
INTEROFFICE MEMORANDUM

TO: DR. JAMES FRANCHINI, SUPERINTENDENT
FROM: MICHAEL OUMET
SUBJECT: EMPLOYEE BENEFITS ACCRUED LIABILITY RESERVE
DATE: MARCH 23, 2021
CC: BOARD OF EDUCATION

As a result of an employee retirement payment (Laura Kyer) in the amount of \$22,717.10 for accumulated sick leave, a transfer is necessary to fund these payments. This payment of accrued leave should be appropriately paid from funds available in the Employee Benefits Accrued Liability Reserve.

I recommend the Board authorize the transfer of these funds to the General Fund and increase the General Fund budget (A9089.801-00-0000), \$22,717.10.

Please place this recommendation on the April 12, 2021 Board of Education agenda. Please do not hesitate to contact me if you have any questions regarding this recommendation.