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Memo To: Board of Education
Dr. Mary B. Pfeiffer, District Administrator

From: Kathy Davis, Asst. District Administrator – Business Services *KD*

Date: June 12, 2014

RE: Proposed amendment to the 2013-14 School Budget

Several events have occurred since the Board of Education officially adopted the 2013-14 school budget (November 5, 2013) that now require the Board to formally amend that budget.

These changes are primarily the result of:

1. Full knowledge of 2013-14 federal project budgets
2. Final reconciliation of open enrollment students
3. Execution of a lease for technology equipment purchased for 2014-15

The following support documents are attached for your review:

1. A brief description of the budget changes for consideration
2. A resolution which reflects the adjustments to be made with respect to the 2013-14 budget
3. A two-page summary of the final, amended 2013-14 budget

These budget adjustments do not affect the District's revenue limit and there is no change to the certified 2013 school property tax levy.

2013-14 Final Budget Adjustments

1. To expedite the receipt of additional technology equipment, and to give our technical staff additional time to prepare, set-up, and configure this equipment prior to next

school year, the Neenah Joint School District executed a four-year lease with Apple Financing in early May. A budget adjustment is required to record the value of this lease in the General Fund – on both the revenue side and the expenditure side. There is no affect on tax levy, use of fund balance, etc. The value of the equipment being leased is \$838,890. This equipment is part of the District’s multi-year technology plan and includes iPads and MacBook Airs.

The first of four annual lease payments on this equipment (\$216,334) will be made in July, 2014 and is included in the 2014-15 budget.

2. Final reconciliations of the 2013-14 open enrollment students have been received from the DPI and the District revenues and expenditures will be adjusted accordingly. Although there will be no change in the “net” differential, the original budget estimates for revenues and expenditures were both overstated by \$125,000.

The District continues to experience a net outflow of students resulting from the State’s open enrollment program.

3. As mentioned earlier this spring, the District’s Special Programs fund (Fund 27) has been adjusted to maximize the utilization of State of Wisconsin categorical aids as well as federal flow-through funds. This adjustment will increase the budget for special education programs by \$142,332 on both the expenditure and revenue side of the ledger.
4. Recall that the District receives a significant amount of money through the federal government’s Medicaid program for providing school-based services for eligible children. These services might include occupational and physical therapy, speech, nursing care and attendant care, counseling, and/or special transportation. It appears likely that the District will receive at least \$194,782 more in these Medicaid funds than originally budgeted. These funds are extremely difficult to forecast as the federal and/or state governments are still reviewing and auditing claims from several years ago. The timing of this auditing process, and when the funds are ultimately disseminated to school districts, can significantly impact an individual budget year.

Summary

Overall, we anticipated using \$240,036 of fund balance in order to balance the 2013-14 budget. Given the adjustments in this report we will only need an estimated \$45,000 to balance the 2013-14 budget.

If you have any questions, please contact me at 751-6800 (Ext. 227).

Resolution to Amend the 2013-2014 School Budget

Whereas, on **November 5, 2013**, the Board of Education of the Neenah Joint School District adopted a budget pursuant to Sec. 65.9(2) WI Stats., for the period of July 1, 2013 - June 30, 2014 and Whereas, the Board of Education of the Neenah Joint School District desires to amend the 2013-14 school budget as follows:

	Reductions	Additions	Net Change	
General Fund (Fund 10)				Purpose of Amendment
Expenditures				
Central Services -Equipment	0	838,890	838,890	Value of Lease
Open Enrollment - Out	125,000	-	(125,000)	Adjust to actual
Grand Total Expenditures	125,000	838,890	713,890	
Revenues				
Open Enrollment - In	125,000	-	(125,000)	Adjust to Actual
Other Financing Sources-Lease	-	838,890	838,890	Value of Lease
Federal Sources	-	194,782	194,782	Medicaid Funds
Use of Fund Balance	194,782	-	(194,782)	
Grand Total Revenues	319,782	1,033,672	713,890	

	Reductions	Additions	Net Change	
Special Programs Fund (Fund 27)				
Expenditures	-	142,332	142,332	Adjust to Fed. Project
Grand Total Expenditures	-		142,332	
Revenues	-	142,332	142,332	Adjust to Fed. Project
Grand Total Revenues	-		142,332	

IT IS HEREBY RESOLVED, that the Board of Education of the Neenah Joint School District revise the 2013 - 2014 school budget as detailed above and summarized in the form attached hereto as Exhibit # _____.

The motion to adopt the resolution was made by: _____
 The motion was seconded by: _____
 Date of Board action: _____
 Roll call vote: yes _____ no _____

	From	To	Change
Proposed Expenditures (All Funds) total	79,811,827	80,668,049	856,222
Proposed Revenues (Exclusive of Levy)	48,875,720	49,731,942	856,222
Proposed Tax Levy (All Funds) total	30,936,107	30,936,107	no change

****Note: A 2/3 affirmative vote by the entire membership of the Board is required for passage.****
 Publication to follow in The Post Crescent within 10 days.

NEENAH JOINT SCHOOL DISTRICT
2013-14 BUDGET
SUMMARY OF RECEIPTS

	2011-12 Actual	2012-13 Budget	2012-13 Actual	2013-14 Budget	2012-13 Actual to 2013-14 Budget	
					Amount of Increase or (Decrease)	Percent of Increase or (Decrease)
GENERAL FUND						
School Tax Receipts	28,892,757	29,515,310	29,515,310	28,277,171	(1,238,139)	-4.19%
Prior Year School Tax	8,764	11,757	11,757	25,036	13,279	112.95%
Mobile Home Tax	35,314	35,000	33,688	35,000	1,312	3.89%
Fees and Sales	385,965	355,000	350,717	355,000	4,283	1.22%
School Activities	243,335	238,550	216,181	232,900	16,719	7.73%
Interest on Investments	41,315	45,000	37,920	45,000	7,080	18.67%
Transfers from Other Districts (OE)	1,226,970	1,183,000	1,062,811	1,233,000	170,189	16.01%
Intermediate Sources	23,244	31,750	30,750	35,000	4,250	13.82%
State Sources	30,192,021	29,501,299	29,487,807	30,903,058	1,415,251	4.80%
Federal Sources	971,053	1,358,569	1,280,404	1,405,241	124,837	9.75%
Miscellaneous/Refunds	371,974	275,000	312,535	151,000	(161,535)	-51.69%
Other Financing Sources-Capital Lease	285,226	1,246,178	1,241,523	848,890	(392,633)	-31.63%
Use of General Fund Balance	(2,347,973)	446,988	271,420	45,254	(226,166)	-83.33%
Tax Rate Stabilization Sub-Fund	76	300	82	100	18	21.95%
TOTAL GENERAL FUND	60,330,041	64,243,701	63,852,905	63,591,650	(261,255)	-0.41%
NEENAH TOMORROW FUND	19,440	0	2,807	25,000	22,193	790.63%
SPECIAL REVENUE TRUST FUND	74,770	30,000	140,101	100,000	(40,101)	-28.62%
Use of Special Revenue Trust Fund Balance	(9,786)	0	45,806	0	(45,806)	-100.00%
SPECIAL PROGRAMS FUND	11,643,017	11,769,899	11,240,617	11,836,720	596,103	5.30%
NON-REFERENDUM DEBT FUND	137,970	50,000	49,400	50,000	600	1.21%
REFERENDUM DEBT FUND	1,336,636	1,339,000	1,329,000	0	(1,329,000)	-100.00%
Use of Referendum Debt Fund Balance	9,464	0	10,600	202,800	192,200	1813.21%
CAPITAL EXPANSION FUND	566,005	1,410,000	1,400,005	1,986,000	585,995	41.86%
Use of Capital Expansion Fund Balance	(5,545)	0	(20,434)	0	20,434	-100.00%
FOOD SERVICE FUND	2,280,588	2,352,428	2,150,363	2,210,991	60,628	2.82%
Use of Food Service Fund Balance	0	(200,000)	(211,506)	(10,000)	201,506	N/A
COMMUNITY SERVICE FUND	881,169	703,873	682,329	674,888	(7,441)	-1.09%
Use of Community Service Fund Balance	(43,907)	200,000	188,852	0	(188,852)	-100.00%
TOTAL RECEIPTS	77,219,862	81,898,901	80,860,845	80,668,049	(192,796)	-0.24%

NEENAH JOINT SCHOOL DISTRICT
2013-14 BUDGET
SUMMARY OF EXPENDITURES

	Schedule	2011-12 Actual	2012-13 Budget	2012-13 Actual	2013-14 Budget	2012-13 Actual to 2013-14 Budget	
						Amount of Increase or (Decrease)	Percent of Increase or (Decrease)
GENERAL FUND							
Undifferentiated Curriculum	1	12,498,527	12,306,406	11,834,706	12,276,028	441,322	3.73%
Regular Curriculum	2	13,301,412	13,895,103	13,429,232	14,255,199	825,967	6.15%
Vocational Curriculum	3	1,688,996	1,675,601	1,554,835	1,641,710	86,875	5.59%
Physical Curriculum	4	1,888,452	1,859,737	1,778,577	1,784,813	6,236	0.35%
Cocurricular Activities	5	880,122	871,419	896,982	1,097,253	200,271	22.33%
Gifted/Talented/Homebound	6	599,987	585,518	543,613	591,677	48,064	8.84%
Pupil Services	7	1,909,962	1,853,348	1,740,044	1,820,977	80,933	4.65%
Instructional Staff	8	2,105,924	2,380,704	2,081,886	2,242,057	160,171	7.69%
District Administration	9	1,339,772	1,288,362	1,258,493	1,338,409	79,916	6.35%
School Administration	10	3,223,496	3,048,198	3,016,749	3,164,786	148,037	4.91%
Business Administration	11	636,485	780,950	747,193	871,543	124,350	16.64%
Operations	12	4,065,808	4,052,732	4,233,549	4,120,464	(113,085)	-2.67%
Maintenance	13	1,496,239	1,513,457	1,541,339	1,587,235	45,896	2.98%
Pupil Transportation	14	1,030,515	1,074,280	1,041,540	1,085,818	44,278	4.25%
Central Services	15	954,687	2,300,339	2,200,193	1,888,599	(311,594)	-14.16%
Insurance	16	249,679	267,500	349,846	324,400	(25,446)	-7.27%
Debt Retirement	17	298,446	561,541	560,167	732,955	172,788	30.85%
Non-Program Transactions(OE)	18	1,661,123	1,515,500	1,801,845	2,053,308	251,463	13.96%
Other Support Services (ER)	19	3,014,156	3,880,600	4,919,965	3,638,250	(1,281,715)	-26.05%
Transfer to Other Funds	20	7,474,496	8,512,406	8,295,004	7,056,169	(1,238,835)	-14.93%
Refund of Prior Year Taxes	21	11,757	20,000	25,036	20,000	(5,036)	-20.12%
TOTAL GENERAL FUND		60,330,041	64,243,701	63,850,794	63,591,650	(259,144)	-0.41%
NEENAH TOMORROW FUND		23,168	0	21,129	25,000	3,871	18.32%
SPECIAL REVENUE TRUST FUND	23	61,256	30,000	167,585	100,000	(67,585)	-40.33%
SPECIAL PROGRAMS FUND	24	11,643,017	11,769,899	11,240,617	11,836,720	596,103	5.30%
NON-REFERENDUM DEBT FUND	25	138,570	50,000	50,000	50,000	0	0.00%
REFERENDUM DEBT FUND	26	1,345,500	1,339,000	1,339,000	202,800	(1,136,200)	-84.85%
CAPITAL EXPANSION FUND	27	560,460	1,410,000	1,379,571	1,986,000	606,429	43.96%
FOOD SERVICE FUND	28	2,280,588	2,152,428	1,938,857	2,200,991	262,134	13.52%
COMMUNITY SERVICE FUND	29	837,262	903,873	871,181	674,888	(196,293)	-22.53%
TOTAL EXPENDITURES		77,219,862	81,898,901	80,858,734	80,668,049	(190,685)	-0.24%