

**FISCAL 2013-2014  
ADOPTED BUDGET  
June 26, 2013**

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***TAMALPAIS UNION HIGH  
SCHOOL DISTRICT***

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# Tamalpais Union High School District

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## **Board of Trustees**

John Wright, President  
Bob Walter, Clerk  
Monica Bonny, Member  
Cindy McCauley, Member  
Susan Schmidt, Member

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## **District Administration**

Laurie Kimbrel, Superintendent  
John Carroll, Assistant Superintendent Human Resources  
Michael McDowell, Assistant Superintendent Educational Services  
Lori Parrish, Assistant Superintendent Finance & Facilities

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## **School Administration**

David Sondheim, Redwood High School Principal  
Julie Synyard, Tamalpais High School Principal  
Liz Seabury, Sir Francis Drake High School Principal  
Gerald Austin, San Andreas High School Principal  
Corbett Elsen, Tamiscal High School Principal / Adult School Principal

# Tamalpais Union High School District Mission Statement

THE TAMALPAIS UNION HIGH SCHOOL DISTRICT is dedicated to the development of creative, passionate, and self-motivated learners. Upon graduation, students will be prepared for engaged citizenship and able to contribute individually and collaboratively in order to address the challenges of a dynamic and diverse world. To these ends, all students will demonstrate mastery of core competencies and will be offered meaningful learning experiences to enable them to access and critically analyze information, pose substantive questions, and communicate effectively.

*(Adopted by the Board 25-August-2009)*

## By the Numbers, 2013-14

<i>Enrollment:</i>	
Redwood High School	1,606
Tamalpais High School	1,284
Sir Francis Drake High School	981
San Andreas High School	66
Tamiscal High School	107
<b>Total Enrollment</b>	<b>4,044*</b>

Expenditure Per Student	\$ 14,699
<b>Total Budget</b>	<b>\$ 60.4 Million</b>

Total Number of Certificated Personnel <sup>1</sup>	248.40 FTE <sup>4</sup>
Total Number of Administrative Personnel <sup>2</sup>	29.75 FTE
Total Number of Classified Personnel <sup>3</sup>	141.48 FTE
<b>Total</b>	<b>419.63 FTE</b>

Adult & Community Education Employees	232
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<sup>1</sup>Teachers, Counselors, and Librarians

<sup>2</sup>Principals, Asst. Principals, Directors,  
Asst. Superintendents and Superintendent,  
Coordinators, Psychologists

<sup>3</sup>Support Staff, Paraeducators, Custodians

<sup>4</sup>Full Time Equivalent

\*Enrollment at 9/2013

# School District Budget and General Fund Revenue and Expenditures

## ***School District Budget***

A school district budget is a planning document that links financial decisions to educational policy. It reflects the District's priorities and the strategies for achieving those priorities. A district's budget describes the expected revenues and the plans for using them during a fiscal year that begins July 1 and ends June 30. A considerable portion of a school district's budget is regulated by an extensive body of laws, court orders and government regulation.

## ***General Fund Revenue***

Funding for K-12 education largely comes through the State of California from local property taxes. A proportion of the taxes we pay as property owners is allocated to K-12 public education. These funds are distributed to school districts on a state-determined dollar amount multiplied by the average number of students who are in attendance throughout the school year (ADA) regardless of the total amount of local taxes collected by the State for K-12 public education.

*Basic Aid:* Districts whose portion of local property taxes dedicated to K-12 education exceeds the ADA amount retain the excess property taxes. These school districts are called Basic Aid districts. Tamalpais Union High School District is a Basic Aid district.

*Other Local Revenues:* The second largest source of revenue in our district is Other Local Revenue which includes Parcel Taxes. Tamalpais Union High School District will receive 15% of its revenue from Parcel Taxes in 2013/14.

*Restricted Revenue:* State and Federal categorical income comprise the balance of the General Fund revenues. This funding must be spent for specific programs sometimes called "restricted programs."

*Reserves:* The district's total resources for expenditure in the budget year include a "beginning balance," which reflects a carryover unexpended balance from the prior year. Under the requirement of state law, TUHSD must retain a portion of the beginning balance as a Reserve for Economic Uncertainties.

## ***General Fund Expenditures***

Most of the expenditures of the District are for the salaries and benefits of the employees. Health and welfare benefits of the District include expenses for areas such as retirement, medical insurance plans and worker's compensation expenses.

# Tamalpais Union High School District 2013-14 Adopted Budget

General Fund	Fund Balance June 30, 2013	Revenues	Expenditures	Transfers/ Contributions	Surplus +/- (-)	Fund Balance June 30, 2014
Unrestricted General	\$ 23,566,717	\$ 56,292,699	\$ 49,461,393	\$ (7,269,541)	\$ (438,235)	\$ 23,128,482
Restricted General	1,504,960	4,098,291	10,443,139	6,344,848	-	1,504,960
	<u>\$ 25,071,677</u>	<u>\$ 60,390,990</u>	<u>\$ 59,904,532</u>	<u>\$ (924,693)</u>	<u>\$ (438,235)</u>	<u>\$ 24,633,442</u>
<b>Building Fund</b>						
Bond Funds	<u>\$ 6,272,987</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,272,987</u>
<b>Special Revenue Funds</b>						
Adult and Community Education	\$ 801,206	\$ 834,496	\$ 1,313,441	\$ 110,885	\$ (368,060)	\$ 433,146
Cafeteria	26,055	682,000	1,048,147	343,808	(22,339)	3,716
Deferred Maintenance	1,815,602	157,500	357,500	200,000	-	1,815,602
Tam Scholarship	50,434	50	-	-	50	50,484
Special Reserve-Non Capital Outlay (Other Post Employment Benefits)	1,216,494	1,300	-	-	1,300	1,217,794
	<u>\$ 3,909,791</u>	<u>\$ 1,675,346</u>	<u>\$ 2,719,088</u>	<u>\$ 654,693</u>	<u>\$ (389,049)</u>	<u>\$ 3,520,742</u>
<b>Capital Projects Fund</b>						
Special Reserve-Capital Outlay	<u>\$ 2,079,163</u>	<u>\$ -</u>	<u>\$ 95,000</u>	<u>\$ 270,000</u>	<u>\$ 175,000</u>	<u>\$ 2,254,163</u>
<b>Proprietary Fund</b>						
Self Insurance	<u>\$ 51,052</u>	<u>\$ 50</u>	<u>\$ 2,000</u>	<u>\$ -</u>	<u>\$ (1,950)</u>	<u>\$ 49,102</u>
Total All Funds	<u>\$ 37,384,670</u>	<u>\$ 62,070,386</u>	<u>\$ 62,724,620</u>	<u>\$ -</u>	<u>\$ (654,234)</u>	<u>\$ 36,730,436</u>

# General Fund Operating Budget

<b>REVENUES:</b>		<b>%</b>
Revenue Limit Sources	\$ 45,875,811	76.0%
Federal Revenues	\$ 856,516	1.4%
State Revenues	\$ 2,571,294	3.0%
Parcel Tax	\$ 9,303,500	15.4%
Other Local Revenues	<u>\$ 2,534,147</u>	<u>4.2%</u>
<b>Total Revenues</b>	<b>\$ 60,390,990</b>	<b>100.0%</b>

<b>EXPENDITURES:</b>		
Certificated Salaries	\$ 27,758,106	46.3%
Classified Salaries	\$ 8,721,164	14.6%
Employee Benefits	\$ 13,034,388	21.8%
Materials & Supplies	\$ 2,760,137	4.6%
Contracts and Services	\$ 6,727,173	11.2%
Capital Outlay and Other Outgo	\$ 955,790	1.6%
Indirect Support Costs	<u>\$ (52,231)</u>	<u>-0.1%</u>
<b>Total Expenditures</b>	<b>\$ 59,904,527</b>	<b>100.0%</b>

<b>Balance of Revenues</b>	<b>\$ 486,463</b>
Net Transfer To/From Other Funds	\$ (924,693)
Decrease in Fund Balance	\$ (438,230)
Beginning Balance	<u>\$ 25,071,672</u>
Ending Reserves (Note)	\$ 24,633,442

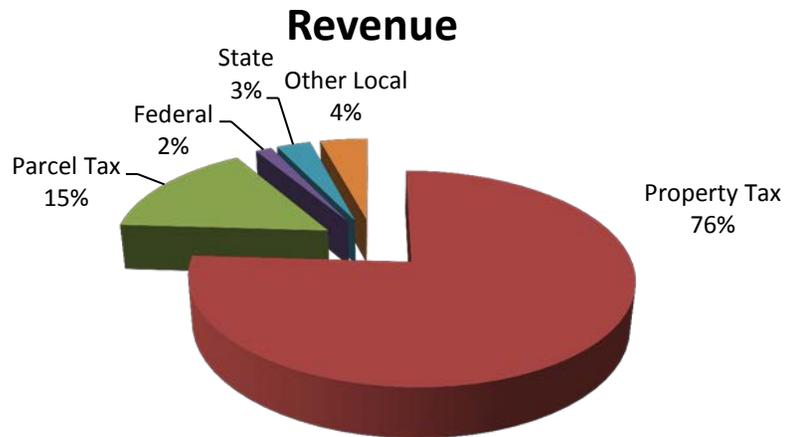
(Note):

**Components of Reserves:**

State Mandated 3% of Budget Reserve	\$ 1,824,877
Designation-08/09, 09/10, 10/11, 11/12 Surplus	\$ 2,519,948
Designation-Basic Aid	\$ 20,276,617
Revolving Cash Account	\$ 12,000
Undesignated Fund Balance	\$ -

# General Fund Revenues, 2013-14

## Tamalpais Union High School District



*95% of the District's revenue is generated from the local community*

Property taxes are the single largest source of revenue.

The second largest source of revenue is the parcel tax. The District has budgeted collection of \$253.32 per parcel on approximately 37,000 taxable parcels or \$9,303,500.

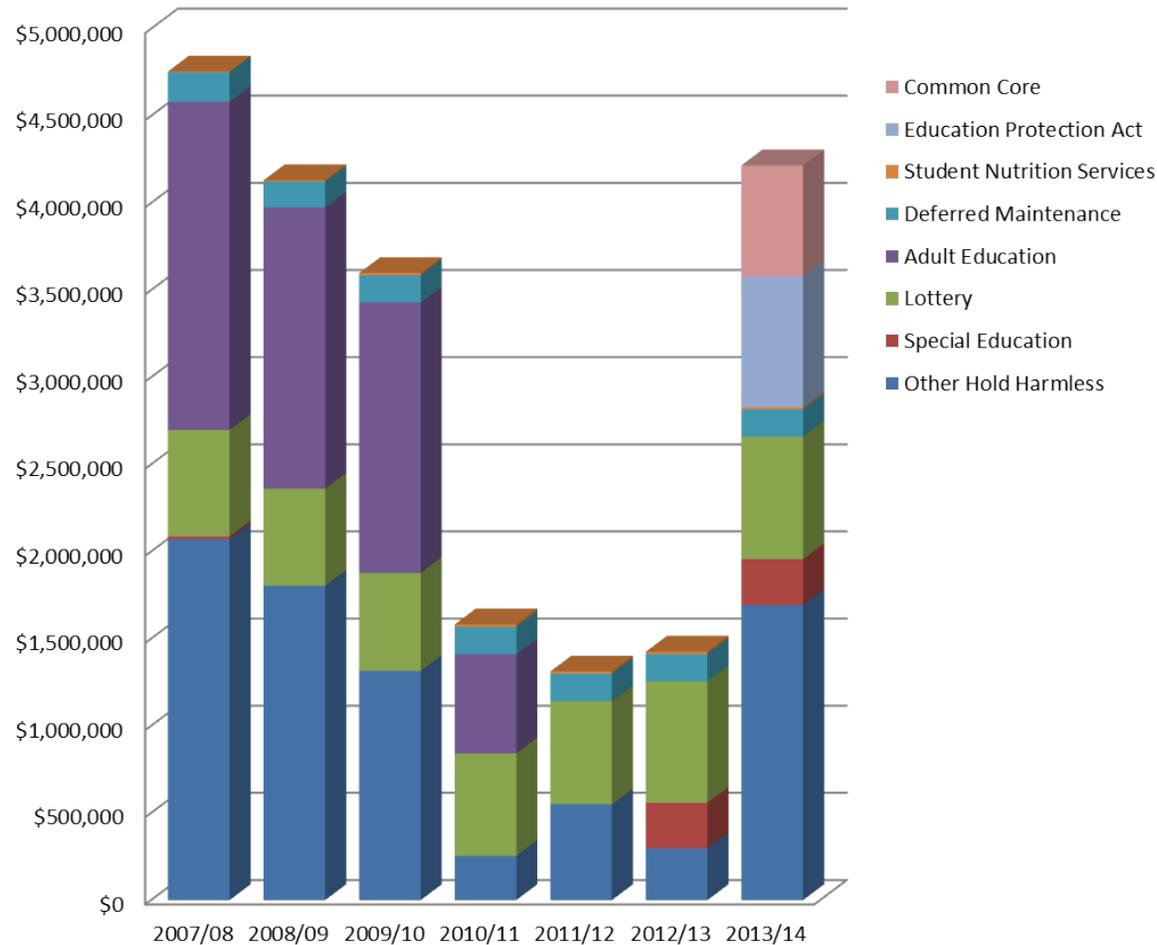
Foundations and Parent Funds provide support at all of our sites. Contributions for 2012/13 totaled approximately \$1,000,000.

General Fund Sources (In Million)	
Local Funding	\$45.9
Federal	0.9
Parcel Tax	9.3
Other State	1.8
Other Local	2.5
	<hr/>
Total Revenues	60.4
Beginning Balance	25.1
Total General Fund	\$85.5

# State Revenue 2007-08 through 2013-14

**One-time** Proposition 30 and Common Core Funding temporarily boosts state revenue in 2013/14. TUHSD has lost \$10.3 million in State revenue since 2009/10.

State Revenue 2007-08 through 2013-14

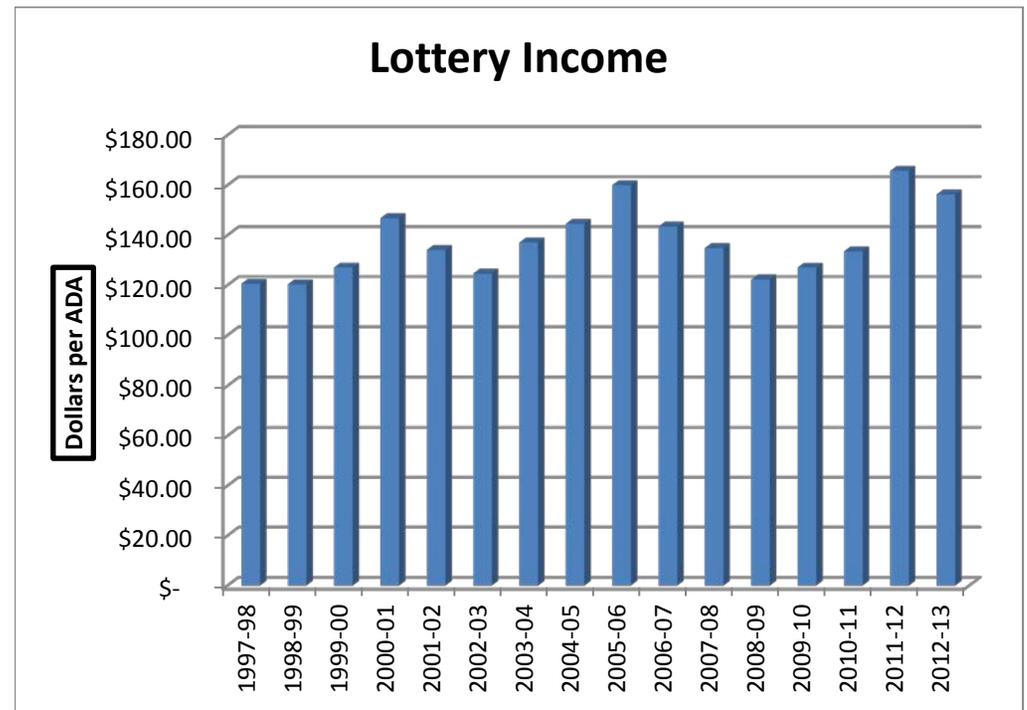


# Lottery Income and Its History

The California State Lottery yielded \$705,954 in 2012-13. Lottery income is used to offset certificated salaries and purchase textbooks.

In 2013-14, it is projected that California school districts will receive \$154 per ADA.

*Lottery income is projected to yield approximately 1% of the District's General Fund revenue*



# Parcel Tax

Tamalpais Union High School District's parcel tax was first approved in 1989 and renewed in 1997 and 2004. In November 2011, the community overwhelmingly approved and renewed the TUHSD parcel tax commencing July 1, 2012 at the rate of \$245.94 per parcel which includes a 3% annual adjustment for a term of 10 years. For the 2013-14 school year, the parcel tax is projected to generate \$9,303,500. This represents 15% of TUHSD's \$60,390,990 budget.

*For the 2013-14 school year, the parcel tax will generate \$9,303,500. This represents 15% of TUHSD's \$60,390,990 budget*

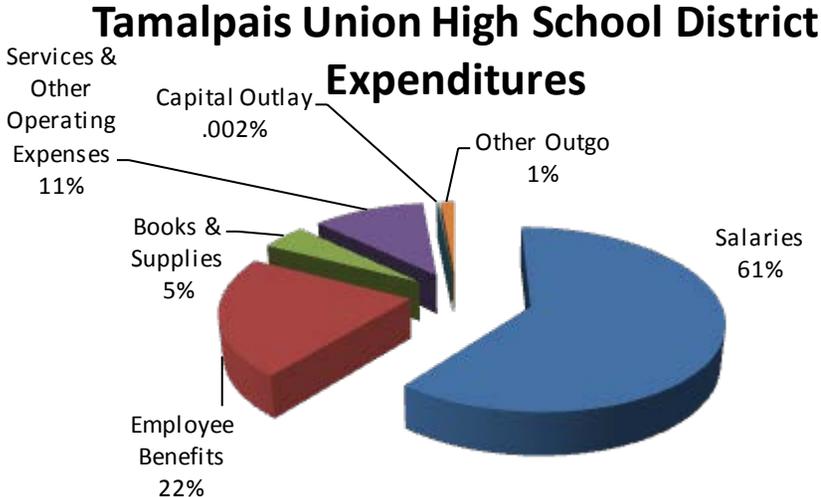
The funds generated by the parcel tax are used to support all aspects of the District's exceptional educational program for its students. These include science and technology, Advanced Placement and honors courses, a seven period day for students, alternative education programs, student counseling services, fine arts programs, up-to-date instructional materials and equipment, and the recruitment and retention of highly qualified and experienced teachers and staff.

There are 47,603 parcels in the district, with 11,452 of them receiving an exemption annually. An exemption is available to properties that are non-taxable and to any individual in the TUHSD who has attained the age of 65 prior to May 1<sup>st</sup> of the assessment year, is a beneficial owner and uses the parcel as his or her principal residence.

<b>ELECTION DATE</b>	<b>INITIAL PER PARCEL AMOUNT</b>	<b>TERM</b>	<b>TYPE OF ELECTION</b>	<b>VOTE REQUIRED</b>	<b>% OF YES VOTES</b>	<b>PASSED/ FAILED</b>
April 1, 1989	\$98.00	8 years	New Tax	2/3	70.60%	Passed
March 1, 1997	\$138.00	8 years	Renewal	2/3	74.60%	Passed
November 2, 2004	\$199.97	7 years	Renewal	2/3	74.63%	Passed
November 8, 2011	\$245.94	10 years	Renewal	2/3	73.37%	Passed

# General Fund Expenditures, 2013-14

*83% of the District's total expenditures are committed to the employees of the District*



Employee salaries are divided into three separate line items—certificated, management, and classified employees. Certificated employees include teachers, counselors, librarians and others who provide services that require credentials from the state of California. Management employees include principals, assistant principals, psychologists, classified management personnel, and district office administrators. Classified employees include all of the support personnel in the District, including secretaries, campus staff assistants, maintenance & operations workers, library techs, instructional assistants, instructional and data technicians, clerks and custodial personnel.

Employee benefits include medical, dental and life insurance plans. The benefit plans and the dollar amounts that are contributed by the District per employee are determined by the collective bargaining agreement reached with the unions.

<b>General Fund Expenditures (In Millions)</b>	
Salaries	\$36.5
Employee Benefits	13.0
Books and Supplies	2.8
Operating	6.7
Capital/Other	.9
<b>Total Expenditures</b>	<b>59.9</b>
Ending Balance	24.6
<b>Total General Fund</b>	<b>\$84.5</b>

# Special Education Program Costs, 2013-14

The federal government is legally committed to provide funding for 40% of the costs of Special Education, but has never actually provided more than about 17% funding

### Special Education Costs, 2013-14

	Unaudited Actuals 12/13	Adopted Budget 13/14
Special Education Expense	\$ 7,371,563	\$ 7,917,493
Special Education Funds Received from State & Federal Government	\$ 3,737,816	\$ 3,558,916
Special Education Encroachment to General Fund	\$ 3,633,747	\$ 4,358,577

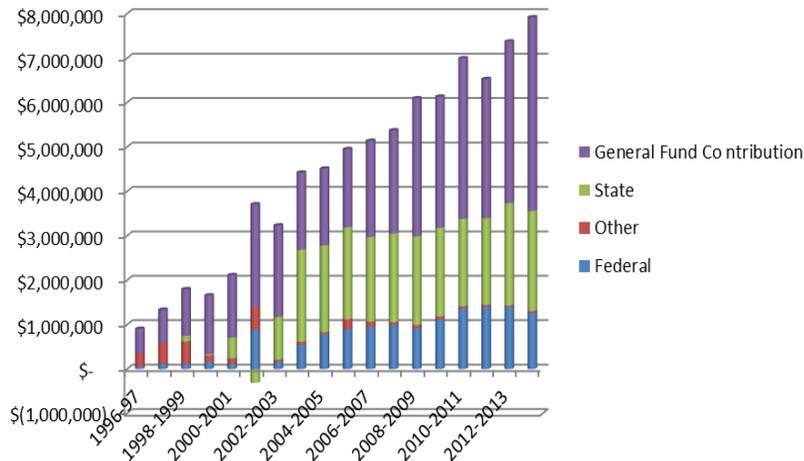
School districts throughout the state face a continuing challenge in funding the costs for serving Special Education students. Tamalpais Union High School District is proud of the Special Education support provided to our students, but the District is also faced with mounting increases in the difference between the federal and state governments' funding and the mandated costs for these vital student services.

Unfortunately, the federal government has never provided the funding that was promised when the laws mandating programs for Special Education students were adopted. The Federal Government is committed to providing funding for 40% of the costs of Special Education, but has never actually provided more than about 17% funding.

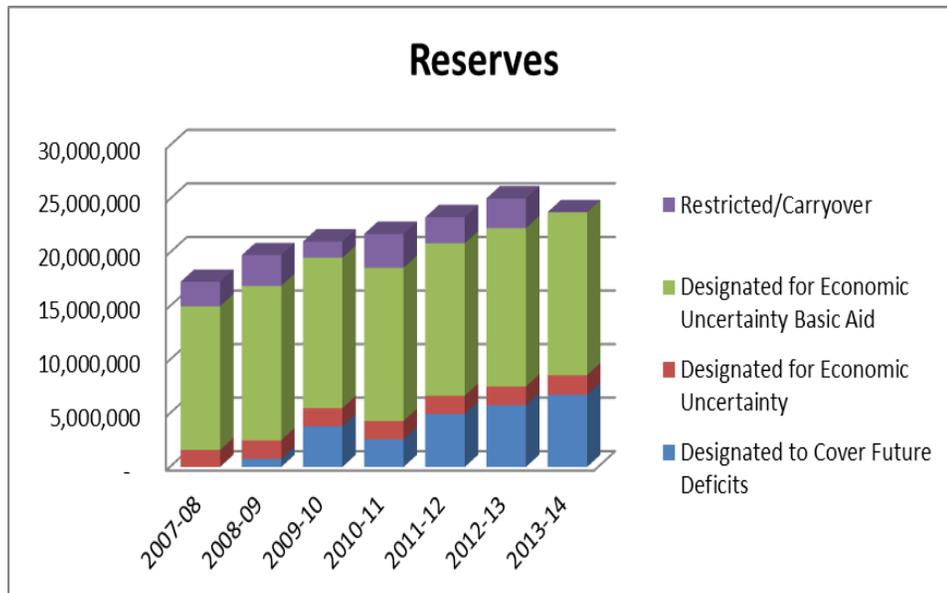
Beginning in 2012-13, changes in the law require the District to provide mental health services for students. Previously, these services were provided by Marin County Mental Health (CMH) with funding going directly from the State to CMH. Mental health services include assessment, non-public school placement, day treatment, case management, and residential care. The District has hired two full time psychologists to handle the increased work.

The shortfall in dedicated funding has led to significant contribution from the District's Unrestricted General Fund. During 2013-14, it is estimated that Tamalpais Union High School District will contribute \$4,358,577 from the District's Unrestricted General Fund to cover the unfunded costs for Special Education.

### Special Education Budget



# District Reserves and Net Ending Balances, 2003-04 to 2013-14



*A school district's reserve is its account to fund unforeseen events or pay for multiyear needs*

Revenues that have not been expended during a budget year are carried over into the subsequent year and identified as the District's "Net Ending Balance." The Net Ending Balance of one year becomes the Net Beginning Balance of the subsequent year.

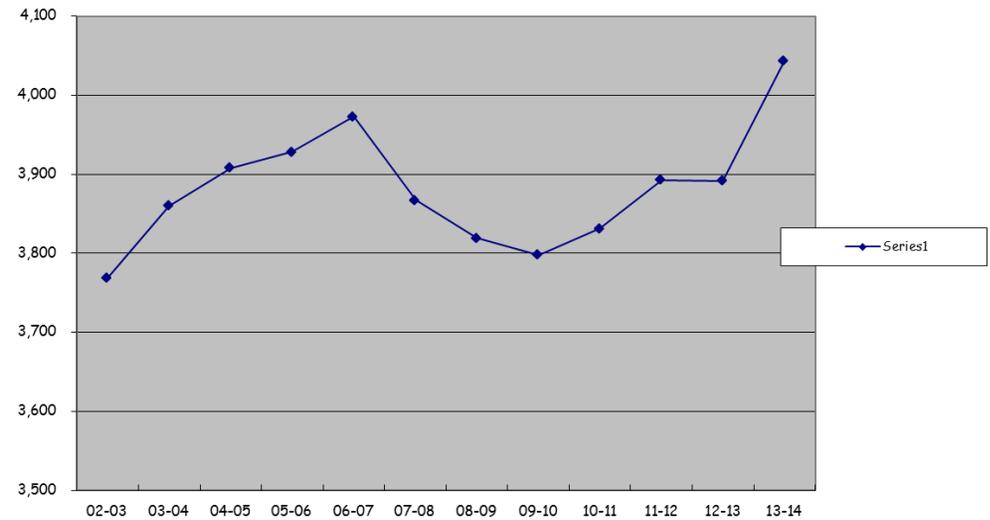
In 2008/09 the Board recognized the imminent fiscal crisis that the state, country and world were facing and chose to provide for the future. This was accomplished by designating any surplus to cover future deficits.

Basic aid school districts require larger reserves than revenue limit school districts because they have no protection when property taxes decline or enrollment increases. In the past few years the perfect storm created by the decline in property tax, cuts in state revenue, and threats to basic aid have resulted in fiscal uncertainty.

<b>Net Ending Balance Components (In Thousand)</b>			
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14 (proj)</u>
Revolving Cash	\$12	\$12	\$12
Stores	0	0	0
Prepaid Expense	0	0	0
Restricted Program	2,433	2,784	0
Balances/Carryover			
Reserve for Economic Uncertainties	1,705	1,738	1,825
Reserves Restricted by the Governing Board	19,170,883	20,549,795	22,796,565
	0		
<b>Ending Fund Balance</b>	<b>\$23,309,572</b>	<b>\$25,071,672</b>	<b>\$24,633,442</b>

# Enrollment

TUHSD is a basic aid district with revenues generated from local property taxes rather than state funding for student attendance. The impact of rapid enrollment growth must be taken into consideration well in advance because additional students will not generate additional revenues. When a high rate of growth occurs, the additional cost for teachers, new classrooms, instructional materials and support services must be considered.



	ACTUAL												SEPT. 2013	
School	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14
Tamalpais	972	1,026	1,066	1,142	1,132	1,147	1,181	1,068	1,118	1,110	1,168	1,260	1,230	1,284
Drake	1,031	1,069	1,072	1,045	1,061	1,076	1,063	1,069	1,039	1,049	1,025	1,009	983	981
Redwood	1,372	1,393	1,415	1,434	1,467	1,472	1,486	1,489	1,435	1,443	1,458	1,428	1,535	1,606
San Andreas	103	116	116	140	135	124	130	128	118	98	85	98	59	66
Tamiscal	104	91	100	99	113	109	113	113	109	98	95	98	85	107
<b>Total Enrollment</b>	<b>3,582</b>	<b>3,695</b>	<b>3,769</b>	<b>3,860</b>	<b>3,908</b>	<b>3,928</b>	<b>3,973</b>	<b>3,867</b>	<b>3,819</b>	<b>3,798</b>	<b>3,831</b>	<b>3,893</b>	<b>3,892</b>	<b>4,044</b>
Variance		113	74	91	48	20	45	-106	-48	-21	33	62	-1	152

# Other Fund Budgets

## ADULT & COMMUNITY EDUCATION

Revenues	\$	834,496
Expenditures	\$	(1,313,441)
Transfers	<u>\$</u>	<u>110,885</u>
Increase/(Decrease) in Fund Balance	\$	(368,060)
Fund Balance, July 1, 2013	<u>\$</u>	<u>801,204</u>
Fund Balance, June 30, 2014	<u>\$</u>	<u>433,144</u>

## DEFERRED MAINTENANCE

Revenues	\$	157,500
Expenditures	\$	(357,500)
Transfers (Contribution From General Fund)	<u>\$</u>	<u>200,000</u>
Increase/(Decrease) in Fund Balance	\$	-
Fund Balance, July 1, 2013	<u>\$</u>	<u>1,815,601</u>
Fund Balance, June 30, 2014	<u>\$</u>	<u>1,815,601</u>

## STUDENT NUTRITION SERVICES

Revenues	\$	682,000
Expenditures	<u>\$</u>	<u>(1,048,147)</u>
Transfers (Contribution From General Fund)	\$	343,808
Increase/(Decrease) in Fund Balance	<u>\$</u>	<u>(22,339)</u>
Fund Balance, July 1, 2013	\$	26,053
Fund Balance, June 30, 2014	<u>\$</u>	<u>3,714</u>

## BOND FUNDS - 2001 and 2006

Revenues	\$	4,000
Expenditures	\$	4,000
Total, Other Financing Sources/Uses	<u>\$</u>	<u>-</u>
Increase/(Decrease) in Fund Balance	<u>\$</u>	<u>-</u>
Fund Balance, July 1, 2013	<u>\$</u>	<u>6,272,988</u>
Fund Balance, June 30, 2014	<u>\$</u>	<u>6,272,988</u>

## Other Fund Budgets Continued

### **SPECIAL RESERVE FOR CAPITAL OUTLAY**

Revenues	\$	-
Expenditures	\$	(95,000)
Transfers	\$	<u>270,000</u>
Increase/(Decrease) in Fund Balance	\$	175,000
Fund Balance, July 1, 2013	\$	<u>2,079,163</u>
Fund Balance, June 30, 2014	\$	<u><u>2,254,163</u></u>

### **TAM SCHOLARSHIP FUND**

Revenues	\$	50
Expenditures	\$	-
Transfers	\$	<u>-</u>
Increase/(Decrease) in Fund Balance	\$	50
Fund Balance, July 1, 2013	\$	<u>50,434</u>
Fund Balance, June 30, 2014	\$	<u><u>50,484</u></u>

### **SPECIAL RESERVE FOR NON CAPITAL OUTLAY**

Revenues	\$	1,300
Expenditures	\$	-
Transfers	\$	<u>-</u>
Increase/(Decrease) in Fund Balance	\$	1,300
Fund Balance, July 1, 2013	\$	<u>1,216,494</u>
Fund Balance, June 30, 2014	\$	<u><u>1,217,794</u></u>

# Glossary

**ADA** Average daily attendance. There are several kinds of attendance, and these are counted in different ways. For regular attendance, ADA is equal to the average number of pupils actually attending classes who are enrolled for at least the minimum school day. In classes for adults and ROC/P, one unit of ADA is credited for each 525 classroom hours.

**Assessed Valuation (also, assessed value)** The total value of property within a school district as determined by state and county assessors. The "AV" of a school district will influence the total property tax income of a school district. The percentage growth in statewide AV from one year to the next is an important ingredient in determining appropriations levels required from the state for fully funding district and county revenue limits, as well as for Proposition 98 calculations.

**Basic Aid** The California Constitution guarantees that each school district will receive a minimum amount of state aid, called "basic aid," equal to \$120 per ADA or \$2,400 per district, whichever is greater. "Basic aid school districts" are those eligible for the basic aid constitutional guarantee only, since all of the balance of the school districts' revenue limit is funded by local property taxes.

**Certificated Personnel** School employees who hold positions for which a credential is required by the state -- teachers, librarians, counselors, and most administrators.

**Classified Personnel** School employees who hold positions that do not require a credential, like aides, custodians, etc.

**Encroachment** The expenditure of school districts' general purpose funds in support of a categorical program, i.e. the categorical expense "encroaches" into the district's general fund for support. Encroachment occurs in most districts and county offices that provide special education and transportation. Other encroachment is caused by deficit factors or local decisions to allocate general-purpose funds to special purpose programs.

**Ending Balance** Generally a reference to a school district's net ending balance of their general fund. The ending balance is divided into restricted and unrestricted funds that a school district has remaining at the end of a fiscal year. A school district must have a "Reserve for Economic Uncertainties" within their ending balance which meet the criteria and standards minimums as established by the State Board of Education.

# Glossary

**Full-Time Equivalent (FTE)** The ratio of time expended in a part-time position to that of a full-time position. The ratio is derived by dividing the amount of employed time required in the part-time position by the amount of employed time required in a corresponding full-time position.

**Individualized Education Program (IEP)** A written agreement between a school district and parents or guardians of a handicapped child specifying an educational program tailored to the needs of the child, in accordance with PL 94-142 regulations. The program is comprised of a placement team consisting of a certified district employee who is qualified to supervise special education, the child's teacher, one or both parents, the child, if appropriate, and other individuals at the discretion of the parent or school. The program must include a statement of the child's present levels of educational performance, a statement of annual goals and short term instructional objectives, a statement of the specific special education and related services to be provided to the child, the extent to which the child will participate in regular education programs, the projected dates for starting services, appropriate objective criteria, evaluation procedures, and schedules for determining, on at least an annual basis, whether the short term instructional objectives are being achieved.

**Local Control Funding Formula (LCFF)** The 2013–14 budget package replaces the previous K–12 finance system with a new Local Control Funding Formula (LCFF). For school districts and charter schools, the LCFF creates base, supplemental, and concentration grants in place of most previously existing K–12 funding streams, including revenue limits and most state categorical programs.

**Parcel Tax** A special tax that is a flat amount per parcel and not ad valorem based (i.e. not according to the value of the property). Parcel taxes must be approved by a two-thirds vote of the electorate. (See Government Code Section 50079, et al.)

**PERS** Public Employees' Retirement System. State law requires that classified employees, their employer, and the state contribute to this retirement fund. The fund is the largest public pension fund in the world with over \$150 billion in investments.

**Proposition 13** An initiative amendment passed in June 1978 adding Article XIII A to the California Constitution. Tax rates on secured property are restricted to no more than 1% of full cash value. Proposition 13 also defined assessed value and required a two-thirds vote to change existing or levy other non property or “special” taxes.

**Reserves** Funds set aside in a school district budget to provide for estimated future expenditures or to offset future losses, for working capital, or for other purposes.

# Glossary

**Revenue Limit** The amount of revenue that a district can collect annually for general purposes from local property taxes and state aid. The revenue limit is composed of a base revenue limit -- a basic education amount per unit of ADA computed by formula each year from the previous year's base revenue limit -- and any of the number of revenue limit adjustments that are computed anew each year.

The total revenue limit of a school district is generally determined by multiplying the district's P-2 ADA times the base revenue limit, adding the applicable revenue limit adjustments and applying a deficit factor.

**STRS** The State Teachers' Retirement System, funded by certificated employees, their employer and the state.