responsibilities

- Equipment Grant Application was released 10/16 due back to AOE w/all procurement necessary by 11/2 we have submitted on behalf of our buildings where the Food Service Manager identified a need and provided the procurement documentation necessary
- CRF Summer Meals Grant Reimbursement Requests due by 11/15

CAREs Funding

- CRF Application was submitted 9/2; revised grant application submitted 10/28 waiting for review/response from AOE

Discussion Items

- Board Stipends were paid 10/30 if W4 was received; if you did not send in your W4 please do so ASAP