

## 2019-20 Preliminary Budget

South Washington County Schools Independent School District 833







# South Washington County Schools 2019-20 Preliminary Budget

### **DISTRICT ADMINISTRATION**

Superintendent of Schools	Keith Jacobus
Assistant Superintendent for Academic Excellence and Accountability.	Mike Johnson
Assistant Superintendent for Academic Excellence and Accountability.	Julie Nielsen
Assistant Superintendent for Academic Excellence and Accountability.	Kristine Schaefer
Director of Communications and Community Relations	Shelly Schafer
Director of Community Education	Bob Lawrence
Director of Finance and Operations	Dan Pyan
Director of Human Services	Kevin Witherspoon
Director of Nutrition Services	Wendy Tracy
Director of Professional Development and Accountability	Brian Boothe
Director of Special Services	Michelle Barries
Director of Teaching and Learning Services	Kelly Jansen
Director of Technology	Bob Berkowitz
Director of Transportation	Carrie Olson

#### **BUILDING ADMINISTRATION**

East Ridge High School Principal	Jim Smokrovich
Park High School Principal	
Woodbury High School Principal	
South Washington Alternative High School Principal	Nick Falde
Cottage Grove Middle School Principal	Harold Scott
Lake Middle School Principal	Molly Roeske
Oltman Middle School Principal	Joni Hagebock
Woodbury Middle School Principal	
Armstrong Elementary School Principal	Andrew Caflisch
Bailey Elementary School Principal	Candace Hofstad
Cottage Grove Elementary School Principal	Theresa Blume
Crestview Elementary School Principal	Jodi Husting
Grey Cloud Elementary School Principal	Laura Loshek
Hillside Elementary School Principal	Erin Shadick
Liberty Ridge Elementary School Principal	Michael Moore
Middleton Elementary School Principal	Arthur Williams
Newport Elementary School Principal	Rich Romano
Nuevas Fronteras Spanish Immersion School	Cynthia Maldonado
Pine Hill Elementary School Principal	
Pullman Elementary School Principal	Ed Ross
Red Rock Elementary School Principal	Jennifer Holt
Royal Oaks Elementary School Principal	Susan Risius
Valley Crossing Elementary School Principal	Lela Olson
Woodbury Elementary School Principal	Connha Classon

# South Washington County Schools 2019-20 Preliminary Budget

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## South Washington County Schools 2019-20 Preliminary Budget

#### I. Budget Process

Compiling the annual budget is a process that takes several months and collects input from several different sources. When reading this budget document, it is important to have a general understanding of how and when data is gathered, how projects are prioritized, and how the general fiscal cycle works. Below is a brief timeline of the budget process.

- November 2018 Discussion of budget projections and changes needed
- ➤ December 2018 Formation of Budget Committees to discuss changes
- December 2018 Committees begin reduction process
- ➤ January 2019 School Board is presented with recommended changes
- January 2019 Staff is presented with changes
- February 2019 Public presentations of budget adjustments
- February 2019 School Board approves budget adjustments
- March 2019 Staffing workshops and allocations completed; non-renewed staff are notified
- March 2019 Debt Service, Construction, Trust Fund and Facilities-related budgets approved
- ➤ April 2019 2019-20 Revised Budget calculated and approved
- ➤ May 2019 Calculation and compilation of budgets for all revenue and expenditure amounts for General, School Nutrition, Community Service, Agency, and Internal Service Funds
- ➤ June 2019 Approval of 2019-20 Preliminary General Fund, School Nutrition and Community Services Budgets
- ➤ July through September 2019 Prepare for annual audit
- ➤ November 2019 Annual audit results for 2019-20 presented by auditing firm and accepted by the School Board

#### II. General Fund

The General Fund of all school districts in the State of Minnesota is used to account for an array of initiatives including regular K-12 instruction, special education, transportation, district administration, capital, maintenance, staff development, media centers, athletics, and the majority of all school district functions. Examples of items that are NOT included in the general fund include:

- School Nutrition
- Community Education
- Building Construction projects that are funded through selling bonds or capital loans
- Debt Service transactions
- Agency transactions
- Internal Services transactions

Transactions that are accounted for outside of the general fund will be discussed in other sections of this document.

Within the general fund are several requirements to reserve funds for a particular purpose. These reserve requirements are put in place by the State Legislature and compliance is required of all school districts. Examples of required reserves within the general fund include:

- Long term facility maintenance
- Operating capital
- Deferred maintenance
- Staff development
- Safe schools
- Basic skills
- Learning & development
- Vocational education
- Gifted and talented
- Learning centers

These reserves are accounted for separately on the District's books, as required. However, because several of the reserves have expenditures that surpass by far the revenue required to be reserved for them, and no reserve fund balance exists at the end of any given fiscal year for these reserves, they are included in the undesignated/unreserved portion of the general fund budget presentation. Specifically, this includes basic skills, learning and development, gifted and talented, learning center, and vocational education. This point should be kept in mind while reading the general fund budget pages.

#### A. Enrollment

Student Enrollment is extremely important as it not only drives staffing decisions, but is also the key factor of the general education revenue funding formula. For this reason, student enrollment projections in and of themselves require many hours of analysis before they are relied upon for making decisions.

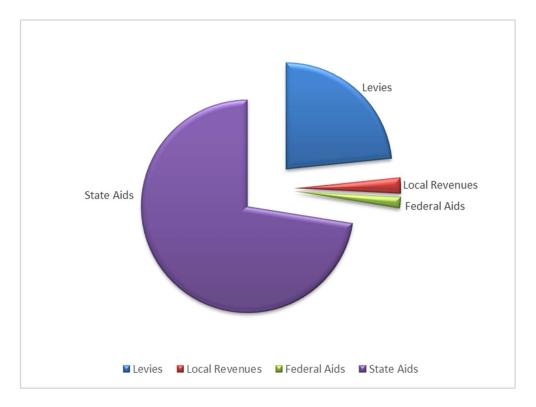
Enrollment projections are determined using separate methods depending on the grade level being projected. Kindergarten projections are based on birth rate data received from Washington County. The birth rates are then modified based on historical trends in capture rates in the district to project the number of kindergarteners expected to enroll. Projections for the remaining grade levels are determined using a historical 10-year cycle process.

The table on the following page provides actual enrollment data from the 2017-18 school year as well as projected enrollment data for the 2018-19 and 2019-20 school years. (Final enrollment data for the 2018-19 school year will not be available until the fall of 2019.) These enrollment projections were used to calculate the expected general education aid which is discussed later in this document.

	Average Daily Membership									
Grades	2017-18 Actual	2018-19 Projection	2019-20 Projection							
Pre-K	267.31	286.00	286.00							
Kindergarten	1,341.24	1,340.00	1,370.00							
Grades 1 – 3	4,112.90	4,103.00	4,115.00							
Grades 4 – 6	4,397.73	4,250.00	4,248.00							
Grades 7 - 12	8,448.20	8,614.00	8,518.00							
Total	18,567.38	18,593.00	18,537.00							

#### B. Where Does the Money Come From?

The general fund receives its revenue from three very broad sources: state aids, federal aids, and local revenue. More information on each of these revenue sources can be found below. Much of this information has been obtained from the 2018-19 edition of "Financing Education in Minnesota", a document provided by the Minnesota House of Representatives Fiscal Analysis Department.



#### 1. State Aids

#### a) *General Education Aid - \$145,453,689*

General Education Aid is the largest funding source of the school district. This aid is comprised of several components, each with its own formulas to calculate the amount the district can expect to receive from the Department of Education in a given fiscal year.

- ➤ Basic Formula This portion of general education aid is calculated by taking the formula allowance (determined by the State Legislature) times the adjusted pupil unit (APU). For the 2019-20 fiscal year, the formula allowance was estimated at \$6,438 per pupil unit. The resulting revenue projection related to the basic formula is \$130,308,983 for the 2019-20 fiscal year.
- ➤ Compensatory This portion of general education aid is driven by the number of students eligible to receive either free or reduced lunches based on the financial circumstances of the family. Based on the current funding levels, the district receives approximately \$816 for each pupil eligible for free or reduced lunch. This revenue is required to be used to help students coming from less privilege achieve learning success. 5.5% of this revenue must be used for extended time activities. The revenue projection for compensatory revenue is \$2,799,257 for the 2019-20 fiscal year.

- ➤ Referendum A portion of general education aid is connected to the voter approved operating referendum. This revenue source is designed to equalize the tax burden for tax payers between districts. For example, if two districts have equal voter approved operating referendums but one of the districts has a much higher tax base over which the tax burden is spread, the tax payers in the less wealthy district will have a higher individual tax burden. This revenue source helps pay a portion of the voter approved levy with dollars from the state in the less wealthy district in this example. For South Washington County Schools, the State will pay about 9% or \$3,431,515 for the 2019-20 school year.
- ➤ Local Optional Revenue Another benefit to the taxpayers added by the State Legislature is the LOR, which allowed School Board to move \$424 per pupil unit of voter-approved referendum revenue to LOR. This allows SWCS to receive an additional \$587,600 in state aid offsetting local taxpayer contributions.
- ➤ Operating Capital Recognizing the need for school districts to maintain their facilities, the Legislature includes a component in the general education aid to help address these needs. The formula for operating capital includes a per-pupil amount as well as an amount based on the age of the district's buildings. The projected operating capital aid for the 2019-20 fiscal year is \$3,310,959.
- ➤ Alternative Attendance Adjustment South Washington County Schools provides transportation to public, charter, and non-public students alike. However, general education aid is received only for those students who actually attend SWC Schools. The alternative attendance adjustment is the method used to help fund the cost of transporting charter school students who do not attend SWCS. In the current year, the allowance is \$299.99 per pupil unit. The total amount anticipated for the 2019-20 fiscal year is \$282,812.
- ➤ **Gifted and Talented** South Washington County Schools will receive \$13 per adjusted pupil unit to be used to identify gifted and talented students and provide programming for those students. In addition, the funds can be used to provide staff development to those serving the district's gifted and talented population. The projected gifted and talented aid for 2019-20 is \$263,128.
- ➤ English Learner A portion of the general education aid is generated based on the number of students which are not proficient in English. Whether or not a student is considered proficient in English is determined by testing standards set by the Minnesota Department of Education. The Legislature has provided for \$704 per reported English learning student be allocated to school districts to assist in the costs associated with serving the needs of these students. The projected EL revenue for 2019-20 is \$380,800.
- ➤ Extended Time The extended time allowance for 2019-20 is \$5,117 per adjusted pupil unit for students with an average daily membership exceeding 1.0 (up to a limit of 1.2). This revenue is generated on students attending summer school or who attend an extended day program. The anticipated revenue for 2019-20 is \$307,020.

#### b) Literacy Incentive Aid - \$1,087,520 (Estimated)

Literacy Incentive Aid is awarded to districts based on two factors:

- Reading levels of the district's current third graders
- Progress made in reading levels between the third and fourth grade
  Each component of this aid is calculated by multiplying \$530 times the average
  percentage of students meeting proficiency and growth requirements on the reading
  portion of the Minnesota Comprehensive Assessment (MCA) and then multiplying that
  by the number of students in the tested grade level.

#### c) Permanent School Fund - \$737,392

In the mid-1800's, lands were granted to the State by the Federal government and were placed in a trust fund called the Permanent School Fund. The State constitution requires that any revenue generated (from timber, mining, or sale of land) be held in this trust and that any interest earnings of the trust be distributed to school districts based on the number of students served. In 2019-20 the endowment per pupil unit is \$38.52.

#### d) Special Education Aid - \$27,500,000

Special Education Aid is provided to districts to help fund the additional costs associated with providing required services to students with disabilities. South Washington County Schools serves approximately 2,910 students with disabilities. Special Education Aid is made up of the following components:

- ➤ Initial Aid Special Education Initial Aid is awarded to districts based the lowest of three formulas; Prior year 'old formula' expenses at 62% of cost, Prior year all State special education expenses at 50% of cost, or 5% of census-based calculations involving special education student disabilities and free/reduced lunch data.
- ➤ Excess Cost Aid Excess cost Aid is generated by a district with large unreimbursed special education costs relative to district's general education revenue. It is calculated as the greatest of three: 56% difference of unreimbursed costs and 7% of general education revenue, 62% of the difference of unreimbursed 'old formula' costs and 2.5% of general education revenue, or zero.
- ➤ Special Education Transportation Prior year expenses in transporting special education students are reimbursed at 100% of cost.

#### e Non-Public Pupil Transportation Aid - \$657,238

Just as the Alternative Attendance Adjustment within General Education Aid provides the district with revenue for transporting charter school students, the Non-Public Pupil Transportation Aid provides for the costs associated with transporting non-public students. The formula for calculating this revenue is based on the cost per pupil transported in the base year. (The base year for purposes of calculating the 2019-20 revenue is 2017-18.) This cost per student in the base year is then multiplied times the number of non-public students transported in the current year and adjusted for any change in the general education funding allowance.

#### f) Long Term Facilities Maintenance Aid - \$2,236,523

Facilities program established by State Legislature which combined previous alternative facilities funding and health and safety funding. This revenue is a mix of state aid and taxpayer levy. The amounts of each are based our 10-year facilities plan which is approved by MDE.

#### 2. Federal Aids

#### a) Federal Special Education - \$3,300,000

These funds are available to offset the costs of providing special education services to students, ages 3-21, including costs not eligible for State funding. The district uses these funds to pay for a special education director and clerical support as well as benefits paid to special education staff.

#### b) Federal Special Education Preschool - \$140,000

Federal early childhood funds are available to provide services to children between the ages of three and five. The district uses these funds for program related clerical support and salary expenses.

#### c) Federal Special Education Birth to 2 - \$60,000

These funds are available to serve the needs of children between birth and the age of two. The district uses these funds for program related clerical support and salary expenses.

#### d) Title I - \$429,566

Title I funds are used to serve students who are struggling academically and live in low income areas. SWCS uses these funds to provide additional teachers at identified schools.

#### e) Title II - \$207,734

Title II funds can be used for professional development purposes or class size reduction. The district uses these funds to provide a reading specialist and reduce class size. A portion of these funds are required to be allocated to the non-public schools for approved non-religious professional development of their staff.

#### f) Title III - \$116,937

Title III funds can be used for professional development or other initiatives that are deemed to help ensure that students whose primary language is not English are able to attain proficiency in English.

#### g) Other Federal Revenue - \$27,564

The district receives various other federal funds which may only be used in accordance with the federal grant guidelines specific to the funds received.

#### 3. Local Revenue

#### a) Property Tax Levy - \$58,302,840

The second largest source of revenue for the district is revenue generated from the property tax levy. Much like general education aid, there are several components and calculations related to these funds. The details of these calculations can be found in the 17PAY18 Levy Limitation and Certification report. Property Tax Levy revenue is required to be reserved for several specific purposes as follows:

- Operating Capital \$1,136,508
- Capital Projects \$2,000,000
- Achievement and Integration \$855,541
- Long Term Facilities Maintenance \$3,164,888
- Lease Levy \$3,830,888
- Alternative Teacher Professional Pay System \$1,527,507
- > Safe Schools \$1,068,938
- Career and Technical Education \$216,274
- Unreserved General Fund \$44,502,296

#### b) Third Party Billing - \$650,000

The district provides certain services to special education students that are deemed to be medical in nature. When the proper paperwork is in place, the district is able to request payment to offset the costs of providing these services.

#### c) *E-Rate Funding - \$150,000*

The district receives reimbursement for its eligible telecommunication and internet costs at a rate dependent on the total state appropriation. The amount received is reduced by any Federal E-Rate funding received. This funding source directly offsets expenditures.

#### d) Athletic and Activity Participation Fees - \$667,120

Students are charged a fee to participate in athletics and activities. These fees are intended to help offset the costs associated with providing coaching staff for the given sport or activity. For families who are eligible for free or reduced lunches, participation fees are also lowered.

#### e) Admission and Student Recovery - \$222,870

The district charges admission fees to many activities and also when allowable, for parking permits, lost library books, lost textbooks, class fees, and copies of transcripts.

#### f) Interest Earnings - \$125,000

Given the current market, the General Fund does not earn a significant amount of interest. When possible, funds are invested in six to twelve-month allowable investments such as certificates of deposit. As market conditions fluctuate, the district monitors the best financial instrument to use for any excess cash balance maintained in the general fund.

#### g) Other Local Revenue - \$3,523,677

The district collects revenue from several local sources in the form of grants, fees for services, athletic cooperative charges, charter school sponsorships fees, and advertising sales.

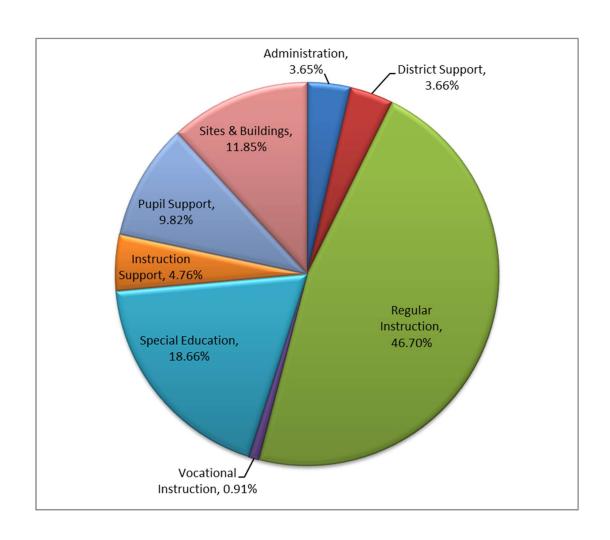
#### C. Where Does the Money Get Spent?

There are several types of expenditures made by the school district which can be categorized in six general categories. These categories are specified within the Uniform Financial Accounting and Reporting Standards (UFARS) used by all school districts in the State of Minnesota. The largest expense for any school district is salaries and the associated benefits. For South Washington County Schools, salaries and benefits make up 82% of the 2019-20 general fund budget. The remaining expenditure categories are: services, supplies, equipment & capital improvements, and other. These category types will be referred to regularly in this document making it important for the reader to have a clear understanding of the types of expenditures which are included in each category. To that end, examples of each of the expenditure categories are listed below:

- > Salaries Expenditures in this category include salary payments to administrators, teachers, educational assistants, clerical support, maintenance employees, or any individual who is deemed to be an employee of the school district (rather than an independent contractor).
- ➤ Benefits Benefit expenditures include employer portions of Federal payroll taxes, retirement contributions, employer paid insurance premiums, and all benefits agreed to within negotiated union contracts and labor policies.
- Services Expenditures in this category include a wide variety of costs. This category includes payments to individuals or organizations for professional services such as auditors, professional speakers, attorneys, contracted service providers, or consultants. This category also includes utilities, professional development registrations, travel costs, operating leases, tuition payments, and transportation contracts.
- Supplies Supply expenditures include supplies purchased for both instructional and non-instructional purposes. This includes everything from toner in the district offices to textbooks used by students. This category also includes items such as standardized tests, media resources, electronic replacements of instructional resources (such as applications for electronic devices), and food.
- ➤ Equipment and Capital Improvements Expenditures in this category would include the purchase of land, improvements made to buildings, equipment, and capital leases (such as the copy machine leases the district has with Xerox and Metro Sales). One thing to keep in mind is that a "capital" improvement does not mean the purchase is necessarily funded with operating capital dollars. Although operating capital can certainly fund this type of expenditure, this is not the only funding source for this type of expenditure.
- ➤ Other The UFARS manual provides for a miscellaneous category of expenditure for those items that do not fit neatly within the other categories. Examples of this type of expenditure are dues, memberships, licenses, sales tax, indirect cost allocations, and other miscellaneous expenditures.

## **General Fund Expenditures per Pupil**

<u>Program</u>	Exp	<b>Expenditures</b>				
Regular Instruction	\$	6,307.74	46.70%			
Special Education		2,520.24	18.66%			
Sites & Buildings		1,600.60	11.85%			
Pupil Support		1,325.91	9.82%			
Instruction Support		642.50	4.76%			
District Support		494.34	3.66%			
Administration		493.31	3.65%			
Vocational Instruction		122.85	0.91%			
	\$	13,507.49				



### **General Fund Expenditures by Program Area**

In order to better explain where the school district spends the dollars it has been entrusted with, a discussion of the broad program areas will follow. Keep in mind that within each of these program areas, the revenue that is funding the particular initiative may be coming from state, federal, local, or a combination of funding sources. A brief description of each program area along with a summary of budgeted expenditures is listed below. These summaries include expenditures of the entire general fund which includes both reserved and unreserved amounts.

#### 1. Administration

This program area includes the costs of the School Board, the Superintendent's office, and the principal's office in each of the schools.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 5,657,512	\$ 6,163,673	\$ 6,200,111	0.59%
Benefits	2,251,001	2,591,863	2,439,018	-5.90%
Services	416,090	380,319	383,295	0.78%
Supplies	47,656	17,580	20,650	17.46%
Equipment & Capital	-67,676	5,500	5,500	0.00%
Other	86,905	95,525	95,920	0.41%
Total	\$ 8,391,487	\$ 9,254,460	\$ 9,144,494	-1.19%

#### 2. District Support Services

The district support services program category includes Human Resources, Information Systems, and the Business Office. In addition, liability and worker's compensation insurance for the entire district is recorded in this program area.

	<u> 2018 Actual</u>	2019 Revised	2020 Original	<u>% Change</u>
Salaries	\$ 3,321,222	\$ 2,993,580	\$ 3,315,439	10.75%
Benefits	1,307,816	1,444,065	1,436,413	-0.53%
Services	304,383	567,707	720,266	26.87%
Supplies	1,502,690	2,907,513	2,470,999	-15.01%
Equipment & Capital	1,110,077	1,311,000	1,697,638	29.49%
Other	-657,471	11,257	-477,145	-4338.65%
Total	\$ 6,888,718	\$ 9,235,122	\$ 9,163,610	-0.77%

#### 3. Elementary and Secondary Regular Instruction

This program category includes kindergarten, elementary, and secondary regular instruction which includes Title I, Title II, and Title III. In addition, all athletics and activities are reported in this program area.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 73,165,016	\$ 76,226,297	\$ 77,622,974	1.83%
Benefits	27,507,462	28,210,552	29,838,699	5.77%
Services	3,989,557	4,323,956	4,607,576	6.56%
Supplies	2,528,262	3,147,835	3,439,206	9.26%
Equipment & Capital	750,275	1,146,189	806,400	-29.65%
Other	703,469	652,300	611,736	-6.22%
Total	\$ 108,644,042	\$ 113,707,129	\$ 116,926,591	2.83%

#### 4. Vocational Education Instruction

Vocational and educational instruction includes the cost of providing classes (primarily at the secondary level) involving agriculture, health sciences, business, or anything aiming to teach students about specific career options available to them after completing high school. In addition, this program area has a component for special needs students' participation in vocational activities during the school day.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 842,498	\$ 863,166	\$ 873,252	1.17%
Benefits	321,369	324,412	346,031	6.66%
Services	1,073,998	1,000,574	1,001,750	0.12%
Supplies	32,557	103,337	36,580	-64.60%
Equipment & Capital	1,689	13,684	13,690	0.00%
Other	6,282	5,882	5,882	0.00%
Total	\$ 2,278,393	\$ 2,311,055	\$ 2,277,185	-1.47%

#### 5. Special Education Instruction

This program category captures the costs involved with providing services to special education students. However, the cost of providing special transportation to these students is not included in this category.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 27,479,002	\$ 29,161,854	\$ 30,105,184	3.23%
Benefits	10,025,060	10,419,515	11,665,500	11.96%
Services	3,017,097	3,209,017	3,856,973	20.19%
Supplies	306,368	384,389	307,552	-19.99%
Equipment & Capital	0	0	0	#DIV/0!
Other	915,153	915,924	782,530	-14.56%
Total	\$ 41,742,679	\$ 44,090,699	\$ 46,717,739	5.96%

#### 6. Community Education and Services

This program category includes costs associated with the state funded voluntary prekindergarten (VPK) program.

		2018 Actual	2019 Revised	2020 Original	% Change
Salaries		\$ 41,517	\$ 0	\$ 0	0.00%
Benefits		26,154	0	0	0.00%
	Total	\$ 67,671	\$ 0	\$ 0	0.00%

#### 7. Instructional Support Services

The instructional support services category includes costs associated with assistant principals, curriculum office, textbooks, media centers, and staff development.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 7,419,280	\$ 8,110,922	\$ 8,295,472	2.28%
Benefits	2,400,431	2,539,459	2,584,263	1.76%
Services	254,963	248,920	259,880	4.40%
Supplies	421,396	583,073	408,361	-29.96%
Equipment & Capital	7,725	230,000	285,000	23.91%
Other	69,259	76,705	77,094	0.51%
Total	\$ 10,573,054	\$ 11,789,079	\$ 11,910,070	1.03%

#### 8. Pupil Support Services

This program category captures the cost associated with counseling offices, health services, and psychologists serving regular education students, social workers, and transportation of regular and special needs students.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 10,008,720	\$ 10,550,577	\$ 11,459,667	8.62%
Benefits	5,485,475	6,023,149	6,090,315	1.12%
Services	4,991,393	5,116,736	5,378,709	5.12%
Supplies	1,114,977	1,198,975	1,161,430	-3.13%
Equipment & Capital	524,694	420,454	434,500	3.34%
Other	39,459	31,675	53,850	70.01%
Total	\$ 22,164,718	\$ 23,341,566	\$ 24,578,471	5.30%

#### 9. Sites and Buildings

This program area includes the costs of maintaining the district's buildings and facilities. The salaries and benefits of the buildings and grounds director and clerical support as well as all custodial and maintenance employees are recorded here. In addition, this program category includes expenditures such as electricity, water, sewer, gas, trash removal, snow removal, health & safety projects, and a large portion of the district's capital projects.

	2018 Actual	2019 Revised	2020 Original	% Change
Salaries	\$ 5,576,085 \$	5,923,929 \$	6,249,433	5.49%
Benefits	2,358,519	2,709,740	2,750,600	1.51%
Services	9,900,444	10,108,388	13,387,190	32.44%
Supplies	1,386,583	1,183,600	1,223,823	3.40%
Equipment & Capital	4,952,691	5,407,354	5,882,146	8.78%
Other	194,014	188,074	177,074	-5.85%
Total	\$ 24,368,336 \$	25,521,085 \$	29,670,266	16.26%

#### 10. Transfers

The transfer category consists of transfers made to other funds.

		<u>2018 Actual</u>	2019 Revised	2020 Original	<u>% Change</u>
Transfers		354,611	0	0	0.00%
	Total \$	354,611 \$	0 \$	0	0.00%

## **General Fund Budget Summary (Reserved and Unreserved)**

	2018 Actual	2019 Revised	2020 Original	% Change
Revenues				
Local Revenues	\$ 48,267,040	\$ 58,022,485	\$ 64,163,632	10.58%
State Aids	173,609,738	177,154,019	180,650,375	1.97%
Federal Aids	4,430,240	4,329,990	4,299,822	-0.70%
Other Revenues	 161,239	491,216	126,910	-74.16%
<b>Total Revenues</b>	\$ 226,468,257	\$ 239,997,710	\$ 249,240,739	3.85%
Expenditures				
Salaries	\$ 133,510,853	\$ 139,993,998	\$ 144,121,532	2.95%
Benefits	51,683,286	54,262,755	57,150,839	5.32%
Services	23,947,925	24,955,617	29,595,639	18.59%
Supplies	7,340,489	9,526,302	9,068,601	-4.80%
Equipment & Capital	7,279,475	8,534,181	9,124,874	6.92%
Other	1,357,069	1,977,342	1,326,941	-32.89%
Total Expenditures	\$ 225,473,708	\$ 239,250,195	\$ 250,388,426	4.66%
Fund Balance Projection				
Beginning	\$ 7,417,700	\$ 8,412,249	\$ 9,159,764	8.89%
Revenues	226,468,257	239,997,710	249,240,739	3.85%
Expenditures	-225,473,708	-239,250,195	-250,388,426	4.66%
Projected Fund Balance	\$ 8,412,249	\$ 9,159,764	\$ 8,012,077	-12.53%
Percent of Expenditures	3.73%	3.83%	3.20%	
reitent of expenditures	3.73/0	3.03/0	3.20/0	

#### III. School Nutrition Fund

The School Nutrition Fund is used to account for the activities related to providing nutrition services to the K-12 academic program as well as catering services provided by the district. The fund operates on the principle of revenues exceeding expenditures on day-to-day operations so that the excess can be used to systematically replace and upgrade kitchen equipment around the district. By operating in this manner, the goal of the School Nutrition program is to be self-sustained and not to pull resources from direct K-12 instructional funds. School Nutrition pays the general fund for certain overhead costs such as payroll, accounts payable, and technology support. A summary of this fund's budget is listed below.

		2018 Actual		2019 Revised		2020 Original	% Change
Revenues							
Local Revenues	\$	6,573,041	\$	6,243,300	\$	6,334,375	1.46%
State Aids		419,901		429,400		433,725	1.01%
Federal Aids		2,941,641		3,036,500		2,965,440	-2.34%
<b>Total Revenues</b>	\$	9,934,583	\$	9,709,200	\$	9,733,540	0.25%
Expenditures							
Salaries	\$	2,994,030	\$	3,120,260	\$	3,231,630	3.57%
Benefits	Ÿ	1,154,165	7	1,183,312	7	1,241,225	4.89%
Services		421,861		447,500		454,000	1.45%
Supplies		3,854,636		3,935,527		4,003,303	1.72%
Equipment & Capital		368,724		360,000		420,000	16.67%
Other		676,091		581,169		486,981	-16.21%
Total Expenditures	\$	9,469,507	\$	9,627,768	\$	9,837,139	2.17%
Fund Balance Projection							
Beginning	\$	834,629	\$	1,299,704	\$	1,381,136	6.27%
Revenues	•	9,934,583	7	9,709,200	,	9,733,540	0.25%
Expenditures		-9,469,507		-9,627,768		-9,837,139	2.17%
Projected Fund Balance	\$	1,299,704	\$	1,381,136	\$	1,277,537	-7.50%
Percent of Expenditures		13.73%		14.35%		12.99%	

#### IV. Community Education Fund

The Community Education Fund accounts for the activities related to providing education services for Pre-Kindergarten and Post-Grade 12 students. The fund operates on a principle of breaking even on a year-to-year basis and maintaining a healthy fund balance which protects future programming. Community Education pays the general fund for space used in the district according to formulas outlined in the Uniform Financial Accounting and Reporting Standards (UFARS) Manual. Community Education pays the general fund for certain overhead costs such as payroll, accounts payable, and technology support. A summary of the complete Community Education budget is listed below. Within Community Education are several Fund Balance requirements which will be discussed in greater detail on the following pages.

		2018 Actual		2019 Revised		2020 Original	% Change
Revenues							
Local Revenues	\$	12,146,425	\$	12,962,750	\$	13,431,398	3.62%
State Aids		2,293,264		2,375,904		2,506,170	5.48%
Federal Aids		16,607		16,902		16,902	0.00%
Total Revenues	\$	14,456,295	\$	15,355,556	\$	15,954,470	3.90%
Expenditures							
Salaries	\$	9,001,381	\$	9,436,819	\$	9,666,506	2.43%
Benefits	Ψ	2,535,864	Υ	2,770,032	Ψ	2,945,941	6.35%
Services		1,828,119		1,821,248		1,816,073	-0.28%
Supplies		778,532		852,560		926,771	8.70%
Equipment & Capital		273,431		240,300		208,500	-13.23%
Other		31,770		7,380		35,537	381.53%
Total Expenditures	\$	14,449,097	\$	15,128,339	\$	15,599,328	3.11%
Fund Balance Projection							
Beginning	\$	17,428	\$	24,626	\$	251,843	922.67%
Revenues	·	14,456,295	•	15,355,556	•	15,954,470	3.90%
Expenditures		-14,449,097		-15,128,339		-15,599,328	3.11%
Projected Fund Balance	\$	24,626	\$	251,843	\$	606,985	141.02%
Percent of Expenditures		0.17%		1.66%		3.89%	

#### A. School Readiness Fund Balance

The School Readiness Fund Balance is used to accumulate all revenues and expenditures related to the district's early childhood education program. This program is provided to assess children's cognitive skills, teach educational programming that will strengthen children's cognitive skills and development, and generally prepare children for entry into kindergarten. In addition, this program provides support in the Community kids preschool and to provide scholarships to students who are not eligible for the early learning scholarships.

	2018 Actual		2019 Revised		2020 Original	% Change
Revenues						
Local Revenues	\$ 1,622,093	\$	1,677,119	\$	1,881,428	12.18%
State Aids	 684,465		669,757		652,049	-2.64%
Total Revenues	\$ 2,306,557	\$	2,346,876	\$	2,533,477	7.95%
Expenditures						
Salaries	\$ 1,756,637	\$	1,672,476	\$	1,735,455	3.77%
Benefits	680,768		695,403		768,949	10.58%
Services	-138,921		-260,464		-327,225	25.63%
Supplies	30,777		40,000		42,000	5.00%
Equipment & Capital	4,734		7,500		8,500	13.33%
Other	 100		75		125	66.67%
Total Expenditures	\$ 2,334,094	\$	2,154,990	\$	2,227,804	3.38%
Fund Balance Projection						
Beginning	\$ -1,205,437	\$	-1,232,974	\$	-1,041,088	-15.56%
Revenues	2,306,557	•	2,346,876	•	2,533,477	7.95%
Expenditures	-2,334,094		-2,154,990		-2,227,804	3.38%
Projected Fund Balance	\$ -1,232,974	\$	-1,041,088	\$	-735,415	-29.36%
Percent of Expenditures	-52.82%		-48.31%		-33.01%	

#### B. Early Childhood Family Education Fund Balance

Programming provided for children aged birth to kindergarten and their caretakers are operated under the Early Childhood Family Education Fund Balance. This program provides classes and resources to expectant parents and caretakers of young children which may help them understand a child's learning and development and as a result be able to help children grow. This program also provides parenthood education in secondary schools and outreach work in the community.

	2018 Actual		2019 Revised		2020 Original	% Change
Revenues						
Local Revenues	\$ 445,368	\$	487,763	\$	509,185	4.39%
State Aids	802,945		841,773		846,342	0.54%
Total Revenues	\$ 1,248,313	\$	1,329,536	\$	1,355,527	1.95%
Expenditures						
Salaries	\$ 837,373	\$	990,216	\$	1,008,457	1.84%
Benefits	253,783		276,026		296,829	7.54%
Services	112,502		115,327		114,850	-0.41%
Supplies	17,710		28,700		26,050	-9.23%
Equipment & Capital	350		16,000		16,000	0.00%
Other	 184		250		250	0.00%
Total Expenditures	\$ 1,221,902	\$	1,426,519	\$	1,462,436	2.52%
Fund Balance Projection						
Beginning	\$ 428,024	\$	454,435	\$	357,452	-21.34%
Revenues	1,248,313	•	1,329,536	·	1,355,527	1.95%
Expenditures	-1,221,902		-1,426,519		-1,462,436	2.52%
Projected Fund Balance	\$ 454,435	\$	357,452	\$	250,543	-29.91%
Percent of Expenditures	37.19%		25.06%		17.13%	

#### C. Adult Basic Education Fund Balance

The Adult Basic Education Fund Balance is used to accumulate the revenues and expenditures related to providing basic skills learning opportunities for individuals 17 years of age or older who are not enrolled in an elementary or secondary school. Funding for this program is dependent upon the number of student contact hours. This program provides K-12 level basic skills to allow participants to achieve their individual academic goals up to the level of high school completion. Adult Basic Education also serves adult immigrants with English language classes in order to improve their English skills, including: speaking, reading, writing, and listening. The ultimate goal of the program is to help the functionally illiterate become more employable and productive citizens.

		2018 Actual		2019 Revised		2020 Original	% Change
Revenues							
Local Revenues	\$	4,226	\$	10,000	\$	10,000	0.00%
State Aids		373,493		482,065		584,142	21.17%
Federal Aids		16,607		16,902		16,902	0.00%
Total Revenues	\$	394,325	\$	508,967	\$	611,044	20.06%
Expenditures							
Salaries	\$	285,459	\$	366,699	\$	373,448	1.84%
Benefits	*	89,524	Ψ	108,768	*	85,753	-21.16%
Services		49,073		48,443		65,500	35.21%
Supplies		23,736		16,200		16,200	0.00%
Equipment & Capital		158		3,800		3,800	0.00%
Other		0		400		400	0.00%
Total Expenditures	\$	447,949	\$	544,310	\$	545,101	0.15%
Fund Balance Projection							
Beginning	\$	141,602	\$	87,978	\$	52,635	-40.17%
Revenues	*	394,325	Ψ	508,967	*	611,044	20.06%
Expenditures		-447,949		-544,310		-545,101	0.15%
Projected Fund Balance	\$	87,978	\$	52,635	\$	118,578	125.28%
•		•••	•	,	•	•	
Percent of Expenditures		19.64%		9.67%		21.75%	

#### V. Construction Fund

The Construction Fund accounts for the costs of school construction, addition, and renovation projects which are funded through bonds or certificates of participation (or other specific funding sources). When bonds (or certificates of participation) are issued in connection with a building project, the bond proceeds are recorded as revenue in the Construction Fund. The funds are then drawn down as payments are made for work completed on the project(s). The proceeds of bonds can only be used for the purpose for which they were issued.

	2018 Actual	2019 Revised	2020 Original	% Change
Revenues				
Local Revenues	\$ 1,107,974	\$ 300,000	\$ 180,000	-40.00%
Other Revenues	 23,311,959	0	0	0.00%
Total Revenues	\$ 24,419,933	\$ 300,000	\$ 180,000	-40.00%
Expenditures				
Salaries	\$ 16,784	\$ 71,984	\$ 0	-100.00%
Benefits	2,522	11,986	0	-100.00%
Services	5,711,523	38,085,154	13,949,000	-63.37%
<b>Equipment &amp; Capital</b>	52,176,724	4,369,519	300,000	-93.13%
Total Expenditures	\$ 57,907,554	\$ 42,538,643	\$ 14,249,000	-66.50%
Fund Balance Projection				
Beginning	\$ 92,801,646	\$ 59,314,025	\$ 17,075,382	-71.21%
Revenues	24,419,933	300,000	180,000	-40.00%
Expenditures	 -57,907,554	-42,538,643	-14,249,000	-66.50%
Projected Fund Balance	\$ 59,314,025	\$ 17,075,382	\$ 3,006,382	-82.39%
Percent of Expenditures	102.43%	40.14%	21.10%	

#### VI. Debt Service Fund

The Debt Service Fund exists to record the principal and interest payments on long-term debt issued by the district. Annual levies will provide revenue at a rate of 105% of pending debt service payments for a given fiscal year. This rate is specified in statute to ensure that principal and interest payments can be made as scheduled even if there are late property tax payments or delinquencies that may arise. The Debt Service Fund is also monitored by the Minnesota Department of Education for accumulation of excess fund balance. If the debt service fund balance is deemed to be at a level in excess of what is needed to make debt payments, a levy adjustment is made to reduce revenue and bring the fund balance down to a feasible amount.

	2018 Actual	2019 Revised	2020 Original	% Change
Revenues				
Local Revenues	\$ 28,721,961	\$ 30,737,695	\$ 28,983,627	-5.71%
State Aids	812,038	947,179	745,832	-21.26%
Federal Aids	 1,116,672	1,100,000	1,100,000	100.00%
<b>Total Revenues</b>	\$ 30,650,671	\$ 32,784,874	\$ 30,829,459	-5.96%
Expenditures				
Other	152,017,988	27,460,598	26,250,750	-4.41%
Total Expenditures	\$ 152,017,988	\$ 27,460,598	\$ 26,250,750	-4.41%
Fund Balance Projection				
Beginning	\$ 126,746,536	\$ 5,379,219	\$ 10,703,495	98.98%
Revenues	30,650,671	32,784,874	30,829,459	-5.96%
Expenditures	-152,017,988	-27,460,598	-26,250,750	-4.41%
Projected Fund Balance	\$ 5,379,219	\$ 10,703,495	\$ 15,282,204	42.78%
Percent of Expenditures	3.54%	38.98%	58.22%	

#### VII. Scholarship Custodial Fund

The Scholarship Custodial Fund is used to account for resources from various third parties which are held by the District for donor-directed purposes, such as to award scholarships to former students. The custodial fund is used to record the revenues and expenditures for custodial agreements where the school board has accepted the responsibility to serve as custodian.

	2018 Actual	2019 Revised	2020 Original	% Change
Revenues				
Local Revenues	\$ 29,500	\$ 29,000	\$ 32,000	0.00%
Total Revenues	\$ 29,500	\$ 29,000	\$ 32,000	0.00%
Expenditures				
Other	\$ 61,900	\$ 29,000	\$ 32,000	0.00%
Total Expenditures	\$ 61,900	\$ 29,000	\$ 32,000	0.00%
Fund Balance Projection				
Beginning	\$ 76,247	\$ 43,847	\$ 43,847	0.00%
Revenues	29,500	29,000	32,000	0.00%
Expenditures	-61,900	-29,000	-32,000	0.00%
Projected Fund Balance	\$ 43,847	\$ 43,847	\$ 43,847	0.00%
Percent of Expenditures	70.84%	137.02%	137.02%	

#### VIII. Internal Service Fund

An internal service fund has been established at South Washington County Schools from excess General Fund assets held over the last 14 years. These funds are used to offset the accrued liability related to post-employment benefits such as severance and pension benefits.

	<u>201</u>		18 Actual 2019 Revised			2020 Original	% Change	
Revenues								
Local Revenues	\$	96,669	\$	35,000	\$	35,000	0.00%	
Total Revenues	\$	96,669	\$	35,000	\$	35,000	0.00%	
Expenditures								
Salaries	\$	124,517	\$	115,000	\$	115,000	0.00%	
Benefits		4,072,818		1,315,000		515,000	-60.84%	
Total Expenditures	\$	4,197,335	\$	1,430,000	\$	630,000	-55.94%	
Fund Balance Projection								
Beginning	\$	6,715,098	\$	2,614,432	\$	1,219,432	-53.36%	
Revenues		96,669		35,000		35,000	100.00%	
Expenditures		-4,197,335		-1,430,000		-630,000	-55.94%	
Projected Fund Balance	\$	2,614,432	\$	1,219,432	\$	624,432	-48.79%	
Percent of Expenditures		62.29%		85.27%		99.12%		

#### IX. OPEB Trust Fund

An irrevocable OPEB (other post-employment benefits) trust was created in June 2018 with assets that were set aside for OPEB in previous years to fund post-retirement insurance costs.

	2018 Actual		2019 Revised	2019 Revised		% Change	
Revenues							
Local Revenues	\$	4,000,584	\$	810,000	\$	10,000	-98.77%
Total Revenues	\$	4,000,584	\$	810,000	\$	10,000	-98.77%
Expenditures							
Benefits	\$	902,303	\$	921,073	\$	921,073	0.00%
Total Expenditures	\$	902,303	\$	921,073	\$	921,073	0.00%
Fund Balance Projection							
Beginning	\$	0	\$	3,098,281	\$	2,987,208	-3.58%
Revenues		4,000,584		810,000		10,000	-98.77%
Expenditures		-902,303		-921,073		-921,073	0.00%
Projected Fund Balance	\$	3,098,281	\$	2,987,208	\$	2,076,135	-30.50%
Percent of Expenditures		343.37%		324.32%		225.40%	

## X. 2020 District Budget and Fund Balance Projection Summary

#### For School Board Approved June 20, 2019

		South Wash	nington County Schoo	ols			
		Independe	ent School District 83	3			
		For The Peri	od Ended June 30, 20	)20			
	Projected Balance					Projected Balance	
	June 30,		Preliminary Budget			June 30,	Percent of
Fund	2019	Davisarias		Net Image et	A di		
Fund General Fund	2019	Revenues	Expenditures	Net Impact	Adjustments	2020	Expenditure
Unrestricted	/2.000 FC0\	210 020 416	242 224 672	F 706 744	(4.041.427)	(1.224.251)	
Unassigned, Assigned & Committed	(2,089,568)	219,038,416	213,331,672	5,706,744	(4,841,427)	(1,224,251)	
Restricted	-				_		
Health and safety	2,561,867	2.164.000	5,685,000	(2,520,112)	-	41,755	
Long Term Facilities Maintenance Operating capital	3,179,993	3,164,888 7,720,618	7,828,885	(108,267)	_	3,071,726	+
Learning and development	1,123,136	4,232,998	4,185,385	47,613	-	1,170,749	
					-		
State-approved alternative programs	1,392,804	437,823	245,749	192,074	-	1,584,878	
Safe schools levy	1,564,423	1,068,938	693,250	375,688	-	1,940,111	
Community arts center Other	30,683	13,577,058	18,418,485	(4,841,427)	4,841,427	30,683	
	1 200 420	13,577,058	18,418,485	(4,841,427)	4,841,427	1 200 420	
Nonspendable Total General Fund	1,396,426	249,240,739	250,388,426	(1,147,687)	-	1,396,426	2.20
Total General Fund	9,159,764	249,240,739	250,388,426	(1,147,687)		8,012,077	3.29
Food Service Fund							
Restricted	1,230,790	9,733,540	9.837.139	(103,599)	_	1,127,191	
Nonspendable	150,346	3,733,340	3,037,133	(103,333)	-	150,346	
Total Food Service Fund	1,381,136	9,733,540	9,837,139	(103,599)		1,277,537	13.09
Total Food Service Fullu	1,381,130	3,733,340	3,837,133	(103,399)		1,277,337	13.07
Community Education Fund							
Restricted							
Community education	1,823,346	9,961,659	9,523,858	437,801	-	2,261,147	
Early childhood family education	327,724	1,355,527	1,462,436	(106,909)	-	220,815	
School readiness	(1,041,088)	2,533,477	2,227,804	305,673	-	(735,415)	
Adult basic education	52,635	611,044	545,101	65,943	-	118,578	
Community service	(930,478)	1,492,763	1,840,129	(347,366)	-	(1,277,844)	
Nonspendable	19,704	-		-	-	19,704	
Total Community Education Fund	251,843	15,954,470	15,599,328	355,142		606,985	3.9%
Building Construction Fund							
Restricted							
Alternative facilities program/LTFM	14,553,488	-	12,550,000	(12,550,000)	-	2,003,488	
Projects funded by							
certificates of participation	1,050,221	-	-	-	(47,327)	1,002,894	
Building construction	1,471,673	180,000	1,699,000	(1,519,000)	47,327	-	
Total Building Construction Fund	17,075,382	180,000	14,249,000	(14,069,000)	-	3,006,382	
Debt Service Fund	132,070,812	30,829,459	26,250,750	4,578,709	-	136,649,521	
Internal Service Fund							
Severance benefits	(115,000)	-	115,000	(115,000)	679,149	449,149	
Pension benefits	(480,000)	35,000	515,000	(480,000)	1,135,283	175,283	
Other post-employment benefits	1,814,432				(1,814,432)		
Total Internal Service Fund	1,219,432	35,000	630,000	(595,000)	-	624,432	
Custodial Fund (formerly Agency Fund)	43,847	32,000	32,000	-	-	43,847	
OPEB Trust Fund	2,987,208	10,000	921,073	(911,073)	-	2,076,135	
Total All Funds	164,189,424	306,015,208	317,907,716	(11,892,508)		152,296,916	

## XI. 2019 District Budget and Fund Balance Projection Summary

#### For School Board Approved June 20, 2019

		South Washi	ngton County Schoo	ols			
		Independe	nt School District 83	3			
		Rev	vised Budget				
		For The Perio	d Ended June 30, 20	)19			
	Audited Balance						
	June 30,		Revised Budget			Projected Balance June 30,	Percent of
Fund	2018	Revenues	Expenditures	Net Impact	Adjustments	2019	Expenditures
General Fund							
Unrestricted							
Unassigned, Assigned & Committed	1,294,475	209,244,374	207,807,690	1,436,684	(4,820,727)	(2,089,568)	
Restricted	-						
Health and safety	122,051	(122,051)	-	(122,051)		-	
LTFM	(619,590)	5,798,957	2,617,500	3,181,457		2,561,867	
Operating capital	2,335,176	7,202,918	6,358,101	844,817		3,179,993	
Learning and development	-	4,185,385	3,162,871	1,022,514	100,622	1,123,136	
State-approved alternative programs	1,128,786	437,283	173,265	264,018		1,392,804	
Safe schools levy	1,211,830	1,039,007	686,414	352,593		1,564,423	
Community arts center	30,683	-	-	-		30,683	
Other	1,512,412	12,211,837	18,444,354	(6,232,517)	4,720,105		
Nonspendable	1,396,426	-				1,396,426	
Total General Fund	8,412,249	239,997,710	239,250,195	747,515	-	9,159,764	3.8%
Food Service Fund							
Restricted	1,149,358	9,709,200	9,627,768	81,432	-	1,230,790	
Nonspendable	150,346	-	-	-	-	150,346	
Total Food Service Fund	1,299,704	9,709,200	9,627,768	81,432		1,381,136	14.3%
Community Education Fund							
Restricted							
Community education	1,485,963	9.530.266	9,192,883	337,383	-	1.823.346	
Early childhood family education	454,435	1,280,776	1,407,487	(126,711)	-	327,724	
School readiness	(1,232,974)	2,346,876	2,154,990	191,886	-	(1,041,088)	
Adult basic education	87,978	508,967	544,310	(35,343)	-	52,635	
Community service	(790,480)	1,688,671	1,828,669	(139,998)	-	(930,478)	
Nonspendable	19,704	-	-	-		19,704	
Total Community Education Fund	24,626	15,355,556	15,128,339	227,217	-	251,843	1.7%
Building Construction Fund							
Restricted							
Alternative facilities program/LTFM	27,341,488	-	12,788,000	(12,788,000)	-	14,553,488	
Projects funded by							
certificates of participation	2,250,221	-	1,200,000	(1,200,000)	-	1,050,221	
Building construction	29,722,316	300,000	28,550,643	(28,250,643)	-	1,471,673	
Total Building Construction Fund	59,314,025	300,000	42,538,643	(42,238,643)	-	17,075,382	
Debt Service Fund	126,746,536	32,784,874	27,460,598	5,324,276	-	132,070,812	
Internal Service Fund							
Severance benefits	-	-	115,000	(115,000)	-	(115,000)	
Pension benefits		35,000	515,000	(480,000)	-	(480,000)	
Other post-employment benefits	2,614,432	-	800,000	(800,000)	-	1,814,432	
Total Internal Service Fund	2,614,432	35,000	1,430,000	(1,395,000)	-	1,219,432	
Agency Fund	43,847	29,000	29,000	-	-	43,847	
OPEB Trust Fund	3,098,281	810,000	921,073	(111,073)	-	2,987,208	
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Total All Funds	201,553,700	299,021,340	336,385,616	(37,364,276)	-	164,189,424	