



MEMORANDUM

To: Sharon School Board
From: Tara Weatherell, Business Manager
Date: 12/2/2020
Re: Business Manager's Report for 12/8/2020 Board Meeting

FY20 Fiscal Year End Closure/Wrap Up

- Auditors were in the office 11/18 & 11/19 to complete the in-person portion of the audit. They have selected Title 1, IDEAB, Food Service and OnePlanet for the Federal Single Audit.

December Reports Due

- 12/1 Preliminary Equalized Pupil from AOE
- 12/1 Teacher/Staff Survey due to AOE
- 12/15 Allowable versus Announced Tuition Notification of Differences
- 12/15 Special Education 12/1 Child Count Due

School Food Authority Responsibilities

- 12/4 Annual Child Nutrition Financial Report due to AOE
- 12/15 Child Nutrition Independent Review Report Due
- CRF Equipment Grant Application was approved we received \$27,440 for our schools that applied for updated equipment – the equipment must be purchased/installed prior to 12/30 (the grant doesn't cover the installation cost)

CAREs Funding

- CRF Application was submitted 9/2; revised 10/28; we received our approved grant agreement on 11/24; we will now work to get all the COVID expenses to date through 12/30 submitted for reimbursement.

Reminder: If you haven't submitted your W4 please do so ASAP so we can pay your stipend before the end of the year.