

**Dr. Michael Weishaar**  
Assistant Superintendent/CFO

**Lynna Goud, Finance**

Accounts Payable and Receivable  
Certificate of Liability  
District Police Officer Timekeeping  
Staff Reimbursements  
Payroll Agency checks  
General Ledger Additions & Corrections (Journal  
Entries/Cash Receipts)  
Create, Correct & Amend Budget Codes  
Assist with Budget Prep, ASBR, Audit & Banking  
Budget Prep

**Belinda Meyer, Payroll**

Monthly Certified Payroll  
Taxes/W-2's  
Quarterly Budget/Retirement Reports  
Retirement  
Warehouse Invoices  
Custodian/Security Timekeeping  
Assist Director of Operations  
Budget Prep/Budget Book  
COOP Meetings

**Teresa Bagby, Payroll**

Semi-Monthly Non-Certified Payroll  
District Timekeeping Supervisor  
Central Office/Technology Timekeeping  
Process Weekly Leave  
Create, Correct & Amend Budget Codes  
Retirement  
CARES Act Monitoring  
Keystone/Finance/Payroll Reports  
Budget Prep

**Our Mission:**

All students will demonstrate high academic achievement,  
character and teamwork in a diverse community.