

CESA #4 ITINERANT BILLING/ACCOUNTING PRESENTATION

**Wednesday,
September 10, 2014
10:00am—12:00pm**

**Lunch Provided!
No Registration Fee!**

- **Special Ed Directors/
Designees**
- **Special Ed
Secretaries**
- **Accounts Payable/
Bookkeepers**
- **Business Managers**
- **Administrators**



**CESA #4
923 E. Garland St.
West Salem, WI 45669
(608) 786-4800
www.cesa4.k12.wi.us**

Heritage Rooms A & B

CESA #4's Director of Finance and Itinerant Services Director are offering a free, informational meeting on the structure and billing process of Itinerant service for our districts!

This meeting will include the following information:

- **Calculation of itinerant costs—including unit costs vs. day rates**
- **Distribution of costs among districts**
- **Coordination between CESA's Itinerant Services Team and Accounting Department to finalize actual costs of service**

REGISTER HERE!

