



District Dollars and \$ense

NOVEMBER 2015

District Bookkeeper / Secretary Newsletter

The Resource Assistant Team in Finance Services is here to serve and support the Finance functions of our schools and departments.

Please contact our department with any questions you may have and we will be happy to assist.

*Bookkeeping Resource Assistants
DeEtte Parrish
x42264*

dparrish@pasco.k12.fl.us

*Carol Jugan
x42445
cjugan@pasco.k12.fl.us*

*Linda Small
x42073
lsmall@pasco.k12.fl.us*

*Randi Moran
x42261
rmoran@pasco.k12.fl.us*

*Finance Analyst
x42279
jhaire@pasco.k12.fl.us*

*Senior Manager
Dominick Cristofaro
x42086
dcristof@pasco.k12.fl.us*

Excel Training

Please contact one of the Bookkeeping Resource Assistants to sign up for one of the following Excel trainings.

- Basic Wednesday, November 11 9:00 am – 11:00 am
- Intermediate Wednesday, November 11 1:00 pm – 3:30 pm

Both sessions will be held in the Finance Services Lab, Building 2

Training

Please contact one of the Bookkeeping Resource Assistants to assist you to review coding and budget balances. They would be glad to schedule an individual appointment with you.

Trainings for the following areas are provided by the Business Services Team. Sign up for these trainings is done through the new website: pasco.truenorthlogic.com

- Budget Amendments
- Journal Entries
- Invoice Entry
- P-Card Management Training
- Contract Entry
- Payroll
- HR
- Work Orders
- Requisition and Receiving Training

Distribution

If someone else in your department would like to be receiving this newsletter, or if you are not the correct person to receive this email, please email DeEtte Parrish at dparrish@pasco.k12.fl.us and she will update the distribution list.