

**Financial report for June 23, 2022 GC Meeting
By Mary Scofield (mostly retired business manager)**

May 31, 2022 financial statements and cash disbursements

Statement of Financial Position:

Total Cash position is increasing as older requests for reimbursements (rfrs) are being received. Our total cash balance at the end of May was just under \$433,000. Our new Adm Asst for the Business Office has been keeping up with entering invoices, so our accounts payable seems to be under control at this point.

Our 24xxx rfr billing is now up to date through 5/31/22. All rfrs billed to APS prior to 5/31/22 have been received. The state has also been remitting rfrs for payment. Total rfrs outstanding as of 5/31/2s \$165,901.

We continue to work to make sure that our 21000 cafeteria revenues and expenditures are matched, so the \$38,665 in cash balance reflects are net income from this fund. We will be re-certifying our national free and reduced lunch counts this Spring.

Statement of Revenue, Expenditures and Changes in Fund Balance:

This statement provides a summary of actual expenditures by revenue source and expenditure functions, this is similar to the audited financial statements and provides a good summary of the type of expenditures for each fund.

Disbursements: Comments regarding the purpose for payments have been supplied for anticipated questions.

Budget to Actual statements:

The budget to actual statement shows more detail and a comparison to budget. In this statement, the percentage of actual budget spent in relation to the budget for each line is a good indicator that the budgeting process in place is working.

During the FY23 budget process we must report our anticipated expenses for FY22, in that process we determine payroll encumbrances for the remainder of FY22. Due to the lateness of the financial statements, rather than record any remaining encumbrance, the year end payroll accrual will just be recorded as of 6/30/22.

All funds have outstanding purchase orders in order to spend down all available balances.

BARS:

BAR FY22-28 (11000) – This BAR adjusts budget for final expenditures for FY22 so that each function (1000 or 21xx for example) have position budget to actual amounts.

ECRA

El Camino Real Academy

BAR FY22-29 (24308) – This BAR adjusts budget for final expenditures for FY22 so that each function (21xx or 24xx for example) have position budget to actual amounts.

BAR FY22-30 (28211) – This BAR adjusts budget for to account for the being allowed to cover filters, janitorial services and conversation of water fountains to fountains/bottle fillers.

BAR FY22-31 (24330) – This fund (CRSSA) was originally budgeted for significant student guidance costs. Due to difficulty firing counselors and needing assistance in student support, administration and finance areas the budgeted funds are being moved to support expenditures in school administration (asst principal), student support (dean of student and adm asst) and fiscal costs where they were used to support administration.

FY22 Purchases over \$15,000:

We were approved to use the COVID19 grant from Dept of Health to upgrade our old water fountains to be a combination of water fountains/water bottle fillers. Due to the year end grant spending deadlines, consideration of the purchase as a matter of safety and the need to get the units ordered Administration approved the purchase order and are requesting that the GC approve the Director’s action the purchase.

FY23 Purchases over \$15,000 (including all funds by vendor)

Tyler SIS software and training	\$ 20,000
LSG & Assoc – O/T, SLP, Diag, School Pysc, Medicaid billing	\$107,288
Cooperative Educational Services - Sped Consultant, Social Workers, audiologist	\$ 79,233
Ardham – IT consulting (estimated)	\$ 80,400
Your Part Time Controllers - BM service (estimated)	\$ 90,000
Moss Adam – Auditors	\$ 22,000
Harris – Accounting software support	\$ 16,000
Universal Waste Systems – trash removal	\$ 17,400
Comfort Systems HVAC quarterly maint and est repairs	\$ 28,000
PNM	\$ 60,000
NM Gas Co	\$ 20,000
Alb Bern Cty Water Authority	\$ 20,000
Canon phone and copier lease	\$ 58,844
Graybar LED equipment lease	\$ 17,808
Rick Saylor property lease purchase	\$702,650
Canteen food service contract	\$245,550
New Mexico Public Schools Ins Authority Gen Liab/W/C	\$100,395
J3 Roofing, as needed	\$ 15,000

Matthews Fox the contract states that it covers \$60,000 in legal fees – therefore it requires Board approval. However, our PO is usually for \$7500