
BOARD MEMORANDUM

TO: BOARD OF EDUCATION; DAVE LINDENBERG
FROM: CHRISTINE HAMRICK
SUBJECT: 2015-16 SUPPLEMENTAL BUDGET
DATE: 9/18/2015
CC:

The below information summarizes the supplemental budget request:

\$56,400 – Additional Medicaid funding and related expenses – There is nearly \$300,000 in carryover funding from the previous two years that needs to be spent on Medicaid eligible items. Sarah Bell and her staff changed the way that we ran Medicaid, which is why we have received additional funding over the past few years. The attached Medicaid budget totals \$56,400, and is in addition to the \$121,125 that is already budgeted for Medicaid items this year. The \$56,400 includes extending hours by up to 4 hours per week for health clerks; professional development for student health and behavioral issues; and supplies/equipment for health clerks, Medicaid billing, special needs students, and training. There needs to be additional conversation about how to spend the remainder of the \$300,000 in funding, and once there is consensus on how to spend the remainder of that restricted funding, we will request an additional supplemental budget later in the year. Changes to the Medicaid budget also need to be approved through the State, and we have received preliminary approval for those changes.

\$51,120 ELPA funding – Three schools, Graham Mesa Elementary, Cactus Valley Elementary, and Elk Creek Elementary created a budget for use of part of their ELPA funding that was carried over from 2014-15. ELPA funding is a grant given by the State of Colorado to assist with English Language Learners students. Below is a summary of what services each school has added.

Graham Mesa Elementary – GME has added science curriculum and social studies texts, along with intervention materials for English Language Learners (ELL).

Cactus Valley Elementary - CVE added funding for ELL tutors, completing the summer school in July, a family literacy class, and ELL professional development for staff.

Elk Creek Elementary – ECE added ELL para support, ELL teacher training, and Rosetta Stone seats.

\$798 – This is for a physical education curriculum that was donated to Graham Mesa Elementary. We need to record the expense and the donation on our books.

\$21,627 – The District Office held some funding for Just Ask for the schools for 2014-15. Since that work is complete, we are recommending to return the remainder of the school's allocations to the schools. The 2014-15 non-salary budget shows the \$21,627 as a favorable variance for that fiscal year.

**Garfield School District Re-2
2015-16 Supplemental Budget
General Fund
9/22/15**

REVENUES:

Use of Medicaid Carryover	6-10-000-00-0000-4020-000-9003	56,400
Donation, PE Curriculum at GME	6-10-145-00-0000-1920-000-0000	798
ELPA Funding utilized by school budgets included below	6-10-000-00-0000-3000-000-3139	51,120

TOTAL REVENUES & CREDITS

\$ 108,318

EXPENDITURES:

Additional cost for training and services provided by Medicaid Funding	[See Attached]	56,400
ELPA Funding, use of carryover GME	[See Attached]	24,385
ELPA Funding, use of carryover CVE	[See Attached]	10,882
ELPA Funding, use of carryover ECE	[See Attached]	15,853
Donation, PE Curriculum at GME	6-10-145-11-0010-0640-000-0000	798
Just Ask, reimburse funding to schools, carryover from 2014-15	[See Attached]	21,627

TOTAL EXPENDITURES & DEBITS

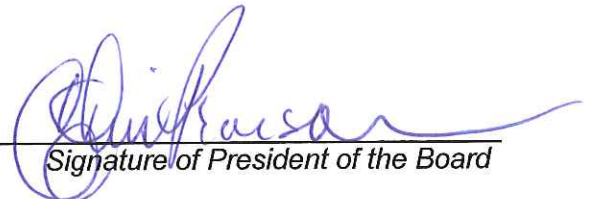
\$ 129,945

APPROPRIATION RESOLUTION

BE IT RESOLVED by the Board of Education of Garfield School District # 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 increase from (\$1,171,903) to (\$1,193,530).

9-22-15

Date of Adoption


Signature of President of the Board

Budget Worksheet

Budget Year:		2015-16 GENERAL BUDGET	
Program Name:		Nursing Services - Medicaid	
Program Acct No.:		10-691-21-2130-xxxx-xxx-9003	
Person Accountable:		Sarah Bell	
ITEMIZE COSTS OVER \$1,000 TOTAL GOAL BASED BUDGET (GBB): BRIEFLY EXPLAIN HOW THIS PLAN ALIGNS WITH YOUR SCHOOLS IMPROVEMENT PLAN. WHAT ARE THE OUTCOMES EXPECTED?			
Object Code	Object Description	Itemized	
0110/0200/0250	Salaries & Benefits	>>>>>>>>	\$ 10,400.00
	Potential Health Clerk & Counselor eme benefits/health benefits, actuals expenses will be calculated in January duing Medicaid audit based on time study participation		
	<i>Example: Salaries, Employee Benefits, Health Benefits, Optional work extention hourly payments</i>		
	Optional 4 Hr work extension (over 32 hrs but under 36 hrs)	\$ 10,400.00	
	[Additional health clerk hours and benefits totaling \$84,916 are in original budget]		
	[Medicaid admin hours totaling \$20,359 are in original budget.]		
	[Additional counselor hours paid by Medicaid totaling \$15,850 are in original budget]		
0300	Purchased Professional & Technical Services	>>>>>>>>	\$ 13,400.00
	Expenditures paid for services rendered that can only be preformed by companies and/or individuals with specialized skills and knowledge		
	<i>Example: Auditors, Consultants</i>		
	Kevin Dill - Behavioral Solutions Training	\$ 10,400.00	
	Kyle Bixenmann - Mount Saint Vincent - IEP Application/Behavioral Issues Training	\$ 3,000.00	
0430	Repair and/or Maintenance: (Not provided by school maintenance)	>>>>>>>>	\$ 1,500.00
	Expenditures for repairs and maintenance services not provided directly by school district personnel. For Instructional Equipment repairs and maintenance ONLY		
	<i>Example: Repairs to a laminating machine</i>		
	AED Maintenance	\$ 1,500.00	
0500	Other Purchased Services:	>>>>>>>>	\$ 500.00
	Expenditures paid for services rendered by companies and/or individuals not on the school district payroll		
	<i>Example: Ordering pizza from Dominos; Embroidering or engraving awards</i>		
	Medicaid Trainings	\$ 500.00	
0530	Communications: Phone, Fax, and Postage	>>>>>>>>	\$ -
	Services provided by persons or businesses to assist in the transmitting and receiving of messages and/or information.		
	<i>Example: Phone service</i>		
0580	Purchased Service: travel (meals, registration/entry fees, lodging)—list city & name of event	>>>>>>>>	\$ 6,320.00
	Expenditures associated with travel for the school district such as transportation, lodging, and other expenses. Mileage reimbursement and any registration and/or entrance fees.		
	<i>Example: Gas expense, hotel expense, meal expense and conference registration fees to attend a teaching conference in Denver, CO.</i>		
	Suicide Training - CO West Reg Mental Health	\$ 355.00	
	Childrens Conference - Denver, CO	\$ 650.00	
	Asthma - Childrens Hospital Training	\$ 1,000.00	
	Mileage Reimburse for S Salcido for help with Medicaid Billing	\$ 315.00	
	Annual Colo Assoc of School Nurses Conf	\$ 700.00	
	Reach Peak Conf - Springhill	\$ 300.00	
	National Meeting for School Nurses	\$ 3,000.00	
0610	General Supplies:	>>>>>>>>	\$ 9,865.00
	Expenditures for the purchase of all supplies for the operation of the school, including freight and delivery of these supplies		
	<i>Example: Pens, Post-It Notes</i>		
	GBB:		
	Books, Supplies, Media	\$ 3,000.00	
	Colorado Life Support Class Cards	\$ 1,865.00	
	Channing Bette Equipment (Mannequin)	\$ 2,000.00	
	Student Stander	\$ 3,000.00	
0640	Textbooks/Periodicals:	>>>>>>>>	\$ -
	Expenditures for books, textbooks, and periodicals prescribed and available for general uses, including library and reference books. This includes workbooks, binding and repairs as well as textbooks that are purchased to be resold or rented. Also record here the costs of binding or other repairs to school library books.		
	<i>Examples: Writing Workbooks, Magazine Subscriptions</i>		
0650	Electronic Media Materials:	>>>>>>>>	\$ -
	Technology related supplies typically used in conjunction with technology related hardware or software. Also any media expenses such as internet and software registrations/subscription fees. This does NOT INCLUDE assets purchased such as iPads, iPods, etc (See 0730 or 0735 depending on purchase price)		
	<i>Examples: Education.com membership, a computer stand, flash drives</i>		
0730	Building Inventory: Equipment, Furniture, Fixtures Above \$5000	>>>>>>>>	\$ -
	Expenditures for the initial and replacement items of equipment, such as machinery, furniture, fixtures and vehicles over the cost of \$5,000		
	<i>Examples: Teacher desks, filing cabinets, technology equipment over \$5,000</i>		

Budget Worksheet

0735	Building Inventory: Equipment, Furniture, Fixtures Under \$5000	>>>>>>>>>>	\$	13,000.00	
	Expenditures for equipment, furniture and fixtures that cost less than \$5,000 set per district policy for capital assets inventory				
	<i>Examples: iPads, Computers, filing cabinets</i>				
	Laptops for Medicaid Billing (Admin)		\$	5,000.00	
	New Computers for Health Clerks (Split 50/50 with Tech) (Health Assistants)		\$	8,000.00	
0810	Dues/Fees: Annual memberships	>>>>>>>>>>	\$	1,415.00	
	Expenditures or fees assessed for membership in professional or other organizations. This does NOT INCLUDE registration, participation or entrance to an event costs which should be coded to 0580				
	<i>Examples: Membership fee for Rifle Rotary Club</i>				
	ASHA Memberships		\$	1,125.00	
	NASN Membership		\$	290.00	
0851	Internal Transportation: School bus/small vehicle—list city & event name	>>>>>>>>>>	\$	-	
	Transportation provided by the district				
	<i>Example: Field Trip to Denver by school bus</i>				
0850	Internal Food Charges	>>>>>>>>>>	\$	-	
	Food/Catering provided by the district food service				
	<i>Example: Food Service catering a district board meeting</i>				
	Non-Salary Budget Total	>>>>>>>>>>	\$	46,000.00	
	Salary Budget Total	>>>>>>>>>>	\$	10,400.00	
	Overall Budget Total Addition	>>>>>>>>>>	\$	56,400.00	
	Plus: Already included in the original budget:		\$	121,125.00	
	Counseling		\$	15,850.00	
	Health Clerk Additional time salaries and benefits		\$	84,916.00	
	Admin		\$	20,359.00	
	Total Budget including Revision		\$	177,525.00	
	<i>LSP Category</i>		<i>Total Budget</i>	<i>% Non-Admin Budget</i>	<i>% Incl Admin</i>
	Health Assistant/Clinic Aide	\$	95,316	62.8%	53.7%
	Materials/Equipment/Supplies	\$	19,365	12.3%	10.9%
	Mental Health	\$	15,850	10.4%	8.9%
	Professional Development	\$	21,320	14.0%	12.0%
	Total Health Services	\$	151,851	100.0%	85.5%
	Admin, Medicaid Billing & Reporting	\$	25,674		14.5%
	Total Budget including Admin	\$	177,525	100.0%	100.0%

**Garfield School District NO. Re-2
ELPA School Budget**

For Graham Mesa Elementary

For Carryover Funds to be Spent by June 30, 2016

Dated 9/17/2015

ENTER IN YELLOW HIGHLIGHTED CELLS

Salaries and Benefits:

	\$/hour	# Hours/ Week	Total Hours	0110 Total Salary	0200 PERA at 20.2%	0250 Health Ins. (\$6,900 FT)	Total	Account Number
[Describe Position 1]			-	\$ -	-	-	\$ -	
[Describe Position 2]			-	\$ -	-	-	\$ -	
[Describe Position 3]			-	\$ -	-	-	\$ -	
[Describe Position 4]			-	\$ -	-	-	\$ -	
[Describe Position 5]			-	\$ -	-	-	\$ -	
[Describe Position 6]			-	\$ -	-	-	\$ -	
TOTAL				\$ -	\$ -	\$ -	\$ -	

Non-Salary Expenses:

NOTE: ENTER A BRIEF DESCRIPTION OF EACH COST THAT WILL BE INCURRED. WE WILL ENTER APPROPRIATE ACCOUNT NUMBER (S). FOR EXAMPLE, ENTER A SPECIFIC TRAINING YOU WANT TO BUDGET, INCLUDING # STAFF AND A BRIEF DESCRIPTION OF TRAINING.

	Exp.	Account Code
Foss, Science Curriculum	8,145	6-10-145-11-0590-0641-000-3139
Scholastic	3,537	6-10-145-11-0590-0610-000-3139
Scholastic Intervention Materials	100	6-10-145-11-0590-0610-000-3139
Amazon Intervention Materials	494	6-10-145-11-0590-0610-000-3139
Learn A-Z	200	6-10-145-11-0590-0610-000-3139
Newbridge Social Studies Text	9,500	6-10-145-11-0590-0610-000-3139
Colorado Story	2,000	6-10-145-11-0590-0610-000-3139
Other/Contingency for above items	409	6-10-145-11-0590-0610-000-3139
TOTAL Non-Salary	24,385	
TOTAL BUDGET (SHOULD TIE TO ALLOCATION)	24,385	

**Garfield School District NO. Re-2
ELPA School Budget**

For Cactus Valley Elem.

For Carryover Funds to be Spent by June 30, 2016

Dated 9/22/2015

Salaries and Benefits:

	\$ /hour	# Hours/ Week	Total Hours	0110 Total Salary	0200 PERA at 20.2% FT)	Total	Account Number
ELL Tutor - J. Sands	\$ 12.31	3.0	86.3	\$ 1,061.74	\$ 214.47	\$ 1,276.21	6-10-171-11-0590-0110-415-3139
ELL Tutor - S. Canas	\$ 11.71	2.0	57.5	\$ 673.33	\$ 136.01	\$ 809.34	6-10-171-11-0590-0110-415-3139
[ELL Tutor -S. Fleming]	\$ 11.59	2.0	57.5	\$ 666.43	\$ 134.62	\$ 801.04	6-10-171-11-0590-0110-415-3139
Family Literacy Class-Cordie]	\$ 12.50	3.0	86.3	\$ 1,078.13	\$ 217.78	\$ 1,295.91	6-10-171-11-0590-0110-415-3139
Hours for summer school	\$ 20.00		105.0	\$ 2,100.00	\$ 334.64	\$ 2,434.64	6-10-171-11-0590-0110-415-3139
Coordinator Stipend, Summer School			-	\$ 1,500.00	\$ 297.00	\$ 1,797.00	
TOTAL				\$ 7,079.61	\$ 1,334.52	\$ 8,414.13	

Non-Salary Expenses:

NOTE: ENTER A BRIEF DESCRIPTION OF EACH COST THAT WILL BE INCURRED. WE WILL ENTER APPROPRIATE ACCOUNT NUMBER (\$).
FOR EXAMPLE, ENTER A SPECIFIC TRAINING YOU WANT TO BUDGET, INCLUDING # STAFF AND A BRIEF DESCRIPTION OF TRAINING.

	Non-Salary	
	Exp.	Account Code
Purchased Services, Summer School	225.00	6-10-171-11-0590-0500-000-3139
Internal Transportation, Summer School	21.00	6-10-171-11-0590-0851-000-3139
Travel and Registration, ELL Professional Development	2,221.44	6-10-171-22-2210-0580-000-3139
[INSERT DESCRIPTION OF EXPENSE]		
[INSERT DESCRIPTION OF EXPENSE]		
[INSERT DESCRIPTION OF EXPENSE]		
TOTAL Non-Salary	2,467.44	
TOTAL BUDGET (SHOULD TIE TO ALLOCATION)	10,881.57	

**Garfield School District NO. Re-2
ELPA School Budget**

For ECE
For Carryover Funds to be Spent by June 30, 2016
Dated 17-Sep

ENTER IN YELLOW/HIGHLIGHTED CELLS

Salaries and Benefits:

	\$/hour Salary	# Hours/ Week	Total Hours	0110 Total Salary	0200 PERA at 20.2% FT)	Total	Account Number
ELL support para (additional 3 hours for Anna Carlson)	\$ 11.65	3.0	94.5	\$ 1,100.93	\$ 222.39	\$ 1,323.31	6-10-182-11-0590-0110/0200-415-3139
ELL support para (additional 3 hours for Erica Ruiz)	\$ 11.31	3.0	94.5	\$ 1,068.80	\$ 215.90	\$ 1,284.69	6-10-182-11-0590-0110/0200-415-3139
ELL support para (additional 4 hours for Gabby West)	\$ 12.93	3.0	94.5	\$ 1,221.89	\$ 246.82	\$ 1,468.71	6-10-182-11-0590-0110/0200-415-3139
TOTAL				\$ 3,391.61	\$ 685.10	\$ 4,076.71	

0250 Health
Ins. (\$6,900)

Non-Salary Expenses:

**NOTE: ENTER A BRIEF DESCRIPTION OF EACH COST THAT WILL BE INCURRED. WE WILL ENTER APPROPRIATE ACCOUNT NUMBER (S).
FOR EXAMPLE, ENTER A SPECIFIC TRAINING YOU WANT TO BUDGET, INCLUDING # STAFF AND A BRIEF DESCRIPTION OF TRAINING.**

	Exp.	Account Code
WIDA Las Vegas Airplane Tickets for 6	3,127.14	6-10-182-11-0590-0580-000-3139
Luggage Fees for 6	300.00	6-10-182-11-0590-0580-000-3139
WIDA Registration for 6	3,570.00	6-10-182-11-0590-0580-000-3139
WIDA Tropicana Hotel 3 Rooms	1,177.86	6-10-182-11-0590-0580-000-3139
WIDA Subs for 6 Teachers for 2 Days	1,200.00	6-10-182-11-0590-0580-000-3139
Meals	1,437.00	6-10-182-11-0590-0580-000-3139
Taxi Fare	120.00	6-10-182-11-0590-0580-000-3139
Rosetta Stone Seats	844.29	6-10-182-11-0590-0580-000-3139
TOTAL Non-Salary	11,776.29	
TOTAL BUDGET (SHOULD TIE TO ALLOCATION)	15,853.00	

Non-Salary

Garfield School District Re-2
Just Ask Carryover to Schools
For the September 22 2015 Supplemental Budget
9/18/2015

	<u>Carryover</u>
Cactus Valley	2,210
Elk Creek	1,237
Graham Mesa	1,934
Highland Elementary	1,984
Kathryn Senior	1,328
Wamsley Elementary	2,093
Rifle Middle	3,659
Riverside Middle	4,197
Rifle High School	1,229
Coal Ridge High	1,756
	<u>21,627</u>