

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION FOR ADOPTION June 27, 2022

FOR ACTION:

TOPIC: 2022-2023 Preliminary Budgets for Traverse City Area Public Schools (Appropriations Act)

RECOMMENDATION:

It is recommended that the Board of Education adopt the resolution appropriating funds for the 2022-2023 fiscal year (Preliminary Budgets). The Uniform Budgeting and Accounting Act requires that the appropriations for the General Operations and Special Revenue Funds of the School District be approved by the Board of Education. The tentative budgets for these funds are attached. These budgets are only preliminary, to permit the beginning revenue disposition and expenditure appropriations until such time that the District has the necessary information to provide the budget amendments to the public and to the Board of Education.

Major revenue data is based upon the following:

Estimated Taxable Value (ad valorem)	\$6,189,120,515
Homestead Taxable Value	\$3,740,541,974
Non-Principal Residence Exemption Taxable Value	\$2,448,578,541*
Operating Millage Levy (Non-principal residence exemption only)	18 mills
Operating Local Property Tax Revenue (Non-principal residence exemption only)	\$ 44,074,414
Estimated State Aid (foundation allowance) Formula:	
Foundation Allowance per Pupil	\$9,150
Local Tax Support per Pupil (Est. Pupils: 9,008)	\$4,893
State Aid per Pupil (Est. Pupils: 9,008)	\$4,257

* Will be adjusted downward for Brownfield Development when numbers are available.

Emphasis is made that the data provided herein in no way indicates final revenue or expenditure levels; estimates are merely being provided to receive authorization to begin the 2022/2023 school year.

SOURCE PERSON: Christine Thomas-Hill, Associate Superintendent of Finance and Operations

ATTACHMENTS:

Resolution to Adopt 2022-2023 Preliminary Budgets
Three (3) year budget reporting required by the State of Michigan (refer to Tab 6)

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION TO ADOPT 2022-2023 PRELIMINARY BUDGETS

RESOLVED, that this resolution shall be the general appropriations of the Traverse City Area Public Schools for the 2022-2023 fiscal year. A resolution to make appropriations, and to provide for the expenditure of the appropriations, and to provide for the disposition of all income received by the Traverse City Area Public Schools.

BE IT FURTHER RESOLVED, that 18 mills of ad valorem property taxes will be levied for the purposes of General Operations. The levy will be against the taxable value of non-principal residence exemption and non-qualified agricultural property, and

WHEREAS, the total revenues and un-appropriated fund balance estimated to be available for appropriations in the **General (Operating) Fund** of the Traverse City Area Public Schools for the fiscal year 2022-2023 are as follows:

Revenue

Local Sources	\$ 40,914,064
State Sources	61,569,144
Federal Sources	7,026,210
Incoming Transfers and Other Transactions	<u>2,951,962</u>

Total Revenue **\$ 112,461,380**

Fund Balance (07/01/22 estimate) \$ 11,245,067

Total Available to

Appropriate ~ General Fund **\$ 123,706,447**

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION TO ADOPT 2022-2023 PRELIMINARY BUDGETS

BE IT FURTHER RESOLVED, that \$113,867,540 of the total available to appropriate in the *General Fund* is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

Instruction:

Basic Programs	\$ 54,564,456
Added Needs	<u>11,626,225</u>
Total Instruction	\$ 66,190,681

Support Services:

Pupil Services	\$ 4,478,178
Instructional Staff	7,255,580
General Administration	700,068
School Administration	8,462,579
Business Services	2,215,267
Operations & Maintenance	11,302,762
Pupil Transportation Services	6,911,691
Central Services	3,819,080
Other Support Services	<u>2,129,102</u>
Total Support Services	\$ 47,274,307

Community Services	\$ 108,052
Outgoing Transfers and Other Transactions	\$ 294,500
Total Appropriated ~ General Fund	\$113,867,540

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION TO ADOPT 2022-2023 PRELIMINARY BUDGETS

BE IT FURTHER RESOLVED, the total projected revenues and expenditures for the *Special Revenue Fund - Food Services* of the Traverse City Area Public Schools for the fiscal year 2022-2023 are as follows:

Beginning Fund Balance (07/01/22 estimate)	\$	980,174
 <u>Revenue</u>		
Local Sources	\$	1,960,081
State Sources		384,854
Federal Sources		2,545,065
Incoming Transfers/Others		10,000
Total Revenue	\$	4,900,000
 <u>Expenditures</u>		
Salaries	\$	1,747,301
Benefits		1,134,910
Purchased Services		94,982
Supplies & Other Expenses		2,132,807
Capital Outlay		30,000
Operating Transfer		<u>260,000</u>
Total Expenditures	\$	5,400,000
 Excess of Revenues Over/(Under) Expenditures	 \$	 (500,000)
 Ending Fund Balance (06/30/23 estimate)	 \$	 480,174

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION TO ADOPT 2022-2023 PRELIMINARY BUDGETS

BE IT FURTHER RESOLVED, the total projected revenues and expenditures for the *Special Revenue Fund - Community Services* of the Traverse City Area Public Schools for the fiscal year 2022-2023 are as follows:

Beginning Fund Balance (07/01/22 estimate)	\$ 632,256
<u>Revenue</u>	
Local Sources	\$ 2,362,180
Federal Sources	836,367
Intermediate Sources	0
Operating Transfers In	<u>192,500</u>
Total Revenue	\$ 3,391,047
<u>Expenditures</u>	
Salaries	\$ 1,586,944
Benefits	1,459,006
Purchased Services	157,392
Supplies and Other Expenses	325,392
Capital Outlay	17,313
Transfers to General Fund and Other	<u>0</u>
Total Expenditures	\$ 3,546,047
Excess of Revenues Over/(Under) Expenditures	(\$ 155,000)
Ending Fund Balance (06/30/23 estimate)	\$ 477,256

TRAVERSE CITY AREA PUBLIC SCHOOLS BOARD OF EDUCATION

RESOLUTION TO ADOPT 2022-2023 PRELIMINARY BUDGETS

BE IT FURTHER RESOLVED, the total projected revenues and expenditures for the *Special Revenue Fund – Student/School Activity* of the Traverse City Area Public Schools for the fiscal year 2022-2023 are as follows:

Beginning Fund Balance (07/01/22 estimate)	\$ 1,299,290
<u>Revenue</u>	
Local Sources	<u>\$ 1,500,000</u>
 Total Revenue	 \$ 1,500,000
 <u>Expenditures</u>	
Supplies and Other Expenses	<u>\$ 1,500,000</u>
 Total Expenditures	 \$ 1,500,000
 Excess of Revenues Over/(Under) Expenditures	 \$ 0
 Ending Fund Balance (06/30/23 estimate)	 \$ 1,299,290

This was a new fund for fiscal year 2019/2020 related to the implementation of GASB #84 and the accounting change for student activity funds.

**TRAVERSE CITY AREA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**RESOLUTION TO ADOPT
2022-2023 PRELIMINARY BUDGETS**

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditures of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statements adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board of Education.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 adopted by the Board of Education.

This Appropriations Resolution is to take effect on July 1, 2022.

AYES: Anderson, Ballenger, Humphreys, Kelly, Newman-Bale, Raymond

NAYS: none

Resolution adopted.


Josey Ballenger, Secretary
Board of Education
Traverse City Area Public Schools

The undersigned duly qualified and acting Secretary of the Board of Education of Traverse City Area Public Schools, Traverse City, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education, Traverse City, Michigan at its study session meeting held on June 27, 2022, the original of which is part of the Board's minutes, and further certifies that notice of the meetings was given to the public under the Open Meetings Act, 1976 PA267, as amended.


Josey Ballenger, Secretary
Board of Education
Traverse City Area Public Schools

TRAVERSE CITY AREA PUBLIC SCHOOLS
412 Webster Street
Traverse City, MI 49686

ITEMIZED PRELIMINARY BUDGET
2022-2023

Presented June 27, 2022

The itemized portion of the 2022-2023 budgets is provided for informational purposes only and is broken down into more detail than the formal budget adopted by the Board of Education (presented in Tab 5). This section also includes the three-year budget reporting, as required by the State of Michigan.

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**Traverse City Area Public Schools
General Fund Budget
For the Fiscal Years Ending June 30**

Revenue	2019-2020 Actual	2020-2021 Actual	2021-2022 Amended	2022-2023 Original
Local Unrestricted	38,873,220	39,035,889	41,618,275	40,914,064
State Unrestricted	41,960,316	42,429,789	44,799,597	47,750,357
State Restricted	12,192,697	12,354,764	14,558,272	13,818,787
Federal Restricted	2,046,585	6,653,327	9,734,888	7,026,210
Incoming Transfers/Other	3,080,600	5,039,039	4,212,207	2,951,962
Total Revenues	98,153,418	105,512,808	114,923,239	112,461,380

Expenditures				
Instruction				
Basic Instruction	49,904,642	52,476,618	56,816,159	54,564,456
Added Needs	10,138,721	9,355,736	11,769,290	11,626,225
Total Instruction	60,043,363	61,832,354	68,585,449	66,190,681
Support				
Pupil	4,279,310	4,424,409	5,194,234	4,478,178
Instructional Staff	4,534,905	4,280,037	5,684,513	7,255,580
General Administration	923,903	696,132	688,831	700,068
School Administration	7,127,250	7,364,348	7,829,580	8,462,579
Business Services	1,857,564	1,851,116	2,094,721	2,215,267
Operations and Maintenance	9,600,695	10,283,981	10,577,295	11,302,762
Pupil Transportation	5,308,179	4,992,436	6,731,935	6,911,691
Central Services	3,101,489	3,513,850	4,017,664	3,819,080
Other Support Services	1,762,161	1,786,605	2,127,375	2,129,102
Total Support Services	38,495,456	39,192,914	44,946,148	47,274,307
Community Services	240,892	229,644	378,589	108,052
Other Uses - Outgoing Transfers & Other	934,957	708,305	416,509	294,500
Total Expenditures	99,714,668	101,963,217	114,326,695	113,867,540
Excess Revenue/(Expenditures)	(1,561,250)	3,549,591	596,544	(1,406,160)
Fund Balance - July 1	8,660,182	7,098,932	10,648,523	11,245,067
Fund Balance - June 30	7,098,932	10,648,523	11,245,067	9,838,907
Less Non-Spendable and Assigned	7,098,932	4,508,505	1,805,827	1,805,827
Unassigned Fund Balance	0	6,140,018	9,439,240	8,033,080

Fund Equity Non-Spendable and Assigned				
Non-Spendable for Inventories	53,413	54,949	50,000	50,000
Non-Spendable for Prepaid	602,979	976,175	200,000	200,000
Assigned for Building Carryover	852,564	720,664	655,827	655,827
Assigned for Department Carryover	392,723	643,318	0	0
Assigned for Building Staff Carryover	79,455	95,574	0	0
Assigned for Severance Pay	1,227,071	1,217,699	900,000	900,000
Assigned for subsequent year expenditures	3,890,727	800,126	0	0
Total Fund Equity Non-Spendable and Assigned	7,098,932	4,508,505	1,805,827	1,805,827

NOTE: The numbers listed here represent estimates to establish the beginning funding levels. Subsequent budgets will more accurately reflect the direction of the General Fund.

**Traverse City Area Public Schools
Foundation Allowance Analysis
June 30, 2022**

Calculation of Projected FTE Students			2023	2022
February Student Count (actual 2022)	9,025	10%	903	918
October Student Count (estimate 2022)	9,006	90%	8,105	8,210
Total Fiscal year FTE			9,008	9,128

Total Foundation Allowance Calculation		2023	2022
Total Fiscal year FTE		9,008	9,128
Foundation Amount per Student		9,150	8,700
Total Foundation Allowance		82,423,200	79,413,600

State and Local Portion of Foundation		Current Year	Prior Year
non-Principal Residence Exemption		2,448,578,541	2,214,041,475
18 mills			
Local Portion of Foundation		44,074,414	39,852,747
State Portion of Foundation		38,348,786	39,560,853

**Traverse City Area Public Schools
General Fund Budget - Unrestricted Revenues
For the Fiscal Years Ending June 30**

Revenue	2021-2022 Amended	2022-2023 Original
Local Unrestricted	41,431,280	40,914,064
State Unrestricted	44,799,597	47,750,357
State Restricted	8,776,235	9,668,984
Federal Restricted	6,996,724	5,051,261
Incoming Transfers/Other	4,061,628	2,846,962
Total Revenues	106,065,464	106,231,628

Expenditures		
Instruction		
Basic Instruction	55,529,660	53,736,527
Added Needs	8,560,827	8,820,776
Total Instruction	64,090,487	62,557,303
Support		
Pupil	2,907,737	2,961,893
Instructional Staff	4,382,523	6,412,446
General Administration	688,831	700,068
School Administration	7,829,580	8,462,579
Business Services	2,094,721	2,215,267
Operations and Maintenance	10,576,448	11,302,762
Pupil Transportation	6,598,900	6,874,816
Central Services	3,899,601	3,818,170
Student Support Services	2,096,563	2,129,102
Total Support Services	41,074,904	44,877,103
Community Services	7,584	7,627
Other Uses - Outgoing Transfers & Other	295,945	195,755
Total Expenditures	105,468,920	107,637,788
Excess Revenue/(Expenditures)	596,544	(1,406,160)
Fund Balance - July 1	10,648,523	11,245,067
Fund Balance - June 30	11,245,067	9,838,907
Less Non-Spendable and Assigned	1,805,827	1,805,827
Unassigned Fund Balance	9,439,240	8,033,080

Fund Equity Non-Spendable and Assigned		
Non-Spendable for Inventories	50,000	50,000
Non-Spendable for Prepaids	200,000	200,000
Assigned for Building Carryover	655,827	655,827
Assigned for Department Carryover	0	0
Assigned for Building Staff Carryover	0	0
Assigned for Severance Pay	900,000	900,000
Total Fund Equity Non-Spendable and Assigned	1,805,827	1,805,827

**Traverse City Area Public Schools
General Fund Budget - Restricted Local Funds
For the Fiscal Years Ending June 30**

Revenue	2021-2022 Amended	2022-2023 Original
Local Unrestricted	186,995	0
State Unrestricted		
State Restricted		
Federal Restricted		
Incoming Transfers/Other	150,579	105,000
Total Revenues	337,574	105,000

Expenditures		
Instruction		
Basic Instruction	14,241	0
Added Needs	119,025	90,887
Total Instruction	133,266	90,887
Support		
Pupil	14,246	0
Instructional Staff	8,939	8,957
General Administration	0	0
School Administration	0	0
Business Services	0	0
Operations and Maintenance	847	0
Pupil Transportation	0	0
Central Services	0	0
Student Support Services	5,812	0
Total Support Services	29,844	8,957
Community Services	163,787	1,050
Other Uses - Outgoing Transfers & Other	10,677	4,106
Total Expenditures	337,574	105,000
Excess Revenue/(Expenditures)	0	0
Fund Balance - July 1	0	0
Fund Balance - June 30	0	0
Less Non-Spendable and Assigned	0	0
Unassigned Fund Balance	0	0

**Traverse City Area Public Schools
General Fund Budget - Restricted State Funds
For the Fiscal Years Ending June 30**

Revenue	2021-2022 Amended	2022-2023 Original
Local Unrestricted		
State Unrestricted		
State Restricted	5,782,037	4,149,803
Federal Restricted		
Incoming Transfers/Other		
Total Revenues	5,782,037	4,149,803

Expenditures		
Instruction		
Basic Instruction	994,373	827,929
Added Needs	2,129,622	1,604,992
Total Instruction	3,123,995	2,432,921
Support		
Pupil	2,197,763	1,452,378
Instructional Staff	285,704	247,703
General Administration	0	0
School Administration	0	0
Business Services	0	0
Operations and Maintenance	0	0
Pupil Transportation	56,900	875
Central Services	72,198	350
Student Support Services	25,000	0
Total Support Services	2,637,565	1,701,306
Community Services	5,256	700
Other Uses - Outgoing Transfers & Other	15,221	14,876
Total Expenditures	5,782,037	4,149,803
Excess Revenue/(Expenditures)	0	0
Fund Balance - July 1	0	0
Fund Balance - June 30	0	0
Less Reserves and Designations	0	0
Unreserved Fund Balance	0	0

**Traverse City Area Public Schools
General Fund Budget - Restricted Federal Funds
For the Fiscal Years Ending June 30**

Revenue	2021-2022 Amended	2022-2023 Original
Local Unrestricted		
State Unrestricted		
State Restricted		
Federal Restricted	2,738,164	1,974,949
Incoming Transfers/Other		
Total Revenues	2,738,164	1,974,949

Expenditures		
Instruction		
Basic Instruction	277,885	0
Added Needs	959,816	1,109,570
Total Instruction	1,237,701	1,109,570
Support		
Pupil	74,488	63,907
Instructional Staff	1,007,347	586,474
General Administration	0	0
School Administration	0	0
Business Services	0	0
Operations and Maintenance	0	0
Pupil Transportation	76,135	36,000
Central Services	45,865	560
Student Support Services	0	0
Total Support Services	1,203,835	686,941
Community Services	201,962	98,675
Other Uses - Outgoing Transfers & Other	94,666	79,763
Total Expenditures	2,738,164	1,974,949
Excess Revenue/(Expenditures)	0	0
Fund Balance - July 1	0	0
Fund Balance - June 30	0	0
Less Non-Spendable and Assigned	0	0
Unassigned Fund Balance	0	0

Traverse City Public Schools
Special Revenue Fund - Food Service Fund
For the Fiscal Years Ending June 30

Revenue	2019-2020 Actual	2020-2021 Actual	2021-2022 Amended	2022-2023 Original
Local	1,598,284	155,892	491,710	1,960,081
State	291,299	384,888	592,854	384,854
Federal	2,319,442	4,323,559	5,212,436	2,545,065
Incoming Transfers and Other	10,080	10,014	10,000	10,000
Total Revenues	4,219,105	4,874,353	6,307,000	4,900,000

Expenditures				
Salaries and Wages	1,416,017	1,331,157	1,780,907	1,747,301
Employee Benefits	841,602	842,459	1,084,298	1,134,910
Purchased Services	116,270	79,232	94,982	94,982
Supplies and Other	1,872,902	2,083,379	2,713,395	2,132,807
Capital Outlay	39,670	26,467	66,418	30,000
Operating Transfer	260,000	260,000	260,000	260,000
Total Expenditures	4,546,461	4,622,694	6,000,000	5,400,000

Revenues Over/(Under) Expenditures	(327,356)	251,659	307,000	(500,000)
Beginning Fund Balance July 1	748,871	421,515	673,174	980,174
Ending Fund Balance June 30	421,515	673,174	980,174	480,174

NOTE: The numbers listed here represent estimates to establish the beginning funding levels. A subsequent final budget will more accurately reflect the direction of the programs listed. The district is exercising it's exemption to keep lunch prices the same for 2022/2023.

**Traverse City Area Public Schools
Special Revenue Fund - Community Service Fund
For the Fiscal Years Ending June 30**

Revenue	2019-2020 Actual	2020-2021 Actual	2021-2022 Amended	2022-2023 Original
Local	2,180,881	1,856,251	2,398,000	2,362,180
Federal	189,600	497,854	1,263,571	836,367
Intermediate School District	0	0	0	0
Incoming Transfers/Other	863,033	622,774	192,500	192,500
Total Revenues	3,233,514	2,976,879	3,854,071	3,391,047
Expenditures				
Salaries and Wages	1,602,997	1,258,819	1,494,564	1,586,944
Employee Benefits	1,361,279	1,213,420	1,348,095	1,459,006
Purchased Services	121,971	84,336	170,472	157,392
Supplies and Other	220,300	307,595	393,627	325,392
Capital Outlay	29,777	14,676	32,313	17,313
Transfer to General Fund and Other	0	0	0	0
Total Expenditures	3,336,324	2,878,846	3,439,071	3,546,047
Revenue Over/(Under) Expenditures	(102,810)	98,033	415,000	(155,000)
Beginning Fund Balance July 1	222,033	119,223	217,256	632,256
Ending Fund Balance June 30	119,223	217,256	632,256	477,256

NOTE: The TCAPS Special Revenue Fund - Community Service Fund is made up of three components: Childcare Programs, LEAP (Learning Enrichment and Athletic Program) and Restricted Federal Funds. A separate breakout of each of these components is included on the pages that follow. The numbers listed here represent estimates to establish the beginning funding levels. A subsequent final budget will more accurately reflect the direction of the programs listed.

Traverse City Area Public Schools
Special Revenue Fund - Community Service Fund - Child Care Programs
For the Fiscal Years Ending June 30

Revenue	2021-2022 Amended	2022-2023 Original
Local	2,008,500	1,954,680
Federal	1,263,571	836,367
Intermediate School District	0	0
Incoming Transfers/Other	0	0
Total Revenues	3,272,071	2,791,047
Expenditures		
Salaries and Wages	1,327,197	1,411,167
Employee Benefits	1,218,019	1,318,445
Purchased Services	49,980	36,900
Supplies and Other	246,875	179,535
Capital Outlay	15,000	0
Transfer to General Fund and Other	0	0
Total Expenditures	2,857,071	2,946,047
Revenue Over/(Under) Expenditures	415,000	(155,000)
Beginning Fund Balance July 1	148,276	563,276
Ending Fund Balance June 30	563,276	408,276

Traverse City Area Public Schools
Special Revenue Fund - Community Service Fund - Learning, Enrichment, and Athletic Program
For the Fiscal Years Ending June 30

Revenue	2021-2022 Amended	2022-2023 Original
Local	389,500	407,500
Federal		
Intermediate School District		
Incoming Transfers/Other	192,500	192,500
Total Revenues	582,000	600,000

Expenditures		
Salaries and Wages	167,367	175,777
Employee Benefits	130,076	140,561
Purchased Services	120,492	120,492
Supplies and Other	146,752	145,857
Capital Outlay	17,313	17,313
Transfer to General Fund and Other	0	0
Total Expenditures	582,000	600,000
Revenue Over/(Under) Expenditures	0	0
Beginning Fund Balance July 1	68,980	68,980
Ending Fund Balance June 30	68,980	68,980

Traverse City Public Schools
Special Revenue Fund - Student/School Activity Fund
For the Fiscal Years Ending June 30

Revenue	2019-2020 Actual	2020-2021 Actual	2021-2022 Amended	2022-2023 Original
Local	1,787,102	932,594	1,575,000	1,500,000
State				
Federal				
Incoming Transfers and Other				
Total Revenues	1,787,102	932,594	1,575,000	1,500,000

Expenditures				
Salaries and Wages				
Employee Benefits				
Purchased Services				
Supplies and Other	1,623,083	960,209	1,600,000	1,500,000
Capital Outlay				
Operating Transfer				
Total Expenditures	1,623,083	960,209	1,600,000	1,500,000

Revenues Over/(Under) Expenditures	164,019	(27,615)	(25,000)	0
Beginning Fund Balance July 1	1,187,886	1,351,905	1,324,290	1,299,290
Ending Fund Balance June 30	1,351,905	1,324,290	1,299,290	1,299,290

NOTE: This was a new fund for fiscal year 2019/2020 related to the implementation of GASB #84 and the accounting change for student activity funds.