



## MEMORANDUM

**To:** District Superintendents  
Charter School Directors  
Business Managers  
Special Education Directors  
Title I Directors

**From:** Cathy Wagner, Director  
Division of Information Technologies

**Date:** May 8, 2009

**Subject:** Training Opportunities Scheduled for SERVS Financial

### **New Financial System for Reporting Federal Expenditures**

The Student Education Record View Financial System, or SERVS Financial, is a new financial system being developed at MDE that will replace EDRS as the reimbursement system for all federal expenditures beginning FY 10 including both formula and competitive grant funds. Because stimulus funds allocated to states through the American Recovery and Reinvestment Act of 2009 (ARRA) must be made available to districts as soon as possible, MDE is expediting the delivery of SERVS Financial, which is designed to be compliant with new and increased federal reporting requirements.

### **SERVS Overview**

Regional Service Cooperatives will host training sessions providing an overview of the new financial system requirements and processes for superintendents, business managers, other business office staff, and Regional Management Information Center (RMIC) representatives the last two weeks in May. Federal program area staff and school district auditors may also wish to attend if they have responsibilities for preparing grant applications or monitoring those expenditures. Sessions will be conducted jointly by MDE Information Technologies staff who have been involved in the development of the new software systems and MDE UFARS experts who can address the changes in UFARS to support the new ARRA reporting requirements. Speakers will discuss how SERVS Financial will support the application and reimbursement process for regular federal programs and new ARRA federal requirements to get staff up to speed for this major change that **becomes effective July 1**.

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Bemidji	5/27
Fergus Falls	5/26
Mankato	5/27
Marshall	5/26
Mountain Iron	5/20
Roseville	5/19, 5/21 and 5/22
Rochester	5/28
St. Cloud	5/21
Thief River Falls	5/28

Registration information regarding these training sessions is posted to the MDE Calendar at: <http://education.state.mn.us/WebsiteContent/Calendar.jsp> by date. District and charter school staff should feel free to attend any session based on their preference of location and date availability.

For further information on any of the above sessions, please contact the Service Cooperatives directly.

In addition to the above schedule, a session on SERVS Financial will be presented at the Special Education Directors Forum at MDE on **May 29**. If you have questions *about the **Directors Forum***, contact Barbara Troolin, Director of Special Education at MDE, at [barbara.troolin@state.mn.us](mailto:barbara.troolin@state.mn.us).