

Board Submission Form Bloomfield School District

Meeting Date: 12/13/2021

Item Title: Increase number of working days on Transportation Bookkeeper Contract

Action Requested By: Brenda McFarlane Presented By: James Olivas

Action Requested: Approval of Contract Day Extension for Transportation Bookkeeper

Item Summary: Current contract is 210, however a 249 day contract is needed.

Brief History (if applicable): Current contract is 210, however a 249 day contract is needed to perform year-end fiscal activities for the Transportation Department due to summer programs and fiscal budgetary work.

Answer the following:

Request: Increase contract days of Transportation Bookkeeper from 210 to 249 days

Benefit or Impact to the District: Benefit for fiscal department responsibilities

Reason for Request: Need more days to complete work during the summer months

Cost: \$5,928.00 What Budget: Transportation Budget

Mandate: Yes No

Budget OR Grant: Budget: Grant:

Summary By/Title: _____

Attachments: _____



Route for Staff Review:	Reviewed By:	Comments:
_____ Not Applicable	_____	_____
<input checked="" type="checkbox"/> _____ Finance	_____	_____
_____ Purchasing	_____	_____
<input checked="" type="checkbox"/> _____ Human Resources	_____	_____
_____	_____	_____
_____	_____	_____