

The image shows the Ascender logo and branding. On the left, there is a black rectangular area containing the Ascender logo, which 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 is a green horizontal bar with the text 'ASCENDER GUIDES' in white. Underneath the green bar is a white area with a smaller version of the Ascender logo. To the right of these elements is a vertical image of a tree trunk, tinted with a green color, extending from the top of the black area to the bottom of the white area.

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 below to ensure that the tasks are addressed, if applicable.

Application(s)	Task
Finance	<ul style="list-style-type: none"> <input type="checkbox"/> Chapter 41 districts make the sixth payment. <input type="checkbox"/> Set up any new grants as approval notifications are received. <input type="checkbox"/> File transportation services route services report. (Due August 1st.) <input type="checkbox"/> Update budget and template estimates for certified values. (Due by July 25th from CAD.)
Human Resources	<ul style="list-style-type: none"> <input type="checkbox"/> Second quarter payroll reports for 941 and unemployment. <input type="checkbox"/> Report new contracts to TRS. <input type="checkbox"/> Payoff any terminations. <input type="checkbox"/> Update leave on the current year service records if already created.



Back Cover