

# District Financial Portal

## Submitter Information

**Submitter Name \***

Malisa Fox

**Agency \***

Ellensburg School Dist #401

**Submitter Role \***

Clerk

**Action \***

Request Disbursements

## Disbursements

Please select "Treasurer Action Required" as the Handling option only if the action will be initiated by the Treasurer's Office, such as transactions between district accounts to or from the County bank account. Please select "Automatic Bank Transfer" for transactions that you set yourself, such as an IRS payment.

| <b>Fund *</b>   | <b>Type *</b>   | <b>Note (optional)</b>         | <b>Handling *</b>         | <b>Date *</b> | <b>Amount *</b>        |
|---|-----------------|--------------------------------|---------------------------|---------------|------------------------|
| 654 010: School District #401 Ellensburg - General Fund | Payroll         | Sept Payroll DD and Vendors    | Treasurer Action Required | 9/30/2025     | \$ 2,031,038.66        |
| 654 010: School District #401 Ellensburg - General Fund | Payroll - Other | Sept Payroll EFTPS Taxes Payme | Treasurer Action Required | 9/30/2025     | \$ 687,114.21          |
| <b>Disbursements Total</b>                              |                 |                                |                           |               | <b>\$ 2,718,152.87</b> |

## Comments

Comments should include instructions to split checks for a given vendor, requests to mail all checks to a different address than the one on file, or other specific instructions.