

Committed to the success of every student

Budget Hearing
and 37th
Annual Meeting
of the
Portage Community School District

September 17, 2018
6:45 p.m. Budget Hearing
7:00 p.m. Annual Meeting
Gerstenkorn Administration Building
305 E. Slifer 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 17, 2018

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 If such person declares that he is eligible to vote and if such challenge is not withdrawn, the chairman shall administer the following oath or affirmation to him: "You do solemnly swear (or affirm) that you are an actual resident of this school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 17, 2018
BUDGET HEARING AND 37th
ANNUAL MEETING

at
GERSTENKORN ADMINISTRATION BUILDING BOARD ROOM
for the
PORTAGE COMMUNITY SCHOOL DISTRICT

ORDER OF BUSINESS

BUDGET HEARING – 6:45 p.m.

1. Call to Order by Matt Foster, Board Clerk
2. Ground Rules (see attached sheet)
3. Budget review and discussion – Peter Hibner
4. Adjourn budget hearing

37th ANNUAL SCHOOL MEETING – 7:00 p.m.

1. Call to Order by Matt Foster, Board Clerk
The meeting may elect a temporary chairman or proceed without an election in which case the School Board Clerk 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 – Margaret Rudolph, District Administrator
4. Adjourn

2018 ANNUAL MEETING RESOLUTIONS

RESOLUTION 18-1 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 \$11,826,761. 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 18-2

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 18-3

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

Motion by _____

Second by _____

RESOLUTION 18-4

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

Motion by _____

Second by _____

PORTAGE COMMUNITY SCHOOLS

Portage, Wisconsin 53901

September 17, 2018

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 18, 2017 at 7 p.m.

Gerstenkorn Administration Building – Board Room

36th Annual School Meeting

Budget Hearing

1. The budget hearing was called to order at 6:45 p.m. by Steven Pate, President.
2. Budget Review – Margaret Rudolph, Business Administrator

Motion by Fredrick Reckling, second by Matt Foster to adjourn the budget hearing. Motion carried by voice vote. The budget hearing was adjourned at 6:58 p.m.

Thirty-Sixth Annual School Meeting

1. 1.1 The meeting was called to order at 7:01 p.m. by Steven Pate, President. Motion by Tim Rueth, second by Larry Messer to nominate Steve Pate as the meeting chair. Motion by Fredrik Reckling, second by Tim Rueth to close nominations. Motion to close nominations carried by voice vote. Motion to appoint Steve Pate chair carried by voice vote.

2. Motions:

2.1 Resolution 17-1

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 \$11,336.833. 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 Robin Kvalo, second by Matt Foster to approve the motion as presented. Carried by voice vote.

2.2 Resolution 17-2

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 Matt Foster, second by Daniel Brown to approve standing motions as presented. Motion was carried by voice vote.

3. District Administrator Charles Poches gave an update on the district's strategic planning process.
4. Motion by Fredrik Reckling, second by Matt Foster to adjourn at 7:16 p.m. Motion carried by voice vote.

Clerk



2018-19 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 2016-2017 school year, unaudited budget for 2017-2018, and proposed budget for 2018-2019.

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 2018-19			
GENERAL FUND (FUND 10)	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
Beginning Fund Balance (Account 930 000)	8,862,300.98	10,597,281.04	12,271,287.15
Ending Fund Balance, Nonspendable (Acct. 935 000)	0.00	0.00	0.00
Ending Fund Balance, Restricted (Acct. 936 000)	3,015,927.95	3,827,776.12	0.00
Ending Fund Balance, Committed (Acct. 937 000)	0.00	0.00	0.00
Ending Fund Balance, Assigned (Acct. 938 000)	720,000.00	716,770.50	0.00
Ending Fund Balance, Unassigned (Acct. 939 000)	6,861,353.09	7,726,740.53	0.00
TOTAL ENDING FUND BALANCE (ACCT. 930 000)	10,597,281.04	12,271,287.15	12,271,287.15
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	12,500.00	12,500.00	12,500.00
Local Sources			
210 Taxes	11,396,838.55	11,796,876.02	11,852,761.00
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	292,147.04	588,709.14	2,800.00
270 School Activity Income	50,962.71	49,077.11	50,945.00
280 Interest on Investments	29,700.51	58,773.80	29,700.00
290 Other Revenue, Local Sources	163,904.05	47,628.14	48,110.00
Subtotal Local Sources	11,933,552.86	12,541,064.21	11,984,316.00
Other School Districts Within Wisconsin			
310 Transit of Aids	11,947.00	6,755.00	0.00
340 Payments for Services	1,400,378.00	1,591,737.00	1,822,596.00
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	1,412,325.00	1,598,492.00	1,822,596.00
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	16,803.42	14,790.68	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	16,803.42	14,790.68	0.00
State Sources			
610 State Aid -- Categorical	161,601.24	169,253.31	159,500.00
620 State Aid -- General	13,743,525.00	13,616,137.00	12,970,687.00
630 DPI Special Project Grants	47,239.68	55,306.74	0.00
640 Payments for Services	0.00	0.00	0.00
650 Student Achievement Guarantee in Education (SAGE Grant)	628,875.24	557,215.73	504,770.00
660 Other State Revenue Through Local Units	22,542.18	23,190.79	23,000.00
690 Other Revenue	630,239.00	1,093,271.26	1,515,354.00
Subtotal State Sources	15,234,022.34	15,514,374.83	15,173,311.00

GENERAL FUND (FUND 10) continued	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
Federal Sources			
710 Federal Aid - Categorical	18,131.00	20,348.30	19,525.00
720 Impact Aid	0.00	0.00	0.00
730 DPI Special Project Grants	81,442.13	59,666.62	113,260.00
750 IASA Grants	326,813.18	332,101.50	338,882.00
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	39,807.49	100,261.15	0.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
Subtotal Federal Sources	466,193.80	512,377.57	471,667.00
Other Financing Sources			
850 Reorganization Settlement	0.00	0.00	0.00
860 Compensation, Fixed Assets	82,585.68	1,915.00	915.00
870 Long-Term Obligations	0.00	0.00	0.00
Subtotal Other Financing Sources	82,585.68	1,915.00	915.00
Other Revenues			
960 Adjustments	30,187.53	0.00	0.00
970 Refund of Disbursement	49,937.06	135,175.59	50,436.00
980 Medical Service Reimbursement	0.00	0.00	0.00
990 Miscellaneous	13,290.67	8,377.02	28,617.00
Subtotal Other Revenues	93,415.26	143,552.61	79,053.00
TOTAL REVENUES & OTHER FINANCING SOURCES	29,251,398.36	30,339,066.90	29,544,358.00
EXPENDITURES & OTHER FINANCING USES			
Instruction			
110 000 Undifferentiated Curriculum	4,447,851.20	4,499,186.11	4,432,177.00
120 000 Regular Curriculum	4,879,624.67	5,258,764.43	5,215,989.00
130 000 Vocational Curriculum	1,072,610.24	1,046,281.82	868,188.00
140 000 Physical Curriculum	686,520.78	715,281.97	691,065.00
160 000 Co-Curricular Activities	481,876.13	496,692.70	482,165.00
170 000 Other Special Needs	13,248.14	2,446.58	2,678.00
Subtotal Instruction	11,581,731.16	12,018,653.61	11,692,262.00
Support Sources			
210 000 Pupil Services	750,471.91	828,140.11	867,327.00
220 000 Instructional Staff Services	1,166,481.66	1,138,535.14	840,633.00
230 000 General Administration	601,757.50	718,053.04	765,136.00
240 000 School Building Administration	1,736,250.96	1,834,816.46	1,855,578.00
250 000 Business Administration	5,364,107.42	5,488,435.56	6,121,248.00
260 000 Central Services	338,966.18	396,036.31	472,352.00
270 000 Insurance & Judgments	369,505.74	319,985.17	398,875.00
280 000 Debt Services	18,746.23	19,921.06	21,708.00
290 000 Other Support Services	86,822.30	86,704.93	422,699.00
Subtotal Support Sources	10,433,109.90	10,830,627.78	11,765,556.00
Non-Program Transactions			
410 000 Inter-fund Transfers	3,540,084.99	3,884,905.06	3,840,769.00
430 000 Instructional Service Payments	1,944,162.12	1,927,927.84	2,245,099.00
490 000 Other Non-Program Transactions	17,330.13	2,946.50	672.00
Subtotal Non-Program Transactions	5,501,577.24	5,815,779.40	6,086,540.00
TOTAL EXPENDITURES & OTHER FINANCING USES	27,516,418.30	28,665,060.79	29,544,358.00

Special Projects Funds (Fund 21 and Fund 27)

Special projects funds reported below include combined budgets for both the Gift 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 is 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 2016-17	Unaudited 2017-18	Budget 2018-19
900 000 Beginning Fund Balance	159,510.71	151,698.43	156,626.23
900 000 Ending Fund Balance	151,698.43	156,626.23	158,426.23
REVENUES & OTHER FINANCING SOURCES	1,321.85	4,927.80	1,800.00
100 000 Instruction	9,000.00	0.00	0.00
200 000 Support Services	134.13	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	9,134.13	0.00	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 2016-17	Unaudited 2017-18	Budget 2018-19
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	2,341,632.99	2,684,712.10	2,770,203.00
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	61,961.69	45,664.83	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	61,961.69	45,664.83	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	170,675.86	137,762.38	197,090.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	9,044.11	8,123.78	4,500.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
Subtotal Intermediate Sources	179,719.97	145,886.16	201,590.00
State Sources			
610 State Aid -- Categorical	667,951.00	718,211.00	708,194.00
620 State Aid -- General	25,918.00	11,594.00	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	575.70	0.00	0.00
Subtotal State Sources	694,444.70	729,805.00	708,194.00

SPECIAL EDUCATION FUND (FUND 27) continued	Audited 2016-17	Unaudited 2017-18	Budget 2018-19
<i>Federal Sources</i>			
710 Federal Aid - Categorical	7,449.00	3,006.00	0.00
730 DPI Special Project Grants	480,410.97	370,262.40	405,459.00
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	229,001.59	199,786.14	180,000.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
Subtotal Federal Sources	716,861.56	573,054.54	585,459.00
<i>Other Financing Sources</i>		0.00	0.00
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
<i>Other Revenues</i>			
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	3,994,620.91	4,179,122.63	4,265,446.00

SPECIAL EDUCATION FUND (FUND 27) EXPENDITURES & OTHER FINANCING USES	Audited 2016-17	Unaudited 2017-17	Budget 2018-19
<i>Instruction</i>			
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	2,532,249.47	2,635,123.40	2,874,373.00
160 000 Co-Curricular Activities	0.00	0.00	0.00
170 000 Other Special Needs	0.00	0.00	0.00
Subtotal Instruction	2,532,249.47	2,635,123.40	2,874,373.00
<i>Support Sources</i>			
210 000 Pupil Services	429,925.51	421,685.14	508,587.00
220 000 Instructional Staff Services	145,283.19	158,078.90	162,914.00
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	228,002.11	167,109.78	191,437.00
260 000 Central Services	2,529.35	2,956.66	4,200.00
270 000 Insurance & Judgments	0.00	0.00	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	805,740.16	749,830.48	867,138.00
<i>Non-Program Transactions</i>			
410 000 Inter-fund Transfers	12,500.00	12,500.00	12,500.00
430 000 Instructional Service Payments	643,303.00	777,452.01	506,317.00
490 000 Other Non-Program Transactions	828.28	4,216.74	5,118.00
Subtotal Non-Program Transactions	656,631.28	794,168.75	523,935.00
TOTAL EXPENDITURES & OTHER FINANCING USES	3,994,620.91	4,179,122.63	4,265,446.00

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 2016-17	Unaudited 2017-18	Budget 2018-19
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 2016-17	Unaudited 2017-18	Budget 2018-19
900 000 Beginning Fund Balance	983,812.00	2,182,264.00	3,382,264.00
900 000 Ending Fund Balance	2,182,264.00	3,382,264.00	4,452,830.00
TOTAL REVENUES & OTHER FINANCING SOURCES	1,198,452.00	1,200,000.00	1,070,566.00
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 2016-17	Unaudited 2017-18	Budget 2018-19
900 000 Beginning Fund Balance	328,650.82	346,242.72	254,320.22
900 000 ENDING FUND BALANCE	346,242.72	254,320.22	254,320.22
TOTAL REVENUES & OTHER FINANCING SOURCES	1,086,086.51	1,041,619.81	1,087,800.00
200 000 Support Services	1,068,494.61	1,133,542.31	1,087,800.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	1,068,494.61	1,133,542.31	1,087,800.00

Agency Fund (Fund 60)

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

Agency Fund (Fund 60)	2017-18 Actuals
Beginning Fund Balance	309,146.75
Ending Fund Balance	330,117.61
REVENUES & OTHER FINANCING SOURCES	914,466.77
EXPENDITURES & OTHER FINANCING USES	893,495.91

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)	2017-18 Actuals
Beginning Fund Balance	926,606.45
Ending Fund Balance	918,668.18
TOTAL REVENUES & OTHER FINANCING SOURCES	43,517.86
EXPENDITURES & OTHER FINANCING USES	51,456.13

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)	2017-18 Actuals
Amount in the Trust (Fund 73)	5,641,456.64
Investment Returns	411,543.13
Total Disbursement	547,239.51
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 2016-17	Unaudited 2017-18	Budget 2018-19
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 2016-17	Unaudited 2017-18	Budget 2018-19
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 2016-17	Unaudited 2017-18	Budget 2018-19
GROSS TOTAL EXPENDITURES – (Funds 10, 20, 40, and 50)	32,588,667.95	33,977,725.73	34,897,604.00
Interfund Transfers (Source 100) - ALL FUNDS	3,552,584.99	3,897,212.10	3,853,269.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES – (Funds 10, 20, 40, and 50)	29,036,082.96	30,080,513.63	31,044,335.00
PERCENTAGE INCREASE – NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR	-1.55%	3.60%	3.20%

PROPOSED PROPERTY TAX LEVY

FUND	Audited 2016-17	Unaudited 2017-18	Budget 2018-99
General Fund	11,370,500.00	11,773,004.00	11,826,761.00
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	11,370,500.00	11,773,004.00	11,826,761.00
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR	-3.83%	3.54%	.46%

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 2018-2019 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 \$11,826,761 to fund the 2018-2019 budget. To determine the rate per thousand, the district divides \$11,826,761 by the estimated equalized value of the district. This produces a projected mill (tax) rate of \$9.19. This rate is a decrease from the 2017-2018 mill rate of \$9.24. Since the district does not receive the official (certified) equalized valuation until October 15, 2018, the property taxpayer in the Portage Community School District may realize a change in the estimated 2018-2019 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, 2017. The final determination of state aid, student enrollment, district adjustment, and transfer of service will also modify the estimated mill rate.