

State of Alaska FY2025 Governor's Operating Budget

Department of Education and Early Development Administrative Services Component Budget Summary

Component: Administrative Services

Contribution to Department's Mission

To provide centralized, administrative management and financial support services to the department.

Core Services

- Provide centralized administrative services to the department through the coordination of various functions such as budget preparation and execution, federal and state financial reporting, accounting, procurement, contract administration, leasing, property control, human resources, payroll, travel, and other administrative responsibilities in accordance with federal laws, state statutes and regulations.

Major Component Accomplishments in 2023

- Provided professional level procurement and administrative services while continuing to manage the change brought about by the COVID-19 pandemic, including administering the hundreds of millions of dollars of federal COVID-19 relief funds;
- Reduced lease space in Juneau and costs as a result of an office move from the Michael J. Burns building to the State Office Building
- Effectively managed the appropriations and allocations established by session law to implement the budget and successfully close out the fiscal year while meeting the obligations of the department; and,
- Continued participation in on-going statewide consolidation initiatives, however, the department took back travel booking from Shared Services of Alaska within the Department of Administration. This has increased the division's accuracy with processing and decreased wait times for reimbursements.

Key Component Challenges

The Administrative Services component strives to provide efficient and timely administrative, financial, budgetary, procurement, and human resources support services to the department. This last year has been challenging for Administrative Services staff in regard to fulfilling department and statewide initiatives versus staff resources. This includes functions such as human resources (HR) and procurement in relation to administering federal COVID-19 funds as well as implementation of the Alaska Reads Act. Additionally, consolidated recruitment functions were returned to the department from the Department of Administration (DOA), which has allowed the division to process all recruitment postings and hire approvals within two business days. This is a significant reduction from when these services were consolidated under DOA, however, with only one HR staff handling all recruitments and hires for the department, it poses a challenge for that position's workload moving forward with all the department's new initiatives.

Significant Changes in Results to be Delivered in FY2025

The Division of Administrative Services will continue to make processes and procedures, in accordance with the Alaska Administrative Manual, more streamlined, effective, and efficient. With the addition of new support positions, specifically for the procurement and HR sections, the division anticipates increased efficiency to meet the department's mission and goals.

Statutory and Regulatory Authority

AS Title 14 AS Title 39
AS Title 23 AS 28.05.104
AS Title 37 AS 14.07.010-030

Contact Information

Contact: Tama Carson, Administrative Services Director

Phone: (907) 465-5531

E-mail: tama.carson@alaska.gov

Administrative Services Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2024 Management Plan	FY2025 Governor		
Full-time	15	15	Annual Salaries	1,319,084
Part-time	0	0	COLA	51,797
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	817,760
			<i>Less 3.09% Vacancy Factor</i>	(67,659)
			Lump Sum Premium Pay	0
Totals	15	15	Total Personal Services	2,120,982

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant 3	0	0	1	0	1
Accountant 5	0	0	1	0	1
Accounting Technician 2	1	0	2	0	3
Accounting Technician 3	0	0	1	0	1
Administrative Officer 1	0	0	1	0	1
Audit & Review Analyst 2	0	0	1	0	1
Budget Analyst 2	0	0	1	0	1
Budget Analyst 4	0	0	1	0	1
Division Director - Px	0	0	1	0	1
Division Operations Manager	0	0	1	0	1
Human Resource Consultant 4	0	0	1	0	1
Procurement Specialist 3	1	0	0	0	1
Procurement Specialist 4	1	0	0	0	1
Totals	3	0	12	0	15

Component Detail All Funds
Department of Education and Early Development

Component: Administrative Services (157)

Non-Formula Component

RDU: Education Support and Administrative Services (677)

	FY2023 Actuals	FY2024 Enrolled	FY2024 Authorized	FY2024 Management Plan	FY2025 Governor Adjusted Base	FY2025 Governor	FY2024 Management Plan vs FY2025 Governor	
1000 Personal Services	1,613.0	1,705.3	1,705.3	2,039.9	2,121.0	2,121.0	81.1	4.0%
2000 Travel	0.0	0.0	0.0	8.4	8.4	8.4	0.0	0.0%
3000 Services	420.7	2,806.4	2,806.4	2,249.3	2,249.3	2,249.3	0.0	0.0%
4000 Commodities	23.2	6.5	6.5	50.6	50.6	50.6	0.0	0.0%
5000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
7000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
8000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	2,056.9	4,518.2	4,518.2	4,348.2	4,429.3	4,429.3	81.1	1.9%
Fund Sources:								
1002 Fed Rcpts (Fed)	131.9	145.1	145.1	145.1	145.1	145.1	0.0	0.0%
1004 Gen Fund (UGF)	1,056.7	1,215.3	1,215.3	1,215.3	1,260.9	1,260.9	45.6	3.8%
1007 I/A Rcpts (Other)	868.3	3,157.8	3,157.8	2,987.8	3,023.3	3,023.3	35.5	1.2%
Unrestricted General (UGF)	1,056.7	1,215.3	1,215.3	1,215.3	1,260.9	1,260.9	45.6	3.8%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	868.3	3,157.8	3,157.8	2,987.8	3,023.3	3,023.3	35.5	1.2%
Federal Funds	131.9	145.1	145.1	145.1	145.1	145.1	0.0	0.0%
Positions:								
Permanent Full Time	11	13	13	15	15	15	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios with Descriptions
Department of Education and Early Development

Component: Administrative Services (157)

RDU: Education Support and Administrative Services (677)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2024 Enrolled To FY2024 Authorized *****												
FY2024 Enrolled	Enrolled	4,518.2	1,705.3	0.0	2,806.4	6.5	0.0	0.0	0.0	13	0	0
1002 Fed Rcpts		145.1										
1004 Gen Fund		1,215.3										
1007 I/A Rcpts		3,157.8										
Subtotal		4,518.2	1,705.3	0.0	2,806.4	6.5	0.0	0.0	0.0	13	0	0
***** Changes From FY2024 Authorized To FY2024 Management Plan *****												
Add Procurement Specialist 3 (05-8737) for Procurement and State Property Accountability	PosAdj	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
Add full-time Procurement Specialist 3 (05-8737), range 18, located in Juneau, for Procurement and State Property Accountability. This position is responsible for providing primary procurement guidance to division directors, program managers, and administrative staff within the Department of Education and Early Development and carrying out procurement activities for all divisions.												
Full-time Procurement Specialist 3 (05-8737), range 18, located in Juneau												
Transfer Accounting Technician 2 (05-3508) from Archives for Fiscal Accountability, Compliance, and Oversight	PosAdj	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
Transfer full-time Accounting Technician 2 (05-3508), range 14, located in Juneau from Archives component. The work for booking travel returned to the Department from the Department of Administration, Shared Services of Alaska. This position will perform booking and payment tasks associated with travel. It is necessary that travel bookings happen in a timely manner to avoid late booking fees, and to ensure that changes occur in a timely way to avoid additional costs for per diem when travelers experience changes in travel plans.												
Full-time Accounting Technician 2 (05-3508), range 14, located in Juneau												
Align Authority from Services for Anticipated Expenditures	LIT	0.0	334.6	8.4	-387.1	44.1	0.0	0.0	0.0	0	0	0
Transfer authority from services to cover anticipated personal services, travel, and commodities expenditures. The remaining services authority is sufficient to cover anticipated expenditures.												
Transfer Authority to Executive Administration and Information Services to Align with Anticipated Expenditures	Trout	-170.0	0.0	0.0	-170.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		-170.0										
Transfer available interagency receipt authority to Executive Administration and Information Services to cover anticipated costs. The remaining authority is sufficient to cover anticipated expenditures for Administrative Services.												

Change Record Detail - Multiple Scenarios with Descriptions
Department of Education and Early Development

Component: Administrative Services (157)

RDU: Education Support and Administrative Services (677)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Subtotal		4,348.2	2,039.9	8.4	2,249.3	50.6	0.0	0.0	0.0	15	0	0
***** Changes From FY2024 Management Plan To FY2025 Governor Adjusted Base *****												
FY2025 Salary, Health Insurance, and PERS Rate Adjustments												
SalAdj		81.1	81.1	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		45.6										
1007 I/A Rcpts		35.5										
FY2025 Salary, Health Insurance, and PERS Rate Adjustments: \$81.1												
FY2025 AlaskaCare insurance from \$1,793 to \$1,908 per member per month: \$8.0												
FY2025 GGU health insurance from \$1,573.50 to \$1,579.50 per member per month: \$0.6												
FY2025 GGU 5% Cost of Living Adjustment: \$42.9												
FY2025 CEA 5% Cost of Living Adjustment: \$7.2												
FY2025 PERS Rate Adjustment from 25.10% to 26.76%: \$22.4												
Subtotal		4,429.3	2,121.0	8.4	2,249.3	50.6	0.0	0.0	0.0	15	0	0
***** Changes From FY2025 Governor Adjusted Base To FY2025 Governor *****												
Totals		4,429.3	2,121.0	8.4	2,249.3	50.6	0.0	0.0	0.0	15	0	0

Line Item Detail (1676)
Department of Education and Early Development
Travel

Component: Administrative Services (157)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000	Travel		0.0	8.4	8.4
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000 Travel Detail Totals			0.0	8.4	8.4
2000	In-State Employee Travel	In-State Transportation - Transportation costs for travel relating to administration, conventions and meetings, boards and commissions.	0.0	2.8	2.8
2002	Out of State Employee Travel	Out-of-State Transportation - Transportation costs for travel relating to administration, conventions and meetings, boards and commissions.	0.0	5.6	5.6

Line Item Detail (1676)
Department of Education and Early Development
Services

Component: Administrative Services (157)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000	Services		420.7	2,249.3	2,249.3
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			420.7	2,249.3	2,249.3
3004	Telecommunications	Local, long distance, cellular and telecommunications equipment charges; data/network, and television.	0.0	0.1	0.1
3006	Delivery Services	Delivery and courier services.	0.1	0.0	0.0
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rentals and leases.	0.4	0.4	0.4
3010	Equipment/Machinery	Machinery, furniture and equipment purchase, repairs, maintenance, rentals, and leases.	1.6	0.0	0.0
3011	Other Services	Other services, including strategic planning services, State Travel Office fees, and printer/copy machine supplies and maintenance; Costs affiliated with the Client Assistance Program through the U.S. Department of Education.	132.0	161.5	161.5
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Office of Information Technology chargeback for computer services (including Enterprise Productivity Rates and MICS charges for mainframe usage).	79.8	1,425.4	1,425.4
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Office of Information Technology chargeback for telecommunications, Enterprise Productivity Rates, phone lines, and service requests.	4.3	68.8	68.8
3021	Inter-Agency Mail	Admin - Department-wide Pro-rated share of expenses relating	22.1	22.0	22.0

Line Item Detail (1676)
Department of Education and Early Development
Services

Component: Administrative Services (157)

Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			420.7	2,249.3	2,249.3
3022	Inter-Agency Human Resources	Admin - Department-wide Division of Personnel and Labor Relations - Human resource and personnel services.	15.0	334.1	334.1
3027	Inter-Agency Financial	Admin - Department-wide Shared Services of Alaska Reimbursable Services Agreement for travel and accounts payable.Division of Finance - Computer services for State accounting (IRIS),payroll (HRM), and reporting (ALDER) systems.	2.8	76.4	76.4
3038	Inter-Agency Management/Consulting	Admin - Department-wide Administrative Services support to include, but not limited to: accounting; internal audit; budget preparation and management; federal and state financial reporting; procurement; human resources; and travel.	15.4	92.8	92.8
3038	Inter-Agency Management/Consulting	E&ED - Executive Administration (2736) Executive Administration provides leadership and support to all aspects of Alaska's education system by effectively and efficiently managing department programs to facilitate and improve delivery of educational services.	21.0	23.0	23.0
3038	Inter-Agency Management/Consulting	E&ED - Information Services (2148) Information Services support for centralized information technology services to include, but not limited to: database; network and server support; website maintenance; computer and data security; computer and computer periphery support; and maintenance agreements.	25.3	44.8	44.8

Line Item Detail (1676)
Department of Education and Early Development
Services

Component: Administrative Services (157)

Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			420.7	2,249.3	2,249.3
3038	Inter-Agency Management/Consulting	Gov - Department-wide	Office of Management and Budget - Implementation of Administrative Order 302	100.9	0.0

Line Item Detail (1676)
Department of Education and Early Development
Commodities

Component: Administrative Services (157)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000	Commodities		23.2	50.6	50.6
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
		4000 Commodities Detail Totals	23.2	50.6	50.6
4000	Business	Business supplies including books and educational equipment and furniture; office supplies; desktop computers, printers and IT equipment less than \$5,000 per item; and subscriptions including electronic access to information.	23.2	50.6	50.6

Revenue Detail (1681)
Department of Education and Early Development

Component: Administrative Services (157)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
5002 Fed Rcpts (1002 Fed Rcpts)			131.9	145.1	145.1
5004 Federal Education - Miscellaneous Grants		Federal funds are available annually to assist clients of vocational rehabilitation services - client assistance program. These services are provided through a contract.	131.9	145.1	145.1
5007 I/A Rcpts (1007 I/A Rcpts)			868.3	2,987.8	3,023.3
5301 Inter-Agency Receipts		Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	102.6	496.4	467.3
5301 Inter-Agency Receipts	E&ED - Alaska Council on the Arts (3193)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	44.6	65.5	65.5
5301 Inter-Agency Receipts	E&ED - Alyeska Reading Academy and Inst (3421)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	131.1	131.1
5301 Inter-Agency Receipts	E&ED - Executive Administration (2736)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	13.3	87.4	87.4

Revenue Detail (1681)
Department of Education and Early Development

Component: Administrative Services (157)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
5301 Inter-Agency Receipts	E&ED - Information Services (2148)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	3.3	87.4	87.4
5301 Inter-Agency Receipts	E&ED - Mt. Edgecumbe Aquatic Center (3339)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	13.8	13.8
5301 Inter-Agency Receipts	E&ED - School Finance & Facilities (2737)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	21.2	131.1	131.1
5301 Inter-Agency Receipts	E&ED - Student and School Achievement (2796)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	502.8	721.3	721.3
5301 Inter-Agency Receipts	E&ED - Child Nutrition (1955)	Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	27.0	109.3	109.3
5301 Inter-Agency Receipts	E&ED - State System of Support (2977)	Estimated receipts collected for Administrative Services support to	0.0	0.0	101.8

Revenue Detail (1681)
Department of Education and Early Development

Component: Administrative Services (157)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
5301 Inter-Agency Receipts	E&ED - Teacher Certification (1240)	include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	38.7	54.6	54.6
5301 Inter-Agency Receipts	E&ED - Early Learning Coordination (2912)	include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	9.7	43.7	43.7
5301 Inter-Agency Receipts	E&ED - Professional Teaching Practice (190)	include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	4.0	10.9	10.9
5301 Inter-Agency Receipts	E&ED - Mt. Edgecumbe High School (1060)	include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	84.6	401.8	401.8
5301 Inter-Agency Receipts	E&ED - Library Operations (208)	include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	284.1	284.1

Revenue Detail (1681)
Department of Education and Early Development

Component: Administrative Services (157)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
5301 Inter-Agency Receipts	E&ED - Archives (977)	budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	109.3	109.3
5301 Inter-Agency Receipts	E&ED - OWL (3058)	budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	16.5	10.9	10.9
5301 Inter-Agency Receipts	E&ED - Museum Operations (210)	budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	142.0	142.0
5301 Inter-Agency Receipts	E&ED - Program Admin & Operations (2738)	budget preparation and management; procurement; and leasing. Estimated receipts collected for Administrative Services support to include, but not limited to: finance and accounting; internal audit; budget preparation and management; procurement; and leasing.	0.0	87.2	50.0

Inter-Agency Services (1682)
Department of Education and Early Development

Component: Administrative Services (157)

				FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
Component Totals				286.6	2,087.3	2,087.3
				139.4	2,019.5	2,019.5
				46.3	67.8	67.8
				100.9	0.0	0.0
Object Class	Servicing Agency	Explanation		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Office of Information Technology chargeback for computer services (including Enterprise Productivity Rates and MICS charges for mainframe usage).	79.8	1,425.4	1,425.4
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Office of Information Technology chargeback for telecommunications, Enterprise Productivity Rates, phone lines, and service requests.	4.3	68.8	68.8
3021	Inter-Agency Mail	Admin - Department-wide	Pro-rated share of expenses relating to central mailroom support and services.	22.1	22.0	22.0
3022	Inter-Agency Human Resources	Admin - Department-wide	Division of Personnel and Labor Relations - Human resource and personnel services.	15.0	334.1	334.1
3027	Inter-Agency Financial	Admin - Department-wide	Shared Services of Alaska Reimbursable Services Agreement for travel and accounts payable.Division of Finance - Computer services for State accounting (IRIS),payroll (HRM), and reporting (ALDER) systems.	2.8	76.4	76.4
3038	Inter-Agency Management/Consulting	Admin - Department-wide	Administrative Services support to include, but not limited to: accounting; internal audit; budget preparation and management; federal and state financial reporting; procurement; human resources; and	15.4	92.8	92.8

Inter-Agency Services (1682)
Department of Education and Early Development

Component: Administrative Services (157)

Object Class		Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3038	Inter-Agency Management/Consulting	E&ED - Executive Administration (2736)	travel. Executive Administration provides leadership and support to all aspects of Alaska's education system by effectively and efficiently managing department programs to facilitate and improve delivery of educational services.	21.0	23.0	23.0
3038	Inter-Agency Management/Consulting	E&ED - Information Services (2148)	Information Services support for centralized information technology services to include, but not limited to: database; network and server support; website maintenance; computer and data security; computer and computer periphery support; and maintenance agreements.	25.3	44.8	44.8
3038	Inter-Agency Management/Consulting	Gov - Department-wide	Office of Management and Budget - Implementation of Administrative Order 302	100.9	0.0	0.0

Personal Services Expenditure Detail
Department of Education and Early Development

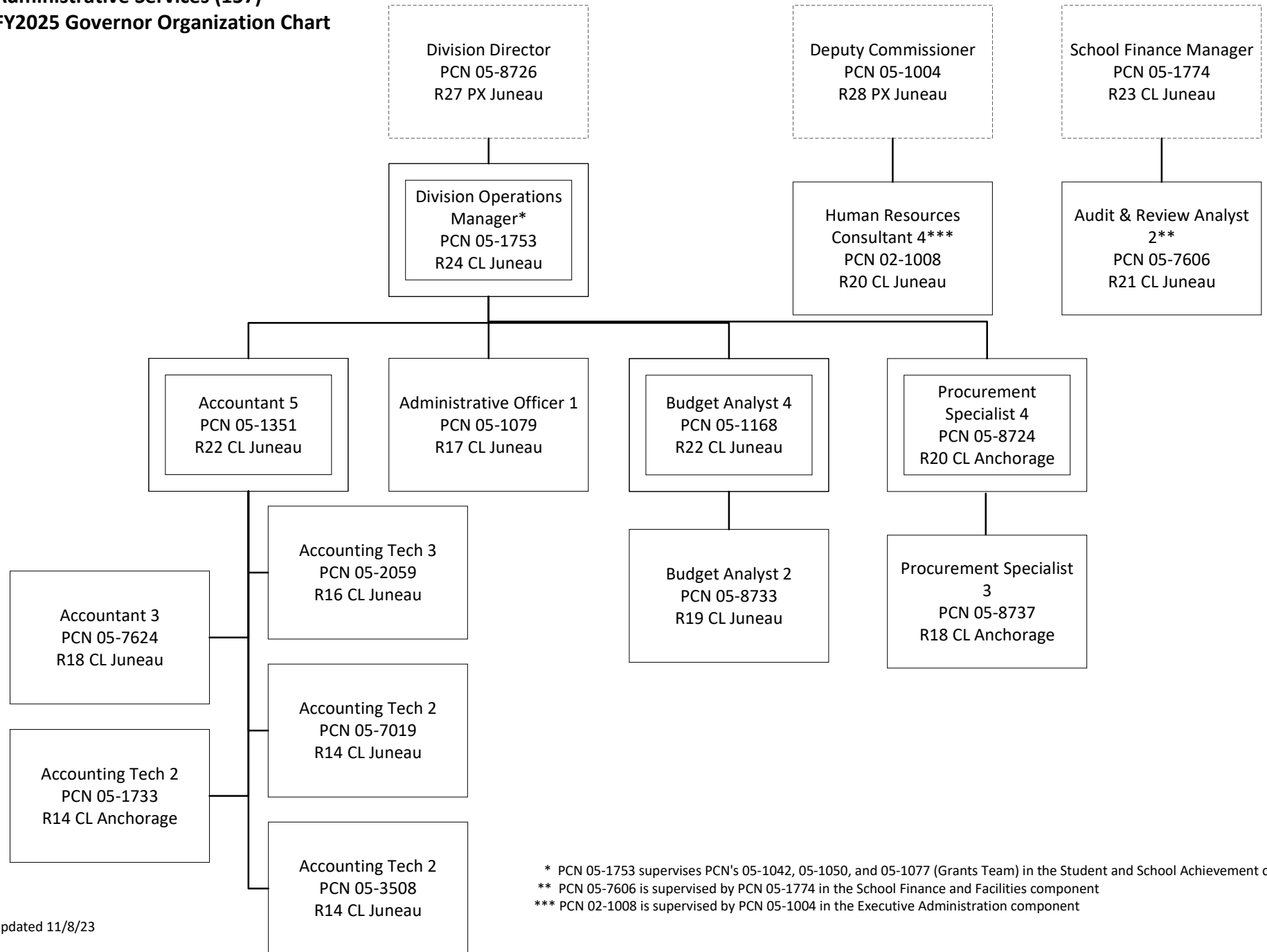
Scenario: FY2025 Governor (20959)
Component: Administrative Services (157)
RDU: Education Support and Administrative Services (677)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
02-1008	Human Resource Consultant 4	FT	A	KK	Juneau	205	20L / M	12.0		108,753	7,558	0	65,455	181,766	172,678
05-1079	Administrative Officer 1	FT	A	GP	Juneau	205	17G / J	8.0	**	51,832	3,602	0	32,923	88,357	75,104
05-1168	Budget Analyst 4	FT	A	SS	Juneau	205	22C / D	12.0		99,720	0	0	61,933	161,653	161,653
05-1351	Accountant 5	FT	A	SS	Juneau	205	22E / F	12.0		107,463	0	0	64,952	172,415	0
05-1733	Accounting Technician 2	FT	A	GP	Anchorage	200	14B / C	12.0		51,103	3,551	0	38,996	93,650	79,603
05-1753	Division Operations Manager	FT	A	SS	Juneau	205	24L	12.0		137,238	0	0	76,562	213,800	0
05-2059	Accounting Technician 3	FT	A	GP	Juneau	205	16B / C	12.0		61,715	4,289	0	43,133	109,137	109,137
05-3508	Accounting Technician 2	FT	A	GP	Juneau	205	14A / B	12.0		52,139	3,623	0	39,400	95,162	95,162
05-7019	Accounting Technician 2	FT	A	GP	Juneau	205	14E / F	12.0		60,138	4,179	0	42,518	106,835	106,835
05-7606	Audit & Review Analyst 2	FT	A	GP	Juneau	205	21L	12.0		111,053	7,718	0	62,370	181,141	0
05-7624	Accountant 3	FT	A	GP	Juneau	205	18P	12.0		103,175	7,170	0	59,299	169,644	84,822
05-8724	Procurement Specialist 4	FT	A	SS	Anchorage	200	20J	12.0		93,746	0	0	59,604	153,350	0
05-8726	Division Director - Px	FT	A	XE	Juneau	N05	27F	12.0		135,584	0	0	75,773	211,357	126,814
05-8733	Budget Analyst 2	FT	A	GP	Juneau	205	19C / D	12.0		78,160	5,432	0	49,545	133,137	66,569
05-8737	Procurement Specialist 3	FT	A	GP	Anchorage	200	18B / C	12.0		67,265	4,675	0	45,297	117,237	0
													Total Salary Costs:	1,319,084	
													Total COLA:	51,797	
													Total Premium Pay:	0	
													Total Benefits:	817,760	
													Total Pre-Vacancy:	2,188,641	
													Minus Vacancy Adjustment of 3.09%:	(67,659)	
													Total Post-Vacancy:	2,120,982	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	2,120,982	
		Total Component Months:	176.0												

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 Unrestricted General Fund Receipts	1,078,375	1,045,039	49.27%
1007 Interagency Receipts	1,110,266	1,075,943	50.73%
Total PCN Funding:	2,188,641	2,120,982	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

**State of Alaska
 Department of Education and Early Development
 Administrative Services (157)
 FY2025 Governor Organization Chart**



* PCN 05-1753 supervises PCN's 05-1042, 05-1050, and 05-1077 (Grants Team) in the Student and School Achievement component
 ** PCN 05-7606 is supervised by PCN 05-1774 in the School Finance and Facilities component
 *** PCN 02-1008 is supervised by PCN 05-1004 in the Executive Administration component