



Date: January 21, 2025
To: Monica Merritt, EdD, Superintendent
From: Jill Minnick, Chief Finance & Operations Officer
Jody Malbon, Executive Director of Finance and Accounting
Subject: Summary Financial Update for Period Ending December 31, 2024

Attached is the financial report as of December 31, 2024, which compares the General Fund Original Budget vs. Actual and details the percentage of budget and variance at the function and object levels.

Although July through December accounts for 50% of the fiscal year, School Districts don't receive or expend resources pro-rata throughout the year. Therefore, we have provided a one-year lookback for the same time period from the 2023-2024 fiscal year. Variances may be due to timing differences, or receipt or expenditure of funds in a period of time that is different than anticipated, that will resolve over time; or permanent differences, unanticipated receipts or expenditure of resources not planned, which may require a budget amendment. The summary below analyzes the differences noted on the statement.

General Fund Revenues

The overall revenue received as of December 31st is 38.6% of the total budget. This percentage is less than the previous fiscal year of 41.3% due, in part, to the following:

- **Local Sources** – Local source revenues are trending higher than the prior fiscal year primarily due to an increase in property tax values and timing of local property tax revenue collections.
- **State Sources** – State aid payments are trending lower than the previous fiscal year at this time, in part due to categorical line items from the previous fiscal year which have been discontinued this year and new categorical funding which has not yet been received.
- **Federal Sources** - The federal interest subsidy for the 2010 QSCB was not received with the November 1, 2024 debt payment, resulting in a timing difference.

Expenditures

The overall expenditures through December are 46.2% of budgeted amounts. This percentage is less than the previous fiscal year of 49.5% due, in part, to comparison the Original FY24 budget in place at the time, not the FY actuals. Please also note the following:

- **Instruction** – Instructional expenditures, as a percent of total budget, are trending lower than the previous fiscal year, although total spending has increased. We note variances in payroll which may be due to vacancies, retirements and employee salaries finalized after budget adoption. We will continue to monitor employee contracts as the year progresses.
- **Pupil Support and Instructional Support** – Expenditures under this category are trending a bit less than the prior fiscal year due to the timing of payments for purchase services and supplies.

- **Maintenance & Operations** – Expenditures under this category are trending 2.6% higher than the prior fiscal year, which is due to investments in concrete, elevators, sites and other necessary repairs and improvements.
- **Transportation** – Expenditures under this category are 9.3% higher than the prior fiscal year, and is related to the timing of invoices and payments.
- **Non-Voted Debt** - Expenditures under this category are 53.5% less than the prior fiscal year due to the QSCB set aside payment. The QSCB set-aside payment is made annually to set aside equal installments towards the principal payment due in 2027. The 2024-25 set-aside payment has not yet been processed.

Net Change in Fund Balance

Overall, the net change in fund balance is in line with our preliminary expectations, given the timing of several revenue types. In addition, the net fund balance be adjusted for the annual audited fund equity during the first amendment process.

We hope this enhanced reporting provides more information to you and the Board of Education as we proceed through this fiscal year.

**PLYMOUTH-CANTON COMMUNITY SCHOOLS
GENERAL FUND BUDGET VS. ACTUAL
JULY 1, 2024 to DECEMBER 31, 2024**

	6/30/2024 AUDITED ACTUAL	2024-2025			2023-2024			Dollar Variance Favorable / (Unfavorable)	Percentage of Budget Variance Favorable / (Unfavorable)
		6/30/2025 ORIGINAL BUDGET	12/31/2024 ACTUAL	% of Budget	6/30/2024 ORIGINAL BUDGET	12/31/2023 ACTUAL	% of Budget		
REVENUE									
Local Sources	\$ 39,679,047	\$ 37,218,929	\$ 36,789,710	98.8%	\$ 38,257,214	\$ 35,092,534	91.7%	\$ 1,697,176	7.1%
State Sources	166,157,528	167,744,506	42,902,598	25.6%	153,720,940	43,830,368	28.5%	(927,770)	-2.9%
Federal Sources	445,858	423,672	33,775	8.0%	391,602	203,798	52.0%	(170,023)	-44.1%
Interdistrict Sources & other *	13,512,852	14,237,625	5,097,451	35.8%	11,286,798	5,024,728	44.5%	72,723	-8.7%
Transfers from Other Funds	667,263	85,000	72,974	85.9%	25,000	46,273	185.1%	26,700	-99.2%
TOTAL REVENUE	\$ 220,462,548	\$ 219,709,732	\$ 84,896,507	38.6%	\$ 203,681,554	\$ 84,197,702	41.3%	\$ 698,805	-2.7%
EXPENDITURES									
INSTRUCTION									
Basic Programs	\$ 103,883,519	\$ 109,499,888	\$ 48,437,023	44.2%	\$ 99,515,742	\$ 49,322,343	49.6%	\$ 885,320	5.3%
Added Needs	18,573,627	18,364,563	9,167,249	49.9%	16,631,802	8,299,521	49.9%	(867,728)	0.0%
Adult Education	-	-	19,642	0.0%	-	959	0.0%	(18,683)	0.0%
Total Instruction	\$ 122,457,146	\$ 127,864,450	\$ 57,623,914	45.1%	\$ 116,147,544	\$ 57,622,823	49.6%	\$ (1,091)	4.5%
SUPPORTING SERVICES									
Pupil Support	\$ 16,841,804	\$ 21,770,516	8,944,693	41.1%	18,152,142	8,784,154	48.4%	\$ (160,539)	7.3%
Instructional Support	16,142,751	18,014,404	7,972,870	44.3%	16,210,086	8,390,260	51.8%	417,390	7.5%
General Administration	1,636,435	1,583,690	954,131	60.2%	1,109,553	592,944	53.4%	(361,187)	-6.8%
School Administration	13,480,206	13,079,402	6,959,512	53.2%	13,681,013	6,686,018	48.9%	(273,494)	-4.3%
Business	2,005,697	2,321,519	1,162,227	50.1%	2,074,364	1,095,500	52.8%	(66,727)	2.7%
Maintenance & Operations	20,221,130	19,037,585	11,389,167	59.8%	19,121,748	10,928,954	57.2%	(460,213)	-2.7%
Transportation	10,651,373	11,556,906	4,531,713	39.2%	10,357,772	3,092,762	29.9%	(1,438,951)	-9.4%
Central Support Services	5,107,123	5,303,784	2,865,185	54.0%	4,862,649	2,612,801	53.7%	(252,384)	-0.3%
School Activities	2,750,991	3,417,081	1,440,021	42.1%	2,624,637	1,166,983	44.5%	(273,038)	2.3%
Community Services	987,256	824,254	417,218	50.6%	907,525	448,874	49.5%	31,656	-1.2%
Facility Improvements	151,574	190,164	-	0.0%	287,055	-	0.0%	-	0.0%
Non-voted Debt Service	882,490	881,740	1,675	0.2%	881,740	677,620	76.9%	675,945	76.7%
Total Supporting Services	\$ 90,858,830	\$ 97,981,045	\$ 46,638,412	47.6%	\$ 90,270,284	\$ 44,476,870	49.3%	\$ (2,161,542)	1.7%
TOTAL OPERATING EXPENDITURES	\$ 213,315,976	\$ 225,845,495	\$ 104,262,326	46.2%	\$ 206,417,828	\$ 102,099,693	49.5%	\$ (2,162,633)	3.3%
OTHER FINANCING USES									
Transfers to Other Funds	-	-	-	0.0%	-	-	0.0%	-	0.0%
Total Other Financing Uses	-	-	-	0.0%	-	-	0.0%	-	0.0%
TOTAL EXPENDITURES	\$ 213,315,976	\$ 225,845,495	\$ 104,262,326	46.2%	\$ 206,417,828	\$ 102,099,693	49.5%	\$ (2,162,633)	3.3%
NET CHANGE IN FUND BALANCE	7,146,572	(6,135,763)	(19,365,819)		(2,736,274)	(17,901,991)		(1,463,828)	
BEGINNING FUND BALANCE	42,041,141	43,064,437			42,041,141				
ENDING FUND BALANCE	\$ 49,187,713	\$ 36,928,674			\$ 39,304,867				
	23.1%	16.4%			19.0%				
Information Only:									
OBJECT LEVEL EXPENDITURES									
Salaries & Fringe Benefits	\$ 176,218,802	\$ 185,139,816	\$ 86,163,497	46.5%	\$ 170,492,008	\$ 84,347,371	49.5%	\$ 1,816,126	2.9%
Purchased Services	24,678,463	27,014,653	12,968,612	48.0%	23,318,954	10,546,394	45.2%	2,422,218	-2.8%
Supplies & Materials	9,865,466	10,751,690	4,462,209	41.5%	9,446,204	5,130,077	54.3%	(667,868)	12.8%
Capital Outlay & Equipment	1,038,529	1,255,316	402,721	32.1%	1,342,280	1,012,206	75.4%	(609,485)	43.3%
Other Expenditures	1,514,716	1,684,021	265,287	15.8%	1,818,382	1,063,645	58.5%	(798,358)	42.7%
TOTAL EXPENDITURES	\$ 213,315,976	\$ 225,845,495	\$ 104,262,326	46.2%	\$ 206,417,828	\$ 102,099,693	49.5%	\$ 2,162,633	3.3%

Glossary

General Fund Revenues

- **Local Sources:** Revenue from local sources in the general fund primarily consists of property tax revenue. Other miscellaneous local source revenues include investment income, tuition for summer school, and athletic revenues such as pay-to-play fees and gate receipts.
- **State Sources:** Revenue from state sources in the general fund includes state aid payments (note that some categorical state aid funds may be in the Funded Projects fund). State aid payments are received in 11 equal installments from October through August each year.
- **Federal Sources:** Federal revenue in the general fund consists of Medicaid Outreach funds, which are received sporadically throughout the year, and a federal interest subsidy related to the 2010 Qualified School Construction Bonds (QSCB). The QSCB interest subsidy is received twice a year, coinciding with the related debt service payments (in November and May).
- **Interdistrict Sources & Other:** This category primarily includes revenue from the Wayne RESA Enhancement Millage, which is levied in July and December. The timing of receipts may vary by municipality in the county. Act 18 funding is typically received in January.
- **Transfers from Other Funds:** The budgeted amount for transfers from other funds relates to indirect cost recovery between the General Fund and the Food Service, Funded Projects, Community Services Funds, and grants. These adjustments are typically made at year-end.

General Fund Expenses

INSTRUCTION

- **Basic Programs:** General education instructional activities, including pre-kindergarten, elementary, middle, and high school, as well as summer school programs.
- **Added Needs:** Instructional activities designed to meet the needs of pupils requiring additional support in both regular and summer programs. This includes special education, compensatory education, and career and technical education.
- **Adult/Continuing Education:** Educational experiences aimed at developing the knowledge and skills necessary to meet the educational goals of adults.

SUPPORTING SERVICES

- **Pupil Support:** Activities designed to assess and improve the well-being of pupils, supplementing the teaching process. These services include guidance, health services, psychological services, speech pathology and audiology services, social work, visual aid services, teacher consultants, and other pupil support services.
- **Instructional Support:** Activities that assist the instructional staff in providing learning experiences for students. This includes instructional improvement, media services, technology support, instructional supervision, and student assessment services.
- **General Administration:** Activities focused on establishing policy, operating schools and the district, and managing community relations. These include the Board of Education, executive administration, and grant procurement.
- **School Administration:** Activities related to the overall administrative responsibility of a single school, including the office of the principal and other administrative functions within the school.
- **Business Services:** Activities related to fiscal and business operations, including budgeting, purchasing, accounting, payroll, and vendor payments.
- **Operations and Maintenance:** Activities related to the operation and maintenance of district sites and buildings, including security services.
- **Pupil Transportation:** Activities concerned with the transportation of pupils to and from school as mandated by state law. This includes transportation from home to school, school to home, and all associated costs such as fuel, repairs, maintenance, and capital outlay.
- **Central Support Services:** Activities that support instructional and supporting service programs, such as planning, research, development, evaluation, communication, staff/personnel services, and non-instructional technology.
- **Student Activities:** Activities related to athletics and other student-related events, as well as capital expenditures such as band uniforms.
- **Community Services:** General fund expenditures related to the operation of the extended day program.
- **Facility Improvements:** General fund expenditures related to building acquisitions, improvements, and equipment.
- **Non-Voted Debt Service:** General fund expenditures related to the 2010 Qualified School Construction Bond, including set-asides for principal payments, interest, and other miscellaneous expenses.