



2023-2024 Preliminary Budget Guidelines & Assumptions

It is the mission of Stillwater Area Public Schools, in partnership with students, families and community, to develop curious individuals who are active and engaged leaders in an ever-changing world by challenging all students as they travel along their personalized learning pathways.

The strategic plan includes goals that are set in the 5 focus areas of the World's Best Workforce in addition to 3 Stillwater-specific goals. The strategic plan establishes the district's instructional initiatives. The Preliminary Budget, guided by the strategic plan, will document how resources are allocated to objectives and initiatives that support student outcomes.

Strategic Plan Objectives:

The objectives of the strategic plan are based on areas identified in the World's Best Workforce. Goals are set in each of the five focus areas, in addition to Stillwater-specific goals.

Strategic Plan Objectives

- All children are ready for school
- All third graders can read at grade level
- All racial and economic achievement gaps are closed
- All students are ready for career and college
- All students graduate from high school
- *All students will be engaged in their learning
- *All students will be supported in their social, emotional and behavior development
- *All students will be seen, served and supported

*Stillwater-specific goals

Preparing Preliminary Budget Calculations:

Enrollment: Enrollment for school year 2023-2024 will be projected using the information provided by the MARSS/Enrollment Office as of 2/20/23. The Executive Director of Finance will coordinate any final changes to projected enrollment as necessary.

2023-2024 Revenue Projections

- Revenue will be calculated using current law except for the following:
 - a 2% increase in the general education per-pupil formula allowance
- Levy revenue will be based on the amount certified by the School Board on December 20, 2022, with adjustments for enrollment, as necessary
- Federal revenue, including entitlements & ARP (ESSER III) will be based on preliminary information provided by the Minnesota Department of Education (MDE) & district estimates

2023-2024 Expenditure Projections

- Expenditure projections are based on actual salaries and benefits, honoring all labor agreements
- Staffing allocations are based on projected enrollment
- Benefit rates will include changes in rates for medical & dental insurance, pension contributions (PERA, TRA), or other changes to benefit plans
- Projections for certain non-salary expenditures will include adjustments for inflation
- Use of restricted fund balance for next fiscal year must follow Policy 714 & statutory guidance

Fund Balance: In accordance with Policy 714 – Fund Balances, the school district will strive to maintain a minimum unassigned general fund balance of five (5) percent of the annual budget.

Presenting the 2023-2024 Budget:

Timeline: A 2023-2024 budget timeline will be shared with the School Board and published on the [Business & Finance website](#).

Presentation Format: Summary information will be presented by fund, in addition to year over year comparisons of revenue, expenditures and changes in fund balance. The preliminary budget document will include an overview of the district and goals of the strategic plan, enrollment projections, staffing allocations, and budget summaries by fund, highlighting key areas that have changed in 2023-2024.

The Preliminary Budget: In accordance with Policy 701 – Establishment and Adoption of School District Budget, the School Board shall approve and adopt its initial revenue and expenditure budgets for the next school year prior to July 1 of each year. Preliminary Budget documents and presentations will be available on the [Business & Finance website](#).