Office of Superintendent of Schools Board Meeting of December 2, 2015

November 23, 2015

Financial Services

Mrs. Judith M. Marte, Chief Financial Officer

SUBJECT:

MONTHLY FINANCIAL REPORT FOR THE PERIOD

ENDING OCTOBER 2015

COMMITTEE:

FISCAL ACCOUNTABILITY

LINK TO STRATEGIC

BLUEPRINT:

EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

The Monthly Financial Report for the period ending October 2015 is presented to the Board.

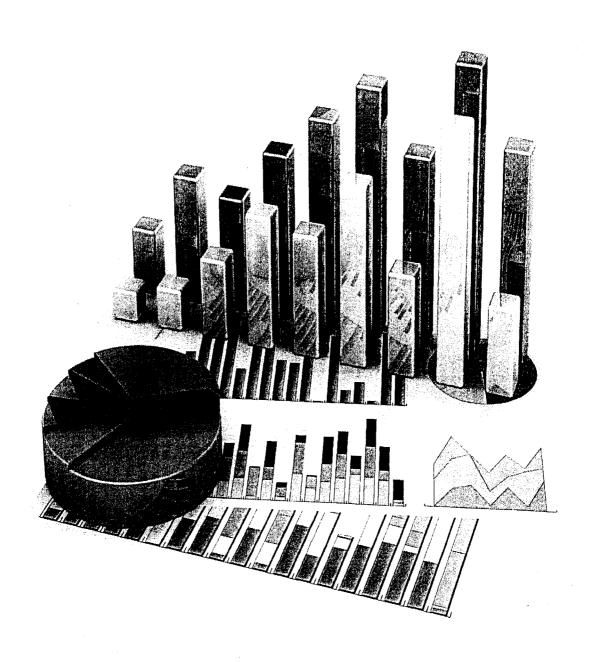
The report contains the Statement of Operations for the General, Food Service and Capital Projects Funds.

Copies of the attached Monthly Financial Report for the period ending October 2015 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 October 2015.

Monthly Financial Report - Unaudited For the Period Ending October 2015



Financial Services
Office of the Controller

Board Meeting of December 2, 2015

Miami-Dade County Public Schools

The School Board of Miami-Dade County, Florida

Ms. Perla Tabares Hantman, Chair
Dr. Dorothy Bendross-Mindigall, Vice Chair
Ms. Susie V. Castillo
Dr. Lawrence S. Feldman
Dr. Wilbert "Tee" Holloway
Dr. Martin Karp
Ms. Lubby Navarro
Ms. Raquel A. Regalado
Dr. Marta Pérez Wurtz

Superintendent of Schools

Mr. Alberto M. Carvalho

Student Advisor

Mr. Logan Schroeder-Stephens



Unaudited Monthly Financial Report for the Period Ending October 2015

The Superintendent of Schools

Presents:

The Monthly Financial Report for the period ending October and the eighteen weeks ending October 31, 2015 indicating appropriations in the 2015-16 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:

Judith M. Marte

Chief Financial Officer

Unaudited Monthly Financial Report for the Period Ending October 2015

TABLE OF CONTENTS

Statement of Operations – General Fund	
Statement of Operations – Capital Projects Funds	2
Statement of Operations – Food Service Fund	3
Notes to the Monthly Financial Report	4-5
Explanation of Variances	6
Glossary of Terms	7

The School Board of Miami-Dade County, Florida Statement of Operations (Unaudited) GENERAL FUND (\$000) Eighteen Weeks Ended October 31, 2015

								TX 96 %					
		7		7	Current		Ę	Actual to		Prior	Difference Increase/	Ĕ	% Increase/
Description	-	Adopted Budget ⁽¹⁾	Amended Budget	ايد و	Actual		Actual	Budget		Actual	(Decrease)	0	Decrease)
REVENUES													
STATE SOURCES	69	1,188,598	69	69 '	95,147	69	387,392	33%	s	403,982	\$ (16,5		(4%)
FEDERAL SOURCES		18,744			285		23.673	4 %		19 466	4.2		22%
LOCAL SOURCES		1,528,578			3,676		19,106	12%		21,409	(2,303)		(11%)
I KANSTEKS IN		0.62 000 6		,	106 014	,	430.833	15%	~	445,614	\$ (14,781)	(81)	(3%)
TOTAL REVENUES	-	2,030,120	•	•									
EXPENDITURES													
SCHOOL LEVEL SERVICES	•			6	700 007	e	513 774	26%	€1	530.348	\$ (16.574)	174)	(3%)
TEACHING (includes salaries, fringe benefits & other direct expenditures)	10	1,965,094	n	, ,	15,819	,	37.772	31%	,	36,272		1,500	4%
STUDENT SERVICES (includes counselors, psychologists & visiting teachers) The ANSDORTATION		68,725		, ,	7,455		23,343	34%		25,608	(2,265)	ឡ	(%6)
STAGOLITO OF OPDIVIDED LANCE	65	2 156 888	69	69	212,258	69	574,889	27%	49	592,228	\$ (17,339)	(65)	(3%)
IOTAL DIRECT SERVICES TO STODEN'S	,	0.000			700.00		118 858	33%		121 403	(2.545)	(42)	(5%)
CUSTODIAL & MAINTENANCE SERVICES (includes utilities)		358,056			15,237		50.610	28%		51,240	9)	(630)	1%)
SCHOOL ADMINISTRATION COMMINITY SERVICES		28,829			2,975		8,789	30%		9,040	(2	(251)	(3%)
TOTAL SCHOOL LEVEL SERVICES	w	2,722,696	69	6 7	262,867	63	753,146	28%	₩	773,911	\$ (20,765)	(65)	(3%)
ABOUNDS TOCHOLISTON													
INSTRUCTION & CURRICULUM DEVELOPMENT	69	24,470	69	6 9	2,288	43	7,578	31%	4	9,620	\$ (2,042)		(21%)
INSTRUCTIONAL STAFF TRAINING		2,433			316		1,216	20%		961	N •		27%
INSTRUCTION RELATED TECHNOLOGY		33,067			2,787		10,679	32%	Ì	10,245	4	474	¢
TOTAL INSTRUCTIONAL SUPPORT SERVICES	€9	59,970	69	٠,	5,391	69	19,473	32%	49	20,826	\$ (1,353)	353)	(%9)
SAUTHUMA EXPENDITURES	69	2.782.666	•	69	268,258	69	772,619	28%	69	794,737	\$ (22,118)	118)	(3%)
BUSINESS SERVICES FISCAL SERVICES (includes accounting, budget, payrol).	69	12,264	6/9	69	1,187	€	3,626	30%	69	3,362	\$	564	8%
accounts payable & cash management)					7 7 7 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		45 703	726		16.356	(5	(564)	(3%)
CENTRAL SERVICES (includes purchasing, personnel, risk management		57,630		,	4,132		767'61	9 77		200	2	<u>.</u>	
& Wateriouse services) ADMINISTRATIVE TECHNOLOGY SERVICES		2,079		,	343		632	30%		869		(99)	(%6)
TOTAL BUSINESS SERVICES	69	71,973	€9	€5	5,662	69	20,050	28%	49	20,416	\$ (3	(366)	(5%)
CENTRAL ADMINISTRATION													-
SCHOOL BOARD	6	3 167	u		270	e.	1.239	39%	69	1,128			10%
BOARD OFFICE	,	2,910	,	,	261	•	362	33%		791	•		22%
BOARD A LICENST OTHER (includes inspector general & independent auditors)		1,417			87		302	21%		365		(63)	(17%)
GENERAL ADMINISTRATION					,		7	,08C		411		20	%5
SUPERINTENDENT'S OFFICE		3320			345		1,299	39%		1,453	(1	ام	(11%)
OTHER GENERAL AUMINIS TATION	•	2000			1 00 4		4 733	34%	67	4.148	s.	85	2%
TOTAL CENTRAL ADMINISTRATION	n	12,327	٨	7	200	•	204			000	6 667	1 60	(3%)
SUB-TOTAL EXPENDITURES	₩	2,866,966	so.	•	275,005	69	796,902	78%	•	106,918		(660	(%(5)
DEBT SERVICE (includes interest expense)		515			•		11.	22%		112		3	(1%)
TRANSFERS OUT		15,180		-				%0				1	
TOTAL EXPENDITURES	•	2,882,661	•	٠,	275,005	₩	797,013	28%	·	819,413		100	(3%)
Excess (Deficiency) of Revenues Over Expenditures	•	8,059	•	~	(168,991)	5	(366,180)		•	(373,799)	\$ 7,6	7,619	
Beginning Fund Balance		124,554		ı									
Less: Rebudgets, Reserves, Encumbrances & Commitments		(24,575)											
I hannondad Find Balance	67	108,038	•										

(1) This represents the adopted budget approved by the School Board on September 9, 2015. Sources: Offices of the Controller and Budget Management

1

			CAPIT	CAPITAL PROJECTS FUNDS	FUNDS						
		Ш	ighteen We	Eighteen Weeks Ended October 31, 2015	ber 31, 2015						
				Vers To Date	Commitment		Actual vs	×	Year-To-Date	Difference	%
	Adopted	topus e	Month	rear-10-Date Actual	and		Adopted		Actual	increase/	Increase/
Description	Budger 2015-16 ⁽³⁾	Budget	Actual	2015-16	% Encumbrance		Budget %		2014-15 ⁽⁴⁾	(Decrease)	(Decrease)
REVENUES						,	2004	4006/1 6	\$ 207	1 062	214%
Local Optional Millage	\$ 392,814	# -	34	\$ 1,559 (1)		٨	(391,235)			(7 497)	(13%)
PECO Revenues	19,300	•	7,201	10,329			(1,2,7)	(46%)	166	124	75%
Interest	692	•	96	290	42% N/A		(407)	(9,00)	3 '	<u> </u>	
Transfers-in (Interfund)	•	•	•	•			. (1		, ,	226.430	
Sale of Bonds and Other Revenues	690,177	•	25,000	226,430			(463,747)	(0/ /0)	14 072	(1.166)	(8%)
Misc Revenue	36,250	•	10,731	12,906			(23,344)	(04%)	76 E64 €	224 053	847%
Total	\$ 1,139,233	45	43,062	\$ 251,514	22% N/A	ب	(887,719)	* (%8)	¢ 100'07	554,333	;
Beginning Fund Balance	214.206										
Total Beginning Fund Balance &							Current				
Dudastad Devestine	\$ 1,353,439					₹	Available				
Budgeted Revenues	2001						Balance				
EXPENDITURES].	E 004	430/ ¢	1 177 \$	1.937	165%
Sites/Site Improvements	\$ 11,735	· ·	885		.	3,535	180'6		3003	7 037	82%
Buildings & Additions	185,252	•	3,055		%9	31,262	143,055	%//	0,000	, r	7,000
	698.602	•	10,976	35,629 (2)		78,326	584,647	84%	717,62	216,0	8,0%
Control of Authority Control of	43 468	•	6.993	18,293 (2)	42% 19	19,804	5,371	12%	34,315	(16,022)	(41%)
Original & Additional Equipment	15,155	•	335		7%	263	23,157	95%	71	1,727	2432%
Other	017,02		38 111	105.796	28%		268,528	72%	113,959	(8,163)	(%2)
Transfers-out				475 560	64	133,190 \$	1,029,849	\$ %22	185,232 \$	(9,672)	(%9)
Total	1,338,589	•					,				
Excess (Deficiency) of								u	(158 671) \$	234.625	
Revenues Over Expenditures	(199,366)	\$	(17,293)	\$ 75,954				•			
Projected Ending Balance	\$ 14,840	-									
[11-[2] Refer to accompanying "Notes to Monthly Financial Report."	Monthly Financial	Report."									
(3) This represents the adopted budget approved by the School Board on September 9, 2015.	approved by the Sc	hool Board on St	ptember 9, 201	ĸ;							
(4) The Statement of Operations is shown with comparative totals for fiscal year 2014-15.	wn with comparativ	e totals for fiscal	year 2014-15.								
Sources: Offices of the Controller and Budget Management	Budget Managemer	<u>.</u>									

The School Board of Miami-Dade County, Florida Statement of Operations Unaudited (\$000)

		The Sch	ool Board o Stateme	The School Board of Miami-Dade County, Florida Statement of Operations Unaudited (\$000)	e Cour ions	nty, Flor	g						
			FOOD	FOOD SERVICE FUND	N								
		Eigh	teen Weeks	Eighteen Weeks Ended October 31	ber 3	1, 2015							
	Adopted	Amended	Current	Year-To-Date				Variance		Year-To-Date	_		%
Description	2015-16 Budget ⁽⁵⁾	2015-16 Budget	Month	Actual 2015-16		Projected % Annual	pa –	Favorable % (Unfavorable)	%	Actual ** 2014-15	Increase/ (Decrease)	_	Increase/ (Decrease)
REVENUES													
Local Sources:	ŀ								1		•		1,000
Food Sales			1,991	\$ 4,775	23	₩.	•	- \$ %001	%0	\$ 5,657	v >	_	(46%)
Interest	35	•	4	13	37	37%	32		%0		4 .	•	225%
Other	•	•	•	•					•			_	(100%)
Total Local Sources	16,760	•	1,995	4,788	53	29% 16,760		100%	% •	5,662		(8/4)	(%CL)
State Sources:					;				è	í	•	E	140/1
State Reimbursements	2,210	•	185	737	m	33% 2,	7,210	**************************************	8 '	‡ '	ŧ'	Ξ,	(%)
Other	•		'	.	;				. 6	744	.	6	(40/)
Total State Sources	2,210	•	185	737	33	33% Z,	2,210	- 000%	s 5	3	4	Ξ .	(°/
Federal Sources:	1000		17			422 607	,	7000	%0	39 602		(3 735)	(%6)
Federal Reimbursement	133,997	•	12,820	35,000	(1)	2	0.250	7.00	80	3,682		1.193	32%
Value of Fed. Commodities Received	9,450	•	1,000				4 4 2 5	%00°	. 6	357	,		(22%)
Cash in Lieu of Donated Foods	1,126		<u> </u>	797	9		25	. 00%	\$ '	\$		٠	(100%)
Commodity Rebate	444.208		47 E43	44 022	. "	28% 144 398)] [8	- %00 %00	%0	43.646			(%9)
lotal Federal Sources	144,330			1	3 8	١		-	è			1	7%
Total Revenues	- 1	8	19,723	\$ 46,547	28	28% \$ 163,368	999	* %00!	°	\$ a0,00	7	Į.	ê .
Beginning Fund Balance	21,798	•				21,798	88	%00I					
Beginning Fund Balance &													
Budgeted/Projected Revenue	185,166	-				185,166		100%					
EXPENDITURES	,												
Cost of Goods Used:	1										•		
Purchased Foods		· ·				•	•	- \$ %001	%0	\$ 21,870	<u>س</u> س		(36%)
Federal Commodities	9,500	•	1,074	-	_		•	- %001	8 6	2,355		791	%0
Other Nonfood Supplies	000'9		525				•	- %001	85	2,057		66	(%,60)
Salaries	43,370	•	4,173				•	- %001	%	12,006		(948)	(%2)
Fringes	22,651	•	2,117		(1) 32%		•	. %001	% ;	7,340		(S)	(7%)
Energy Services	6,009	•	493		-		•	. %001	% :	444,		- 5	9 6
Purchased Services	6,765	•	521		33			- %001	%	1,744	•		%77
Material & Supplies	009	•	27	182	8		•	- %001	%	215	;		(%,CL)
Capital Outlay	1,500	•	99	353	24		•	. %001	%0	975			(64%)
Indirect Cost	2,526	•	246	740	29	29% 2,	2,526	· 000%	%	855			(13%)
Total Expenditures	\$ 168,821	\$ - \$	17,189	\$ 45,818	27	27% \$ 168,821		. \$ %001	%0 -	\$ 51,361	(1 \$ (5,543)		(11%)
Excess (Deficiency) of		•					1			14 3001	0) € 2038	ä	
Revenues Over Expenditures	\$ (5,453)	?	2,534	67)			(5,455)			00,11	•	3	
Ending Fund Balance	\$ 16,345					. 16,:	16,345						
Less: Nonspendable Fund Balance-Inventory	(2,830)	•					(2,830)						
Restricted Fund Balance	\$ 13,515 \$					\$ 13,	13,515						
For (1-3): Refer to accompanying "Notes to Monthly Financial Report"	nthly Financial Re	port".											

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

(4) The Statement of Operations is shown with comparative totals for fiscal year 2014-15.

(5) This represents the adopted budget approved by the School Board on September 9, 2015.

(6) The number of operating days in the current month was 21 and year-to-date was 46 as compared to the prior year's year-to-date of 52.

(7) Included in these categories is \$383,519 of maintenance chargebacks allocated \$137,406 to salaries, \$25,598 to fringes and \$220,515 to purchased services. Sources: Offices of the Controller, Budget Management and Food & Nutrition.

Unaudited Notes to the Monthly Financial Report for the Period Ending October 2015

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 October 31, 2015:

	Commitments	Encumbrances	Totals
Employee Benefits \$ Purchased Services Energy Services Materials & Supplies Capital Outlay Other	2,163,994 17,825 3,126,608 400,561 286,960	\$ 22,168 57,998,407 42,091,958 3,329,556 1,682,383 1,354,751	\$ 22,168 60,162,401 42,109,783 6,456,164 2,082,944 1,641,711
Total \$	5,995,948	\$ 106,479,223	\$ 112,475,171

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 October 31, 2015:

Buildings and Additions Land Improvements Other Than Buildings Renovations Equipment	\$ 2,631,964 32,932 323,448 5,518,731
Total	\$ 8,507,075

Unaudited Notes to the Monthly Financial Report for the Period Ending October 2015

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 27% for breakfasts and 61% for lunches compared to 26% and 62% in 2014-15 fiscal year, respectively. The total number of student meals served decreased 1.10% compared to the prior year.

The number of operating days in the current month was 21 and year-to-date was 46 compared to 52 in the prior year.

Net encumbrances as of month end amounted to \$1,527,831 of which \$970,850 is attributable to Capital Outlay; \$26,883 is attributable to Material and Supplies; \$530,098 is attributable to Purchased Services; and \$0 is attributable to Energy 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.
- 2. 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 October 31, 2015 the commodity inventory balance was \$4,617,983.

Unaudited Notes to the Monthly Financial Report for the Period Ending October 2015

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 October 2015, reimbursements to the General Fund through transfers-in amounted to \$19,106 consisting of \$5,550, \$4,163 and \$9,393 for capital outlay expenditures, charter school capital outlay, and property & casualty insurance, respectively.

Unaudited Monthly Financial Report for the Period Ending October 2015

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 Are 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:

<u>Title VI of the Civil Rights Act of 1964</u> - 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.

Americans with Disabilities Act of 1990 (ADA) - 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.

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

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

<u>Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA)</u> - 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)