

**Kenosha Unified School District No. 1**  
 Directory Listing - Finance/Accounting (phone 359-xxxx)  
*Tina Schmitz, Director of Finance*

DEPARTMENT STAFF					
Shannon Bane	7984	Tarik Hamdan	7382	Heather Kraeuter	6277
Amy Bernabe	7656	Bob Hofer	5914	Sharon Morgan	6340
Sharon Faria	6337	Lisa Johnson	7511	Tina Schmitz	5921
Gabriel Fortier	6338	Ryan Koessl	6363	Kristine Stibb	7601

Questions related to:	Ext.	Questions related to:	Ext.	Questions related to:	Ext.
1099-misc processing	6340	Deposit pick-up schedules	7984	Payments to vendors	6340
Account numbers	7382	DPI reporting	5921	P-Card account allocations	6340
Athletic fee allocations	6337	Expense reports	6340	P-Card administration	7656
Audit/budget/finance committee	5921	External audit	6277	Petty cash	6337
Bank deposits	6363	Field trip expense	7984	Position budgets	7601
Bank reconciliations	6337	Finance meeting coordination	7984	Positive pay uploads	6340
Banking questions	6277	Finance policies/procedures	5921	Pricing adjustments	5914
Bid management	5914	Finance reception	7984	Punch-out system	7656
Blanket orders	6338	Fixed assets	7656	Purchase order discrepancies	6338
Board financial reports	5921	Game/officials payments	6340	Purchase orders	6338
Board report-board bills	6340	General accounting	6277	Purchase orders-blanket	6338
Board report-disbursements	6340	Grant budgets	7601	Purchase receipt confirmation	6338
Budget book	5921	Grant claims processing	7601	Purchase returns	6338
Budget council	5921	Grant reporting	7601	Random Moment Time Study	7511
Budget development	5921	High volume vendor purchases	7656	Registration collections-schools	6363
Budget questions	7382	Internal audits	5921	Request for payment	6340
Budget transfers	7382	Inventory maintenance	7656	Request for proposals (RFP's)	6338
CAFR (financial report)	5921	Invoice discrepancies	6340	SchoolBooks accounting	6337
Cash receipts	6363	Invoicing	6363	Stamps/postage	7984
Check runs	6340	Lease payments	6277	Student activity reporting	6337
Collections	6363	Lease schedules	6340	Student refunds	6363
Contract management	5914	Medicaid billing	7511	Tax levy questions	5921
Copy machines	7656	Medicaid cost reports	7511	Teach credit reimbursements	6340
Credit card machines	6337	Medicaid training-schools	7511	Unclaimed property	6340
Credit card payments	7984	Mileage reimbursement	6340	Vendor maintenance	6338
Cy pres issues	7656	Miscellaneous receivables	6363	Voided checks	6340
Debt management	5921	NSF checks	6363	W-9's	6340
				Zangle issues	6363