

# Babylon Union Free School District

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**Carisa A. Manza**  
Superintendent of Schools

**Jeff Haubrich**  
Assistant Superintendent for  
Curriculum and Instruction

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Assistant Superintendent  
for Business

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## DISTRICT FINANCE COMMITTEE MEETING May 13, 2024 5 p.m. High School Library

### Status of alternative health insurance, retirees on Medicare

- Mailing that went out
- Process

### Miscellaneous Business Office Updates

- Facilities usage billing 22/23
- Personnel folder Update project
- Clerical Custodial Contract Settlement
- Timepiece Training

### Year -End Business Office Happenings

- Year-end encumbrances (Close out of Blanket Purchase orders)
- Audit Interim scheduled.
- Contracts with CBIZ – full appraisal for free next year, scheduling issues – updates for this year.
- Contract with Sound Actuarial (Worker’s Comp actuarial report – every two years).
- Examination of Leases for Financial Statement Presentation (GASB)

### Resources (Questar BOCES III)

- School Business Official Monthly Calendar and Reporting Documents
- Brief review of May/June

### Monthly webinars

- 5/15 Knowledge Café – SBO Calendar for June, Section 611/19 Grants, tips on Maximizing State and Federal Aid for Special Education Services Provided, Review of Key Deadlines related to Building aid and getting prepared for 24-25 IDEA Grant Application
- 5/22 – Coffee Talk – Maximizing State Aid, Preview of June 30<sup>th</sup>, Due Dates, and Preparing for Year-End.

### Education Summit and Expo 6/1-6/4 Saratoga.