

SCHOOL FISCAL SERVICES

BUDGET UPDATES

UPCOMING DEADLINES

- Learning Loss Mitigation Funds (LLMF) – Programs 12727 and 12728 will expire December 2020. Please be mindful of the payroll dates below.

	Regular Payroll Must Be Certified By	Payroll Adjustments Must Be Certified By
Semi-Monthly	December 14th, 2020	_____
Classified	December 14th, 2020	December 16th, 2020
Certificated	December 14th, 2020	December 18th, 2020

- Submit meal applications to count towards the Title I Ranking/Funds from October 29th to December 31st
- All budget adjustments for second allocations are due to Local District West by **Monday, December 7th** to ensure approval to meet the following deadlines:

- January 30th – Equipment Purchases

If your school site has been contacted by Federal and State Education Programs (FSEP) regarding the Categorical Equipment Inventory (CEI), please do not delay in revising and submitting the documentation requested. CEIs are part of the Federal Program Monitoring review conducted by the CDE, single audits, and internal reviews. Failure to submit an accurate CEI will not only prevent a site from purchasing new equipment using categorical funds but may also result in the freezing of non-salary expenditures. Please contact FSEP should you have questions.

- February 2nd - Sweep of Title I funds in pending distribution

BUDGET UPDATES

SAVE THE DATE

- School Finance Open House

School staff will have an opportunity to obtain immediate answers to questions they have about subjects under the purview of the offices/departments listed below.

- School Fiscal Services
- Accounts Payable
- Payroll
- Procurement
- Student Body

Dates

- January 27th – via Zoom
- Tentatively scheduled to occur sometime during the last two weeks in April. Details to be shared at a later date.