BRONSON COMMUNITY SCHOOLS
2024-2025 BUDGETS
24 June 2024

TO: The Board of Education
FROM: Alexzandra Hubbard, Business Manager

I join Mrs. Kate Wall 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 2024-2025. 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.

Page 1

BRONSON COMMUNITY SCHOOLS
GENERAL FUND
DETAIL BUDGET PROJECTION
FOR FISCAL YEAR ENDING JUNE 30, 2025
24 JUNE 2024

		Ref #
REVENUES		
Local Sources		
Tax Levy - Operation	$1,305,318	1
Other Local Revenue	373,939	2
State Sources	10,364,005	3
Federal Sources	532,757	4
TOTAL REVENUES	$12,576,019	5
Incoming Transfers and Other Transactions	9,730	6
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	$12,585,749	7
EXPENDITURES		
Instruction Expense		
Basic Program	$7,359,126	8
Added Needs	1,114,919	9
Support Services		
Pupil	855,815	10
Instructional Staff	185,119	11
General Administration	393,452	12
School Administration	774,889	13
Business	200,996	14
Operation & Maintenance	1,816,522	15
Pupil Transportation	1,047,202	16
Central Support Services	334,455	17
Other Support Services - Athletics	654,213	18
Community Services	17,080	19
TOTAL EXPENDITURES	$14,753,788	20
Outgoing Transfers and Other Transactions	(14,350)	21
TOTAL APPROPRIATED	$14,739,438	22
EXCESS REVENUE (APPROPRIATIONS)	($2,153,689)	23
FUND BALANCE - JULY 1	$5,090,137	24
Non-Spendable	$26,946	25
Restricted	$0	26
Committed	$0	27
Assigned	$0	28
Unassigned	$5,063,191	29
FUND BALANCE - JUNE 30	$2,936,448	30
Non-Spendable	$26,946	31
Restricted	$0	32
Committed	$0	33
Assigned	$0	34
Unassigned	$2,909,502	35

PAGE 2

BRONSON COMMUNITY SCHOOLS

CAFETERIA FUND

DETAIL BUDGET PROJECTION

FOR FISCAL YEAR ENDING JUNE 30, 2025

24 JUNE 2024

		Ref. #
FOOD SERVICE REVENUES		
Local Sources	$73,394	39
State Sources	128,636	40
Federal Sources	765,276	41
TOTAL REVENUES	$967,306	42
Incoming Transfers and Other Transactions	0	43
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	$967,306	44
FOOD SERVICE EXPENDITURES		
Salaries	$49,977	45
Employee Benefits	47,471	46
Contracted Services	333,009	47
Supplies and Materials	442,835	48
Capital Outlay	54,012	49
Other Expenses	27,236	50
TOTAL EXPENDITURES	$954,540	51
Outgoing Transfers and Other Transactions	14,350	52
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	$968,890	53
EXCESS REVENUE (EXPENDITURE)	($1,584)	54
FUND BALANCE - JULY 1	$359,743	55
Non-Spendable	$45,391	56
Restricted	$314,352	57
Committed	$0	58
Assigned	$0	59
Unassigned	$0	60
FUND BALANCE - JUNE 30	$358,159	61
Non-Spendable	$45,391	62
Restricted	$312,768	63
Committed	$0	64
Assigned	$0	65
Unassigned	$0	66

BRONSON COMMUNITY SCHOOLS
Sinking Fund 2
Detail Budget Projection
For Fiscal Year Ending June 30, 2025
24 June 2024

		Ref. #
SINKING FUND 2 REVENUES		
Local Sources	$4,932	67
State Sources	$0	68
TOTAL REVENUES	$4,932	69
Incoming Transfers and Other Transactions	0	70
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	$4,932	71
SINKING FUND EXPENDITURES		
Contracted Services	14,289	72
Capital Outlay	835,064	73
Other Expenses	0	74
TOTAL EXPENDITURES	$849,353	75
Outgoing Transfers and Other Transactions	0	76
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	$849,353	77
EXCESS REVENUE (EXPENDITURE)	($844,421)	78
FUND BALANCE - JULY 1	$1,028,504	79
Non-Spendable	$0	80
Restricted	$640,986	81
Committed	$0	82
Assigned	$387,518	83
Unassigned	$0	84
FUND BALANCE - JUNE 30	$184,083	85
Non-Spendable	$0	86
Restricted	$184,083	87
Committed	$0	88
Assigned	$0	89
Unassigned	$0	90

BRONSON COMMUNITY SCHOOLS

Special Revenue Fund

Detail Budget Projection

For Fiscal Year Ending June 30, 2025

24 June 2024

		Ref. #
SPECIAL REVENUE FUND		
Student Activity Sources	$65,439	91
Restricted Sources	$0	92
TOTAL REVENUES	$65,439	93
Incoming Transfers and Other Transactions	0	94
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	$65,439	95
SPECIAL REVENUE FUND EXPENDITURES		
Misc Exp Act Fund	54,322	96
Misc Exp Endowment	0	97
Misc Exp Agency	8,405	98
TOTAL EXPENDITURES	$62,727	99
Outgoing Transfers and Other Transactions	0	100
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	$62,727	101
EXCESS REVENUE (EXPENDITURE)	$2,712	102
FUND BALANCE - JULY 1	$109,137	103
Non-Spendable	$0	104
Restricted	$109,137	105
Committed	$0	106
Assigned	$0	107
Unassigned	$0	108
FUND BALANCE - JUNE 30	$111,849	109
Non-Spendable	$0	110
Restricted	$111,849	111
Committed	$0	112
Assigned	$0	113
Unassigned	$0	114

BRONSON COMMUNITY SCHOOLS

Sinking Fund 3

Detail Budget Projection

For Fiscal Year Ending June 30, 2025

24 June 2024

		Ref. #
SINKING FUND 3 REVENUES		
Local Sources	$517,982	115
State Sources	$0	116
TOTAL REVENUES	$517,982	117
Incoming Transfers and Other Transactions	0	118
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	$517,982	119
SINKING FUND 2 EXPENDITURES		
Contracted Services	0	120
Capital Outlay	0	121
Other Expenses	0	122
TOTAL EXPENDITURES	$0	123
Outgoing Transfers and Other Transactions	0	124
TOTAL EXPENDITURES, OUTGOING TRANSFERS AND OTHER TRANSACTIONS	$0	125
EXCESS REVENUE (EXPENDITURE)	$517,982	126
FUND BALANCE - JULY 1	$0	127
Non-Spendable	$0	128
Restricted	$0	129
Committed	$0	130
Assigned	$0	131
Unassigned	$0	132
FUND BALANCE - JUNE 30	$517,982	133
Non-Spendable	$0	134
Restricted	$517,982	135
Committed	$0	136
Assigned	$0	137
Unassigned	$0	138

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 general supervision of 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.

Adopted_____

_____

Secretary of Board of Education

Bronson Community Schools

24 June 2024

Notes and Assumptions for Budget Projection

For the Fiscal Year Ending June 30, 2025

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, the actual student count, and most importantly what we will receive in state aid. I have used the hard caps for all staff for the insurance costs. Included in this budget are steps and increases for all staff. I have estimated 916.89 FTE from the blended count for this fiscal year and accounted for a $241 per pupil increase in the foundation allowance from the state. I have also accounted for the decrease of UAAL in both revenue and expenditure, as UAAL is paid to us in the state aid payment, but we must pay it back to the retirement system.

GENERAL FUND

REVENUES

1 Tax Levy- I have kept the taxable values in the district consistent until the new reports are available for the new tax collections.

2 Other Local Revenue – This area is where we account for our athletic revenues as well as building rentals and miscellaneous receipts. I have reduced this area slightly just not knowing what to expect for next year.

3 State Sources – For this budget, I assumed the foundation allowance at $9,849, which is a $241 increase from last year's foundation. I have used an estimated FTE of 916.89, I took the blended count from our spring count and estimated to have a 915 count in the fall. There are many unknowns with MSPERS, I have entered my best estimate based on the information I have today. I am not exactly sure where the actual numbers will land from the state.

4 Federal Sources – The Title funds included in this budget are consistent with the prior year, as our new allocations have not yet been approved. I have included the ESSER expenses that have already been approved and carried over from the prior year. This category might be affected during amendment time but should have no impact on the overall status as federal revenues must equal expenses.

EXPENSES

8 Basic Program – This is the largest expense category. I have budgeted for our current staff and any new hires that have already been approved. I have also included step and lane changes with the new proposed scale. Costs in this area have decreased slightly due to supplies and staffing changes.

9 Added Needs - This category has increased. I have budgeted for 2 full ProMedica employees, accounted for an increase in special education billing from the ISD, and increased retirement and wage costs for all staff.

15 Operations and Maintenance – Staffing in maintenance and custodial stayed constant, I have budged for the support staff wage increase. I have included slight increases in the natural gas, electric, water, and sewer costs, which is typical every year. However, I included an extra 18% increase to the electric bill for the JSH due to the HVAC's expected usage. This budget has been increased for any labor and repairs that may be necessary and are not able to be covered by the Sinking Fund. I have included the new school furniture that was moved from last year's budget and the 6th-grade epoxy flooring project.

16 Transportation—This category has increased as I have included the purchase of a new bus, two new vans, new cameras for the bus and vans, and a little bit extra for increases in fuel cost and parts and labor expenses.

23 Excess Appropriations – Keep in mind that there are a huge number of variables that will impact this bottom line. I have updated the items in this budget based to the best of my knowledge, such as salaries, benefits, and retirement rates. I have included increases in utilities and other small increases throughout the budget for known items. I would consider this my best estimate for starting the 2024-2025 year until we have a better idea of where we will land.

Food Service

The food service fund projection budget had minor changes and is expected to continue to spend down funds. As always we have increased the cost of food supplies, as well as increased the contract amount through Chartwells. I did include charging indirect costs to food service in this budget but will not know the exact amount until closer to the end of the year as it is based on actual expenses. Some of the items that we intended to purchase on our excess cost plan had been pushed into this 24-25 year. 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 2

The sinking fund projection budget shows that we will dip into fund equity in the amount of $844,421. I have included the Ryan bathroom renovation project, HVAC overage, JSH parking lot resurfacing, fire alarm changeover, and the Food Service Hood ventilation project overage. I have not included any tax revenue as that will now go into Sinking Fund 3.

Special Revenue Fund

The special revenue fund projection budget shows an increase in fund equity. I have made a few changes, as this fund is composed of only student activity funds. All of these funds are restricted funds with a specific purpose and are held in a separate account.

Sinking Fund 3

Sinking Fund 3 will be new this year and will begin with the new tax collections that were renewed by voters in 2023. We received a rollback with this millage, and therefore, we will be collecting 1.9718 instead of the renewed 1.9766 mills. I have included no expenses in Sinking Fund 3 as the upcoming sinking fund projects can be completed with funds from Sinking Fund 2.