

Zimbra

price_s@4j.lane.edu

Re: Village School Title budget

From : Andy Peara <apear@eugenevillageschool.org> **Wed, Nov 14, 2012 09:23 PM**
Subject : Re: Village School Title budget
To : Suzanne Price <price_s@4j.lane.edu>

Suzanne,

Thanks for looking into this. Most of the contact I had on this issue was with Janis in person and over the phone with either her or her successor.

Andy Peara
Executive Director
The Village School
2855 Lincoln St
Eugene OR 97405
www.eugenevillageschool.org
541 345-7285

On Wednesday 11/14/2012 at 20:47:45, Suzanne Price wrote:

Hello ~ It sounds like some prior conversations have taken place and I need to do some checking. I will also check in with both Janis and Bee regarding your inquiries as I did not take on this new position until following the 4th of July holiday. I will be in touch.

From: "Andy Peara" <apear@eugenevillageschool.org>
To: "Suzanne Price" <price_s@4j.lane.edu>
Cc: "Bob Kaminski" <bkaminski@eugenevillageschool.org>
Sent: Wednesday, November 14, 2012 8:21:02 PM
Subject: Re: Village School Title budget

Suzanne,

I have asked for these funds every year I have been here. The budget I submit has included a carry forward, as I've termed it, should apply first to the

July 1st - Sept 30th funds. I sent this budget to Bee. She said reduce the budget to the extent it exceeded the allocation for 2012-13. I asked again about the left over funds. No response.

The budget cuts we received, which I thought were inequitably applied to us, prompted me in March and April to request to use whatever unspent funds as of June 30th 2012 towards the July 1 - Sept 30th period, as we've done in prior years. Janis told me to do my best to spend it within the fiscal year. In the prior 2 years we were allowed to claim pre-Sept 30th expenditures to the prior year.

Did the District Title I program notify the in-districts schools that they could apply expenses past July 1 or up to Sept 30 for 2011-12, and that these had to be submitted by a particular deadline? From your note it sounds like the funds have been allocated to in-district schools. This implies that there was some deadline for making the request, but we were not notified of this in spite of all of my calls last Spring to this effect. Let me know if I'm understanding this correctly.

I appreciate your getting back to me. I'm sending our invoice under a separate cover.

Andy Pears
Executive Director
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*as per
Janis is a
11/16 phone
w/ conversation
followed
settle
protocol
& the
budgeting
process
for
funds
past
practice
has been
to spend
\$ thru
June 30
after that,
if there are
funds you
want to
expend, it
must be
pre-approved
by the
administrator*

On Wednesday 11/14/2012 at 19:35:53, Suzanne Price wrote:

Hi Andy, you did inquire about the use of 11-12 funds in an email dated 11/1/12. To my knowledge, this was the first time a request had been made to utilize funds over the summer months. In an effort to ensure effective oversight of Title funds, I have maintained contact with Janis Swan, especially during this time of transition for me. She emphasized that funds spent after June 30 are never reimbursed, without prior approval. Did you, by chance, have approval from Bee or Betsy to spend funds beyond June 30?

According to our records, 4j has generated three PO's (dated 7/5/12, 4/19/12 and 1/31/12), made payable to Village, totaling \$64,185.77. At this late date, carry over funds have been designated and do not include your request as I was not contacted by Village, or made aware of, any

additional spending beyond the June 30 date. So that I can better understand, what specific spending occurred over the summer (ie what are you asking to be reimbursed for...) and did this spending align with your Title I budget?

From: "Andy Peara" <apear@eugenevillageschool.org>
To: "Suzanne Price" <price_s@4j.lane.edu>
Sent: Friday, November 9, 2012 12:48:35 PM
Subject: Re: Village School Title budget

Suzanne,

Thanks for getting back to us on this point. I have expenses from July 1 through Sept 30th that could be applied to the excess funds for last year. I inquired about this a while ago, so I hope we can still claim these funds.

I will adjust our 2012-13 budget accordingly.

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On Friday 11/09/2012 at 12:17:14, Suzanne Price wrote:

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On a related note, in reviewing your 2012-2013 budget, I noticed Village's Title budget is overspent by \$3,250. Your allocation is \$48,769 with an additional \$793 in parent

involvement funds. You have allocated \$52,763. I would ask that you please revise your budget to reflect \$48,769 rather than \$52,763 by December 1, 2012.

Please let me know if you have any questions.

Suzanne Price
Achievement Gap & Federal Programs Administrator
Eugene 4j School District
[Image]

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Eugene 4j School District
[Image]

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Wed, Nov 14, 2012 07:35 PM

Subject : Re: Village School Title budget**To :** Andy Peara <apear@eugenevillageschool.org>**Cc :** Bee McRae <mcr@4j.lane.edu>

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Suzanne Price
Achievement Gap & Federal Programs Administrator
Eugene 4j School District
[Image]

Zimbra

price_s@4j.lane.edu

Re: [accounting] Safe Routes & Village School Reimb

From : Mary Nickelson-Hill <nickelson_m@4j.lane.edu>

Fri, Mar 15, 2013 01:34 PM

Subject : Re: [accounting] Safe Routes & Village School Reimb**To :** Sheri Lee <lee_s@4j.lane.edu>**Cc :** David Pierpoint <pierpoint_d@4j.lane.edu>, Celia Feres-Johnson <feres-johnson_c@4j.lane.edu>, Ryan Massey <massey_r@4j.lane.edu>, Linda Hovey <hovey_l@4j.lane.edu>, Bee McRae <mcr_ b@4j.lane.edu>, Suzy Price <price_s@4j.lane.edu>, Simone Sangster <sangster_s@4j.lane.edu>

Hello,

This is to follow up with conversations related to risk receiving claim settlements. The standard accounting practice is for the expenditure to be paid out of the risk fund, but we are making an exception for non-grant funded losses that we receive claim reimbursement will be turned over to the school or department.

Grant-funded losses that we receive claim reimbursement do not allow us to turn the money over to another department. Federal requirements dictate how these funds are used. To meet these requirements, we suggest we track the receipt of and spending closely within the risk fund using a sub account for each specific grant-funded claim reimbursement. In addition, Risk will not be able to deduct the \$250 deductible as the guidelines state that is an unallowable cost.

Here is the detail regarding the accounting structure we plan to use for the two claim settlements. We want to work with the grant managers to check that the equipment is replaced this year and if the cost exceeds the reimbursement will have to come from another source:

Village School claim settlement: \$2,343.95 - Finance will use sub account "930" Title 1 replacement. The revenue will be noted in 600 000 21994 930. The expenditure to purchase related computer equipment will be charged to 600 766 2690 000 (Applicable Account) 930.

Safe Routes claim settlement: \$25,018.66 - Finance will use sub account "931" Safe Routes replacement. The revenue will be noted in 600 000 21994 931. The

expenditure to purchase related bikes will be charged to 600 766 2690 000 (Applicable Account) 931.

Sheri Lee will coordinate with Shane on the Safe Routes and Linda/Bee on the Title 1. Please let me know if you have any questions.

Thanks,
Mary

From: "David Pierpoint" <pierpoint_d@4j.lane.edu>
To: "Mary Nickelson-Hill" <nickelson_m@4j.lane.edu>, "Sheri Lee" <lee_s@4j.lane.edu>
Sent: Friday, March 15, 2013 11:44:38 AM
Subject: Fwd: [accounting] Safe Routes & Village School Reimb

Mary & Sheri,

Just as a follow-up to our conversation this morning...

This is the email thread where I initially replied to Ryan after our conversation regarding the reimbursements -- that then evolved into a conversation including Simone/Maria regarding the \$250 deductible they apply to each case. Is a separate issue, but became part of the discussion.

~dp

David Pierpoint
Eugene School District 4J
pierpoint_d@4j.lane.edu
Phone: 541-790-7619
Internal Extension (7619)

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From: Ryan Massey [mailto:massey_r@4j.lane.edu]
Sent: Wednesday, February 27, 2013 9:27 AM
To: 'Simone Sangster'
Cc: accounting@4j.lane.edu
Subject: RE: Safe Routes & Village School Reimb

Hi Simone,

The "we" is risk. It has been standard practice to charge a \$250 deductible for all claims. I am more than willing to discuss and potential modify this policy for claims where our folks were not at fault if you feel it is to excessive.

Scott is all over this one. I am not sure who he works with in accounting, but he does this routinely.

Ryan

From: Simone Sangster [mailto:sangster_s@4j.lane.edu]
Sent: Wednesday, February 27, 2013 9:22 AM
To: 'Ryan Massey'
Cc: accounting@4j.lane.edu
Subject: RE: Safe Routes & Village School Reimb

What's the deductible and who's the "we" charging it? Please let me know if you encounter difficulties transferring the funds. I imagine you've coordinated this with Scott and someone in accounting?

Thanks,
Simone

From: Ryan Massey [mailto:massey_r@4j.lane.edu]
Sent: Wednesday, February 27, 2013 9:16 AM
To: 'David Pierpoint'
Cc: 'accounting'; Simone Sangster; Celia Feres-Johnson; 'Scott Asbury'
Subject: RE: Safe Routes & Village School Reimb

Hi David,

It was fantastic working with you on this, along with the entire accounting team. We will definitely be in touch on future claims and the process will become much smoother as time goes on.

I will coordinate transferring the funds today. The settlement figures for each claim are below. We will be charging a \$250 deductible for each claim.

Safe Routes claim settlement: \$25,018.66
Village School claim settlement: \$2,343.95

Please let me know if there are any questions.

Ryan

From: David Pierpoint [mailto:pierpoint_d@4j.lane.edu]
Sent: Wednesday, February 27, 2013 9:04 AM
To: Ryan Massey
Cc: accounting
Subject: RE: Safe Routes & Village School Reimb

Hi Ryan. Thanks for explaining the details of how the Safe Routes & Village School reimbursements are different than the standard claims you handle.

Because both of these are for grant-related programs -- specifically in Instruction and because one grant is closed -- please have the funds put into the following account...

100791 31211

As we discussed, these are handled on a case-by-case basis, so this account will only work for these two reimbursements. Let's plan to discuss and coordinate any other similar items in the future.

Thanks!

~dp

David Pierpoint
Eugene School District 4J
pierpoint_d@4j.lane.edu
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accounting mailing list
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<http://www.4j.lane.edu/staff/mailing>

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