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**INTEROFFICE MEMORANDUM**

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**TO:** GARFIELD RE-2 BOARD OF EDUCATION; BRENT CURTICE; DAVE LINDENBERG  
**FROM:** CHRISTINE HAMRICK  
**SUBJECT:** SEPTEMBER 13 SUPPLEMENTAL BUDGET  
**DATE:** 9/7/2016  
**CC:**

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There are 3 components to the attached supplemental budget: 1. A carryover of textbook funding from 2015-16 to 2016-17 due to the timing of when the math adoption was ordered; 2. A carryover of the Medicaid bus from 2015-16 to 2016-17, because the bus was on backorder and was not received until this fiscal year, and 3. A transfer of funds for the purchase of an on-line class due to an unfilled science position at Rifle High School.

The carryover of funds is sometimes necessary when we receive goods in a different fiscal year than they are budgeted to be received. The goods have to be recorded as of the date that the goods are legally received by us. State law requires us to "appropriate" (legally budget) funds in the correct fiscal year. Therefore, we need to change the budget to the year the goods were received to assure we have properly "appropriated" the expense. This timing difference causes each fiscal year to have a different use of fund balance than budgeted. The use of fund balance is reduced in the fiscal year we are taking the expense away from, and the use of fund balance is increased in the fiscal year that we are adding the budgeted expense. The fiscal year end 2016-17 fund balance will not change from what was anticipated, because the expense simply moved between years.

**Garfield School District Re-2**  
**2016-17 Supplemental Budget**  
**General Fund - Carryover between Fiscal Years**  
**9/13/2016**

REVENUES or DECREASE IN EXPENSES (CR):

To carry over purchase of special needs  
bus funded by Medicaid, with available  
grant revenue.

7-10-000-00-0000-4000-000-9003 83,313

TOTAL REVENUES & CREDITS

\$ 83,313

EXPENDITURES (DR):

Carry over Textbook funds unspent from  
2015-16 to 2016-17 due to timing of  
math adoption purchase (non-recurring  
cost)

[See Account breakout highlighted  
in attached purchase order] 91,048

To carry over purchase of special needs  
bus funded by Medicaid, with available  
grant revenue.

7-10-720-27-2700-0732-000-9003 83,313

To move a portion of salaries to  
purchase an on-line science course due  
to an unfilled science position

7-10-363-11-1310-0650-000-0000 ~~3,200~~ 1,000

To move a portion of salaries to  
purchase an on-line science course due  
to an unfilled science position

7-10-363-11-1310-0110-201-0000 (3,200) (1,200)

TOTAL EXPENDITURES & DEBITS

\$ 174,361

**APPROPRIATION RESOLUTION**

BE IT RESOLVED by the Board of Education of Garfield School District No.Re-2  
in Garfield County that the above amounts be added to the 2016-17 Budget for Garfield Re-2.  
The Budgeted Use of Fund Balance will increase from (\$1,226,918) to (\$1,317,966) for the  
General Fund, due to moving a portion of the 2015-16 textbook budget totaling \$91,048  
to the 2016-17 budget.

9.13.16

Date of Adoption

*Amie A. Gault*

Signature of President of the Board

**Garfield School District Re-2**  
**2015-16 Supplemental Budget**  
**General Fund and Capital Projects Fund**  
**12/8/15**

**REVENUES:**

Medicaid funding for Special Needs Bus	6-10-000-00-0000-4000-000-9003	83,313
Additional Funding, Vo-Ag vehicle paid		
1/2 through CVA Funding	6-10-000-00-0000-3010-000-3120	19,282
Pay other 1/2 of vehicle through		
additional state funding	6-10-000-00-0000-3110-000-3110	19,281
State Library Grant	6-10-000-00-0000-3000-000-3207	4,000
Additional funding, student count	6-10-000-00-0000-3110-000-3110	50,000
Additional Fund Transfer for Capital		
Projects for Vo-Ag Truck	6-10-000-00-0000-5243-000-0000	38,563
Additional Fund Transfer for Capital		
Projects for Vo-Ag Truck	6-43-000-00-0000-5210-000-0000	(38,563)
<b>TOTAL REVENUES &amp; CREDITS</b>		<b>\$ 175,876</b>

**EXPENDITURES:**

Special Needs Bus, funded by Medicaid	6-10-720-27-2700-0732-000- <del>0000</del> 9003	83,313 <sup>W</sup>
Vo-Ag vehicle can be paid 1/2 through		
CVA funding every other year.	6-43-363-11-0100-0732-000-0000	38,563
State Library Grant, CRHS		
\$2.45/student	6-10-375-22-2222-0640-000-3207	1,290
State Library Grant, GME \$2.45/student	6-10-145-22-2222-0640-000-3207	985
State Library Grant, HE \$2.45/student	6-10-141-22-2222-0640-000-3207	1,058
State Library Grant, KSE \$2.45/student	6-10-181-22-2222-0640-000-3207	667
Additional SLPA position for 1/2 year	6-10-691-12-1700-0110-238-3130	30,000
Additional 20 hour payroll position	6-10-691-28-2830-0110-506-0000	20,000
<b>TOTAL EXPENDITURES &amp; DEBITS</b>		<b>\$ 175,876</b>

**APPROPRIATION RESOLUTION**

BE IT RESOLVED by the Board of Education of Garfield School District No. Re-2 in Garfield County that the above amounts be added to the 2015-16 Budget for Garfield Re-2. The Use of Fund Balance for the General Fund will remain the same at (\$1,299,968).

12.8.15  
Date of Adoption

Ann F. Sullivan  
Signature of President of the Board





**Purchase Order**  
**GARFIELD SCHOOL DISTRICT No. Re-2**

839 WHITERIVER AVENUE  
RIFLE, COLORADO 81650-3500  
PHONE: (970) 665-7612 FAX: (970) 665-7623  
TAX-EXEMPT NUMBER 98-03441  
\*Serves the communities of Rifle, Silt, and New Castle\*

**FY17**  
**PO# 07963548**  
**DATE: 08/22/16**

PO TYPE:

VENDOR: 1531

REQ: 00089678

PHONE: (800)232-6556

Fax: (201)767-5029

EMAIL:

PEARSON EDUCATION INC.  
200 OLD TAPPAN ROAD  
OLD TAPPAN NJ 07675

SHIP TO: GARFIELD SCHOOL DISTRICT NO. RE-2  
839 WHITERIVER AVENUE  
RIFLE CO 81650

VENDOR ACCOUNT:

CONTACT: SHARON DONOHUE

(970) 665-7605

SITE: GARFIELD SCHOOL DISTRICT RE-2

SPECIAL INSTRUCTIONS: CONTINUATION OF PO#07962045

*Carry over  
\$91,120  
not spent  
from 2015-16  
due to  
timing of  
purchase -  
was budgeted FY16.*

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
8.00	EA	GRADE K TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES AND CARDS PACKAGE	153.97	1,231.76
10.00	EA	GRADE 1 TEXT ADOPTION - ASSESSMENT SCOREBOOK AND MANIPULATIVE KITS	649.97	6,499.70
7.00	EA	GRADE 1 TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES DVD, EXAM VIEW CD AND CARDS PACKAGE	252.97	1,770.79
317.00	EA	GRADE 2 TEXT ADOPTION - 2017 COMMON CORE STUDENT EDITION	88.97	28,203.49
1.00	EA	GRADE 2 TEXT ADOPTION - ASSESSMENT SCOREBOOK AND MANIPULATIVE KITS	649.97	6,499.70
7.00	EA	GRADE 2 TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES DVD, EXAM VIEW CD AND CARDS PACKAGE	182.47	1,277.29
10.00	EA	GRADE 3 TEXT ADOPTION - ASSESSMENT SCOREBOOK AND MANIPULATIVE KITS	509.97	5,099.70
6.00	EA	GRADE 3 TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES DVD, EXAM VIEW CD AND CARDS PACKAGE	270.47	1,622.82
7.00	EA	GRADE 4 TEXT ADOPTION - ASSESSMENT SOURCEBOOK AND MANIPULATIVE KITS	409.97	2,869.79
5.00	EA	GRADE 4 TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES DVD, EXAM VIEW CD AND CARDS PACKAGE	299.97	1,499.85
311.00	EA	GRADE 5 TEXT ADOPTION - 2017 COMMON CORE STUDENT EDITION	88.97	27,669.67
3.00	EA	GRADE 5 TEXT ADOPTION - ASSESSMENT SOURCEBOOKS AND MANIPULATIVE KITS	349.97	1,049.91
2.00	EA	GRADE 5 TEXT ADOPTION - COMMON CORE STANDARDS WORKBOOK, WORKBOOK TEACHERS GUIDE, DIGITAL RESOURCES DVD, EXAM VIEW CD AND CARDS PACKAGE	299.97	599.94
1.00	EA	GRADE K-5 TEXT ADOPTION - SHIPPING CHARGES	5,153.69	5,153.69
TOTAL:				91,048.10
*****				
For Garfield School District RE-2 use only				
7-10-100-11-0010-0641-000-0000			2,476.50	
7-10-141-91-0010-0641-000-0000			10,936.95	

**Instructions to Vendor:**

DO NOT overship or substitute without prior approval from ordering party.

WE ARE EXEMPT FROM ALL FEDERAL, STATE, AND LOCAL TAXES.

Authorized by:



**Purchase Order**  
**GARFIELD SCHOOL DISTRICT No. Re-2**

839 WHITERIVER AVENUE  
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839 WHITERIVER AVENUE  
RIFLE CO 81650

PEARSON EDUCATION INC.  
200 OLD TAPPAN ROAD  
OLD TAPPAN NJ 07675

VENDOR ACCOUNT:

CONTACT: SHARON DONOHUE (970) 665-7605  
SITE: GARFIELD SCHOOL DISTRICT RE-2

SPECIAL INSTRUCTIONS: CONTINUATION OF PO#07962045

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		7-10-145-91-0010-0641-000-0000	8,188.68	
		7-10-151-91-0010-0641-000-0000	6,532.00	
		7-10-171-91-0010-0641-000-0000	15,479.38	
		7-10-181-91-0010-0641-000-0000	8,188.63	
		7-10-182-91-0010-0641-000-0000	8,169.36	
		7-10-262-91-0020-0641-000-0000	17,276.35	
		7-10-282-91-0020-0641-000-0000	13,800.25	
		#4024634575 -1305.67		
		#4024615032 -1720.19		
		#4024584250 -6889.68		
		#4024584549 -6889.68		
		#4024559156 -5405.68		
		#4024576775 -3041.98		
		#4024559158 -1112.90		
		8/24/16 #105063 -26,365.78		
		= 64,682.32		

**Instructions to Vendor:**

DO NOT overship or substitute without prior approval from ordering party.

WE ARE EXEMPT FROM ALL FEDERAL, STATE, AND LOCAL TAXES.

Authorized by: