

Chisago Lakes School District #2144

FY22 Preliminary Budget





LEARNING FOR ALL

District Goals



Goal #1: The Chisago Lakes staff and students will work together to increase the personal safety of every person in ISD 2144.



Goal #2: The Chisago Lakes staff and students will work together to ensure that every student has an advocate at school.



Goal #3: The Chisago Lakes School District will engage staff and parents on defining and designing plans to increase student's critical thinking skills.

Engage . Educate . Empower



Strategic Plan

Communications

Goal: Implement a communication plan to better engage our stakeholders and to promote the Chisago Lakes School District.

We are committed to communicating with our stakeholders to increase pride and ownership in our school district. We have a shared interest in expressing a clear, concise message promoting our high-quality programs.

Strategies-

- A. Increase marketing efforts to attract, retain and engage families and strengthen our communities
- B. Effectively and consistently communicate with and amongst internal and external stakeholders
- C. Utilize multiple methods and channels of communication

Life Skills

Goal: Prepare all students to become contributing members in a global community.

We believe that life skills are important to give students more control to improve the quality of their lives. We are committed to providing students with cognitive, social and emotional competence for long term and sustained success.

Strategies-

- A. Engage community members in the process of identifying life skills.
- B. Develop and deliver a scope and sequence of life skills from early learning through graduation.
- C. Incorporate life skills across all academic, extra-curricular and co-curricular activities.



Comprehensive Programs

Goal: Provide quality, high-level programs and a variety of educational pathways for all learners to succeed in life after school.

We are committed to providing balanced educational programs, including academic, vocational, co-curricular, and extracurricular, to ensure all learners have the knowledge and skills to pursue their future plans.

Strategies-

- A. Present a well-rounded E-12 curriculum so that students are better prepared for life after school.
- B. Develop and deliver a consistent, guaranteed and viable, curriculum in all grades across all programs.
- C. Increase educational opportunities for students to explore life's pathways and serve as a resource to foster lifelong learning.

Exceptional Workforce

Goal: Invest in providing our students with a dedicated and engaging staff.

We are committed to hiring, developing and retaining exceptional staff to foster an environment of excellence within the school district.

Strategies-

- A. Effectively target, recruit and hire high quality professionals.
- B. Provide professional development opportunities for all staff
- C. Establish high level expectations for all staff
- D. Implement a development and evaluation system that accounts for the diverse skills of staff.
- E. Celebrate workforce innovation and success.



School District Financial Structure

Financial Reporting Entity:

Chisago Lakes Public Schools operates as a fiscally independent public school system under a locally elected, six-member board form of government.

The District's financial records and reports are maintained and prepared on a modified or full accrual basis of accounting in accordance with the Uniform financial Accounting and Reporting System for Minnesota School Districts (UFARS) as well as the standards of the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants. These records are audited annually by an independent certified public accountant as required by Minnesota law.

*Budgetary control is maintained through an annual budget adopted by the School Board for all funds as required by state statutes (MN Statute 123B.77) and School Board policy. The adopted budget serves as the authorizing document for all expenditures, although the School board approves all checks issued on a monthly basis. The Superintendent and Director of Business Services are authorized to make financial commitments within budgetary guidelines. The District has a School Board policy recommending a minimum general fund balance of **12 to 15 percent** of operating expenses.*

The budget is adopted by the School board by June 30th of each year for the following fiscal year beginning July 1. If needed, the budget is revised at least once per year based upon enrollment changes, effects of negotiated employee contracts, or other new information impacting revenues or expenditures. The revised budget is presented to the School Board for approval.



Budget Overview

Purpose of the Budget

*The purpose of the budget is to **provide a financial plan** with estimates of proposed expenditures for a given period and purpose, along with the proposed means of financing the plan. To achieve the basic objective, a comprehensive budget system is integrated within the financial accounting system. The budget reflects the school district's **priorities and expectations** and is a guide for future activities. The structure and format provided by a well-designed budget promotes sound decision making when allocating resources and prioritizing the importance of school district services.*



Funds

General Fund

Food Service Fund

Community Service Fund

Construction Fund

Debt Service Fund

Custodial Fund



General Fund

The General Fund is used to account for all revenues and expenditures of the school district not accounted for elsewhere. The General Fund is used to account for educational activities, district instructional and student support programs, expenditures for the superintendent, district administration, normal operations and maintenance, pupil transportation, capital expenditures, and legal school district expenditures not specifically designated to be accounted for in any other fund.



General Fund-Fund Balances

Non-Spendable

Assigned

Unassigned

Reserved:

***Student Activities**

***Staff Development**

***Operating Capital**

***Safe Schools Levy**

***Long Term Facilities Maintenance**

[Fund Balance Presentation](#)



Food Service Fund

The Food Service Fund is used to record financial activities of a school district's food service program. Food service includes activities for the purpose of preparation and service of milk, meals, and snacks in connection with school and community service activities. All expenditures relating to meal preparation must be recorded in the Food Service Fund. Eligible expenditures include application processing, meal accountability, food preparation, meal service, and kitchen custodial service (Minn. Stat. § 124D.111, subd. 3). Generally excluded from the Food Service Fund are the costs of lunchroom supervision, lunchroom custodial services, lunchroom utilities, or any other administrative costs that are the responsibility of the General Fund.



Community Service Fund

The Community Service Fund is used to record all financial activities of the Community Service program. The Community Service Fund is comprised of five components, each with its own fund balance:

- *Community Education, Restricted/Reserved Fund Balance 431**
- *Community Education, Restricted Fund Balance 464**
- *Early Childhood Family Education (ECFE) 432**
- *School Readiness, Restricted/Reserved Fund Balance 444**
- *Adult Basic Education (ABE), Restricted/Reserved Fund Balance 447**



Construction Fund

The Building Construction Fund is used to record all operations of a district's building construction program that are funded by the sale of bonds, capital loans, or major capital projects costing \$2,000,000 or more.



Debt Service Fund

The Debt Service Fund is used to record revenues and expenditures for a school district's outstanding bonded indebtedness, whether for building construction or operating capital, and whether for initial or refunding bonds. When a bond issue is sold, the school board must levy a direct general tax upon the property of the district for the payment of principal and interest on such bonds as due. The revenue from such a tax and related state aid must be separately accounted for in the Debt Service Fund (Minn. Stat. § 475.61).



Custodial (Scholarship) Fund

Custodial funds are used to report fiduciary activities that are not required to be reported in pension (and other employee benefit) trust funds, investment trust funds, or private-purpose trust fund. Custodial funds represent a flow through mechanism in which the School District receives funds and distributes these funds to an organization, with no financial benefit to the School District.

In other words, we hold the Scholarship money and pay it out to recipients. We cannot use this money for District purposes.



Assumptions

- Enrollment = 3,309
- General Education Basic Formula = \$6,633 (1% increase)
K-6=\$6,633 7-12=\$7,960
- Compensatory Revenue=Loss of \$209,934
- Special Education Revenue = \$80,000 increase in Cross-subsidy aid
- Expenditure Increase = 2.5% average
- Contracts Open: CLEM, Custodial, Food Service, Technology, Single Contracts, Principals

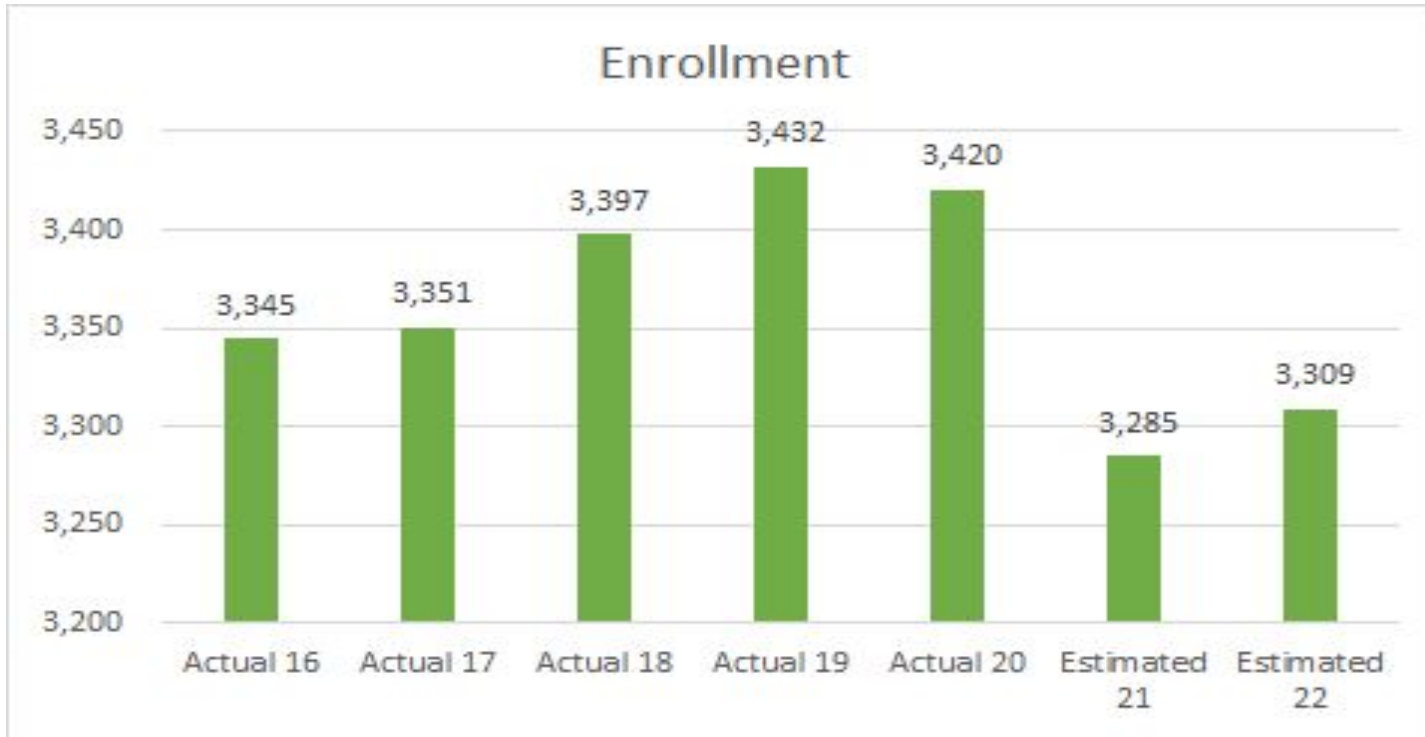


FY22 Enrollment

Preliminary Budget Enrollment
3,309



Change in Enrollment



General Fund Adjustments

Early Retirements	\$ (33,954)	
Teachers (7 FTE's)	\$(482,950)	
Special Ed Para's	\$ 36,000	
Paraprofessionals	\$ (86,000)	
ADSIS Reconfigure	\$(190,972)	
Admin Support	\$ (67,320)	
Overloads	\$ (15,623)	
Student Supervision	\$ (27,056)	
Supply Budgets	\$ (71,930)	
Activities	\$ (31,309)	
Energy Savings	\$ (25,000)	
Total		\$(996,114)



Estimated Fund Balances

Fund	Estimated 6.30.21	Change	Estimated 6.30.22
General Unassigned	713,908	(713,908)	0
General Restricted	3,761,176	(1,650,000)	2,111,176
Food Service	(70,382)	39,398	(30,984)
Comm Service	247,214	57,124	304,338
Construction	3,124,557	(3,124,557)	0
Debt Service	1,124,401	(6,459)	1,117,942
Scholarship	10,876	10,000	876



Total General Fund Revenue

FY 2022 Preliminary Budget	\$41,117,363
FY 2021 Revised Budget	\$41,260,553
Decrease	\$ (143,190)



Revenue by Fund

Fund	FY22 Preliminary	FY21 Revised	Change
General	41,117,363	41,260,553	(143,190)
Food Service	1,862,480	1,422,439	440,041
Comm Service	2,111,189	1,271,524	839,665
Construction	1,500	3,167	(1,667)
Debt Service	5,211,630	5,127,195	84,435
Scholarship	20,000	20,000	0
Totals	50,324,162	49,104,878	1,219,284



Total General Fund Expenses

FY 2022 Preliminary Budget	\$43,481,271
FY 2021 Revised Budget	\$41,564,508
Increase	\$ 1,916,763



Expense by Fund

Fund	FY22 Preliminary	FY21 Revised	Change
General	43,481,271	41,564,508	1,916,763
Food Service	1,823,082	1,578,781	244,301
Comm Service	2,054,065	1,694,200	359,865
Construction	3,126,057	2,321,160	804,897
Debt Service	5,218,089	5,064,739	153,350
Scholarship	30,000	30,000	0
Totals	55,732,564	52,253,388	3,479,176



Estimated Change in Fund Balance

Fund	FY22 Revenue	FY22 Expenses	Change in Fund Balance
General	39,574,329	40,288,237	(713,908)
General Capital/LTFM	1,543,034	3,193,034	(1,650,000)
Food Service	1,862,480	1,823,082	39,398
Comm Service	2,111,189	2,054,065	57,124
Construction	1,500	3,126,057	(3,124,557)
Debt Service	5,211,630	5,218,089	(6,459)
Scholarship	20,000	30,000	(10,000)



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Fund	Estimated 6.30.21	Change	Estimated 6.30.22
General Unassigned	713,908	(713,908)	0
General Restricted	3,761,176	(1,650,000)	2,111,176
Food Service	(70,382)	39,398	(30,984)
Comm Service	247,214	57,124	304,338
Construction	3,124,557	(3,124,557)	0
Debt Service	1,124,401	(6,459)	1,117,942
Scholarship	10,876	10,000	876



Thank you!

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