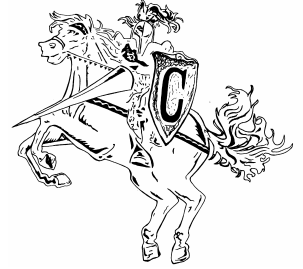




**Chariho Regional School District**  
**Office of the Director of Administration & Finance**

455A Switch Road  
Wood River Junction, Rhode Island 02894

***All Kids. All of the Time.***



LOUISE D. DINSMORE  
School Committee Chairperson

GINA M. PICARD  
Superintendent of Schools

GREGORY ZENION  
Director of Administration & Finance

LYNN GOUVIN  
Assistant Director of Administration & Finance

To: Gina Picard  
From: Gregory Zenion  
Date: July 9, 2025  
Subject: Transfer from Fund Balance to Fees Account

Cc: Lynn Gouvin, Kathy Koziol, Jennifer Durkin

Before my start date, Chariho signed into a contract with RelayHub LLC. to help recover payment on Medicare claims. The contract calls for Chariho to pay 4.5% of all Medicare payments to RelayHub. In order to pay these fees, I am requesting permission to transfer \$30,000 from the fund balance to a fees account. If the District receives more Medicare reimbursement than expected I will need to make another request to transfer money. In my original memo of February 11, 2025 I stated that this request for FY26 would be coming as this was not included in the FY26 budget.