



Pecos Valley Regional Education Cooperative 8

Professional Business Management Services for School Districts & Educational Agencies

Supporting Educational Excellence Through Strong Financial Leadership

School districts and educational agencies face increasing financial, regulatory, and operational demands. We provide experienced, reliable, and compliant business management services tailored specifically for educational institutions.

Comprehensive Services Include:



Payroll Administration

- Accurate and timely payroll processing
- Compliance with state and federal regulations



Budget Development & Oversight

- Annual budget preparation
- Budget adjustments and monitoring



PED Required Reporting

- Preparation and submission of required state reports
- Compliance monitoring
- Financial data accuracy review
- Audit-ready documentation support



Procurement & Contract Reviews

- Procurement compliance guidance
- Contract review and risk assessment

2218 West Grand Ave ♦ Post Office Box 155 ♦ Artesia, New Mexico 88211-0155
(575) 748-6100 Fax (575) 748-6160



Audit Preparation & Support

- Pre-audit preparation
- Documentation organization

Training & Mentoring of Staff

- Business office staff development
- Financial systems training
- Compliance education
- *Leadership mentoring for new business managers*

Flexible Service Options

We understand each LEA/REC needs are different. Services are available on:

- **Annual Contracts**
- **Monthly Retainers**
- **Daily Rates**
- **Hourly Support**

Whether you need interim leadership, project-based support, or ongoing financial management, we can tailor services to meet your district's needs.

Strengthening Financial Operations So You Can Focus on Student Success

For more information, please contact:

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