Financial Services

Mr. Ron Y. Steiger, Chief Financial Officer

SUBJECT:

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING

**JANUARY 2018** 

COMMITTEE:

FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

LINK TO STRATEGIC

**BLUEPRINT:** 

**EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES** 

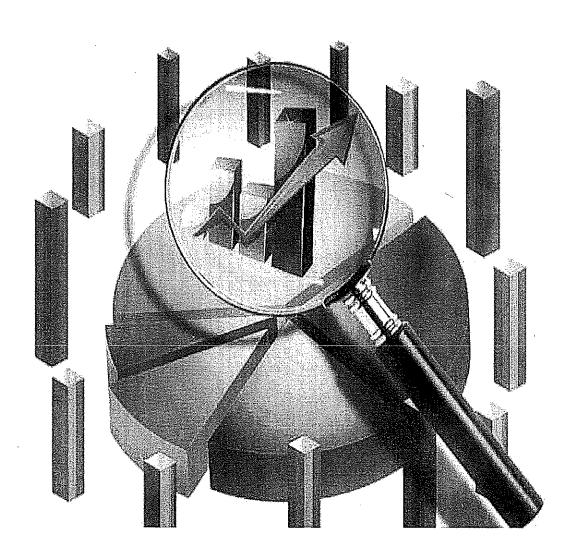
The Monthly Financial Report for the period ending January 2018 is presented to the Board.

The report contains the Statement of Operations for the General, Food Service, and Capital Projects Funds. Copies of the attached Monthly Financial Report for the period ending January 2018 will be placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, receive and file the Monthly Financial Report for the period ending January 2018.

# Monthly Financial Report - Unaudited For the Period Ending January 2018



Financial Services
Office of the Controller

Board Meeting of March 21, 2018

### **Miami-Dade County Public Schools**

### The School Board of Miami-Dade County, Florida

Ms. Perla Tabares Hantman, Chair Dr. Martin Karp, Vice Chair Dr. Dorothy Bendross-Mindingall Ms. Susie V. Castillo Dr. Lawrence S. Feldman Dr. Steve Gallon III Ms. Lubby Navarro Dr. Marta Pérez Ms. Mari Tere Rojas

### **Superintendent of Schools**

Mr. Alberto M. Carvalho

#### **Student Advisor**

Mr. Bryce Febres



## Unaudited Monthly Financial Report for the Period Ending January 2018

#### The Superintendent of Schools

Presents:

The Monthly Financial Report for the period ending January and the thirty-one weeks ending January 31, 2018 indicating appropriations in the 2017-18 budget, revenues and expenditures to date by funds and other related financial data.

Recommends:

The report be accepted and placed on file.

Respectfully submitted,

Alberto M. Carvalho Superintendent

Prepared by:

Connie Pou, C.P.A.

Controller

Reviewed by:

Ron Y Steiger

Chief Financial Officer

#### Unaudited Monthly Financial Report for the Period Ending January 2018

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The School Board County, Florida Statement of Operations (Unaudited)
GENERAL FUND (\$000)
Thirty-one Weeks Ended January 31, 2018

THE THEFT PLANTS WAS AND A STATE OF THE STAT	-												
	•	Adopted	٩	Amended	Current Month		Ę	% of YTD Actual to Amended		Prior VTD	Difference Increase/	% Increase/	ase/
Description		Budget		Budget <sup>(1)</sup>	Actual		Actual	Budget	***************************************	Actual	(Decrease)	(Decrease)	ease)
REVENUES									and the second				
STATE SOURCES FEDERAL SOURCES LOCAL SOURCES TO ALLOCAL SOURCES	€9	1,222,699 16,003 1,605,939	69	1,201,104 \$	o, 57	w	715,791 2,181 1,340,941	60% 14% 83%	₩	678,574 1,404 1,311,992	\$ 37,217 777 28,949		282
אנו סאמרטוואאן		1/9,362		159,/05	2,618		92,418	28%		106,919	(14,50	1) (14%)	<del>-</del>
TOTAL REVENUES	69	3,024,023	49	2,982,953 \$	254,351	so.	2,151,331	72%	↔	2,098,889	\$ 52,442	2 %	<b>~</b>
EXPENDITURES													
SCHOOL LEVEL SERVICES TEACHING (includes salaries, fringe benefits & other direct expenditures)	69	2,108,702	69	2,056,568 \$	•	69	1,111,605	54%	w	1,086,717	\$ 24,888	8 2%	<u>-</u>
STUBENT SERVICES (includes counselors, psychologists & visiting teachers)   TRANSPORTATION		129,337 69,772		118,569 73,225	11,749		58,471 39,841	58% 54%		67,419 40,834	1,052	_	* 8
TOTAL DIRECT SERVICES TO STUDENTS	υ	2,307,811	S	2,248,362 \$	20	69	1,219,917	54%	64		\$ 24,947	1 I	,
CUSTODIAL & MAINTENANCE SERVICES (includes utilities)		372,072		383,607	33,260		220,567	57%		215,816	4,751	1 2%	
SCHOOL ADMINISTRATION COMMUNITY SERVICES		182,349		168,240 24,271	15,255 2,096		95,823	57% 57%		94,680 14,751	1,143	3 1%	<b>.</b>
TOTAL SCHOOL LEVEL SERVICES	69	2,891,360	45	2,824,480 \$	258,939	↔	1,550,138	25%	ક	1,520,217	\$ 29,921	1 2%	ų.
INSTRUCTIONAL SUPPORT SERVICES INSTRUCTION & CURRICULUM DEVELOPMENT	и	23.562	4/	41 933	2 800	40	23.288	,95 %36	4	15.080	7 20B	A 5%	*
INSTRUCTIONAL STAFF TRAINING INSTRUCTION RELATED TECHNOLOGY		1,722			127		1,555	52%	•				. % .
TOTAL INSTRUCTIONAL SUPPORT SERVICES	w	65,629	40	79,942 \$	5,844	ь	44,505	25%	69		\$ 7,840		*
TOTAL SCHOOL LEVEL & INSTRUCTIONAL EXPENDITURES	↔	2,956,989	s	2,904,422 \$	264,783	ь	1,594,643	25%	69	1,556,882	\$ 37,761	1 2%	,o
BUSINESS SERVICES FISCAL SERVICES (Includes accounting, budget, payroll,	€9	11,894	es	13,047 \$	1,126	69	6,806	52%	₩	5,910	968	3 15%	
accounts payane a cash management) CENTRAL Society (includes purchasing, personnel, risk management & warehouse senings)		56,953		65,817	4,530		29,956	46%		25,990	3,966	5 15%	<u>%</u>
ADMINISTRATIVE TECHNOLOGY SERVICES		2,394		2,953	244		1,649	%95		1,504	145	10%	»°
TOTAL BUSINESS SERVICES	w	71,241	69	81,817 \$	5,900	S	38,411	41%	69	33,404	\$ 5,007	15%	<u>%</u>
CENTRAL ADMINISTRATION SCHOOL BOARD													
BOARD OFFICE BOARD ATTORNEY	↔	3,280	49	3,192 \$	266	•>	1,941	61%	69	1,990	4)		ভ
OTHER (Includes inspector general & independent auditors)		1,442		1,807	2,50 2,71		817	45%		157°; 878	(13) (62)	2) (7%)	• •
GENERAL ADMINISTRATION SUPERINTENDENTS OFFICE OTHER SEMERAL ADMINISTRATION		1,550		1,529	123		766	20%		774	(5)	(5) (1%)	·
TOTAL CENTRAL ADMINISTRATION	us.	13,269	€9	14,043 \$	1,185	49	7,744	55%	69	7,663	\$ 81		a .a
SUB-TOTAL EXPENDITURES	w	3,041,499	83	3,000,282 \$	271,868	69	1,640,798	25%	w		\$ 42,849	1	
FACILITIES & CAPITALIZED EQUIPMENT		' '		117	•		' !	%0		• !		• •	
DED I OENVIOLE (indiques inteless expense)		UZG,T					11/	%				,	
TOTAL EXPENDITURES	•	3,043,019	s.		271,868	1	1,640,915	22%	69	1,598,066	\$ 42,849	3%	
Excess (Deficiency) of Revenues Over Expenditures	s.	(18,996)	69	\$ (18,996)	(17,517)	\$	510,416		÷	500,823	\$ 9,593	الم	
Beginning Fund Balance		222,269		222,269									
Less: Rebudgets, Reserves, Encumbrances & Commitments		(66,675)		(56,675)									
Unappropriated Fund Balance	s	136,598	۰,	136,598									

(1) This represents the budget as amended at the School Board meeting on February 21, 2018. Sources: Offices of the Controller and Budget Management

				The Sc	hool Boar Stat	rd of emel Unau	The School Board of Miami-Dade County, Florida Statement of Operations Unaudited (\$000)	e Cour ions	ıty, Florida					
				Thi	CAPIT rty-one W	AL F eeks	CAPITAL PROJECTS FUNDS Thirty-one Weeks Ended January 31, 2018	FUNDS uary 3	1, 2018		1			
Description		Adopted Budget	Am Am	Amended Budget <sup>(5)</sup>	Current Month	, Keg	Year-To-Date Actual	76	Commitment and Encumbrance		Actual vs Amended Budget	× 8	Year-To-Date Actual 2016-17 <sup>(4)</sup>	Difference Increase/ (Decrease)
REVENIES	╙													/
Local Optional Millage	45	439,381	64	439,255 \$	39,553	u	348,260 (1)	%62	N/A	₩	(90,995)	(21%) \$	338,661 \$	6,599
PECO Revenues		18,125		18,125	1,034		12,950	71%	N/A		(5,175)	(29%)	19,753	(6,803)
Interest		3,794		3,794	592		3,550	94%	A/N		(244)	(%9)	1,777	1,773
Transfers-in (Interfund)		•		i	•		•	•	ΝΆ		ı	,	1	1
Sale of Bonds and Other Revenues		250,316		225,616	•		•	%0	N/A		(225,616)	(100%)	273,273	(273,273)
Misc Revenue		36,315		34,638	6,995		12,268	35%	N/A		(22,370)	(85%)	11,942	326
Total	63	747,931	s	721,428 \$	48,174	s	377,028	52%	A/N	49	(344,400)	(48%) \$	645,406 \$	(268,378)
Beginning Fund Balance		661,292		661,292				ı						
Total Beginning Fund Balance &									-		Current			
Budgeted Revenues	'n	1,409,223	\$	1,382,720							Available			
EXPENDITURES	Г										Balance			
Sites/Site Improvements	s	18,554	s	19,309 \$	705	co.	4,494 (2)	23%	\$ 5,108	49	9,707	\$ %09	4,929 \$	(435)
Buildings & Additions		261,368		257,992	4,164		22,748 (2)	<b>%</b> 6	40,446		194,798	<b>%9</b> <i>L</i>	32,105	(9,357)
Renovations		641,524		641,006	10,763		62,718 (2)	10%	71,216		507,072	79%	78,273	(15,555)
Original & Additional Equipment		52,900		32,472	229		5,319 (2)	16%	14,646		12,507	39%	25,009	(19,690)
Other		3,187		20,054	6,468		6,724	34%	470		12,860	64%	1,140	5,584
Transfers-out		423,969		404,292	25,131		202,705	20%	•		201,587	20%	220,878	(18,173)
Total	\$	1,401,502	\$ 1	1,375,125 \$	47,460	S.	304,708	22% 3	\$ 131,886	65	938,531	\$ %89	362,334 \$	(57,626)
Excess (Deficiency) of Revenues Over Expenditures		(653,571)		\$ (23,697)	714	s	72,320	I				w	283.072 \$	(210,752)
Projected Enging Balance	49	7.721	67	7.595								***************************************	***************************************	***************************************
		1	-	***************************************										

(34%)

3%

% increase/ (Decrease) (100%)

(45%) 3%

(1)-(2) Refer to accompanying "Notes to Monthly Financial Report."

(9%) (29%) (20%) (79%) 490% (8%) (16%)

 <sup>(3)</sup> This represents the adopted budget approved by the School Board on September 6, 2017.
 (4) The Statement of Operations is shown with comparative totals for fiscal year 2016-17.
 (5) This represents the budget as amended at the School Board meeting on February 21, 2018. Sources: Offices of the Controller and Budget Management

			Statem Un	Statement of Operations Unaudited (\$000)	SU	Statement of Operations Unaudited (\$000)					
		Thi	FOOL rtv-one Wee	FOOD SERVICE FUND Thirty-one Weeks Ended January 31	D ary 31, 2018	ω					
Description	Adopted 2017-18 Rudget (5)	Amended 2017-18 Budget (6)	Current Month	Year-To-Date Actual	, ,	Projected	Variance Favorable	*	Year-To-Date Actual (4)		% Increase/
REVENUES		nagang	Actual	01-1107	-		76 (Unitatorable)	8	11-01/7	(Decrease)	ineniease)
Local Sources:											
Food Sales	\$ 15,490 \$	11,738 \$	1,7	\$ 6,225	23% \$	11,738	100% \$ -	%0	\$ 8,784	\$ (2,5	(29%)
Interest	88	80	17	64	80%	80	100%	%0	49	15	31%
Other	•	ı	г	1	•	•	•	١			•
Total Local Sources	15,570	11,818	1,287	6,289	23%	11,818	100%	%0	8,833	(2,544)	(%87)
State Sources:	1	4		000	7000	000	7000	è	. 4 4 150		(100)
State Kelmbursements Other	6/6'L	200,1	<u>`</u>	060'1	% . %	700,1		Ř ;	2011	(cc)	(o/ c)
Total State Sources	1,976	1,882	157	1,098	58%	1,882	100%	<b>%</b> 0	1,153	(55)	(2%)
Federal Sources:											
Federal Reimbursement	137,500	152,000	13,397	Ξ	(7) 58%	152,000	100%	%0	72,940	15,926	22%
Value of Fed. Commodities Received	11,000	11,000	1,695		79%	11,000	100%	%0	8,831	_	(2%)
Cash in Lieu of Donated Foods	1,075	1,005	129	553	25%	1,005	100%	%0	573	8	(3%)
Commodity Rebate	25	25	:C	S	20%	25	100%	%o	1		•
Total Federal Sources	149,600	164,030	15,226	98,060	%09	164,030	100%	%0	82,344		19%
Total Revenues	\$ 167,146 \$	177,730	\$ 15,670	\$ 105,447	\$ %69	177,730	100% \$	%0	\$ 92,330	\$ 13,117	14%
Beginning Fund Balance	31,932	31,932				31,932	100%				
Beginning Fund Balance &											
Budgeted/Projected Revenue	199,078	209,662				209,662	100%				
EXPENDITURES	_										
Cost of Goods Used:											
Purchased Foods	\$ 63,710 \$		\$ 6,095		51% \$	63,710	100% \$ .	%0	\$ 34,099	\$	(2%)
Federal Commodities	11,000	11,000	1,030	2	(3) 49%	11,000	100%	% 6	5,929		(8%)
Other Nonfood Supplies	9,000	9,000	286	1,819 (2)	36%	000,00	100%	å å	2,520	(701)	(70%)
Daiales	76,772	25.743	4,503	11 754 (8)	46%	75.743	100%	%0	13.090	Ξ	(10%)
Energy Services	5.999	5,999	497		28%	5,999	100%	%0	3,481		%0
Purchased Services	6,750	6,950	451	3,813 (8)	25%	6,950	100%	%0	3,787		1%
Material & Supplies	809	809	22	301	%09	809	100%	%0	344	(43)	(13%)
Capital Outlay	2,000	4,500	345	2,606	58%	4,500	100%	%0	1,011	~	158%
Indirect Cost	4,221	4,208	245	1,956	46%	4,208	100%	%0	1,764	192	11%
Total Expenditures	\$ 174,852 \$	177,618	\$ 13,248	\$ 86,399	48% \$	177,618	100% \$ -	%0	\$ 89,018	\$ (2,619)	(3%)
Excess (Deficiency) of										,	
Revenues Over Expenditures	(7,706)	112 \$	3,422	\$ 19,048	₩	112			\$ 3,312	\$ 15,736	
Ending Fund Balance	\$ 24,226 \$	32,044			47	32,044					
Less: Nonspendable Fund Balance-Inventory	(2,425)	(2,425)				(2,425)					
Destricted Error Dalonce	4	20.00			6	20 610					

For (1-3): Refer to accompanying "Notes to Monthly Financial Report".

[4] The Statement of Operations is shown with comparative totals for fiscal year 2016-17.

[5] This represents the adopted budget approved by the School Board on September 16, 2017.

[6] This represents the budget approved at the School Board meeting on February 21, 2018.

[7] Due to hurricane firma, the FDACS will reimburse the District at the free rate based on attendance for the period of September 18, 2017 through October 20, 2017.

[8] Included in these categories is \$823,091 of maintenance chargebacks allocated \$281,421 to salaries, \$53,695 to fringes and \$487,975 to purchased services.

Sources: Offices of the Controller, Budget Management and Food & Nutrition.

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## Unaudited Notes to the Monthly Financial Report for the Period Ending January 2018

#### General Fund

The General Fund is the primary operating fund of the School Board. General ad valorem tax revenues, revenues from the Florida Education Finance Program and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund.

- 1. Local property tax revenue is recorded on a cash basis. Comparison of the cash receipt figure to the budgeted annual total will enable the reader to determine the status of collections.
- 2. The following is a breakdown of commitments and encumbrances by expenditure type in the General Fund for the period ending January 31, 2018:

		Commitments		Encumbrances	Totals
Employee Benefits Purchased Services	\$	1,174,242	\$	297,523 75,205,094	\$ 297,523 76,379,336
Energy Services Materials & Supplies		- 707,491		51,673,701 4,512,983	51,673,701 5,220,474
Capital Outlay Other	_	566,041 5,764	_	3,264,179 783,071	3,830,220 788,835
Total	\$	2,453,538	\$_	135,736,551	\$ 138,190,089

#### Capital Projects Funds

These funds are used to account for financial resources segregated for the acquisition or construction of major capital facilities and their components.

- 1. Local property tax revenue is recorded on a cash basis. Comparison of the cash receipt figure to the budgeted annual total will enable the reader to determine the status of collections.
- 2. Retainage accruals are reported under the following expenditure categories for the period ending January 31, 2018:

Buildings and Additions		\$	4,376,815
Land			32,932
Improvements Other Than B	uildings		632,634
Renovations	-		8,252,178
Equipment			-
	Total	\$	13,294,559
	, otal	Ψ	10,207,000

## Unaudited Notes to the Monthly Financial Report for the Period Ending January 2018

#### Food Service Fund

This fund is used to account for the schools' Food Service operations. Operating funds are received or generated from federal, state and local sources.

Average daily student participation as a percentage of enrollments is 26% for breakfasts and 59% for lunches compared to 27% and 60% in 2016-2017 fiscal year. The total number of student meals served decreased 4.32% compared to the prior year.

The number of operating days in the current month was 17 and year-to-date was 92 compared to 94 in the prior year. Due to hurricane Irma, schools were closed from September 7, 2017 through September 15, 2017. However, the Federal Department of Agriculture and Consumer Services (FDACS), provided a waiver whereby it reimbursed the District at the free rate based on attendance, for the period of September 18, 2017 through October 20, 2017.

Net encumbrances as of month end amounted to \$2,137,148 of which \$1,824,850 is attributable to Capital Outlay; \$23,721 is attributable to Material and Supplies; and \$288,577 is attributable to Purchased Services.

- 1. Federal Reimbursement claims are made on the basis of an established rate from the State Department and calculated by the number of each type of meal served, according to the reports submitted by each school.
- The inventory valuations were recorded as submitted and certified by the Administrative Director, Food and Nutrition Management, Directors for Operations, Coordinators for Food Service Finance, Production and Planning, and Food Service Managers.
- 3. Based on the Florida Department of Education Technical Assistance Note, the fair value of commodities is to be recognized as revenue in the period the commodities are received. Additionally, the Governmental Accounting Standards Board (GASB) Statement No. 54, <u>Fund Balance Reporting and Governmental Fund Type Definitions</u> requires inventory to be reported under the category of nonspendable. At January 31, 2018 the commodity inventory balance was \$5,029,291.

## Unaudited Explanation of Variances to the Monthly Financial Report for the Period Ending January 2018

General Fund

Revenues (\$ in thousands)

Transfers-in represent reimbursements to the General Fund from LOML (local optional millage levy) for certain capital outlay expenditures, maintenance and repairs as authorized by Section 1011.71 Florida Statutes. Additionally, as a result of a change in financial reporting as directed by the Florida Department of Education (DOE), charter school capital outlay funding is recorded in the Capital Funds and then the Capital Funds reimburse the General Fund through a transfer-in. Also, as a result of a legislative change allowing for flexibility in the use of LOML funds, the Capital Funds also reimburse the General Fund for property & casualty insurance expenditures. As of January 2018, reimbursements to the General Fund through transfers-in amounted to \$92,418 consisting of \$30,000 from the Self-Insurance Health Fund, and \$43,063, \$6,825 and \$12,530 for capital outlay expenditures, charter school capital outlay, and property & casualty insurance, respectively.

## Unaudited Monthly Financial Report for the Period Ending January 2018

#### Glossary of Terms

The following definitions are offered to assist readers in understanding the meaning of the accounting terminology used throughout this report.

Fund Accounting The accounts of the School Board are organized on the basis of

funds or groups of accounts, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise the fund's assets, liabilities, fund

balance, revenues and expenditures.

Revenues Increases in governmental fund type net current assets from

other than expenditure refunds and residual equity transfers.

Expenditures Decreases in net financial resources. Expenditures include

current operating expenses which require the current or future

use of net current assets, debt service, and capital outlays.

Federal Commodities Surplus food items distributed by the U.S. Department of

Agriculture.

Inventory The quantity of food, commodities and supplies acquired to

maintain the on-going needs of the Food Service Program.



### Miami-Dade County Public Schools Anti-Discrimination Policy

#### Federal and State Laws

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin.

<u>Title VII of the Civil Rights Act of 1964 as amended</u> - prohibits discrimination in employment on the basis of race, color, religion, gender, or national origin.

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of gender.

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40.

The Equal Pay Act of 1963 as amended - prohibits gender discrimination in payment of wages to women and men performing substantially equal work in the same establishment.

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled.

<u>Americans with Disabilities Act of 1990 (ADA)</u> - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications.

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons.

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

Florida Educational Equity Act (FEEA) - prohibits discrimination on the basis of race, gender, national origin, marital status, or handicap against a student or employee.

Florida Civil Rights Act of 1992 - secures for all individuals within the state freedom from discrimination because of race, color, religion, sex, national origin, age, handicap, or marital status.

Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) - prohibits discrimination against employees or applicants because of genetic information.

Boy Scouts of America Equal Access Act of 2002 – no public school shall deny equal access to, a fair opportunity for groups to meet on school premises or in school facilities before or after school hours, or discriminate against, any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 (as a patriotic society).

Veterans are provided re-employment rights in accordance with P.L. 93-508 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.

#### In Addition:

School Board Policies 1362, 3362, 4362, and 5517 Prohibit harassment and/or discrimination against students, employees, or applicants on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Revised: (07.14)