

Portage Public Schools
THE FUTURE LEARNS HERE

2010/11 Budget Amendment #1

**General Fund
School Service Funds
Building & Site Sinking Fund
Debt Retirement Fund**

February 21, 2011

To : Marsha Wells, Superintendent
 From : Karla Colestock, Business Manager
 Date : February 2, 2011
 Subj : General Fund Budget Amendment #1 for 2010/11

Recommendation

That the Board of Education approve the attached budget amendment resolution to the General Appropriations Act (General Fund) at the February 21, 2011 Board meeting.

Background Information

This amendment to the District's operating fund represents the first of two planned revisions during this school year. Typically, the budget is amended each year in February and June. The extensive amendment process demonstrates our commitment to a continuous budget cycle that updates the Board and community as new and improved information becomes available.

The modifications incorporated in this document are the result of a number of factors that we have previously discussed:

1. Estimate changes due to information available from our 2009/10 audit. These revisions come from a detailed account analysis of budget to actual during the last school year.
2. Changes in budgets necessitated by enrollments, staffing, and program adjustments due to actual student enrollments rather than estimates. We have adjusted our foundation grant to reflect the actual amount of \$7,146, which is summarized as follows:

Description of Foundation Grant Change	Amount
Statutory Foundation Grant Allowance	\$7,316
Per pupil reduction implemented in 2009/10	(165)
Restoration of per pupil reduction in June, 2010	11
Per pupil reduction implemented in 2010/11 to fund the CEPI/Adair case (replaced with a separate categorical by the same amount)	(16)
Effective per pupil funding amount	<u>\$7,146</u>

3. Information received after the budget was adopted in early June, 2010.
4. This amendment includes the adoption of GASB #54, which requires the District to combine the Athletic Fund into the General Fund. The gate receipts are included as revenues, and the athletic expenditures are included with the other General Fund expenditures.

Typically the first budget amendment is the most extensive one completed during the year primarily because all salaries and fringe benefits are adjusted to actual staffing levels. This is certainly the case again this year. Page 6 is a format familiar to you from the budget adoption process in that it compares major categories and gives you projected fund balance information, which after the amendment stands at 10.45%.

After all of the proposed changes are considered, the revised budget reflects excess revenues over expenditures of \$1,353,187 for the year. The largest portions of the net change of \$1,965,000 can be identified as follows:

Revisions	Amount
Revenues:	
Overall increase in the foundation grant and property taxes, consisting of adjusting to the \$7,146 level per fte, offset by 55 more actual membership fte's than budgeted	355,000
Establishment of federal Education Jobs Funding grant	1,910,000
Increase in other State Aid Categoricals, including increase for CEPI funding of \$16 per membership fte	252,000
Increase in federal program grants based on final allocations and carryover funds	349,000
Increase in Special Education reimbursement from K/resa and state categoricals	270,000
Increase in projection for Childcare and Preschool fees	171,000
Establishment of contribution from Public Media Network towards completion of Technology and Training Center Renovation	107,000
Establishment of revenue budget for Athletic Gate Receipts and Contributions	295,000
Expenditures:	
Increase in estimated salaries and fringe benefits based on actual staffing and contract settlements. This includes an increase in the retirement rate over what was adopted of 1.25 basis points to 20.66%. It also includes a shift in the athletic salaries and fringe benefits from the "Outgoing Transfer" caption to the salary and fringe benefit captions.	(951,000)

Increase in teaching supply allocation from fund balance reserve transfers	(149,000)
Increase in estimated contracting staffing costs, including custodians, secretaries, substitute teachers, and other non-contracted employees (includes non-employee athletic coaches).	(207,000)
Increase in grant allocations for professional development experiences, purchased services, and supply allocations	(203,000)
Increase in other purchased service allocations, including shifts from initial building supply allocations	(339,000)
Increase in estimated capital outlay expenditures (shifts from building supply budgets, federal grant programs, Athletic Foundation contributions, maintenance & operations, and completion of Technology and Training Center)	(277,000)
Various revenue and expenditure adjustments to revised estimates	<u>382,000</u>
Total revisions accounted for in these items	<u>\$1,965,000</u>

Please note that this amendment is being completed at a very complex time related to the economy and the State's funding of their obligations. On February 15, 2011, the Governor will release his budget recommendation for the State's 2011/12 fiscal year. This will provide us information as we begin preparation of the 2011/12 school year budget. We anticipate another difficult budget year in light of the factors that are already negatively impacting school funding across the State.

I would be happy to answer any questions that you or the Board may have on this material.

**PORTAGE PUBLIC SCHOOLS
GENERAL FUND APPROPRIATIONS RESOLUTION
AMENDMENT #1 2010/11**

Be it resolved that this resolution shall be the general appropriations of Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of all revenue received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the General Fund of Portage Public Schools for the fiscal year 2010/11 is as follows:

Beginning Unappropriated Fund Balance (Includes the Athletic Fund) **\$ 6,636,782**

REVENUES -

Local Sources	\$22,607,286
State Sources	49,384,056
Federal Sources	5,349,095
Incoming Transfers and Other Financing Sources	<u>467,636</u>

Total Revenues **\$77,808,073**

Total Available to Appropriate **\$84,444,855**

Be it further resolved, that \$76,454,886 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth as follows:

EXPENDITURES -

Instruction:	
Basic Programs	38,359,005
Added Needs	7,081,065
Adult Education	96,276
Support Services:	
Pupil	4,723,368
Instructional Staff	4,667,159
General Administration	547,738
School Administration	4,388,461
Business Services	977,396
Operations and Maintenance	7,283,867
Transportation	2,859,950
Central Services	1,955,320
Athletics	1,426,277
Community Services	1,898,461
Other Financing Use-Debt Service	<u>190,543</u>

Total Expenditure Appropriation **\$76,454,886**

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated.

**PORTAGE PUBLIC SCHOOLS
2010/11 ADOPTED BUDGET
COMPARISON BY MAJOR CATEGORIES AND FUND BALANCE INFORMATION**

	<u>ACTUAL SY 08/09</u>	<u>ACTUAL SY 09/10</u>	<u>ADOPTION REQUEST SY 10/11</u>	<u>AMENDED BUDGET #1 SY 10/11</u>	<u>CHANGE</u>
Revenues					
Not Program Related	65,607,136	63,641,370	62,576,416	64,926,983	2,350,567
Program Related	11,672,464	12,319,067	11,497,584	12,881,090	1,383,506
Total Revenues	77,279,600	75,960,437	74,074,000	77,808,073	3,734,073
Expenses					
Salaries	44,429,110	43,637,497	40,998,930	42,135,710	1,136,780
Fringe Benefits:					
FICA*	3,315,323	3,207,262	3,020,790	3,095,435	74,645
Retirement*	7,336,780	7,335,005	7,762,925	8,412,413	649,488
Health Insurance	7,993,404	6,365,221	6,831,199	5,837,601	(993,598)
Other Insurances:					
Dental	621,755	528,093	563,253	551,029	(12,224)
Vision	129,642	103,745	109,910	99,122	(10,788)
Long-Term Disability	209,641	171,313	124,819	138,243	13,424
Life	40,334	36,008	34,500	36,354	1,854
Other fringes	491,357	598,067	1,342,387	1,433,367	90,980
Total Fringe Benefits	20,138,236	18,344,714	19,789,783	19,603,564	(186,219)
Purchased Services	7,049,105	7,402,283	7,946,622	9,039,464	1,092,842
Supplies, Materials, Other	4,355,973	4,717,104	4,468,842	4,975,070	506,228
Capital Outlay	221,843	281,772	233,245	510,535	277,290
Debt Service	331,970	266,924	190,759	190,543	(216)
Outgoing Transfer to Athletic Fund-Net	1,153,790	1,157,487	1,057,169	-	(1,057,169)
Total Expenses	77,680,027	75,807,781	74,685,350	76,454,886	1,769,536
Income (Deficit) Projected	(400,427)	152,656	(611,350)	1,353,187	1,964,537
Total Fund Balance Information					
Total Fund Balance - Beginning	6,778,346	6,377,919	6,202,112	6,636,782	**
Income(Deficit) - Allocated to Unreserved	(400,427)	152,656	(611,350)	1,353,187	
Total Fund Balance - Ending	6,377,919	6,530,575	5,590,762	7,989,969	
As Percentage of Budgeted Expenditures	8.21%	8.61%	7.49%	10.45%	

Notes:

* Mandated fringe benefits.

** Includes Athletic Fund Audited Fund Balance

**PORTAGE PUBLIC SCHOOLS
2010/11 GENERAL FUND BUDGET
FUNCTIONAL LEVEL SUMMARY
COMPLIANCE STATEMENT
SECTION 14 OF THE UNIFORM BUDGETING AND ACCOUNTING ACT**

	<u>Actual 2009/10</u>	<u>Adopted Budget 2010/11</u>	<u>Amended Budget #1 2010/11</u>
REVENUES:			
Local	22,853,858	21,610,193	22,607,286
State	47,855,718	48,956,148	49,384,056
Federal	5,006,956	3,090,286	5,349,095
Incoming Transfers and Other Transactions	243,934	417,373	467,636
Total Revenues and Other Transactions	<u>75,960,466</u>	<u>74,074,000</u>	<u>77,808,073</u>
EXPENDITURES:			
Instruction:			
Basic Programs	38,781,602	37,942,852	38,359,005
Added Needs	6,873,640	6,691,403	7,081,065
Adult and Continuing Education	105,797	95,715	96,276
Total Instruction	<u>45,761,039</u>	<u>44,729,970</u>	<u>45,536,346</u>
Supporting Services:			
Pupil	4,528,227	4,848,443	4,723,368
Instructional Staff	4,660,784	4,570,013	4,667,159
General Administration	512,151	532,792	547,738
School Administration	4,100,024	4,314,657	4,388,461
Business	947,844	924,437	977,396
Operations and Maintenance	6,935,857	7,087,340	7,283,867
Transportation	2,841,916	2,721,129	2,859,950
Central Support	2,159,374	1,918,731	1,955,320
Athletics	-	-	1,426,277
Total Supporting Services	<u>26,686,177</u>	<u>26,917,542</u>	<u>28,829,536</u>
Community Services	<u>1,936,181</u>	<u>1,789,910</u>	<u>1,898,461</u>
Outgoing Transfers and Other Transactions:			
Transfer to School Service Fund-Athletics	1,157,487	1,057,169	-
Debt Payments	266,926	190,759	190,543
Total Outgoing Transfers and Other Transactions	<u>1,424,413</u>	<u>1,247,928</u>	<u>190,543</u>
Total Expenditures and Other Transactions	<u>75,807,810</u>	<u>74,685,350</u>	<u>76,454,886</u>
Excess (Deficiency) of Revenues over Expenditures	152,656	(611,350)	1,353,187
Total Fund Balance (Reserved and Unreserved), beginning of year	<u>6,377,919</u>	<u>6,202,112</u>	<u>6,636,782</u> **
Total Fund Balance (Reserved and Unreserved), end of year	<u>6,530,575</u>	<u>5,590,762</u>	<u>7,989,969</u>

**Includes Athletic Fund Balance at June 30, 2010

PORTAGE PUBLIC SCHOOLS
GENERAL FUND AMENDMENT #1
PROGRAM LEVEL SUPPORTING DETAIL

	ADOPTED BUDGET <u>2010-11</u>	AMENDMENTS/ TRANSFERS	AMENDED BUDGET #1 <u>2010-11</u>
REVENUES:			
<i>From Local Sources:</i>			
Property Tax Levy, including Regional Enhancement Millage	15,898,487	126,894	16,025,381
Earnings from Investments and Deposits	30,000	0	30,000
Interest on Delinquent Taxes	20,000	0	20,000
Reimbursements from Other Funds:			
Accounting Services and Indirect Costs	186,000	(1,500)	184,500
Facility Rental Fees	75,000	(20,000)	55,000
Other Local Sources	127,600	(3,180)	124,420
<i>From State Sources:</i>			
Foundation Grant Allowance -Net PPS Reg. K-12	45,088,317	196,981	45,285,298
Other State Categoricals/Foundation Adjustments	153,523	111,589	265,112
<i>From Federal Sources-</i>			
ARRA Funds to support Foundation Grant	967,489	30,221	997,710
Education Jobs Funding	0	1,909,562	1,909,562
Medicaid Administrative Outreach Program	30,000	0	30,000
<i>Program Related Revenues:</i>			
School Readiness Grant	226,000	(8,400)	217,600
Athletic Gate Receipts and Contributions	0	294,632	294,632
Education for Employment	6,380	(280)	6,100
Education for the Arts	7,216	(1,591)	5,625
Community High School Foundation Allowance & Categoricals	1,656,384	2,915	1,659,299
Enrichment Class Fees	335,000	(4,000)	331,000
Childcare and Preschool Fees	1,718,800	170,993	1,889,793
Adult Education Categoricals	84,461	(5,341)	79,120
English as a Second Language Grant	23,000	0	23,000
Technology Services	309,625	(5,000)	304,625
Cable Access and PMNFees for completion of Technology and Training Center	124,010	114,118	238,128
County Special Education, Federal Grants, and Categoricals	4,603,227	319,937	4,923,164
At Risk Grant	706,011	61,825	767,836
Title I Grants	817,146	235,762	1,052,908
Student Assisistance Program Grants	5,000	8,429	13,429
Curriculum Development	4,800	0	4,800
Other Grants	189,730	149,045	338,775
Transportation Categoricals	680,793	50,463	731,256
TOTAL REVENUES	74,074,000	3,734,073	77,808,073

For Board of Education Discussion at February 7, 2011 Meeting; Action at February 21, 2011 Meeting

**PORTAGE PUBLIC SCHOOLS
GENERAL FUND AMENDMENT #1
PROGRAM LEVEL SUPPORTING DETAIL**

	ADOPTED BUDGET <u>2010-11</u>	AMENDMENTS/ <u>TRANSFERS</u>	AMENDED BUDGET #1 <u>2010-11</u>
EXPENDITURES			
<i>Assistant Superintendent for Instructional Services</i>			
Amberly Elementary	3,009,377	(57,351)	2,952,026
Angling Road Elementary	2,354,160	48,409	2,402,569
Central Elementary	2,459,913	27,236	2,487,149
Haverhill Elementary	2,336,704	56,275	2,392,979
Lake Center Elementary	3,134,277	(69,167)	3,065,110
Moorsbridge Elementary	2,802,249	52,543	2,854,792
12th Street Elementary	2,893,695	40,629	2,934,324
Woodland Elementary	2,086,215	(20,339)	2,065,876
School Readiness Grant	267,813	(10,395)	257,418
Academically Gifted and Talented	226,756	(16,994)	209,762
Central Middle	4,074,540	(62,019)	4,012,521
North Middle	3,645,419	(91,396)	3,554,023
West Middle	3,934,530	50,087	3,984,617
Middle School Athletics	0	244,320	244,320
Central High	7,073,416	203,890	7,277,306
Northern High	6,736,778	124,841	6,861,619
High School Athletics	0	1,181,957	1,181,957
Education for Employment	818,529	132,831	951,360
Education for the Arts	135,468	3,142	138,610
Community High School Program	1,488,484	130,693	1,619,177
Community Enrichment Program	391,981	1,927	393,908
Childcare and Preschool Program	1,436,998	(11,821)	1,425,177
Adult Education	101,483	775	102,258
English as a Second Language	23,000	0	23,000
Instructional Services Administration	689,744	(37,031)	652,713
<i>Director of Technology and Student Information Systems</i>			
Media Services	191,402	16,659	208,061
Technology Services	2,057,338	14,129	2,071,467
Library Processing	7,000	0	7,000
Cable Access/Technology and Training Center	124,010	114,118	238,128
<i>Director of Special Education Services</i>			
Special Education Program	7,960,348	(130,377)	7,829,971
At Risk Grant	706,012	61,824	767,836
Title I Grants	817,146	235,761	1,052,907
Other Special Education Costs	10,150	84	10,234
Student Assistance Program	5,000	8,429	13,429
<i>Director of Curriculum and Professional Development</i>			
Curriculum Development	544,503	(19,785)	524,718
Professional Development	228,423	(96,722)	131,701
Other Grants	189,730	149,045	338,775
<i>Assistant Superintendent for Operations</i>			
Budget and Finance	978,147	67,843	1,045,990
Central Services	138,677	3,507	142,184
Maintenance & Operations	3,563,482	310,107	3,873,589
Transportation	2,742,834	51,040	2,793,874
<i>Community Relations</i>	223,386	72,814	296,200
<i>Superintendent</i>			
Human Resources	515,834	238	516,072
Administration	503,230	44,946	548,176
TOTAL EXPENDITURES	73,628,181	2,826,705	76,454,886
OUTGOING TRANSFER TO ATHLETIC FUND			
Revenues-Athletic Gate Receipts, Trainer Fees and Contributions	128,400	(128,400)	0
Expenditures:			
Athletics - Middle Schools	195,156	(195,156)	0
Athletics - High Schools	990,413	(990,413)	0
Net Outgoing Transfer to Athletic Fund	1,057,169	(1,057,169)	0
TOTAL EXPENDITURES AND OUTGOING TRANSFERS	74,685,350	1,769,536	76,454,886
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	(611,350)	1,964,537	1,353,187

To : Marsha Wells, Superintendent
From : Karla Colestock, Business Manager
Date : January 26, 2011
Subj : Resolution for School Service Fund Budget Amendment #1

RECOMMENDATION

That the Board of Education approve the attached resolution, Amendment #1 to the School Service Fund Appropriations Act, for the 2010/11 fiscal year.

BACKGROUND INFORMATION

This recommendation represents the first budget amendment to the School Service Fund for the 2010/11 year. The purpose of this amendment is to transfer the Athletic Fund budget from the School Service Fund to the General Fund per the requirements of a new government accounting standard #54, "Fund Balance Reporting and Governmental Fund Type Definitions", which is effective for the year ending June 30, 2011. Due to the substantial financial support provided by the General Fund to the Athletic Fund, this statement requires that the Athletic Fund now become a part of the General Fund.

The food service and bookstore portions of this budget are not being amended at this time as only four months of operations have been completed in the current fiscal year.

I would be happy to answer any questions that you or Board members may have on this amendment.

**PORTAGE PUBLIC SCHOOLS
SCHOOL SERVICE FUND APPROPRIATIONS RESOLUTION
AMENDMENT #1 2010-11**

Be it resolved that this shall be the School Service Fund appropriations for Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of income received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the School Service Fund of Portage Public Schools for the fiscal year 2010/11 is as follows:

	<u>Food Service</u>	<u>Bookstore</u>
Beginning Unappropriated Fund Balance (Actual)	\$399,656	\$0
REVENUES:		
Local Sources	1,425,000	17,000
State Sources	180,090	0
Federal Sources	925,000	0
Incoming Transfer from General Fund	0	0
	<hr/>	<hr/>
Total Revenues and Incoming Transfers	2,530,090	17,000
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Total Available for Appropriations	2,929,746	17,000
EXPENDITURES:		
Food Service	2,463,374	0
Athletics	0	0
Bookstore	0	17,000
Outgoing Transfer to General Fund for Indirect Costs	181,000	0
	<hr/>	<hr/>
Total Expenditures and Outgoing Transfers	2,644,374	17,000
	<hr/>	<hr/>
Ending Unappropriated Fund Balance (est)	<u>\$285,372</u>	<u>\$0</u>

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for the performance of their responsibilities within the amounts appropriated.

PORTAGE PUBLIC SCHOOLS
2010/11 SCHOOL SERVICE FUND BUDGET OVERVIEW

	<u>Food Service</u>		<u>Athletics</u>		<u>Bookstore</u>	
	Adopted 10/11	Amended 10/11	Adopted 10/11	Amended 10/11	Adopted 10/11	Amended 10/11
FUND BALANCE - BEGINNING	\$ 399,656	\$399,656	\$75,406	\$0	\$0	\$0
REVENUES						
Local Sources	1,425,000	1,425,000	128,400	0	17,000	17,000
State Sources	180,090	180,090	0	0	0	0
Federal Sources	925,000	925,000	0	0	0	0
Incoming Transfer from General Fund	0	0	1,057,169	0	0	0
TOTAL REVENUES	2,530,090	2,530,090	1,185,569	0	17,000	17,000
EXPENDITURES						
Food Service	2,463,374	2,463,374	0	0	0	0
Athletics	0	0	1,185,569	0	0	0
Bookstore	0	0	0	0	17,000	17,000
PPS General Fund Indirect Cost	181,000	181,000	0	0	0	0
TOTAL EXPENDITURES	2,644,374	2,644,374	1,185,569	0	17,000	17,000
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(114,284)	(114,284)	0	0	0	0
FUND BALANCE - ENDING	\$285,372	\$285,372	\$75,406	\$0	\$0	\$0

To : Marsha Wells, Superintendent
From : Tom Noverr, Assistant Superintendent for Operations
Date : February 1, 2011
Subj : Resolution for Building and Site Sinking Fund Budget Amendment #1

RECOMMENDATION

That the Board of Education approve the attached resolution, Amendment #1 to the Building and Site Sinking Fund Appropriations Act, for the 2010/11 fiscal year.

BACKGROUND INFORMATION

This recommendation represents the first amendment to the Building and Site Sinking Fund during the current fiscal year. For your convenience the following descriptions relate to the Ref # in the column next to the amendment #1 amount:

1. Beginning fund balance was adjusted to the audited fund balance at June 30, 2010. Please note that a large portion of this positive change is due to the majority of the WMS tennis court project occurring after June 30, 2010. (See Ref #3)
2. Adjustments to expected actuals for various revenue accounts.
3. WMS had been budgeted in the 9/10 fiscal year but since most of the work wasn't completed until after June 30, 2010 by generally accepted accounting standards these costs are reflected in the 10/11 budget year. (See Ref #1)
4. Various projects adjusted to actual project cost.
5. Project bidding and commissioning the Energy Management system came in after (August 2010) initial budget was adopted in June 2010.
6. Recommendation to increase project allocation based on initial designs and discussions with property owners potentially impacted by the design.
7. An important project was added this last summer at Amberly. The hard surface play area rapidly broke up and was deemed unsafe.
8. Recommendation to increase allocation based on significant numbers of exterior doors that need to be addressed in the District. Please note that actuals in 8/9 and 9/10 were just over \$10,000. We will continue to have a need for numerous exterior door replacements in future budgets.
9. Increase allocation due to smaller sections of carpet replacements that disturbs floor tiling and thus requiring abatement.

Your approval of this recommendation would indicate that the BSSF budget would end the year with nearly a \$1.8 million fund balance. While this is down slightly from the \$1.9 million adopted amount, it is well within recommended levels. We have revised the attached BSSF Long Term Budget for the remainder of the current millage term.

The Ad Hoc Board Facilities Infrastructure committee has reviewed this budget amendment at their meeting they held today. I would be happy to answer any questions that you or Board members may have on this recommendation.

**PORTAGE PUBLIC SCHOOLS
BUILDING AND SITE SINKING FUND APPROPRIATIONS RESOLUTION
AMENDMENT #1 2010/11**

Be it resolved that this shall be the Building and Site Sinking Fund appropriations for Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of all revenues received by Portage Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Building and Site Sinking Fund of Portage Public Schools for fiscal year 2010/11 is as follows:

Beginning Unappropriated Fund Balance (actual)	\$2,473,938
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Revenues:

Local Property Taxes	\$1,122,229	
Industrial Facility Taxes	10,000	
Interest Income	10,000	
Interest on Delinquent Taxes	2,000	
Payment in Lieu of Taxes	1,000	
Collection of Prior Year Taxes	<u>500</u>	
 Total Revenues		 <u>1,145,729</u>

Total Available to Appropriate	<u>\$3,619,667</u>
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Be it further resolved, that \$1,846,095 of the total available to appropriate is appropriated in the amounts and for the purposes set forth below:

Expenditures:

Major Projects	\$1,505,082	
Roof Repair	30,000	
Asphalt Repair	43,000	
Toilet Partition Replacement	10,000	
Carpet Replacement	10,000	
District Mechanical	55,000	
District Electrical	25,000	
Exterior Door Replacement	70,000	
Sand Filter Replacements at all Pools	65,025	
Central Middle Schools-Media Center		
Climate Control Replacement	9,988	
Various-Asbestos Abatement	20,000	
Tax Refunds and Other Miscellaneous Costs	<u>3,000</u>	
 Total Expenditure Appropriation		 <u>\$1,846,095</u>

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for the performance of their responsibilities within the amounts appropriated.

2010/11 BSSF PROPOSED AMENDMENT #1 - RECAP

	SY 2008/09 Actual	SY 2009/10 Actual	SY 2010/11 Adopted	SY 2010/11 Amend #1	Ref #
Unappropriated Fund Balance - Beginning (Est)	\$ 1,247,598	\$ 1,631,489	\$2,195,670	\$ 2,473,938	1
Revenues					
Tax Levy at .50 mills for all years	1,167,296	1,163,059	1,120,867	1,122,229	2
Industrial Facilities tax	10,963	9,774	11,000	10,000	2
Interest Income	23,602	9,595	15,000	10,000	2
Interest on Delinquent Taxes	1,612	1,987	1,000	2,000	2
Payment in Lieu of Taxes	1,021	1,013	-	1,000	2
Collection of Prior Year Taxes	1,026	899	500	500	
Miscellaneous Revenue	75	-	100	0	2
Reimbursement from Bond #1 - Site Acquisition	-	628,298	-	-	
Transfer from BP #2 - 12th St. Pre Bond Site Work	-	20,339	-	-	
Note Receivable Collection	4,020	-	-	-	
Total Revenues	1,209,615	1,834,964	1,148,467	1,145,729	
Expenses					
Specific Major Projects	650,982	817,813	1,125,000	1,505,082	Next Page
On-going Projects	136,876	143,102	150,000	173,000	Next Page
Doors	800	9,850	50,000	70,000	Next Page
Other Projects	-	21,145	105,000	95,013	Next Page
Flooring	36,120	-	-	-	
Tax refund and other misc non-construction costs	946	605	1,000	3,000	
Total Expenses	825,724	992,515	1,431,000	1,846,095	
Projected (Deficit) Revenues Over Expenses	383,891	842,449	(282,533)	(700,366)	
Unappropriated Fund Balance - Ending (Est)	<u>\$ 1,631,489</u>	<u>\$ 2,473,938</u>	<u>\$ 1,913,137</u>	<u>\$ 1,773,572</u>	

2010/11 PROPOSED AMENDMENT #1 - DETAIL

	SY 2008/09 Actual	SY 2009/10 Actual	SY 2010/11 Adopted	SY 2010/11 Amend #1	Ref #
Major Projects					
Site Acquisition Costs (Central and Northern Sites)	489,188	141,343	-	-	
West Middle School Tennis Courts Replacement	-	5,686	-	255,945	3
AMB Entrance Project	-	6,270	100,000	116,656	4
District Wide: Energy Management System Installation	-	-	300,000	366,481	5
Moorsbridge Carpet Replacement	-	-	80,000	76,000	4
Asphalt Project - CMS (summer '11)	-	-	225,000	225,000	
Asphalt Project - Woodland Redesign (summer '11)	-	-	225,000	275,000	6
Major Roofing Projects	161,794	664,514	-	-	
Central Middle/PCEC	-	-	195,000	190,000	4
Total Major Projects	650,982	817,813	1,125,000	1,505,082	
On-Going Projects					
Roof Repair	26,883	20,723	30,000	30,000	
Asphalt Repair	11,300	39,891	20,000	43,000	7
Toilet Partition Replacement	5,007	4,362	10,000	10,000	
Carpet Replacement	17,862	4,766	10,000	10,000	
Fence Repairs	2,773	-	-	-	
District Mechanical	73,051	65,021	55,000	55,000	
District Electrical	-	8,339	25,000	25,000	
Total On-Going Projects	136,876	143,102	150,000	173,000	
Exterior Door Replacement					
Various Exterior Doors At All Buildings	800	9,850	50,000	70,000	8
Total Doors	800	9,850	50,000	70,000	
Other Projects					
Sand Filter Replacements at Pools	-	-	90,000	65,025	4
CMS - Media Center Climate Control replacement	-	-	15,000	9,988	4
TRN - Catch Basin installation	-	6,242	-	-	
VAR - Asbestos Abatement	-	9,403	-	20,000	9
CHS - Softball Dugout	-	5,500	-	-	
Total Other Projects	-	21,145	105,000	95,013	
Flooring					
PCEC Tile Project	36,120	-	-	-	
Total Flooring	36,120	-	-	-	

To : Marsha Wells, Superintendent
From : Karla Colestock, Business Manager
Date : February 2, 2011
Subj : Resolution for Debt Retirement Fund Budget Amendment #1

RECOMMENDATION

That the Board of Education approve the attached resolution, Amendment #1 to the Debt Retirement Fund Appropriations Act, for the 2010/11 fiscal year at the February 21, 2011 meeting.

BACKGROUND INFORMATION

This recommendation represents the first amendment to the Debt Retirement Fund for 2010/11. The changes in this fund at this time are adjustments for various revenue and expenditure estimates.

The net impact of this amendment is to modify our projected loss by (\$6,215) to (\$943,869). While the net change to this fund isn't significant, an important component of our strategy to manage the debt millage in 2011/12 includes the use of fund balance so we wanted to confirm that our amended ending fund balance estimate is very close to our adopted estimate. Our fund balance is within all guidelines established by both the Departments of Treasury and Education. We will be utilizing this fund balance as was planned for with the 2008 bond issue.

I would be happy to answer any questions that you or Board members may have on this amendment.

PORTAGE PUBLIC SCHOOLS
DEBT RETIREMENT FUND APPROPRIATIONS RESOLUTION
AMENDMENT #1 2010/11

Be it resolved that this shall be the Debt Retirement Fund appropriations for Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditure or appropriations; and to provide for the disposition of income received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the Debt Retirement Fund of Portage Public Schools for fiscal year 2010/11 is as follows:

Beginning Unappropriated Fund Balance	\$ 1,577,638
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Revenues:

Local Property Taxes	\$10,189,841	
Industrial Facilities Tax	91,000	
Pilot Payment in Lieu of Tax	9,000	
Other Tax Revenues	5,000	
Interest Income	20,000	
Interest on Delinquent Taxes	<u>7,000</u>	
 Total Revenues		 <u>10,321,841</u>

Total Available to Appropriate	<u>\$11,899,479</u>
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Be it further resolved, that \$11,265,710 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Principal Reduction	\$5,330,000	
Interest	5,914,710	
Fees	1,000	
Tax Refunds	<u>20,000</u>	
 Total Expenditure Appropriation		 <u>\$11,265,710</u>

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated.

2010/11 DEBT RETIREMENT FUND AMENDED BUDGETS

	Actual 2009/10	Adopted 2010/11	Amended 2010/11
UNAPPROPRIATED FUND BALANCE - BEGINNING (actual)	\$ 1,932,208	1,579,647	\$1,577,638
REVENUES			
Local Property Taxes (4.54 Mills)	10,561,330	10,186,456	10,189,841
Industrial Facilities Tax	88,756	90,000	91,000
Pilot payment in lieu of tax	9,196	1,600	9,000
Other Tax Revenues	6,896	5,000	5,000
Interest Income - Investments	23,078	25,000	20,000
Interest on Delinquent Taxes	17,731	7,000	7,000
TOTAL REVENUES	10,706,987	10,315,056	10,321,841
EXPENDITURES			
Principal Reduction	4,925,000	5,330,000	5,330,000
Interest	6,131,407	5,914,710	5,914,710
Contribution to Escrow Fund for Refunding of 1999 Refunding Bonds	-	-	-
Bonds Retired	-	-	-
Underwriters' Fee and Other Issuance Costs on 2009 Refunding Bonds	-	-	-
Fees	825	1,000	1,000
Tax Refunds	4,325	7,000	20,000
TOTAL EXPENDITURES	11,061,557	11,252,710	11,265,710
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	(354,570)	(937,654)	(943,869)
UNAPPROPRIATED FUND BALANCE - ENDING (estimate)	\$1,577,638	\$641,993	\$633,769