Committed to the success of every student

Budget Hearing and 39th Annual Meeting of the Portage Community School District

September 21, 2020
6:45 p.m. Budget Hearing
7:00 p.m. Annual Meeting
Portage High School
301 E. Collins St.
Portage, WI 53901

The Portage Community School District will be a leader in education having high expectations for all students based on a clearly defined curriculum, partnering with parents and the community, and differentiating the instruction to meet the needs of every student in a literacy rich environment.

PORTAGE COMMUNITY SCHOOLS

Portage, Wisconsin 53901

September 21, 2020

ANNUAL MEETING AND BUDGET HEARING

GENERAL INFORMATION

1. Eligible Voters: Residents of the Portage Community School District who are 18 years of age or older and who have lived in the school district for a minimum of 10 days prior to the meeting are eligible to vote.

2. Challenges: Wis. Stats. 120.08 (3) CHALLENGE. If a person attempting to vote at an annual meeting is challenged the chairman of the meeting shall state to the person challenged the qualifications necessary to vote at the meeting. If such person declares that he is eligible to vote and if such challenge is not withdrawn, the chairman shall administer the following oath or affirmation to him: "You do solemnly swear (or affirm) that you are an actual resident of this school district and that you are qualified according to law, to vote at this meeting." A person taking such oath or affirmation shall be permitted to vote, but if he refuses to take such oath or affirmation he may not vote.

GROUND RULES

1. Robert's Rules of Order will be observed to facilitate the orderly conduct of business.

2. All Motions, except procedural motions, and their amendments must be written and signed by the person making the motion and the person seconding the motion.

3. The chairman reserves the right to limit debate and to limit speakers to given time limits on various subjects.

4. The chairman will call for voice votes on motions and may at the chairman's discretion call for show of hands. Secret ballots may be requested from the floor.

5. Discussion is limited to the motion being considered.

September 21, 2020

BUDGET HEARING AND 39th

ANNUAL MEETING

at the

Portage High School Auditorium

for the

PORTAGE COMMUNITY SCHOOL DISTRICT

ORDER OF BUSINESS

BUDGET HEARING – 6:45 p.m.

1. Call to Order by Chad Edwards, Vice President

2. Ground Rules (see attached sheet)

3. Budget review and discussion – Peter Hibner

4. Adjourn budget hearing

39th ANNUAL SCHOOL MEETING – 7:00 p.m.

1. Call to Order by Chad Edwards, Vice President
   The meeting may elect a temporary chairman or proceed without an election in which case the School Board Vice President will preside.

2. Motions: Note: These motions, in essentially the following form, are needed to allow the district to operate or to take appropriate action on current matters. Changes in the meaning or intent of the motion may be made.
   (see pages 3 and 4)

3. District Strategic Plan Report and District Goals – Joshua Sween, District Administrator

4. Adjourn

RESOLUTION 20-1 Operational Tax Levy

Be it resolved by the electors of the Portage Community School District that a tax be levied on all taxable property of the district for operation and maintenance in the amount of $12,016,451. This amount may be increased or decreased depending upon the student enrollment, aid disbursement, transfer of service amount, district adjustments, state voucher program, and property valuation.

Motion by _____

Second by _____

RESOLUTION 20-2

Electors may choose to change or re-enact the standing motions listed on page 5. If no action is taken the motions will stand as printed.

Motion by _____

Second by _____

RESOLUTION 20-3

Be it resolved by the electors of the Portage Community School District that _____

_____

_____

_____

_____

_____

_____

_____

Motion by _____

Second by _____

RESOLUTION 20-4

Be it resolved by the electors of the Portage Community School District that _____

_____

_____

_____

_____

_____

_____

_____

_____

Motion by _____

Second by _____

PORTAGE COMMUNITY SCHOOLS

Portage, Wisconsin 53901

September 21, 2020

Continuing motions: The 1982, 1984, 1987 and 2007 Annual meetings created the following standing motions. These motions are eligible to be altered or rescinded by this annual meeting. If no action is taken they will continue in force for another year.

Resolution 82-3 Prosecution or Defense in Legal Matters
Be it resolved by the electors of the Portage Community School District that the school board be authorized to provide for the prosecution or defense or any action or proceedings in which the school district is interested.

Resolution 82-5 School Lunches
Be it resolved by the electors of the Portage Community School District that the school board be directed to furnish school lunches to the pupils of the school district and to appropriate funds for that purpose.

Resolution 82-7 Student Accident Insurance
Be it resolved by the electors of the Portage Community School District that the school board be authorized to purchase accident insurance coverage for the enrolled students of the Portage Community School District.

Resolution 82-8 Student Transportation
Be it resolved by the electors of the Portage Community School District that the school board be authorized to furnish transportation for students pursuant to the transportation plans adopted and approved by the school board.

Resolution 87-3 Set Day For Future Annual Meetings
Be it resolved by the electors of the Portage Community School District that Annual Meetings be held on the third Monday of September.

Resolution 07-2 (Original 84-1, 96-3 School Board Salaries)
Be it resolved by the electors of the Portage Community School District that salaries as of January 1, 2008 be paid as follows: School Board president $210 per month, remaining members $185 per month.

PORTAGE COMMUNITY SCHOOLS

Portage, Wisconsin 53901

September 16, 2019 at 7 p.m.

Gerstenkorn Administration Building – Board Room

38th Annual School Meeting

Budget Hearing

1. The budget hearing was called to order at 6:45 p.m. by Matt Foster, Board Clerk.

2. Budget Review – Peter Hibner, Business Administrator

Motion by Chad Edwards, second by Kelly Behnke to adjourn the budget hearing. Motion carried by voice vote. The budget hearing was adjourned at 6:56 p.m.

Thirty-Eigth Annual School Meeting

1. 1.1 The meeting was called to order at 7:00 p.m. by Matt Foster, Board Clerk. Motion by Chad Edwards, second by Kelly Behnke to nominate Matt Foster as the meeting chair. Matt Foster called for more nominations; none were given. Motion to appoint Matt Foster chair carried by voice vote.

2. Motions:

2.1 Resolution 19-1

Be it resolved by the electors of the Portage Community School District that a tax be levied on all taxable property of the district for operation and maintenance in the amount of $12,107,840. This amount may be increased or decreased depending upon the student enrollment, aid disbursement, transfer of service amount, district adjustments, state voucher program, and property valuation.

Motion by Joshua Sween, second by Daniel Garrigan to approve Resolution 19-1 as presented. Motion was carried by voice vote.

2.2 Resolution 19-2

Electors may choose to change or re-enact the standing motions listed below:

Resolution 82-3 Prosecution or Defense in Legal Matters
Be it resolved by the electors of the Portage Community School District that the school board be authorized to provide for the prosecution or defense or any action or proceedings in which the school district is interested.

Resolution 82-5 School Lunches
Be it resolved by the electors of the Portage Community School District that the school board be directed to furnish school lunches to the pupils of the school district and to appropriate funds for that purpose.

Resolution 82-7 Student Accident Insurance

Be it resolved by the electors of the Portage Community School District that the school board be authorized to purchase accident insurance coverage for the enrolled students of the Portage Community School District.

Resolution 82-8 Student Transportation
Be it resolved by the electors of the Portage Community School District that the school board be authorized to furnish transportation for students pursuant to the transportation plans adopted and approved by the school board.

Resolution 87-3 Set Day For Future Annual Meetings
Be it resolved by the electors of the Portage Community School District that Annual Meetings be held on the third Monday of September.

Resolution 07-2 (Original 84-1, 96-3, School Board Salaries)
Be it resolved by the electors of the Portage Community School District that salaries as of January 1, 2008 be paid as follows: School Board president $210 per month, remaining members $185 per month.

Motion by Joshua Sween, second by Kelly Behnke to approve Resolution 19-2 as presented. Motion was carried by voice vote.

3. District Administrator Margaret Rudolph gave an update on the district's goals and the start of the school year.

4. Motion by Kelly Behnke, second by Gary Knebel to adjourn at 7:18 p.m. Motion carried by voice vote.

_____.
Clerk

2020-21 SCHOOL DISTRICT PROPOSED BUDGET AND ACCOUNTING

Budget Reporting

Accounts used in school district budgeting and financial reporting are designated by the Department of Public Instruction (DPI). A uniform accounting system is important for the facilitation of reporting, auditing, data processing, inter-district comparisons, and financial accounting for cooperative programs.

Fund Accounting

Financial administration requires that each transaction be identified for administrative and accounting purposes. The first identification is by fund, which is an independent fiscal and accounting entity, requiring its own set of books, in accordance with special regulations, restrictions, and limitations that earmark each fund for a specific activity or for attaining certain objectives. Each fund must be so accounted for that the identity of its resources and obligations and its revenues and expenditures is continually maintained.

All funds used by Wisconsin school districts must be classified into one of nine fund types. The major fund types are the General Fund (10), Special Projects Fund (20), Debt Service Fund (30), Capital Projects Fund (40), Food Service Fund (50), Agency (Pupil Activity) Fund (60), Trust Fund (70), Community Service Fund (80), and Package and Cooperative Program Fund (90).

The following tables provide actual audited results for 2018-19 school year, unaudited budget for 2019-20, and proposed budget for 2020-21.

General Fund (Fund 10)

The general fund is used to account for all financial transactions relating to current operations, except for those required to be accounted for in other funds.

BUDGET ADOPTION 2020-21			
GENERAL FUND (FUND 10)	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
Beginning Fund Balance (Account 930 000)	12,271,287.15	13,770,107.25	14,915,289.88
Ending Fund Balance, Nonspendable (Acct. 935 000)	0.00	0.00	0.00
Ending Fund Balance, Restricted (Acct. 936 000)	4,462,920.39	4,291,709.65	4,291,709.65
Ending Fund Balance, Committed (Acct. 937 000)	0.00	0.00	0.00
Ending Fund Balance, Assigned (Acct. 938 000)	951,688.93	949,181.00	949,181.00
Ending Fund Balance, Unassigned (Acct. 939 000)	8,355,497.93	9,674,399.23	9,674,399.23
TOTAL ENDING FUND BALANCE (ACCT. 930 000)	**13,770,107.25**	**14,915,289.88**	**14,915,289.88**
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	4,725.00	23,000.00	27,000.00
Local Sources 210 Taxes	12,156,596.56	12,385,366.84	12,036,451.00
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	47,910.97	33,994.59	5,000.00
270 School Activity Income	44,845.55	47,785.20	0.00
280 Interest on Investments	96,463.07	61,479.85	60,000.00
290 Other Revenue, Local Sources	62,422.39	87,827.11	40,500.00
Subtotal Local Sources	**12,408,238.54**	**12,616,453.59**	**12,141,951.00**
Other School Districts Within Wisconsin 310 Transit of Aids	4,761.00	4,589.00	0.00
340 Payments for Services	1,676,967.00	1,681,726.00	1,763,125.00
380 Medical Service Reimbursements	0.00	0.00	0.00
390 Other Inter-district, Within Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts within Wisconsin	**1,681,728.00**	**1,686,315.00**	**1,763,125.00**
Other School Districts Outside Wisconsin 440 Payments for Services	0.00	0.00	0.00
490 Other Inter-district, Outside Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts Outside Wisconsin	**0.00**	**0.00**	**0.00**
Intermediate Sources 510 Transit of Aids	13,302.18	4,192.12	0.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	0.00	0.00	0.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
Subtotal Intermediate Sources	**13,302.18**	**4,192.12**	**12,658.00**
State Sources 610 State Aid -- Categorical	159,176.54	186,536.86	176,719.00
620 State Aid -- General	12,848,655.00	12,860,294.00	13,393,197.00
630 DPI Special Project Grants	77,233.90	53,826.84	0.00
640 Payments for Services	0.00	0.00	0.00
650 Student Achievement Guarantee in Education (SAGE Grant)	558,245.03	599,398.60	615,881.00
660 Other State Revenue Through Local Units	24,308.02	27,292.72	24,000.00
690 Other Revenue	1,800,602.97	1,813,021.99	1,729,688.00
Subtotal State Sources	**15,468,221.46**	**15,540,371.01**	**15,323,604.00**

GENERAL FUND (FUND 10) continued			
Federal Sources			
710 Federal Aid - Categorical	20,734.97	18,587.84	17,166.00
720 Impact Aid	0.00	0.00	0.00
730 DPI Special Project Grants	90,712.64	99,778.80	351,818.00
750 IASA Grants	337,297.27	296,784.19	305,423.00
760 JTPA	0.00	0.00	0.00
770 Other Federal Revenue Through Local Units	0.00	0.00	0.00
780 Other Federal Revenue Through State	141,712.02	93,003.51	81,105.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
Subtotal Federal Sources	**590,456.90**	**508,154.34**	**755,512.00**
Other Financing Sources			
850 Reorganization Settlement	0.00	0.00	0.00
860 Compensation, Fixed Assets	0.00	0.00	0.00
870 Long-Term Obligations	0.00	119,659.00	0.00
Subtotal Other Financing Sources	**0.00**	**119,659.00**	**0.00**
Other Revenues			
960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	32,042.06	63,716.61	50,000.00
980 Medical Service Reimbursement	0.00	0.00	0.00
990 Miscellaneous	7,447.08	1,024.62	2,000.00
Subtotal Other Revenues	**39,489.14**	**64,741.23**	**52,000.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**30,206,161.22**	**30,562,886.29**	**30,679,073.00**
EXPENDITURES & OTHER FINANCING USES			
Instruction			
110 000 Undifferentiated Curriculum	4,529,253.33	4,336,451.47	4,379,324.00
120 000 Regular Curriculum	5,030,845.35	5,162,642.09	5,256,192.00
130 000 Vocational Curriculum	936,000.88	971,762.33	964,282.00
140 000 Physical Curriculum	697,930.77	603,636.34	604,920.00
160 000 Co-Curricular Activities	462,076.39	496,133.14	482,441.00
170 000 Other Special Needs	2,400.25	7,713.42	2,729.00
Subtotal Instruction	**11,658,506.97**	**11,578,338.79**	**11,689,888.00**
Support Sources			
210 000 Pupil Services	837,224.92	936,195.00	972,438.00
220 000 Instructional Staff Services	857,798.29	910,289.50	1,093,051.00
230 000 General Administration	735,000.55	831,624.22	783,893.00
240 000 School Building Administration	1,757,548.34	1,940,740.36	1,826,010.00
250 000 Business Administration	5,887,148.96	6,122,524.74	6,499,217.00
260 000 Central Services	202,301.05	193,729.01	230,580.00
270 000 Insurance & Judgments	302,271.43	333,875.84	410,000.00
280 000 Debt Services	0.00	29,914.75	30,000.00
290 000 Other Support Services	679,834.02	784,956.53	567,806.00
Subtotal Support Sources	**11,259,127.56**	**12,083,849.95**	**12,412,999.00**
Non-Program Transactions			
410 000 Inter-fund Transfers	3,428,537.43	3,235,509.99	3,865,044.00
430 000 Instructional Service Payments	2,353,010.60	2,503,696.87	2,710,922.00
490 000 Other Non-Program Transactions	8,158.56	6,336.49	224.00
Subtotal Non-Program Transactions	**5,789,706.59**	**5,745,543.35**	**6,576,190.00**
TOTAL EXPENDITURES & OTHER FINANCING USES	**28,707,341.12**	**29,407,732.09**	**30,679,073.00**

Special Projects Funds (Fund 21 and Fund 27)
Special projects funds reported below include combined budgets for both the Special Revenue Trust Fund and Special Education Fund.

Fund 21 Special Revenue Trust Fund

This fund is used to account for trust funds that can be used for district operations. The source of such funds are gifts and donations from private parties. Cash and investments in this fund are expended pursuant to donor specifications. There may be a fund balance in this fund.

SPECIAL PROJECT FUNDS (FUNDS 21, 23, 29)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	156,626.23	156,961.00	163,106.01
900 000 Ending Fund Balance	**156,961.00**	**163,106.01**	**174,466.01**
REVENUES & OTHER FINANCING SOURCES	**3,584.77**	**11,360.57**	**11,360.00**
100 000 Instruction	3,250.00	730.49	0.00
200 000 Support Services	0.00	1,327.08	0.00
400 000 Non-Program Transactions	0.00	3,157.99	0.00
TOTAL EXPENDTURES & OTHER FINANCING USES	**3,250.00**	**5,215.56**	**0.00**

Fund 27 Special Education Fund

This fund is used to account for special education and related services funded wholly or in part with state or federal special education aid or charges for services provided to other districts as a result of being a host district for a special education package or cooperative program. No fund balance or deficit can exist in this fund.

SPECIAL EDUCATION FUND (FUND 27)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 Ending Fund Balance	**0.00**	**0.00**	**0.00**
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	2,483,537.43	2,521,347.45	2,964,589.00
Local Sources			
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	0.00	0.00	0.00
270 School Activity Income	0.00	0.00	0.00
290 Other Revenue, Local Sources	0.00	0.00	0.00
Subtotal Local Sources	**0.00**	**0.00**	**0.00**
Other School Districts Within Wisconsin			
310 Transit of Aids	0.00	0.00	0.00
340 Payments for Services	0.00	0.00	0.00
380 Medical Service Reimbursements	0.00	0.00	0.00
390 Other Inter-district, Within Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts within Wisconsin	**0.00**	**0.00**	**0.00**
Other School Districts Outside Wisconsin			
440 Payments for Services	0.00	0.00	0.00
490 Other Inter-district, Outside Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts Outside Wisconsin	**0.00**	**0.00**	**0.00**
Intermediate Sources			
510 Transit of Aids	186,766.08	113,338.44	97,302.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	6,850.29	15,288.00	15,000.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
Subtotal Intermediate Sources	**193,616.37**	**128,626.44**	**112,302.00**
State Sources			
610 State Aid -- Categorical	718,415.00	708,354.00	762,962.00
620 State Aid -- General	24,315.00	37,088.00	0.00

630 DPI Special Project Grants	0.00	0.00	0.00
640 Payments for Services	0.00	0.00	0.00
650 Achievement Gap Reduction (AGR grant)	0.00	0.00	0.00
690 Other Revenue	0.00	0.00	0.00
Subtotal State Sources	**742,730.00**	**745,442.00**	**762,962.00**

SPECIAL EDUCATION FUND (FUND 27) continued	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
Federal Sources			
710 Federal Aid - Categorical	6,500.00	0.00	0.00
730 DPI Special Project Grants	486,517.07	348,898.96	557,836.00
750 IASA Grants	0.00	0.00	0.00
760 JTPA	0.00	0.00	0.00
770 Other Federal Revenue Through Local Units	0.00	0.00	0.00
780 Other Federal Revenue Through State	162,533.50	171,249.55	180,000.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
Subtotal Federal Sources	**655,550.57**	**520,148.51**	**737,836.00**
Other Financing Sources			
860 Compensation, Fixed Assets	0.00	0.00	0.00
870 Long-Term Obligations	0.00	0.00	0.00
Subtotal Other Financing Sources	**0.00**	**0.00**	**0.00**
Other Revenues			
960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	0.00	0.00	0.00
990 Miscellaneous	0.00	0.00	0.00
Subtotal Other Revenues	**0.00**	**0.00**	**0.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**4,075,434.37**	**3,915,564.40**	**4,577,689.00**

SPECIAL EDUCATION FUND (FUND 27) EXPENDITURES & OTHER FINANCING USES	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
Instruction			
110 000 Undifferentiated Curriculum	0.00	0.00	0.00
120 000 Regular Curriculum	0.00	0.00	0.00
130 000 Vocational Curriculum	0.00	0.00	0.00
140 000 Physical Curriculum	0.00	0.00	0.00
150 000 Special Education Curriculum	2,718,058.45	2,659,824.76	3,097,585.00
160 000 Co-Curricular Activities	0.00	0.00	0.00
170 000 Other Special Needs	0.00	0.00	0.00
Subtotal Instruction	**2,718,058.45**	**2,659,824.76**	**3,097,585.00**
Support Sources			
210 000 Pupil Services	456,184.01	461,263.70	486,480.00
220 000 Instructional Staff Services	169,157.32	171,899.77	233,748.00
230 000 General Administration	0.00	0.00	0.00
240 000 School Building Administration	0.00	0.00	0.00
250 000 Business Administration	201,617.16	184,078.28	203,500.00
260 000 Central Services	7,284.93	2,410.99	3,500.00
270 000 Insurance & Judgments	0.00	1,290.00	0.00
280 000 Debt Services	0.00	0.00	0.00
290 000 Other Support Services	0.00	0.00	0.00
Subtotal Support Sources	**834,243.42**	**820,942.74**	**927,228.00**
Non-Program Transactions			
410 000 Inter-fund Transfers	4,725.00	23,000.00	27,000.00
430 000 Instructional Service Payments	512,889.94	411,796.90	525,876.00
490 000 Other Non-Program Transactions	5,517.56	0.00	0.00
Subtotal Non-Program Transactions	**523,132.50**	**434,796.90**	**552,876.00**
TOTAL EXPENDTURES & OTHER FINANCING USES	**4,075,434.37**	**3,915,564.40**	**4,577,689.00**

Debt Service Fund (Fund 39)

Fund 39 Referendum Approved Debt Service Fund

This fund is used to account for transactions for the repayment of debt issues that were either authorized by school board resolution before August 12, 1993, or approved by referendum. If the district uses funds other than Fund 39, the district must combine and report these funds as Fund 39. A fund balance may exist in this fund.

DEBT SERVICE FUND (FUND 39)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 ENDING FUND BALANCES	**0.00**	**0.00**	**0.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**0.00**	**0.00**	**0.00**
281 000 Long-Term Capital Debt	0.00	0.00	0.00
282 000 Refinancing	0.00	0.00	0.00
283 000 Operational Debt	0.00	0.00	0.00
285 000 Post Employment Benefit Debt	0.00	0.00	0.00
289 000 Other Long-Term General Obligation Debt	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	**0.00**	**0.00**	**0.00**
842 000 INDEBTEDNESS, END OF YEAR	**0.00**	**0.00**	**0.00**

Capital Expansion Fund (Fund 46)

Capital Expansion Funds are *included* in the calculation of the District's revenue limit. State statute restricts the use of this fund for capital expenditures related to buildings and sites. Equipment cannot be acquired through the use of this Fund. The Department of Instruction defines "capital expenditures related to buildings and sites" as being expenditures for acquiring and remodeling buildings and sites, and maintenance or repair expenditures that extend or enhance the service life of buildings and building components, sites and site components.

CAPITAL PROJECTS FUND (FUND 46)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	3,382,264.00	4,365,141.74	5,144,134.34
900 000 Ending Fund Balance	**4,365,141.74**	**5,144,134.34**	**6,044,589.34**
TOTAL REVENUES & OTHER FINANCING SOURCES	**982,877.74**	**778,992.60**	**900,455.00**
100 000 Instructional Services	0.00	0.00	0.00
200 000 Support Services	0.00	0.00	0.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	**0.00**	**0.00**	**0.00**

Food Service Fund (Fund 50)

All revenues and expenditures related to pupil and elderly food service activities are recorded in this fund. A fund balance in the Food Service Fund is permitted. There may be no deficit in the Food Service Fund. Any food service fund deficit, resulting from student food services, must be eliminated by an operating transfer from the General Fund. In order to comply with federal requirements of the Healthy Hunger-Free Act, the District increases food prices as directed.

FOOD SERVICE FUND (FUND 50)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	254,320.22	200,359.23	141,125.42
900 000 ENDING FUND BALANCE	**200,359.23**	**141,125.42**	**93,889.42**
TOTAL REVENUES & OTHER FINANCING SOURCES	**1,006,127.00**	**855,193.29**	**895,250.00**
200 000 Support Services	1,060,087.99	914,427.10	942,486.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	**1,060,087.99**	**914,427.10**	**942,486.00**

Agency Fund (Fund 60)

This fund is used primarily to account for assets held by the district for pupil organizations.

Agency Fund (Fund 60)	2019-20 Actuals
Beginning Fund Balance	369,581.19
Ending Fund Balance	352,788.11
REVENUES & OTHER FINANCING SOURCES	534,987.47
EXPENDITURES & OTHER FINANCING USES	551,780.55

Private Purpose Trust Fund (Fund 72)

This fund is used to account for activities for gifts and donations specified for the benefit of private individuals and organizations not under the control of the school board. Scholarships are recorded in this fund. Cash and investments in this fund are expended pursuant to donor specifications. There may be a fund balance in this fund. Gifts and donations for district operated instructional programs are recorded and accounted for in the Special Revenue Trust Fund (Fund 21)

Private Purpose Trust Fund (Fund 72)	2019-20 Actuals
Beginning Fund Balance	926,711.03
Ending Fund Balance	1,081,598.91
TOTAL REVENUES & OTHER FINANCING SOURCES	183,087.88
EXPENDITURES & OTHER FINANCING USES	28,200.00

Employee Benefit Trust Fund (Fund 73)

This fund is used to account for resources held in trust for formally established defined benefit pension plans, defined contribution plans, or employee benefit plans. Such plans must be legally established in accordance with state statutes, federal laws and Internal Revenue Service requirements. Specific requirements for use of this fund have been established by the Department of Public Instruction. This fund applies to all post-employment benefit plans where the district is providing such benefits by contribution to a legally established irrevocable trust.

Employee Benefit Trust Fund (Fund 73)	2019-20 Actuals
Amount in the Trust (Fund 73)	6,036,953.12
Investment Returns	603,202.50
Total Disbursement	405,941.03
Name of Investment Manager	CESA 6

Community Service Fund (Fund 80)

This fund is used to account for activities such as adult education, community recreation programs and other programs, which are not elementary and secondary educational programs but have the primary function of serving the community. The district may adopt a separate tax levy for this Fund. Statute 120.13(19) permits a school board to establish and maintain community education, training, recreational, cultural or athletic programs and services, outside regular curricular and extracurricular programs for pupils, under such terms and conditions as the school board prescribes. The school board may establish and collect fees to cover all or part of the costs of such programs and services.

COMMUNITY SERVICE FUND (FUND 80)	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 ENDING FUND BALANCE	**0.00**	**0.00**	**0.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**0.00**	**0.00**	**0.00**
200 000 Support Services	0.00	0.00	0.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	**0.00**	**0.00**	**0.00**

Package & Cooperative Programs (Fund 90)

Fund 91 is used to account for expenditures made by a host district for programs made available to other districts through a CESA. The CESA makes the packaged service available to school districts. The participating districts, including the host district, will pay CESA for their share of the program. CESA payments to the host districts are the only revenue recorded in this sub-fund and must equal expenditures. The CESA applies for any program related aid and handles any required aid distribution. No fund balance or deficit can exist in this fund.

Fund 93 is used to account for consortia programs funded with grants and loans from the TEACH Wisconsin Board. There may be a fund balance or a deficit in this fund as permitted by the TEACH Board.

Fund 99 Other Package and Cooperative Program Funds are to be used for all other types of cooperative instructional funds. No fund balance or deficit can exist in this fund.

PACKAGE & COOPERATIVE PROGRAM FUND (FUNDS 91, 93, 99)	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 ENDING FUND BALANCE	**0.00**	**0.00**	**0.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	0.00	**0.00**	**0.00**
100 000 Instruction	0.00	0.00	0.00
200 000 Support Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	**0.00**	**0.00**	**0.00**

Total Expenditures and Other Financing Uses

ALL FUNDS	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
GROSS TOTAL EXPENDITURES – (Funds 10, 20, 40, and 50)	33,846,113.48	34,242,939.15	36,199,248.00
Interfund Transfers (Source 100) - ALL FUNDS	3,433,262.43	3,258,509.99	3,892,044.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES – (Funds 10, 20, 40, and 50)	**30,412,851.05**	**30,984,429.16**	**32,307,204.00**
PERCENTAGE INCREASE – NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR	**1.11%**	**1.88%**	**4.27%**

PROPOSED PROPERTY TAX LEVY

FUND	**Audited 2018-19**	**Unaudited 2019-20**	**Budget 2020-21**
General Fund	12,129,777.00	12,367,771.00	12,016,451.00
Referendum Debt Service Fund	0.00	0.00	0.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	0.00	0.00	0.00
TOTAL SCHOOL LEVY	**12,129,777.00**	**12,367,771.00**	**12,016,451.00**
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR	**3.03%**	**1.96%**	**-2.84%**

TAX LEVY EXPLANATION

The school district tax levy is made up of several components. These include: Amount of operational dollars needed-General Fund, Capital Projects, Community Service; Amount of debt service tax dollars needed-Debt Service Fund levy; Equalized value of property in the school district; Mill (tax) rate.

The tax levy is the total amount of property taxes levied or assessed to municipalities in our school district to fund school operations. The maximum tax levy amount, other than referendum-approved long-term debt or long-term debt incurred prior to 1993, is determined through the state's revenue cap (limit) formula. Taxpayer approval, through the referendum process, is required if a school district wants to exceed the revenue limit. The tax levy approved at the Annual Meeting will be adjusted by the Board of Education in October when student enrollment has been determined (September 3rd Friday count), the Department of Public Instruction (DPI) has certified the district's state equalization aid amount for the 2020-2021 fiscal year which is received in October, district adjustments, when the state voucher program expenses are calculated by the DPI in October, Transfer of Service, and Property Values.

Equalized valuation is the fair market value of all properties within a school district as determined by the Wisconsin Department of Revenue. The Wisconsin Department of Revenue uses property sales information to determine a municipality's equalized "fair market" valuation. This information is reported to the school district in October of each year.

The school district distributes the certified (approved) tax levy among the municipalities according to the proportion of equalized value each municipality has in comparison to the total equalized value of the school district. Each municipal treasurer distributes this levy among the various residents based on the assessed value of the property within the municipality. Equalized valuation plays a very important role in determining the school mill (tax) rate. For purposes of budget projections, the school district must estimate the equalized value. In October, the actual certified equalized values of all municipalities within the school district are reported by the Department of Revenue. The district then calculates the actual mill (tax) rate per thousand dollars of equalized valuation.

To calculate the school mill (tax) rate, the district uses the tax levy certified (approved) by the School Board in October and divides that amount by the total equalized value of the school district. The mill rate is defined as the rate one thousand dollars of equalized valuation will raise in property taxes. Property owners in a municipality having more than one school district, fire district, or other governmental entity may find that mill rates vary within the municipality. Property owners may realize different changes (typically increases) in their property assessments depending upon conditions within their community and surrounding communities.

The Board is proposing a total tax levy of $12,016,451 to fund the 2020-21 budget. To determine the rate per thousand, the district divides $12,016,451 by the estimated equalized value of the district. This produces a projected mill (tax) rate of $8.48. This rate is a decrease from the 2019-2020 mill rate of $8.90. Since the district does not receive the official (certified) equalized valuation until October 15, 2020, the property taxpayer in the Portage Community School District may realize a change in the estimated 2020-21 mill rate. For example, if the tax levy remains the same as approved, but the total equalized valuation decreases from the estimate used, the mill rate would increase. If the total equalized valuation increases from the estimate used, the mill rate would decrease. The Board is required to make any adjustments, if needed, to the levy on or before November 1, 2020. The final determination of state aid, student enrollment, district adjustment, and transfer of service will also modify the estimated mill rate.