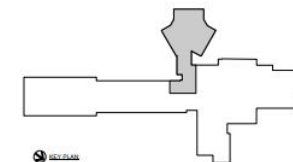
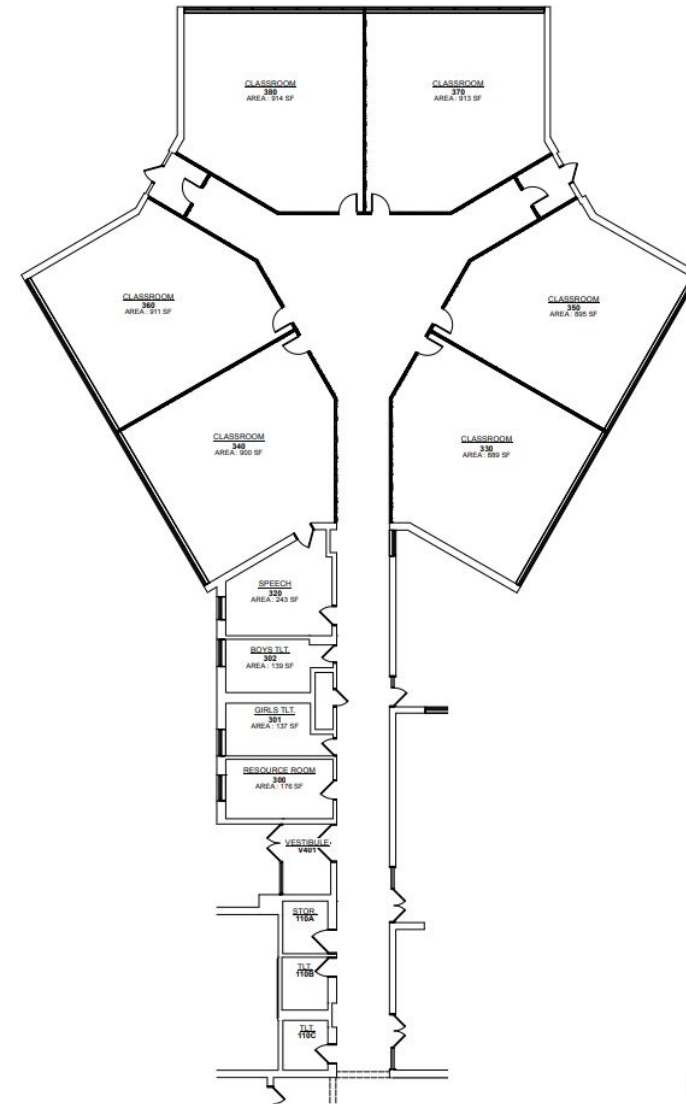
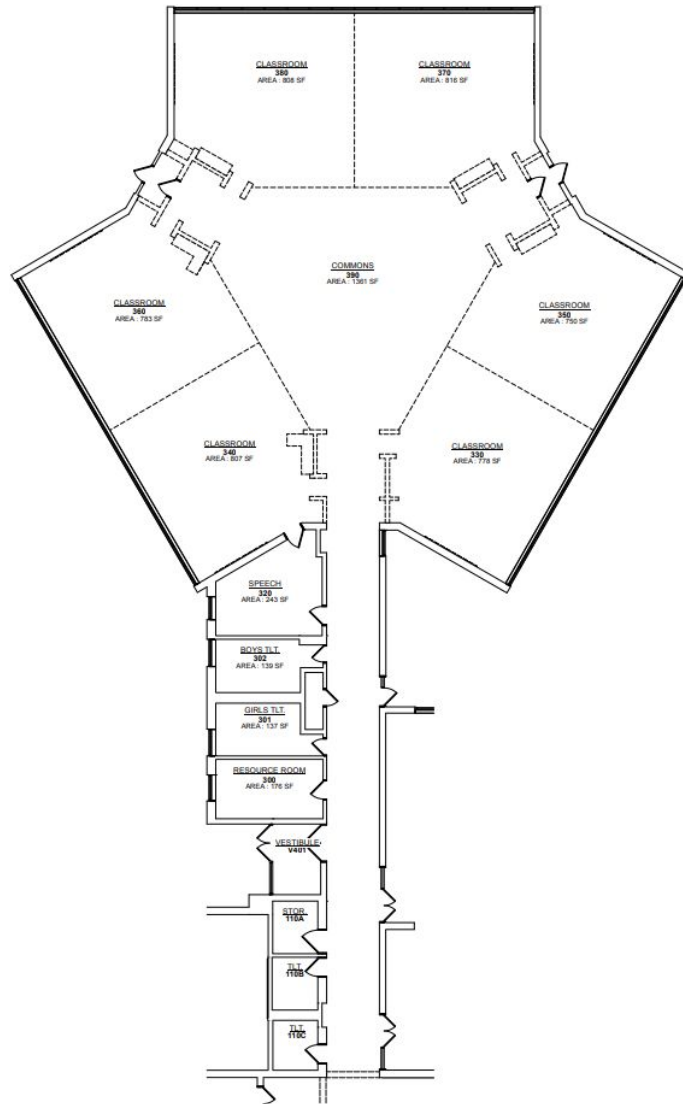
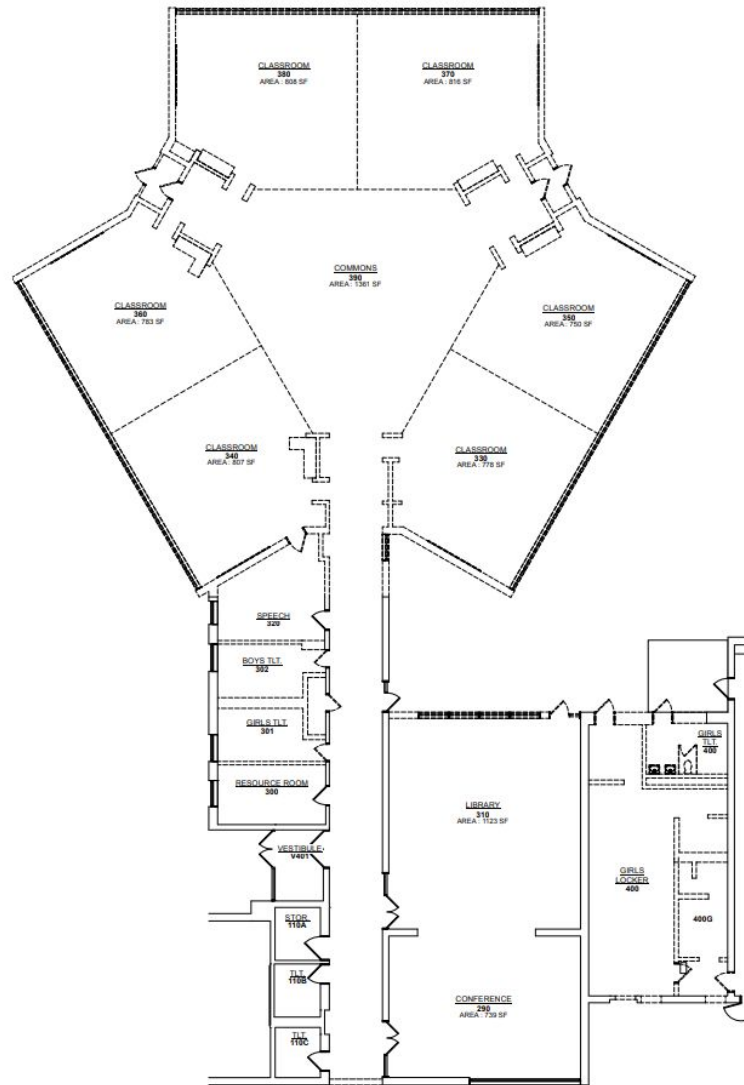




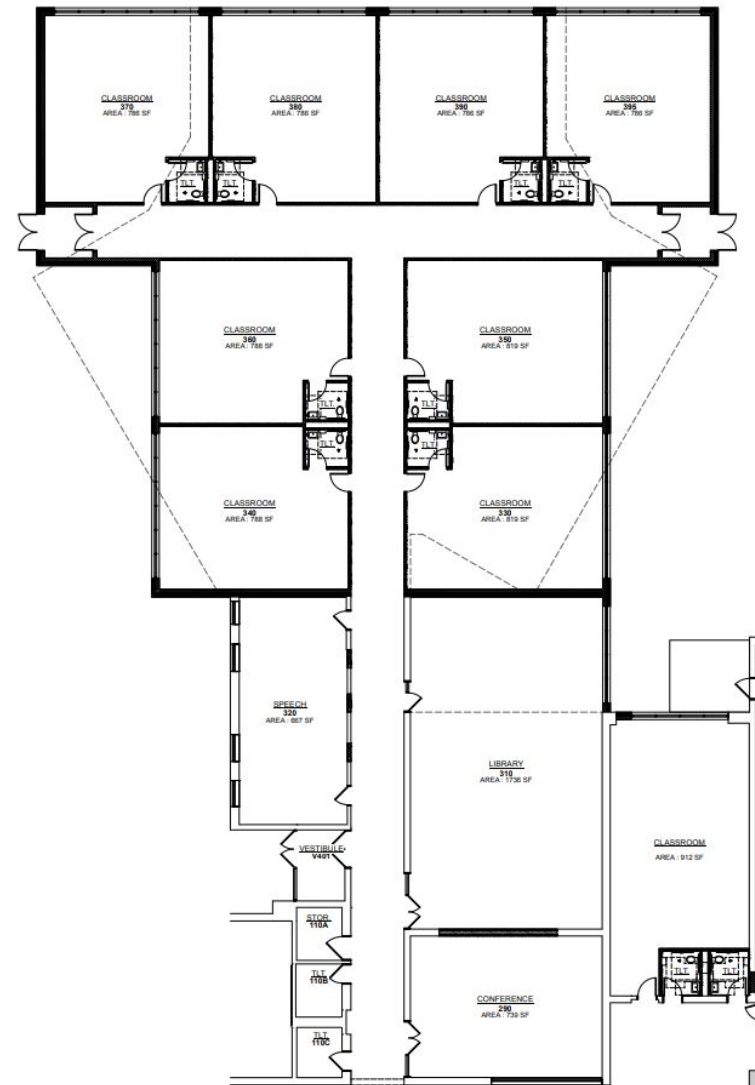
Enlarged City School District



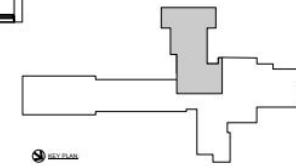




1 PARTIAL FIRST FLOOR DEMOLITION PLAN  
SCALE: 1/8" = 1'-0"



2 PARTIAL FIRST FLOOR CONSTRUCTION PLAN  
SCALE: 1/8" = 1'-0"



## **PRE-REF PLAN**

Full renovation of "Cluster" to provide 6 Classrooms with private toilet rooms

"Construction Cost"	Design Contingency (8%)	Inflation (5% @ 3 yr.)	Construction Contingency (8%)	Total "Construction" cost	* Incidentals to be absorbed by rest of project	Total "Project" Cost
\$ 2,600,000	\$208,000	\$3,257,280	\$260,582	\$3,517,862	\$703,572	\$4,221,435

## **SCHEMATIC DESIGN DISCUSSION**

Demolition of "Cluster" and revised footprint to provide eight (8) Classrooms with private toilet rooms.

"Construction Cost"	Design Contingency (8%)	Inflation (8% @ 3 yr.)	Construction Contingency (8%)	Total "Construction" cost	Incidentals (20%)	Total "Project" Cost
\$ 3,987,000	\$318,960	\$5,425,510	\$434,041	\$5,859,550	\$1,171,910	\$7,031,460

# Budget 2023-2024

Cortland Enlarged City School District  
November 8, 2022

Kristopher Williamson, Business Administrator



**Barry Primary**



**Smith Intermediate**



**Randall Middle**



**Junior High School**

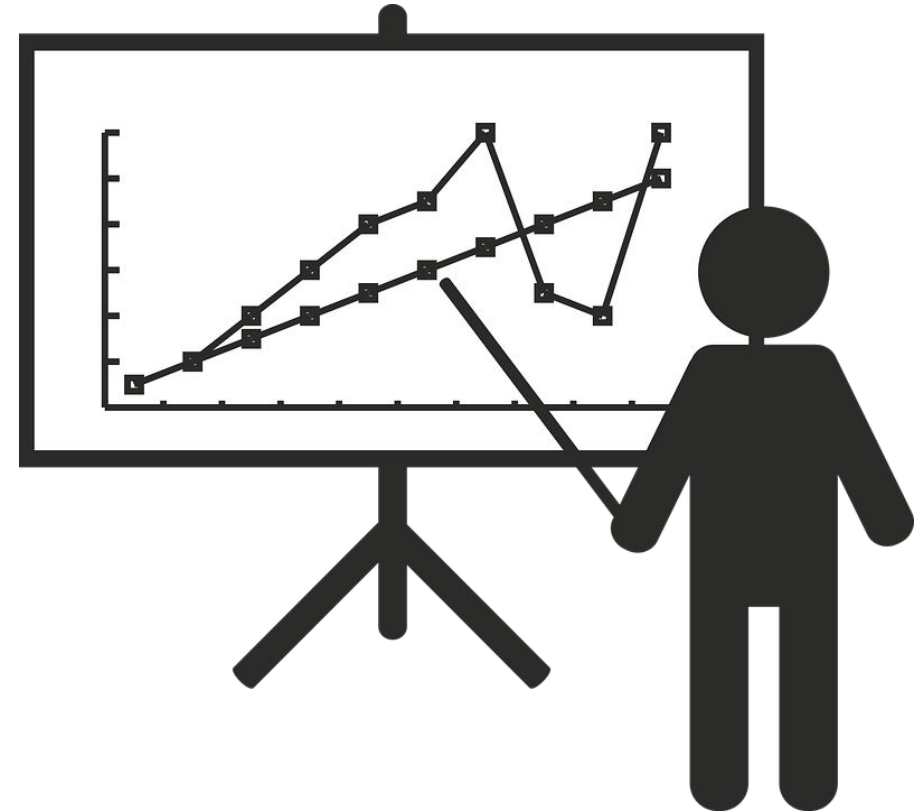


**Cortland High School**



# Budget Presentation #2

- Budget Planning Process
- Initial Budget Assumptions



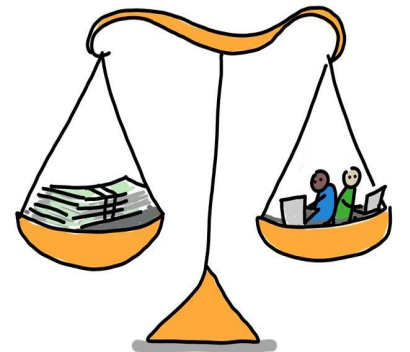
# Budget Planning Process

- Collaborative
  - Principals, Supervisors, Dept Leaders, and Directors
  - Initial Requests due December 19
  - Final Budget Requests due February 3
- Goals
  - Financially meet the needs of all students
  - Work collaboratively with staff
  - Keep long-term planning in mind throughout
    - Rebuild reserves
    - Create healthy fund balance



# Budgeting for Expenses

- Steady Costs (~80%)
  - Debt Service
  - Insurance
  - Utilities
  - Payroll
  - Benefits
- Variable Costs (~20%)
  - Tuition (Charter, Non-Public)
  - Repairs
  - BOCES Services
  - Other Costs
- Costs we have *some* control over (~3%)
  - Department/Grade-Level
  - Supplies/Materials
  - Equipment
  - General Maintenance
  - Textbooks
  - Conferences





# Budgeting for Revenues

- Expense-Driven State Aid
  - BOCES
  - Transportation
  - Building
  - Categorical Aids
- General State Aid
  - Foundation
- Reserves
- Local Revenues
  - Tax Levy
  - PILOTs
  - Miscellaneous

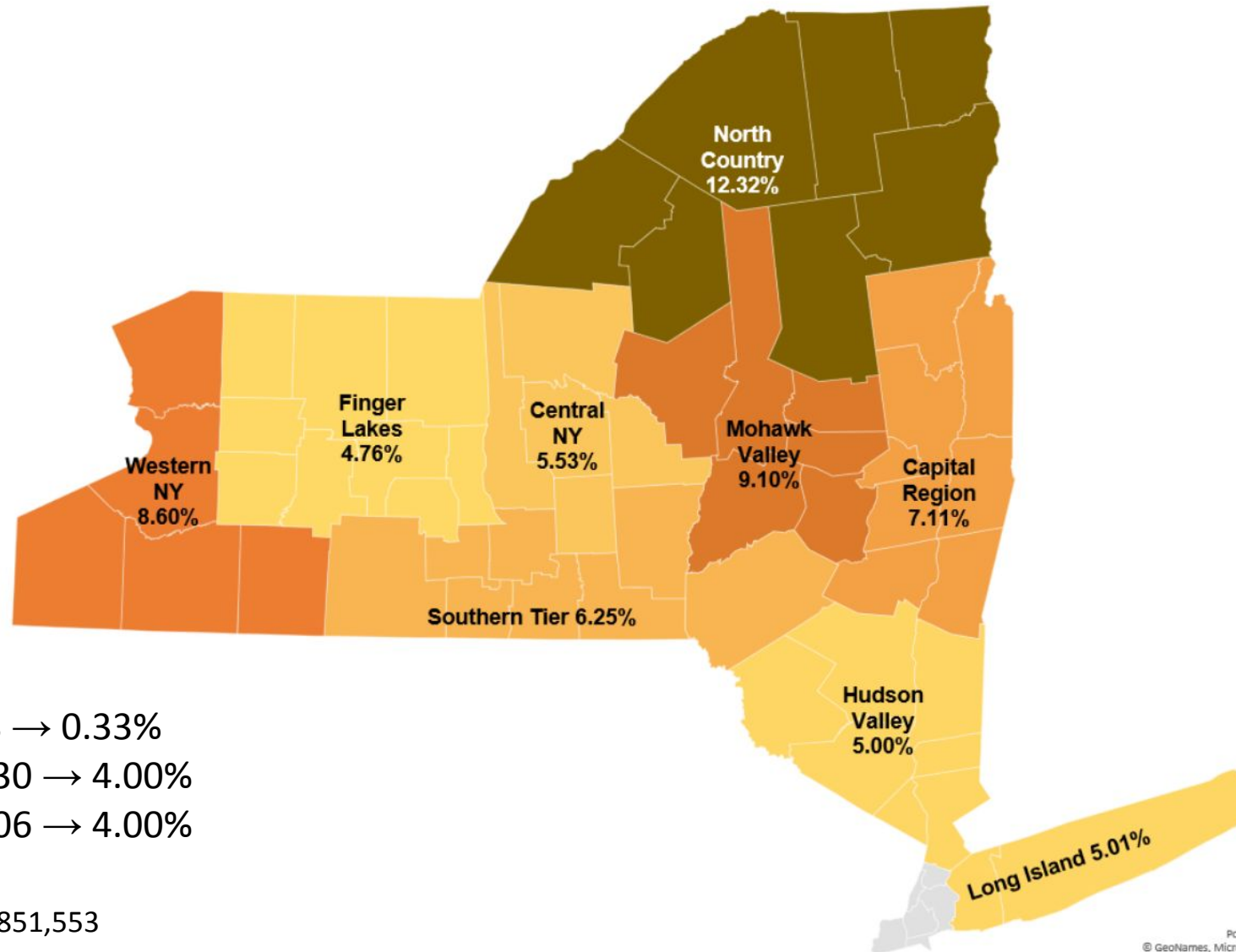
Revenue



# Reserves

- Comptroller wants to see districts use and refund reserves.
- June 30, 2022: \$8.2 million total in Reserves
  - Restricted to how we can spend from reserves
    - BOE action
    - Budget appropriations
    - Public hearings
    - Public vote
- Plans to begin using Reserves as part of budget appropriations to begin as early as 2023-24
  - Potential reduction in Appropriated Fund Balance?

# Unassigned Fund Balance as a % of 2021-22 Approved Budget



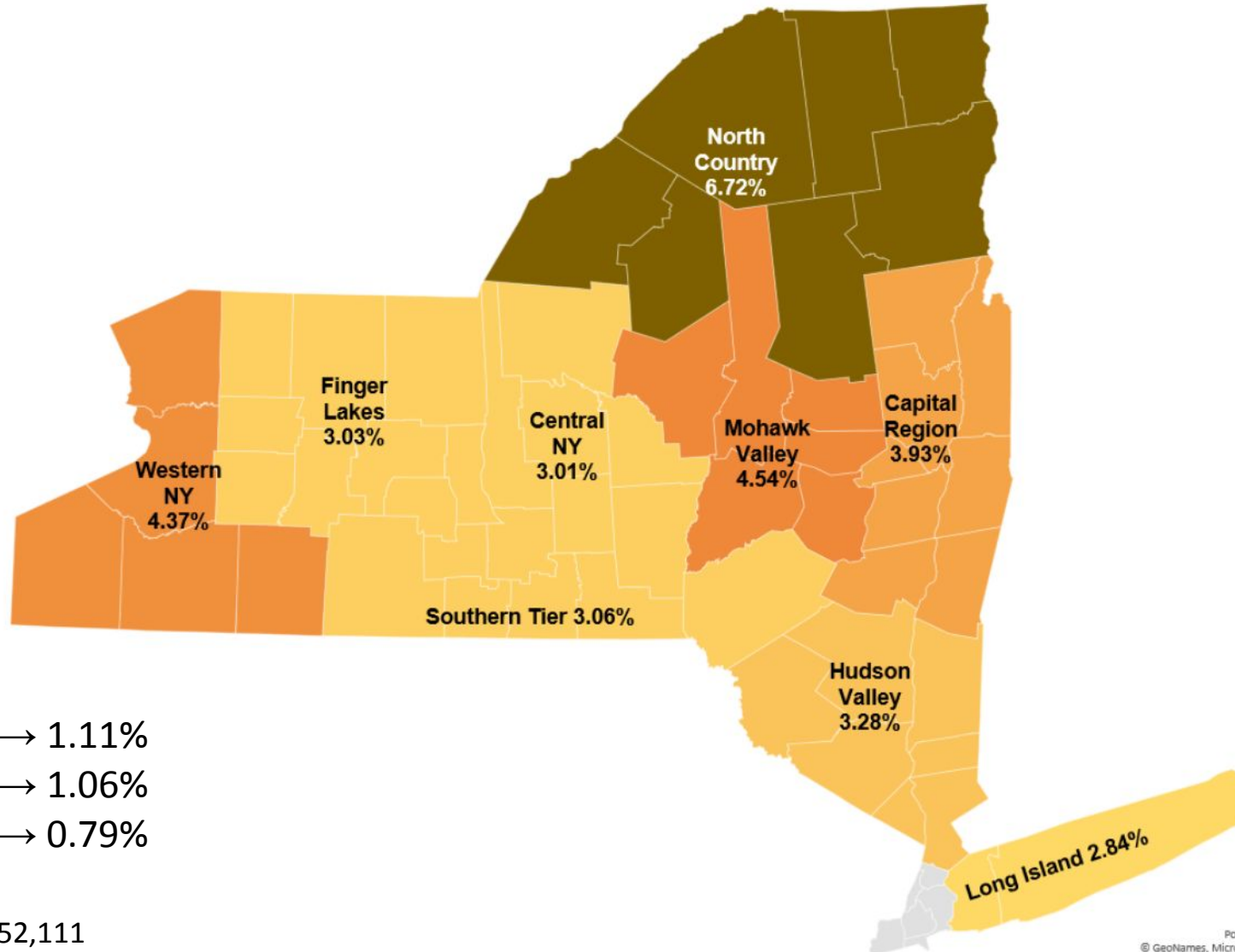
2019-20: \$165,598 → 0.33%

2020-21: \$2,033,930 → 4.00%

2021-22: \$2,062,606 → 4.00%

5.53% in 2021-22: \$2,851,553

# Assigned Fund Balance as a % of 2021-22 Approved Budget



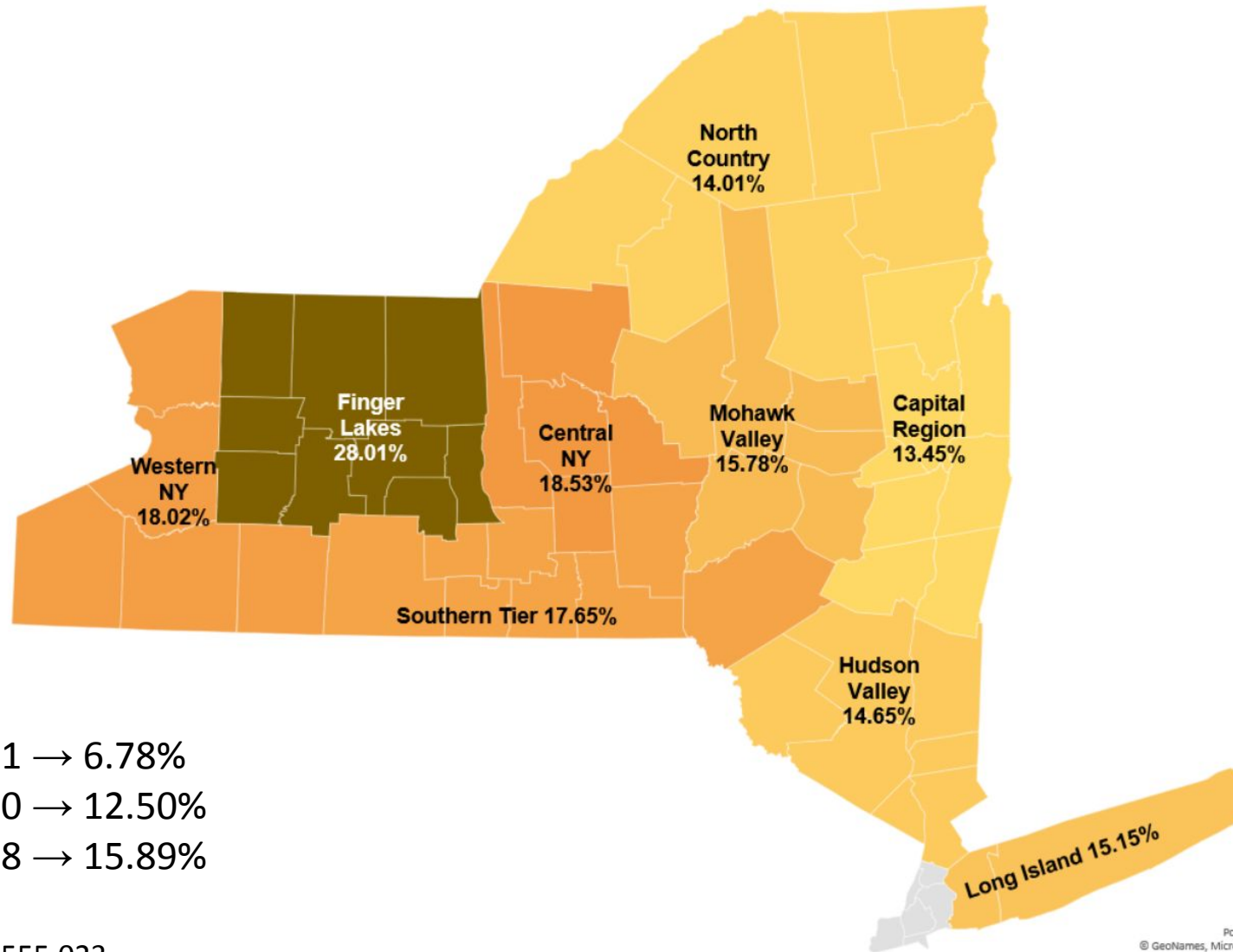
2019-20: \$557,449 → 1.11%

2020-21: \$541,223 → 1.06%

2021-22: \$407,682 → 0.79%

3.01% in 2021-22: \$1,552,111

# Restricted Fund Balance as a % of 2021-22 Approved Budget



2019-20: \$3,402,971 → 6.78%

2020-21: \$6,355,350 → 12.50%

2021-22: \$8,192,078 → 15.89%

18.53% in 2021-22: \$9,555,023



# Planning for Budget Requests

- Review current budget codes
  - Change/Add/Modify codes for next year?
    - Sample Budget Code: A 2110.450-10-2500 (Social Studies Supplies/Materials)
    - Fund           A           General Fund
    - Function       2110       Teaching - Regular School
    - Object          450       Supplies/Materials       ← **FOCUS HERE**
    - Location       10       Senior High School
    - Program       2500       Social Studies Department
- Assign each budget code to a “Budget Builder”
  - Budget builders submit budget requests
  - Goal: Meet the needs of all budget builders



# Defining Budget Builders

- Elementary Principals
- Secondary Principals
- Department Leaders/Liaisons
- Cabinet

- Facilities
- Transportation
- IT
- Athletics
- Business Office

- BOCES Services
- Payroll
- Food Service (C-Fund)



# Budget Assumptions

- Increases in Expenses
  - Debt Service: Fairly Steady
  - BOCES: Fairly Steady
  - Health Insurance: 5-6%
  - Liability Insurance: 6-8%
  - Payroll: 5-10% (KC & CAA Negotiations this year)
  - TRS: 11-12% increase (12% of TRS Payroll)
  - ERS: 11-12% increase (14% of ERS Payroll)
- Increases in Revenues
  - State Aid: 2-3% (Initial Runs ~Jan 15)
  - Taxes: Restricted by 2% Tax Levy Cap Formula (Note: not necessarily 2%)
    - Can override Tax Cap with Supermajority Vote (60% approval)
- Need to fill the gap between Expenses and Revenues



# Federal Funds? Food Service?

- A - General Fund (Voter Approval needed)
- C - Food Service Fund
- CM - Miscellaneous Special Revenue Fund
- F - Special Aid Fund
- H - Capital Projects Fund
- V - Debt Service Fund

## Reminders:

- Federal Funds and Food Service Funds are budgeted separately
- Budget is developed only for the General Fund - Only Fund that needs Voter Approval

# Key Take-Aways

- Continuing the collaborative approach this year
- Constant balancing act between Expenses and Revenues
- Potential use of reserves as part of budget planning





# Next Steps in Budget Process

- Set up meetings with budget builders
- Review and revise Long Term Financial Plan (next BOE meeting)
- Begin calculating “known” projected expenses

Note: Negotiations with KC and CAA this year



# Questions?

