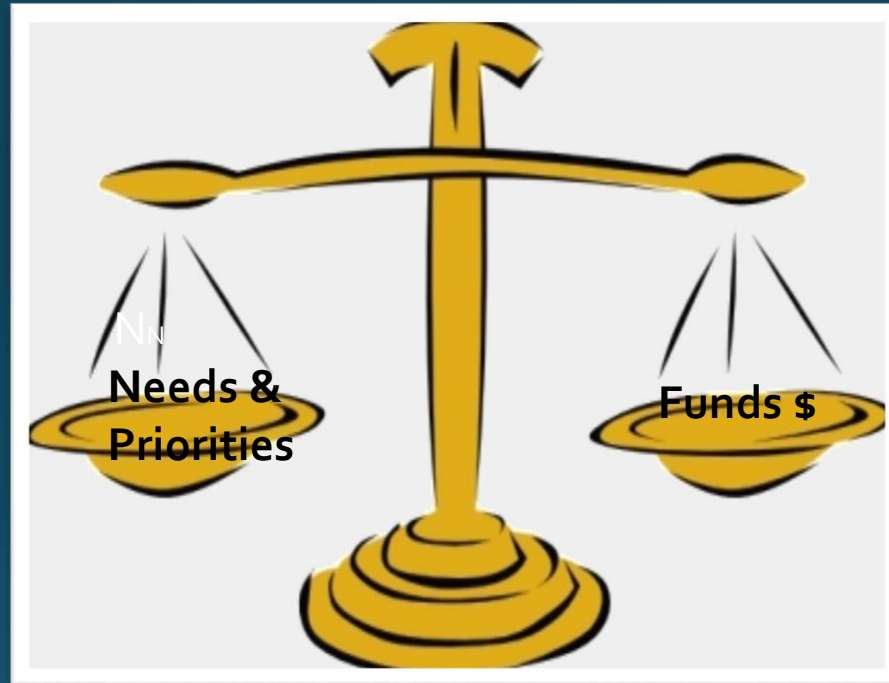


Manville Public Schools

Budget Building

Kimberly A. Clelland, School Business Administrator

What is a School Budget



BUDGET YEAR July 1, 2016 – June 30, 2017

Budget is completed and submitted to the County Office on or before March 21, 2016

Budget Presented to the Public on May 3, 2016

Budget Calendar

August- Goals of the District are discussed along with programs and policies.

September – Administration meets to discuss enrollment, programs and priorities for next year

November – Budget projections are entered into budget module based on identified priorities

December – Preliminary Budget is built, meetings are held with Administration

January / February – Preliminary Budget is presented to Finance and Facilities. Budget is revised when state aid figures are released.


March / April – Budget is finalized, approved by the County

May – Budget Hearing to Board of Education and public

Mission Statement/Assumptions

- ***We believe in the potential of our students, the ability of our teachers and administrators, and the support of our parents. Every child...Every day...***
- All students will learn.
- Administrators, teachers, parents, the Board of Education and community foster learning.
- All students will demonstrate on-going growth towards meeting or exceeding the Common Core State Standards, the NJCCCS and 21st century fluencies.
- The active brain is the learning brain.
- All students will realize their potential, gaining the skills needed for college and career readiness.

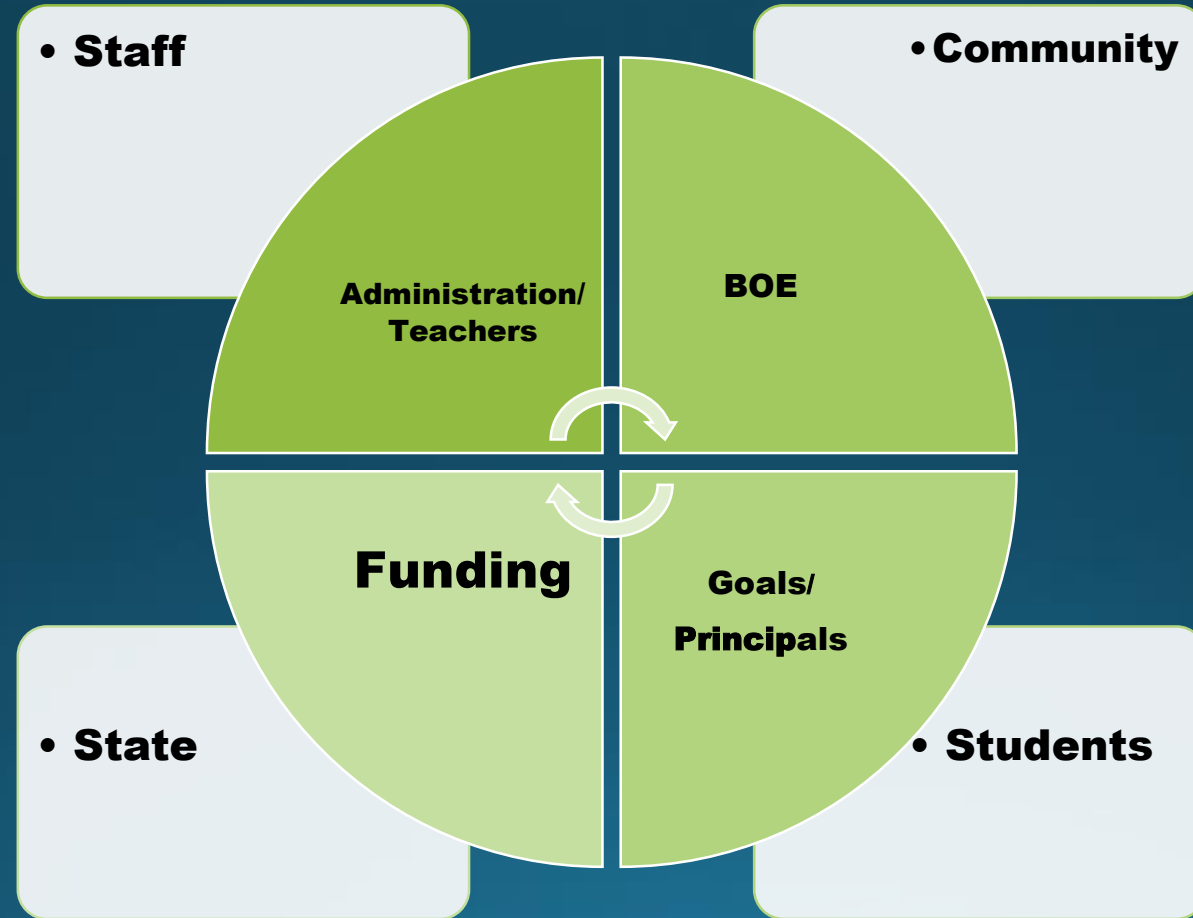
Guiding Principles for Budget Development

- 
- Maintain the integrity of programs for all students.
 - Ensure Equity Among Schools

- Maintain Zero Based Budgeting
- With Principles of Site based Budgeting

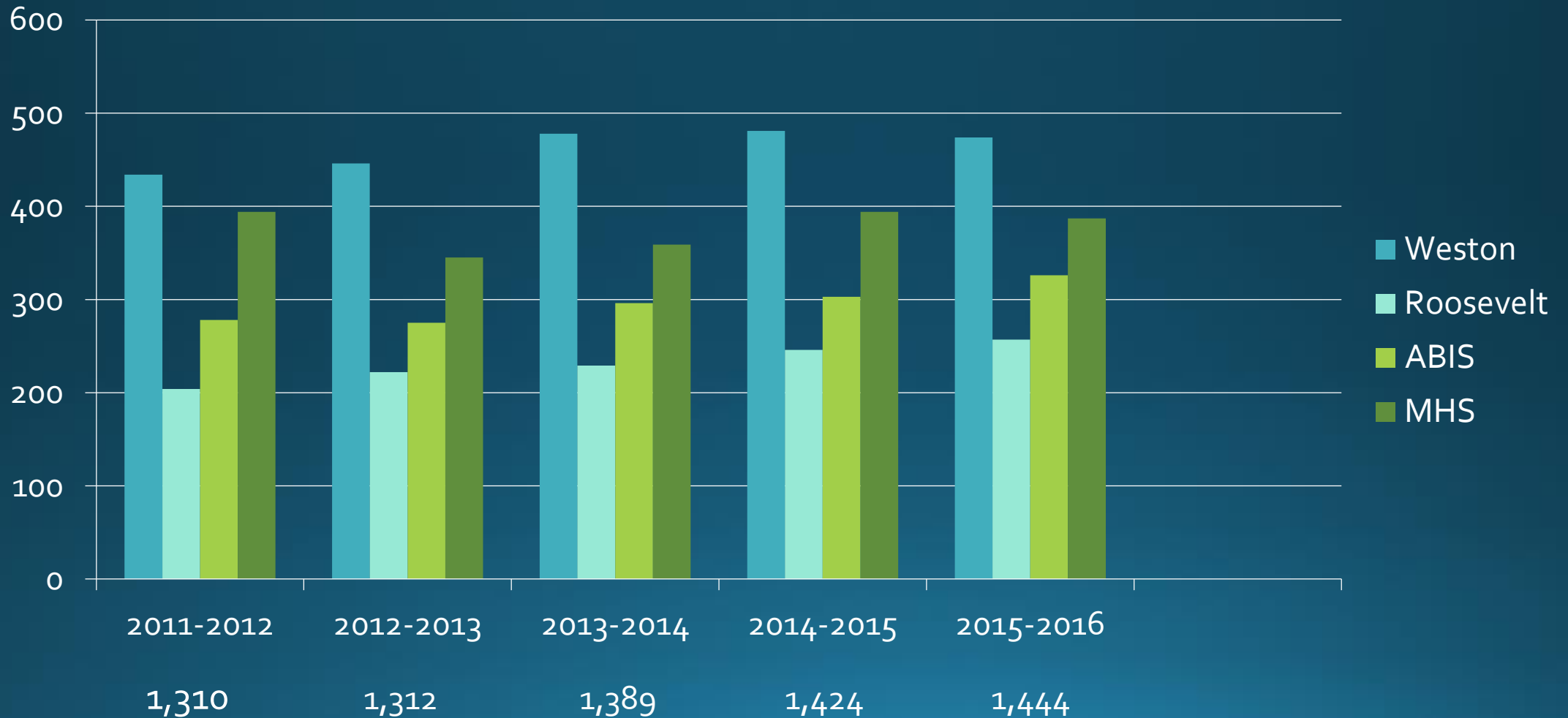
- All Allocations are made on a priority basis that are the most impactful on the educational programming.
- Maintain strategies for meeting district focus areas against State imposed 2% tax cap.

Building The Budget



Total Student Enrollment

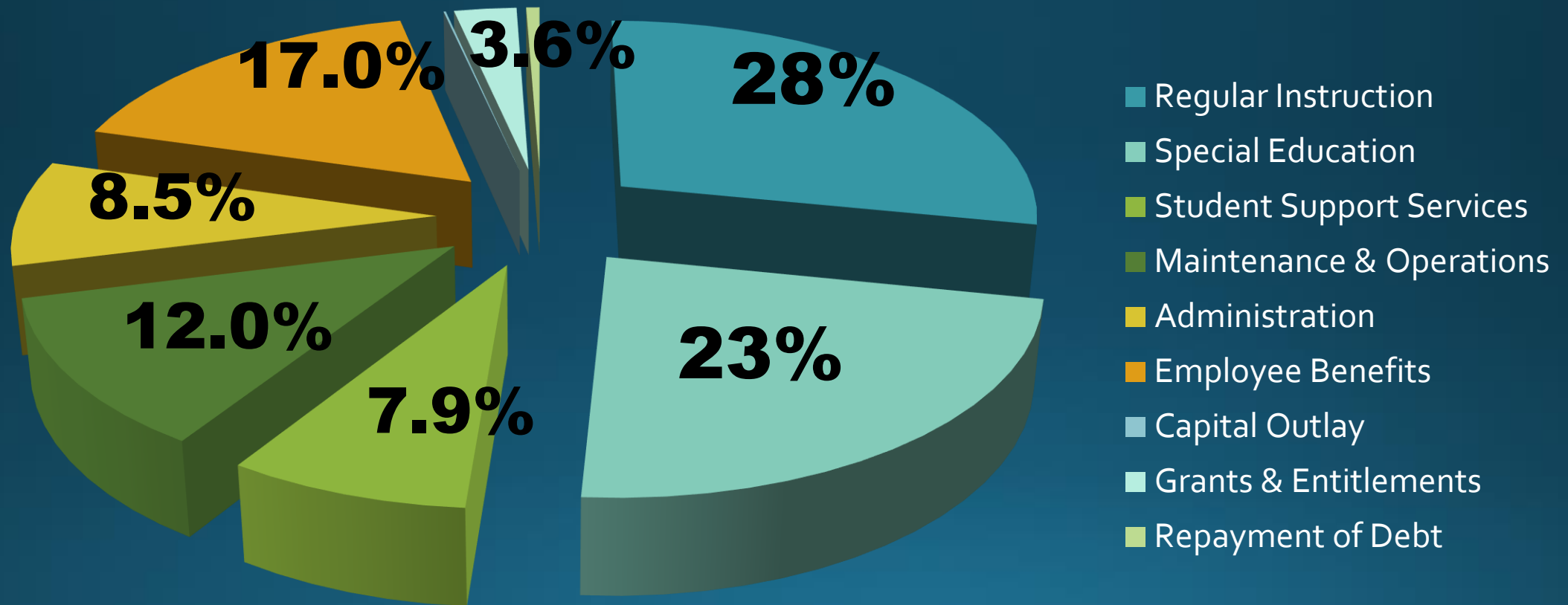
October 15 ASSA Report



Total
Enrollment

Building The Budget

2016-2017 PROPOSED Expenditures



Building The Budget

Fixed Expenses

Salaries – 3 year contract
Health Benefits
Special Education Tuition
Transportation
Buildings & Grounds –
LRFP
Professional Services
Insurance
Utilities
Repayment of Debt

Variable Expenses

Co-curricular Activities
Professional Development
Instructional Supplies
Textbooks
Computers & Technology
Changes in State Programs
Equipment Purchases
Unanticipated Building Repairs
Unanticipated Special Ed Costs

Fixed Expenses

+

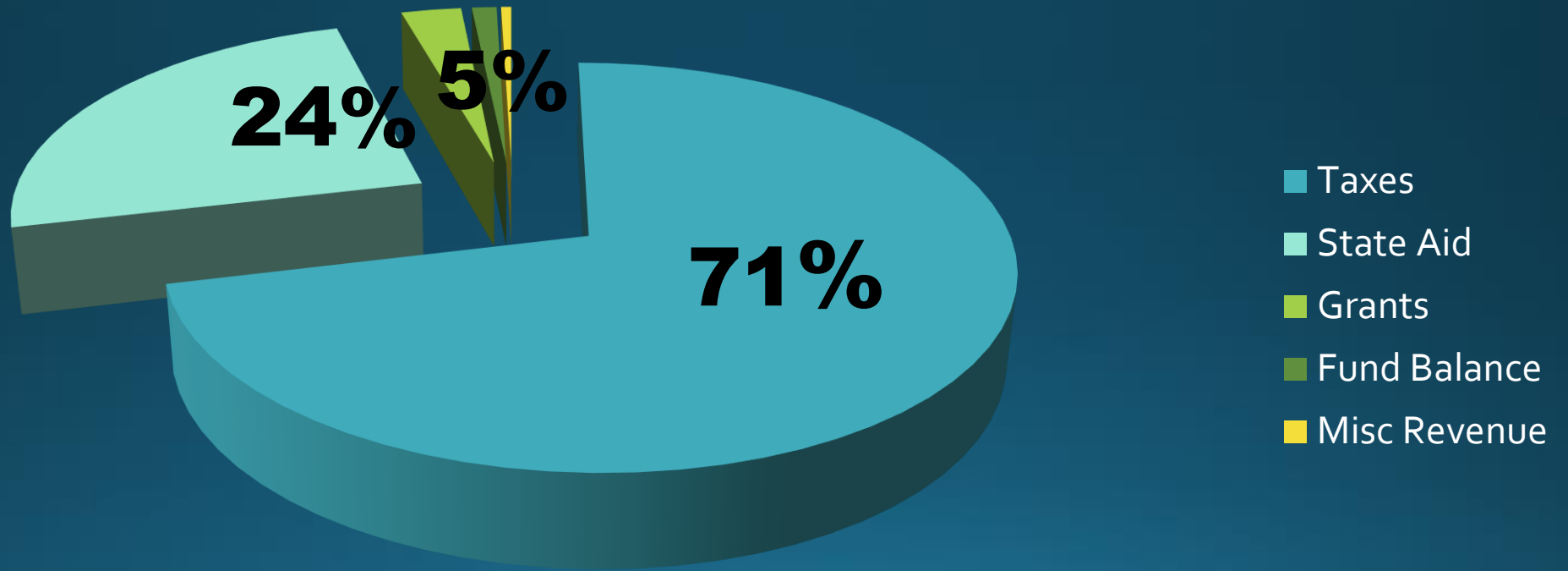
Variable Expenses

=

Total Expenditures

Building the Budget

2016-2017 ESTIMATED Revenues



Building the Budget

DISTRICT REVENUES

State Aid – received in March 2016

Interest Income

Tuition

Other

Book Fines

Refunds

Building the Budget

$$\begin{aligned} &+ \text{Total Fixed Expenditures} \\ &+ \text{Total Variable Expenditures} \\ &- \text{ (Revenues Generated by District) } \\ &= \text{Local Taxes needed to support Budget} \end{aligned}$$

NOTE: Tax Levy for 2016-2017 2% Cap

Building the Budget

But what if the result is over 2%?



Building the Budget

WE HAVE THREE OPTIONS

OPTION 1

Cut Spending :

Cuts done in consultation with Administrative Staff, Finance Committee and Board of Ed, the Superintendent's Office and the Business Office.

OPTION 2

Apply For Waivers:

Only allowed for certain expenditures, waivers are regulated by the state and we must receive county approval for them.

Banked CAP

OPTION 3

Allocate Fund Balance:

Manville has 2% fund balance in the amount of \$344,238

Which is the maximum allowed by the state.

Building the Budget

- BANKED CAP – N.J.S.A. 18A:7F-39 was amended to allow districts that have not been granted approval to exceed the 2% tax cap by a separate proposal to “Bank” the unused tax levy for any of the next three years.
- The maximum allowable amount to be raised by taxation under the law is a 2% increase over the district’s prior year adjusted tax levy.
- Adjusted Tax Levy- includes automatic adjustments for enrollment, health benefits and deferred pension cost.

Building the Budget

PROCEDURES FOR USING BANKED CAP

- A district can request to use Banked CAP only after it has fully exhausted all eligible statutory spending authority in the budgeted year.
- Districts requesting to use Banked CAP must do so by BOE Resolution and must contain the following:
 - The need for and amount to be included in the budget.
 - A statement that said need will be completed by the end of the year.
- The Banked CAP from the earliest year (2013-2014) must be used before a more recent year.

Building the Budget

- Manville has generated \$975,268 in Banked CAP as follows:

2013-2014 \$55,804 (expires 16-17)

2014-2015 \$698,284 (expires 17-18)

2015-2016 \$221,180 (expires 18-19)

Building the Budget

Preliminary Budget is presented to:

- The BOE Finance Committee
 - The full Board of Education
- Preliminary Budget is sent to the Executive County Superintendent of Schools for review and approval by March 21

Once the Budget is approved by the County:

Board of Education will hold a public hearing on May 3, 2016 and adopt the budget.

Building the Budget

QUESTIONS?



Thank you