

**REVISED**  
*(3 NEW SLIDES #13-15 &  
CORRECTED AMOUNT IN #19)*

# **Burbank Unified 2018-19 Second Interim**

March 14, 2019

Matt Hill, Superintendent  
David Jaynes, Assistant Superintendent, Administrative Services  
Alyssa Low, Director of Fiscal  
Carin Wantland, Assistant Supervisor of Budget and Finance

# The Budget Cycle

Report	Description	Due
Adopted Budget	Details spending plan of district and includes estimated actual ending balances for prior fiscal year	On or before June 30
First Interim	Actual revenues & expense July 1 to October 31 with projections for remainder of current and 2 future fiscal years	On or before December 15
<b>Second Interim</b>	<b>Same as above but for period July 1 to January 31</b>	<b>On or before March 18</b>
Unaudited Actuals	Details actual ending balances, all revenues and expenditures for year ended June 30	On or before September 15

# General Fund

## 2018-19 Second Interim

2018-19	Unrestricted	Restricted	Combined
Revenues	\$139,251,609	\$24,068,309	\$163,319,918
Expenditures	\$120,036,914	\$47,312,580	\$167,349,494
Transfers Out/Other Uses (Includes Child Development)	(\$21,605,335)	\$20,808,781	(\$796,554)
Net Gain/(Loss)	<b>(\$2,390,640)</b>	<b>(\$2,435,490)</b>	<b>(\$4,826,130)</b>
Beginning Fund Balance	\$10,918,844	\$3,419,550	\$14,338,395
Ending Fund Balance	<b>\$8,528,205</b>	<b>\$984,060</b>	<b>\$9,512,265</b>

# General Fund Revenues Unrestricted

2018-19	1st Interim	2 <sup>nd</sup> Interim	Difference
LCFF Revenue	\$133,000,426	\$133,051,902	\$51,476
Federal	-0-	-0-	0
Other State	\$5,730,122	\$5,645,116	(\$85,006)
Other Local	\$549,118	\$554,591	\$5,473
<b>TOTAL</b>	<b>\$139,279,666</b>	<b>\$139,251,609</b>	<b>(\$28,057)</b>

# General Fund Expenditures

## Unrestricted

2018-19	1 <sup>st</sup> Interim	2 <sup>nd</sup> Interim	Difference
Certificated Salary	\$64,024,170	\$63,667,167	(\$357,003)
Classified Salary	\$17,110,342	\$17,045,636	(\$64,706)
Employee Benefits	\$28,371,922	\$28,236,773	(\$135,149)
Books and Supplies	\$1,551,874	\$1,494,730	(\$57,144)
Services/Operating Exp	\$8,735,833	\$8,927,003	\$191,170
Capital Outlay	\$229,816	\$237,905	\$8,089
Net other Outgo/Indirect	\$439,023	\$427,700	(\$11,323)
Contributions/Transfers	\$21,346,281	\$21,605,335	\$259,054
<b>TOTAL</b>	<b>\$141,809,261</b>	<b>\$141,642,249</b>	<b>(\$167,012)</b>

# Expenditure Change from First Interim to Second Interim– Unrestricted

## Certificated Salaries

- Reduced due to vacancies (\$357,003)

## Classified Salaries

- Reduced due to vacancies (\$ 64,706)

## Benefits

- Reduced due to Certificated and Classified vacancies (\$135,149)

# Expenditure Change from First Interim to Second Interim– Unrestricted

## Materials and Supplies

- Reduction represents unused purchase orders (\$57,144)

## Services

- Increase unrestricted contract for nursing services & attorney fees \$191,170

## Capital/Equipment

- Slight increase for equipment \$ 8,089

# Expenditure Change from First Interim to Second Interim– Unrestricted

## Other Outgo/Indirect

- Indirect is recalculated as restricted program changes occur
- Increase to unrestricted indirect (\$80,659)

## Contributions

- Increase to Special Education \$278,114
- Decrease to Child Development Center (\$19,060)

Total unrestricted expenditure changes since 1<sup>st</sup> Interim (\$167,012)



# General Fund Revenues Restricted

2018-19	1st Interim	2 <sup>nd</sup> Interim	Difference
LCFF Revenue	\$-0-	\$-0-	\$-0-
Federal	\$6,298,277	\$6,328,343	\$30,066
Other State	\$11,271,722	\$12,345,215	\$1,073,493
Other Local	\$4,850,274	\$5,394,751	\$544,477
<b>TOTAL</b>	<b>\$22,420,273</b>	<b>\$24,068,309</b>	<b>\$1,648,036</b>

# General Fund Expenditures Restricted

2018-19	1 <sup>st</sup> Interim	2 <sup>nd</sup> Interim	Difference
Certificated Salary	\$11,836,874	\$12,017,866	\$180,992
Classified Salary	\$10,107,902	\$10,176,936	\$69,034
Employee Benefits	\$8,044,987	\$8,093,622	\$48,635
Books and Supplies	\$6,229,381	\$6,214,282	(\$15,099)
Services/Operating Exp	\$7,573,216	\$8,183,557	\$610,341
Capital Outlay	\$1,008,074	\$1,047,447	\$39,373
Net other Outgo/Indirect	\$1,570,056	\$1,578,870	\$8,814
Contributions/Transfers	\$20,530,667	\$20,808,781	\$278,114
<b>TOTAL</b>	<b>\$66,901,157</b>	<b>\$68,121,361</b>	<b>\$1,220,204</b>

## Other Funds

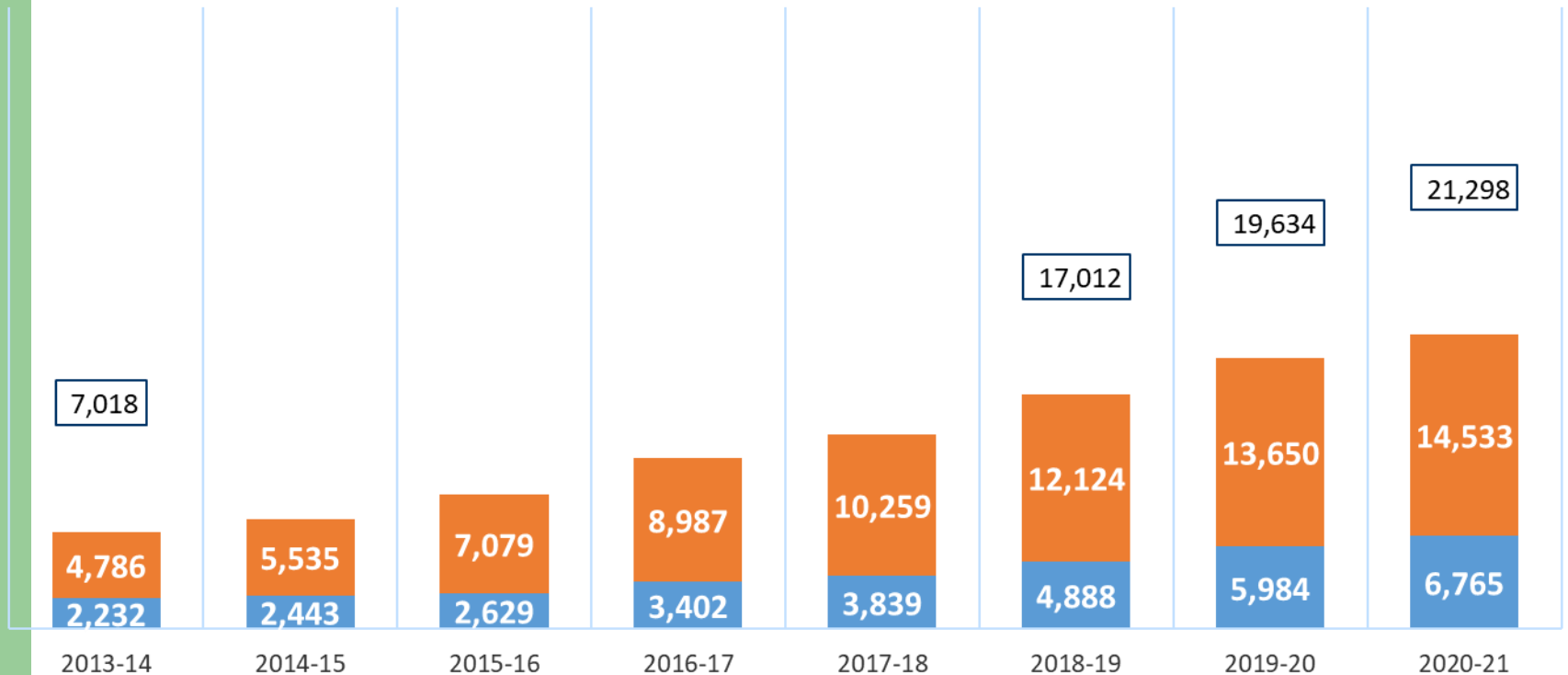
<b>2018-19</b>	Beginning Fund Balance	2 <sup>nd</sup> Interim Revenue	2 <sup>nd</sup> Interim Expense	Ending Fund Balance
Adult Ed (includes transfers)	\$4,707,865	\$3,543,855	\$4,362,185	\$3,820,982
Child Development (includes GF transfer of \$796,554)	\$ -0-	\$6,307,191	\$6,307,191	\$-0-
Cafeteria Special Revenue	\$668,417	\$3,874,593	\$4,131,033	\$411,976
Deferred Maintenance	\$397,534	\$627,645	\$371,905	\$653,274
Building Fund	\$16,402,404	\$287,460	\$5,514,291	\$11,175,573
Capital Facilities	\$591,659	\$330,811	\$780,071	\$142,399
Reserve -Capital Outlay	\$10,843,032	\$873,327	\$3,123,697	\$892,662
Bond Interest/Redemption	\$12,135,463	\$12,175,854	\$13,457,801	\$11,707,338
Self Insurance Fund-Retiree	\$150,984	\$1,317,175	\$1,317,175	\$150,984
Retiree Benefit Trust Fund	\$7,195,429	\$160,000	\$1,345,742	\$6,009,687

# Burbank Unified School District District Contribution to Employee Retirements

Millions \$

## District Contribution

■ PERS ■ STRS Total



# Burbank Unified School District 2019-2020 Reduction Assumptions for Fiscal Stability

Increase in required Restricted Routine Maintenance from General Fund (from 2.5% to 3%)	\$ (815,000)
Move 90% of grounds positions to Restricted Routine Maintenance	\$ 733,500
Reduce Deferred Maintenance budget from \$613,000 to \$400,000	\$ 213,000
Reduce Social Emotional Materials	\$ 25,000
Reduce Professional Development for counselors	\$ 5,000
Reduce Professional Development budget	\$ 40,000
Reduce intervention training and materials	\$ 10,000
Reduce Middle School world language materials	\$ 5,000
Superintendent & Board did not take a raise in 2017	\$ 6,521
Superintendent Office Reorg - Reduce by the equivalent of (.5 FTE)	\$ 60,000
Eliminate (1) Wellness director	\$ 200,027
Eliminate (1) Admin assistant	\$ 71,396
Reduce (1) Engagement Strategies TOSA from 1.2 to .2	\$ 78,000
Eliminate (1) Director of Elementary	\$ 195,165

## Burbank Unified School District 2019-2020 Reduction Assumptions for Fiscal Stability Continued

Eliminate (1) Admin Assistant	\$ 59,590
Eliminate (1) Arts/CTE TOSA	\$ 91,245
Eliminate Targeted Intervention Sections for secondary students	\$ 286,000
Reduce Career Technical Education 2-3 Courses	\$ 50,000
Eliminate vacant AP Jefferson position	\$ 132,440
Reduce Response to Intervention (RTI) Math and ELA - Elementary Schools	\$ 200,000
Reduce (3) Music teachers, elementary (grant will cover 2)	\$ 275,328
New Supplemental Funding	\$ 500,000
Move 1 pre service day to ELA/Math grant	\$ 400,000
Move Professional Development (GATE/AP/HONORS) to ELA/Math grant	\$ 10,000
Move part of TOSA to ELA/Math Grant	\$ 64,411
Reduce general fund contribution to Child Development	\$ 603,377
<b>Total</b>	<b>\$ 3,500,000</b>

# **Burbank Unified School District 2019-2020 Child Care Program Fee Increase**

- 10% fee increase for continuing children
- Set rates at market rate for newly enrolled children at Horace Mann
- Annual waitlist fee of \$100 per family with either program
- Effective July 1, 2019

# General Fund Multiple Year Projection - Combined

	2018-19	2019-20	2020-21
Revenues	\$163,319,918	\$164,325,940	\$168,168,163
Expenditures	\$167,349,494	\$164,017,003	\$169,270,121
Transfers Out/Other Uses	\$796,554	\$391,447	\$381,844
Net Increase (Decrease)	(\$4,826,130)	(\$82,508)	(\$1,483,802)
Beginning Fund Balance	\$14,338,395	\$9,512,265	\$9,429,757
Ending Fund Balance	\$9,512,265	\$9,429,757	\$7,945,955
Reserve %	4.58%	4.60%	3.23%

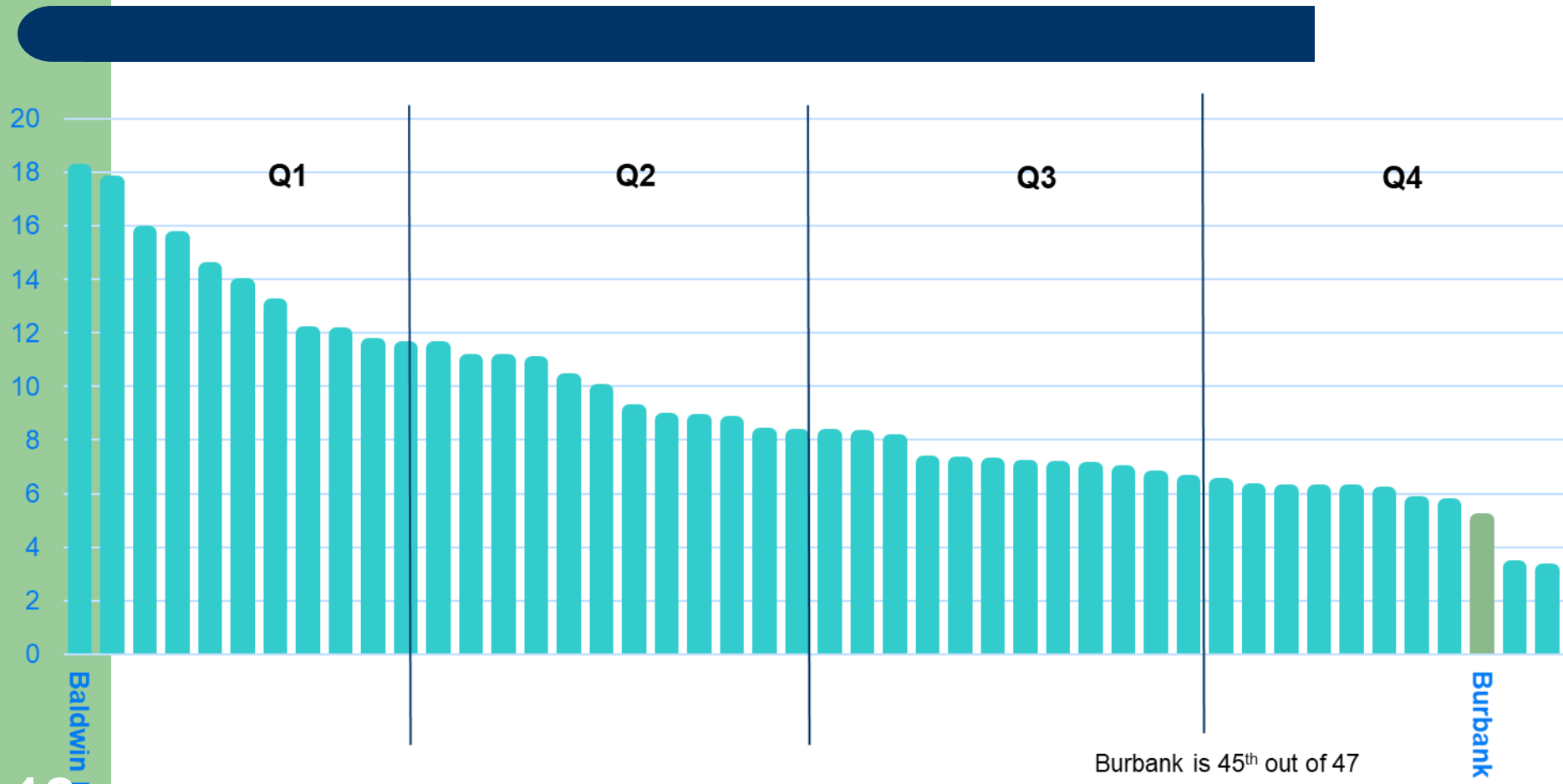


# Burbank Unified School District

## GF MYP- Components of Ending Fund Balance

	2018-19	2019-20	2020-21
Ending Fund Balance	\$9,512,265	\$9,429,757	\$7,945,955
Revolving Cash/Stores	\$100,060	\$100,060	\$100,060
ILA set aside	\$87,640	\$87,640	\$87,640
LCAP Supplemental	\$ -0-	\$34,798	\$239,631
CSEA Job Study	\$390,000	\$ -0-	\$ -0-
Vacation Liability Overage	\$249,223	\$249,223	\$249,223
Reserve for COLA <i>Difference between 3.46% and 3.26%</i>	\$ - 0 -	\$245,877	\$491,754
Reserve for STRS	\$ - 0 -	<i>Difference between 19/20 18.13% &amp; 17.1%</i> \$653,401	<i>Difference between 19/20 19.1% &amp; 18.13%</i> \$1,296,277
Required Reserve 3%	\$5,044,381	\$4,932,253	\$5,089,559
Board Reserve up to 3%	\$2,656,900	\$2,634,475	\$ 391,811
Unassigned Balance	\$ -0-	\$ -0-	\$ -0-

# Burbank Unified School District Three Year Increase in Maximum Salary for Teachers with Credentials



Burbank is 45<sup>th</sup> out of 47

# Burbank Unified School District

BUSD's Multi Year Projection with a 2% on salary increase for three fiscal years: 2018-19, 2019-20, 2020-21

	2018-19	2019-20	2020-21
Revenues	\$163,319,918	\$164,325,942	\$168,168,163
Expenditures	\$169,528,487	\$166,299,621	\$172,407,164
Transfers Out/Other Uses	\$796,554	\$391,447	\$381,844
Net +/-	(\$7,005,123)	(\$2,365,126)	(\$4,620,845)
Beginning Fund Balance	\$14,338,395	\$7,333,272	\$4,968,146
Ending Fund Balance	\$7,333,272	\$4,968,146	\$347,301
Required REU 3%	\$5,109,751	\$5,000,732	\$5,183,670
Unassigned	\$412,537	(\$1,895,615)	(\$7,300,955)
Reserve %	3.7%	2.7%	0.2%

# 2018-19 Second Interim Certification

## Positive Certification

- Burbank will meet the 3% required reserve in Fiscal year 2020-21.
- Questions
  - Comments