



# August



# Table of Contents

**August** ..... 1



# August

---

---

From August Year-End Doc →

The following business tasks have been identified for the month of October. Use the checklist to ensure that the tasks are addressed, if applicable.

- In the second year of each biennium, review the pupil projections in the Foundation School Program.
- Address the third quarter payroll reports for 941 and unemployment.
- Perform a direct deposit audit - print DD advices and send to campuses with signing sheet.



## Back Cover