STEILACOOM
Historical School District No. 1

November 9, 2023

To: Dr. Kathi Weight, Superintendent

From: Shawn Lewis

Subject: Financial Update

Attached are the Budget Status Reports for all funds as of the end of October 2023, along with charts and data showing our monthly attendance, general fund balance, and general fund cash balance.

Financial statements have been finalized for the year and will be included in the board packet in November. As reported last month, the ending fund balance for the 2022-23 school year was $1,896,042. Beginning fund balances for the 2023-24 school year are as follows:

- General Fund $1,896,042
- ASB Fund $361,479
- Debt Service Fund $6,130,440
- Capital Projects Fund $183,531
- Transp. Vehicle Fund $155,621

Enrollment overall for the year to date is under projection by 16 FTE. This is a slight improvement from last month, but the balance between running start and regular enrollment will continue to have an impact on our budget at least through the first semester. Our running start FTE is now roughly 210 FTE compared to our budget (and last year's enrollment) of 135 FTE.

Our property tax collection in October was slightly lower than expected and I will be following up with the County Treasurer's office to determine if this is expected to be a continuing issue for us. This is not a dramatic change – but has the potential to adversely impact our cash flow projections.

Our cash flow projections have been provided to you and as we discussed, we will be monitoring cash flow closely through March 2024. March is projected to be our lowest cash point and we will need to take steps that address cash flow needs and remedy our budget shortfall due to the running start enrollment. Current steps underway include:

- Posting positions to reduce or eliminate the use of contracted staff wherever possible
- Delaying all non-mandatory expenditures until April wherever possible.

- Conducting mid-year evaluations of all budgets to determine which expenses may be delayed or eliminated.
- Shifting the costs for LGO bond debt and interest originally planned for payment from the general fund to the capital projects levy.
- Shifting the costs of certain technology related system costs originally planned for payment from the general fund to the capital projects levy.

The capital projects levy changes will not help with our cash flow needs, but they address well over half of the projected budget shortfall.

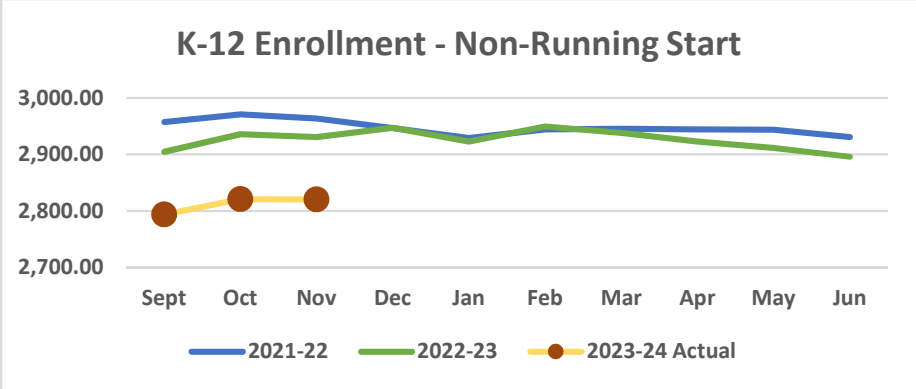
Additional budget changes are being evaluated and, as you've requested, will be part of our ongoing discussions on improving our efficiency and effectiveness in the district.

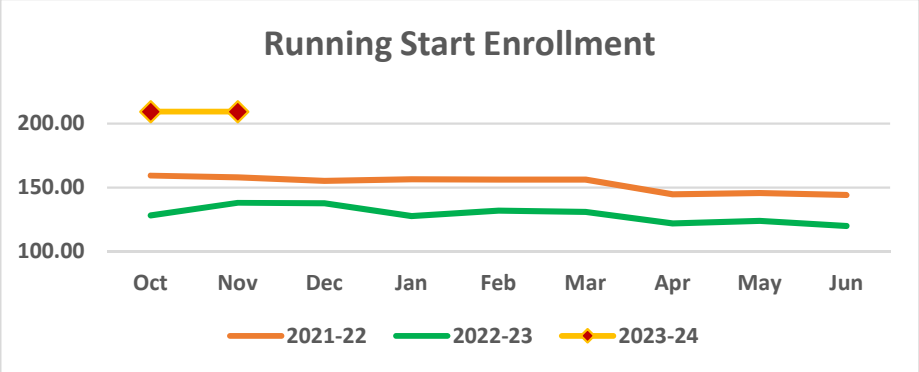
Finally, I've provided a copy of a 2023-24 Financial Indicator Scorecard to share with the School Board. Some figures will need to be updated when we receive similar district benchmark data for the 2023-24 school year – but this information is intended to provide a more comprehensive view of our year-end fiscal position than looking at the financial statements alone.

Steilacoom Historical School District No. 1
Monthly Budget Report
2022-23 Executive Summary
Oct-23

Enrollment

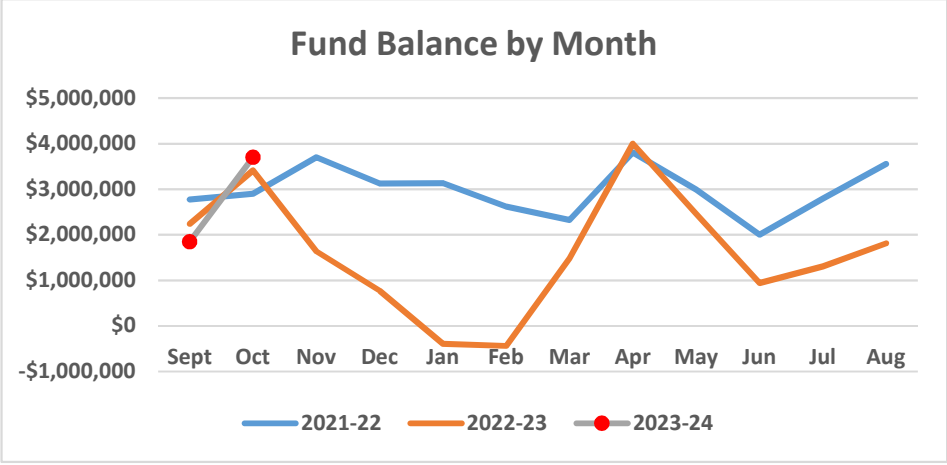
Budgeted FTE	3,037.00
Actual Average Annual FTE	3,020.98
FTE Over/Under Budget	(16.02)





General Fund Balance

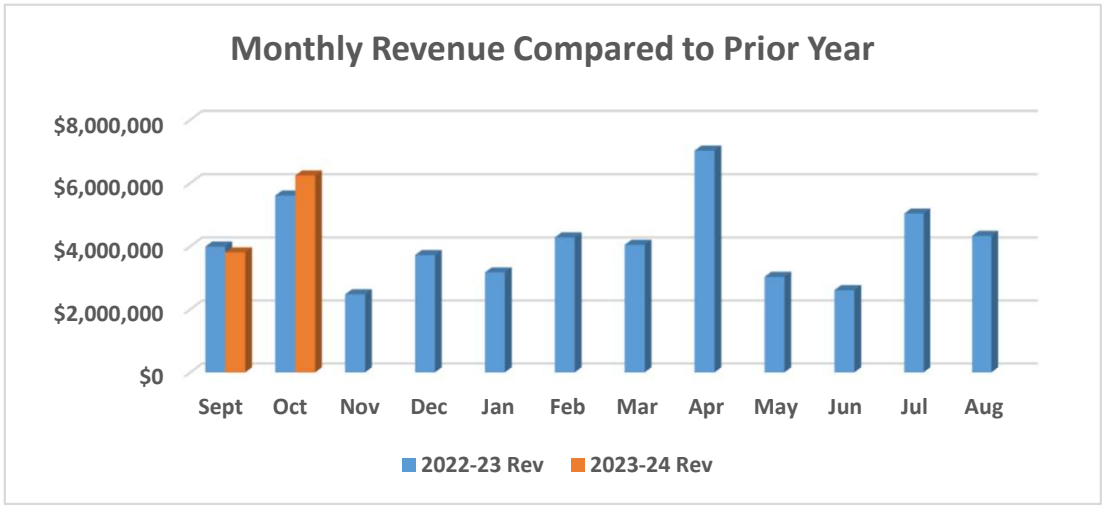
Actual as of Prior Month	$1,848,243
Actual as of Current Month	$3,698,827
Increase/Decrease in Fund Balance	$1,850,584
Fund Balance as a % of Budgeted Expenditures	7.24%

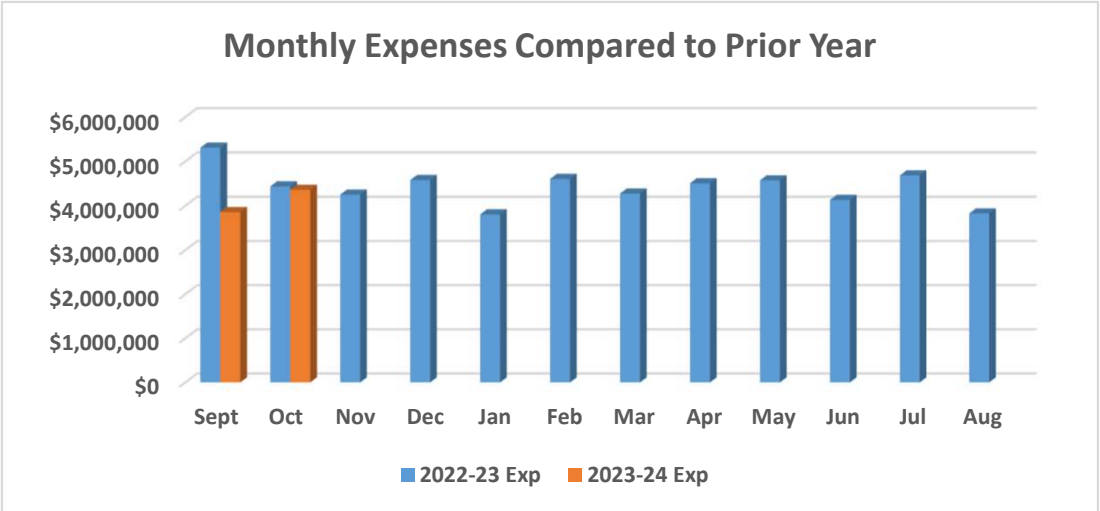


General Fund Cash and Investment Balance

As of Month End

	2021-22	2022-23	2023-24	Change From Prior Year
Sept	$3,699,925	$2,127,134	$1,739,546	($387,588)
Oct	$4,954,039	$3,382,880	$3,636,745	$253,865
Nov	$4,196,404	$1,628,957		
Dec	$3,792,454	$751,911		
Jan	$3,830,686	$370,061		
Feb	$3,317,966	($1,964)		
Mar	$2,991,604	$785,205		
Apr	$4,489,799	$3,972,916		
May	$3,627,568	$2,365,690		
Jun	$2,705,656	$852,646		
Jul	$2,773,910	$1,171,464		
Aug	$2,924,278	$1,691,540		





10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	8,336,223	2,623,023.16	2,716,085.18		5,620,137.82	32.58
2000 LOCAL SUPPORT NONTAX	857,000	78,005.88	193,637.18		663,362.82	22.59
3000 STATE, GENERAL PURPOSE	30,608,676	2,448,319.55	5,202,679.03		25,405,996.97	17.00
4000 STATE, SPECIAL PURPOSE	8,992,655	667,269.71	1,391,192.00		7,601,463.00	15.47
5000 FEDERAL, GENERAL PURPOSE	399,000	263,801.28	311,223.28		87,776.72	78.00
6000 FEDERAL, SPECIAL PURPOSE	2,536,337	156,430.66	213,609.26		2,322,727.74	8.42
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	3,000.00	3,000.00		3,000.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	51,729,891	6,239,850.24	10,031,425.93		41,698,465.07	19.39
B. EXPENDITURES						
00 Regular Instruction	27,814,301	2,137,730.40	4,440,340.29	20,643,840.75	2,730,119.96	90.18
10 Federal Stimulus	0	217.91	217.91	0.00	217.91-	0.00
20 Special Ed Instruction	7,224,977	623,700.04	1,237,438.72	5,806,213.81	181,324.47	97.49
30 Voc. Ed Instruction	2,263,813	169,655.84	358,176.10	1,609,035.16	296,601.74	86.90
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,689,402	93,955.48	198,291.32	948,325.93	542,784.75	67.87
70 Other Instructional Pgms	592,263	46,675.12	136,605.49	432,022.17	23,635.34	96.01
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	11,477,509	1,287,519.29	1,857,571.25	4,814,127.52	4,805,810.23	58.13
Total EXPENDITURES	51,062,265	4,359,454.08	8,228,641.08	34,253,565.34	8,580,058.58	83.20
C. OTHER FIN. USES TRANS. OUT (GL 536)	450,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	217,626	1,880,396.16	1,802,784.85		1,585,158.85	728.39
F. TOTAL BEGINNING FUND BALANCE	500,000		1,896,042.46			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	717,626		3,698,827.31			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810	Restricted For Other Items	0	.00
G/L 815	Restric Unequalized Deduct Rev	0	.00
G/L 821	Restricted for Carryover	0	.00
G/L 823	Restricted for Carryover of Tra	0	.00
G/L 825	Restricted for Skills Center	0	.00
G/L 828	Restricted for C/O of FS Rev	0	.00
G/L 830	Restricted for Debt Service	0	.00
G/L 835	Restrictd For Arbitrage Rebate	0	.00
G/L 840	Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845	Restricted for Self Insur	0	.00
G/L 850	Restricted for Uninsured Risks	0	.00
G/L 870	Committed to Other Purposes	450,000-	.00
G/L 872	Committd to Econmc Stabilizatn	0	.00
G/L 873	Committed to Depreciation Sub-F	0	.00
G/L 875	Assigned Contingencies	0	.00
G/L 884	Assigned to Other Cap Projects	0	.00
G/L 888	Assigned to Other Purposes	0	.00
G/L 890	Unassigned Fund Balance	1,167,626	3,698,827.31
G/L 891	Unassigned Min Fnd Bal Policy	0	.00
G/L 896	Change in Accounting Principles	0	.00
G/L 897	Change to or within the Financi	0	.00
	TOTAL	717,626	3,698,827.31

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2023

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	151,000	148.19	289.17		150,710.83	0.19
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	151,000	148.19	289.17		150,710.83	0.19
B. EXPENDITURES						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	.00	.00	0.00	.00	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	0	.00	.00	0.00	.00	0.00
C. OTHER FIN. USES TRANS. OUT (GL 536)	275,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	124,000-	148.19	289.17		124,289.17	100.23-
F. TOTAL BEGINNING FUND BALANCE	170,000		183,530.62			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	46,000		183,819.79			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810	Restricted For Other Items	0	.00
G/L 825	Restricted for Skills Center	0	.00
G/L 830	Restricted for Debt Service	0	.00
G/L 835	Restrictd For Arbitrage Rebate	0	.00
G/L 840	Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850	Restricted for Uninsured Risks	0	.00
G/L 861	Restricted from Bond Proceeds	0	.00
G/L 862	Committed from Levy Proceeds	0	.00
G/L 863	Restricted from State Proceeds	0	.00
G/L 864	Restricted from Fed Proceeds	0	.00
G/L 865	Restricted from Other Proceeds	0	.00
G/L 866	Restricted Impact Fees	270,000	103,597.18
G/L 867	Restrictd Mitigation Fees	0	.00
G/L 869	Restricted fr Undistr Proceeds	0	.00
G/L 870	Committed to Other Purposes	0	.00
G/L 889	Assigned to Fund Purposes	224,000-	80,222.61
G/L 890	Unassigned Fund Balance	0	.00
G/L 896	Change in Accounting Principles	0	.00
G/L 897	Change to or within the Financi	0	.00
	TOTAL	46,000	183,819.79

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	4,071,610	3,246,256.92	3,361,989.87		709,620.13	82.57
2000 Local Support Nontax	1,000	4,073.82	7,366.06		6,366.06-	736.61
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	725,000	.00	.00		725,000.00	0.00
Total REVENUES/OTHER FIN. SOURCES	4,797,610	3,250,330.74	3,369,355.93		1,428,254.07	70.23
B. EXPENDITURES						
Matured Bond Expenditures	8,870,000	.00	.00	0.00	8,870,000.00	0.00
Interest On Bonds	710,000	.00	.00	0.00	710,000.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	0	.00	.00	0.00	.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	9,580,000	.00	.00	0.00	9,580,000.00	0.00
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)	4,782,390-	3,250,330.74	3,369,355.93		8,151,745.93	170.45-
F. TOTAL BEGINNING FUND BALANCE	5,441,308		6,130,439.64			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	658,918		9,499,795.57			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	658,918		9,499,795.57			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	658,918		9,499,795.57			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	260,710	18,531.47	78,545.57		182,164.43	30.13
2000 Athletics	178,332	4,462.40	6,197.40		172,134.60	3.48
3000 Classes	219,200	2,551.00	5,033.94		214,166.06	2.30
4000 Clubs	568,580	48,243.64	65,771.26		502,808.74	11.57
6000 Private Moneys	21,100	195.20	415.20		20,684.80	1.97
Total REVENUES	1,247,922	73,983.71	155,963.37		1,091,958.63	12.50
B. EXPENDITURES						
1000 General Student Body	298,660	10,959.74	22,656.84	0.00	276,003.16	7.59
2000 Athletics	234,461	7,552.57	27,498.04	21,608.14	185,354.82	20.94
3000 Classes	229,100	3,660.25	3,930.50	7,459.84	217,709.66	4.97
4000 Clubs	622,037	23,016.75	26,196.21	26,065.26	569,775.53	8.40
6000 Private Moneys	29,275	602.80	602.80	0.00	28,672.20	2.06
Total EXPENDITURES	1,413,533	45,792.11	80,884.39	55,133.24	1,277,515.37	9.62
C. EXCESS OF REVENUES OVER(UNDER) EXPENDITURES (A-B)	165,611-	28,191.60	75,078.98		240,689.98	145.33-
D. TOTAL BEGINNING FUND BALANCE	277,387		361,478.59			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)	111,776		436,557.57			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	111,776		436,557.57			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	111,776		436,557.57			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2023

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	1,000	593.54	1,158.20		158.20-	115.82
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	1,000	593.54	1,158.20		158.20-	115.82
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	1,000	593.54	1,158.20		158.20-	115.82
D. EXPENDITURES						
Type 30 Equipment	4,000	.00	.00	0.00	4,000.00	0.00
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	4,000	.00	.00	0.00	4,000.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)	3,000-	593.54	1,158.20		4,158.20	138.61-
H. TOTAL BEGINNING FUND BALANCE	140,603		155,621.43			
I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	137,603		156,779.63			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	137,603		156,779.63			
G/L 830 RES FOR DEBT SERVICE	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	137,603		156,779.63			

********** End of report **********

STEILACOOM HISTORICAL SCHOOL DISTRICT
FINANCIAL INDICATORS
2022-23 Year End

Enrollment		
Enrollment Growth 2 yr average	-0.41%	
Enrollment Growth 1 yr	-1.52%	
Enrollment Budget vs Actual	-89.37	
Liquidity		
Quick Ratio (Cash&Investments / Short Term Liab)	42.72	
Current Ratio (Assets/Liabilities)	129.82	
Days Cash on Hand	11.43	
Facility Maintenance		
Expenditure per pupil	$ 1,151	
Common Size School Districts Prior Year	$ 1,075	
Expenditure % of Total Expenditures	6.62%	
Fund Balance and Reserves		
Change in Fund Balance (Deficit)	$ (1,660,813)	
Change as a % of Expenditures	-3.1%	
% Change in Fund Balance	-46.7%	
Fund Balance as % of Total Expenditures	3.55%	
Debt Management		
Amount of Bond Capacity Available	$ 258,281,831	
% of Bond Capacity Available	96.9%	
Amount of Short Term Borrowing Capacity Available	$ 15,995,887	
% of Short Term Borrowing Capacity Available	80.0%	
True Interest Rate on Long Term Debt	3.39%	

Budget vs. Actual Indicators		
Special Education Budget vs Actual	$ 1,340,090	
Other Categorical Programs B vs. A	$ (614,579)	
Total Revenue Budget vs. Actual	$ 763,350	
Total Expenses Budget vs. Actual	$ 480,959	
Local Economic/Demographic Information		
Special Education Percentage	12.91%	
Poverty Indicator (F/R Lunch)	31.00%	
One Year Growth % Assessed Valuation	17.50%	
Benchmark Indicators		
Days Cash on Hand	11.43	
Common Size School Districts	54.28	
% Budget Spent on Teaching	58.30%	
Common Size School Districts	58.85%	
% Budget Teaching and Teaching Support	68.48%	
Common Size School Districts	71.58%	
% Budget Spent on Central Administration	7.67%	
Common Size School Districts	7.43%	
Fund Balance per pupil	$ 617.68	
Common Size School Districts	$ 2,300.00	
Total Expenditures per pupil	$ 17,385.06	
Common Size School Districts	$ 15,270.00	

OSPI Financial Health Indicators

		Score
Unrestricted Fund Balance to Revenue Ratio	3.55%	2.0
Days Cash On Hand*	11.43	-
*OSPI measurement unreasonable and unattainable		

		Score
Expenditure to Revenue Ratio	103.4%	2.0
4-Year Budget Yrs w/ Positive Fund Balance	4 years	4.0
Overall Score		1.90

See Notes on Page 2

NOTES:	
(1) An Enrollment Indicator – funding for Washington State School Districts is driven from a nine-month rolling average Full Time Equivalent formula;	
(2) A Liquidity Indicator – focuses on cash and investments as the primary measure. Most of the 295 school districts in Washington State operate on a "cash basis";	
(3) A Facility Maintenance Indicator – includes costs associated with maintenance and custodial care, addressing protection of long term assets;	
(4) A Fund Balance and Reserve Indicator – with a trend component included to determine changes in financial position;	
(5) A Budget vs. Actual Indicator – with particular attention paid to salary components and categorical programs;	
(6) Economic Conditions Indicators – with nearly 20% of a school district's operating budget dependent on a popular vote, and with population changes impacting school programs, some economic indicators may serve as a predictor for upcoming fiscal issues;	
(7) A Debt Management Indicator – this may include both the remaining debt capacity and the current interest rate that was incurred by taxpayers on outstanding debt; and	
(8) Benchmark Indicators – focusing immediately on areas that are of public concern, benchmark data provides context regarding what is happening in like sized school districts (2021-22 Final Data for 3,000 to 4,999 enrollment)	
(9) OSPI Financial Health Indicator Scores are not published until later in the year. These are based on reported financial information from the district.	