

independent school district #761

Owatonna Public Schools will inspire all learners to excel in a dynamic society by creating a world class education within an innovative learning community.

### **2010-11 FINAL BUDGET**

PRESENTED TO THE BOARD OF EDUCATION

**DECEMBER 13, 2010** 



December 8, 2010

To: Owatonna Public School Board Members

From: Tom Sager, Director of Finance and Operations

Sheri Green, Controller

Cc: Tom Tapper, Superintendent

The following is the proposed final District budget for the 2010-11 school year. The preliminary budget for this year was presented to you in June 2010 and approved. The District's annual audit was completed and presented to you in November for FY '10.

The final FY '11 budget shows an unreserved general fund balance of \$6,180,285. During our presentation, we will address any adjustments made from the preliminary budget in June. You can see all related adjustments at the end of the final budget report.

In summary, for FY '11 the budget shows total general fund expenditures exceeding revenues by \$1,268,224. This deficit spend down will bring our unreserved general fund balance to an estimated 14.9 percent of estimated unreserved general fund expenditures for FY '11.

At the December 13th school board meeting, the board will be asked to approve this final FY '11 budget. By approving the final budget, the Board will be approving a \$28,000 permanent transfer from the General Fund to the Community Service Fund for the Kids First program. If needed, we will present a revised final budget to the board in February 2011.

Please call Tom Sager at 444-8605 or Sheri Green at 444-8608, if you have any questions.

Thank you.

# OWATONNA PUBLIC SCHOOLS, ISD #761 GENERAL FUND REVENUE (Funds 1, 10, and 11) 2010-11 FINAL BUDGET

GENERAL FUND REVENUE (Funds 1, 10, and 11)	2009-10 Actual Revenue	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Tax Levy	\$ 5,122,559	\$ 7,388,287	\$ 7,388,287	\$ -
Delinquent Taxes	16,460	20,000	20,000	-
County Apportionment	42,961	76,300	76,300	-
Miscellaneous County Tax Revenue	17,543	17,787	17,787	-
Tuition and Reimbursements from MN ISD's	<u>-</u>	· -	-	-
Revenue from Other MN ISD's for Special Ed.	135,737	65,072	65,072	-
Tuition from Patrons	60,975	56,550	56,550	-
Fees from Patrons	142,551	138,443	138,443	-
Admissions/Student Activity Revenue	152,717	151,764	151,764	-
Medical Assistance Reimbursement	590,418	500,000	500,000	-
Interest Earnings	19,582	28,603	28,603	-
Rent	10,876	13,130	13,130	-
Gifts and Bequests	171,185	107,823	107,823	-
Miscellaneous Revenue	291,775	218,420	218,420	-
Endowment	139,958	142,562	142,562	-
General Education Aid	29,592,497	31,054,939	30,854,939	(200,000)
Shared Time	102,634	62,830	62,830	-
Abatement Aid	3,536	3,455	3,455	-
Disparity Reduction Aid	9,733	9,700	9,700	-
Homestead/Ag Market Value Credit	107,095	108,000	108,000	-
Other State Credits	3,392	2,000	2,000	-
State Aids and Grants	139,418	181,427	181,427	-
Special Education	3,461,257	3,394,702	3,394,702	-
Miscellaneous Revenue from MDE	21,427	18,500	18,500	-
Federal Aids and Grants	5,696,310	3,069,251	3,319,251	250,000
Sale of Materials	88	-	-	-
Sale of Equipment	16,600	16,600	16,600	-
Judgments for District	149,550	157,000	164,787	7,787
Capital Lease Proceeds	-	-	-	-
TOTAL GENERAL FUND REVENUES	\$ 46,218,834	\$47,003,145	\$47,060,932	\$ 57,787

#### OWATONNA PUBLIC SCHOOLS, ISD #761 FOOD SERVICE FUND REVENUE (Fund 2) 2010-11 FINAL BUDGET

FOOD SERVICE FUND REVENUE (Fund 2)	2009-10 Actual Revenue	2010-11 Preliminary Budget	Preliminary Final		Preliminary Final Bud	
Interest Earnings	\$ 899	\$ 888	\$ 888	\$ -		
Miscellaneous Revenue	11,459	-	-	-		
State Aids and Grants	156,191	154,754	154,754	-		
School Lunch Program	144,707	86,745	86,745	-		
Special Assistance	541,623	618,417	618,417	-		
Commodity Rebates	38,014	25,000	25,000	-		
Commodity Distribution	91,542	-	-	-		
Special Milk Program	5,820	6,287	6,287	-		
School Breakfast Program	244,246	219,549	219,549	-		
Summer School	40,918	25,000	25,000	-		
Sales to Pupils	1,275,657	1,409,884	1,409,884	-		
Sales to Adults	38,033	31,201	31,201	-		
Special Function Food Sales	13,785	3,000	3,000	-		
TOTAL FOOD SERVICE FUND REVENUES	\$ 2,602,894	\$ 2,580,725	\$ 2,580,725	\$ -		

#### OWATONNA PUBLIC SCHOOLS, ISD #761 COMMUNITY SERVICE FUND REVENUE (Fund 4) 2010-11 FINAL BUDGET

COMMUNITY SERVICE FUND REVENUE (Fund 4)	2009-10 2010-11 Actual Preliminary Revenue Budget		2010-11 Final Budget		2010-11 Budgeted Difference		
Tax Levy	\$	287,300	\$ 284,847	\$	284,847	\$	-
Delinquent Taxes		767	-		-		-
Miscellaneous County Tax Revenue		428	-		-		-
Tuition from Patrons		221,925	202,500		202,500		-
Fees from Patrons		374,295	372,700		372,700		-
Interest Earnings		1,490	1,835		1,835		-
Rent		2,277	2,000		2,000		-
Gifts and Bequests		240	250		250		-
Miscellaneous Revenue		12,787	5,050		5,050		-
Abatement Aid		94	-		-		-
Disparity Reduction Aid		1,993	2,000		2,000		-
Homestead/Ag Market Value Credit		21,961	22,000		22,000		-
Other State Credits		82	-		-		-
State Aids and Grants		773,965	766,532		766,532		-
Non-Public Aid		64,337	64,429		64,429		-
Federal Aids and Grants		33,789	26,481		26,481		-
Permanent Fund Transfer		15,219	28,000		28,000		-
Capital Lease Proceeds		-	-		-		-
TOTAL COMMUNITY SERVICE FUND REVENUES	\$ 1	,812,949	\$ 1,778,624	\$	1,778,624	\$	_

# OWATONNA PUBLIC SCHOOLS, ISD #761 BUILDING CONSTRUCTION FUND REVENUE (Fund 6) 2010-11 FINAL BUDGET

BUILDING CONSTRUCTION FUND CERTIFICATES OF PARTICIPATION (Fund 6)	2009-10 Actual Revenue	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Certificates of Participation	\$ -	\$ -	\$ 1,811,562	\$ 1,811,562 - - -
TOTAL BUILDING CONSTRUCTION FUND REVENUES	\$ -	<u> </u>	\$ 1,811,562	- - - \$ 1,811,562

### OWATONNA PUBLIC SCHOOLS, ISD #761 DEBT SERVICE FUND REVENUE (Fund 7) 2010-11 FINAL BUDGET

DEBT SERVICE FUND REVENUE (Fund 7)	2009-10 Actual Revenue	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Tax Levy	\$ 3,135,148	\$ 2,371,046	\$ 2,371,046	\$ -
Delinquent Taxes	9,170	15,000	15,000	-
Miscellaneous County Tax Revenue	3,940	5,800	5,800	-
Interest Earnings	6,302	7,589	7,589	-
Disparity Reduction Aid	21,719	21,700	21,700	-
Homestead/Ag Market Value Credit	239,315	241,000	241,000	-
Other State Credits	2,125	3,400	3,400	-
TOTAL DEBT SERVICE FUND REVENUES	\$ 3,417,719	\$ 2,665,535	\$ 2,665,535	\$ -

#### OWATONNA PUBLIC SCHOOLS, ISD #761 TOTAL REVENUES 2010-11 FINAL BUDGET

Fund Name	2009-10 Actual Revenue	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Total Operating Funds Revenue:				
General Fund (Funds 1, 10, and 11)	\$ 46,218,834	\$ 47,003,145	\$47,060,932	\$ 57,787
Food Service Fund (Fund 2)	2,602,894	2,580,725	2,580,725	-
Community Service Fund (Fund 4)	1,812,949	1,778,624	1,778,624	-
Total Operating Funds Revenue	\$ 50,634,676	\$ 51,362,494	\$51,420,281	\$ 57,787
Total Non-Operating Funds Revenue:				
Building Construction Fund (Fund 6)	\$ -	\$ -	\$ 1,811,562	\$ 1,811,562
Debt Service Fund (Fund 7)	3,417,719	2,665,535	2,665,535	-
Total Non-Operating Funds Revenue	\$ 3,417,719	\$ 2,665,535	\$ 4,477,097	\$ 1,811,562
TOTAL REVENUE	\$ 54,052,395	\$ 54,028,029	\$ 55,897,378	\$ 1,869,349

# OWATONNA PUBLIC SCHOOLS, ISD #761 GENERAL FUND EXPENDITURES (Funds 1, 10, and 11) 2010-11 FINAL BUDGET

GENERAL FUND EXPENDITURES (Funds 1, 10, and 11)	2009-10 Actual Expenditures	2010-11 Preliminary Budget	2010-11 Final Budget	В	2010-11 udgeted ifference
	<del></del>				
Administrative and District Support Services					
Salaries	\$ 2,160,402	\$ 2,115,717	\$ 2,115,717	\$	-
Benefits	766,554	747,258	747,258		-
Purchased Services	537,228	542,722	542,722		-
Supplies and Materials	150,352	119,299	147,086		27,787
Capital Expenditures	562,191	509,618	509,618		-
Other Expenditures	(32,692)	(34,530)	(34,530)		-
Total Administrative and District Support Services	\$ 4,144,035	\$ 4,000,084	\$ 4,027,871	\$	27,787
Instructional					
Salaries	\$20,938,845	\$21,338,892	\$21,818,813	\$	479,921
Benefits	7,145,278	7,425,162	7,425,162		-
Purchased Services	1,617,651	1,798,054	1,798,054		-
Supplies and Materials	1,155,633	1,571,709	1,571,709		-
Capital Expenditures	623,230	383,388	383,388		-
Other Expenditures	73,766	84,993	84,993		-
Total Instructional	\$31,554,403	\$32,602,198	\$33,082,119	\$	479,921
Instructional and Pupil Support					
Salaries	\$ 2,431,808	\$ 2,454,092	\$ 2,454,092	\$	-
Benefits	798,380	833,167	833,167		-
Purchased Services	2,582,477	2,626,516	2,626,516		-
Supplies and Materials	290,271	301,467	331,467		30,000
Capital Expenditures	29,023	34,186	34,186		-
Other Expenditures	7,452	13,255	13,255		-
Total Instructional and Pupil Support	\$ 6,139,411	\$ 6,262,683	\$ 6,292,683	\$	30,000
Operations, Maintenance, and Fixed					
Salaries	\$ 1,349,318	\$ 1,394,102	\$ 1,394,102	\$	-
Benefits	605,685	659,389	659,389		-
Purchased Services	1,958,873	2,038,146	1,838,146		(200,000)
Supplies and Materials	616,535	709,150	709,150		-
Capital Expenditures	349,059	260,500	260,500		-
Other Expenditures	36,801	65,196	65,196		-
Total Operations, Maintenance, and Fixed	\$ 4,916,271	\$ 5,126,483	\$ 4,926,483	\$	(200,000)
TOTAL GENERAL FUND EXPENDITURES	\$46,754,120	\$47,991,448	\$48,329,156	\$	337,708

### OWATONNA PUBLIC SCHOOLS, ISD #761 FOOD SERVICE FUND EXPENDITURES (Fund 2) 2010-11 FINAL BUDGET

FOOD SERVICE FUND EXPENDITURES (Fund 2)	2009-10 Actual Expenditures		Pr	2010-11 eliminary Budget	2010-11 Final Budget	Bud	10-11 Igeted erence
Salaries	\$	830,700	\$	843,538	\$ 843,538	\$	_
Benefits		301,567		314,105	314,105		-
Purchased Services		56,959		81,223	81,223		-
Supplies and Materials		1,276,594		1,391,497	1,391,497		-
Capital Expenditures		10,086		52,407	52,407		-
Other Expenditures		123		476	476		-
TOTAL FOOD SERVICE EXPENDITURES	\$	2,476,029	\$	2,683,246	\$ 2,683,246	\$	_

### OWATONNA PUBLIC SCHOOLS, ISD #761 COMMUNITY SERVICE FUND EXPENDITURES (Fund 4) 2010-11 FINAL BUDGET

COMMUNITY SERVICE FUND EXPENDITURES (Fund 4)	2009-10 Actual Expenditures		Actual		Actual		Actual		Pr	2010-11 eliminary Budget	2010-11 Final Budget	Bu	010-11 Idgeted ference
Salaries	\$	774,792	\$	813,730	\$ 813,730	\$	-						
Benefits		260,372		261,238	261,238		-						
Purchased Services		700,708		687,873	687,873		-						
Supplies and Materials		77,042		66,669	66,669		-						
Capital Expenditures		26,186		8,179	8,179		-						
Other Expenditures		1,878		1,925	1,925		-						
TOTAL COMMUNITY SERVICE EXPENDITURES	\$	1,840,978	\$	1,839,614	\$ 1,839,614	\$							

## OWATONNA PUBLIC SCHOOLS, ISD #761 BUILDING CONSTRUCTION FUND EXPENDITURES (Fund 6) 2010-11 FINAL BUDGET

BUILDING CONSTRUCTION FUND CERTIFICATES OF PARTICIPATION (Fund 6)	2009-10 Actual Expenditures		Actual Preliminary		2010-11 Final Budget	2010-11 Budgeted Difference	
Certificates of Participation	\$	-	\$	-	\$ 1,811,562	\$ 1,811,562 - -	
TOTAL BUILDING CONSTRUCTION EXPENDITURES	\$	_	\$		\$ 1,811,562	\$ 1,811,562	

# OWATONNA PUBLIC SCHOOLS, ISD #761 DEBT SERVICE FUND EXPENDITURES (Fund 7) 2010-11 FINAL BUDGET

DEBT SERVICE FUND EXPENDITURES (Fund 7)	2009-10 Actual Expenditures	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Bond Principal	\$ 2,905,000	\$ 2,265,000	\$ 2,265,000	\$ -
Bond Interest	617,676	529,921	529,921	-
Other Debt Service Expenditures	2,994	3,094	3,094	-
TOTAL DEBT SERVICE EXPENDITURES	\$ 3,525,670	\$ 2,798,015	\$ 2,798,015	\$ -

#### OWATONNA PUBLIC SCHOOLS, ISD #761 TOTAL EXPENDITURES 2010-11 FINAL BUDGET

Fund Name	2009-10 Actual Expenditures	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Total Operating Funds Expenditures:				
General Fund (Funds 1, 10, and 11)	\$46,754,120	\$47,991,448	\$48,329,156	\$ 337,708
Food Service Fund (Fund 2)	2,476,029	2,683,246	2,683,246	-
Community Service Fund (Fund 4)	1,840,978	1,839,614	1,839,614	-
Total Operating Funds Expenditures	\$51,071,127	\$52,514,308	\$52,852,016	\$ 337,708
Total Non-Operating Funds Expenditures: Building Construction Fund (Fund 6)	\$ -	\$ -	\$ 1,811,562	\$ 1,811,562
Debt Service Fund (Fund 7)	3,525,670	2,798,015	2,798,015	-
Total Non-Operating Funds Expenditures	\$ 3,525,670	\$ 2,798,015	\$ 4,609,577	\$ 1,811,562
TOTAL EXPENDITURES	\$54,596,797	\$55,312,323	\$57,461,593	\$ 2,149,270

#### OWATONNA PUBLIC SCHOOLS, ISD #761 REVENUES vs. EXPENDITURES ANALYSIS 2010-11 FINAL BUDGET

Category	2009-10 Actual Expenditures	2010-11 Preliminary Budget	2010-11 Final Budget	2010-11 Budgeted Difference
Includes General Fund, Food Serv	ice Fund, and Co	mmunity Service	Fund:	
Total Operating Revenues	\$50,634,676	\$51,362,494	\$51,420,281	\$ 57,787
Total Operating Expenditures	51,071,127	52,514,308	52,852,016	337,708
Total Revenues less Expenditures	\$ (436,450)	\$ (1,151,814)	\$ (1,431,735)	\$ (279,921)

The above chart shows the difference between revenues and expenditures for the operating funds, which includes the general fund, food service fund, and community service fund.

#### **Includes General Fund Only:**

Total Revenues Total Expenditures	\$46,218,834 46,754,120	\$47,003,145 47,991,448	\$47,060,932 48,329,156	\$ 57,787 337,708
Total Revenues less Expenditures	\$ (535,286)	\$ (988,303)	\$ (1,268,224)	\$ (279,921)

The above chart shows the difference between revenues and expenditures for the general fund only.

#### OWATONNA PUBLIC SCHOOLS, ISD #761 FUND BALANCE ANALYSIS 2010-11 FINAL BUDGET

#### JUNE 30, 2010 ENDING FUND BALANCES

	6/30/2009	2009-10	2009-10	6/30/2010
Fund	Balance	Revenues	Expenditures	Balance
General - Unreserved	6,787,615	40,080,286	39,974,542	6,893,359
General - Reserved	1,451,978	6,138,549	6,779,578	810,949
Food Service	242,625	2,602,894	2,476,029	369,490
Community Service	229,407	1,812,949	1,840,978	201,378
Building Construction	-	-	-	-
Debt Service	921,098	3,417,719	3,525,670	813,147
Trust	3,064	617	1,044	2,637
Internal Service	250,587	953	-	251,540
Total	9,886,374	54,053,967	54,597,841	9,342,500

#### JUNE 30, 2011 PROJECTED ENDING FUND BALANCES (Based on the Final Budget)

	6/30/2010	2010-11	2010-11	6/30/2011
Fund	Balance	Revenues	Expenditures	Balance
General - Unreserved	6,893,359	40,727,643	41,440,717	6,180,285
General - Designated	-	-	-	-
General - Reserved	810,949	6,333,289	6,888,439	255,799
Food Service	369,490	2,580,725	2,683,246	266,969
Community Service	201,378	1,778,624	1,839,614	140,388
Building Construction	-	1,811,562	1,811,562	-
Debt Service	813,147	2,665,535	2,798,015	680,667
Trust	2,637	1,013	1,013	2,637
Internal Service	251,540	1,072	-	252,612
Total	9,342,500	55,899,463	57,462,606	7,779,357

#### JUNE 30, 2011 FUND BALANCE COMPARISON PROJECTION

6/30/2010		6/30/2011		
Balance		Balance		Difference
6,893,359		6,180,285		(713,074)
-		-		-
810,949		255,799		(555,150)
369,490		266,969		(102,521)
201,378		140,388		(60,990)
-		-		-
813,147		680,667		(132,480)
2,637		2,637		-
251,540		252,612		1,072
9,342,500		7,779,357		(1,563,143)
	810,949 369,490 201,378 813,147 2,637 251,540	Balance 6,893,359 - 810,949 369,490 201,378 - 813,147 2,637 251,540	Balance         Balance           6,893,359         6,180,285           810,949         255,799           369,490         266,969           201,378         140,388           -         -           813,147         680,667           2,637         2,637           251,540         252,612	Balance         Balance           6,893,359         6,180,285           -         -           810,949         255,799           369,490         266,969           201,378         140,388           -         -           813,147         680,667           2,637         2,637           251,540         252,612

### 2010-11 REVENUE/EXPENDITURE COMPARISON

2010-11 REVENUE/EXPENDITURE COMPARISON							
	Revenues			Expenditures			
	6/30/2010	6/30/2011	6/30/2011		6/30/2011		
Fund	Actual	Final Budget	Difference	Actual	Final Budget	Difference	
General - Unreserved	40,080,286	40,727,643	647,357	39,974,542	41,440,717	1,466,175	
General - Designated	-	-	-	-	-	-	
General - Reserved	6,138,549	6,333,289	194,740	6,779,578	6,888,439	108,861	
Food Service	2,602,894	2,580,725	(22,169)	2,476,029	2,683,246	207,217	
Community Service	1,812,949	1,778,624	(34,325)	1,840,978	1,839,614	(1,364)	
Building Construction	-	1,811,562	1,811,562	-	1,811,562	1,811,562	
Debt Service	3,417,719	2,665,535	(752,184)	3,525,670	2,798,015	(727,655)	
Trust	617	1,013	396	1,044	1,013	(31)	
Internal Service	953	1,072	119	-	-	-	
Total	54,053,967	55,899,463	1,845,497	54,597,841	57,462,606	2,864,765	

**Note:** Above is the table that contains the final budget for the 2010-11 school year. This is the budget the Board is being asked to approve at the December 13, 2010 board meeting. Included in the final budget is a permanent transfer from the General Fund to the Community Service Fund of \$28,000 for the Kids First program for FY '11. By approving the final budget, the Board is also approving the permanent transfer of \$28,000.

## Budget Adjustments to FY '11 Preliminary Budget, As of December 7, 2010 (General Fund Only)

Item		Revenues 1	Expenditures 2	Comments
1 Federal Grants - Ed Jobs		250,000		Additional federal grant revenues due to Education Jobs Program
2 General Education Aid Revenu	ie	(200,000)		Due to decrease in enrollment
3 Federal Grants - Ed Jobs			250,000	Additional federal grant expenditures due to Education Jobs Programs. This includes changes in salaries and benefits.
4 Microsoft Vouchers - Hardware	•	7,787		Receive additional vouchers from Microsoft settlement for hardware purchases
5 Microsoft Vouchers - Hardware	)		7,787	Use of Microsoft vouchers for hardware
6 Compensatory			229,921	Use of FY '10 carryover amounts.
7 IMC Improvements			30,000	OHS Media Center furniture and equipment.
8 Utilities			(200,000)	Reduction in original budget for utility expense.
9 IT Repairs and Maintenance			20,000	Increase costs for Smart Board supplies
Total Impact to Preliminary Budget	- =	57,787	337,708	(279,921) Net Adjustment
	FY '11 I FY '11 Up	ne 30, 2010 Ending General Fund Fund Balance FY '11 Preliminary Budget Surplus (Deficit) FY '11 Updated Final Budget Surplus (Deficit) ne 30, 2011 Ending General Fund Fund Balance		7,704,308 (988,303) (1,268,224) 6,436,084

#### Note: Reference for 1 and 2 above.

- 1 A positive number in revenues indicates the revenue budget is being increased. A negative number in revenues indicates the revenue budget is being decreased.
- 2 A positive number in expenditures indicates the expenditure budget is being increased. A negative number in expenditures indicates a savings in expenditures.