

To: Board of Education

From: Sharon Raschke

Sharon

Date: June 24, 2019

RE: 2018-19 Budget Amendment-General Fund

A 2018-19 June budget amendment is being presented to you. Please be aware that some current budget allocations will be under budget as outlined in the May Financial Narrative. This budget amendment is necessary to assure specific functions do not go over the Board budget appropriation.

Legal Services

Multiple situations required increased legal services including Title IX, disposal of property, easement agreements, and special education. The budget was previously set at \$40,000 for general legal services and \$5,875 for special education. A budget amendment of \$56,000 is needed at this time.

22x-Instruction Staff Support	\$ 6,000
<u>23x-General Administration</u>	<u>\$ 50,000</u>
Total additional appropriation	\$ 56,000

District Communication Services

The addition of Thought Exchange Team Room community intelligence software to engage with the community in real-time was a cost planned in the Executive Administration budget. A budget amendment to realign the expense is necessary at this time.

23x-General Administration	(\$ 24,000)
<u>28x-29x-Other Central Support</u>	<u>\$ 24,000</u>
Total additional appropriation	\$ 0

Staff/Personnel Services

The addition of KALPA professional development manager included a one-time implementation fee and annual fee. In addition, Frontline substitute placement and Applitrak application tracking software had substantial increases this year. Our ongoing software for personnel costs should be about \$22,000. Costs were planned in the Executive Administration budget. A budget amendment is necessary at this time.

23x-General Administration	(\$ 14,000)
<u>28x-29x-Other Central Support</u>	<u>\$ 14,000</u>
Total additional appropriation	\$ 0

Property Tax Levy Refund

The City of Dexter vs. Dexter Wellness Center lawsuits and appeals has long confirmed the tax exempt status of the Dexter Wellness Center. As previously reported, the school district was sent non-homestead general operating and debt taxes on this parcel in tax years 2014-2016 that was refunded, with statutory interest, this year. We refunded \$269,790 in operating revenue that was

reimbursed by the State School Aid Fund; \$35,127 interest that is a direct expense of General Fund; \$127,400 in Debt collections; and, \$16,588 interest on the refunded Debt collection. A budget amendment for the current year General Fund interest payment is needed at this time. We do not budget the Debt fund.

<u>25x-Business Services</u>	<u>\$ 36,000</u>
Total additional appropriation	\$ 36,000

Athletics Subsidy from General Fund

As reported in the May Financial Update, the Athletics Budget will be overspent. A budget amendment for the current year is needed at this time.

<u>General Fund Expenses</u>	
<u>4xx-6xx-Other Financing Uses</u>	<u>\$ 95,000</u>
Total additional appropriation	\$ 95,000

<u>Community Services Fund Revenue</u>	
<u>5xx-6xx-Other Financing Sources</u>	<u>\$ 95,000</u>
Total available to appropriate	\$ 95,000

<u>Community Services Fund Expenses</u>	
<u>27x-Transportation</u>	<u>\$ 70,000</u>
<u>28x-29x-Other Central Support</u>	<u>\$ 25,000</u>
Total additional appropriation	\$ 95,000

Attached are the resolutions for a General Appropriation Amendment of the General Fund and Community Services Fund for 2018-19.

<u>General Fund</u>	
<u>Total additional appropriation</u>	<u>\$187,000</u>

<u>Community Services Fund</u>	
<u>Total additional Revenue</u>	<u>\$95,000</u>
<u>Total additional Expense</u>	<u>\$95,000</u>

An appropriate motion would be, "I move that the Board of Education approve the attached budget amendment for 2018-19."

**General Appropriation of the General Fund
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation amendment of Dexter Community Schools for the 2018-19 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the General Fund of the school district for fiscal year 2018-19 which includes 18 mills of ad valorem taxes to be levied on non-homestead and nonqualified agricultural property to be used for operating purposes is as follows:

Revenue:

1xx Local	\$ 5,483,543
2xx Other Political Subdivisions	\$ 5,412
3xx State	\$ 30,190,030
4xx Federal	\$ 1,661,926
5xx-6xx Other Financing Sources	\$ 4,856,854
Total Revenue	\$ 42,197,765
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Total Fund Balance, July 1 Available to Appropriate	\$ 6,900,244
Total Available to Appropriate	\$ 49,098,009

BE IT FURTHER RESOLVED, that of the total available to appropriate in the General Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

1xx – Instruction	
11x- Basic Programs	\$ 20,764,004
12x- Added Needs	\$ 4,483,770
2xx – Support Services	
21x- Pupil Support	\$ 4,152,035
22x- Instructional Staff Support	\$ 2,420,531
23x- General Administration	\$ 625,580
24x- School Administration	\$ 2,468,946
25x- Business Services	\$ 714,455
26x- Operations and Maintenance	\$ 3,676,888
27x- Transportation	\$ 1,554,175
28x-29x Other Central Support	\$ 352,504
3xx-Community Services	\$ 265,027
4xx-6xx Other Financing Uses	\$ 623,592
Total Appropriated	\$ 42,101,507

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 of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of 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.

AYES: _____ NAYS: _____ ABSENT: _____ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a regular meeting held on June 24, 2019, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

**General Appropriation of the Community Service Fund
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation admendment of the Community Service Fund for the 2018-19 fiscal year; a resolution to make appropriations; to provide for the expenditure of the for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Community Service Fund of Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Community Service Fund of the school district for fiscal year 2018-19 to be used for operating purposes is as follows:

Revenue:	
1xx Local	\$ 2,057,877
3xx State	\$ 43,698
4xx Federal	\$ 125,000
5xx-6xx Other Financing Sources	\$ 607,850
Total Revenue	\$ 2,834,425
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Total Fund Balance, July 1 Available to Appropriate	\$ -
Total Available to Appropriate	\$ 2,834,425

BE IT FURTHER RESOLVED, that of the total available to appropriate in the Community Service Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	
1xx – Instruction	
11x- Basic Programs	\$ 110,038
2xx – Support Services	
22x- Instructional Staff Support	\$ 7,075
26x- Operations and Maintenance	\$ 81,850
27x- Transportation	\$ 150,000
28x-29x Other Central Support	\$ 710,550
3xx-Community Services	\$ 1,632,498
4xx-6xx Other Financing Uses	\$ 83,573
Total Appropriated	\$ 2,775,584

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 of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of 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.

AYES: _____ NAYS: _____ ABSENT: _____ RESOLUTION DECLARED ADOPTED.

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Secretary, Board of Education