

CONCORD SCHOOL DISTRICT

FINANCE COMMITTEE MEETING

Review and Finalize FY17 & FY18 Budgets

Central Office – Board Room
September 20, 2017 | 5:30pm





Board (2017) >> Committees >> Finance >> 2017-09-20 – FC – Agenda

SCHOOL BOARD COMMITTEE MEMBERS

Finance Committee Members

Tom Croteau, *Chair*

Jim Richards

Nathan Fennessy

Pam Wicks

AGENDA

BUDGET FINALIZATION HISTORY MEETINGS

REVIEW FY17 BUDGET

- Budget –vs- Actual (*Handout & Highlights*)
- Unreserved Fund Balance

REVIEW FY18 BUDGET & RECOMMENDATIONS

- Overview of Budget (*approved March 29, 2017*)
- Proposed Changes (*Use of Unreserved Balance Funds*)
- Proposed Motion (*if required*)

FY18 CONSIDERATIONS

- List of Items Impacting FY18

UPCOMING IMPORTANT MEETING

BUDGET FINALIZATION HISTORY MEETINGS

FY17 (ENDING) & FY18 (FINALIZE)*

- September 20, 2017 – Finance Committee Meeting
- October 25, 2017– Special Board Meeting (*Public Hearing and Finalize FY18 Budget*)

FY16 (ENDING) & FY17 (FINALIZE)

- October 17, 2016 – Finance Committee Meeting
- October 26th – Special Board Meeting (*Public Hearing and Finalize FY17 Budget*)

FY15 (ENDING) & FY16 (FINALIZE)

- October 7, 2015 – Finance Committee Meeting
- October 26th – Special Board Meeting (*Public Hearing and Finalize FY16 Budget*)

FY14 (ENDING) & FY15 (FINALIZE)

- September 15, 2014 – Finance Committee Meeting
- October 22, 2014 – Special Board Meeting (*Public Hearing and Finalize FY15 Budget*)

FY13 (ENDING) & FY14 (FINALIZE)

- September 30, 2013 – Finance Committee Meeting
- October 28, 2013 - (*Public Hearing and Finalize FY14 Budget*)

FY12 (ENDING) & FY13 (FINALIZE)

- October 24, 2012 – Finance Committee Meeting
- October 24, 2012 – Special Board Meeting (*Public Hearing and Finalize FY13 Budget*)

* - Current Year



FY17 BUDGET





FY17 BUDGET HANDOUT



FY17 BUDGET – UNRESERVED FUND BALANCE

CSD & AUDIT PROJECTION

DESCRIPTION	AMOUNT
FY17 Expenditures - Savings/(Overage)	1,624,134
FY17 Revenues – Savings/(Shortfall)	(436,687)
Release Prior Year Encumbrances (FY16)	235,109
Change in Reserve for Special Purposes - Oil	(995)
Audit Adjustments <i>(prepaid painting deposit)</i>	(10,000)
TOTAL	1,411,560
EXPECTED FOR FY18 BUDGET	1,325,000
OVER/(UNDER)	86,560



FY18 BUDGET REVIEW

TOTAL REVISED APPROPRIATION FOR 2017-2018

FUND	March 29th	
General Fund		
- Operations Excluding Debt Service	\$ 73,205,650	
- Operations Debt Service	\$ 5,985,620	
- Transfer <u>to</u> Facilities and Renovation Trust	\$ 104,500	
- Transfer <u>to</u> School Bldg. Maint. Trust	\$ 73,790	
- Transfer <u>to</u> Vocational Reserve*	\$ 130,253	
- Transfer <u>to</u> Food Service	\$ 75,000	
Total General Fund	\$ 79,574,813	
Food Service Fund	\$ 1,730,703	
Grant Fund	\$ 3,598,421	
CRTC Capital Fund <i>(spending for FY18)*</i>	\$ 140,000	
TOTAL APPROPRIATIONS	\$ 85,043,937	

* Funds are from the CRTC Capital Reserve that are raised by the sending school capital fee. No Tax Impact.

TRUST FUND BALANCES FOR FY18*

FUND DESCRIPTION	BALANCE <i>(as of 8/31/17 rounded)</i>	FY18 – WITHDRAWALS* <i>(up to)</i>	FY18 – DEPOSITS <i>(up to)</i>	PROJECTED AVAILABLE
School Building Maintenance	282,473		73,790	356,263
Instructional	140,080			140,080
Health Risk	1,020,928			1,020,928
Energy	91,080			91,080
Facilities Renovation	2,955,094		104,500	3,059,594
Special Education	408,963			408,963
Tech Innovation	50,360			50,360
TOTAL RESERVES	4,948,978		178,290	4,948,978

* *Transfers to be completed as needed.*



FY18 BUDGET ADJUSTMENT PROPOSAL



TECHNOLOGY – IPAD BUYBACK (REVENUE)

DEVICE	COUNT	AVG PER DEVICE	TOTAL AMOUNT
iPad (received)	2,041	~\$65	\$131,715
iPad (projected)	425	\$65	\$27,625
TOTALS	2,466		\$159,340*

** For the purposes of a budget proposal, we rounded to \$160,000*

TECHNOLOGY – TEACHER LAPTOPS (EXPENSE)

DEVICE	COUNT	AVG PER DEVICE	TOTAL AMOUNT
Laptops	160	\$995	\$159,200

** For the purposes of a budget proposal, we rounded to \$160,000*

UNRESERVED FUND BALANCE

- The FY18 Budget currently needs \$1.325 million from the prior fiscal year to meet its obligations. Any amount above \$1.325 million without board action of at least 2/3 of the board or 7 votes will result in a decrease of the local tax rate.

TOTAL REVISED APPROPRIATION FOR 2017-2018 – OPTION #1: URFB

FUND	March 29th	September 20 th (proposed)
General Fund		
- Operations Excluding Debt Service	\$ 73,205,650	\$ 73,205,650
- Operations Debt Service	\$ 5,985,620	\$ 5,985,620
- <i>Transfer to Facilities and Renovation Trust</i>	\$ 104,500	\$ 166,060
- Transfer to School Bldg. Maint. Trust	\$ 73,790	\$ 73,790
- Transfer to Vocational Reserve*	\$ 130,253	\$ 130,253
- <i>Transfer to Food Service</i>	\$ 75,000	\$ 100,000
Total General Fund	\$ 79,574,813	\$ 79,661,373
Food Service Fund	\$ 1,730,703	\$ 1,730,703
Grant Fund	\$ 3,598,421	\$ 3,598,421
CRTC Capital Fund <i>(spending for FY18)*</i>	\$ 140,000	\$ 140,000
TOTAL APPROPRIATIONS	\$ 85,043,937	\$ 85,130,497

* Funds are from the CRTC Capital Reserve that are raised by the sending school capital fee. No Tax Impact.

TOTAL REVISED APPROPRIATION FOR 2017-2018 – Option #2

FUND	March 29th	September 20 th (proposed)
General Fund		
- Operations Excluding Debt Service	\$ 73,205,650	\$ 73,365,650
- Operations Debt Service	\$ 5,985,620	\$ 5,985,620
- Transfer <u>to</u> Facilities and Renovation Trust	\$ 104,500	\$ 166,060
- Transfer <u>to</u> School Bldg. Maint. Trust	\$ 73,790	\$ 73,790
- Transfer <u>to</u> Vocational Reserve*	\$ 130,253	\$ 130,253
- Transfer <u>to</u> Food Service	\$ 75,000	\$ 100,000
Total General Fund	\$ 79,574,813	\$ 79,821,373
Food Service Fund	\$ 1,730,703	\$ 1,730,703
Grant Fund	\$ 3,598,421	\$ 3,598,421
CRTC Capital Fund <i>(spending for FY18)*</i>	\$ 140,000	\$ 140,000
TOTAL APPROPRIATIONS	\$ 85,043,937	\$ 85,290,497

* Funds are from the CRTC Capital Reserve that are raised by the sending school capital fee. No Tax Impact.

TOTAL REVISED APPROPRIATION FOR 2017-2018 – OPTION #3: NO CHANGE – DO NOTHING. \$86,560 INCREASE IN REVENUE, REDUCE TAX RATE

FUND	March 29th	September 20th (proposed)
General Fund		
- Operations Excluding Debt Service	\$ 73,205,650	\$ 73,205,650
- Operations Debt Service	\$ 5,985,620	\$ 5,985,620
- Transfer <u>to</u> Facilities and Renovation Trust	\$ 104,500	\$ 104,500
- Transfer <u>to</u> School Bldg. Maint. Trust	\$ 73,790	\$ 73,790
- Transfer <u>to</u> Vocational Reserve*	\$ 130,253	\$ 130,253
- Transfer <u>to</u> Food Service	\$ 75,000	\$ 75,000
Total General Fund	\$ 79,574,813	\$ 79,574,813
Food Service Fund	\$ 1,730,703	\$ 1,730,703
Grant Fund	\$ 3,598,421	\$ 3,598,421
CRTC Capital Fund <i>(spending for FY18)*</i>	\$ 140,000	\$ 140,000
TOTAL APPROPRIATIONS	\$ 85,043,937	\$ 85,043,937

** Funds are from the CRTC Capital Reserve that are raised by the sending school capital fee. No Tax Impact.*

TOTAL REVISED APPROPRIATION FOR 2017-2018 – BOARD OPTION

FUND	March 29th	September 20th
General Fund		
- Operations Excluding Debt Service	\$ 73,205,650	
- Operations Debt Service	\$ 5,985,620	
- Transfer <u>to</u> Facilities and Renovation Trust	\$ 104,500	
- Transfer <u>to</u> School Bldg. Maint. Trust	\$ 73,790	
- Transfer <u>to</u> Vocational Reserve*	\$ 130,253	
- Transfer <u>to</u> Food Service	\$ 75,000	
Total General Fund	\$ 79,574,813	
Food Service Fund	\$ 1,730,703	
Grant Fund	\$ 3,598,421	
CRTC Capital Fund <i>(spending for FY18)*</i>	\$ 140,000	
TOTAL APPROPRIATIONS	\$ 85,043,937	

* Funds are from the CRTC Capital Reserve that are raised by the sending school capital fee. No Tax Impact.

TAX IMPACT OF EACH OPTION *(assumes .38% valuation)*

	OPTION #1 – FS, FRTF		OPTION #2 – FS,FRTF,LAPTOPS		OPTION #3 – DO NOTHING	
	(\$)	(%)	(\$)	(%)	(\$)	(%)
Local Tax Rate	13.44	5.83	13.44	5.83	13.42	5.67
State Tax Rate*	2.35	-1.65	2.35	-1.65	2.35	-1.65
Total Tax Rate**	15.79	4.64	15.79	4.64	15.77	4.51
\$250,000 Home	\$175	-	\$175	-	\$170	-
	Uses Unreserved Fund to support FFVP program at ADS and CMS (\$25,000) and \$61,560 to the Facilities Stabilization Fund – No Tax Impact		Uses Unreserved Fund to support FFVP program at ADS and CMS (\$25,000) and \$61,560 to the Facilities Stabilization Fund. Also one-time iPad Sale Revenue to Pay for Teacher Laptops – No Tax Impact		Return \$86,560 – Reduce Tax Rate	

* - State Tax Rate is set in January of prior Fiscal Year | ** - Tax Rate is for the Education Portion of Tax Bill. Does not include City and County Taxes. Local Valuation Assumes a .38% Valuation increase.

FY18 - EXPENSES

EXPENSES

- Utilities – Electrical and Natural Gas
- Snow Removal (\$35,000 extra in FY15)
- Out of District Tuition and Transportation – Special Educations Costs
- Homeless Transportation
- Community Ed

REVENUE

- Medicaid – Federal Changes/Repeal?

PROPOSED BUDGET MOTION – FINANCE COMMITTEE – OPTION #1

Move that the finance committee recommend that the School Board adopt the following changes to the FY18 Budget for the purposes of appropriating unreserved funds to pay for increased FFVP costs and Transfer to the Facilities and Renovation Trust Fund. This will bring the total budget to \$85,130,497 with a general fund of \$79,661,373 and to amend the budget for fiscal year 2017–2018 as approved on March 29, 2017, inclusive of the following deposits to existing expendable trust funds:

- Vocational Capital Reserve fund for an amount up to \$130,253
- Facilities & Renovation Trust Fund for an amount up to \$166,060
- School Building Renovation & Maintenance Trust Fund up to \$73,790
- Food Service Fund for an amount up to \$100,000

and also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

- Vocation Capital Reserve Fund for an amount up to \$140,000

PROPOSED BUDGET MOTION – FINANCE COMMITTEE – OPTION #2

Move that the finance committee recommend that the School Board adopt the following changes to the FY18 Budget for the purposes of appropriating unreserved funds to pay for increased FFVP costs, Transfer to the Facilities and Renovation Trust Fund and purchase of laptops. This will bring the total budget to \$85,290,497 with a general fund of \$79,821,373 and to amend the budget for fiscal year 2017–2018 as approved on March 29, 2017, inclusive of the following deposits to existing expendable trust funds:

- Vocational Capital Reserve fund for an amount up to \$130,253
- Facilities & Renovation Trust Fund for an amount up to \$166,060
- School Building Renovation & Maintenance Trust Fund up to \$73,790
- Food Service Fund for an amount up to \$100,000

and also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

- Vocation Capital Reserve Fund for an amount up to \$140,000

PROPOSED BUDGET MOTION – FINANCE COMMITTEE – OPTION #3

- Don't need a recommendation, as the additional URFB of \$86,560 returns to reduce tax rate.

IMPORTANT UPCOMING MEETING

DATE	TIME	ACTION	AGENDA
Wednesday, October 25 th	5:30PM	Finalize FY18 Budget for Tax Rate Setting <i>* 7 Votes Required</i>	Public Hearing and Board Review of FY18 Budget, Valuation and Tax Rate Setting