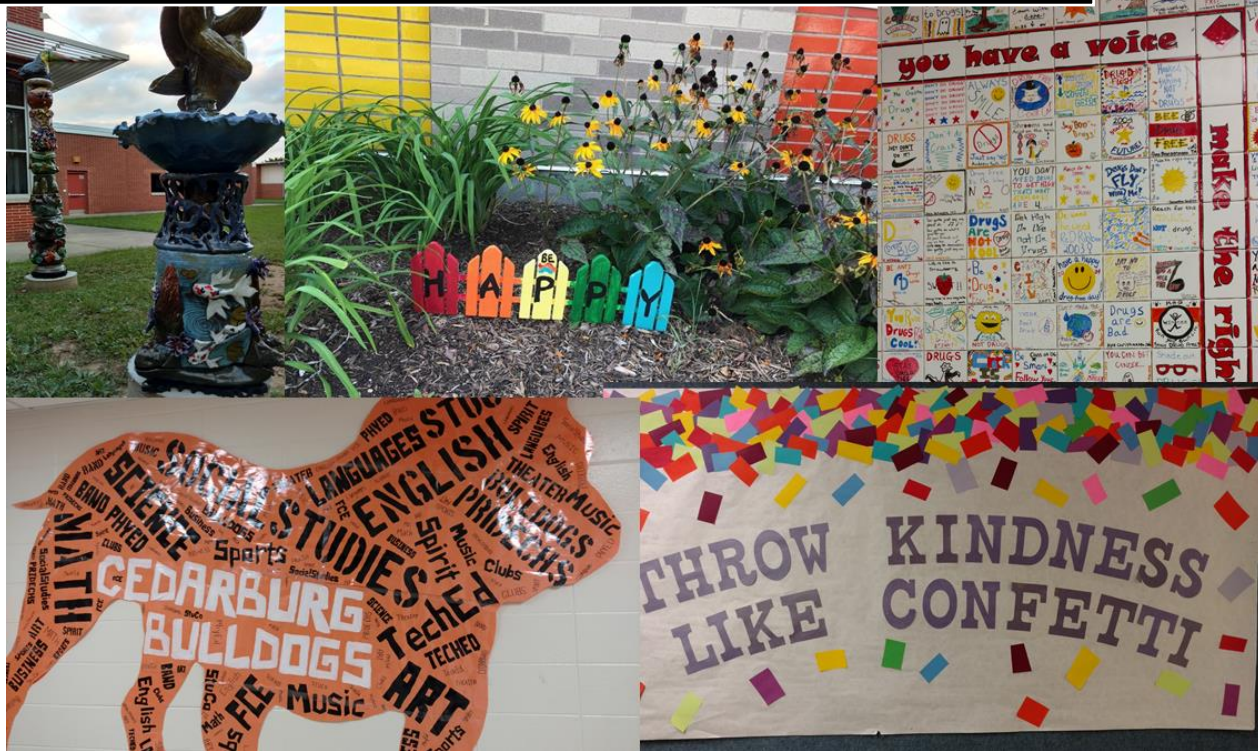


# 2018

## Cedarburg School District



### Annual Budget Hearing

7:00 p.m.  
October 24, 2018

Cedarburg High School IMC  
W68 N611 Evergreen Boulevard  
Cedarburg, WI 53012

[www.cedarburg.k12.wi.us](http://www.cedarburg.k12.wi.us)

## Table of Contents

<b>Introductory Section</b> .....	<b>1</b>
Board of Education .....	2
District Administration .....	3
Buildings and Administrators .....	4
Executive Summary .....	5
Introduction .....	5
Strategic Plan .....	6
Budget Process and Timeline .....	7
Changes to the Budget Process or Policies .....	8
Financial Summary .....	8
Annual Budget Publication .....	9
Annual Budget Publication Revisions .....	11
<b>Financial Section</b> .....	<b>12</b>
Summary of All Funds .....	13
Revenues by Source .....	14
Expenditures by Object .....	15
Summary Data for the General Fund .....	16
Revenue by Source .....	17
Expenditures by Object .....	18
Expenditures by Function .....	19
Fund Reports for Other Funds .....	20
Agency Fund Report .....	20
Employee Benefit Trust Fund Report .....	23
Community Service Fund Report .....	23
<b>Informational Section</b> .....	<b>24</b>
Revenue Limit .....	25
Equalization Aid .....	26
Property Values .....	27
Property Tax Levy .....	28
Membership .....	29

Glossary of Terms..... 30

    Definition of Funds..... 30

    Definition of Revenue Sources..... 31

    Definition of Expense Objects..... 32

    Definition of Functions..... 33

# Introductory Section



**Board of Education**



**Mr. Chris Reimer**  
**School Board**  
**President**



**Mr. Jeff Brey**  
**School Board Vice**  
**President**



**Dr. Brandon**  
**Goldbeck**  
**School Board**  
**Clerk**



**Mr. David O. Krier**  
**School Board**  
**Treasurer**



**Mr. Kevin**  
**Kennedy**  
**School Board**  
**Member**



**Mr. Rick Leach**  
**School Board**  
**Member**



**Dr. Samuel Cox**  
**School Board**  
**Member**

## District Administration



**Todd Bugnacki**  
Superintendent



**Ben Irwin**  
Director of Business  
Services



**Conrad Farner**  
Director of Human  
Resources



**Alan Groth**  
Director of Curriculum  
and Instruction



**John Koster**  
Director of Buildings and  
Grounds



**Ted Noll**  
Director of Student  
Services



**Kirstin Rose**  
Director of Technology  
and Assessment

## Buildings and Administrators

### Elementary Schools



#### **Parkview Elementary School**

W72 N853 Harrison Ave  
Cedarburg, WI 53012  
262-376-6800  
Principal: Jayne Holck



#### **Thorson Elementary School**

W51 N932 Keup Rd  
Cedarburg, WI 53012  
262-376-6700  
Principal: Angela Little



#### **Westlawn Elementary School**

W64 N319 Madison Ave  
Cedarburg, WI 53012  
262-376-6900  
Principal: Katie Ramos

### Middle School and High School



#### **Webster Middle School**

W64 N624 Wauwatosa Ave  
Cedarburg, WI 53012  
262-376-6500  
Principal: Tony DeRosa  
Associate Principal: Dan Reinert



#### **Cedarburg High School**

W68 N611 Evergreen Blvd  
Cedarburg, WI 53012  
262-376-6200  
Principal: Adam Kurth  
Associate Principal: Carolyn Neureuther  
Associate Principal: Trent Berg  
Athletic and Activities Director: Jon Hannam



## Executive Summary

### Introduction

Dear Parents/Guardians/Community Members:

This document contains budget recommendations for the 2018-19 school year. Included are projections for revenues and expenditures necessary to carry out educational objectives for the upcoming school year. These recommendations have been formulated in conjunction with District staff, Board of Education members, Board of Education committees, and feedback provided by citizens of Cedarburg. The Cedarburg School District's proposed budget for 2018-19 has been prepared in accordance with District policy as set forth by Wisconsin statute and the Department of Public Instruction.

Public school district budgeting is a challenging process. It starts with a reliance on the state for timely information and includes legislated limits within which we must operate. Working within those limits, we must develop and fund programs that meet the diverse needs of students, support District initiatives, and comply with state and federal mandates. During the budget development process, every program and staffing position is carefully reviewed to ensure that financial resources are used wisely and in accordance with the District's mission and initiatives.

A focus on retaining high-quality programs and striving to be a destination district that will attract and retain the best employees is a goal of the District. Regardless of the difficult financial challenges the District has encountered, we continue to set high standards for academic performance. The Cedarburg School District continues to be recognized as one of the highest achieving school districts in the state. We are proud of our staff and students and their accomplishments. The on-going support from the Cedarburg community is unmatched, and the confidence the community places in its schools is ever present.

Presented in this document are the funds needed to meet the needs of our students and the goals of the District. Comments and/or suggestions are always welcomed. Please do not hesitate to contact one of us at 262-376-6100.

Thank you for your support.

Sincerely,

Ben Irwin, Director of Business Services



## Strategic Plan

Part of the District's mission is to ensure our students achieve their goals and dreams, excel in and out of the classroom, and become lifelong learners. Cedarburg staff members take great pride in our vision to be "a premier school district in the country", and to "dream big", and be "goal driven". Identified in our Strategic Plan, or our "Blueprint for Success", are foundational components and core beliefs that guide our work. Our efforts continuously reflect our mission and core beliefs.



## **Budget Process and Timeline**

The development of the budget for each fiscal year is a multi-year process that involves many stakeholders. The preparation of the budget is structured within existing Board policies and administrative guidelines and every effort is made to ensure our educational program operates effectively and efficiently.

The budget planning calendar is a timeline for the District that is used to effectively build the budget for the upcoming fiscal year. The budget planning calendar for 2018-19 was reviewed by the Personnel and Finance Committee on November 7, 2017 before it was implemented.

### **2018-19 Budget Planning Calendar**

<b>November 2017</b>		
7	P&F	Review budget planning calendar
<b>December 2017</b>		
7	Business	Baird Forecast Model workshop
<b>January 2018</b>		
12	Business	Second Friday pupil count
22	DLC	Memo requesting budget information from principals and department heads
<b>February 2018</b>		
16	DLC	Impact statements due to Director of Business Services
23	DLC	School and department budgets due
<b>June 2018</b>		
20	Board	Preliminary budget approval
<b>September 2018</b>		
21	Business	Third Friday pupil count
<b>October 2018</b>		
1	Business	Fall equalized value certification
9	Business	Publish notice of Budget Hearing
15	Business	Equalization Aid certification
24	Board	Budget Hearing with Original Budget adoption and tax levy certification
<b>November 2018</b>		
9	Business	Certification of tax levy to municipal clerks
<b>June 2019</b>		
19	Board	Board approval of budget amendments
<b>July 2019</b>		
3	Business	Publish notice for budget amendments
TBD	Business	Fiscal audit
<b>December 2019</b>		
18	Board	Audit presentation

## **Changes to the Budget Process or Policies**

No significant changes were made to budget process or to Board policy regarding the budget process.

## **Financial Summary**

For the 2017-18 fiscal year, the District used \$855,921.68 of fund balance in the General Fund. This use of fund balance was due to a number of planned facility and maintenance projects including the replacement of the waterline system at Westlawn Elementary, the last expenses for the renovations of the High School tennis courts and the LED lights replacement project, and for digital signage. The ending fund balance in the General Fund as of June 30, 2018 is \$7,676,338.73, which is 23.27% of General Fund expenses for 2017-18.

For the 2018-19 fiscal year, a balanced budget is expected in the General Fund. Due to an increase in the revenue limit as a result of rising membership and an increase in the Per-Pupil Aid amount, revenues are anticipated to increase by 3.8% in 2018-19. Expenditures are expected to increase by 1.1% as a result of inflationary increases, a larger transfer amount into Fund 46, and the restructuring of Other Post Employment Benefits (OPEB) to reduce the future liability.

The 2018-19 proposed tax rate for the Cedarburg School District is \$22,387,800 with an average mill rate of \$9.01. The proposed mill rate for 2018-19 would be a decrease of .09 cents from last year's rate of \$9.10. This represents a 1% decrease in the average mill rate from last year.

In terms of enrollment, resident enrollment increased by 33 resident students in 2018-19 and with the increase in summer school participation, total membership for the Cedarburg School District increased by 35 FTEs this year. Due to this increase in enrollment, new class sections were added to Thorson Elementary School in four-year old kindergarten, five-year old kindergarten and 1<sup>st</sup> grade. Conversely, open enrollment counts saw a decline in 2018-19 with the number of students open enrolling into Cedarburg declining by four students and the number going out decreasing by one.

As the District continues to review and update its ten-year maintenance plan to account for equipment and other capital items that may be reaching the end of their life cycle, a Long Term Capital Improvement Trust (Fund 46) was established to account for some these future expenditures. Included in the 2018-19 budget is a deposit of \$500,000 into that trust in an effort to set money aside for future capital projects. This transfer is an increase over last year by \$200,000 and by the end of the 2018-19, the anticipated balance in the trust is estimated to be just over \$800,000.

## Annual Budget Publication

The Cedarburg School District must create a proposed budget each year that identifies expected revenues, expenditures and fund balances for the budgeted year in addition to the two fiscal years preceding the budgeted fiscal year. Budget detail must be based on the Wisconsin Uniform Financial Reporting Requirements and a class 1 notice must be published which contains the summary of the proposed budget and the time and place of the public hearing.

### **BUDGET PUBLICATION, 2018-19 Required Published Budget Summary Format**

*A budget summary, notice of the place where the budget in detail may be examined, the time and place for a public hearing on the budget must be published or distributed under s. 65.90. The required minimum detail for the published summary is as follows:*

<b>GENERAL FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	8,908,598.55	8,532,260.41	7,676,338.73
<b>Ending Fund Balance</b>	<b>8,532,260.41</b>	<b>7,676,338.73</b>	<b>7,676,338.73</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
Transfers-In (Source 100)	23,184.09	17,791.99	19,643.34
Local Sources (Source 200)	20,012,132.30	19,105,862.55	20,233,985.00
Inter-district Payments (Source 300 + 400)	1,365,660.66	1,432,453.00	1,437,995.00
Intermediate Sources (Source 500)	13,535.76	12,616.94	13,502.94
State Sources (Source 600)	9,541,250.14	11,341,717.51	11,350,509.00
Federal Sources (Source 700)	215,483.75	112,470.49	216,797.67
All Other Sources (Source 800 + 900)	177,483.97	114,681.10	85,000.00
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>31,348,730.67</b>	<b>32,137,593.58</b>	<b>33,357,432.95</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
Instruction (Function 100 000)	15,423,888.23	16,116,027.88	16,465,861.27
Support Services (Function 200 000)	12,772,849.49	12,535,356.04	12,344,466.06
Non-Program Transactions (Function 400 000)	3,528,331.09	4,342,131.34	4,547,105.62
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>31,725,068.81</b>	<b>32,993,515.26</b>	<b>33,357,432.95</b>

<b>SPECIAL PROJECTS FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	82,494.44	128,486.09	96,796.69
<b>Ending Fund Balance</b>	<b>128,486.09</b>	<b>96,796.69</b>	<b>96,796.69</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>4,614,574.50</b>	<b>4,933,362.07</b>	<b>5,102,351.21</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>4,568,582.85</b>	<b>4,965,051.47</b>	<b>5,102,351.21</b>

<b>DEBT SERVICE FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	382,779.20	676,087.45	124,375.69
<b>Ending Fund Balance</b>	<b>676,087.45</b>	<b>124,375.69</b>	<b>769,286.69</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>2,224,493.25</b>	<b>3,275,864.63</b>	<b>2,662,316.00</b>

<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	1,931,185.00	3,827,576.39	2,017,405.00
--	--------------	--------------	--------------

<b>CAPITAL PROJECTS FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	(215,000.00)	(214,899.81)	3,181,483.70
<b>Ending Fund Balance</b>	<b>(214,899.81)</b>	<b>3,181,483.70</b>	<b>662,608.70</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>100.19</b>	<b>5,322,508.51</b>	<b>570,000.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>0.00</b>	<b>1,926,125.00</b>	<b>3,088,875.00</b>

<b>FOOD SERVICE FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	533,714.27	565,202.83	587,352.61
<b>Ending Fund Balance</b>	<b>565,202.83</b>	<b>587,352.61</b>	<b>313,102.61</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>888,006.24</b>	<b>969,792.04</b>	<b>954,000.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>856,517.68</b>	<b>947,642.26</b>	<b>1,228,250.00</b>

<b>COMMUNITY SERVICE FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	58,220.58	80,576.62	112,196.84
<b>Ending Fund Balance</b>	<b>80,576.62</b>	<b>112,196.84</b>	<b>22,761.58</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>103,117.34</b>	<b>147,285.67</b>	<b>152,327.36</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>80,761.30</b>	<b>115,665.45</b>	<b>241,762.62</b>

<b>PACKAGE &amp; COOPERATIVE PROGRAM FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
Beginning Fund Balance	0.00	0.00	0.00
<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Total Expenditures and Other Financing Uses**

<b>ALL FUNDS</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
<b>GROSS TOTAL EXPENDITURES -- ALL FUNDS</b>	39,162,115.64	44,775,575.83	45,036,076.78
<b>Interfund Transfers (Source 100) - ALL FUNDS</b>	2,741,127.84	3,490,093.00	3,757,709.96
<b>Refinancing Expenditures (FUND 30)</b>	0.00	0.00	0.00
<b>NET TOTAL EXPENDITURES -- ALL FUNDS</b>	<b>36,420,987.80</b>	<b>41,285,482.83</b>	<b>41,278,366.82</b>
<b>PERCENTAGE INCREASE – NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR</b>		<b>13.36%</b>	<b>-0.02%</b>

**PROPOSED PROPERTY TAX LEVY**

<b>FUND</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
General Fund	19,388,020.00	18,375,681.00	19,489,234.00
Referendum Debt Service Fund	1,985,730.00	2,898,449.00	2,303,685.00
Non-Referendum Debt Service Fund	237,018.00	288,739.00	354,881.00

Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	66,600.00	80,000.00	80,000.00
<b>TOTAL SCHOOL LEVY</b>	<b>21,677,368.00</b>	<b>21,642,869.00</b>	<b>22,227,800.00</b>
<b>PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR</b>		<b>-0.16%</b>	<b>2.70%</b>

<b>ENERGY EFFICIENCY EXEMPTION</b>			
<b>§ 121.91 (4) (o) Revenue Limit Exemption for Energy Efficiencies-Evaluation of the Energy Performance Indicators</b>			
Name of Qualified Contractor	McKinstry Essention, LLC.		
Performance Contract Length (years)	Ten (10)		
Total Project Cost (including financing)	5,820,493		
Total Project Payback Period	Ten (10)		
Years of Debt Payments	Ten (10)		
Remaining Useful Life of the Facility	50		
Prior Year Resolution Expense Amount	52,349.82	2017	
Prior Year Related Expense Amount or CY debt levy	52,349.82	2017	
Utility Savings applied in Prior Year to Debt	15,356.00	2017	
Sum of reported Utility Savings to be applied to Debt			
		<b>Savings Reported for 2018</b>	
<b>Specific Energy Efficiency Measure or Products</b>	<b>Project Cost Including Financing</b>	<b>Utility Cost Savings</b>	<b>Non-Utility Cost Savings</b>
Debt payments for EEE as part of the financing plan	118,050		
Since installation and setup of the system was not completed until September 2018, no actual savings have been realized yet for the project.			
<b>Entire Energy Efficiency Project Totals</b>	118,050		

### **Annual Budget Publication Revisions**

Due to the timing of the required class 1 notice of the Annual Budget Publication and when the Annual Budget Hearing actually occurs, there are typically revisions that need to be made based on the final confirmation of Equalization Aid and property values. Once these numbers are finalized, the revenue limit and the tax levy can be set for the current fiscal year. The numbers above reflect the most current data to be proposed to the Board for the Annual Budget Hearing.

# Financial Section





## Summary of All Funds

School districts in Wisconsin use a common system for managing financial activity called the Wisconsin Uniform Financial Accounting Requirements, or WUFAR. Under the guidance of WUFAR, school districts categorize their financial activity into a series of identification codes starting with the use of funds. All financial activity in school districts must be recorded into one of nine “fund types” as listed by WUFAR. The major fund types are the General Fund, Special Projects Fund, Debt Service Fund, Capital Projects Fund, Food Service Fund, Agency Fund, Trust Fund, Community Service Fund, and the Package and Cooperative Program Fund. More information on these funds can be found in the Glossary section of this document.

The General Fund is used for all financial transactions that occur in a school district that do not need to be recorded elsewhere and, as a result, the majority of financial activity occurs in the General Fund.

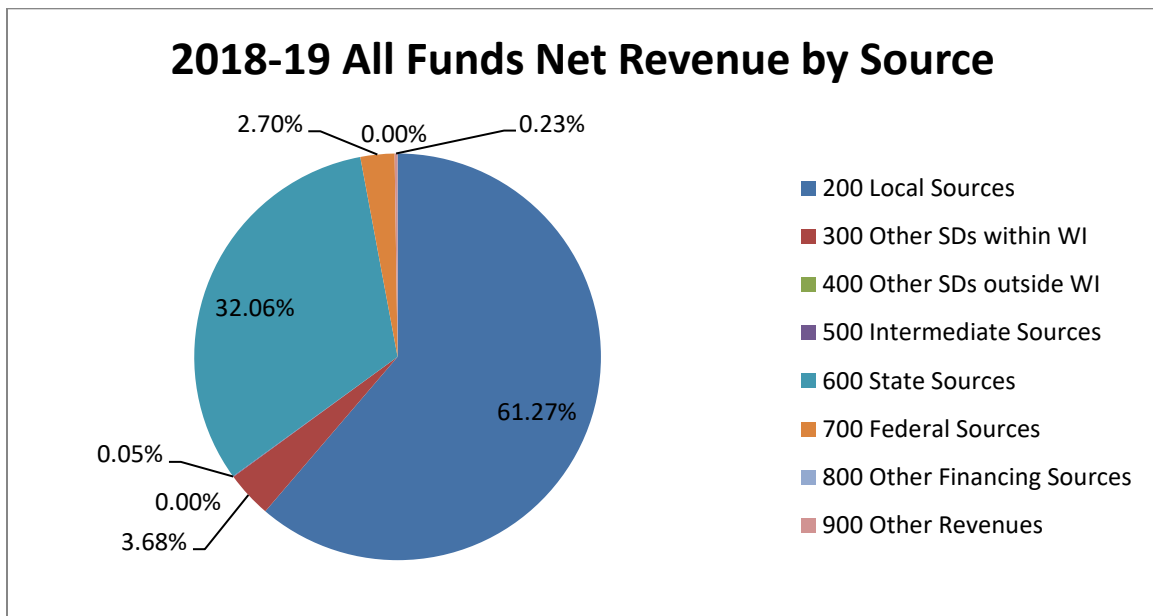
<b>ALL FUNDS</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
10 General Fund	31,348,730.67	32,137,593.58	33,357,432.95
20 Special Projects Fund	4,614,574.50	4,933,362.07	5,102,351.21
30 Debt Service Fund	2,224,493.25	3,275,864.63	2,662,316.00
40 Capital Project Fund	100.19	5,322,508.51	570,000.00
50 Food Service Fund	888,006.24	969,792.04	954,000.00
80 Community Service Fund	103,117.34	147,285.67	152,327.36
90 Package and Cooperative Program Fund	0.00	0.00	0.00
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>39,179,022.19</b>	<b>46,786,406.50</b>	<b>42,798,427.52</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
10 General Fund	31,725,068.81	32,993,515.26	33,357,432.95
20 Special Projects Fund	4,568,582.85	4,965,051.47	5,102,351.21
30 Debt Service Fund	1,931,185.00	3,827,576.39	2,017,405.00
40 Capital Project Fund	0.00	1,926,125.00	3,088,875.00
50 Food Service Fund	856,517.68	947,642.26	1,228,250.00
80 Community Service Fund	80,761.30	115,665.45	241,762.62
90 Package and Cooperative Program Fund	0.00	0.00	0.00
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>39,162,115.64</b>	<b>44,775,575.83</b>	<b>45,036,076.78</b>

## Revenues by Source

Within each fund, revenue is broken down into different source codes. Revenue source codes indicate where funds are coming from each year. For a true breakdown of revenue in all funds, the interfund transfers are removed since those funds are coming from revenue generated from a different fund. For more information on revenue source codes, please see the Glossary section of this document.

REVENUE SOURCE	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
100 Transfers-In	2,741,127.84	3,490,093.00	3,757,709.96
200 Local Sources	23,189,435.19	23,480,912.59	23,920,628.36
300 Other School Districts within Wisconsin	1,365,660.66	1,432,453.00	1,437,995.00
400 Other School Districts outside Wisconsin	0.00	0.00	0.00
500 Intermediate Sources	20,240.67	15,171.83	20,502.94
600 State Sources	10,620,376.98	12,389,523.29	12,514,509.00
700 Federal Sources	1,064,566.88	811,397.35	1,055,582.26
800 Other Financing Sources	48,935.00	4,966,400.00	0.00
900 Other Revenues	128,678.97	200,455.44	91,500.00
<b>TOTAL REVENUE – ALL FUNDS</b>	<b>39,179,022.19</b>	<b>46,786,406.50</b>	<b>42,798,427.52</b>
Minus Interfund Transfers	2,741,127.84	3,490,093.00	3,757,709.96
<b>NET TOTAL REVENUE – ALL FUNDS</b>	<b>36,437,894.35</b>	<b>43,296,313.50</b>	<b>39,040,717.56</b>

For the Cedarburg School District, the majority of revenue comes from local sources, which is usually comprised of local property taxes. After local sources, the next largest source of revenue for the District comes from state sources in the form of Equalization and other categorical aid.

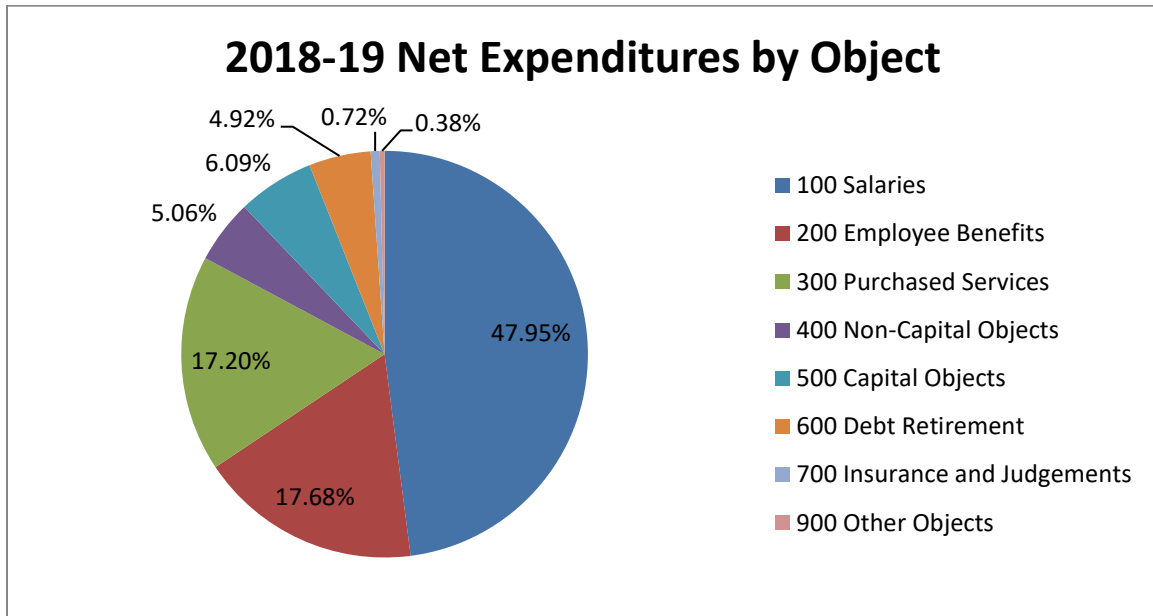


## Expenditures by Object

Object expenditures are used within funds just like revenue sources and they are used to categorize expenditures based on what is being purchased. Similar to revenue source codes, interfund transfers are removed in order to get a more accurate depiction of actual expenditure. For more information on expenditure object codes, please see the Glossary section of this document.

EXPENDITURE OBJECT	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
100 Salaries	18,194,728.10	18,925,333.08	19,793,385.20
200 Employee Benefits	6,682,412.77	6,966,736.80	7,296,209.56
300 Purchased Services	6,029,839.56	8,014,703.65	7,101,672.94
400 Non-Capital Objects	2,738,160.21	2,577,540.57	2,086,678.20
500 Capital Objects	419,546.44	445,995.88	2,515,574.17
600 Debt Retirement	1,941,884.99	3,842,984.72	2,031,405.00
700 Insurance and Judgements	285,554.23	306,752.59	296,000.00
800 Transfers	2,741,127.84	3,490,093.00	3,757,709.96
900 Other Objects	128,861.50	205,435.54	157,441.75
<b>TOTAL EXPENDITURES – ALL FUNDS</b>	<b>39,162,115.64</b>	<b>44,775,575.83</b>	<b>45,036,076.78</b>
Minus Interfund Transfers	2,741,127.84	3,490,093.00	3,757,709.96
<b>NET TOTAL EXPENDITURES – ALL FUNDS</b>	<b>36,420,987.80</b>	<b>41,285,482.83</b>	<b>41,278,366.82</b>

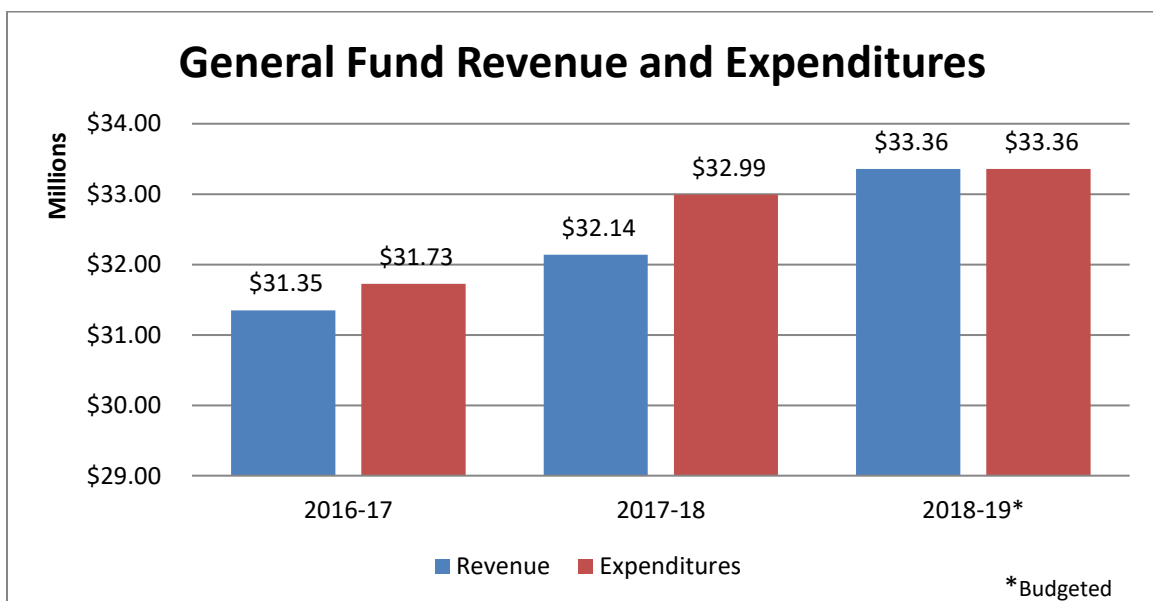
As with most school districts in Wisconsin, the majority of expenditures for the Cedarburg School District are for salaries and employee benefits.



## Summary Data for the General Fund

The General Fund, or Fund 10, is where most of the financial transactions occur for school districts in Wisconsin. Expenses for the basic instructional and operational costs for the District are recorded in the General Fund unless they are required to be recorded elsewhere.

GENERAL FUND	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
Beginning Fund Balance	8,908,598.55	8,532,260.41	7,676,338.73
<b>Ending Fund Balance</b>	<b>8,532,260.41</b>	<b>7,676,338.73</b>	<b>7,676,338.73</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>			
Transfers-In (Source 100)	23,184.09	17,791.99	19,643.34
Local Sources (Source 200)	20,012,132.30	19,105,862.55	20,233,985.00
Inter-district Payments (Source 300 + 400)	1,365,660.66	1,432,453.00	1,437,995.00
Intermediate Sources (Source 500)	13,535.76	12,616.94	13,502.94
State Sources (Source 600)	9,541,250.14	11,341,717.51	11,350,509.00
Federal Sources (Source 700)	215,483.75	112,470.49	216,797.67
All Other Sources (Source 800 + 900)	177,483.97	114,681.10	85,000.00
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>31,348,730.67</b>	<b>32,137,593.58</b>	<b>33,357,432.95</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
Instruction (Function 100 000)	15,423,888.23	16,116,027.88	16,465,861.27
Support Services (Function 200 000)	12,772,849.49	12,535,356.04	12,344,466.06
Non-Program Transactions (Function 400 000)	3,528,331.09	4,342,131.34	4,547,105.62
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>31,725,068.81</b>	<b>32,993,515.26</b>	<b>33,357,432.95</b>

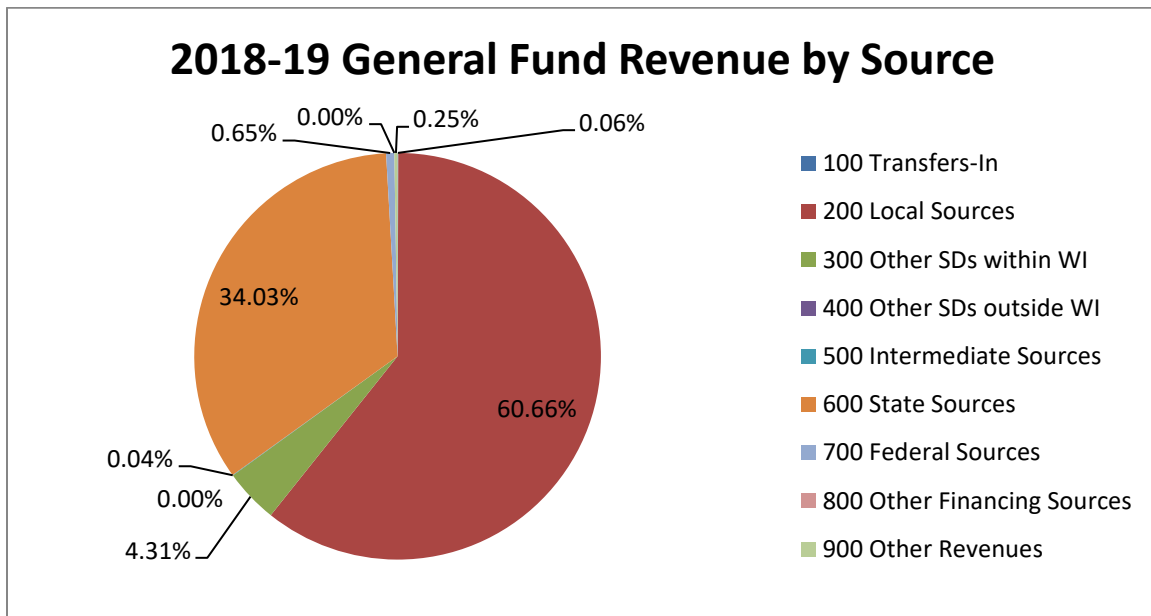


## Revenue by Source

Revenue for school districts in the State of Wisconsin is broken down into nine revenue source codes. These revenue source codes categorize all the revenue based on the source of the funds (i.e., the source of revenue).

REVENUE SOURCE	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
100 Transfers-In	23,184.09	17,791.99	19,643.34
200 Local Sources	20,012,132.30	19,105,862.55	20,233,985.00
300 Other School Districts within Wisconsin	1,365,660.66	1,432,453.00	1,437,995.00
400 Other School Districts outside Wisconsin	0.00	0.00	0.00
500 Intermediate Sources	13,535.76	12,616.94	13,502.94
600 State Sources	9,541,250.14	11,341,717.51	11,350,509.00
700 Federal Sources	215,483.75	112,470.49	216,797.67
800 Other Financing Sources	48,935.00	1,400.00	0.00
900 Other Revenues	128,548.97	113,281.10	85,000.00
<b>TOTAL GENERAL FUND REVENUE</b>	<b>31,348,730.67</b>	<b>32,137,593.58</b>	<b>33,357,432.95</b>

Revenue for public school districts comes primarily from local and state sources. Due to the property values in Cedarburg relative to other communities in Wisconsin, most of the revenue for the District comes from the local tax levy. Conversely, school districts with lower property values likely have their main source of revenue come from the State of Wisconsin, as opposed to their local tax levy. Property values are a prominent factor in the Equalization Aid equation.

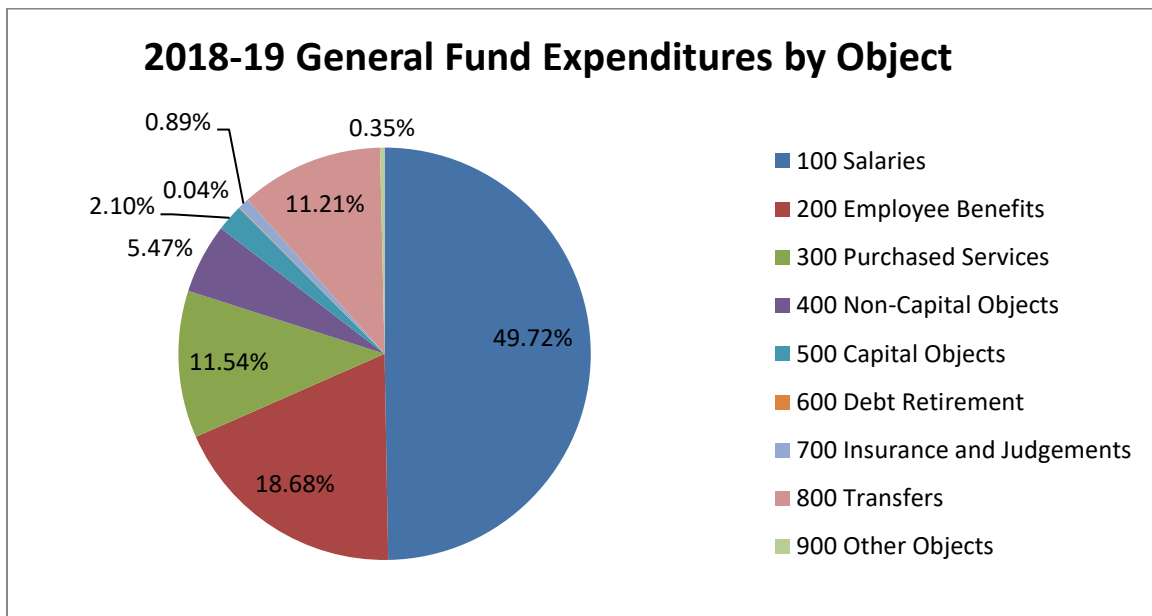


## Expenditures by Object

Similar to revenue source codes, expenditures are categorized into objects that indicate how the expenditure is being allocated.

<b>EXPENDITURE OBJECT</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
100 Salaries	15,351,991.52	15,881,364.79	16,585,748.39
200 Employee Benefits	5,747,470.58	5,960,660.41	6,231,292.90
300 Purchased Services	4,570,834.64	4,498,436.38	3,848,103.92
400 Non-Capital Objects	2,546,807.22	2,308,683.67	1,826,167.20
500 Capital Objects	383,642.47	383,981.27	700,407.17
600 Debt Retirement	10,699.99	15,408.33	14,000.00
700 Insurance and Judgements	285,554.23	306,752.59	296,000.00
800 Transfers	2,717,943.75	3,472,301.01	3,738,066.62
900 Other Objects	110,124.41	165,926.81	117,646.75
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>31,725,068.81</b>	<b>32,993,515.26</b>	<b>33,357,432.95</b>

In most Wisconsin school districts, salaries and benefits make up the majority of expenditures. In the Cedarburg School District, salaries and employee benefits represent about two-thirds of the expenses in the General Fund.



## Expenditures by Function

Another way that expenditures are categorized is through the use of expenditure function codes. These six digit codes will usually indicate in what department the expenditures are being made compared to expenditure objects which specify what the expenditure is being used for in a district.

Function codes are first categorized into three main areas that include instruction, support services, and then non-program transactions. Expenses can then be categorized even further within those three main functions with the use of sub-function codes. Sub-function codes are useful in identifying different programs within expenses such as co-curricular activities and school building administration.

<b>EXPENDITURE FUNCTION</b>	<b>Audited 2016-17</b>	<b>Unaudited 2017-18</b>	<b>Budget 2018-19</b>
110 000 Undifferentiated Curriculum	7,483,422.13	7,765,329.55	8,009,280.75
120 000 Regular Curriculum	5,730,407.50	6,138,263.13	6,193,583.49
130 000 Vocational Curriculum	815,499.40	753,296.08	830,819.33
140 000 Physical Curriculum	727,026.91	722,318.66	716,304.13
160 000 Co-Curricular Activities	530,878.70	579,448.82	550,911.58
170 000 Other Special Needs	136,653.59	157,371.64	164,961.99
<b>Subtotal Instruction</b>	<b>15,423,888.23</b>	<b>16,116,027.88</b>	<b>16,465,861.27</b>
210 000 Pupil Services	861,341.32	797,827.98	808,922.36
220 000 Instructional Staff Services	1,613,212.34	1,796,143.93	1,966,920.15
230 000 General Administration	694,770.12	833,385.85	760,493.94
240 000 School Building Administration	1,574,444.80	1,628,752.30	1,696,616.13
250 000 Business Administration	6,651,966.78	5,971,769.56	5,562,719.91
260 000 Central Services	976,461.03	1,074,145.27	373,024.94
270 000 Insurance & Judgments	338,054.23	360,827.59	348,000.00
280 000 Debt Services	10,699.99	15,408.33	14,000.00
290 000 Other Support Services	51,898.88	57,095.23	813,768.63
<b>Subtotal Support Services</b>	<b>12,772,849.49</b>	<b>12,535,356.04</b>	<b>12,344,466.06</b>
410 000 Inter-Fund Transfers	2,717,943.75	3,472,301.01	3,738,066.62
430 000 Instructional Service Payments	782,910.03	821,703.81	807,039.00
490 000 Other Non-Program Transactions	27,477.31	48,126.52	2,000.00
<b>Subtotal Non-Program Transactions</b>	<b>3,528,331.09</b>	<b>4,342,131.34</b>	<b>4,547,105.62</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>31,725,068.81</b>	<b>32,993,515.26</b>	<b>33,357,432.95</b>



## Fund Reports for Other Funds

### Agency Fund Report

The Agency Fund is used for student activity accounts to help student organizations manage the funds for their programs. The students in these organizations should be involved in the management of the organization's activities and the District acts as an agent to maintain the records and properly account for activities in these agency funds. The funds in these accounts are under the control of the School Board which has a fiduciary responsibility to establish and enforce policies and procedures to safeguard agency assets consistent with other assets in the District.

The number of active Agency Fund accounts for the Cedarburg School District at the end of 2017-18 was 114 with a total balance of \$301,369.42.

ACCOUNT	FUND	FUNCTION	2017-18 ENDING BALANCE
60 L 401 000 812010 000	HS STUDENT ACT.ACCT.	DUE TO FD 10	139.98
60 L 401 000 814100 000	HS STUDENT ACT.ACCT.	AD AWARDS	330.98
60 L 401 000 814101 000	HS STUDENT ACT.ACCT.	ATH TOURNAMENTS	-0.54
60 L 401 000 814103 000	HS STUDENT ACT.ACCT.	BASEBALL	5,951.41
60 L 401 000 814104 000	HS STUDENT ACT.ACCT.	BKTBALL - BOYS	1,318.35
60 L 401 000 814105 000	HS STUDENT ACT.ACCT.	BKTBALL - GIRLS	4,781.70
60 L 401 000 814106 000	HS STUDENT ACT.ACCT.	BOWLING	239.25
60 L 401 000 814107 000	HS STUDENT ACT.ACCT.	CHEERLEADING	66.73
60 L 401 000 814108 000	HS STUDENT ACT.ACCT.	CR CNTRY - BOYS	1,124.84
60 L 401 000 814109 000	HS STUDENT ACT.ACCT.	CR CNTRY - GIRL	-40.46
60 L 401 000 814111 000	HS STUDENT ACT.ACCT.	DANCE	733.41
60 L 401 000 814112 000	HS STUDENT ACT.ACCT.	FOOTBALL	21,447.81
60 L 401 000 814113 000	HS STUDENT ACT.ACCT.	GOLF - BOYS	1,782.08
60 L 401 000 814114 000	HS STUDENT ACT.ACCT.	GOLF - GIRLS	1,390.63
60 L 401 000 814115 000	HS STUDENT ACT.ACCT.	GYMNASTICS	-10.31
60 L 401 000 814116 000	HS STUDENT ACT.ACCT.	HOCKEY - BOYS	-532.56
60 L 401 000 814117 000	HS STUDENT ACT.ACCT.	HOCKEY - GIRLS	-505.00
60 L 401 000 814118 000	HS STUDENT ACT.ACCT.	INTRAMURALS	1,112.39
60 L 401 000 814119 000	HS STUDENT ACT.ACCT.	SKI	1,168.42
60 L 401 000 814120 000	HS STUDENT ACT.ACCT.	SOCCER - BOYS	29,998.29
60 L 401 000 814121 000	HS STUDENT ACT.ACCT.	SOCCER - GIRLS	3,684.69
60 L 401 000 814122 000	HS STUDENT ACT.ACCT.	SOFTBALL	-13.18
60 L 401 000 814123 000	HS STUDENT ACT.ACCT.	SWIM - BOYS	37.86
60 L 401 000 814124 000	HS STUDENT ACT.ACCT.	SWIM - GIRLS	2,618.29
60 L 401 000 814125 000	HS STUDENT ACT.ACCT.	TENNIS - BOYS	1,749.00
60 L 401 000 814126 000	HS STUDENT ACT.ACCT.	TENNIS - GIRLS	2,666.22

60 L 401 000 814127 000	HS STUDENT ACT.ACCT.	TRACK - BOYS	2,912.71
60 L 401 000 814128 000	HS STUDENT ACT.ACCT.	TRACK - GIRLS	700.54
60 L 401 000 814130 000	HS STUDENT ACT.ACCT.	VOLLEYBALL- GIR	2,414.55
60 L 401 000 814131 000	HS STUDENT ACT.ACCT.	WRESTLING	4,570.96
60 L 401 000 814133 000	HS STUDENT ACT.ACCT.	VOLLEYBALL-BOYS	341.45
60 L 401 000 814134 000	HS STUDENT ACT.ACCT.	MOUNTAIN BIKING	56.34
60 L 400 000 814400 000	HS STUDENT ACT.ACCT.	180 CLUB	349.80
60 L 400 000 814401 000	HS STUDENT ACT.ACCT.	ACT SAT	1,724.01
60 L 400 000 814402 000	HS STUDENT ACT.ACCT.	ADV PLACEMENT	29,522.08
60 L 400 000 814403 000	HS STUDENT ACT.ACCT.	AFS	1,135.00
60 L 400 000 814404 000	HS STUDENT ACT.ACCT.	ALT HIGH SCHL	3,956.50
60 L 400 000 814405 000	HS STUDENT ACT.ACCT.	AOD PREV	48.73
60 L 400 000 814406 000	HS STUDENT ACT.ACCT.	ART CLUB	16,907.88
60 L 400 000 814407 000	HS STUDENT ACT.ACCT.	CEDARIEL	10,227.40
60 L 400 000 814408 000	HS STUDENT ACT.ACCT.	CHAMBER CHOIR	686.98
60 L 400 000 814409 000	HS STUDENT ACT.ACCT.	CLASS OF 2017	15.53
60 L 400 000 814410 000	HS STUDENT ACT.ACCT.	CLASS OF 2016	-1,346.21
60 L 400 000 814411 000	HS STUDENT ACT.ACCT.	CLASS OF 2015	3,004.14
60 L 400 000 814412 000	HS STUDENT ACT.ACCT.	CLASS OF 2014	3,763.06
60 L 400 000 814413 000	HS STUDENT ACT.ACCT.	CLEARING	746.64
60 L 400 000 814414 000	HS STUDENT ACT.ACCT.	COMMON SENSE	-6,839.43
60 L 400 000 814416 000	HS STUDENT ACT.ACCT.	DRAMA	3,549.69
60 L 400 000 814417 000	HS STUDENT ACT.ACCT.	ECOLOGY CLUB	0.00
60 L 400 000 814418 000	HS STUDENT ACT.ACCT.	ROBOTICS CLUB	5,900.89
60 L 400 000 814419 000	HS STUDENT ACT.ACCT.	FBLA	1,041.40
60 L 400 000 814420 000	HS STUDENT ACT.ACCT.	FIELD TRIPS	1,442.42
60 L 400 000 814421 000	HS STUDENT ACT.ACCT.	FORENSICS	180.28
60 L 400 000 814422 000	HS STUDENT ACT.ACCT.	FRENCH CLUB	2,383.29
60 L 400 000 814423 000	HS STUDENT ACT.ACCT.	GERMAN CLUB	2,648.19
60 L 400 000 814424 000	HS STUDENT ACT.ACCT.	GSA	625.43
60 L 400 000 814425 000	HS STUDENT ACT.ACCT.	HIGH FIVE CLUB	0.00
60 L 400 000 814426 000	HS STUDENT ACT.ACCT.	INTEREST	0.00
60 L 400 000 814429 000	HS STUDENT ACT.ACCT.	NATL HONOR SOC	728.95
60 L 400 000 814430 000	HS STUDENT ACT.ACCT.	PALS	3,490.88
60 L 400 000 814433 000	HS STUDENT ACT.ACCT.	RENAISSANCE	1,644.09
60 L 400 000 814435 000	HS STUDENT ACT.ACCT.	SCIENCE CLUB	5,481.67
60 L 400 000 814436 000	HS STUDENT ACT.ACCT.	SKI CLUB	1,416.84
60 L 400 000 814437 000	HS STUDENT ACT.ACCT.	SMART TEAM	-350.91
60 L 400 000 814438 000	HS STUDENT ACT.ACCT.	SNACK SHACK	6,811.13
60 L 400 000 814439 000	HS STUDENT ACT.ACCT.	SODA/STDT PLNR	2,466.31
60 L 400 000 814440 000	HS STUDENT ACT.ACCT.	SPANISH CLUB	2,956.75
60 L 400 000 814441 000	HS STUDENT ACT.ACCT.	JAZZ BAND	3,176.50
60 L 400 000 814442 000	HS STUDENT ACT.ACCT.	STAGE BD TRIP	265.65

60 L 400 000 814443 000	HS STUDENT ACT.ACCT.	STDT COUNCIL	17,557.49
60 L 400 000 814444 000	HS STUDENT ACT.ACCT.	SWING CHOIR	5,930.25
60 L 400 000 814445 000	HS STUDENT ACT.ACCT.	VICA	0.00
60 L 400 000 814447 000	HS STUDENT ACT.ACCT.	WORK PERMITS	0.00
60 L 400 000 814448 000	HS STUDENT ACT.ACCT.	YELLOW RIBBON	0.00
60 L 400 000 814450 000	HS STUDENT ACT.ACCT.	BEST BUDDIES	1,793.02
60 L 400 000 814451 000	HS STUDENT ACT.ACCT.	DEBATE	0.00
60 L 400 000 814452 000	HS STUDENT ACT.ACCT.	ENVIRNMNTL CLUB	589.14
60 L 400 000 814453 000	HS STUDENT ACT.ACCT.	GLOBAL SCHOLARS	2,906.14
60 L 400 000 814454 000	HS STUDENT ACT.ACCT.	ENGINEERING CLU	134.74
60 L 400 000 814455 000	HS STUDENT ACT.ACCT.	CODING CLUB	608.59
60 L 400 000 814456 000	HS STUDENT ACT.ACCT.	ESPORTS CLUB	140.00
61 L 200 000 812010 000	WEB.STUDENT ACT	DUE TO FD 10	298.06
61 L 200 000 814200 000	WEB.STUDENT ACT	8TH GR STDNT TR	14,456.58
61 L 200 000 814201 000	WEB.STUDENT ACT	ART	2,079.10
61 L 200 000 814202 000	WEB.STUDENT ACT	BAND	2,196.07
61 L 200 000 814203 000	WEB.STUDENT ACT	BEST BUDDIES	2,019.98
61 L 200 000 814204 000	WEB.STUDENT ACT	BOOKSTORE	9,801.90
61 L 200 000 814205 000	WEB.STUDENT ACT	CAMP MINIKANI	5,853.26
61 L 200 000 814206 000	WEB.STUDENT ACT	CHOIR	1,913.93
61 L 200 000 814207 000	WEB.STUDENT ACT	COMM SERVICE	231.64
61 L 200 000 814208 000	WEB.STUDENT ACT	FORENSICS	895.42
61 L 200 000 814209 000	WEB.STUDENT ACT	GREEN TEAM	514.53
61 L 200 000 814210 000	WEB.STUDENT ACT	GT WKSP/FTS	1,025.75
61 L 200 000 814211 000	WEB.STUDENT ACT	GUIDANCE	700.93
61 L 200 000 814212 000	WEB.STUDENT ACT	IMC	485.67
61 L 200 000 814213 000	WEB.STUDENT ACT	MUSICAL	3,467.67
61 L 200 000 814214 000	WEB.STUDENT ACT	PBIS TIER 1	463.28
61 L 200 000 814215 000	WEB.STUDENT ACT	PBIS TIER 2	829.85
61 L 200 000 814216 000	WEB.STUDENT ACT	PLTW	763.74
61 L 200 000 814217 000	WEB.STUDENT ACT	READING	990.45
61 L 200 000 814218 000	WEB.STUDENT ACT	ROBOTICS	736.31
61 L 200 000 814219 000	WEB.STUDENT ACT	SKI CLUB	2,319.60
61 L 200 000 814220 000	WEB.STUDENT ACT	STDT COUNCIL	3,307.55
61 L 200 000 814221 000	WEB.STUDENT ACT	STDT STORE	575.88
61 L 200 000 814222 000	WEB.STUDENT ACT	TEAM 6TH GR	2,344.68
61 L 200 000 814224 000	WEB.STUDENT ACT	TEAM 7TH GR	1,545.62
61 L 200 000 814226 000	WEB.STUDENT ACT	TEAM 8TH GR	593.24
61 L 200 000 814228 000	WEB.STUDENT ACT	WORLD LANGUAGE	1,515.18
61 L 200 000 814229 000	WEB.STUDENT ACT	YEARBOOK	6,028.63
61 L 200 000 814232 000	WEB.STUDENT ACT	MEDIA CLUB	657.16
61 L 200 000 814233 000	WEB.STUDENT ACT	8TH GR FAREWELL	500.00
61 L 200 000 814234 000	WEB.STUDENT ACT	ART CLUB	200.00

61 L 200 000 814235 000	WEB.STUDENT ACT	STDNT AMBASSDR	200.00
61 L 200 000 814236 000	WEB.STUDENT ACT	UPSTANDARD ALLN	200.00
<b>NUMBER OF ACCOUNTS</b>	<b>114</b>	<b>TOTAL</b>	<b>301,369.42</b>

### **Employee Benefit Trust Fund Report**

During the 2006-07 fiscal year, the Cedarburg School District established an Employee Benefit Trust Fund to account for costs related to Other Post Retirement Benefits (OPEB) for retired employees. Currently the District funds these expenses in the General Fund and completes a year-end transfer transaction to comply with the proper accounting requirements for the Benefit Trust Fund.

In 2017-18, the Benefit Trust recognized revenue (transfer from the General Fund) of \$629,555.64 and expenses of \$606,693.92. Interest earned was \$1,181.36. The current balance in the fund is \$696,167.03.

### **Community Service Fund Report**

The Community Service Fund is used to account for activities that are outside the regular curricular and extracurricular programs for pupils and have the primary purpose of servicing the community. All activities are open to the public for participation or benefit the community as a whole in some way. Transactions are reported in Fund 80 and the District adopts a separate levy to support these activities.

The primary activities funded through Fund 80 are community performances at the Cedarburg Performing Arts Center (CPAC), crossing guard expenses, community communications, security for community events and various community recreational programs. The total budget for all of these programs in 2018-19 is \$241,762.62 with expenditures for compensation for staff to run these programs, minor utility costs, supplies and other equipment.

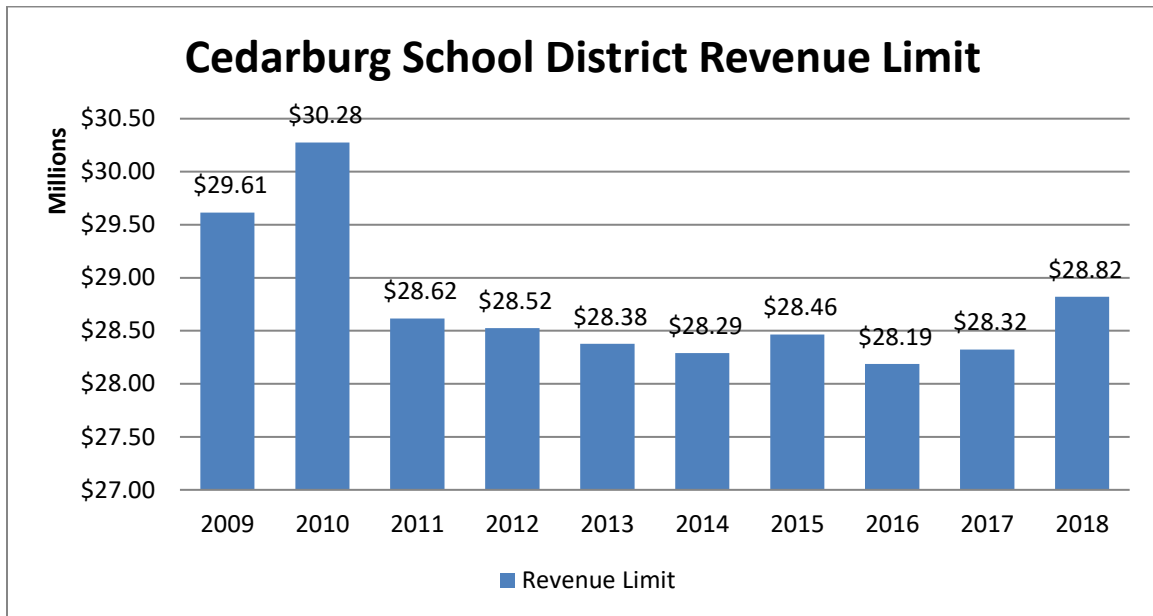
Expenditures for these community programs are supported through ticket sales, rental fees, interest earnings, program fees, and the local tax levy. The proposed 2018-19 Community Services Fund tax levy is \$80,000.

# Informational Section



## Revenue Limit

Since 1993, Wisconsin school districts have worked under revenue limits which cap the amount of revenue a district is allowed to collect each year. The two main factors that comprise the revenue limit are Equalization Aid and local property taxes. A district may only exceed the revenue limit under certain circumstances such as a referendum or an energy efficiency exemption.



The last section of the revenue limit worksheet breaks down the total revenue limit and how it is distributed between Equalization Aid and the local tax levy. The tax levy is then categorized into the levy for each fund. After the final tax levy has been determined, a levy rate can be set based on the property values for the current year.

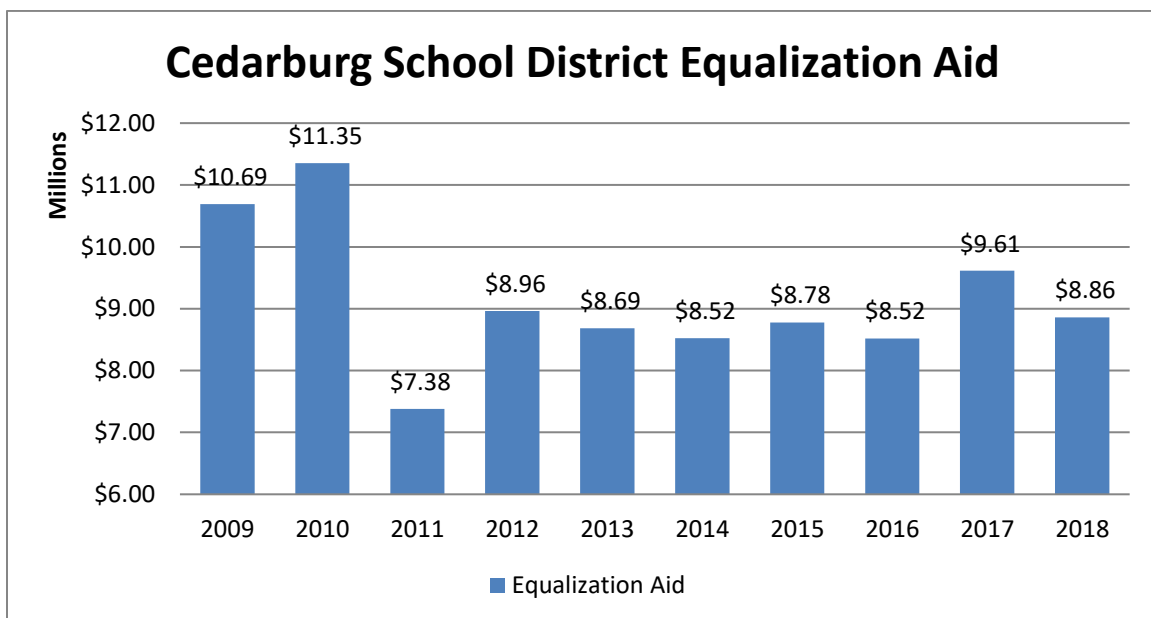
11. 2018-19 Revenue Limit With All Exemptions (Ln 9 + Ln 10)		28,819,834
12. Total Aid to be Used in Computation (12A + 12B + 12C + 12D)		8,975,718
A. 2018-19 October 15 Aid Certification → Cell is locked.	8,862,037	
B. State Aid to High Poverty Districts (not all districts)	0	
C. State Aid for Exempt Computers (Source 691)	35,334	
D. State Aid for Exempt Personal Property (Source 691)	78,348	
<b>REMEMBER TO USE THE OCTOBER 15 AID CERTIFICATION WHEN SETTING THE DISTRICT LEVY.</b>		
13. Allowable Limited Revenue: (Line 11 - Line 12) (10, 38, 41 Levies)		19,844,115
14. Total Limited Revenue To Be Used (A+B+C)	Not > line 13	19,844,115
<b>Entries Required Below: Enter amnts needed by purpose and fund:</b>		
A. Gen Operations: Fnd 10 Src 211	19,489,234	(Proposed Fund 10)
B. Non-Referendum Debt (inside limit) Fund 38 Src 211	354,881	(to Budget Rpt)
C. Capital Exp, Annual Meeting Approved: Fund 41 Src 211	0	(to Budget Rpt)
15. Total Revenue from Other Levies (A+B+C+D)		2,383,685
A. Referendum Apprvd Debt (Fund 39 Debt-Src 211)	2,303,685	
B. Community Services (Fund 80 Src 211)	80,000	(to Budget Rpt)
C. Prior Year Levy Chargeback for Uncollectible Taxes (Src 212)	0	(to Budget Rpt)
D. Other Levy Revenue - Milwaukee & Kenosha Only	0	(to Budget Rpt)
16. Total Fall, 2018 <b>ESTIMATED</b> All Fund Tax Levy (14A + 14B + 14C + 15)		22,227,800
Line 16 is the total levy to be apportioned in the PI-401.	Levy Rate =	0.00901166

## Equalization Aid

Equalization Aid, or General Aid, is the main source of revenue that a school district will typically receive from the State. Equalization Aid is calculated using an advanced, three-tier formula that includes membership changes, revenue and expenditures trends, and property values.

*** PART I: 2018-19 OCT 15 CERT - SPECIAL ADJUSTMENT, INTER, AND INTRA AID SUMMARY ***		
I1	2018-19 SPECIAL ADJUSTMENT AID and/or CHAPTER 220 OCT 15 CERT ELIGIBILITY	0.00
I2A	PARENTAL CHOICE DEDUCT, SPEC ADJ AID and/or CHAPTER 220 AID (MPS only)	0.00
I2B	MILW CHARTER DEDUCT, SPEC ADJ AID and/or CHAPTER 220 AID (Line I1 * -0.015353554)	0.00
I2C	2017-18 OCT-TO-FINAL ADJUSTMENT, SPEC ADJ AID and/or CHAPTER 220 AID	0.00
I3	2018-19 SPEC ADJ AID and/or CHAP 220-OCT 15 CERT (ROUND) (I1+I2A+I2B+I2C)	0.00
I4	2017-18 OCT-TO-FINAL ADJUSTMENT, CHOICE/CHARTER DEDUCTION	-54.00
<b>*I5</b>	<b>2018-19 OCT 15 CERTIFICATION OF GENERAL AID (H6+I3+I4)</b>	<b>8,862,037</b>

Usually a school district with higher property values will receive less Equalization Aid than a district with lower property values assuming they have similar membership and spending numbers. As a result, a district with higher property values will typically have more of their revenue come from the local tax levy than Equalization Aid and vice versa for a district with lower property values. For the Cedarburg School District, the majority of the revenue received comes from local property taxes.

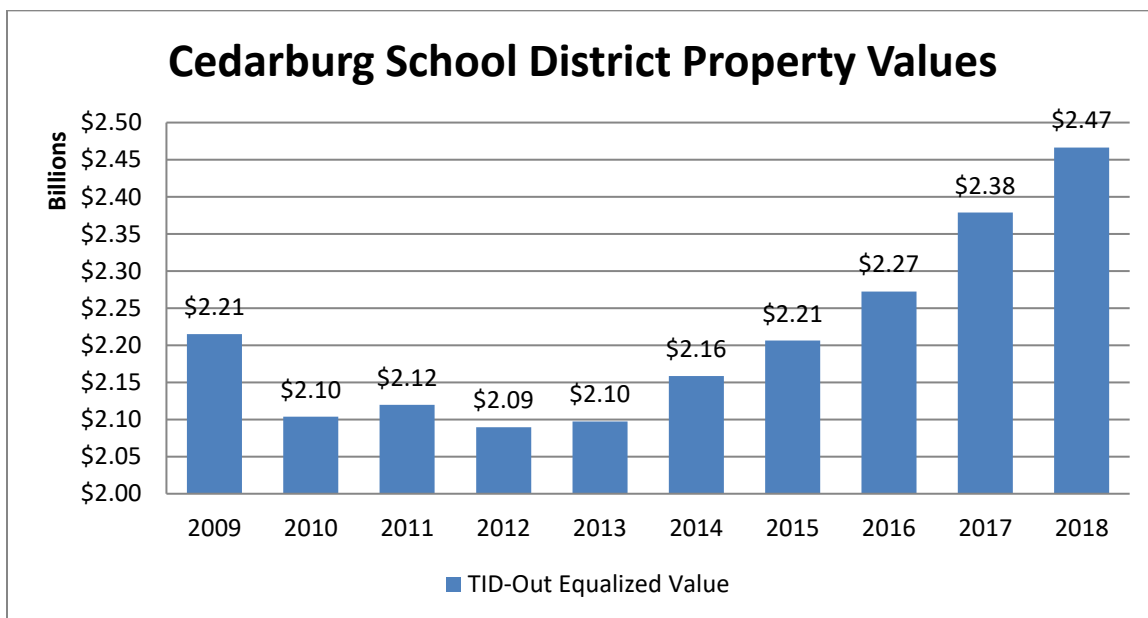




## Property Values

Property taxes are administered based on the dollar value of land and buildings in the corresponding school district. These values are released every October by the Wisconsin Department of Revenue (DOR) so school districts across Wisconsin can set their levies. The DOR provides both a TID-In and TID-Out value based on the Tax Incremental Districts located in the school district. A school district will use the TID-Out value in order to set the tax levy.

Property values for the Cedarburg School District have seen a steady rise since the 2013-14 fiscal year and will increase again in 2018-19 by 3.70%. Increasing property values leads to a larger tax base for a school district to administer the tax levy each year, which usually results in a decrease in the mill rate.

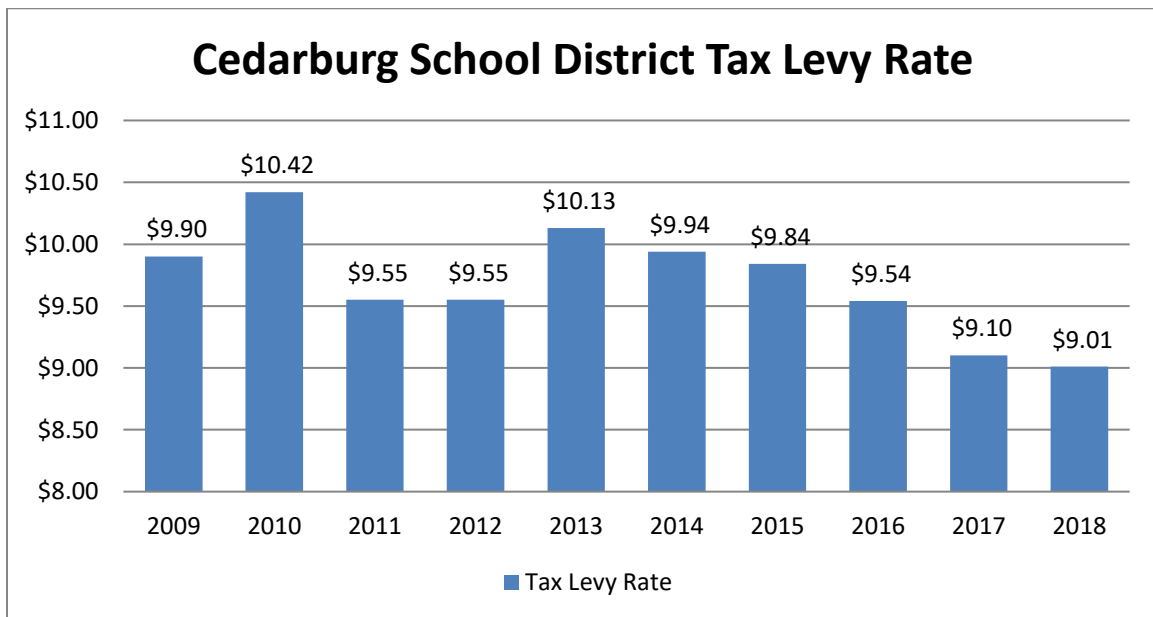


The Cedarburg School District is made up of six municipalities located in both Ozaukee and Washington Counties. The tax levy is allocated to each municipality based on their equalized valuation from the DOR. Out of the six municipalities, the City of Cedarburg and Town of Cedarburg make up over 90% of the property values for the Cedarburg School District.

Municipality	County	Oct 2018 TID-Out Eq. Value	Percent of Total
City of Cedarburg	Ozaukee	1,344,240,067.00	54.50%
City of Mequon	Ozaukee	20,978,646.00	0.85%
Town of Cedarburg	Ozaukee	897,757,749.00	36.40%
Town of Grafton	Ozaukee	2,336,211.00	0.09%
Village of Grafton	Ozaukee	143,618,610.00	5.82%
Town of Jackson	Washington	57,629,210.00	2.34%
<b>TOTALS</b>		<b>2,466,560,493.00</b>	<b>100.00%</b>

## Property Tax Levy

Each year, a public school district must determine the appropriate levy amount and rate. Determining the amount of the levy each year depends on many factors that are all part of the revenue limit computation. Typically the levy is set based on a district's revenue limit less the amount of Equalization Aid received. Once the total levy amount is determined, a tax levy rate, or mill rate, can be calculated based on the total property values for the area. The tax levy rate will be the average levy amount per \$1,000 of equalized value for property in the district. Since this is an average, actual amounts will vary, but it provides an indication of what a tax bill may look like for the upcoming year.

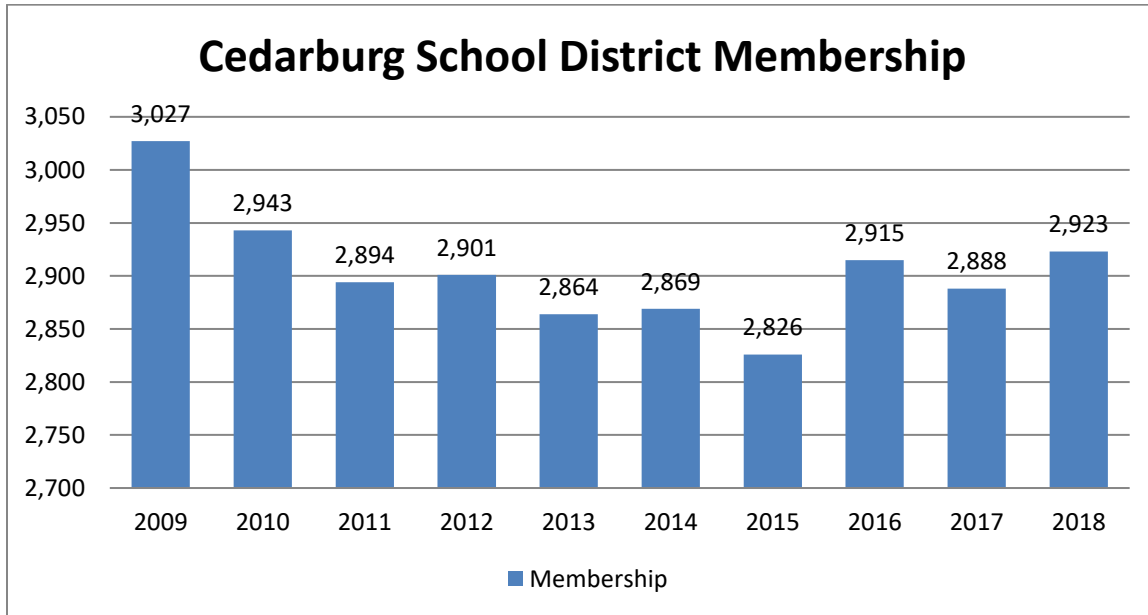


The tax levy rate for the Cedarburg School District has been decreasing over the last few years and is projected to decrease again in 2018-19. The proposed tax levy rate for 2018-19 is anticipated to be set at \$9.01, which is a decrease of .09 cents from last year's rate of \$9.10. On average, most property owners in the Cedarburg School District will see a decrease in their tax bill from the District for 2018-19. Actual amounts will vary based on property values relative to the other changes in the area due to new property value assessments and additions.

Home Value	2017-18 Average Total Tax Levy Bill	2018-19 Average Total Tax Levy Bill	Average Annual Tax Levy Bill Decrease
100,000	910	901	9
200,000	1,820	1,802	18
276,000	2,512	2,487	25
300,000	2,730	2,703	27
400,000	3,640	3,604	36

## Membership

Membership for a school district is not the number of students attending the district, but the number of students who live in the area (i.e., resident students). Enrollment (students attending the district) and membership (resident students) typically do not match due to the open enrollment program. Membership is also based on prorating students who do not attend a full day of school such as four-year old kindergarten.



Membership is one of the most significant factors in determining Equalization Aid and the revenue limit for a school district. Membership is calculated using a three-year average that is then compared to the previous year's three-year average.

<b>September &amp; Summer FTE Membership Averages</b>			
Count Ch. 220 Inter-District Resident Transfer Pupils @ 75%.			
<b>Line 2:</b> Base Avg:((15+.4ss)+(16+.4ss)+(17+.4ss)) / 3 =			<b>2,876</b>
	<b>2015</b>	<b>2016</b>	<b>2017</b>
Summer FTE:	43	43	41
% (40,40,40)	17	17	16
Sept FTE:	2,809	2,898	2,872
Special Needs Vouchers FTE	0	0	0
New ICS - Independent Charter Schools FTE	0	0	0
<b>Total FTE</b>	<b>2,826</b>	<b>2,915</b>	<b>2,888</b>
<b>Line 6:</b> Curr Avg:((16+.4ss)+(17+.4ss)+(18+.4ss)) / 3 =			<b>2,909</b>
	<b>2016</b>	<b>2017</b>	<b>2018</b>
Summer FTE:	43	41	45
% (40,40,40)	17	16	18
Sept FTE:	2,898	2,872	2,905
Special Needs Vouchers FTE	0	0	0
New ICS - Independent Charter Schools FTE	0	0	0
<b>Total FTE</b>	<b>2,915</b>	<b>2,888</b>	<b>2,923</b>
			<b>"Current Average" for use in 18-19</b> Per-Pupil Aid calc (does not include Special Needs Voucher FTE or New ICS - Independent Charter Schools FTE). <b>Average without SNSP/ICS:</b> <b>2,909</b>

## Glossary of Terms

### Definition of Funds

The implementation of fund accounting started in 1978-79 and has been revised annually. A fund is an independent accounting entity consisting of a self-balancing set of asset accounts, liability accounts, and equity accounts. Funds are established for the purpose of carrying on specific activities, or attaining certain objectives in accordance with laws, regulations, restrictions, or limitations.

- **10 General Fund**

The General Fund is used to account for district financial activities for current operations, except those required to be accounted for in separate fund (e.g. Debt Service).

- **20 Special Project Fund**

This fund is used to account for activities that are funded, in whole or in part, by federal or state programs which are designated for specific purposes and which require accounting in a segregated fund.

- **30 Debt Service Fund**

This fund is required by Section 67.11, Wisconsin Statutes. Irrepealable debt tax levy and related revenues are accounted for in this fund, along with expenditures for long-term debt retirement. A separate checking and/or investment account must be maintained by the district for this fund.

- **40 Capital Project Fund**

This fund is used to account for expenditures financed through the use of bonds, promissory notes issued per statute 67.12(12), state trust fund loans, land contracts, an expansion fund tax levy established per statute 120.10(10m) or projects funded with a TIF capital improvement levy (Kenosha School District only). As permitted a capital project fund may also be used to record capital lease transactions involving a "letter of credit" or where use of the lease proceeds extends beyond the fiscal year.

- **50 Food Service Fund**

Federal regulations require that the Food Service Fund be accounted for separately. All revenues and expenditures related to Food Service are recorded in this fund. The Food Service Fund may not transfer money to any other fund. Any fund deficit at the end of the year must be eliminated

through an operating transfer from the General Fund. Any fund balance must be retained for future use for Food Services.

- **60 Agency Fund**

The Agency Fund (formerly Pupil Activity Fund) is used to account for assets held by the district for pupil organizations. This fund is treated only as balance sheet accounts in the school district's accounting system. However, records of revenues and expenditures must be maintained in auxiliary accounts at locations administering the accounts.

- **70 Trust Fund**

Expendable Trust Fund - A Trust Fund from which all resources, including principal and interest, may be expended.

Non-Expendable Trust Fund - A Trust Fund in which the principal may not be expended. A corresponding Expendable Trust Fund must be established to disburse earnings from a Non-Expendable Trust fund.

- **80 Community Service Fund**

Sections 120.13 and 120.61, Wisconsin Statutes, allow a school board to permit use of the district's property for civic purposes. Should the board elect to provide services which have been classified as instructional or supporting services for school educational programs, such as adult education, community recreation, Day Care Center, this fund must be used.

- **90 Package and Cooperative Program Fund**

The Package and Cooperage Program Fund is used for all transactions that occur between two different entities, with one of those entities being the school district. A common use for this fund is when two school districts share an employee.

### **Definition of Revenue Sources**

A revenue "source" will indicate the origin of the revenue.

- **100 Transfers from Another Fund**

Revenue that is transferred in from another fund within the district is recorded here.

- **200 Revenue from Local Sources**

This revenue source includes all funding sources within the district and the community. Local property taxes and school fees are the most common sources of revenue from local sources.

- **300 Interdistrict Payments within Wisconsin**

Revenue received from the transit of aids and payments for services between Wisconsin school districts is recorded here.

- **400 Interdistrict Payments outside Wisconsin**

Revenue received from other districts from outside of Wisconsin for various services.

- **500 Revenue from Intermediate Sources**

When educational agencies such as a CESA act as a grant administrator for a district grant or if a district receives payment for services, revenue or grant payments are recorded here.

- **600 Revenue from State Sources**

Revenue from the State of Wisconsin such as Equalization Aid and various categorical aid are recorded here.

- **700 Revenue from Federal Sources**

Revenue received from the Federal Government, typically from grants, is recorded here.

- **800 Other Financing Sources**

Common sources of revenue within this revenue source code include sale of land or fixed assets and long-term debt proceeds.

- **900 Other Revenues**

Revenues within this source code typically do not fit into any other revenue source code listed and are usually adjustments or refunds that occur during the year.

### **Definition of Expense Objects**

"Object" can be defined as the category of what was purchased.

- **100 Salaries**

This object includes the expenditure for gross amounts paid to employees for services.

- **200 Employee Benefits**

Included here are payments for retirement, social security, health insurance, and life insurance, etc.

- **300 Purchased Services**

Services furnished to the district by non-district personnel are categorized here.

- **400 Non-Capital Objects**

This object includes payments for consumable items such as supplies, materials, and media.

- **500 Capital Objects**

Expenditures for items of a permanent or enduring nature are recorded here.

- **600 Debt Retirement**

Included here are the costs related to the use of borrowed money.

- **700 Insurance and Judgments**

Expenditures related to district liability and property insurance, worker's compensation payments, and judgements and settlements are recorded here.

- **800 Operating Transfers**

Transfers to other funds are categorized in this object.

- **900 Other Objects**

This object is used to record dues, fees, and miscellaneous items.

### **Definition of Functions**

The “function” of an item will specify how it is being used.



- **100 000 Instruction**

Any activities that directly involve students will be found in this function. Activities comprising of regular classroom instruction, special education programs, co-curricular activities and any gifted and talented programs will be recorded within this function.

- **200 000 Support Services**

Activities and departments related to the support of the instructional program in a district are recorded here. Typical support services programs include transportation, building maintenance, debt and financial management, administration, and staff training.

- **300 000 Community Services**

Programs that involve the community, such as adult education or a recreational program, are recorded in this function.

- **400 000 Non-Program Transactions**

Activity not related to any specific programs can be found in this function. Transfers between funds and tuition costs are the most common uses of this function.

- **500 000 District-Wide**

Any activity that is considered district-wide is categorized into this function. This function can only be used with a revenue source code.