



GUTHRIE PUBLIC SCHOOLS

2018-2019 BOARD ADOPTED OPERATING BUDGET

PREPARED BY

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GUTHRIE PUBLIC SCHOOLS
2018-2019 SCHOOL OFFICIALS

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**2018-2019 OPERATING BUDGET
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BUDGET PHILOSOPHY

A budget is a plan for financial operation made up of proposed expenditures for a given period and the proposed means of financing them. A budget is prepared as a plan to carry the mission of public schools and to insure that all necessary programs are provided for.

The choice of the appropriate budget method is an important decision. Some budget methods may promote greater board and community understanding of the budget and ultimately, the district's priorities, than others. If the community can see the connection between dollars and educational programs, it is likely that the school board will be more successful in gaining acceptance of the budget from school district patrons. In addition, budget methods which result in better community understanding may result in increased financial support of schools. This will also determine which educational priorities are seen as important to the community.

A benefit of a move toward greater decentralization of financial control may well be that such a move increases the ability of the school principal to effectively direct resources to achieve program goals. Also, budget methods which attempt to direct resources to program needs rather than "across-the-board" increases serve to increase cost effectiveness. One of the drawbacks to decentralization is that curriculum coordination across programs and schools may be difficult. An effective management information system, open lines of communication among staff members, and a concern for equity should alleviate some of these problems, while allowing a school administrator to target resources to students' needs at the same time he or she manages a consistent and coherent educational program.

One of the potential disadvantages of a budget method which does not use an "objective" formula to allocate resources is that politically active groups may be in an advantageous position to lobby for additional funds. When using certain budgeting models that allow for community participation, great care should be taken to effectively guard against undue influence of special interest groups. The degree to which children will receive equal access to educational resources will depend to a large extent on the commitment of school officials to equity and excellence.

2018-2019 BUDGET TIMETABLE

The budget cycle is typically a year-round process, beginning with ongoing fund balance projections and statutory staffing commitments that are required to be made by the first Monday in June of each year prior to the start of the upcoming fiscal year in July. At any one time the Superintendent is concerned with three fiscal years' budgets; planning for the next fiscal year, administering the current fiscal year, and evaluating the last fiscal year. It is very difficult to manage a public school budget because the major expenditure, salaries and benefits, must, by law, be committed before revenue allocations are known.

The budgeting timetable for this fiscal year is shown below:

June, 2018	Renew Teacher Contracts
June, 2018	Renew Support Personnel Contracts
June, 2018	Approve Temporary Appropriations
July, 2018	Notification of Initial State Aid Allocation
August, 2018	Certification of Property Valuations by County Assessor
September, 2018	Board of Education approval of Estimate of Needs
September, 2018	County Excise Board approval of Estimate of Needs
October, 2018	Board of Education Approval of Operating Budget
December, 2018	Notification of Mid-Term Adjustment to State Aid Allocation
If needed.....	Request(s) for Supplemental Appropriations and Amendments to Operating Budget

**2018-2019 BUDGET BY FUNCTION
AND OBJECT DIMENSIONS**

**GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY FUNCTION CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2019**

FUNCTION	GENERAL FUND	BUILDING FUND	CHILD NUTRITION FUND	SINKING FUND	GIFTS & ENDOWMENTS FUND	INSURANCE CASUALTY FUND	2017 BOND FUND
1000 - Instruction	\$12,450,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2100 - Support Services, Students	1,487,000.00	12,470.00	0.00	0.00	0.00	0.00	0.00
2200 - Support Services, Instructional Staff	1,085,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
2300 - General Administration	700,000.00	0.00	0.00	0.00	0.00	0.00	0.00
2400 - School Administration	1,500,000.00	0.00	0.00	0.00	0.00	0.00	0.00
2500 - Central Services	600,000.00	0.00	0.00	0.00	0.00	0.00	0.00
2600 - Operation & Maintenance of Plant	2,375,000.00	621,420.00	0.00	0.00	0.00	18,000.00	0.00
2700 - Student Transportation	2,735,000.00	0.00	0.00	0.00	0.00	17,000.00	0.00
3100 - Child Nutrition Program	135,202.00	500.00	1,300,000.00	0.00	0.00	0.00	0.00
3300 - Community Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000 - Facility Acquisition & Construction	105,000.00	0.00	0.00	0.00	0.00	0.00	0.00
5100 - Debt Service	0.00	0.00	0.00	1,526,250.00	0.00	0.00	0.00
5200/5300/5600 - Corrections, Clearing & Fund Transfers	85,000.00	0.00	120,000.00	0.00	0.00	0.00	0.00
5500 - Private Non-Profit Schools	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00
7000 - Scholarships, Awards, and Claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8000 - Repayments	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOTAL \$23,287,202.00 \$634,390.00 \$1,420,000.00 \$1,526,250.00 \$0.00 \$65,000.00 \$0.00

**GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY OBJECT CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2019**

OBJECT	GENERAL FUND	BUILDING FUND	CHILD NUTRITION FUND	SINKING FUND	GIFTS & ENDOWMENTS FUND	INSURANCE CASUALTY FUND	2017 BOND FUND
100 - Salaries	\$13,800,000.00	\$0.00	\$439,480.51	\$0.00	\$0.00	\$0.00	\$0.00
200 - Employee Benefits	5,550,000.00	0.00	295,194.41	0.00	0.00	0.00	0.00
300 - Professional & Technical	650,000.00	0.00	6,824.00	0.00	0.00	0.00	0.00
410 - Utilities	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00
420,430 - Cleaning, Repair, & Maint.	250,000.00	348,463.54	19,900.00	0.00	0.00	18,000.00	0.00
440 - Rental & Leases	50,000.00	2,170.00	0.00	0.00	0.00	0.00	0.00
450 - Construction Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510,530-580 - Other Purchased Services	385,000.00	4,850.00	651,398.28	0.00	0.00	0.00	0.00
520 - Insurance	225,000.00	0.00	0.00	0.00	0.00	0.00	0.00
600 - General Supplies	475,000.00	238,590.00	5,000.00	0.00	0.00	6,000.00	0.00
620 - Energy (Fuel, Electric, Natural Gas)	880,000.00	0.00	0.00	0.00	0.00	0.00	0.00
630 - Food & Milk	0.00	0.00	0.00	0.00	0.00	0.00	0.00
640 - Books & Periodicals	80,000.00	0.00	0.00	0.00	0.00	0.00	0.00
650 - Durable Supplies & Software	350,000.00	24,810.70	0.00	0.00	0.00	30,000.00	0.00
710,720 - Land & Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 - Equipment	200,000.00	15,500.00	0.00	0.00	0.00	0.00	0.00
760 - Vehicles	0.00	0.00	0.00	0.00	0.00	11,000.00	0.00
800,900 - Other Miscellaneous Expenditures	142,202.00	5.76	2,202.80	1,526,250.00	0.00	0.00	0.00

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\$23,287,202.00	\$634,390.00	\$1,420,000.00	\$1,526,250.00	\$0.00	\$65,000.00	\$0.00
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2018-2019 GENERAL FUND BUDGET BY PROJECT DIMENSION

The Project Reporting dimension permits LEAs to accumulate expenditures to meet a variety of specialized management and reporting requirements regardless of whether they are district, state, or federal.

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
2018-2019 PROJECT BUDGET**

<u>PROJECT NUMBER</u>	<u>PROJECT DESCRIPTION</u>	<u>BUDGET AMOUNT</u>
001	Administrators Salaries	1,620,000
002	Certified Salaries	10,355,000
003	Support Salaries	3,020,000
006	Dues/ Memberships/Regis.	30,000
007	Data Processing	55,000
008	Electricity	405,000
009	Natural Gas	85,000
011	Water/Sewer/Garbage	175,000
012	Telephone	85,000
015	Negotiations	7,500
018	Transportation	275,000
019	Fuel	130,000
021	Insurance/Bonds	240,000
022	Security - SRO	200,000
023	Textbooks	50,000
026	Director of Technology	250,000
027	Printing/Publ./Ads	1,000
028	Legal Services	70,000
029	Postage/Freight	11,500
031	Professional Travel	20,000
033	Child Nutrition	120,000
034	\$150.00 Teacher Supplies	30,000
035	Nursing Services/Medical	5,000
036	Audit Services	8,000
037	Copiers/Duplicators	65,000
039	Elections	5,000
041	Administration Supplies	15,000
042	Testing	25,000
043	Gifted and Talented Program	2,000
044	Special Education Director	250,000
045	Personnel Director	11,000
046	3rd Party Sick Leave	3,000
048	Lease Purchase Payments	105,000
049	Revaluation	90,000

<u>PROJECT NUMBER</u>	<u>PROJECT DESCRIPTION</u>	<u>BUDGET AMOUNT</u>
051	Cotteral Budget	3,213
052	Cotteral Library Budget	4,411
056	Central Budget	2,159
057	Central Library Budget	2,721
061	Guthrie Educ. Found. Grants	15,000
062	Fogarty Budget	3,506
063	Fogarty Library Budget	3,730
067	GUES Budget	4,499
068	GUES Library Budget	4,120
069	Charter Oak Budget	3,713
070	Charter Oak Library Budget	4,150
073	JH Library Budget	4,992
075	Meridian Technology Grant	70,000
076	JH Administration	11,509
097	HS Library Budget	7,559
100	Guthrie Art Escape Grant	12,000
101	HS Administration	19,204
104	HS Language Arts	700
105	HS Math	300
106	HS Science	2,000
107	HS History	300
109	HS Art	425
112	HS Business	500
115	OK Geo Foundation Grant	5,000
116	Vocal Music	2,600
118	Band	14,117
119	Athletics	27,100
121	Extra Curricular Drug Testing	6,100
122	ROTC (Local)	110,000
123	Boys Athletics / Extra Duty	160,000
124	Girls Athletics / Extra Duty	70,000
125	Alternative Education (Local)	170,000
126	Faver Budget	1,400
134	District Equipment Purchases	10,000

<u>PROJECT NUMBER</u>	<u>PROJECT DESCRIPTION</u>	<u>BUDGET AMOUNT</u>
136	District Supplies Purchases	40,000
311	Professional Development	5,000
312	National Board Cert. Stipend	10,000
317	Driver Education	15,000
331	Flex Benefit (Certified Salary)	34,500
332	Flex Benefit (Support Salary)	105,000
334	Flex Benefit (Certified Fringe)	1,306,400
335	Flex Benefit (Support Fringe)	878,072
361	ACE Technology	3,800
362	ACE Remediation	21,000
367	Reading Suffency	25,000
388	Alternative Education (State)	75,000
411	Vocational Salary Aid	34,160
412	Vocational Incentive Aid	56,280
421	Carl Perkins Funds	54,390
456	Vocational Rehab - OJT	1,500
511	Title I	953,582
515	Title I - School Support	18,000
541	Title II, Part A	147,996
552	Title IV, Student Support	33,769
561	Title VII, Indian Education	53,000
572	Title III, English Learners	11,510
613	IDEA-B Discretionary	10,000
615	Spec Ed PD District	7,488
621	IDEA-B Flowthrough	640,972
623	IDEA-B Early Intervention	35,000
625	IDEA-B Private School	2,750
641	IDEA-B Preschool	11,976
642	IDEA-B Private Preschool	2,030
771	ROTC (Federal)	76,000
786	Consolidated Admin. Funds	41,999
	TOTAL GENERAL FUND	\$23,287,202

APPENDIX A

BUDGET GUIDELINES BY FUND

11 GENERAL FUND (FOR OPERATIONS)

The general fund of any school district is hereby defined as a current expense fund and shall consist of all revenue or monies that can legally be expended within a certain specified fiscal year, but shall not be considered as including any money derived from a special Building Fund levy, nor shall it include any monies derived from the sale of bonds. Expenditures from the General Fund shall be non-capital in nature.

Revenue

When planning a budget, the first step is to project revenue in order to determine the funding level available to finance expenditures. At one time, the General Fund balance was required by law to be no greater than 12%. However due to hardships created by revenue shortfalls at the state level in past years, the legislature, in 2005, increased the allowable fund balance to 14% for schools with General Fund revenue of \$10,000,000.00 and above which includes Guthrie Public Schools. Every effort should be made to limit expenditures in any fiscal year to the amount of revenue collected in that year to prevent any material erosion of the fund balance. The current fund balance of \$2,921,917.48 (12%) represents an increase of \$507,195.53 from the end of the 2016-2017 fiscal year. School board policy establishes a fiscal management priority to maintain a general fund balance of 12% or approximately \$2.45 million.

In 2017-2018 local sources of revenue provided 26% of total revenue, county sources 4%, state sources 63%, and federal sources 7%. A comparative revenue report is provided in Appendix C.

The state aid formula was revised in 1997. We now receive a preliminary allocation of funds in July, which is subject to change when a final allocation is made in December. As a result, we are approximately six months into the budget year before we have information to accurately determine state aid. Due to this circumstance, a conservative estimate of state aid revenue is required when making initial projections. The District's initial state aid allocation for 2018-2019 is \$1,745,145 more than was actually collected in 2017-2018. The mandated Teacher pay raises which arose from HB1023XX and Support staff raise from HB1026XX are funded within this allocation of funds. Textbook aid was also allocated after a two year moratorium in the amount of \$158,982. We anticipate that one of our sources of state revenue, gross production tax, will continue to increase in 2018-2019 which is encouraging. Revenue estimates at the state level, which are the basis for our state aid appropriation, appear to be on schedule, and with that, mid-year revenue allocations will unlikely experience a revenue failure.

Expenditures

Revenue projections determine the amount of funds available to finance expenditures. Revenue projections are made in the summer after various allocation notices are received by the district. Guthrie Public Schools continues to operate within the revenue collected.

Every school site has two budgets; an instructional budget and a library budget. The library budget is normally based upon State Department of Education accreditation requirements which have been waived until the state aid funding factor increases to \$3,291.60 per weighted student. The requirements for each site are: 500 or fewer students, \$9 per pupil; 500-999 students, \$4,500 for first 500 students and \$5 per student above 500; and 1000-1999 students, \$7000 for first 1000 students and \$4 per student above 1000.

The procedure for making expenditures involves the use of the encumbrance system. An encumbrance is an obligation to pay in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation account, and for which a part of the appropriation is reserved. When an encumbrance is paid, it becomes an expenditure. In this manner, financial officers of the school district are able to distinguish the portion of the budget already expended, the portion encumbered and the portion unencumbered.

In the 2017-2018 fiscal year personnel adjustments were made to reduce expenditures for salaries, benefits and employer payroll costs. This was accomplished largely through attrition. A Fixed Cost Analysis is provided under Appendix C.

Title 70-5-134.1 of Oklahoma Statute, enacted in 1994 and since repealed, required a budget by the function expenditure classification to be approved by the Board of Education. Guthrie Public Schools has chosen to continue this practice for the purposes of public information and transparency. The function dimension describes the purpose of the expenditure. The primary purpose is, of course, instruction. Other functions include library services, counseling services, transportation, building operation and maintenance, and school district administration. A brief definition of the function expenditure classifications can be found in Appendix A.

21 BUILDING FUND

The Building Fund of any school district shall consist of all monies derived from the proceeds of a Building Fund levy not to exceed five (5) mills in any year, unless elimination of personal taxes is voted by the patrons of a school district and by LEA Board Resolution. The Building Fund may be used for erecting, remodeling, or repairing school buildings, for purchasing furniture, equipment and computer software, for repairing and maintaining computer systems and equipment, for paying energy and utility costs, for purchasing telecommunications utilities and services, for paying fire and casualty insurance premiums, for purchasing security systems, for paying salaries of security personnel, or for one or more, or all, of such purposes. Proceeds of such levies shall not be required to be used during the year for which a levy is made but may accumulate from year to year until adequate for purposes intended. The Building Fund is classified as a current expense fund, but shall not be considered a part of the General Fund. Fiscal year 2017-2018 yielded a fund balance carry over of \$773,186.37.

22 CHILD NUTRITION PROGRAMS FUND

State, federal and local collections of child nutrition monies may be placed in a governmental budget account that will be administered through the school District Treasurer and appropriated separately from all other funds. The beginning fund balance each year, combined with all revenues including collected and estimated revenues must be appropriated before being expended.

It is very important that expenditures be limited to the amount of projected revenue available in the Child Nutrition Fund to minimize the need for the General Fund to subsidize child nutrition operations resulting in a reduction in funding available for instructional purposes.

31 BOND FUND

A Bond Fund accounts for proceeds from the sale of bonds, from which all expenditures for bond projects are paid. By law, Guthrie Public Schools shall expend all of the proceeds of such bond issue for the general purposes set out in the proposition voted upon, and shall expend not less than eighty-five percent of the monies allocated to each specific project, unless such project can be completed for a lesser amount of money. Bond Fund titles should include purpose and fiscal year of authorization.

41 SINKING FUND (DEBT SERVICE FUND)

The Sinking Fund of any district shall consist of all money derived from ad valorem taxes or otherwise as provided by law for the payment of bonds and judgments and interest thereon. Since this fund is for the purpose of debt service only, financial reporting as a part of the operating budget will be minimal. A treasurer's check or EFT is issued for Sinking Fund payments according to a legally authorized amortization schedule until all indebtedness, including interest, is paid.

81 GIFTS AND ENDOWMENT FUND

This is a separately appropriated fund established to account for revenue from a philanthropic foundation, private individual, or private organization for which no repayment or special service to the contributor is expected. In many cases endowment funds allow for income derived from such funds to be expended, but the principal must remain intact.

86 CASUALTY/FLOOD INSURANCE RECOVERY FUND

This fund is established to account for receipt of proceeds from the filing of insurance claims and the subsequent expenditure of funds to replace or repair damaged or stolen property.

APPENDIX B

FUNCTION EXPENDITURE CODE DEFINITIONS

1000 INSTRUCTION

Instruction includes the activities having direct interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location such as a home, and in other learning environments that may involve co-curricular activities. It may also be provided through some other approved medium such as internet, television, radio, telephone, and correspondence. Included are the activities of teacher assistants of any type that assist in the instructional process. The activities of tutors, translators, and interpreters would be recorded here.

2100 SUPPORT SERVICES - STUDENTS

This includes activities designed to assess and improve the well being of students and to supplement the teaching process. This would include counseling services, health services, psychological services, speech pathology and audiology services.

2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF

Activities associated with assisting the instructional staff with the content and process of providing learning experiences for students fall into this classification. This would include staff development, and educational media services.

2300 SUPPORT SERVICES - GENERAL ADMINISTRATION

This includes activities involving the establishment and administration of policy in connection with operating the entire school district. This would include Board of Education services, and Office of the Superintendent services.

2400 SUPPORT SERVICES - SCHOOL ADMINISTRATION

Expenditures for overall administrative responsibility of a single school or a group of schools are given this classification. This would include Office of the Principal services.

2500 SUPPORT SERVICES - BUSINESS

Activities including paying, transporting, exchanging and maintaining goods and services for the LEA are coded to this function. Included are the fiscal and internal services necessary for operating the LEA. This would include budgeting, receiving and disbursing, financial accounting, payroll and internal auditing.

2600 OPERATION AND MAINTENANCE OF PLANT SERVICES

This includes activities revolving around keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in an effective

working condition and state of repair. Activities, which maintain safety in buildings, on the grounds, and in the vicinity of schools, are included.

2700 STUDENT TRANSPORTATION SERVICES

This classification provides financial documentation of activities concerned with the conveyance of students to and from school, as provided by state law. Also included is any transportation costs incurred for various school activity trips.

3100 CHILD NUTRITION PROGRAMS OPERATIONS

These are activities providing food to students and staff in a school or LEA. This service includes the preparation and service of regular and incidental meals --breakfasts, lunches, or supplements -- in connection with school activities, and the delivery of food.

3200 OTHER ENTERPRISE SERVICES OPERATIONS

Activities that are financed and operated in a manner similar to private business enterprises -- where the stated intent is that the costs are financed or recovered primarily through user charges. One example could be the LEA bookstore, or items purchased through the Activity Fund for resale.

3300 COMMUNITY SERVICE OPERATIONS

This classification accounts for activities that are not directly related to the provision of education to students in the LEA. These include services such as community recreation programs, civic activities, public libraries, programs for custody and care of children, and community welfare activities provided by the LEA for the community as a whole or some segment of the community.

4000 FACILITIES ACQUISITION AND CONSTRUCTION SERVICES

This function classification consists of activities involved with the acquisition of land and buildings, remodeling buildings, the construction of buildings and additions, initial installation or extension of service systems and other built-in equipment, and improvements to sites.

5200 FUND TRANSFER/REIMBURSEMENT (CHILD NUTRITION FUND/ACTIVITY FUND/PETTY CASH/CHANGE)

Transactions that withdraw money from one fund and place it in another without recourse are included in this category.

5300 CLEARING ACCOUNT

This classification is used for recording of expenditures that cannot be charged to a specific function code at the time the expenditure must be made. As an example, this function code would be used for prepayment of workers' compensation premiums.

5500 PRIVATE NONPROFIT SCHOOLS

Expenditure of funds received by the LEA for purchases to benefit students and/or teachers of private nonprofit schools are coded here. It is illegal for these funds to go directly to the private nonprofit schools. The LEA purchases, directly from the provider, supplies or services for the private nonprofit school's use.

7000 OTHER USES

This function classification is used to account for payments made from self-funded workers' compensation, unemployment, medical insurance, and other employee benefit funds.

8000 REPAYMENTS

This would include district payments to outside agencies for refund of restricted revenue previously received for overpayments, nonqualified expenditures, and other refunds to be repaid from district funds.

APPENDIX C

GENERAL FUND REVENUE - COMPARATIVE ANALYSIS

GUTHRIE PUBLIC SCHOOL						
GENERAL FUND REVENUE ANALYSIS						
	2016-2017 PROJECTED	2016-2017 ACTUAL	DIFFERENCE	2017-2018 PROJECTED	2017-2018 ACTUAL	2018-2019 PROJECTED
REVENUE SOURCES						
LOCAL SOURCES						
AD VAL TAX LEVY (CUR. YR)	\$ 4,750,000.00	\$ 4,699,793.39	\$ (50,206.61)	\$ 4,750,000.00	\$ 5,042,210.43	\$ 5,000,000.00
AD VAL TAX LEVY (PRIOR YR.)	\$ 125,000.00	\$ 129,847.99	\$ 4,847.99	\$ 125,000.00	\$ 116,135.22	\$ (8,864.78)
REVENUE IN LIEU OF TAXES	\$ 12,000.00	\$ 15,254.56	\$ 3,254.56	\$ 12,000.00	\$ 17,052.20	\$ 5,052.20
OTHER TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TUITIONS & FEES	\$ 2,200.00	\$ -	\$ (2,200.00)	\$ -	\$ -	\$ -
INTEREST EARNINGS	\$ 25,000.00	\$ 27,203.83	\$ 2,203.83	\$ 25,000.00	\$ 31,817.45	\$ 6,817.45
RENTALS/SALES/COMMISSIONS	\$ 30,000.00	\$ 45,692.01	\$ 15,692.01	\$ 30,000.00	\$ 53,991.39	\$ 23,991.39
REIMBURSEMENTS	\$ 20,000.00	\$ 27,442.04	\$ 7,442.04	\$ 20,000.00	\$ 13,539.99	\$ (6,460.01)
CONTRIBUTIONS / MISC.	\$ 70,000.00	\$ 92,298.90	\$ 22,298.90	\$ 70,000.00	\$ 111,523.22	\$ 41,523.22
TOTAL LOCAL SOURCES	\$ 5,034,200.00	\$ 5,037,532.72	\$ 3,332.72	\$ 5,032,000.00	\$ 5,386,269.90	\$ 5,333,000.00
INTERMEDIATE SOURCES						
COUNTY 4 MILL AD VAL.	\$ 650,000.00	\$ 628,181.05	\$ (21,818.95)	\$ 650,000.00	\$ 665,206.60	\$ 15,206.60
CO. APPORT. & MISC. INTERMEDIATE	\$ 225,000.00	\$ 269,600.78	\$ 44,600.78	\$ 225,000.00	\$ 248,125.24	\$ 23,125.24
TOTAL INTERMEDIATE SOURCES	\$ 875,000.00	\$ 897,781.83	\$ 22,781.83	\$ 875,000.00	\$ 913,331.84	\$ 38,331.84
STATE SOURCES						
GROSS PRODUCTION TAX	\$ 875,000.00	\$ 556,214.50	\$ (318,785.50)	\$ 700,000.00	\$ 870,017.77	\$ 170,017.77
MOTOR VEHICLE COLLECTION	\$ 1,300,000.00	\$ 1,294,432.68	\$ (5,567.32)	\$ 1,300,000.00	\$ 1,282,842.87	\$ (17,157.13)
R.E.A. TAX	\$ 90,000.00	\$ 87,275.85	\$ (2,724.15)	\$ 90,000.00	\$ 85,780.57	\$ (4,219.43)
ST. SCH. LAND EARNINGS	\$ 515,000.00	\$ 532,610.66	\$ 17,610.66	\$ 515,000.00	\$ 521,593.19	\$ 6,593.19
VEHICLE/FARM TAX STAMP	\$ 11,000.00	\$ 9,074.49	\$ (1,925.51)	\$ 11,000.00	\$ 10,928.99	\$ (71.01)
FLEXIBLE BENEFIT ALLOW. REIMB.	\$ 2,075,000.00	\$ 2,117,505.05	\$ 42,505.05	\$ 2,075,000.00	\$ 2,142,469.56	\$ 67,469.56
FOUNDATION & SAL INCENT AID	\$ 7,994,638.00	\$ 7,733,106.00	\$ (261,532.00)	\$ 8,000,000.00	\$ 8,041,469.00	\$ 41,469.00
MENTOR TEACHER STIPEND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OKLAHOMA PARENTS AS TEACHERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL DEVELOPMENT	\$ -	\$ 13,982.00	\$ 13,982.00	\$ -	\$ -	\$ -
DRIVER EDUCATION	\$ 1,500.00	\$ 11,302.50	\$ 9,802.50	\$ 4,000.00	\$ 7,425.00	\$ 3,425.00
TLE TRAINING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISC. STATE SOURCES	\$ 2,000.00	\$ 10,128.76	\$ 8,128.76	\$ 5,000.00	\$ 21,983.71	\$ 16,983.71
VOC. SAL. REIMB.	\$ 34,160.00	\$ 34,160.00	\$ -	\$ 34,160.00	\$ 34,160.00	\$ -
VOC. INCENT ASSIST. REIMB.	\$ 59,904.00	\$ 62,150.00	\$ 2,246.00	\$ 56,280.00	\$ 56,281.00	\$ 1.00
READING SUFFICIENCY FUNDS	\$ 22,000.00	\$ 21,216.96	\$ (783.04)	\$ 24,996.05	\$ 37,743.43	\$ 12,747.38

STATE SOURCES-CONTINUED	2016-2017		2016-2017		2017-2018		2017-2018		2018-2019	
	PROJECTED	ACTUAL	DIFFERENCE	PROJECTED	ACTUAL	DIFFERENCE	PROJECTED	ACTUAL	DIFFERENCE	PROJECTED
ALTERNATIVE EDUC./STATEWIDE	\$ 58,500.00	\$ 70,351.00	\$ 11,851.00	\$ 70,300.00	\$ 74,079.60	\$ 3,779.60	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
ADVANCED PLACEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NATIONAL BOARD CERTIFICATION	\$ 35,000.00	\$ -	\$ (35,000.00)	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
ACE REMEDIATION & TECHNOLOGY	\$ 50,000.00	\$ -	\$ (50,000.00)	\$ 8,000.00	\$ -	\$ (8,000.00)	\$ -	\$ -	\$ (8,000.00)	\$ -
STATE ADOPTED TEXTBOOKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,000.00
TOTAL STATE SOURCES	\$ 13,123,702.00	\$ 12,553,510.45	\$ (570,191.55)	\$ 12,903,736.05	\$ 13,196,774.69	\$ 293,038.64	\$ 14,509,440.00			
FEDERAL SOURCES										
TITLE I	\$ 625,000.00	\$ 688,112.86	\$ 63,112.86	\$ 625,000.00	\$ 849,946.03	\$ 224,946.03	\$ 950,000.00	\$ -	\$ -	\$ 950,000.00
IDEA-B; FLOW THROUGH	\$ 650,000.00	\$ 620,067.15	\$ (29,932.85)	\$ 650,000.00	\$ 565,943.17	\$ (84,056.83)	\$ 640,000.00	\$ -	\$ -	\$ 640,000.00
IDEA-B; ALL OTHER	\$ 10,000.00	\$ 22,934.77	\$ 12,934.77	\$ 10,000.00	\$ 12,861.83	\$ 2,861.83	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
TITLE VII, INDIAN ED	\$ 50,000.00	\$ 52,838.00	\$ 2,838.00	\$ 50,000.00	\$ 53,013.00	\$ 3,013.00	\$ 53,000.00	\$ -	\$ -	\$ 53,000.00
TITLE II, PART A	\$ 100,000.00	\$ 161,005.56	\$ 61,005.56	\$ 100,000.00	\$ 1,424.67	\$ (98,575.33)	\$ 148,000.00	\$ -	\$ -	\$ 148,000.00
TITLE II, PART D	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER FEDERAL SOURCES	\$ -	\$ 8,345.55	\$ 8,345.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROTC	\$ 65,000.00	\$ 65,193.97	\$ 193.97	\$ 65,000.00	\$ 66,540.94	\$ 1,540.94	\$ 76,000.00	\$ -	\$ -	\$ 76,000.00
CARL PERKINS	\$ 40,000.00	\$ 55,195.74	\$ 15,195.74	\$ 43,300.00	\$ 11,118.24	\$ (32,181.76)	\$ 54,391.00	\$ -	\$ -	\$ 54,391.00
TOTAL FEDERAL SOURCES	\$ 1,540,000.00	\$ 1,673,693.60	\$ 133,693.60	\$ 1,543,300.00	\$ 1,560,847.88	\$ 17,547.88	\$ 1,931,391.00			
NON-REVENUE SOURCES										
FUND TRANSFERS	\$ 220,000.00	\$ 221,250.92	\$ 1,250.92	\$ 220,000.00	\$ 215,719.00	\$ (4,281.00)	\$ 220,000.00	\$ -	\$ -	\$ 220,000.00
CORRECTING ENTRY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL NON-REVENUE SOURCES	\$ 220,000.00	\$ 221,250.92	\$ 1,250.92	\$ 220,000.00	\$ 215,719.00	\$ (4,281.00)	\$ 220,000.00			
BALANCE SHEET ACCOUNTS										
FUND BALANCE/CASH FORWARD	\$ 2,046,343.43	\$ 2,046,343.43	\$ -	\$ 2,414,721.95	\$ 2,414,721.95	\$ -	\$ 2,921,917.48	\$ -	\$ -	\$ 2,921,917.48
TOTAL BALANCE SHEET ACCOUNTS	\$ 2,046,343.43	\$ 2,046,343.43	\$ -	\$ 2,414,721.95	\$ 2,414,721.95	\$ -	\$ 2,921,917.48			
TOTAL BALANCE & COLLECTIONS	\$ 22,839,245.43	\$ 22,430,112.95	\$ (409,132.48)	\$ 22,988,758.00	\$ 23,687,665.26	\$ 698,907.26	\$ 25,790,748.48			
PROJECTED EXPENDITURES FOR 2018-2019							\$ 23,287,202.00			
PROJECTED FUND BALANCE FOR 2018-2019							\$ 2,503,546.48			

APPENDIX D

GENERAL FUND - FIXED COST ANALYSIS

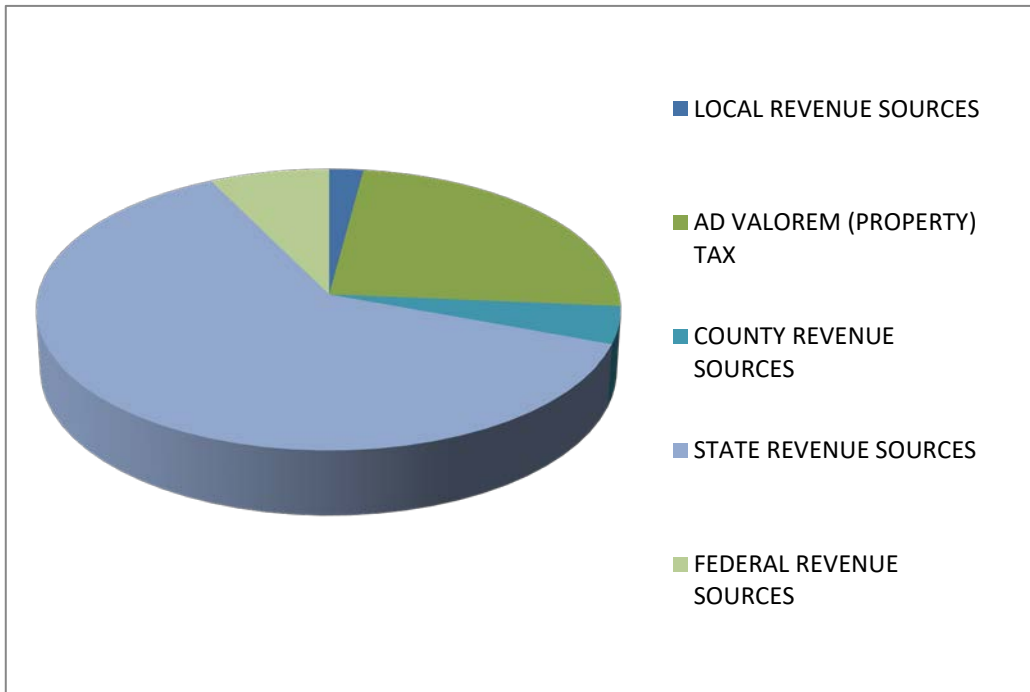
**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
FIXED / DISCRETIONARY COSTS**

	<i>2017-2018 ACTUAL COST</i>	<i>2017-2018 % OF COST</i>	<i>2018-2019 PROJECTED COST</i>	<i>2018-2019 % OF COST</i>
<i>FIXED COSTS</i>				
SALARY / BENEFITS	\$17,504,632.68	84.29%	\$20,322,474.00	87.27%
PROFESSIONAL & TECHNICAL SERVICES	202,735.83	0.98%	350,500.00	1.51%
UTILITIES / TELEPHONE	691,370.91	3.33%	750,000.00	3.22%
INSURANCE	206,020.50	0.99%	240,000.00	1.03%
LEASE / PURCHASE & MAINTENANCE AGREEMENTS	147,748.79	0.71%	170,000.00	0.73%
GASOLINE / DIESEL	132,309.24	0.64%	130,000.00	0.56%
COUNTY REVALUATION COST	84,418.75	0.41%	90,000.00	0.39%
EARMARKED STATE AND FEDERAL FUNDS	157,088.21	0.76%	154,800.00	0.66%
CHILD NUTRITION EXPENDITURES (PER LOAN AGREEMENT W/ CNF)	105,087.90	0.51%	120,000.00	0.52%
TOTAL FIXED COSTS	19,231,412.81	92.61%	22,327,774.00	95.88%
<i>DISCRETIONARY COSTS</i>				
SITE COSTS - TEXTBOOKS, LIBRARIES, FURNITURE, SUPPLIES	596,132.12	2.87%	384,428.00	1.65%
DEPARTMENTAL COSTS - TRANSPORTATION, MAINTENANCE, CUSTODIAL, TECHNOLOGY, OTHER DISTRICT-WIDE COSTS	939,596.14	4.52%	575,000.00	2.47%
TOTAL DISCRETIONARY COSTS	1,535,728.26	7.39%	959,428.00	4.12%
GRAND TOTAL - ALL COSTS	\$20,767,141.07	100.00%	\$23,287,202.00	100.00%

APPENDIX E

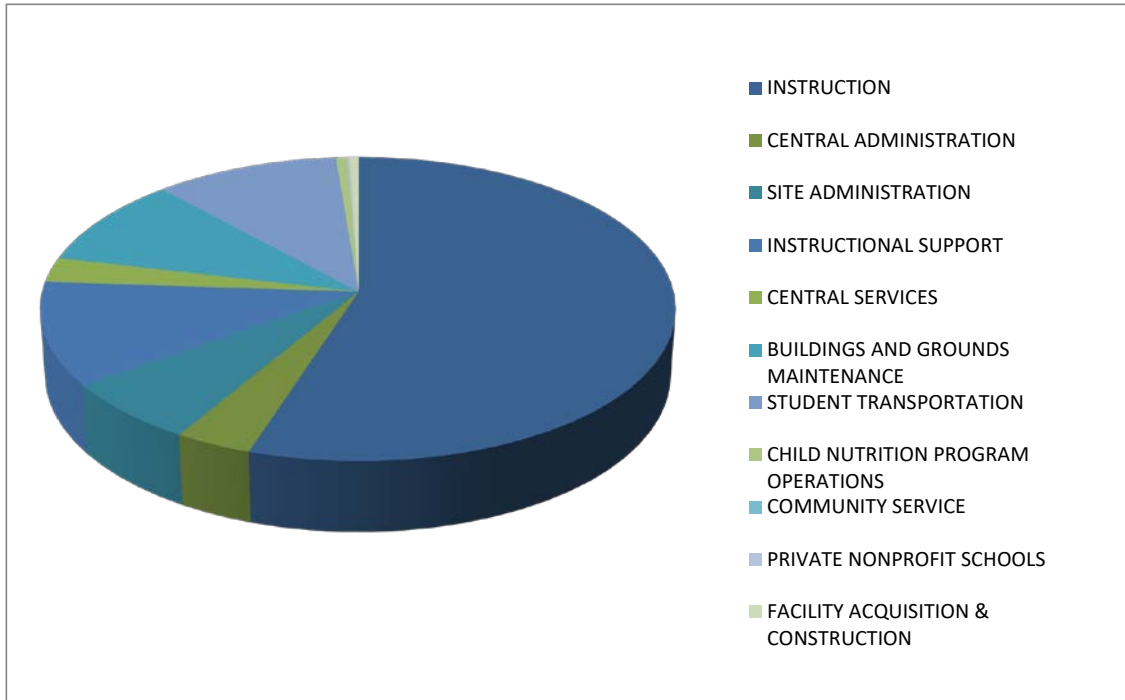
2017-2018 CONDENSED FINANCIAL INFORMATION

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2018**



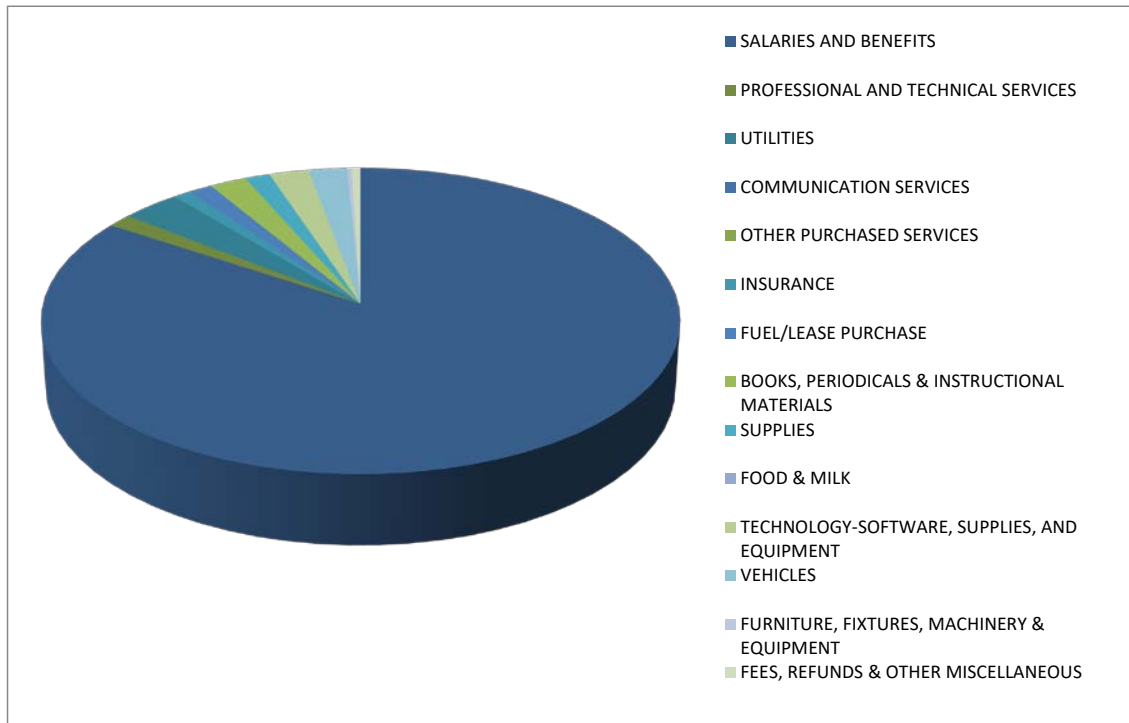
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 443,643.25	2.09%
AD VALOREM (PROPERTY) TAX	\$ 5,158,345.65	24.25%
COUNTY REVENUE SOURCES	\$ 913,331.84	4.29%
STATE REVENUE SOURCES	\$ 13,196,774.69	62.04%
FEDERAL REVENUE SOURCES	\$ <u>1,560,847.88</u>	<u>7.34%</u>
TOTAL GENERAL FUND REVENUE	\$ 21,272,943.31	100.00%

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2018**



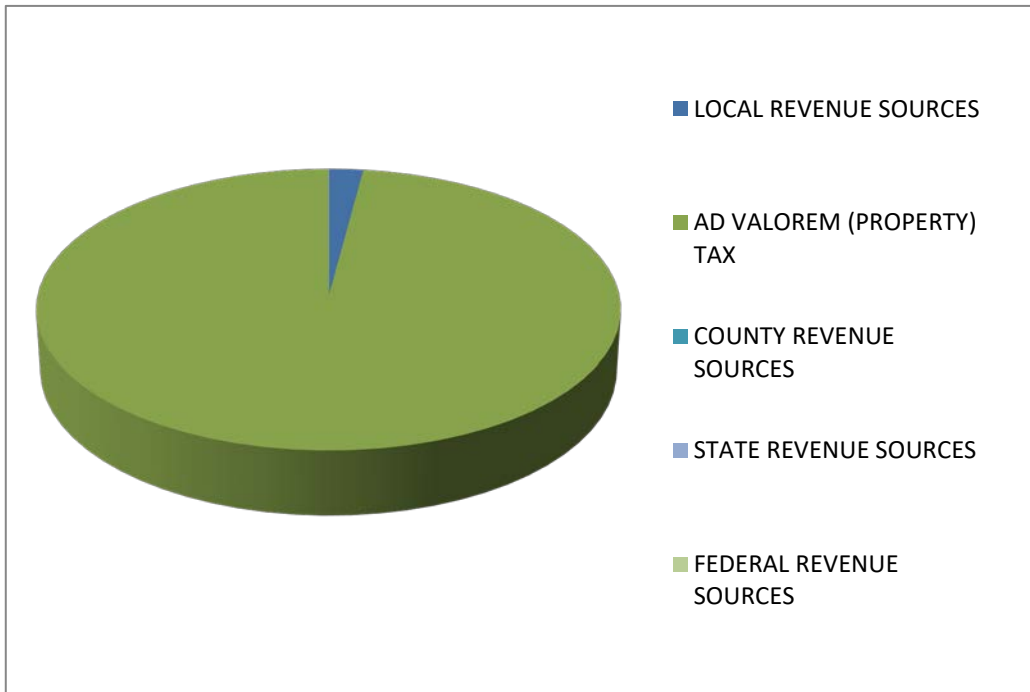
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ 11,422,943.27	55.00%
CENTRAL ADMINISTRATION	\$ 732,966.78	3.53%
SITE ADMINISTRATION	\$ 1,370,634.80	6.60%
INSTRUCTIONAL SUPPORT	\$ 2,269,697.24	10.93%
CENTRAL SERVICES	\$ 547,294.02	2.64%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 1,982,359.51	9.55%
STUDENT TRANSPORTATION	\$ 2,175,205.28	10.47%
CHILD NUTRITION PROGRAM OPERATIONS	\$ 131,773.30	0.63%
COMMUNITY SERVICE	\$ -	0.00%
PRIVATE NONPROFIT SCHOOLS	\$ 29,277.43	0.14%
FACILITY ACQUISITION & CONSTRUCTION	\$ 104,989.44	0.51%
TOTAL GENERAL FUND EXPENDITURES BY FUNCTION	\$ 20,767,141.07	100.00%

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2018**



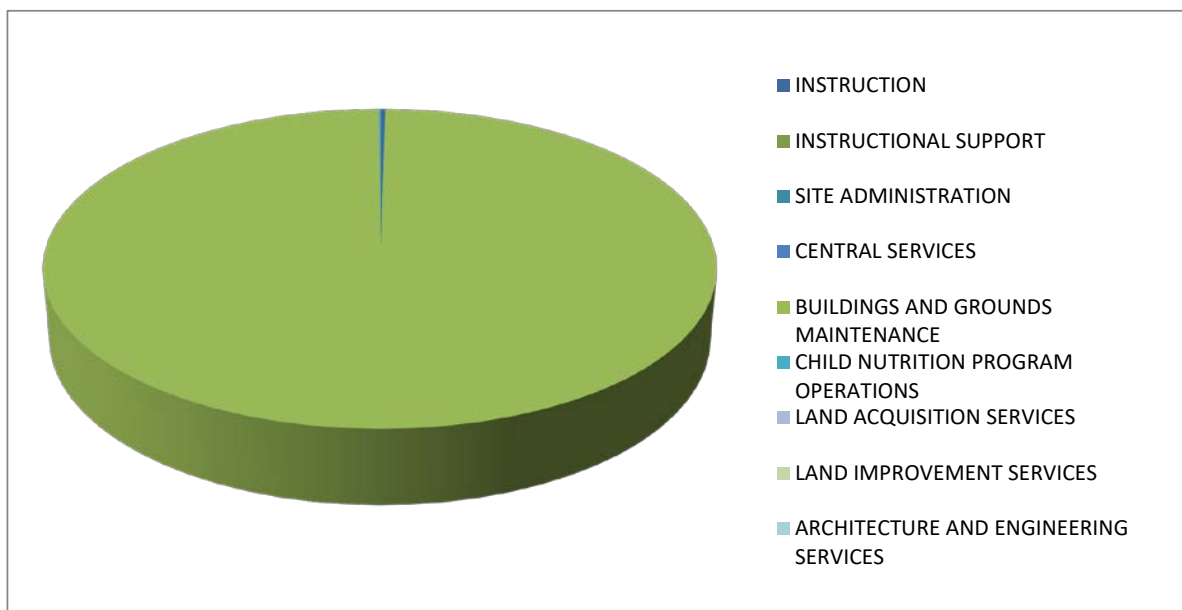
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 17,504,632.68	84.29%
PROFESSIONAL AND TECHNICAL SERVICES	\$ 287,154.58	1.38%
UTILITIES	\$ 691,370.91	3.33%
COMMUNICATION SERVICES	\$ -	0.00%
OTHER PURCHASED SERVICES	\$ -	0.00%
INSURANCE	\$ 206,020.50	0.99%
FUEL/LEASE PURCHASE	\$ 280,058.03	1.35%
BOOKS, PERIODICALS & INSTRUCTIONAL MATERIALS	\$ 435,749.56	2.10%
SUPPLIES	\$ 292,493.08	1.41%
FOOD & MILK	\$ -	0.00%
TECHNOLOGY-SOFTWARE, SUPPLIES, AND EQUIPMENT	\$ 460,869.45	2.22%
VEHICLES	\$ 451,069.00	2.17%
FURNITURE, FIXTURES, MACHINERY & EQUIPMENT	\$ 52,635.38	0.25%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ 105,087.90	0.51%
TOTAL GENERAL FUND EXPENDITURES BY OBJECT	\$ 20,767,141.07	100.00%

**GUTHRIE PUBLIC SCHOOLS
 BUILDING FUND REVENUE
 FOR THE YEAR ENDED JUNE 30, 2018**



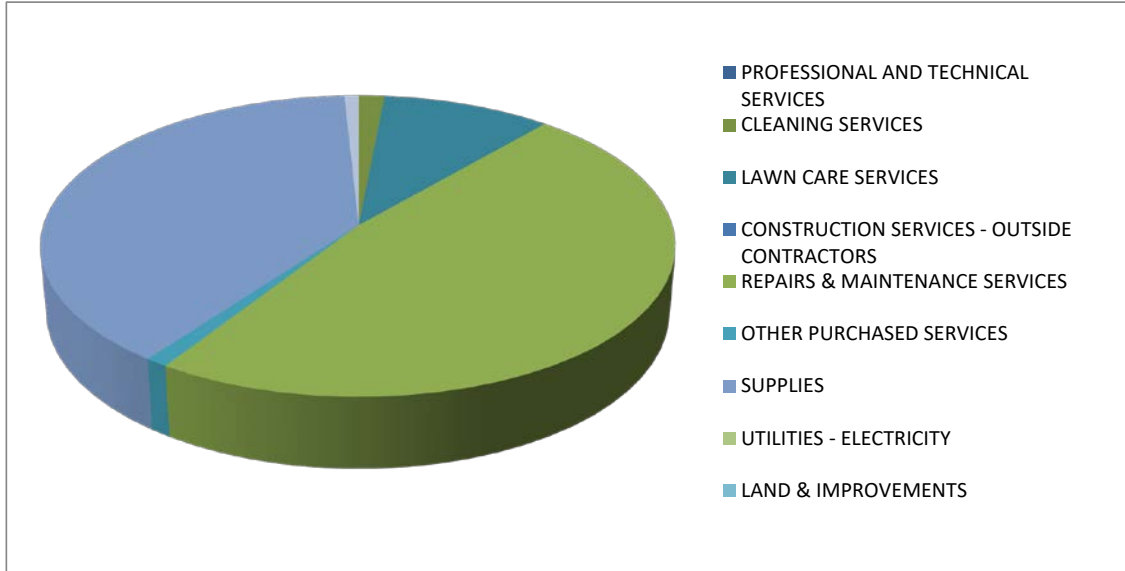
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 15,627.00	2.08%
AD VALOREM (PROPERTY) TAX	\$ 736,906.48	97.90%
COUNTY REVENUE SOURCES	\$ -	0.00%
STATE REVENUE SOURCES	\$ 213.01	0.03%
FEDERAL REVENUE SOURCES	\$ -	0.00%
TOTAL BUILDING FUND REVENUE	\$ 752,746.49	100.00%

**GUTHRIE PUBLIC SCHOOLS
 BUILDING FUND EXPENDITURES BY FUNCTION
 FOR THE YEAR ENDED JUNE 30, 2018**



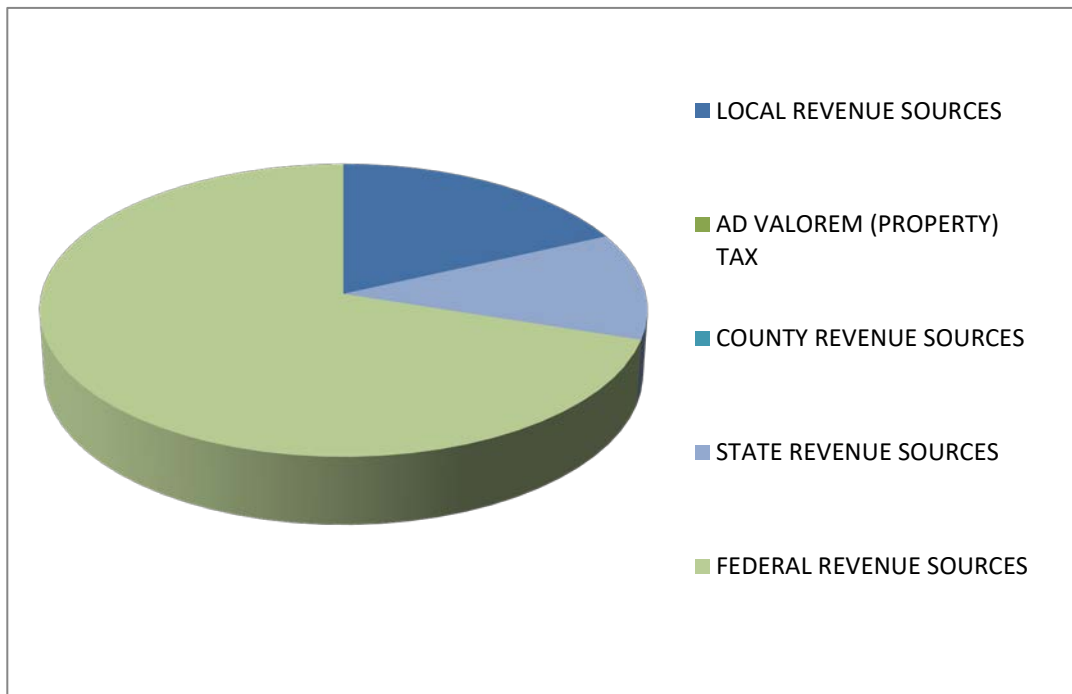
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ 1,341.00	0.23%
INSTRUCTIONAL SUPPORT	\$ -	0.00%
SITE ADMINISTRATION	\$ -	0.00%
CENTRAL SERVICES	\$ 106.00	0.02%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 585,067.66	99.65%
CHILD NUTRITION PROGRAM OPERATIONS	\$ 600.00	0.10%
LAND ACQUISITION SERVICES	\$ -	0.00%
LAND IMPROVEMENT SERVICES	\$ -	0.00%
ARCHITECTURE AND ENGINEERING SERVICES	\$ -	0.00%
TOTAL BUILDING FUND EXPENDITURES BY FUNCTION	\$ 587,114.66	100.00%

**GUTHRIE PUBLIC SCHOOLS
BUILDING FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2018**



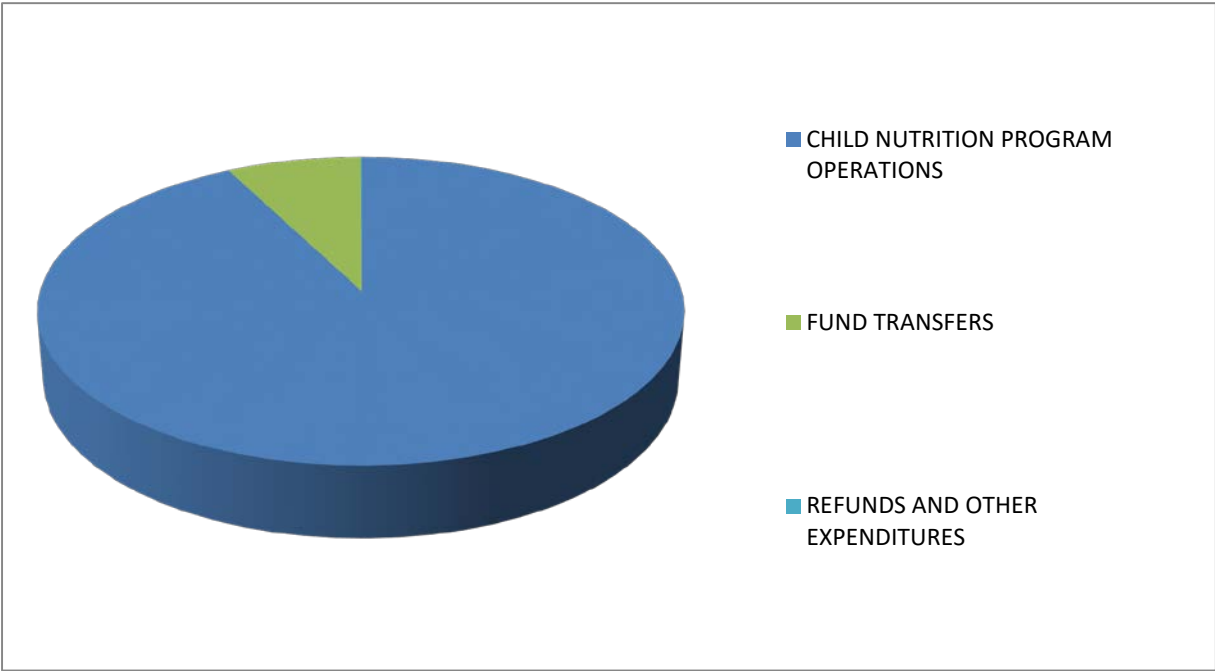
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
PROFESSIONAL AND TECHNICAL SERVICES	\$ -	0.00%
CLEANING SERVICES	\$ 8,777.35	1.49%
LAWN CARE SERVICES	\$ 57,705.00	9.83%
CONSTRUCTION SERVICES - OUTSIDE CONTRACTORS	\$ -	0.00%
REPAIRS & MAINTENANCE SERVICES	\$ 280,473.81	47.77%
OTHER PURCHASED SERVICES	\$ 6,015.61	1.02%
SUPPLIES	\$ 229,287.99	39.05%
UTILITIES - ELECTRICITY	\$ -	0.00%
LAND & IMPROVEMENTS	\$ -	0.00%
EQUIPMENT	\$ 4,705.00	0.80%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ <u>149.90</u>	<u>0.03%</u>
TOTAL BUILDING FUND EXPENDITURES BY OBJECT	\$ 587,114.66	100.00%

**GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2018**



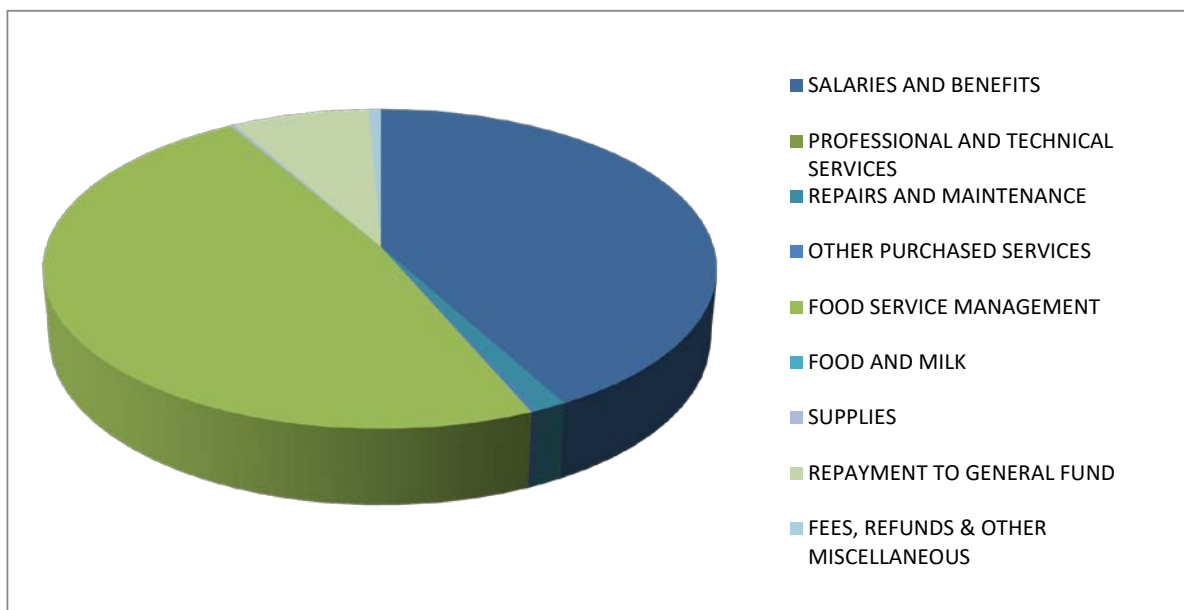
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 251,879.31	18.16%
AD VALOREM (PROPERTY) TAX	\$ -	0.00%
COUNTY REVENUE SOURCES	\$ -	0.00%
STATE REVENUE SOURCES	\$ 163,984.11	11.82%
FEDERAL REVENUE SOURCES	\$ <u>971,278.90</u>	<u>70.02%</u>
TOTAL CHILD NUTRITION FUND REVENUE	\$ 1,387,142.32	100.00%

**GUTHRIE PUBLIC SCHOOLS
 CHILD NUTRITION FUND EXPENDITURES BY FUNCTION
 FOR THE YEAR ENDED JUNE 30, 2018**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
CHILD NUTRITION PROGRAM OPERATIONS	\$ 1,296,665.56	92.37%
FUND TRANSFERS	\$ 106,387.90	7.58%
REFUNDS AND OTHER EXPENDITURES	\$ <u>773.75</u>	<u>0.06%</u>
TOTAL CHILD NUTRITION FUND EXPENDITURES BY FUNCTION	\$ 1,403,827.21	100.00%

**GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2018**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 589,594.54	42.00%
PROFESSIONAL AND TECHNICAL SERVICES	\$ -	0.00%
REPAIRS AND MAINTENANCE	\$ 18,508.32	1.32%
OTHER PURCHASED SERVICES	\$ 3,637.00	0.26%
FOOD SERVICE MANAGEMENT	\$ 674,007.64	48.01%
FOOD AND MILK	\$ -	0.00%
SUPPLIES	\$ 3,217.87	0.23%
REPAYMENT TO GENERAL FUND	\$ 105,861.65	7.54%
FEEES, REFUNDS & OTHER MISCELLANEOUS	\$ <u>9,000.19</u>	<u>0.64%</u>
TOTAL CHILD NUTRITION FUND EXPENDITURES BY OBJECT	\$ 1,403,827.21	100.00%