

### FINANCIAL REPORTS

January 31, 2017

Submitted by:

Heather Hawkins Accounting Manager **Reviewed & Approved by:** 

**Duggan Harman Chief of Staff & Finance** 

Signature

Date

### **Business Services Department**



### **MEMORANDUM**

**To:** School Board of Directors

Dr. Susan Enfield, Superintendent

From: Heather Hawkins, Accounting Manager

**CC:** Duggan Harman, Chief of Staff and Finance

**Date:** March 7, 2017

**RE:** January 2018 Financials

### **Enrollment Report**

The district projected FTE for 2017-2018 is 18,777. Average FTE to date for the year was 18,418.52 which was 358.48 FTE fewer than projected.

Running start average FTE is 456.87 for January, which was 33.87 FTE more than projected.

In January, the district had 9.52 fewer FTE, compared to the projection for the Open Doors (1418) Program.

In January, the district had 10.6 more FTE, compared to the projections for the Bilingual Program. The district had 13.2 fewer FTE than projected in the Bilingual Program Exited. Enrollment will increase throughout the school year.

In the CTE program, the district had 41.46 fewer FTE in middle and high schools combined, compared to the projection. This was due to a 54.87 FTE decrease in high schools and 13.41 increase in middle schools. This month, the Skill Center had 20.55 fewer FTE than expected.

Special Education enrollment was 107 FTE fewer than projected. Enrollment will increase throughout the school year.

### **General Fund**

The Budget Status Report (page 2) shows that the current fund balance is \$16.5M. Revenue collections for the month of January totaled \$17.5M. Expenditures totaled \$23M for the month. The excess of expenditures over revenue decreased the fund balance by \$5.5M accordingly. The current Unassigned Fund Balance is \$4.5M, which does not comply with board policy based upon budgeted expenditures for 2017-2018. In April, anticipated tax revenues will restore the Unassigned Fund Balance to compliance.

Cash balances on the Balance Sheet (page 3) and Cash Flow Statement (page 4) have remained consistent with projections in January.

Revenues and expenditures (pages 5 and 6) were fairly similar in past years. We increased revenues by .18% from the prior year, and we increased expenditures by .25%.

### Capital Projects Fund

In January, the expenditures in the Capital Project Fund reflect bond-related building projects and salaries. The encumbrances (page 7), represent district commitments for salaries, contracts, and purchase orders for the fiscal year 2017-2018. Capital Project Fund balance at the end of January was \$229M (page 8).

### **Debt Service Fund**

The Budget Status Report (page 9) shows the district collected \$126K in property tax and \$5K in interest, in January. No payments were made toward principal and interest in January. The fund balance increased by \$131K.

### **ASB Fund**

Total revenues collected for the month were \$74K with expenditures reaching \$90K. The fund balance decreased by \$15K, accordingly, for the month of January.

### Transportation Vehicle Fund

The TVF earned \$1,403 of interest and purchased two busses for \$141K. The fund balance for January was \$1.2M.

### Investment Earnings

Investment earnings in January totaled \$281,101. The interest rate in January was 1.31%, which was 3 basis points higher, compared to December.

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### BOARD ENROLLMENT REPORT January 2018

Grade	Projected FTE	Average FTE to date	Difference
Full Day Kindergarten	1,564.00	1,488.20	(75.80)
Grade 1	1,503.00	1,511.20	8.20
Grade 2	1,510.00	1,499.86	(10.14)
Grade 3	1,630.00	1,578.20	(51.80)
Grade 4	1,678.00	1,621.60	(56.40)
Grade 5	1,485.00	1,453.90	(31.10)
Grade 6	1,417.00	1,388.74	(28.26)
Grade 7	1,338.00	1,286.74	(51.26)
Grade 8	1,250.00	1,247.96	(2.04)
Grade 9	1,368.00	1,348.02	(19.98)
Grade 10	1,290.00	1,429.49	139.49
Grade 11	1,256.00	1,234.30	(21.70)
Grade 12	1,488.00	1,330.30	(157.70)
Totals	18,777.00	18,418.52	(358.48)

Rι	ınni	na	Sta	rt

	Projected FTE	Average FTE to date	Difference
Academic RS FTE	372.00	407.78	35.78
Vocational RS FTE	51.00	49.09	-1.92
Total Running Start	423.00	456.87	33.87

### Open Doors (1418)

	Projected FTE	Average FTE to date	Difference
Open Doors {1418} FTE	300.00	290.48	(9.52)

### Bilingual Program

	Projected HC	Average HC to date	Difference
Bilingual Program Headcount	5,270	5,280.60	10.60
Bilingual Program Exited HC	1,033	1,019.80	(13.20)

### Vocational and Skill Center

	Projected FTE	Average FTE to date	Difference
Vocational FTE Students H.S.	767.00	712.13	(54.87)
Vocational FTE Students M.S.	157.00	170.41	13.41
Skill Center FTE Students	435.00	414.45	(20.55)

### Special Education

	Projected HC	Average HC to date	Difference
Special Education 0-2 yr. old	152	157.80	5.80
Special Education 3 - 5 yr. old	260	193.00	(67.00)
Special Education K-12	2,604	2,558.20	(45.80)
TOTAL SPECIAL ED	3,016	2,909.00	(107.00)

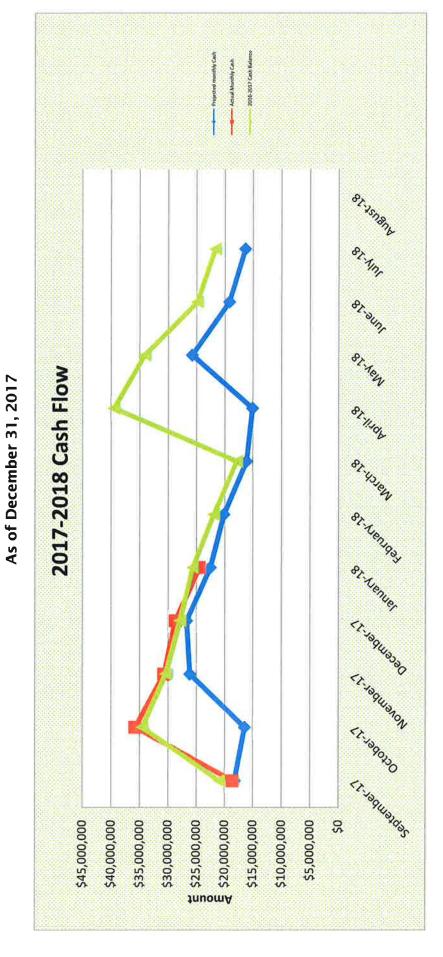
### Highline School District No. 401 General Fund Budget Status Report For the Period Ended January 31, 2018

REVENUES		2017-2018 <u>Budget</u>	0	Actual For Month	Actual <u>For Year</u>	E	ncumbrance	Percent of Budget	Remaining Budget
1000 Local Taxes	\$	58,465,147	\$	181,457	\$ 25,718,197			44.0%	\$ 32,746,950
2000 Local Nontax		14,905,329		384,020	2,368,044			15.9%	12,537,285
3000 State, General Purpose		138,557,380		11,421,102	56,128,297			40.5%	82,429,083
4000 State, Special Purpose		44,004,663		3,825,052	18,077,144			41.1%	25,927,519
5000 Federal, General Purpose		10,000			5,613			0.0%	4,387
6000 Federal, Special Purpose		23,670,668		1,550,758	8,110,592			34.3%	15,560,076
7000 Revenues From Other Districts		735,000		46,600	112,218			15.3%	622,782
8000 Other Agencies & Associations		807,234		61,244	730,425			90.5%	76,809
9000 Other Financing Sources					3			0.0%	
TOTAL REVENUES	\$	281,155,421	\$	17,470,234	\$ 111,250,529			39.6%	\$ 169,904,892
EXPENDITURES									
00 Regular Instruction	\$	157,362,837	\$	12,460,686	\$ 58,261,823	\$	74,265,568	84.2%	\$ 24,835,446
10 Federal Stimulus Funding		18		(6,363)	390		8.5	0.0%	(390)
20 Special Education		35,620,359		2,883,728	14,166,120		19,944,579	95.8%	1,509,660
30 Vocational Education		6,130,505		567,866	2,408,315		3,196,122	91.4%	526,068
40 Skills Center		2,740,358		316,809	1,469,963		1,691,916	115.4%	(421,520)
50&60 Compensatory Education		25,100,430		1,946,814	9,585,678		11,428,742	83.7%	4,086,010
70 Other Instructional Programs		2,258,954		165,863	789,076		819,927	71.2%	649,951
80 Community Services		1,015,598		55,629	268,499		217,208	47.8%	529,892
90 Support Services		50,620,597		4,594,024	22,324,232		19,983,657	83.6%	8,312,709
TOTAL EXPENDITURES	\$	280,849,638	\$	22,985,056	\$ 109,274,095	\$	131,547,718	85.7%	\$ 40,027,824
Other Uses - Transfers to other funds	\$	(12)	\$	140	\$ ÷				
Revenues Over (Under) Expenditures	\$	305,783	\$	(5,514,822)	\$ 1,976,434				
BEGINNING FUND BALANCE	\$	11,476,441			\$ 14,492,626			8	
ENDING FUND BALANCE ACCOUNTS									
2821 Restricted for Carryover of Restricted	IF\$	1,248,334			\$ 406,226				
2825 Restricted for Skills Center	\$	483,000			\$ 27,112				
2828 Restricted for Food Service	\$	145,650			\$ 910,190				
2830 Restricted for Debt Service	\$	32			\$				
2840 Nonspendable Fund Balance-Inventor	y \$	365,000			\$ 2,585,556				
2850 Restricted for Uninsured Risks	\$	400,000			\$ 400,000				
2870 Committed to Other Purposes	\$	526			\$ *				
2888 Assigned to Other Purposes	\$	5,000,000			\$ 7,621,674				
2890 Unassigned Fund Balance	\$	4,140,240	î.		\$ 4,518,301				
TOTAL ENDING FUND BALANCE	\$	11,782,224			\$ 16,469,060				

# Highline School District No. 401 Balance Sheet As of January 31, 2018 General Fund

Cash on Hand	ċ	1 365 300	
Cash on Hand	\$	1,265,388	
Cash on Deposit with County		23,168,995	
Warrants Outstanding		(3,659,940)	
Accounts Receivable		390,468	
Taxes Receivable		63,760,270	
Inventory		796,953	
Prepaid Expenses		1,313,733	
Cash with Trustee (SUI)		848,827	
	<b>Total Assets</b>		\$ 87,884,694
Accounts Payable	\$	1,630,494	
Payroll and Benefits Liabilities		6,157,776	
Taxes and Other Deferred Revenu	es	63,627,364	
	Total Liabilities		\$ 71,415,634
Restricted Fund Balance	\$	1,343,528	
Nonspendable Fund Balance		2,585,556	
Assigned to Other Purposes		8,021,674	
Unassigned Fund Balance		4,518,301	
	Total Fund Bala	ince	\$ 16,469,060

Highline School District No. 401
General Fund
2017-2018 Cash Flow



Three Year Comparision Of Revenues By Funding Source Highline School District No. 401 As of January 31, 2018 Year To Date

				% of budget			% of			% of
		2015-16	2015-2016 Year	received	2016-17	2016-2017 Year	_	2017-18	2017-2018 Year	received
Major Revenue	evenue	Budget	to Date	YTD**	Budget	to Date	YTD**	Budget	to Date	YTD**
1000	1000 Local Taxes	\$ 50,703,932	\$ 50,703,932 \$ 22,544,343	44.46% \$	44.46% \$ 53,618,033	\$ 24,194,013	45.12%	45.12% \$ 58,465,147	\$ 25,718,197	43.99%
2000	2000 Local Support	8,120,852	8,120,852 \$ 3,096,640	38.13% \$	\$ 14,518,718	\$ 2,465,589	16.98%	14,905,329	\$ 2,368,044	15.89%
3000	State Apportionment	124,917,720	124,917,720 \$ 50,976,814	40.81% \$	\$ 128,297,657	\$ 51,214,392	39.95%	138,557,380	\$ 56,128,297	40.51%
4000	State Grants	37,911,949	37,911,949 \$ 14,419,738	38.03% \$	36,976,220	\$ 14,796,429	40.05%	44,004,663	\$ 18,077,144	41.08%
2000	Federal Grants - General Purpose	7,993	· \$	0.00%	10,000	, \$	0.00%	10,000	\$ 5,613	56.13%
0009	Federal Grants - Special Purpose	26,968,039	26,968,039 \$ 10,073,471	37.35% \$	25,373,023	\$ 8,730,319	34.41%	23,670,668	\$ 8,110,592	34.26%
7000	Other School Districts	098'509	\$ 17,668	2.92% \$	475,000	\$ 274,512	57.79%	735,000	\$ 112,218	15.27%
8000	Other Entities	1,065,175	\$ 918,114	86.19% \$	618,320	\$ 699,265	113.09%	807,234	\$ 730,425	90.48%
0006	Other Financial Resources		30	0.00% \$	1	\$	0.00%	1	,	0.00%
		\$ 250,301,520	\$ 250,301,520 \$ 102,046,788	40.77% \$	259,886,971	40.77% \$ 259,886,971 \$ 102,374,519	39.39%	39.39% \$ 281,155,421 \$ 111,250,529	\$ 111,250,529	39.57%

of budget \*\* 5 months = 41.65%

# Highline School District No. 401 Three Year Comparison of Expenditures By Object As of January 31, 2018 Year To Date

			% of			% of			% of
			budget			budget			budget
	2015-16	2015-2016 Year expended	expended	2016-17	2016-2017 Year expended	expended	2017-2018	2017-2018 Year expended	expended
<b>Expenditure by State Object</b>	Budget	to Date	YTD**	Budget	to Date	YTD**	Budget	to Date	YTD**
2 Salaries - Certificated Employees	\$ 107,710,892	41,483,090.16	38.51%	38.51% \$ 108,734,774	44,019,587.53	40.48%	40.48% \$ 122,422,023	47,241,023.72	38.59%
3 Salaries - Classified Employees	44,851,044	16,549,159.27	36.90%	45,186,981	17,401,601.77	38.51%	47,736,855	18,133,371.27	37.99%
4 Employee Benefits and PY Taxes	56,938,939	22,037,794.53	38.70%	58,067,494	22,947,536.73	39.52%	61,263,880	25,337,682.23	41.36%
5 Supplies, Inst. Resources	16,796,740	5,602,018.07	33.35%	19,620,464	4,665,902.42	23.78%	19,930,236	4,362,500.19	21.89%
7 Purchase Services	23,593,123	10,456,492.12	44.32%	25,222,812	10,932,723.50	43.34%	27,948,146	13,944,033.21	49.89%
8 Travel	337,571	194,662.11	57.67%	452,245	148,582.05	32.85%	232,175	154,230.76	66.43%
9 Capital Outlay	1,607,621	56,607.24	3.52%	1,850,000	74,205.86	4.01%	1,316,323	101,253.97	7.69%
	251,835,930	251,835,930 \$ 96,379,824	38.27%		259,134,770 \$ 100,190,140	38.66%	\$ 280,849,638	38.66% \$ 280,849,638 \$ 109,274,095	38.91%

\*\* 5 months = 41.65% of budget

### Highline School District No. 401 Capital Projects Fund Budget Status Report For the Period Ended January 31, 2018

REVENU	<u>JES</u>	2017-2018 <u>Budget</u>		Actual For Month	Actual For Year	Encumbrance	Percent of Budget	Remaining <u>Budget</u>
1000	Local Taxes	\$ 2.5	\$	<u>=</u>	\$ (40)		0.0%	\$ 3.83
2000	Local Nontax	300,000		302,557	1,262,378		0.0%	(962,378)
3000	State, General Purpose	0.00			2.85		0.0%	361
4000	State, Special Purpose	6,270,000			673,953		10.7%	5,596,047
5000	Federal, General Purpose			9			0.0%	·
6000	Federal, Special Purpose			9			0.0%	
7000	Revenues From Other Districts	26:		¥	590		0.0%	
8000	Other Agencies & Associations			9.	500		0.0%	(E)
9000	Other Financing Sources	 			92		0.0%	552
	TOTAL REVENUES	\$ 6,570,000	\$	302,557	\$ 1,936,330		29.5%	\$ 4,633,670
EXPEND	DITURES							
10	Sites	\$ 214,680	\$		\$ ≘*8	0	0.0%	\$ 214,680
20	Buildings	750,000	\$	3,655,258	15,829,795	15,829,939	4221.3%	(15,079,795)
30	Equipment	95	\$	2	45,000	12	0.0%	(45,000)
40	Energy	848	\$	32	948	9	0.0%	849
50	Sales & Lease Expenditures	100	\$	*	190	9	0.0%	:*:
60	Bond Issuance Expenditures	91,712,615	\$	*	(2)	3	0.0%	91,712,615
90	Debt Expenditures		\$		20		0.0%	<u> </u>
	TOTAL EXPENDITURES	\$ 92,677,295	\$	3,655,258	\$ 15,874,795	\$ 15,829,939	34.2%	\$ 76,802,500
Other Us	ses - Transfers to Other Funds	\$ 163	\$	*	\$ 3877			
Revenu	es Over (Under) Expenditures	\$ (86,107,295)	\$	(3,352,701)	\$ (13,938,465)			
BEGINN	IING FUND BALANCE	\$ 239,619,496			\$ 242,919,732			
ENDING	FUND BALANCE ACCOUNTS							
GL 830	Restricted for Debt Service	\$ 3.0			\$			
GL 850	Restricted for Uninsured Risks	888						
GL 861	Restricted from Bond Proceeds	85,016,112			219,510,070			
GL 863	Restricted for State Proceeds				(144,890)			
GL 864	Restricted from Federal Proceeds	~~			1			
GL 865	Restricted from Other Proceeds	1,467,911			1,562,306			
GL 869	Restricted from Undistributed Proceed				(8):			
GL 889	Assigned to Fund Purposes	67,028,178			7,953,631			
GL 890	Unreserved				100,150			
TOTAL	ENDING FUND BALANCE	\$ 153,512,201	3		\$ 228,981,267			

## Highline School District No. 401 Balance Sheet As of January 31, 2018 Capital Projects Fund

Cash on Deposit with County	\$	229,914,504	
Warrants Outstanding		(741,948)	
Due from Other Gov'ts		æs j	
Total Asse	ts	3	\$ 229,172,556
Accounts Payable	\$	6,323	
Unclaimed Property Payable	\$	3,703	
Retainage Payable	\$	181,212	
Sales Tax Payable	\$	=	
HCA Payable	\$	50	
Total Liabi	lities		\$ 191,289
Restricted From Bond Proceeds	\$	219,510,070	
Restricted From State Proceeds	\$	(144,890)	
<b>Restricted From Other Proceeds</b>	\$	1,562,306	
Assigned Fund Balance		7,953,631	
Unreserved	\$	100,150	
Total Fund	Balan	ce	\$ 228,981,267

## Highline School District No. 401 Debt Service Fund Budget Status Report For the Period Ended January 31, 2018

REVENUES		2017-2018 <u>Budget</u>	Actual For Month		Actual For Year	Encumbrance	Percent of Budget	Remaining <u>Budget</u>
1000 Local Taxes	\$	38,395,455	\$ 126,061	\$	17,736,532		46.2%	\$ 20,658,923
2000 Local Nontax		94,326	4,700		88,204		93.5%	6,122
3000 State, General Purpose			9		9.		0.0%	( <del>*</del> 0
5000 Federal, General Purpose							0.0%	390
9000 Other Financing Sources	_							<u></u>
TOTAL REVENUES	\$	38,489,781	\$ 130,761	\$	17,824,735		46.3%	\$ 20,665,046
EXPENDITURES								
Matured Bond Expenditures	\$	19,400,000	\$	\$	18,885,000		97.3%	\$ 515,000
Interest on Bonds		19,551,100			9,983,975	*	51.1%	9,567,125
Bond Issuance Costs		-			2,228	-	0.0%	(2,228)
Bond Transfer Fees		10,000					0.0%	10,000
TOTAL EXPENDITURES	\$	38,961,100	\$ 14	\$	28,871,203		74.1%	\$ 10,089,896
Revenues Over (Under) Expenditures		(471,319)	\$ 130,761	\$	(11,046,468)			
BEGINNING FUND BALANCE	\$	12,629,000		\$	15,279,575			
ENDING FUND BALANCE ACCOUNTS								
GL 830 Restricted for Debt Service	\$	12,157,681		\$	15,279,575			
2890 Unreserved	_				(11,046,468)			
TOTAL ENDING FUND BALANCE	\$	12,157,681		<u>\$</u>	4,233,107			

## Highline School District No. 401 Associated Student Body Fund Budget Status Report For the Period Ended January 31, 2018

REVEN	UES	2	017-2018 <u>Budget</u>	F	Actual or Month	1	Actual For Year	Encu	mbrance	Percent of Budget	Remaining Budget
100	General Student Body	\$	443,923	\$	23,064	\$	260,666			58.7%	\$ 183,257
200	Athletics		132,542	\$	26,191		110,893			83.7%	21,649
300	Classes		73,620	\$	1,362		8,835			12.0%	64,785
400	Clubs		377,190	\$	22,161		86,207			22.9%	290,983
600	Private Monies		36,960	\$	1,383		12,186			33.0%	24,774
	TOTAL REVENUES	\$	1,064,235	\$	74,162	\$	478,787			45.0%	\$ 585,448
EXPEN	DITURES										
100	General Student Body	\$	386,362	\$	45,031	\$	125,299	\$	38,957	42.5%	\$ 222,106
200	Athletics		167,502	\$	17,401		68,629		10,000	46.9%	88,873
300	Classes		74,039	\$	172		6,929		4,750	15.8%	62,360
400	Clubs		434,050	\$	23,428		79,501		5,707	19.6%	348,841
600	Private Monies		41,247	\$	3,532		13,113			31.8%	28,134
	TOTAL EXPENDITURES	<u> </u>	1,103,200	\$	89,564	\$	293,470	\$	59,414	32.0%	\$ 750,315
Reven	ues Over (Under) Expenditures	<u>. \$</u>	(38,965)	\$	(15,402)	\$	185,317	e e			
BEGIN	NING FUND BALANCE	\$	547,034			\$	683,349				
ENDIN	G FUND BALANCE ACCOUNTS										
GL 819	Restricted to Fund Purposes	\$	508,069			\$	682,749				
GL 840	Non-Spendable Fund Balance	\$	( <b>*</b> )			\$	600				
GL 890	Unreserved Fund Balance	\$			39	\$	185,317	-2			
TOTA	L ENDING FUND BALANCE	\$	508,069		13	\$	868,665	:			

## Highline School District No. 401 Transportation Vehicle Fund Budget Status Report For the Period Ended January 31, 2018

REVEN	<u>UES</u>	2	2017-2018 <u>Budget</u>	į	Actual For Month	Actual For Year	<u>Er</u>	ncumbrance	Percent of Budget	Remaining <u>Budget</u>
2200	School Bus Revenue	\$	2	\$	920	\$			0.0%	\$ <u> </u>
2300	Investment Earnings		3,000		1,403	7,579			0.0%	(4,579)
2800	Insurance Recovery		5			<u> </u>			0.0%	
4499	Transp. Reimbursement, Depreciation		672,895		:::				0.0%	672,895
	TOTAL REVENUES	\$	675,895	\$	1,403	\$ 7,579			1.1%	\$ 668,316
EXPEN	DITURES									
57	Transportation Equipment, Cash	\$	1,560,000	\$	2	\$ 8	\$	9	0.0%	\$ 1,560,000
58	Transportation Equipment, Contract			\$	141,249	141,249		1,042,164		(1,183,413)
	TOTAL EXPENDITURES	\$	1,560,000	\$	141,249	\$ 141,249	\$	1,042,164	75.9%	\$ 376,587
Reven	ues Over (Under) Expenditures	\$	(884,105)	\$	(139,845)	\$ (133,670)				
BEGIN	NING FUND BALANCE	\$	1,373,045			\$ 1,288,114				
GL 889	G FUND BALANCE ACCOUNTS  Assigned to Fund Purposes  Unreserved		488,940			1,288,114 (133,670)				
TOTA	L ENDING FUND BALANCE	\$	488,940		,	\$ 1,154,444				

## Highline School District No. 401 Investment Earnings 2017-2018

TRANSPORTATION	665 \$   569	701 1,202	684 1,260	865 1,421	864 1,357							
ASB FUND	\$											
<b>DEBT SERVICE</b>	\$ 14,289	15,095	19,049	33,805	4,228							
CAPITAL PROJECTS	\$ 219,433   \$	227,698	236,165	239,297	248,275							
<b>GENERAL FUND</b>	\$ 12,933	13,072	15,373	35,378	26,377							
MONTH	September	October	November	December	January	February	March	April	Мау	June	July	August

