

ADMINISTRATOR ASSISTANCE



PART TIME BUSINESS MANAGER

During the 10 years plus that Administrator Assistance has been in existence, there have been many changes concerning the financial landscape. Superintendents, Business Managers and Treasurers are asked to do in the same amount of time. School corporations who only have a Superintendent and Treasurer are even more stressed. We believe that we can help spread out these added responsibilities.

We have experienced financial team members who are available to assist school corporations who have limited personnel. A school corporation may select one of our team members to help them one day a week, 2 days a month or whatever time is needed. Listed below are some of the things we do to assist a school corporation.

1. To develop cash flows by looking back 3-5 years and then create a change going forward
2. To look at DOE SA 542's to review ADM counts for all programs looking back 10 years
3. Review 1782's from the last 10 years
4. Review Form 9's for the past 10 years
5. Review current debt payments and verify accuracy
6. Review circuit breaker information
7. To Aid in Budget Preparation

These options will help inform discussions for you and your school board in determining your district's financial future.

If you are in need of financial help give Administrator Assistance a call. (765.563.8210)

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