

The image features the Ascender logo on a black background. The logo consists of a stylized 'A' icon followed by the word 'ASCENDER' in a bold, sans-serif font, with the tagline 'ELEVATING TECHNOLOGY SOLUTIONS' underneath. Below this, a green horizontal bar contains the text 'ASCENDER GUIDES' in white. At the bottom of the black section is a smaller version of the Ascender logo. To the right of the black section is a vertical image of a tree trunk, overlaid with a semi-transparent green filter.

**ASCENDER**  
ELEVATING TECHNOLOGY SOLUTIONS

**ASCENDER GUIDES**

**ASCENDER**  
ELEVATING TECHNOLOGY SOLUTIONS

# July



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# July

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

- June, July, & August checklist.
- Second quarter payroll reports for 941 and unemployment.
- Chapter 41 districts make the sixth payment.
- Report new contracts to TRS.
- Payoff any terminations.
- Update leave on the current year service records if already created.
- Set up any new grants as approval notifications are received.
- File transportation services route services report. (Due Aug 1st)
- Update budget and template estimates for certified values. (Due by July 25 from CAD)



## Back Cover