

To: Board of Education, School District of Bayfield
From: Randi Johnson
Date: January 5, 2014
RE: January Finance Manager Report

Affordable Care Act (ACA) Update

All school districts will be required to report information about their employees and the hours they work to the IRS for the entire 2015 calendar year for the ACA. I have had many discussions with other school business officials and have worked on some practical ways for us to manage our ACA compliance obligations. I am also working on developing a day-to-day process to prepare for the year-end reporting expectations that are coming our way.



Below are some key provisions under the Affordable Care Act for employers with 50 or more employees that I have dealt with or am currently looking at ways to implement:

- Employer notice to employees of the new Health Insurance Marketplace. This has been implemented with notices going to all employees starting last year. I also give notices to each new employee, regardless of plan enrollment or of part-time or full-time status per ACA guidelines.
- Employer shared responsibility provisions.
- Strategies for tracking required monthly data.
- Specifics on completing forms 1094-C and 1095-C that will be required by the IRS.

Budget Planning

Since we know that the primary purpose of a school district's budget is to translate the district's educational goals into dollars and cents, the process of applying the available budget to those goals is vital to effective school operations. Per the new budget timeline that we are implementing we are in the "Winter" phase. During this time, we are identifying goals; making priorities and applying basic parameters for the upcoming budget.

Winter at a Glance

As part of the Year of Success Program I am enrolled in through the Wisconsin Association of School Business Officials (WASBO), I recently had the opportunity to attend a conference that focused on areas in the business office important during the winter months. We met with members of the DPI School Finance Team, learned about the importance of budget building and had legislative updates.