2019/20 Budget Amendments Prepared by: Rachel Bois June 22, 2020

We are presenting budget amendments for the following school district funds:

General Fund Athletic Fund Cafeteria Fund Student Activities Fund Debt Fund Capital Projects Fund – 2010 Bond Capital Projects Fund – Sinking Fund

These are the second amendments of the fiscal year (July 1, 2019 – June 30, 2020) for the General Fund, Athletic Fund, and Cafeteria Fund. These funds were first amended at the February 10, 2020 School Board meeting. These are the first and only amendments for the Debt Fund, the Capital Projects Fund – 2010 Bond, the Capital Projects Fund – Sinking Fund, and Student Activities Fund.

Adjustments have been made at this point based on a thorough review of all accounts. Please remember that by law, amendments are made to change what we originally adopted to where we believe we are now. There have been a number of adjustments that ultimately played into our 2019/20 budget numbers and are referenced in detail throughout the following pages.

The budgeted numbers in the following pages reflect the financial impact of COVID-19 and the related school closure. Specifically in the General Fund, there is uncertainty regarding whether or not the District will receive its full 2019/20 foundation allowance due to the economic fall-out from the pandemic. We have budgeted a reduced foundation allowance of \$700 per pupil for the 2019/20 fiscal year, which is our best estimate at this time, and is based on information received from state revenue projections. We will continue to update the Board as we receive additional information.

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT GENERAL FUND JUNE 30, 2020

	ST APPROVED 2/10/2020	S AMENDED 5/22/2020	COMMENDED MENDMENTS	NET CHANGE PERCENT
REVENUES:	 , ,	 	 	
LOCAL SOURCES	\$ 8,409,721	\$ 7,313,711	\$ (1,096,010)	-15.0% <mark>A</mark>
STATE SOURCES	46,289,350	42,590,629	(3,698,721)	-8.7% <mark>B</mark>
FEDERAL SOURCES	 273,371	 275,332	 1,961	0.7%
TOTAL REVENUES	54,972,442	50,179,672	(4,792,770)	-9.6%
INCOMING TRANSFERS AND OTHER	 3,018,490	 3,010,909	 (7,581)	-0.3%
TOTAL REVENUES, INCOMING TRANSFERS AND				
OTHER	\$ 57,990,932	\$ 53,190,581	\$ (4,800,351)	-9.0%
EXPENDITURES:				
INSTRUCTION:	27 222 226	26 62 4 225	(704 504)	
BASIC PROGRAMS	27,328,826	26,624,235	(704,591)	-2.6% C
ADDED NEEDS	7,168,125	6,867,418	(300,707)	-4.4% C
SUPPORT SERVICES:				
PUPIL SERVICES	1,760,819	1,607,807	(153,012)	-9.5% <mark>C</mark>
INSTRUCTIONAL SERVICES	1,589,567	1,460,577	(128,990)	-8.8% C
GENERAL ADMINISTRATION	1,423,390	1,415,405	(7 <i>,</i> 985)	-0.6%
SCHOOL ADMINISTRATION	3,447,589	3,464,926	17,337	0.5%
BUSINESS SERVICES	647,906	671,905	23,999	3.6% D
OPERATIONS & MAINTENANCE	5,717,553	5,298,640	(418,913)	-7.9% <mark>E</mark>
TRANSPORTATION	2,684,619	2,493,196	(191,423)	-7.7% F
CENTRAL SERVICES	780,779	781,334	555	0.1%
OTHER	183,185	173,849	(9,336)	-5.4% G
COMMUNITY SERVICES	3,261,454	3,171,575	(89,879)	-2.8% H
DEBT SERVICE	590,487	590,487	-	0.0%
CAPITAL OUTLAY	 420,000	 330,000	 (90,000)	-27.3%
TOTAL EXPENDITURES	57,004,299	54,951,354	(2,052,945)	-3.7%
OUTGOING TRANSFERS	 795,499	 994,439	 198,940	20.0% J
TOTAL APPROPRIATED	\$ 57,799,798	\$ 55,945,793	\$ (1,854,005)	-3.3%
EXCESS REVENUES(APPROPRIATION)	\$ 191,134	\$ (2,755,212)	\$ (2,946,346)	
FUND BALANCE, JULY 1	6,518,923	6,518,923	-	
FUND BALANCE, JUNE 30	\$ 6,710,057	\$ 3,763,711	\$ (2,946,346)	
FUND BALANCE AS A % OF EXPENDITURES	11.61%	6.73%		

RE∖	/ENUE:	
A	Local Sources	Revenues have been reduced to account for the early closure of school operations due to the COVID-19 pandemic. Revenues were reduced for Community Ed operations, transportation, pay to play, and others since these activities were not allowed to continue after March 13, 2020.
В	State Sources	State revenues were reduced by \$700 per student for the expected proration to account for the expected state budget deficit.

EXPE	NDITURES:								
(General Comments:								
[District-wide, expenditures decreased by \$1.8M from the amended budget.								
0	Approximately \$627K of this decrease is due to the savings realized from the early closure of school operations as a result of the COVID-19 pandemic. Specific items nclude:								
	 \$198K – substitute costs. Permanent subs and building subs continued to receive regular pay through June 3, 2020. This savings was generated from daily subs. \$201K – GRBS contract. Custodial staff were decreased throughout the district since buildings were closed. 								
	 \$173K – Regional Transportation Collaborative (bus drivers). Bus drivers continued to receive pay for their regular routes. Savings was generated from fuel not used and field trips/athletic trips that were not taken. 								
	 \$45K – building budgets. Principal's building budgets were reduced since items normally purchased in the last few months of the year were not needed due to school being closed. 								
	 \$64K – Athletics transfer. Since athletic activities were discontinued prior to the spring season, the full transfer was not needed. The transfer for the current year was calculated so that the Athletic fund would generate no profit or loss in the current year. 								
	 \$154K – Community Ed activities. Community Ed staff continued to receive their regular pay through June 30, 2020. The savings was generated from purchased services and supplies that were not needed due to programs not running. 								
	 \$15K – prep hour stipends that were not paid since there were no classes to cover. 								

	 \$40K for various supplies and purchased services across several budget categories that were not needed due to school being closed. Expenditures were increased by \$263K to allow for a transfer to the Cafeteria Fund in order to continue to pay Cafeteria staff their regular wages throughout the remainder of the school year. This transfer is needed since there were no longer any revenues being generated from the Student Nutrition program to support these salaries and benefits. Additional expenditure savings were realized as follows: \$400K - The off-schedule bonus for fund balance exceeding 9% was removed. \$86K - curriculum/curriculum change budget was reduced since professional development planned was cancelled, and purchases were not made this year as planned. \$126K - utilities were reduced due to the mild winter and decreased energy use as a result of the District's buildings being closed. \$90K - capital projects that will not be spent, partially due to contractors not being available to quote work needed for most of the spring season. \$410K - salaries and fringe benefits were decreased due to long-term leaves of absence, a half-year special education teacher that was never hired, overtime not used, and healthcare election changes made during open enrollment. 						
	• \$115K – va	nione during open enrolment. arious budget adjustments – please refer to the individual line-item ns for the remaining expenditure variance.					
С	Basic Programs/ Added Needs/ Pupil Services/ Instructional Services	In total, expenditures between the basic programs, added needs, pupil services, and instructional services categories decreased by \$1.3M, which was primarily a result of the decrease in salaries and fringe benefits, curriculum/curriculum change, building budgets, and off schedule bonus noted in the general comments section.					
D	BusinessIncrease is due to the amount of higher tax chargebacks th received in the current year. Chargebacks are eventually cr down the road through state aid adjustments.						
E	Operations & Maintenance	Operations and maintenance was decreased for the reduced GRBS contract, utility savings, a long-term leave of absence and unused overtime as noted in the general comments section. Additionally, approximately \$18K of contracted services that were budgeted will not be spent in the current year.					
F	Transportation	Decrease is mostly due to the RTC savings noted in the general comments section. Additionally, salaries and benefits were adjusted					

		for the new Transportation Supervisor, as well as for the reduction of bus aides needed in the current year.
G	Other	A majority of the decrease is for band equipment that was budgeted, but will not be needed in the current year.
H	Community Services	As noted in the general comments section, Community Ed expenditures were reduced by approximately \$154K since programming ceased on March 13, 2020. This decrease was partially offset by an increase in expenditures for the Prelude Musical Group production (revenues were increased by an equal amount). In addition, approximately \$30K of expenditures were shifted here from the Basic Programs line in order to properly align Preschool staffing.
I	Capital Outlay	As noted in the general comments section, capital outlay was reduced \$90K for projects that will not be done in the current year.
J	Outgoing transfers	As noted in the general comments section, outgoing transfers represents the transfer to the Athletics Fund, which was reduced by \$64K and the transfer to the Cafeteria Fund, which was added in the amount of \$263K.

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT ATHLETICS FUND FISCAL YEAR ENDING JUNE 30, 2020

	 APPROVED 10/2020		AS AMENDED 6/22/2020		COMMENDED MENDMENTS	NET CHANGE PERCENT
REVENUES:						
LOCAL REVENUE (GATE)	\$ 132,491	\$	127,994	\$	(4,497)	-3.4% A
OTHER LOCAL REVENUE	 123,650	_	118,342	_	(5,308)	-4.3% A
TOTAL REVENUE	256,141		246,336		(9,805)	-3.8%
INCOMING TRANSFERS	 795,499	_	731,486		(64,013)	-8.0% B
TOTAL REVENUE & INCOMING TRANSFERS	1,051,640		977,822		(73,818)	-7.0%
EXPENDITURES:						
SALARIES	294,406		288,890		(5,516)	-1.9% C
EMPLOYEE BENEFITS	147,170		142,263		(4,907)	-3.3% C
CONTRACTED SERVICES/SUPPLIES	482,890		449,716		(33,174)	-6.9% D
EQUIPMENT	31,724		25,420		(6,304)	-19.9% D
OFFICIALS	46,005		29,901		(16,104)	-35.0% D
TRANSPORTATION	47,500		27,500		(20,000)	-42.1% D
CAPITAL OUTLAY	 22,000	_	14,132		(7,868)	-35.8% <mark>E</mark>
TOTAL APPROPRIATED	1,071,695		977,822		(93,873)	-8.8%
EXCESS REVENUE (APPROPRIATION)	(20,055)		-		20,055	-100.0%
FUND BALANCE, JULY 1	205,235		205,235			0.0%
FUND BALANCE, JUNE 30	\$ 185,180	\$	205,235	\$	20,055	10.8%

LIN	E-ITEM SPECIFIC COM	MENTS:
Α	Local Revenue/Other Local Revenue	While winter gates were higher than originally budgeted, the reduction in revenue is due to the cancellation of spring sports.
В	Incoming Transfers	Incoming transfer from the General Fund was reduced in order to generate no profit or loss in the Athletic Fund for the 2019/20 fiscal year.
C	Salaries/Fringe Benefits	Salaries and fringe benefits were adjusted for coaching stipends paid to District teachers. Note that coaches who are not District teachers are paid through a third-party staffing company and are accounted for on the "Contracted Services" line item. In the current year, coaching positions were filled by teachers at lower steps than was originally budgeted. Retirement and FICA were also reduced accordingly. Coaches that had committed for spring sports received their full coaching stipend.
D	Contracted Services/Supplies/ Equipment/Officials	Expenditures were reduced due to the cancellation of spring sports. In addition, the contracted coaching staff line item was reduced to account for coaches on lower steps than originally budgeted. As noted in item C , contracted coaches that had committed for spring sports received their full coaching stipend.
E	Capital Outlay	Capital outlay was decreased to be in line with current year expected purchases.

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT CAFETERIA FUND FISCAL YEAR ENDING JUNE 30, 2020

	LAST APPROVED 2/10/2020			AS AMENDED 6/22/2020		COMMENDED MENDMENTS	NET CHANGE PERCENT	
REVENUES:								
LOCAL REVENUE	\$	1,247,692	\$	885,678	\$	(362,014)	-29.0% A	
STATE REVENUE		70,688		77,976		7,288	10.3% B	
FEDERAL REVENUE		614,299		454,509		(159,790)	-26.0% A	
INCOMING TRANSFERS		492	-	262,953		262,461	53345.7% C	
TOTAL REVENUE		1,933,171		1,681,116		(252,055)	-13.0%	
EXPENDITURES:								
SALARIES		568,642		588,284		19,642	3.5% D	
EMPLOYEE BENEFITS		299,919		304,681		4,762	1.6% D	
FOOD		888,000		682,624		(205,376)	-23.1% E	
SUPPLIES & OTHER		115,762		94,312		(21,450)	-18.5% <mark>E</mark>	
CAPITAL OUTLAY		59,400		11,215		(48,185)	-81.1% <mark>E</mark>	
TOTAL EXPENDITURES		1,931,723		1,681,116		(250,607)	-13.0%	
OUTGOING TRANSFERS		24,427		-		(24,427)	-100.0% F	
TOTAL APPROPRIATED		1,956,150		1,681,116		(275,034)	-14.1%	
EXCESS REVENUE (APPROPRIATION)		(22,979)		-		22,979	-100.0%	
FUND BALANCE, JULY 1		181,714		181,714		-	0.0%	
FUND BALANCE, JUNE 30	\$	158,735	\$	181,714	\$	22,979	14.5%	

LIN	E-ITEM SPECIFIC CON	/MENTS:
Α	Local Revenue/Federal Revenue	Paid lunch revenue and the federal reimbursement were decreased to account for the closure of school operations as of March 13, 2020.
В	State Revenue	State revenue was increased due to the higher than expected state categorical revenue allocation for breakfast and lunch.
С	Incoming Transfers	Incoming transfer was increased to account for the contribution needed from the General Fund in order to continue paying salaries and benefits for food service staff throughout the end of the regularly-scheduled school year. This contribution is needed due to the loss in revenues normally generated to support these salary and benefit costs. The transfer was designed to generate no profit or loss in the Cafeteria Fund for the 2019/20 fiscal year.
D	Salaries/Fringe Benefits	Salaries and fringe benefits were updated to account for anticipated salary adjustments planned during the year.
E	Food/Supplies & Other/Capital Outlay	Expenditures were reduced due to the closure of school operations as of March 13, 2020.
F	Outgoing Transfers	The operating transfer typically made to the General Fund for indirect costs was removed due to the school closure of school operations as of March 13, 2020. As noted in item C , the General Fund will instead transfer monies into the Cafeteria Fund to support operations.

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT DEBT SERVICE FUND FISCAL YEAR ENDING JUNE 30, 2020

	LAST APPROVED		AS AMENDED		COMMENDED	NET CHANGE	
	6/24/2019		 6/22/2020	AMENDMENTS		PERCENT	
REVENUES:							
PROPERTY TAX LEVY	\$	10,894,904	\$ 10,839,575	\$	(55,329)	-0.51% A	
OTHER LOCAL REVENUE		94,499	 585,082		490,583	519.14% <mark>B</mark>	
TOTAL LOCAL REVENUE		10,989,403	11,424,657		435,254	3.96%	
STATE REVENUE		65,179	17,819		(47,360)	-72.66% C	
FEDERAL REVENUE		661,228	664,760		3,532	0.53%	
SBLF PROCEEDS		11,059,602	11,755 <i>,</i> 856		696,254	6.30% D	
REFUNDING PROCEEDS		-	 80,925,000		80,925,000	100.00% <mark>E</mark>	
TÓTAL REVENUE		22,775,412	104,788,092		82,012,680	360.09%	
EXPENDITURES:							
REDEMPTION OF PRINCIPAL		17,555,000	66,811,000		49,256,000	280.58% <mark>F</mark>	
INTEREST ON DEBT		4,252,570	4,687,938		435,368	10.24% <mark>F</mark>	
REFUNDING PRINCIPAL AND COSTS		-	31,666,770		31,666,770	100.00% F	
MISCELLANEOUS EXPENSE		18,420	18,420		-	0.00%	
TÓTAL EXPENDITURES		21,825,990	103,184,128		81,358,138	372.76%	
TOTAL APPROPRIATED		21,825,990	103,184,128		81,358,138	372.76%	
EXCESS REVENUE (APPROPRIATION)		949,422	1,603,964		654,542	68.94%	
FUND BALANCE, JULY 1		5,300,748	5,475,621		174,873	3.30%	
FUND BALANCE, JUNE 30	\$	6,250,170	\$ 7,079,585	\$	829,415	13.27%	

LIN	LINE-ITEM SPECIFIC COMMENTS:								
Α	Property Tax Levy	Amount was decreased to reflect the actual property tax collection.							
В	Other Local Revenue	Increase is due to the significant increase in expected market value of the QSCB investment deposit.							
С	State Revenue	Amount was decreased to reflect the actual reimbursement received from the state for the small taxpayer exemption loss.							
D	SBLF Proceeds	Amount was adjusted to reflect the current year borrowing from the School Bond Loan Fund. This item is difficult to budget since it depends largely on the timing of property tax collections.							
E	Refunding Proceeds	This line item was added to account for the 2 separate bond refundings that took place during the year.							
F	Redemption of Principal/Interest on Debt/ Refunding Principal and Costs	Amounts were adjusted to account for the 2 separate bond refundings that took place during the year.							

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT CAPITAL PROJECTS FUND - 2010 BOND FISCAL YEAR ENDING JUNE 30, 2020

	LAST APPROVE 6/24/2019	ED AS AMENDED 6/22/2020	RECOMMENDED AMENDMENTS	NET CHANGE PERCENT
REVENUES: INTEREST TOTAL REVENUE	<u>\$ </u>		\$ (2,100) (2,100)	-63.64% <mark>A</mark> -63.64%
EXPENDITURES: EQUIPMENT	209,13		61,939	29.62% B
TOTAL APPROPRIATED EXCESS REVENUE (APPROPRIATION)	209,13 (205,83	,	61,939 (64,039)	29.62% 31.11%
FUND BALANCE, JULY 1 FUND BALANCE, JUNE 30	205,83 \$ -	39 269,878 \$ -	64,039 \$ -	31.11% 0.00%

LINE-ITEM SPECIFIC COMMENTS:				
Α	Interest	Interest earnings have been adjusted to reflect current year market conditions.		
В	Equipment	All remaining bond proceeds have been earmarked for technology equipment purchases and will be spent by June 30, 2020.		

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT CAPITAL PROJECTS FUND - SINKING FUND FISCAL YEAR ENDING JUNE 30, 2020

	LAST APPROVED 6/24/2019		AS AMENDED 6/22/2020		RECOMMENDED AMENDMENTS		NET CHANGE PERCENT
REVENUES:							
PROPERTY TAX LEVY	\$	668,512	\$	667,995	\$	(517)	-0.08%
INTEREST		4,000		1,800		(2,200)	-55.00% <mark>A</mark>
TOTAL REVENUE		672,512		669,795		(2,717)	-0.40%
EXPENDITURES:							
REMODELING, RENNOVATION & NEW		110 140		64.426		(51 71 6)	44 520/ 0
CONSTRUCTION		116,142		64,426		(51,716)	-44.53% B
EQUIPMENT MISC (ARCHITECT, CONSTRUCTION MGR,		200,000		126,496		(73 <i>,</i> 504)	-36.75% <mark>B</mark>
OTHER)		22,000		4,586		(17,414)	-79.15% <mark>B</mark>
TOTAL APPROPRIATED		338,142		195,508		(142,634)	-42.18%
EXCESS REVENUE (APPROPRIATION)		334,370		474,287		139,917	41.84%
FUND BALANCE, JULY 1		448,864		357,517		(91,347)	-20.35%
FUND BALANCE, JUNE 30	\$	783,234	\$	831,804	\$	48,570	6.20% C

LIN	LINE-ITEM SPECIFIC COMMENTS:					
Α	Interest	Interest earnings have been adjusted to reflect current year market conditions.				
В	Remodeling, Renovation & New Construction/ MISC	Expenditures have been adjusted to reflect projects, engineering and technology purchases that took place early in the fiscal year. These items were approved in the 2018/19 fiscal year, with work completed early in the 2019/20 fiscal year.				
С	Fund balance	The remaining dollars are to be held for technology purchases in the event the August 2020 bond election does not pass.				

HARTLAND CONSOLIDATED SCHOOLS BUDGET AMENDMENT STUDENT ACTIVITIES FUND FISCAL YEAR ENDING JUNE 30, 2020

	LAST APPROVED 6/24/2019		AS AMENDED 6/22/2020		NET CHANGE DOLLARS	NET CHANGE PERCENT
REVENUES: OTHER LOCAL REVENUE	\$	1,805,864	\$	1,381,571	\$ (424,293)	-23.50% A
EXPENDITURES: MISCELLANEOUS EXPENSE		1,764,740		1,392,306	(372,434)	-21.10% A
TOTAL APPROPRIATED		1,764,740		1,392,306	(372,434)	-21.10%
EXCESS REVENUE (APPROPRIATION)		41,124		(10,735)	(51,859)	-126.10%
FUND BALANCE, JULY 1 FUND BALANCE, JUNE 30	\$	1,077,505 1,118,629	\$	1,193,061 1,182,326	115,556 \$ 63,697	10.72% 5.69%

LIN	LINE-ITEM SPECIFIC COMMENTS:					
Α	Other Local	Amounts have been adjusted to reflect current year expected activity.				
	Revenue/Misc	Amounts were lower due to the early closure of school operations.				
	Expense					