

Potterville Public Schools, Eaton County, Michigan
General Appropriations Resolution for Fiscal Year 2016-2017
Initial Budget
June 13, 2016

A regular meeting of the Potterville Public Schools' Board of Education, Eaton County, Michigan was held June 13, 2016 at 6:00 p.m., Eastern Daylight Time.

PRESENT: Members: C. CARRIGAN, J. LEHMAN, J. ROBERTSON, A. SCHMALBACH, J. TEMSEY

ABSENT: Members: C. HAMPTON, L. SMALLEY

Resolved, that this resolution shall be the general appropriations resolution of Potterville Public Schools for the 2016-2017 fiscal year; a resolution to make amendments for the General Fund, the Building & Site ("Sinking") Fund, the 2012 Capital Projects Fund, the Debt Retirement Funds, and the Food Service Fund; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Potterville Public Schools.

Be it further resolved, that the total revenues, expenditures, and unappropriated fund balance estimated to be available for appropriation in the **General Fund** of the school district for fiscal year 2016-2017, which includes 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is attached and other millage as included on the 2016 Tax Rate Request ("L-4029") form approved by the board of education in 2016.

Be it further resolved, that the total revenues, expenditures, and unappropriated fund balance estimated to be available for appropriation in the **Building & Site ("Sinking") Fund** of the school district for fiscal year 2016-2017 is attached.

Be it further resolved, that the total revenues, expenditures, and unappropriated fund balance estimated to be available for appropriation in the **2012 Capital Projects Fund** of the school district for fiscal year 2016-2017 is attached.

Be it further resolved, that the total revenues, expenditures, and unappropriated fund balance estimated to be available for appropriation in the **Debt Retirement Funds** of the school district for fiscal year 2016-2017 is attached.

Be it further resolved, that the total revenues, expenditures, and unappropriated fund balance estimated to be available for appropriation in the **Food Service Fund** of the school district for fiscal year 2016-2017 is attached.

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved, that for purposes of meeting emergency needs of the school district, transfers of appropriations (between functions) may be made upon the written authorization of the Superintendent but no other transfers shall be made without prior approval of the Board of Education. When the designated person, the Superintendent, makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

Ayes: C. CARRIGAN, J. LEHMAN, J. ROBERTSON, A. SCHMALBACH, J. TEMSEY

Nays: NONE

Abstained: NONE

To meet transparency reporting requirements, a copy of the revised budgets will be posted on the district's transparency reporting website after adoption of this resolution.

The Resolution is declared ADOPTED.

Angela Schmalbach

Angela Schmalbach, Secretary
Board of Education
Potterville Public Schools

Certification

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF THE RESOLUTION duly made, supported and approved by the Board of Education of Potterville Public Schools, held on June 13, 2016, that the meeting was duly legally and properly called and held, that all members of the School Board named as being present at the above meeting were, in fact, present at the meeting (such members constituting a quorum of the Board of Education) at the time the motions were considered and voted upon, and that public notice of the meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended.

Angela Schmalbach

Angela Schmalbach, Secretary
Board of Education
Potterville Public Schools

General Fund Summary of Revenues and Expenditures

	2014-15	2015-16	Proposed 2015-16		Proposed 2016-17	
Revenues	Actual	Spring Revision	Final Revision	Change	Initial Budget	Change
1XX Local Sources	939,261	923,108	907,931	\$ (15,177)	\$ 929,523	\$ 21,592
3XX State Sources	6,755,991	7,009,481	7,019,091	\$ 9,610	\$ 6,755,346	\$ (263,745)
4XX Federal Sources	524,958	585,426	596,114	\$ 10,688	\$ 300,779	\$ (295,335)
Incoming Transfers &						
5XX-6XX Other	228,583	223,198	235,147	\$ 11,949	\$ 639,951	\$ 404,804
Total Revenues	8,448,793	8,741,213	8,758,283	\$ 17,070	\$ 8,625,599	\$ (132,684)
Expenditures						
11X Basic Program	3,975,727	4,176,570	4,087,210	\$ (89,360)	\$ 3,629,044	\$ (458,166)
12X Added Needs	791,642	800,726	802,571	\$ 1,845	\$ 881,871	\$ 79,300
Adult and Continuing						
13X Education	84,290	111,246	116,580	\$ 5,334	\$ 112,546	\$ (4,034)
21X Pupil Support Services	523,965	462,288	458,115	\$ (4,173)	\$ 735,944	\$ 277,829
22X Instructional Support	266,891	390,683	390,189	\$ (494)	\$ 385,617	\$ (4,572)
23X General Administration	224,586	257,087	256,226	\$ (861)	\$ 259,637	\$ 3,411
24X School Administration	564,536	480,859	485,152	\$ 4,293	\$ 565,573	\$ 80,421
25X Business Services	243,373	255,147	247,460	\$ (7,687)	\$ 263,083	\$ 15,623
Operation &						
26X Maintenance	841,050	1,014,153	998,662	\$ (15,491)	\$ 852,424	\$ (146,238)
27X Transportation	296,843	284,274	301,635	\$ 17,361	\$ 330,514	\$ 28,879
28X Central Services	115,163	166,167	151,690	\$ (14,477)	\$ 105,808	\$ (45,882)
29X Other	179,440	190,989	205,567	\$ 14,578	\$ 193,044	\$ (12,523)
3XX Community Services	331,614	308,695	332,761	\$ 24,066	\$ 351,888	\$ 19,127
Outgoing Transfers &						
4XX Other Trans.	-	-	-	\$ -	\$ -	\$ -
5XX Debt Service	5,324	-	-	\$ -	\$ -	\$ -
6XX Fund ModifiCAtions	-	-	-	\$ -	\$ -	\$ -
Total Expenditures	8,444,444	8,898,884	8,833,818	\$ (65,066)	\$ 8,666,993	\$ (166,825)
Beginning fund balance	521,625	525,974	525,974		\$ 450,439	
Revenue over (under)						
expenditures	4,349	(157,671)	(75,535)	\$ 82,136	\$ (41,394)	
Ending fund balance	525,974	368,303	450,439	\$ 82,136	\$ 409,045	
Total expenditures	8,444,444	8,898,884	8,833,818		\$ 8,666,993	
Total scheduled school						
days	180	180	180		\$ 185	
Cost per scheduled						
school day	46,914	49,438	49,077		\$ 46,849	
Fund balance in						
school days	11	7	9		\$ 9	
Fund balance as a percentage of						
total current year expe	6%	4%	5%		5%	

**Bond/Capital Projects Fund Summary
of Revenues and Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	686	1,000	300	\$ (700)	\$ 215	\$ (85)
3XX State Sources	-	-	-	\$ -		\$ -
4XX Federal Sources	-	-	-	\$ -		\$ -
5XX-6XX Incoming Transfers & Other	-	-	-	\$ -		\$ -
Total Revenues	686	1,000	300	\$ (700)	\$ 215	\$ (85)
Expenditures						
25X Business Services	5	-	3,608	\$ 3,608	\$ -	\$ (3,608)
4XX Outgoing Transfers & Other Trans.	336,933	381,300	336,925	\$ (44,375)	\$ 253,079	\$ (83,846)
5XX Debt Service	-	-	-	\$ -	\$ -	\$ -
6XX Fund ModifiCations	-	-	-	\$ -	\$ -	\$ -
Total Expenditures	336,938	381,300	340,533	\$ (40,767)	\$ 253,079	\$ (87,454)
Beginning fund balance	929,349	593,097	593,097	\$ 593,097	\$ 252,864	\$ (340,233)
Revenue over (under) expenditures	(336,252)	(380,300)	(340,233)	\$ 40,067	\$ (252,864)	\$ 87,369
Ending fund balance	593,097	212,797	252,864	\$ 40,067	\$ -	\$ (252,864)

Local Sources

**Building & Site "Sinking Fund"
Summary of Revenues and
Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	607,567	599,850	615,986	\$ 16,136	\$ 615,986	\$ -
3XX State Sources	-	-	-	\$ -	\$ -	\$ -
4XX Federal Sources	-	-	-	\$ -	\$ -	\$ -
5XX-6XX Incoming Transfers & Other	-	796,750	796,750	\$ -	\$ -	\$ (796,750)
Total Revenues	607,567	1,396,600	1,412,736	\$ 16,136	\$ 615,986	\$ (796,750)
Expenditures						
25X Business Services	-	-	-	\$ -	\$ -	\$ -
4XX Outgoing Transfers & Other Trans.	578,568	1,350,000	1,253,200	\$ (96,800)	\$ 100,000	\$ (1,153,200)
5XX Debt Service	-	-	19,405	\$ 19,405	\$ 816,084	\$ 796,679
6XX Fund ModifiCations	-	-	-	\$ -	\$ -	\$ -
Total Expenditures	578,568	1,350,000	1,272,605	\$ (77,395)	\$ 916,084	\$ (356,521)
Beginning fund balance	444,935	473,934	473,934		\$ 614,065	\$ 140,131
Revenue over (under) expenditures	28,999	46,600	140,131		\$ (300,098)	\$ (440,229)
Ending fund balance	473,934	520,534	614,065	\$ 93,531	\$ 313,967	\$ (300,098)

Fund balance as a percentage of
total current year expenditures

82%

39%

48%

34%

**2011 Debt Retirement Fund
Summary of Revenues and
Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	402,831	413,830	393,493	\$ (20,337)	\$393,468	\$ (25)
3XX State Sources	-	-	-	\$ -	\$ -	\$ -
4XX Federal Sources	-	-	-	\$ -	\$ -	\$ -
5XX-6XX Incoming Transfers & Other	406,191	369,927	352,111	\$ (17,816)	\$320,000	\$ (32,111)
Total Revenues	809,022	783,757	745,604	\$ (38,153)	\$713,468	\$ (32,136)
Expenditures						
25X Business Services	-	-	-	\$ -	\$ -	\$ -
4XX Outgoing Transfers & Other Trans.	-	-	-	\$ -	\$ -	\$ -
5XX Debt Service	796,534	753,679	753,676	\$ (3)	\$721,712	\$ (31,964)
6XX Fund ModIFications	-	-	-	\$ -	\$ -	\$ -
Total Expenditures	796,534	753,679	753,676	\$ (3)	\$721,712	\$ (31,964)
Beginning fund balance	16,756	29,244	29,244		\$ 21,172	\$ (8,072)
Revenue over (under) expenditure:	12,488	30,078	(8,072)	\$ (38,150)	\$ (8,244)	\$ (172)
Ending fund balance	29,244	59,322	21,172	\$ (38,150)	\$ 12,928	\$ (8,244)

Fund Balance as a percentage of
total current year expenditures

4%

8%

3%

1.8%

**2012 Debt Retirement Fund
Summary of Revenues and
Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	209,288	298,000	304,960	\$ 6,960	\$304,959	\$ (1)
3XX State Sources	-	-	-	\$ -	\$ -	\$ -
4XX Federal Sources	-	-	-	\$ -	\$ -	\$ -
5XX-6XX Incoming Transfers & Other	206,814	184,436	170,546	\$ (13,890)	\$176,000	\$ 5,454
Total Revenues	416,102	482,436	475,506	\$ (6,930)	\$480,959	\$ 5,453
Expenditures						
25X Business Services	-	-	-	\$ -	\$ -	\$ -
4XX Outgoing Transfers & Other Trans.	-	-	-	\$ -	\$ -	\$ -
5XX Debt Service	430,786	451,450	451,445	\$ (5)	\$486,283	\$ 34,838
6XX Fund ModIFICations	-	-	-	\$ -	\$ -	\$ -
Total Expenditures	430,786	451,450	451,445	\$ (5)	\$486,283	\$ 34,838
Beginning fund balance	7,160	(7,524)	(7,524)		\$ 16,357	\$ 23,881
Revenue over (under) expenditure:	(14,684)	30,986	24,061	\$ (6,925)	\$ (5,324)	\$ (29,385)
Ending fund balance	(7,524)	23,462	16,537	\$ (6,925)	\$ 11,033	\$ (5,504)

Fund balance as a percentage of
total current year expenditures

-2%

5%

4%

2.3%

**SBLF Debt Retirement Fund Summary
of Revenues and Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	319,321	289,400	246,889	\$ (42,511)	246,866	(23)
3XX State Sources	-	-	-	\$ -	-	-
4XX Federal Sources	-	-	-	\$ -	-	-
5XX-6XX Incoming Transfers & Other	335,395	340,765	329,703	\$ (11,062)	342,000	12,297
Total Revenues	654,716	630,165	576,592	\$ (53,573)	588,866	12,274
Expenditures						
25X Business Services	-	-	-	\$ -	-	-
4XX Outgoing Transfers & Other Trans.	-	-	-	\$ -	-	-
5XX Debt Service	623,605	607,415	607,548	\$ 133	600,611	(6,937)
6XX Fund ModIFICAtions	-	-	-	\$ -	-	-
Total Expenditures	623,605	607,415	607,548	\$ 133	600,611	(6,937)
Beginning fund balance	13,014	44,125	44,125		13,169	(30,956)
Revenue over (under) expenditures	31,111	22,750	(30,956)	\$ (53,706)	(11,745)	19,211
Ending fund balance	44,125	66,875	13,169	\$ (53,706)	1,424	(11,745)
Fund balance as a percentage of total current year expenditures	7%	11%	2%		0.2%	

**Food Service Fund Summary of
Revenues and Expenditures**

	2014-15 Actual	2015-16 Spring Revision	2015-16 Year end Revision	Change	2016-17 Initial Budget	Change
Revenues						
1XX Local Sources	121,900	113,876	119,956	\$ 6,080	118,000	(1,956)
3XX State Sources	8,134	20,275	23,839	\$ 3,564	23,000	(839)
4XX Federal Sources	227,329	197,000	195,000	\$ (2,000)	199,000	4,000
5XX-6XX Incoming Transfers & Other	-	-	-	\$ -	-	-
Total Revenues	357,363	331,151	338,795	\$ 7,644	340,000	1,205
Object Expenditures						
1XXX Salaries	102,840	100,180	101,507	\$ 1,327	102,550	1,043
2XXX Benefits	50,884	62,456	61,544	\$ (912)	71,100	9,556
3/4XXX Purchased Services	14,504	10,913	9,702	\$ (1,211)	16,493	6,791
5XXX Supplies	162,559	186,016	184,900	\$ (1,116)	182,740	(2,160)
6XXX Capital Outlay	-	2,500	5,000	\$ 2,500	2,500	(2,500)
7XXX Miscellaneous	3,870	4,000	3,000	\$ (1,000)	3,200	200
8XXX Outgoing Transfers & Other Trans.	25,871	-	-	\$ -	-	-
Total Expenditures	360,528	366,065	365,653	\$ (412)	378,583	12,930
Beginning fund balance	69,949	66,784	66,784		39,926	(26,858)
Revenue over (under) expenditures	(3,165)	(34,914)	(26,858)	\$ 8,056	(38,583)	(11,725)
Ending fund balance	66,784	31,870	39,926	\$ 8,056	1,343	(38,583)

Fund balance as a percentage of
total current year expenditures

19%

9%

11%

0.4%