

MINUTES OF THE BOARD OF EDUCATION  
**2019-20 BUDGET HEARING**  
DOWAGIAC UNION SCHOOL DISTRICT  
CITY HALL COUNCIL CHAMBERS  
243 S FRONT STREET  
June 17, 2019  
6:45 PM

|  |  |
|--|--|
| Call to Order  | A Budget Hearing of the Dowagiac Union School District Board of Education was held Monday, June 17, 2019 in the Council Chambers at Dowagiac City Hall. Larry Schmidt called the meeting to order at 6:48 PM with the Pledge of Allegiance.  |
| Roll Call  | <u>Members Present:</u> Larry Schmidt, Ruth Ausra, Ron Jones, Ronda Sullivan, Phyllis Sarabyn, Carrie Freeman, Terry Groth<br><br><u>School Personnel:</u> Paul Hartsig, Dawn Conner, Stacy Ritchie, Kelly Millin, Katrina Daiga, Randy Gross, Bryan Sperling, Claudia Zebell, Keith Klann, Roy Freeman, Kristyn Turner, Sara Park, Nicky Hulett, Sean Wightman, Katrina Lee, John Juroff, Bryan Henry, Deb Cahill (Sodexo) and Kathy Stewart, Recording Secretary |
| Preliminary Budget<br>for 2019-20 Presented            | Stacy Ritchie presented the 2019-20 Preliminary Budget:<br>General fund revenues are projected at \$23,094,215<br>Expenditures are projected at \$23,454,803<br>Projected fund balance of \$3,266,151  |
| Preliminary Budget<br>for 2019-20 School<br>Lunch Fund | Stacy Ritchie presented the Preliminary Budget for the School Lunch Fund<br>Total Revenues & other Financing Sources: \$1,374,185<br>Total Expenditures: \$1,370,640<br>Projected fund balance: \$35,679   |
| Questions from<br>Audience                             | Keith Klann asked a question of the Finance Director regarding the per pupil funding.  |
| Adjournment  | Moved by Jones, supported by Groth<br>Meeting adjourned at 6:55 p.m.   |

  
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PHYLLIS SARABYN, BOARD SECRETARY  
DOWAGIAC BOARD OF EDUCATION

# DOWAGIAC UNION SCHOOL DISTRICT

## 2019 – 2020 BUDGET RESOLUTION FOR ADOPTION:

GENERAL FUND

SPECIAL REVENUE – SCHOOL LUNCH FUND

SPECIAL REVENUE – FIDUCIARY FUND

June 17, 2019

GENERAL FUND

2019 - 2020

2019 - 2020 GENERAL APPROPRIATION RESOLUTION

Resolution for Adoption by the

Board of Education

of the

Dowagiac Union School District

RESOLVED, that this resolution shall be the general appropriations of the Dowagiac Union School District for the fiscal year July 1, 2019 to June 30, 2020; A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Dowagiac Union School District. The total number of mills levied on all non-homestead and non-qualified agricultural properties will be 18.00 mills, for the purpose of general operations.

BE IT FURTHER RESOLVED, that the total revenues and un-appropriated fund balance estimated to be available for appropriations in the General Fund of the School District for fiscal year 2019 - 2020 is as follows:

June 17, 2019

DOWAGIAC UNION SCHOOL DISTRICTREVENUE

|  |                   |
|--|-------------------|
| Local Sources                                      | \$5,764,821       |
| Local Sources - Pokagon                            | 219,867           |
| State Sources                                      | 15,594,292        |
| Federal Sources                                    | 1,411,435         |
| Intermediate School Districts                      | 103,800           |
| <u>TOTAL REVENUE</u>                               | <u>23,094,215</u> |
| Transfer from other Funds                          | 0                 |
| (NET) Fund Balance Available to Appropriate        | <u>3,626,738</u>  |
| <u>TOTAL AVAILABLE TO APPROPRIATE JULY 1, 2018</u> | <u>26,720,953</u> |

BE IT FURTHER RESOLVED, that \$26,720,953 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

## EXPENDITURES

Instruction

|                              |               |
|------------------------------|---------------|
| Basic Programs               | \$ 11,366,962 |
| Added Needs                  | 2,752,908     |
| Adult & Continuing Education | 70,699        |

Support Services

|                               |           |
|-------------------------------|-----------|
| Pupil                         | 1,193,202 |
| Instruction Staff             | 1,266,131 |
| General Administration        | 399,117   |
| School Administration         | 1,411,901 |
| Business                      | 527,779   |
| Operation and Maintenance     | 2,256,749 |
| Pupil Transportation Services | 1,077,834 |
| Central Services              | 436,396   |
| Athletics                     | 586,002   |
| Community Services            | 109,122   |
| Debt Service                  | 0         |
| Transfer to Other Funds       | 0         |

TOTAL APPROPRIATED
23,454,803

General Appropriation

June 17, 2019

FUND BALANCE JULY 1, 2019

\$3,626,738

FUND BALANCE JUNE 30, 2020

\$3,266,151

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 by the Board.

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary Policy Statement hitherto adopted by the Board.

This appropriation resolution is to take effect on July 1, 2019.

SPECIAL REVENUE

School Lunch Fund

2019 - 2020

2019 - 2020 Special Revenue School Lunch Fund Appropriation Resolution

Resolution for Adoption by The

Board of Education

of The

Dowagiac Union School District

RESOLVED, that this resolution shall be the Special Revenue School Lunch Fund appropriation of the Dowagiac Union School District for the fiscal year July 1, 2019 to June 30, 2020; A resolution to make appropriations; to provide for all the expenditure of the appropriations; and to provide for the disposition of all income received by the Dowagiac Union School District.

BE IT FURTHER RESOLVED, that the total revenue and un-appropriated fund balance estimated to be available for appropriations in the Special Revenue School Lunch Fund of the Dowagiac Union School District for fiscal year, July 1, 2019 to June 30, 2020 is as follows:

June 17, 2019



## Special Revenue-Lunch Fund Appropriation

June 17, 2019

DOWAGIAC UNION SCHOOL DISTRICTREVENUE

|  |                    |
|--|--------------------|
| Local Sources                                      | \$39,700           |
| State Sources                                      | 45,285             |
| Federal Sources                                    | 1,287,200          |
|  | <hr/>              |
| <u>TOTAL REVENUE</u>                               | \$1,372,185        |
| Incoming Transfers and Other Transactions          | 2,000              |
|  | <hr/>              |
| <u>TOTAL REVENUE/INCOMING TRANSFERS/OTHER</u>      | \$1,374,185        |
| <u>TRANSACTIONS</u>                                |                    |
| Fund Balance Available to Appropriate              | 32,134             |
|  | <hr/>              |
| <u>TOTAL AVAILABLE TO APPROPRIATE JULY 1, 2019</u> | <u>\$1,406,319</u> |

BE IT FURTHER RESOLVED, that \$1,406,319 of the total available to appropriate in the Special Revenue School Lunch Fund is hereby appropriated in the amounts and for the purposes set forth below.

EXPENDITURES

|   |                    |
|---|--------------------|
| Salaries                                  | \$45,000           |
| Benefits                                  | 16,115             |
| Purchased Services                        | 522,825            |
| Supplies/Materials                        | 673,100            |
| Other Expenses                            | 98,600             |
| Capital Outlay                            | 15,000             |
| Indirect Costs                            | 0                  |
| <u>TOTAL EXPENDITURES</u>                 | <u>\$1,370,640</u> |
| Outgoing Transfers and Other Transactions | (0)                |
| <u>TOTAL APPROPRIATED</u>                 | <u>\$1,370,640</u> |

|                            |                 |
|----------------------------|-----------------|
| FUND BALANCE JULY 1, 2019  | \$32,134        |
| FUND BALANCE JUNE 30, 2020 | <u>\$35,679</u> |

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 by the Board.

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary Policy Statement hitherto adopted by the Board.

This appropriation resolution is to take effect on July 1, 2019.

SPECIAL REVENUE

Fiduciary Fund

2019 – 2020

2019 - 2020 Special Revenue Fiduciary Fund Appropriation Resolution

Resolution for Adoption by The

Board of Education

of The

Dowagiac Union School District

RESOLVED, that this resolution shall be the Special Revenue Fiduciary Fund appropriation of the Dowagiac Union School District for the fiscal year July 1, 2019 to June 30, 2020; A resolution to make appropriations; to provide for all the expenditure of the appropriations; and to provide for the disposition of all income received by the Dowagiac Union School District.

BE IT FURTHER RESOLVED, that the total revenue and un-appropriated fund balance estimated to be available for appropriations in the Special Revenue Fiduciary Fund of the Dowagiac Union School District for fiscal year, July 1, 2019 to June 30, 2020 is as follows:

June 17, 2019

## Special Revenue-Fiduciary Fund Appropriation

June 17, 2019

DOWAGIAC UNION SCHOOL DISTRICTREVENUE

|               |          |
|---------------|----------|
| Local Sources | \$50,000 |
|---------------|----------|

TOTAL REVENUE

\$50,000

|   |   |
|---|---|
| Incoming Transfers and Other Transactions | 0 |
|---|---|

TOTAL REVENUE/INCOMING TRANSFERS/OTHER

\$50,000

TRANSACTIONS

|                                       |         |
|---------------------------------------|---------|
| Fund Balance Available to Appropriate | 164,213 |
|---------------------------------------|---------|

TOTAL AVAILABLE TO APPROPRIATE JULY 1, 2019

|           |
|-----------|
| \$214,213 |
|-----------|

BE IT FURTHER RESOLVED, that \$214,213 of the total available to appropriate in the Special Revenue Fiduciary Fund is hereby appropriated in the amounts and for the purposes set forth below.

EXPENDITURES

|                    |          |
|--------------------|----------|
| Purchased Services | \$20,000 |
|--------------------|----------|

|                    |        |
|--------------------|--------|
| Supplies/Materials | 30,000 |
|--------------------|--------|

TOTAL EXPENDITURES

|          |
|----------|
| \$50,000 |
|----------|

|   |     |
|---|-----|
| Outgoing Transfers and Other Transactions | (0) |
|---|-----|

TOTAL APPROPRIATED

|          |
|----------|
| \$50,000 |
|----------|

FUND BALANCE JULY 1, 2019

\$164,213

FUND BALANCE JUNE 30, 2020

|           |
|-----------|
| \$164,213 |
|-----------|

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 by the Board.

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