Office of Superintendent of Schools Board Meeting of December 11, 2019 November 21, 2019

Financial Services

Mr. Ron Y. Steiger, Chief Financial Officer

SUBJECT: MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING

OCTOBER 2019

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

LINK TO STRATEGIC

BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

The Monthly Financial Report for the period ending October 2019 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 2019 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

2019.

Monthly Financial Report - Unaudited For the Period Ending October 2019



Financial Services
Office of the Controller

Board Meeting of December 11, 2019

Miami-Dade County Public Schools

The School Board of Miami-Dade County, Florida

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

Superintendent of Schools

Mr. Alberto M. Carvalho

Student Advisor

Mr. Christopher Badillo



Unaudited Monthly Financial Report for the Period Ending October 2019

The Superintendent of Schools

Presents:

The Monthly Financial Report for the period ending October and the eighteen weeks ending October 31, 2019 indicating appropriations in the 2019-20 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:

Daisy Naya, C.P.A.

Controller

Reviewed by:

Ron Y. Steiger

Chief Financial Officer

Unaudited Monthly Financial Report for the Period Ending October 2019

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The School Board of Miami-Dade County, Florida Statement of Operations (Unaudited) GENERAL FUND (\$000) Eighteen Weeks Ended October 31, 2019

						Current			% of YTD Actual to		Prior		Difference	%
Description		Adopted Budget		nded lget		Month Actual		YTD Actual	Adopted Budget		YTD Actual		Increase/ Decrease)	Increase/ (Decrease)
REVENUES														
STATE SOURCES	\$	1,216,829	\$	_	\$	111,448	\$	440,024	36%	\$	414,395	\$	25,629	6%
FEDERAL SOURCES		10,004		-		257		1,165	12%		6,429		(5,264)	(82%)
LOCAL SOURCES TRANSFERS IN		1,872,605 189,036		-		11,858 4,765		29,279 52,876	2% 28%		37,941 52,955		(8,662) (79)	(23%) (0%)
TOTAL REVENUES	_	3,288,474	\$		\$	128,328	\$	523,344	16%	•	511,720	\$	11,624	2%
EXPENDITURES	\$	3,288,474	Ф		ð	120,320	ð	523,344	16%	\$	511,720	ð	11,624	2%
SCHOOL LEVEL SERVICES TEACHING (includes salaries, frings benefits & other direct expanditures)	\$	2,360,358	\$		\$	224,206	\$	647,206	27%	\$	579,984	\$	67,222	12%
TEACHING (includes salaries, fringe benefits & other direct expenditures) STUDENT SERVICES (includes counselors, psychologists & visiting teachers)	Ф	132,387	Φ		Ф	13,974	Φ	42,096	32%	Ф	35,025	Φ	7,071	20%
TRANSPORTATION		69,328		_		7,340		25,527	37%		23,959		1,568	7%
TOTAL DIRECT SERVICES TO STUDENTS	\$	2,562,073	\$	_	\$	245,520	\$	714,829	28%	\$	638,968	\$	75,861	12%
CUSTODIAL & MAINTENANCE SERVICES (includes utilities)		361,044			<u> </u>	38,789	Ψ	148,473	41%	<u> </u>	125,076	<u> </u>	23,397	19%
SCHOOL ADMINISTRATION		181,905		-		15,341		55,369	30%		52,076		3,299	6%
COMMUNITY SERVICES		29,308		_		2,967		9,105	31%		8,923		182	2%
TOTAL SCHOOL LEVEL SERVICES	\$	3,134,330	\$	_	\$	302,617	\$	927,776	30%	\$	825,037	\$	102,739	12%
INSTRUCTIONAL SUPPORT SERVICES		-, -, -	· ·					,			,	·	, , , , , , , , , , , , , , , , , , , ,	
INSTRUCTION & CURRICULUM DEVELOPMENT	\$	26,625	\$	-	\$	2,815	\$	13,757	52%	\$	10,078	\$	3,679	37%
INSTRUCTIONAL STAFF TRAINING		7,062		-		763		2,811	40%		1,085		1,726	159%
INSTRUCTION RELATED TECHNOLOGY		39,275		-		3,124		12,008	31%		12,094		(86)	(1%)
TOTAL INSTRUCTIONAL SUPPORT SERVICES	\$	72,962	\$	-	\$	6,702	\$	28,576	39%	\$	23,257	\$	5,319	23%
TOTAL SCHOOL LEVEL & INSTRUCTIONAL EXPENDITURES	\$	3,207,292	\$	-	\$	309,319	\$	956,352	30%	\$	848,294	\$	108,058	13%
BUSINESS SERVICES														
FISCAL SERVICES (includes accounting, budget, payroll, accounts payable & cash management)	\$	11,280	\$	-	\$	870	\$	3,820	34%	\$	3,405	\$	415	12%
CENTRAL SERVICES (includes purchasing, personnel, risk management		52,893		-		5,108		18,642	35%		17,726		916	5%
& warehouse services) ADMINISTRATIVE TECHNOLOGY SERVICES		1,017		-		255		568	56%		498		70	14%
TOTAL BUSINESS SERVICES	\$	65,190	\$	_	\$	6,233	\$	23,030	35%	\$	21,629	\$	1,401	6%
CENTRAL ADMINISTRATION														
SCHOOL BOARD					_					_		_		
BOARD OFFICE BOARD ATTORNEY	\$	3,595 3,314	\$	-	\$	334 286	\$	1,304 1,050	36% 32%	\$	1,171 989	\$	133 61	11% 6%
OTHER (includes inspector general & independent auditors)		1,343		-		112		354	26%		441		(87)	(20%)
GENERAL ADMINISTRATION		.,											()	(==75)
SUPERINTENDENT'S OFFICE		1,364		_		90		334	24%		371		(37)	(10%)
OTHER GENERAL ADMINISTRATION		4,209		-		376		1,586	38%		1,424		162	11%
TOTAL CENTRAL ADMINISTRATION	\$	13,825	\$		\$	1,198	\$	4,628	33%	\$	4,396	\$	232	5%
SUB-TOTAL EXPENDITURES	\$	3,286,307	\$	-	\$	316,750	\$	984,010	30%	\$	874,319	\$	109,691	13%
DEBT SERVICE (includes interest expense)		9,200		-		48		90	1%		117		(27)	(23%)
TOTAL EXPENDITURES	\$	3,295,507	\$	_	\$	316,798	\$	984,100	30%	\$	874,436	\$	109,664	13%
Excess (Deficiency) of Revenues Over Expenditures	\$	(7,033)	\$	-	\$	(188,470)	\$	(460,756)		\$	(362,716)	\$	(98,040)	
Beginning Fund Balance		243,457		-										
Less: Rebudgets, Reserves, Encumbrances & Commitments		(128,933)		-	_									
	\$	107,491	\$											

⁽¹⁾ This represents the adopted budget approved by the School Board on September 4, 2019. Sources: Offices of the Controller and Budget Management

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

CAPITAL PROJECTS FUNDS Eighteen Weeks Ended October 31, 2019

Description	Adopted Budget	Amended	Current Month	Ye	ar-To-Date Actual		Commitment and	Actual vs Adopted		Year-To-Date Actual	Difference Increase/	% Increase/
	2019-20 ⁽³⁾	Budget	Actual		2019-20	%	Encumbrance	Budget	%	2018-19 ⁽⁴⁾	(Decrease)	(Decrease)
REVENUES												
Local Optional Millage	\$ 489,014	\$ - \$	-	\$	- (1)	0%	N/A	\$ (489,014)	(100%) \$	884	\$ (884)	(100%)
PECO Revenues	37,970	-	3,025		12,037	32%	N/A	(25,933)	(68%)	17,234	(5,197)	(30%)
Interest	4,153	-	199		857	21%	N/A	(3,296)	(79%)	2,362	(1,505)	(64%)
Transfers-in (Interfund)	-	-	-		-	-	N/A	-	-	-	-	-
Sale of Bonds and Other Revenues	286,500	-	-		-	0%	N/A	(286,500)	(100%)	-	-	-
Misc Revenue	46,682	-	7,739		10,435	22%	N/A	(36,247)	(78%)	7,454	2,981	40%
Total	\$ 864,319	\$ - \$	10,963	\$	23,329	3%	N/A	\$ (840,990)	(97%) \$	27,934	\$ (4,605)	(16%)
Beginning Fund Balance	520,116					=		·				
Total Beginning Fund Balance &								Current				
Budgeted Revenues	\$ 1,384,435	\$ -						Available				
EXPENDITURES								Balance				
Sites/Site Improvements	\$ 25,647	\$ - \$	928	\$	2,682 (2)	10%	\$ 6,234	\$ 16,731	65% \$	2,403	\$ 279	12%
Buildings & Additions	254,863	-	8,678	\$	18,977 (2)	7%	52,208	183,678	72%	17,210	1,767	10%
Renovations	596,624	-	10,990	\$	28,610 (2)	5%	47,779	520,235	87%	33,207	(4,597)	(14%)
Original & Additional Equipment	49,925	-	369	\$	3,165 (2)	6%	27,749	19,011	38%	4,148	(983)	(24%)
Other	2,680	-	39	\$	145	5%	2,520	15	1%	1,226	(1,081)	(88%)
Transfers-out	431,633	-	45,235	\$	157,952	37%	-	273,681	63%	141,644	16,308	12%
Total	\$ 1,361,372	\$ - \$	66,239	\$	211,531	16%	\$ 136,490	\$ 1,013,351	74% \$	199,838	\$ 11,693	6%
Excess (Deficiency) of						=				•	•	
Revenues Over Expenditures	(497,053)	- \$	(55,276)	\$	(188,202)				\$	(171,904)	\$ (16,298)	_
Projected Ending Balance	\$ 23,063	\$ -								•		=

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

⁽³⁾ This represents the adopted budget approved by the School Board on September 4, 2019.

⁽⁴⁾ The Statement of Operations is shown with comparative totals for fiscal year 2018-19.

Sources: Offices of the Controller and Budget Management

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

FOOD SERVICE FUND Eighteen Weeks Ended October 31, 2019

					ıgıı	teen we			CLOB	CI 0	1, 20	1.0						_	_	
.		Adopted		Amended		Current	Υe	ar-To-Date						Variance			ar-To-Date		ference	. %
Description		2019-20		2019-20		Month		Actual				Projected		Favorable		,	Actual (4)	Inc	crease/	Increase/
		Budget (5)		Budget		Actual		2019-20			%	Annual (5)	%	(Unfavorable)	%	2	2018-19	(De	crease)	(Decrease)
REVENUES																				
Local Sources:																				
Food Sales	\$	15,400	\$	-	\$	1,951	\$	4,770			31% \$	-,	100%	,	100%	\$	4,477	\$	293	7%
Interest		112		-		7		27			24%	112	100%	112	100%		45		(18)	(40%)
Other		-		-		-		-				-	-		-		-		-	-
Total Local Sources		15,512		-		1,958		4,797	_		31%	15,512	100%	15,512	100%		4,522		275	6%
State Sources:									=						='				<u>-</u>	
State Reimbursements		2,054		-		172		685			33%	2,054	100%	2,054	100%		627		58	9%
Other		-		-		-		-				-	-		-		-		-	-
Total State Sources		2,054		-		172		685	-		33%	2,054	100%	2,054	100%		627		58	9%
Federal Sources:									_											
Federal Reimbursement		130,218		-		14,588		35,831	(1)		28%	130,218	100%	130,218	100%		37,162		(1,331)	(4%)
Value of Fed. Commodities Received		10,000		-		2,502		6,149	(3)		61%	10,000	100%	10,000	100%		3,967		2,182	55%
Cash in Lieu of Donated Foods		1,125		-		118		279			25%	1,125	100%	1,125	100%		300		(21)	(7%)
Commodity Rebate		25		-		-		1			4%	25	100%		100%		8		(7)	-
Total Federal Sources		141,368		-		17,208		42,260	_		30%	141,368	100%	141,368	100%		41,437		823	2%
Total Revenues	\$	158,934	\$	-	\$	19,338	\$	47,742			30% \$	158,934	100%	\$ 158,934	100%	\$	46,586	\$	1,156	2%
Beginning Fund Balance		32,750		-								32,750	100%							
Beginning Fund Balance &																				
Budgeted/Projected Revenue		191,684		-								191,684	100%	ı						
EXPENDITURES																				
Cost of Goods Used:																				
Purchased Foods	\$	63,770	\$	-	\$	7,673	\$	17,520	(2)		27% \$	63,770	100%	\$ (63,770)	(100%)	\$	18,588	\$	(1,068)	(6%)
Federal Commodities		9,677		-		1,284		3,365	(2) (3	3)	35%	9,677	100%	(9,677)	(100%)		2,368		997	42%
Other Nonfood Supplies		3,000		-		518		970	(2)		32%	3,000	100%	(3,000)	(100%)		862		108	13%
Salaries		53,143	(6)	-		4,612		13,027	(7)		25%	53,143	100%	(53,143)	(100%)		12,500		527	4%
Fringes		25,706	(6)	-		2,046		7,267	(7)		28%	25,706	100%	(25,706)	(100%)		7,218		49	1%
Energy Services		5,999		-		502		1,996			33%	5,999	100%	(5,999)	(100%)		1,998		(2)	(0%)
Purchased Services		6,304		-		420		1,998	(7)		32%	6,304	100%	(6,304)	(100%)		2,159		(161)	(7%)
Material & Supplies		553				130		356			64%	553	100%	(553)	(100%)		265		91	34%
Capital Outlay		2,500		-		301		1,268			51%	2,500	100%	(2,500)	(100%)		2,146		(878)	(41%)
Indirect Cost		2,857		-		260		824			29%	2,857	100%	(2,857)	(100%)		789		35	4%
Total Expenditures	\$	173,509	\$	-	\$	17,746	\$	48,591			28% \$	173,509	100%	\$ (173,509)	(100%)	\$	48,893	\$	(302)	(1%)
Excess (Deficiency) of		·																		
Revenues Over Expenditures	\$	(14,575)	\$	-	\$	1,592	\$	(849)			\$	(14,575)				\$	(2,307)	\$	1,458	
Ending Restricted Fund Balance	\$	18,175	\$	-			80	· · ·			\$	18,175								
	_		· <u>-</u>								_									

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

⁽⁴⁾ The Statement of Operations is shown with comparative totals for fiscal year 2018-19.

⁽⁵⁾ This represents the adopted budget approved by the School Board on September 4, 2019.

⁽⁶⁾ In accordance with the Budget Executive Summary, included in these categories is \$7,000,000 of custodial expenditures to be transfered from the General Fund, allocated \$5,866,086 to salaries and \$1,133,914 to fringes.

⁽⁷⁾ Included in these categories is \$355,492 of maintenance chargebacks allocated \$113,542 to salaries, \$21,664 to fringes and \$220,286 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 2019

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, 2019:

		Commitments		Encumbrances	Totals
Employee Benefits Purchased Services	\$	2,909,920	\$	345,842 116,466,533	\$ 345,842 119,376,453
Energy Services Materials & Supplies		- 664,572		64,988,149 4,819,897	64,988,149 5,484,469
Capital Outlay Other	_	1,621,475 364,327	_	13,590,517 942,152	15,211,992 1,306,479
Total	\$_	5,560,294	\$_	201,153,090	\$ 206,713,384

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, 2019:

Buildings and Additions	\$	8,366,977
Land		-
Improvements Other Than Buildings		546,238
Renovations		10,541,740
Equipment		-
T. (-1	Φ.	40.454.055
Total	\$	19,454,955

Unaudited Notes to the Monthly Financial Report for the Period Ending October 2019

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 25% for breakfasts and 56% for lunches compared to 26% and 58% respectively, in 2018-2019 fiscal year.

The number of operating days in the current month was 21 and year-to-date was 49 the same as in the prior year.

Net encumbrances as of month end amounted to \$1,280,211 of which \$906,046 is attributable to Capital Outlay; \$64,821 attributable to Materials and Supplies; and \$309,344 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.
- 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 restricted. At October 31, 2019 the commodity inventory balance was \$4,620,174.

Unaudited Explanation of Variances to the Monthly Financial Report for the Period Ending October 2019

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 2019, reimbursements to the General Fund through transfers-in amounted to \$52,876 consisting of \$33,405, \$12,037 and \$7,434 for capital outlay expenditures, charter school capital outlay, and property & casualty insurance, respectively.

Unaudited Monthly Financial Report for the Period Ending October 2019

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.



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.

<u>The Pregnancy Discrimination Act of 1978</u> - 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, or 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, citizenship status, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

For additional information contact:

Office of Civil Rights Compliance (CRC) Executive Director/Title IX Coordinator 155 N.E. 15th Street, Suite P104E Miami, Florida 33132

Phone: (305) 995-1580 TDD: (305) 995-2400 Email: crc@dadeschools.net Website: http://crc.dadeschools.net