# **BUDGET** LAWRENCE PUBLIC SCHOOLS

2018-2019 July 30, 2018

### Calendar of Future Board Action

July 30, 2018, Special Meeting Approve Budget for Publication and Notice of Budget Hearing

August 13, 2018 Board Meeting Budget Hearing, 7:00 p.m. ESDC 110 McDonald Drive

Approve Budget Following Budget Hearing

August 25, 2018 Certification with County and KSDE

# **MILL LEVY FUNDS**

### • OPERATING FUNDS

- General Fund
- Local Option Budget

### • OTHER LEVIED FUNDS

- Bond and Interest Fund
- Capital Outlay
- Special Assessments
- Adult Basic Education
- Cost of Living (COLA)

# **Special Revenue Funds**

- Adult Supplemental
- Bilingual Education
- Virtual Education
- Drivers Training
- Food Service
- Professional Development Fund
- Parent Education
- Summer School
- Special Education
- Career and Postsecondary Education (Vocational)
- Federal Funds
- Gifts and Grants
- KPERS Special Liability Retirement Fund
- At Risk K-12
- At Risk 4 Year Old

## **Other Special Revenue Funds**

Non-Budgeted Special Revenues Funds

- Actual Expenditures reported only
- Textbook/Student Materials Revolving Fund
- Special Reserve Fund (Health Care / Work Comp Reserves)
- Contingency Reserve Fund
- Activity Funds (not inclusive of student organizations/clubs)

At the end of the report, the board will be approving Form Code 99. Code 99 sets the Maximum Budget Authority and Maximum Mill Levy for 2018-2019

# **BUDGETED SPECIAL REVENUE FUNDS**

2018-2019



Healthy Schools

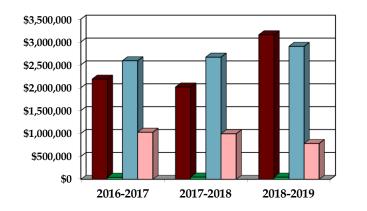
The Food Service Fund tracks all expenditures associated with preparing and serving breakfast and lunch meals in the District. The fund is supported by federal and state aid as well as from the sale of student and adult meals and catering events.

The Food Service budget currently does not require a transfer from general operating funds for support.

The Board of Education approved meal prices for the 2018-2019 school year at the July 2, 2018, Organizational Meeting.

		2014-15	2015-16	2016-17	2017-18	2018-19
Lunch	Elementary	2.40	2.50	2.60	2.65	2.70
	Middle School	2.60	2.70	2.80	2.85	2.90
	High School	2.65	2.75	2.85	2.90	2.95
	Reduced Price	.40	.40	.40	.40	.40
	Adults	3.45	3.45	3.5	3.55	3.65
Breakfast	Elementary	1.4	1.5	1.6	1.65	1.70
	Middle School	1.55	1.60	1.70	1.75	1.80
	High School	1.55	1.65	1.75	1.80	1.85
	Reduced Price	.30	.30	.30	.30	.30
	Adults	2.05	2.15	2.25	2.30	2.35

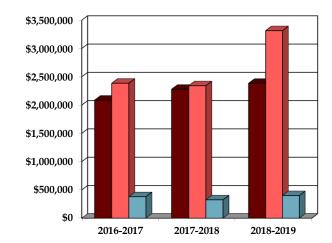




## **Food Service**

<ul><li>Local Revenue</li><li>State Revenue</li></ul>		2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
Federal Revenue Cash Carryover	Total Resources Available	5,851,015	5,726,638	6,891,908

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
<b>Total Expenditures</b>	4,857,847	4,944,681	6,100,000

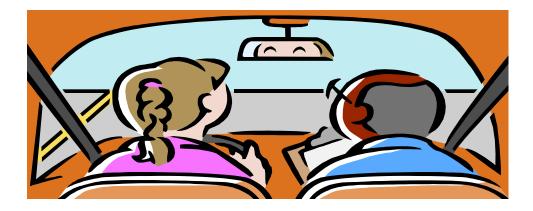


■Wages & Benefits ■Food ■Other

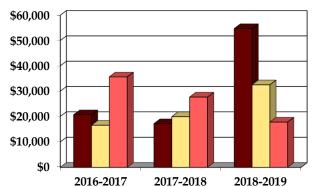
# **Drivers** Training

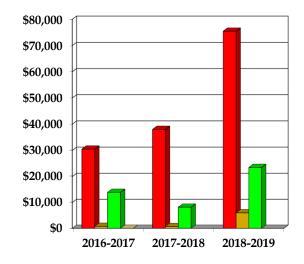
The Drivers Training Fund tracks the expenditures associated with the driver education program.

The Drivers Training Fund is supported by state aid and student fees. This program is set up to help provide professional training for students learning to drive.



## **Drivers Training**





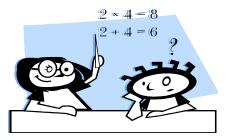
∎ Local □ State

Cash Carryover

	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Resources Available	79,703	72,836	105,000

■Wages & Benefits	
Instructional Mtls	
Vehicle Operation	

	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Expenditures	44,071	45,008	105,000



# **Summer School**

The Summer School Fund tracks expenditures for the district summer school programs. Revenue sources for this fund are primarily fee collections.

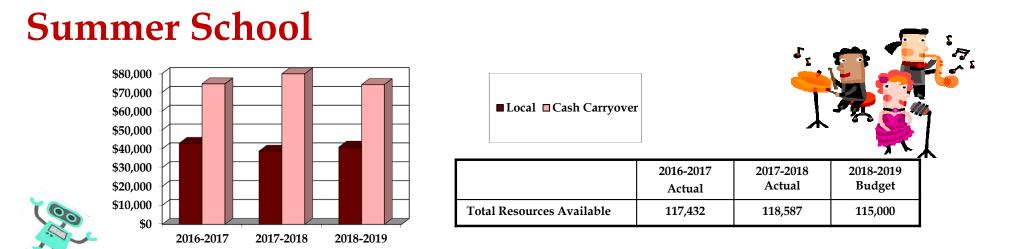


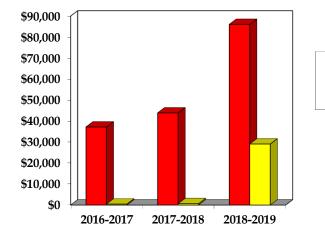
- Summer Music
- Summer High School Weights
- Summer Camp Robotics

Summer Credit Recovery is paid from the K-12 At Risk Fund

Summer school for special needs students is expended within the Special Education Fund.







∎Wages &	e Benefits
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□ Instructional Materials

	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Expenditures	37,585	44,458	115,000

# **Parent Education**

The Parent Education Fund is the district's Parents as Teacher matching state grant. District match for 2018-2019 will be 50%. The match in prior years has been 65%

Parents as Teachers is a free early childhood education program available to anyone who is pregnant or has a child under the age of three and who lives within USD 497's boundaries.

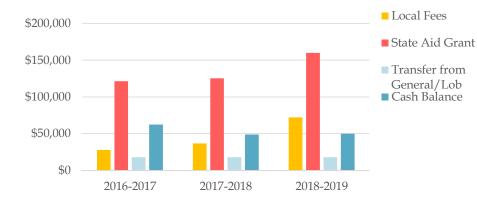
It is designed to give children the best possible start in life and to prepare them for school success by supporting parents in their role as their children's first and most influential teachers.

Lawrence Parents as Teachers is an affiliate program of the Parents as Teachers National Center, which uses an evidence-based curriculum infused with the most current neuroscience research to support child development and parent education.

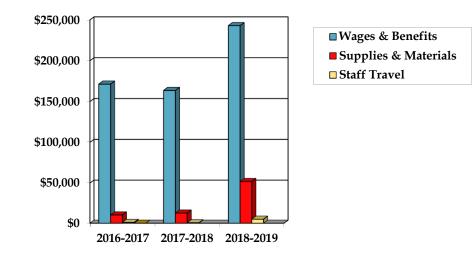
The program offers personalized visits, screenings, group connections and resource connections.







	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Resources Available	229,589	226,779	300,000



	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Expenditures	182,766	176,859	300,000

#### **Parents as Teachers**

### **KPERS Special Retirement Contribution Fund**

Through the 2005 Omnibus Appropriations Bill, the Kansas Legislature amended the procedures by which the state pays school districts' employer share of KPERS.

The change required KPERS to certify to the Kansas State Department of Education the employer's share of KPERS for every school district on a quarterly basis.

The Kansas State Department of Education sends the money to the district, which in turn immediately returns the money to KPERS.



During the 2015-2016 and 2016-2017 the state has only paid three of the four quarterly payments.

The 2017-2018 reflects four quarters; 2018-2019 budget publication is high enough to cover a 5<sup>th</sup> quarter if it were to occur, for catch up

During the Block Grant, KPERS was a part of the General Fund, and the state aid was a "pass-through." In 2017-2018, state aid will again be a direct payment to the KPERS Contribution Fund and not pass through the General Fund, this is because the LOB calculation is based on general fund again, and the pass through inflates that total for LOB purposes.

s.		2016-2017	2017-2018	2018-2019
		Actual (3 Qtrs)	Actual (4 Qtrs)	Budget (4-5 Qtrs)
	Total Expenditures	5,944,556	9,129,435	13,333,539

## **Professional Development Fund**

The In-Service Fund was established in 1985. A district was required to have an approved in-service plan on file with the Kansas State Board of Education before the In-Service Fund could be used.

*Eligible expenses include:* 

- Consultants' honorariums and travel expenses
- > Cost of materials used in training
- Salaries for substitute teachers for certified staff who have filed an Individual Development Plan (IDP), (not to exceed 25% of total in-service expenditures)
- Salary of secretarial personnel (not to exceed 1 hour per certified IDP on file)
- Registration fees and travel expenses for in-service workshops for certified employees who have plans on file

**In 2003-2004**, the fund name changed from the In-Service Fund to the **Professional Development Fund** and no state funding was provided. The fund revenues were entirely a transfer from General/LOB Funds and some reimbursement revenues.

From 2005-2006 through about 2008-2009, a small amount of state aid funding was provided for eligible expenditures, and then the state aid stopped.

Beginning in 2017-2018 the state began putting funds towards Professional Development again.

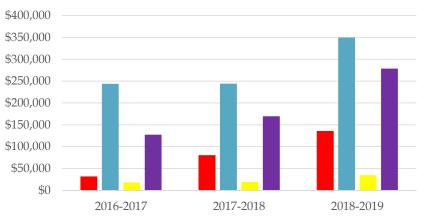
2017-2018	unaudited	87,491
2018-2019	budgeted	87,500

#### D. Professional Development Aid (Approved Programs Only)

1. Total estimated 2018-19 expenditures approved professional development	program =	700,000
2. Total potential state aid (Line 1 X 0.5)	=	350,000
3. Multiply legal maximum general fund budget X 0.005	=	368,377
4. Estimated state aid (lower of Lines 2 or 3)	=	350,000
5. Estimated prorated state aid (Line 4 X 0.25) to be paid on June 24, 2019	=	87,500



#### **Professional Development Fund**



#### Local

∎ Wages &

Benefits

Contracted

Services

#### State Aid

#### Transfer From

General/LOB

	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Total Resources Available	421,468	514,306	800,000

Supp Mate				
■ Staff	Travel			
		2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
	Total Expenditures	421,468	514,306	800,000

#### WEIGHTED Special Revenue Funds and the Virtual Education State Aid are Part of the District's Published Legal Max Authority for the General Fund and Local Option Budget (LOB)

All weighting calculations for the funds below will be based on audited 2018-2019 information

Unlike the base enrollment, which is be based on the audited 2017-2018 FTE enrollment.

- At Risk 4 Year Old
- Bilingual Education
- Career and Postsecondary Education (Vocational)
- At Risk K-12
- Virtual Education (State Aid)
- Special Education



### Form 150 General Fund Budget Authority



The 2018-2019 legal max is calculated on the 2017-2018 audited enrollment Full Time Equivalency (FTE)

#### USD Form 150 2018-2019 ESTIMATED LEGAL MAXIMUM GENERAL FUND BUDGET

General Fund Budget – Lines 1 through 18		
1. 2018-19 Adjusted FTE enrollment (Excludes 4 yr old at-risk.) (from Table I or Table IV)	= 10,704.8	
2. Estimated 2018-19 4yr old at risk FTE enrollment (See Footnote(e)) (At-risk students count as .5 FTE)	=35.0	
3. 2018-19 Total Adjusted FTE Enrollment including 4 yr old at risk (Line 1 + Line 2)	= 10,739.8	
TABLE I - Declining Enrollment Calculation1. September 20, 2017, FTE enrollment (Excludes 4 yr old at risk and virtual.)2. September 20, 2016, FTE enrollment (Excludes 4 yr old at risk and virtual.)3. FTE adjusted enrollment for budget purposes (higher of line 1 or 2).	USD#	$= \frac{497}{10,657.0}$ $= 10,704.8$ $= 10,704.8$
4. Total FTE adjusted enrollment including Kindergarten. (Goes to page 1, line 1 if no military provision; see Table IV.)		=10,704.8

(A) The At Risk 4 Year Old program is a state "Program Weighted Fund." The weighted funding is transferred from the General Fund to a Special Revenue Fund, where expenditures for the district's at risk 4 year old program are to be recorded.

4. Estimated 2018-19 weighted low enrollment and high enrollment.

(from line 3)	<u>    10,739.8</u> x	0.035040 factor (from Table II)	=	376.3
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## **Bilingual Education Weighting**

The Bilingual Education Fund tracks expenditures for the district's English as a Second Language program.

The Bilingual Fund is a state "Program Weighted Fund." The sole source of revenue is a transfer from the General Fund. Weighted funding is based on student contact hours with an ELL-endorsed staff member.

2018-2019 Bilingual Education Weighting is based on the higher number of student contact hours or headcount of enrolled and eligible students. (Audited 2018-19 and not prior year, like base enrollment)

5. Estimated 2018-19 Bilingual W	Veighting (a) (b)				=	145.4
A. (9/20/18 Contact Hrs	2,208.2+ 2/20/19 Contact Hrs	<u>0.0</u> ) / 6 × 0.395	=	145.4		
B. (9/20/18 ELL Headcount	759+ 2/20/19 ELL Hdct	<u>0</u> ) x .185	=	140.4		

Note: Bilingual weighting is based on the higher of contact hours or headcount.



### **Career & Technical Education (CTE)**

formerly known as the Vocational Education Fund



The Career and Technical Education Fund tracks all expenditures associated with the instruction of high-tech, equipment-intensive programs such as computers for business education and machines for auto classes and shop programs. Vocational Education or CTE (Career and Tech Education) courses typically require smaller class sizes as well.

The Career and Technical Education Fund is a state "Program Weighted Fund." Funding is based on contact hours for state-approved courses only.

The sole source of revenue in this fund is a transfer from the General/LOB Funds and a small amount of state aid funding for special transportation mileage.

<ol><li>Estimated 2018-19 Career 1</li></ol>	Fechnical Education (CTE) weighting (	
(9/20/18 CTE contact hrs	2,135.1+ 2/20/19 contact hrs	0.0) / 6 x 0.5

177.9

=



## At Risk Fund (K-12)

The At Risk Fund (K-12) is a state "Program Weighted Fund." The weighted funding is transferred from the General Fund to a Special Revenue Fund, where expenditures for the district's at risk programs (K-12) are to be recorded.

Beginning in 2017-2018, since full-day Kindergarten is now funded within the base enrollment, these funds cannot be used for the .5 FTE that was unfunded. Guidelines have been expanded slightly and in 2018-2019, the state will require all districts to spend these funds ONLY on what are considered "best practices" for use of At Risk K-12 Funds.

This weighting will be audited during 2017-18 and is estimated HIGH in order to capture all audited budget authority; It is not expected that the full published authority will be realized, and we should not commit expenditures to the fully published authority.

#### Estimated 2018-19 At-Risk Student weighting (d)

9/20/18 Free Lunch	3,536+ 2/20/19 Free Lunch	0 x 0.484	= _	1,711.4
8. Estimated 2018-19 High-De	ensity At-Risk Student Weighting (from Table VI, Line	2)	=	135.5

8. Estimated 2018-19 High-Density At-Risk Student Weighting (from Table VI, Line 2)

A few examples of how Lawrence uses the At Risk Fund include but are not limited to extended day, tutoring, credit recovery during the summer, pro-rated share of certified teacher salaries based on below proficient students K-12, instructional learning coaches pro-rated based on below proficient students K-12, elementary instructional support services math and reading.



New to Lawrence in 2017-2018 was the ability to realize some High Density Student Weighting on any building with a free lunch count % between 35% -50% and above 50%, this will be true as well in 2018-2019

			2018-2019	>=35% and <50%	>= 50% High	2018-2019
USD#	497		Percent	High Density	Density	High Density
	State_School				-	
LEA_ld	_Id	SchoolName	Free Lunch	At Risk	At Risk	WTD FTE
497	8185	Lawrence Virtual School	17.9%		0.0	0.0
497	8189	Sunflower Elementary	39.3%	5.4	0.0	5.4
497	8190	Prairie Park Elem	37.4%		0.0	2.3
497	8191	Broken Arrow Elem	33.3%	0.0	0.0	0.0
497	8194	Cordley Elem	43.6%		0.0	6.0
497	8195	Deerfield Elem	17.2%	0.0	0.0	0.0
497	8198	Hillcrest Elem	53.7%	0.0	16.6	16.6
497	8200	Kennedy Elem	63.0%	0.0	15.5	15.5
497	8202	Quail Run Elementary	16.3%	0.0	0.0	0.0
497	8204	New York Elem	52.5%	0.0	12.2	12.2
497	8206	Pinckney Elem	51.6%	0.0	13.4	13.4
497	8208	Schwegler Elem	48.5%	18.7	0.0	18.7
497	8210	Sunset Hill Elem	33.8%	0.0	0.0	0.0
497	8212	Woodlawn Elem	42.3%	4.7	0.0	4.7
497	8213	Langston Hughes Elem	7.5%	0.0	0.0	0.0
497	8214	Lawrence Liberty Memorial Central Mid School	50.7%	0.0	26.3	26.3
497	8215	Lawrence Billy Mills Middle School	42.7%	14.4	0.0	14.4
497	8216	Lawrence West Middle School	26.1%	0.0	0.0	0.0
497	8217	Lawrence Southwest Middle School	15.9%	0.0	0.0	0.0
497	8218	Lawrence High	30.5%	0.0	0.0	0.0
497	8224	Lawrence Free State High	18.7%	0.0	0.0	0.0

8. Estimated 2018-19 High-Density At-Risk Student Weighting (from Table VI, Line 2) = 135.5

This weighting will be audited during 2018-19 and is estimated HIGH in order to capture all audited budget authority; It is not expected that the full published authority will be realized, and we should not commit expenditures to the fully published authority.

### **Transportation Weighting**

Transportation weighting is based on number of students who reside in the district 2.5 miles or more from school and a density factor computed by the state. The weighting does not fully cover the cost of district transportation.

**TABLE III - Transportation Weighting** 1. Area of district in square miles 9-20-2018. 175.2 2. All public pupils transported or for whom transportation is being made available 9-20-2018 who reside in the district 2.5 miles or more (Estimated) 2,263.0 + 2-20-19 0.0= 2,263.0 3. Index of density = Line 2 2,263.0divided by Line 1 175.2= 12.917 4. Using index of density (Line 3), determine Per Capita Allowance. \$590 Factor A [BASE Change 1.00 Factor B [Transported Students times \$1.335.170 Per Capita Allowance Factor C [Factor B times Constant] \$1,335,170 \$1,335,170 Factor D [Factor C times Factor A (to Line 10, 6. Take higher of 2018-19 Trans. State Aid or 2016-17 Trans. State Aid 1,335,170 1,418,306Page 1) 1,418,306 = 2018 Sub for Senate Bill 423: In no event shall the transportation weighting of the school district result in the portion of such school district's state foundation aid

2018 Sub for Senate Bill 423: In no event shall the transportation weighting of the school district result in the portion of such school district's state foundation aid attributable to the transportation weighting being in excess of 110% of such school district's total expenditures from all funds for transporting students for the immediately preceding school year.

## **New Facilities Weighting**

Lawrence USD 497 is eligible for Year 2 of New Facilities Weighting for new classroom additions in several of our elementary schools that received construction improvements from the 2013 bond issue.

Year 2 of Additions to:

Pinckney Elementary Sunflower Elementary Schwegler Elementary Art Room

These are <u>NOT</u> ongoing funds. These funds are limited to a two-year window, and then go away. One-time funds should not be committed to ongoing costs, as there is no replacement revenue when they are gone.

2018-2019 is the last year for New Facilities Weighting.

#### 9. Estimated 2018-19 School Facilities Weighting (d)

9/20/18 School Facilities FTE	253.9	+ 2/20/19 School Facilities FTE	<u> </u>	0.25	=	63.5
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## **Special Education**

The Special Education Fund tracks all expenditures associated with the special education programs in the district. Included in the Special Education Fund is special transportation for students with special needs.

The source of revenue for Special Education is local money, federal grants, and a transfer from General Funds, which includes state aid.

Beginning in 2001-2002, the state aid for Special Education was converted to a weighted FTE and is part of the General Fund legal max calculation. The state aid funds are transferred to the Special Education Fund when received.

#### FORM 118 2018-2019 ESTIMATED SPECIAL EDUCATION REVENUE GENERAL FUND — SPECIAL EDUCATION AID

GENERAL FUND —SPECIAL EDUCATION AID	
(This form should be included with the budget document and filed with the State Board of Education)	
<ol> <li>Estimated number of Special Education Teachers (FTE*)</li> </ol>	251.2
2. Estimated (FTE*)Special Education Paraprofessionals 360.0 times .4 =	144.0
3. Total number of Special Education Teachers (Line 1 + Line 2)	395.2
4. Estimated State Aid due from 7-1-2018 to 6-30-2019 (Line 3 x \$30,610)	\$12,097,072
-Full-time equivalency	
TRANSPORTATION AID — SPECIAL EDUCATION	
Reimbursed Transportation Costs for Special Education.	
<ol><li>Contractual Services (includes mileage paid to parents)</li></ol>	\$3,200,000
12. Teacher travel (in-district)	\$70,000
13. Total of Lines 5 through 12	\$3,270,000
15. Net Transportation Cost (Line 13 minus Line 14)	\$3,270,000
16. Total Estimated Transportation Aid (7-1-2018 to 6-30-2019) (Line 15 x 80%)	\$2,616,000
17. Estimated Catastrophic State Aid (7-1-2018 to 6-30-2019)	\$100,000
18. Estimated Medicaid Replacement State Aid	\$250,000
20. Total Estimated Special Education Aid (7-1-2018 to 6-30-2019) (Line 4+16+17+18+19)	\$15,063,072
Estimated Special Education weighting. Amount of Sp. Ed. Funding (f) 15,063,072÷	\$4,165 = <u>3,616.6</u>

### **Virtual Education State Aid**

2018-2019 Virtual Education is no longer a weighting, it is a State Aid Calculation. It remains funded at the same level as 2016-2017 block grant level. The only change is the amount for students age 19 on Sept 20, was decreased.

- Full-Time Students 18 and under FTE X \$5,000
- Part-Time Students 18 and under FTE X \$1,700
- Students 19 on Sept 20, determine number of 1 hour credit courses pupil has passed and multiply the total credits by \$709 (down from \$933.)
- Add calculated amounts for total funds
- Estimates are HIGH. Enrollment for Virtual School doesn't end until September. The budget needs to be published high enough to capture all growth. Spending authority will only be the 2017-18 realized audited enrollment.

TABLE V Virtual Enrollment Weighting (K.S.A. 72-3715)		USD#	497
<ol> <li>Estimated 9/20/18 FTE enrollment for full-time students enrolled in virtual programs.</li> <li>Estimated 9/20/18 FTE enrollment for part-time students enrolled in virtual programs.</li> <li>Estimated Virtual Credits* (19 years and older).</li> <li>Estimated Virtual State Aid (Lines 1 plus 2 plus 3)</li> </ol>	1,200.0X 100.0X 45.00X	\$5,000 \$1,700 \$709	$= \frac{6,000,000}{170,000}$ $= \frac{170,000}{31,905}$ $= \frac{36,201,905}{100}$

\*No student shall be counted for more than 6 credits per year.

"VIRTUAL SCHOOL" means any school or educational program that: (1) is offered for credit (2) Uses distance-learning technologies which predominantly use internet-based methods to deliver instruction; (3) involves instruction that occurs asynchronously with the teacher and pupil in separate locations; (4) requires the pupil to make academic progress toward the next grade level and matriculation from kindergarten through high school graduation; (5) requires the pupil to demonstrate competence in subject matter for each class or subject in which the pupil is enrolled as part of the virtual school; and (6) require age-appropriate pupils to complete state assessment tests. (K.S.A. 72-6407) A pupil enrolled in a virtual school in a district but who is not a resident of the state of Kansas shall not be counted. (K.S.A. 72-6407)



## **Cost of Living Levy Fund**

This fund is based on the following formula:

The Kansas State Board of Education will determine (per KSA 72-6449)

- Statewide average appraised value of single family residences for the calendar year proceeding the current school year
- Multiply the amount by 1.25
- Average appraised value of single family residences for the district for the calendar year proceeding the school year
- Subtract from the school value the state value at 1.25
- If the amount is a positive number, the district is authorized to adopt the COLA fund; The district must be at the maximum LOB % as prescribed by the state.

16. Estimated Cost of Living weighting (Must have 31% LOB)

\$1,252,629

\_\_\_\_\_\$1,252,629÷ \$4,165 = \_\_\_\_

300.8

(maximum allowed for this district) (Amt district will use, up to the maximum)

## **Cost of Living Levy Fund and Other Special Levy Funds**

2017-2018		Tax Appeal COLA	Tax Appeal Declining	Tax Appeal Ancillary/Extra-Ordinary	
USD#		Used	Enrollment	Growth	Total
229	Blue Valley	6,691,925		10,523,689	17,215,614
230	Spring Hill			2,434,260	2,434,260
231	Gardner Edgerton	201,270		1,540,199	1,741,469
232	DeSoto	1,907,116		3,185	1,910,301
233	Olathe	7,619,704		14,508,006	22,127,710
489	Hays		241,727		241,727
497	Lawrence	1,181,661			1,181,661
512	Shawnee Mission	6,297,022	1,593,610		7,890,632
	Total	23,898,698	1,835,337	29,009,339	54,743,374

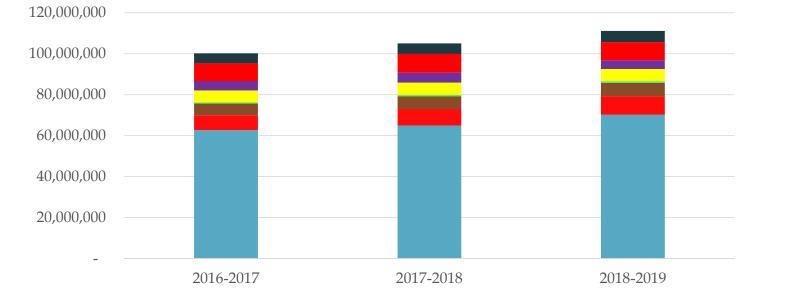
#### **State Defined Functions – Expenditure Classifications**

1000	INSTRUCTION Includes activities dealing directly with the interaction between teachers and students
2100	STUDENT SUPPORT SERVICES Activities designed to assess and improve the well-being of students and to supplement the teaching process. Includes expenditures for attendance and social work services, substance abuse, guidance, health, psychology, speech pathology, and audiology
2200	INSTRUCTIONAL SUPPORT Activities primarily for assisting instructional staff with content and process of providing learning experiences for students. Includes expenditures for curriculum development, techniques of instruction, child development and understanding, staff training, library media services, instruction-related technology, academic student assessment, etc.
2300	GENERAL ADMINISTRATION Activities concerned with establishing and administering policy for operating the district. Include Board of Education, Board Clerk, Board Treasurer, staff relations and negotiations, superintendent, assistant superintendents that do not fit into another function area.
2400	SCHOOL ADMINISTRATION Activities concerned with the overall administrative responsibility for a school. Includes principal, assistant principals, secretary support, etc.
2500	CENTRAL SERVICES Activities that support other administrative and instructional functions including fiscal services, human resources, planning and administrative information technology, etc.
2600	OPERATIONS AND MAINTENANCE Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in effective working condition and state of repair. These include the activities of maintaining safety in buildings, on the grounds, and in the vicinity of schools.
2700	STUDENT TRANSPORTATION Activities involved in operating vehicles for student transportation, from the time the vehicles leave the point of storage until they return to the point of storage. These include driving buses or other student transportation vehicles as well as contracted student transportation services

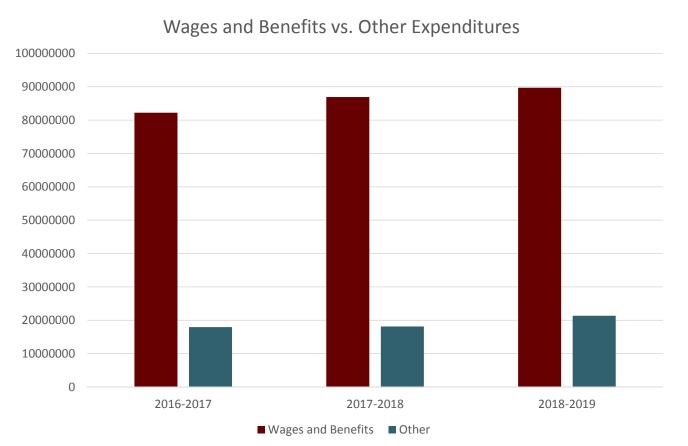
#### General Fund, Local Option Budget, Virtual, & Weighted Special Revenue Funds– Less Transfers

- 1000 Instruction
- **2200** Instructional Support
- **2400 School Administration**
- **2600** Facilities and Operations

- **2100 Student Services**
- **2300** General Administration
- 2500 Central Administration
- 2700 Transportation



- General Fund
- Local Option Budget
- At Risk 4 Year
- At Risk K-12
- Bilingual Education
- Career and Technical
- Virtual Education
- Special Education



#### General Fund, Local Option Budget, Virtual, & Weighted Special Revenue Funds– Less Transfers

- General Fund
- Local Option Budget
- At Risk 4 Year
- At Risk K-12
- Bilingual Education
- Career and Technical
- Virtual Education
- Special Education

### Form 150 General Fund Budget Authority



15. Estimated 2018-19 operating budget excludes COLA. (Lines 3 through 13 times BASE + Line 14)		<u> </u>	\$4,165 + 6201905 = _	\$78,289,309
16. Estimated Cost of Living weighting (Must have 31% LOB)	\$1,252,629	\$1,252,629÷	\$4,165 = _	300.8
	(maximum allowed for this district)	(Amt district will use, up to	o the maximum)	
17. Total General Fund Budget Authority including Cost of Living. (Fo	orm 150 Line 15 + Line 16)	<u> </u>	\$4,165 + 6201905 = _	\$79,542,141



#### Total Budget Authority 2018-2019 General Fund and Local Option Budget

2017-2018 General Fund and Local Option Budget (LOB) Legal Max Authority	per KSDE	Amount
2017-2018 General Fund		73,676,291
2017-2018 Local Option Budget		24,789,118
Total 2017-2018 Legal Max General Fund and Local Option Budget (LOB)		98,465,409
2018-2019 General fund		79,542,141
2018-2019 Local Option Budget		25,701,427
Total 2018-2019 Legal Max Published		105,243,568
	PUBLISHED 2018-2019 Increase over 2017-2018	6,778,159
Published Authority vs. Planned and Estimated		Amount
Published Increase of Funds		6,778,159
Planning Increase of Funds		4,793,401
Increase within Publication – Unavailable until Realized in AUDIT		1,984,758
At Risk K-12 Fund –unavailable authority unless realized		(123,548)
Virtual Education - unavailable authority unless realized		(133,922)
Special Education - unavailable authority unless realized		(1,462,894)
New Facilities - One time funding going away- not for ongoing expenditures		(264,394)
Change of Funding Increase from Planning		0.00
	ESTIMATED New Funds Available for 2018-2019	4,793,401

#### STATE OF KANSAS

Budget 2018-19

#### Unencumbered Cash Balance by Fund

Fund # July 1, 2016 July 1, 2017 July 1, 2018 Fund Name Change Notes General 6 19.404 0 933 933 Enrollment Audit Adjust/Deduct 18-19 State Aid Federal Funds 7 (253.812)(788,235) (164, 906)623,329 Reimbursement 679.870 offsets Mill 18-19/unable to use for any other purpose Supplemental General 8 1.760.032 1.210.262 1.890.132 (108.440) sole use for Adult Education/declining Adult Education 10 753,770 776,045 667,605 At Risk (4yr Old) 11 246,482 149,749 101,782 (47,967) sole use for AR 4 Year Old ECH program/declining Adult Supplemental Education 12 25,981 25,981 25,981 At Risk (K-12) 13 **OZERO** 0 0 0 0 0 0ZERO Bilingual Education 14 0 Virtual Education 15 0 0 0 **OZERO** 1,963,482 sole use Capital Improvement Plan/Timing of summer work activity reflective after Capital Outlay 16 4,432,670 4,360,646 6,324,128 July 1 - focus of work during 17-18 from bond fund projects. (9.862) sole use for Drivers Training/declining Driver Training 18 35,632 27,646 17,784 Food Service 24 1,026,941 993,168 781,957 (211,211) sole use for Food Service Program/declining Professional Development 26 0 0 0ZERO Parent Education Program 28 49,920 3.097 sole use for Parents as Teacher Program 62,427 46.823 79,847 74,129 Summer School 29 (5,718) sole use for Summer School Programs/declining 74,517 Special Education 30 5,511,810 5,427,310 5,381,714 (45.596) Sole use for Special Education/declining (41,567) offsets Mill 18-19/unable to use for any other purpose Cost of Living 33 60,371 377,464 335,897 Career and Postsecondary Education 34 19.872 0 0 (19.872)632,372 restricted for purpose of grant/fundraising/donation Gifts/Grants 35 1,394,827 1,800,580 1,168,208 (2,386,258) Health and work comp reserves covering deficit spending/ongoing health and work 47 Special Reserve 6.706.195 4,508,348 2,122,090 comp expenditures/declining OZERO - revolving account for State Share of KPERS 51 KPERS Spec. Ret. Contribution 0 0 0 Contingency Reserve (711,568) Emergencies/Deficit spending/ balance is declining 53 6.408.307 3.671.596 2.960.028 175,539 Instructional Materials/texts/student and teacher instructional resources, adoptions Text Book & Student Material 55 951,924 1,039,798 1,215,337 planned for 18-19 reduction expected 56 101.522 155,795 Activity Fund 126.241 (155.795) Increase is to cover 2017 bond issue principal and interest add to debt service due 62 Bond and Interest #1 14,936,281 12,853,065 14,130,055 1,276,990 Sept 1, and provide for payment of pending 2018 principal and interest due during the next 18 months after 2nd sale in September USD TOTAL 44,255,2810 36,073,834 37,870,941 1,797,107 Accounts that can be used for operating expenditures - Transfers between funds (3,211,261)

USD#497

### **Cash Reserves – Recommendations from Governmental Finance Officers Association (GFOA)**

10% or less in low risk financial conditions

- 10-15% for low to moderate risk
- 15-25% for moderate to high risk
- 25% or higher for high risk conditions

The % calculation for seeing were the district fits in this chart

Unencumbered Balances for the operating funds within the Legal Max General and Local Option Budget calculations, plus Contingency Reserve and the Special Reserve (Health and Workers Comp) to the General Fund and Local Option Budgets

Unencumbered Cash Balances	18,872,794	13,776,875	10,565,614
General Fund and Local Option Budget (LOB)	99,187,765	100,413,884	105,243,568
% to Budgets	19.03%	13.72%	10.04%

# **Budget Planning**

Description	FTE	Budget Addition	Budget Reduction	Comments
Discontinue Warehouse Lease (Rent)			162,788	
Deficit Spending, expenditures in excess of revenue		1,400,000		Utilities, technology, health increases from Health Reserve cash balance, previous years increases to staff compensation. Recommend minimum of 50% be addressed
Middle School Staffing Ratio	.56	34,243		
High School Staffing Ratio	3.50	214,022		
CTE Staffing Ratio	.30	18,345		
ESL Staffing Ratio	1.75		107,011	
Add Elementary Guidance Counselors	3.00	183,447		Increase in FTE will give each Elementary School a full time Guidance or School Mental Health Support Professional
Elementary Contingency	3.00		183,447	Reduction of Elementary Contingency Staffing Pool from 10FTE to 7FTE
AVID Section at 7 <sup>th</sup> Grade	.40	24,460		
Secondary Contingency	.40		24,460	Reduction of Secondary Contingency Staffing Pool from 5FTE to 4.6 FTE
High School General Fund Social Workers	2.00	122,298		
Secondary Contingency	2.00		122,298	Further reduction of Secondary Contingency Staffing Pool from 4.6FTE to 2.6FTE
Deaf/Hard of Hearing Teacher	.50	30,575	30,575	Add, offset by Categorical Aid AND Federal Medicaid Funds will offset the cost in excess of Categorical Aid
Audiologist	.50	24,460	24,460	Add, offset by Categorical Aid AND Federal Medicaid Funds will offset the cost in excess of Categorical Aid
Integration Specialist	.50	24,460	24,460	Add, offset by Federal grant Funds

## **Budget Planning**

Description	FTE	Budget Addition	Budget Reduction	Comments
Maintenance Grounds Arborist	1.0		42,464	Vacant Position
Grounds Manager	1.0	51,942		New Position
Director of Middle School	1.0		118,336	
Director of Curriculum	.75	88,752		Change from (5/14) (.65 changed to .75)
Administrative Assistant (T&L)	1.0	39,686		
Net Change Assistant Director to Director of Early Childhood		8,067		Restructure within Student Services Department, Early Childhood, Parents as Teachers, Tiny K
Supervisor of Technology	1.0		73,695	
Net Change Assistant Director to Director	1.0	9,719		Students Services Equity, Instruction
Net Change Assistant Director to Director	1.0	3,937		Curriculum, Instruction and Assessment, Technology
Change to Deputy Superintendent contract		20,000		Board approved change in contract
New Superintendent Contract		10,000		Change from existing position, Board approved
Elementary PE Specials	.40	24,460		
Nurse Facilitator	.60	36,689		
Communication Specialist	1.0	50,153		
Registered Nurse	1.0	61,149		Hire Nurse instead of contracting services
4 Tech Team Supplemental Assignments		15,020		Middle School

# **Budget Planning**

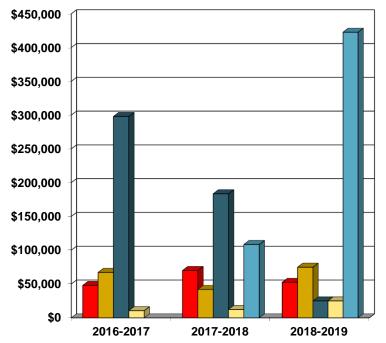
Description		Budget Addition	Budget Reduction	Comments
Intervention Specialist – Middle School	2.0	122,298		Board Approved May 14, 2018
Special Education Teachers	3.0	183,447	91,830	Board Approved May 14, 2018 (note Expense offset is Categorical Aid – per SPED Teacher FTE)
Fringe Benefit Increase (Health, Dental, Vision) All Employee Groups		1,114,231		Includes Fringe Increase of 10.5% increase, (includes fringe being paid for early retire benefit) Board Approved
NEW Funding planned			4,793,401	
Sub Total		3,915,860	5,799,225	
Remaining Unallocated New Authority			\$1,883,365	
Certified Compensation				Negotiations Pending
Supplemental Assignments				Negotiations Pending
Classified Compensation				Pending
Administration Compensation				Pending

# **Levied Funds**

2018-2019

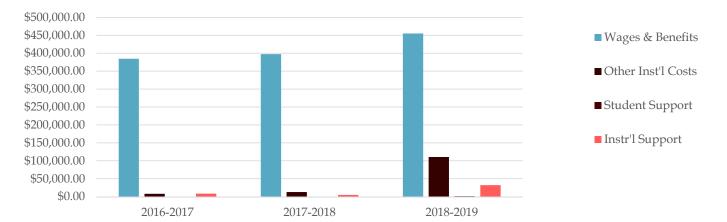
### **Adult Basic Education**

The Adult Basic Education Fund is a special revenue fund for expenditures related to the GED program. The revenue into this fund is from fees for GED scoring, state aid, federal aid and a small mill levy approved by the Board of Education.









### **Adult Basic Education Expenditures**



The Maximum mill levy authorized for this fund is .500

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
Total Expenditures	401,381	416,187	600,000

Mill Levy	.247	.146	.000 projected

# **Capital Outlay**

The Capital Outlay Fund is used for maintaining facilities, purchasing new equipment and replacement of old equipment, along with meeting growth concerns when a bond issue cannot be passed.

The Board of Education has authority to levy a maximum of 8 mills in the Capital Outlay Fund for perpetuity.

A report on Capital Outlay is part of the Capital Improvement Plan that comes to the board in December or January each fiscal year.

This budget is published high to ensure there is budget authority if there is an unforeseen facilities emergency.

	2016-2017 Actual	2017-2018 Actual	2017-2018 Budget
Total Expenditures	13,104,879	10,390,667	15,890,720

Mill Levy	7.910	7.802	8.000 Projected



### **Special Assessments**

The Special Assessment Fund is to pay for public improvements benefiting such real property owned by the district. This includes sewer, storm water drainage, sidewalks, etc. Assessments could be county or city.

The district has the authority to issue whatever mill levy it takes to fund the payment of these assessments.

	2016-2017	2017-2018	2018-2019
	Actual	Actual	Budget
Special Assessment Taxes	14,462	6,467	300,000

Mill Levy	.058	.000	.000 projected
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### **Bond & Interest**

The Bond and Interest Fund is used to make principal and interest payments on long-term obligations.

The district is authorized to issue whatever mill levy is required to fund the payment of principal and interest on these outstanding general obligation bonds.

In 2017, the community approved an \$87 million bond issue, projecting a 2.4 mill increase to the B&I Fund.

The first half of the bonds were sold in 2017, and the 2<sup>nd</sup> half of the bonds will be sold in 2018.

Instead of a 2.4 mill increase over the 2016-2017 mill of 9.5, the two year cumulative actual increase is 1.484 mill, .916 mill less that projected during the bond campaign

		7/1/2016	7/1/2017	7/1/2018	
Balance of: (	General Obligation Bonds	125,905,000	116,310,000	202,205,000	
	o look at 18 months when setting Mill t Cash Flow obligations for Debt	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	07-01-19 to 12-31-2019 Budget
Principal		9,595,000	7,280,000	8,695,000	7,190,000
Interest & C	ommissions	4,788,158	5,025,651	6,357,999	3,860,359
Total		14,383,158	12,305,651	15,052,999	11,050,359
	Mill Levy	9.500	10.435	10.984 Projected	

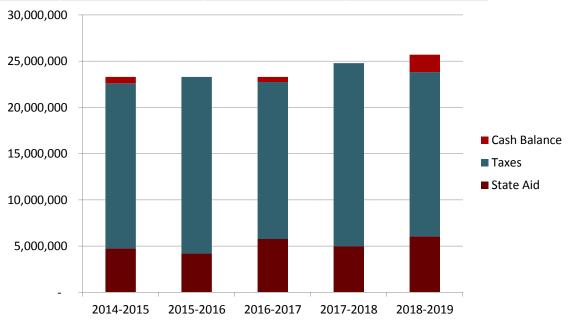
#### 2018-2019 Local Option Budget

Local Option Budget State Aid will again be allowed to follow the formula: 33% of the General Fund.

	2014-2015 Actual	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget
Budget	<u>23,297,182*</u>	<u>23,297,182*</u>	<u>23,297,182*</u>	<u>24,789,118</u>	<u>25,701,427</u>
State Aid	**4,768,517	4,203,557	5,775,047	4,994,916	6,070,677
Taxes	17,832,131	19,093,625	16,972,041	19,794,202	17,740,618
Cash Balance	696,534	0	550,094	0	1,890,132
Total Legal Max	<u>23,297,182</u>	<u>23,297,182</u>	<u>23,297,182</u>	<u>24,789,118</u>	<u>25,701,427</u>
Mill Levy	15.897	17.373	14.245	16.702	14.750

#### \*Block Grant Funding

- The revenue for this fund comes from two basic sources: State Aid and Local Taxes.
- \*\*When the mill levy was set for this budget year the district expected and budgeted for \$5,985,375, but the state of Kansas reduced the amount mid-year, causing the district to use more cash reserves to fill the gap in lost revenue which triggered a higher mill levy in the following budget year to recoup the loss.





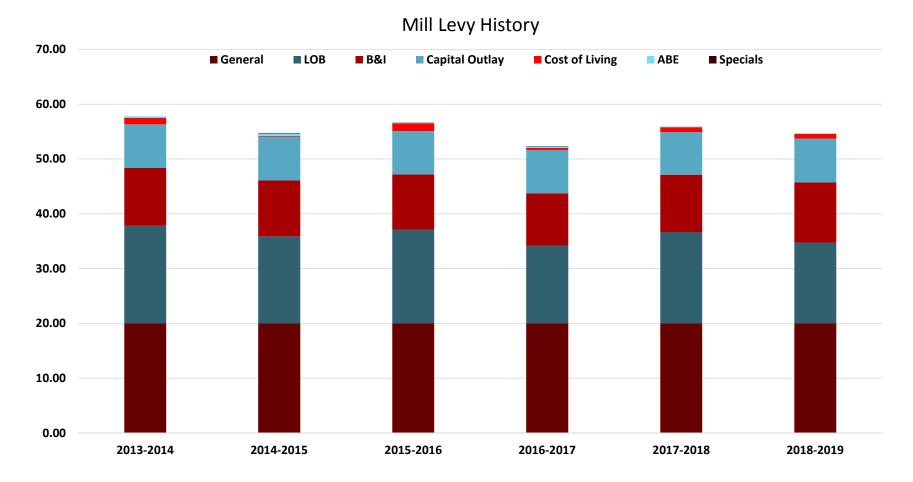
### **Assessed Valuation History**

Fiscal Year	% Change	All Levied Funds Except General	General Fund
2007-2008	3.35%	973,752,838	916,451,969
2008-2009	0.13%	975,007,225	917,605,285
2009-2010	-1.23%	963,038,628	904,943,774
2010-2011	0.59%	968,755,909	910,616,955
2011-2012	0.97%	978,187,698	919,687,576
2012-2013	0.76%	985,579,241	926,932,768
2013-2014	.69%	992,393,634	937,696,549
2014-2015	2.408%	1,016,292,269	957,231,832
2015-2016	2.896%	1,045,729,023	986,437,070
2016-2017	3.268%	1,079,898,829	1,020,289,707
2017-2018	5.396%	1,138,164,961	1,078,061,594
2018-2019 (Estimate)	3.552%	1,178,590,407	1,129,009,917

### Mill Levy History and Estimate for 2018-2019

	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
General Fund	20.000	20.000	20.000	20.000	20.000	20.000
Local Option Budget	17.836	15.897	17.126	14.245	16.702	14.750
Bond and Interest	10.539	10.208	10.073	9.500	10.435	10.984
Capital Outlay	7.972	7.902	7.904	7.910	7.802	8.000
Cost of Living	1.192	0.185	1.446	0.400	0.865	0.892
Special Assessment	-	0.066	0.011	0.058	-	-
Adult Education	0.249	0.494	0.099	0.247	0.146	-
Total	57.788	54.752	56.659	52.360	55.950	54.626
Change		(3.04)	1.91	(4.30)	3.59	(1.32)

#### Mill Levy History and Estimate for 2018-2019



## **Comparing Actual to Budget**

- •Remember that school districts must budget "high" for authority, and cannot exceed the published amount, even if there are revenues that would allow them to exceed it.
- •To exceed the maximum authority, the budget would have to be re-published, and in some cases, certain levied funds cannot be republished.
- •If a published budget authority is exceeded, beyond any reimbursement income, it is a statutory violation and is a financial red flag when agencies such as Moody's review audited financials for bond ratings.



### **Approving Code 99 for Publication**

- Code 99 Page 2 Line 110 NET USD Expenditures shows the District Expenditures and budget after removing transfers between funds NET Expenditures
- Also note that the budget is published High, levied funds cannot be republished, and a school district cannot spend more than the published amount, even if there are revenues available to spend.

Budget Less Transfers	2018-2019	\$1	170,885,457	
Actual Less Transfers	2017-2019	\$1	148,440,532	\$22,444,925
Highlighted Changes				
Capital Outlay		\$	5,500,053	
Bond and Interest		\$	2,747,348	
Special Education		\$	3,120,946	
Virtual Education		\$	2,098,764	
KPERS		\$	4,204,104	
Gifts and Grants (publish	ed high for possible future grants and donations)	\$	2,468,386	
General & LOB net trans	fers and Various others budget changes	\$	2,305,324	
Total change from prior	year actual			\$22,444,925

STATE OF KANSAS							USD#	497
Budget Form USD-A								
2018-2019								
		NOTICE OF HE	ARING 2	2018-2019 BUDGE	г			
The governing body	/ of Unifie	ed School District 4	197 will n	neet on the 13th d	ay of Aug	just, 2018 at 7:00 j	om,	
at 110 McDonald Drive	for the p	ourpose of hearing	and ansv	vering objections of	taxpaye	rs relating to the pr	oposed	
use of all funds and the ar	nount of	tax to be levied. D	etailed b	udget information (	including	budget profile) is a	vailable at	
	ESD	C Business Office	and will	be available at this	hearing.			
The Amount of 2018 Tax to be I	_evied ar	nd Expenditures (pu	ublished	below) establish th	e maximu	um limits of the 20 <sup>°</sup>	18-2019 Budget.	
The "Est. Tax Rate" in the far right col	umn, sh	own for comparativ	e purpos	es, is subject to sli	ght chang	ge depending on fir	nal assessed valu	ation.
		2016-2017 Actual		2017-2018 Actual		PROPOSED	PROPOSED BUDGET 2018-20	
		A = 1 1	Actual	A = 1 = - 1	Actual		Amount of 2018	Est.
	Code	Actual	Tax	Actual	Tax	Europe and ality and a	Tax to	Tax
	99	Expenditures	Rate*	Expenditures	Rate*	Expenditures	be Levied	Rate*
OPERATING	Line	(1)	(2)	(3)	(4)	(5)	(6)	(7)
General	06	78,680,497	20.000	75,429,214	20.000	79,542,141	22,580,198	20.000
Supplemental General (LOB)	08	23,507,268	14.245	24,984,670		25,701,427	17,383,975	14.75
SPECIAL REVENUE	08	23,507,288	14.245	24,984,870	16.702	25,701,427	17,363,975	14.750
Adult Education	10	401,381	0.247	416,187	0.146	600,000	0	0.000
Adult Supplemental Education	12	401,381	0.247	416,187		25,981	0	0.000
Bilingual Education	14	1,788,129		1,135,040		1.350.000		
Virtual Education	15	4,633,205		4,226,236		6,325,000		
Capital Outlay	16	13,104,879	7.910	10,390,667	7.802	15,890,720	9,428,723	8.000
Driver Training	18	45,190	7.010	46,924	7.002	105,000	5,420,720	0.000
Extraordinary School Program	22	0		0		0		
Food Service	24	4,857,847		4,944,681		6,100,000		
Professional Development	26	421,468		514,306		800,000		
Parent Education Program	28	182,766		176,859		300,000		
Summer School	29	37,585		44,458		115,000		
Special Education	30	23,950,288		25,997,554		29,118,500		
Career and Postsecondary Education	34	1,901,470		1,892,432		2,350,000		
Special Liability Expense Fund	42	0	0.000	0	0.000	0	0	0.00
School Retirement	44	0	0.000	0	0.000	0	0	0.000
Extraordinary Growth Facilities	45	0	0.000	0	0.000	0	0	0.00
Special Reserve Fund	47	11,409,438		12,240,512				
Federal Funds	07	2,812,118		2,474,659		3,122,094		
Gifts and Grants	35	508,171		550,742		3,019,128		
At Risk (4Yr Old)	11	477,170		449,434		590,000		
Cost of Living	33	1,307,199	1.400	1,181,661	0.865	1,500,000	1,051,265	0.89
At Risk (K-12)	13	4,935,284		7,056,053		7,800,000		
Declining Enrollment	19	0	0.000	0	0.000	0	0	0.00

STATE OF KANSAS							USD#	497
Budget Form USD-A								
2018-2019		2016-2017 Actual		2017-2018 Actual		PROPOSED BUDGET 2018-2		
		Actual			Actual		Amount of 2018	
	Code	Actual	Tax	Actual	Tax		Tax to	Tax
Fund—Continued	99	Expenditures	Rate*	Expenditures	Rate*	Expenditures	be Levied	Rate*
	Line	(1)	(2)	(3)	(4)	(5)	(6)	(7)
KPERS Special Retirement Contribution	51	5,944,556		9,129,435		13,333,539		
Contingency Reserve	53	2,750,000		711,568				
Textbook & Student Material Revolving	55	749,557		670,360				
Activity Fund	56	1,439,541		1,507,919				
DEBT SERVICE								
Bond and Interest #1	62	14,383,158	9.500	12,305,651	10.435	15,052,999	12,945,425	10.984
Bond and Interest #2	63	0	0.000	0	0.000	0	0	0.000
No-Fund Warrant	66	0	0.000	0	0.000	0	0	0.000
Special Assessment	67	14,462	0.058	6,467	0.000	300,000	0	0.000
Temporary Note	68	0	0.000	0	0.000	0	0	0.000
COOPERATIVES**								
Special Education	78	0		0		0		
TOTAL USD EXPENDITURES	100	200,242,627	53.360	198,483,689	55.950	213,041,529	63,389,586	54.626
Less: Transfers	105	55,126,031	xxxxxx	50,043,157	xxxxxx	42,156,072	×××××××	xxxxxxx
NET USD EXPENDITURES	110	145,116,596	xxxxxx	148,440,532	xxxxxx	170,885,457	******	******
TOTAL USD TAXES LEVIED	115	56,487,886	*****	62,137,108	*****	63,389,586	******	*****
OTHER								
Historical Museum	80	0	0.000	0	0.000	0	0	0.000
Public Library Board	82	0	0.000	0	0.000	0	0	0.000
Public Library Board Employee Benefits	83	0	0.000	0		0		
Recreation Commission	84	0	0.000	0	0.000	0	0	0.000
Rec Comm Emp Benefits & Spec Liab	86	0	0.000	0	0.000	0	0	0.000
TOTAL OTHER	120	0	0.000	0	0.000	0	0	0.000
TOTAL TAXES LEVIED	125	56,487,886		62,137,108		63,389,586		
Assessed Valuation - General Fund	128	\$1,020,289,707		\$1,078,061,594		\$1,129,009,917	1	
Assessed Valuation - All Other Funds	130	\$1,079,898,829		\$1,138,164,961		\$1,178,590,407	1	
Outstanding Indebtedness, July 1		2016		2017		2018		
General Obligation Bonds	135	125,905,000		116,310,000		202,205,000		
Capital Outlay Bonds	140	0		0		0		
Temporary Note	145	0		0		0		
No-Fund Warrant	150	0		0		0		
Lease Purchase Principal	153	0		0		0		
TOTAL USD DEBT	155	125,905,000		116,310,000		202,205,000		
				ressed in Mills				
President		** Spor	isoring L	District Only		Clork	of the Board	
						CIEFR	to the Board	

### Calendar of Future Board Action

July 30, 2018, Special Meeting Approve Budget for Publication and Notice of Budget Hearing

August 13, 2018 Board Meeting Budget Hearing, 7:00 p.m. ESDC 110 McDonald Drive

Approve Budget Following Budget Hearing

August 25, 2018 Certification with County and KSDE

### **Questions??**

Motion:

"I move the board of education approve, for publication, the 2018-2019 budget maximums and mill levies as noted on budget form Code 99 with a budget hearing scheduled for August 13, 2018, 7:00pm."