

BRONSON COMMUNITY SCHOOLS
 2017-2018 BUDGETS
 JUNE 30, 2018

TO: The Board of Education
 FROM: Rachele Roby, Business Manager

I join Mrs. Belote in recommending that you adopt the following resolution:

RESOLVED, that this resolution shall be the general appropriations of Bronson Community Schools for the fiscal year 2017-2018. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Bronson Community Schools.

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BRONSON COMMUNITY SCHOOLS
June 26, 2017
General Fund
Detail Budget Projection
For Fiscal Year Ending June 30, 2018

	Projected 2017-2018	Ref #
REVENUES		
Local Sources		
Tax Levy - Operation	\$1,032,138	1
Other Local Revenue	166,838	2
State Sources	8,061,337	3
Federal Sources	358,509	4
TOTAL REVENUES	\$9,618,822	5
Incoming Transfers and Other Transactions	0	6
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	\$9,618,822	7
EXPENDITURES		
Instruction Expense		
Basic Program	\$5,256,342	8
Added Needs	711,887	9
Support Services		
Pupil	188,699	10
Instructional Staff	143,095	11
General Administration	294,164	12
School Administration	660,024	13
Business	178,043	14
Operation & Maintenance	1,132,209	15
Pupil Transportation	809,167	16
Central Support Services	237,556	17
Other Support Services - Athletics	395,177	18
Community Services	4,291	19
TOTAL EXPENDITURES	\$10,010,654	20
Outgoing Transfers and Other Transactions	1,000	21
TOTAL APPROPRIATED	\$10,011,654	22
EXCESS REVENUE (APPROPRIATIONS)	(\$392,832)	23
FUND BALANCE - JULY 1	\$2,275,772	24
Non-Spendable	\$2,318	25
Restricted	\$0	26
Committed	\$0	27
Assigned	\$0	28
Unassigned	\$2,273,454	29
FUND BALANCE - JUNE 30	\$1,880,622	30
Non-Spendable	\$2,318	31
Restricted	\$0	32
Committed	\$0	33
Assigned	\$392,832	34
Unassigned	\$1,485,472	35
The following are distributed among the previously listed appropriations:		
Employee Benefits		
Instruction	\$2,256,974	36
Support Services	\$1,061,974	37
Capital Outlay	\$693,126	38

BRONSON COMMUNITY SCHOOLS
June 26, 2017
School Service Fund
Food Service
Detail Budget Projection
For Fiscal Year Ending June 30, 2017

	Projected 2017-2018	Ref. #
FOOD SERVICE REVENUES		
Local Sources	\$159,200	39
State Sources	30,000	40
Federal Sources	438,915	41
TOTAL REVENUES	\$628,115	42
Incoming Transfers and Other Transactions	0	43
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	\$628,115	44
FOOD SERVICE EXPENDITURES		
Salaries	\$129,076	45
Employee Benefits	99,604	46
Contracted Services	143,691	47
Supplies and Materials	278,748	48
Capital Outlay	0	49
Other Expenses	9,900	50
TOTAL EXPENDITURES	\$661,019	51
Outgoing Transfers and Other Transactions	0	52
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	\$661,019	53
EXCESS REVENUE (EXPENDITURE)	(\$32,904)	54
FUND BALANCE - JULY 1	\$189,908	55
Non-Spendable	\$44,533	56
Restricted	\$145,375	57
Committed	\$0	58
Assigned	\$0	59
Unassigned	\$0	60
FUND BALANCE - JUNE 30	\$157,004	61
Non-Spendable	\$44,533	62
Restricted	\$112,471	63
Committed	\$0	64
Assigned	\$0	65
Unassigned	\$0	66

BRONSON COMMUNITY SCHOOLS
June 26, 2017
Sinking Fund
Detail Budget Projection
For Fiscal Year Ending June 30, 2018

	Projected 2017-2018	Ref. #
SINKING FUND REVENUES		
Local Sources	\$423,544	67
TOTAL REVENUES	\$423,544	68
Incoming Transfers and Other Transactions	0	69
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	\$423,544	70
SINKING FUND EXPENDITURES		
Contracted Services	3,955	71
Capital Outlay	645,250	72
Other Expenses	425	73
TOTAL EXPENDITURES	\$649,630	74
Outgoing Transfers and Other Transactions	0	75
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	\$649,630	76
EXCESS REVENUE (EXPENDITURE)	(\$226,086)	77
FUND BALANCE - JULY 1	\$760,547	78
Non-Spendable	\$0	79
Restricted	\$760,547	80
Committed	\$0	81
Assigned	\$0	82
Unassigned	\$0	83
FUND BALANCE - JUNE 30	\$534,461	84
Non-Spendable	\$0	85
Restricted	\$534,461	86
Committed	\$0	87
Assigned	\$0	88
Unassigned	\$0	89

BE IT FURTHER RESOLVED, that, for purposes of meeting emergency needs of the school district, transfers of appropriations in the General Fund, not to exceed \$10,000, may be made upon the written authorization of the Superintendent, but no other transactions shall be made without approval by the Board of Education. When the Superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the Board of Education at such meeting.

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with the execution of the budgets adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This budget includes 17.7264 mills of ad valorem property taxes to be levied on all non-homestead and non-qualified agricultural property for operating purposes and to meet requirements of the State Aid Act to allow the district to collect the foundation allowance for each full time equivalent membership.

Bronson Community Schools

June 26, 2017

Notes and Assumptions for Budget Projection

For Fiscal Year Ending June 30, 2018

This budget is based on a number of variables that are not definite. There are several items that are unknown at this point, such as variances in employee's election for retirement and the impact it may have on the rate, and the actual student count. I have used the hard caps for all staff for the insurance costs. Annually we will be reviewing insurance to ensure that we are offering the most affordable insurance plan for all staff. Also, included in this budget is a 1.0% increase, with a \$500 off schedule stipend for all permanent staff full and part time. I have estimated a loss of 13 FTE and used a slightly lower retirement rate of 37.56%. This includes the 11.32% that is paid to us in the state aid payment which we must pay back to the retirement system.

GENERAL FUND

REVENUES

1 Tax Levy- The taxable values in the district have decreased slightly for the tax levy for the 2017-2018 fiscal year. However, this is basically a wash as it will reduce the amount of state aid that we receive.

2 Other Local Revenue – There has not been much change for this area of the budget from last year. I have included the revenue that we will receive from Head Start, the Bronson Area Youth Center, and the Bronson Fire Department for leasing space in Chicago Street School.

3 State Sources – For this budget, I assumed the foundation allowance at \$7611, which was rebased to include a \$100 increase. I have used the current pupil count split of 90% in the fall and 10% of the prior year February. I have kept in the categorical for section 22d which is the isolated districts (\$44). I have used a blended count of 1057, which is a loss of approximately 13 FTE from last year. I have left the MPSERS offset the same, as well as the MPSERS Stabilization funds and I have slightly increased the At Risk Funding. I am not exactly sure where the actual numbers will land from the state, but this was my best guess.

4 Federal Sources – The Title funds that are included in this budget are the initial estimated allocations. I did include estimated carryover funds for them and did not include any Title VI funds as the funds for this category cannot be applied for yet. We received a reduction in our federal funds in the initial estimated allocations, but since we have some carryover from this year, it helped to soften the blow.

EXPENSES

8 Basic Program – This is the largest expense category.... At this time I have budgeted for the addition of one teacher and half teachers at the Jr./Sr. High School and the replacement of two teachers that are retiring and a new hire due to numbers at 3rd grade. Steps and lane changes with a 1.0% increase and a \$500 off schedule payment for all eligible teaching staff has also been included. In this category is also where we have accounted for the purchase of the new science curriculum and new band uniforms.

9 Added Needs – There is an increase in this category to accommodate for wage changes. I have budgeted for what I have estimated the allocations with carryover to be. We currently have 1 elementary teacher as a Title I Interventionist and only have minimal paraprofessional support funded in this area. I have the funds budgeted to hire another half time interventionist due to the movement from an interventionist position to a regular classroom.

12 General Administration – This category is showing an increase due to the hiring of a new superintendent. At the time of preparing this budget, we did not have a finalist for the position. I have included the higher amount, as well as accounting for the fringe benefits.

15 Operations and Maintenance – Staffing in maintenance and custodial is budgeted for the same as it was last year. I have included increases in the natural gas and electric costs which is typical every year. The projects that we had planned for fiscal year 2016-2017, that we were not able to complete, have been included in this budget. Finally, I have increased the budget for any labor and repairs that may be necessary that might not be able to be covered by the sinking fund.

16 Transportation – This category has increased to accommodate for the wage increase as well as the increase in fringe benefits. I have included the purchase of a new bus, increases in fuel costs as well as additional funds for parts and labor expenses. We are beginning to get back on track with our fleet, but still have some older buses with needs that have to be addressed.

23 Excess Appropriations – Keep in mind that there are a huge number of variables that will impact this bottom line. My feeling is that it will be improved when we do the first budget in the school year. Also, keep in mind that we try to be conservative with this initial budget projection to determine if we will need to borrow for cash flow purposes. This year it appears that we will not need to borrow.

FOOD SERVICE

The food service fund projection budget is almost identical to the current year budget with minor changes due to the retirement of a school employee, being replaced by a Chartwells employee. We are showing a year with more expenditures than revenue but I expect that we will balance this budget by years end. I have not included charging indirect costs to food service in this budget, but we intend to charge a minimal amount each year to cover the increased work load on the admin office for oversight. The food service fund continues to be self sufficient with no subsidy from the general fund. We intend to operate that way well into the future.

Sinking Fund

The Sinking Fund projection budget is just showing that we will dip into fund equity by \$226,086. We initially had the elementary roof recoat and the district door replacements in the 2016-2017 budget, but we were unable to get them completed prior to yearend. These large projects have now been included in this budget. The following items are on the list and will be prioritized for the upcoming year; Anderson window panels, the sixth grade wing at the Jr./Sr. High, and plumbing throughout the district.