



Action Item

TO: Board of Trustees and Superintendent of Schools

PREPARED BY: Patsy Thomas, Director Fiscal Services

PRESENTED BY: Michael "Sid" Albaugh, Assistant Superintendent Business Services

BOARD AGENDA ITEM: Consideration of Approval of the Unaudited Actuals, Fiscal Year 2016-17

BOARD MEETING DATE: September 13, 2017

BACKGROUND:

Section 42100 of the Education Code requires on or before September 15, the Governing Board of each school district shall approve, in a format prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the District for the preceding fiscal year and shall file the statement with the County Superintendent of Schools.

ADMINISTRATIVE DISCUSSION:

When the 2016-17 district budget was adopted, the ending balance was estimated on budget assumptions and changes in legislation. By year end, actual expenditures and revenues can change the budget assumptions made during the budgeting process. The unaudited actuals reflect the final expenditures and revenues for fiscal year 2016-17. These figures can only change if there is an audit adjustment as a result of a finding during the annual audit.

FISCAL IMPLICATIONS:

Ending fund balance increased during fiscal year 2016-17 by \$4,161,146; from a beginning balance of \$22,144,739 to an ending balance of \$26,305,885.

RECOMMENDATION:

It is the recommendation of the District administration that the Board of Trustees approve the 2016-17 Unaudited Actual Financial Report and authorize the Superintendent of Schools or designee to sign the 2016-17 Unaudited Actual School District Certification.

2016-17 General Fund Condition

	2015-16	2016-17	Difference	% Change
Prior-Year Fund Balance	\$ 11,081,454	\$ 22,144,739	\$ 11,063,285	99.84%
Restatements & Audit Adjustments	(159,720)	0	159,720	0.00%
Adjusted Prior Year Fund Balance	10,921,734	22,144,739	11,223,005	102.76%
Revenues	185,533,973	192,790,149	7,256,176	3.91%
Transfers In	0	0	0	
Other Sources	0	0	0	
Total Resources Available	196,455,707	214,934,888	18,479,181	9.41%
Expenditures	172,865,974	187,926,294	15,060,320	8.71%
Transfers Out	1,444,994	702,709	(742,285)	-51.37%
Ending Fund Balance	22,144,739	26,305,885	4,161,146	18.79%
Reserve for Economic Uncertainties	12,201,768	5,658,870	(6,542,898)	-53.62%
Other Reserves & Restricted Balances	8,456,356	19,257,570	10,801,214	127.73%
Unobligated Reserve	\$ 1,486,615	\$ 1,389,445	\$ (97,170)	

RESERVES

- General Fund Balance = \$ 26,306,885
- Assigned = 15,268,737
 - \$ 4,349,471 Unallocated Unit Share Reserve
 - \$ 1,739,780 Unallocated Compensation Reserve
 - \$ 2,396,987 Budget Stabilization Reserve
 - \$ 4,334,851 2016-17 One Time Discretionary Funds
 - \$ 220,000 2016-17 One Time Discretionary Funds - Infrastructure
 - \$ 100,000 2016-17 One Time Discretionary Funds – Condor Program
 - \$ 40,000 2016-17 One Time Discretionary Funds – ACHS Band Uniform Match
 - \$ 981,819 Textbook Carryover
 - \$ 596,797 Assistant Superintendent Education Instructional Materials Carryover
 - \$ 175,000 RCHS Laptops for Year 4 Carryover
 - \$ 137,492 Site, Department, and Donation Carryover
 - \$ 130,440 Adult Education CalWORKs
 - \$ 66,100 Adult Transition Vans
- Revolving Cash, Prepaid and Stores = \$ 311,048
- Restricted Fund Balance = \$3,677,785
- Reserve for Economic Uncertainties = \$5,658,870
- Unassigned/Unappropriated Amount = \$1,389,445

2016-17 Major General Fund Revenue Features

- Total General Fund Revenue increased 3.91% from the previous fiscal year. This is mainly due to Local Control Funding Formula (LCFF) and the receipt of 2016-17 One Time Funds.

General Fund Revenue Comparison

Source	2015-16	2016-17	Increase (Decrease)
LCFF Sources	\$ 146,010,991	\$ 156,065,940	\$ 10,054,949
Federal Revenues	8,329,038	7,903,582	(425,456)
Other State Revenues	21,706,042	18,912,889	(2,793,153)
Other Local Revenues	9,487,902	9,907,738	419,836
	185,533,973	192,790,149	7,256,176
Audit Adjustment	-	-	0
	\$ 185,533,973	\$ 192,790,149	\$ 7,256,176

General Fund Revenue Comparison-Percent

Source	2015-16	2016-17
LCFF Sources	78.7%	81.0%
Federal Revenues	4.5%	4.1%
Other State Revenues	11.7%	9.8%
Other Local Revenues	5.1%	5.1%
	100.0%	100.0%
Audit Adjustment	0.0%	0.0%
	100.0%	100.0%

- Local Control Funding Source
 - No COLA
 - Funded LCFF ADA = 15,524.05 (based on Amended P2 ADA 15,462.73 plus County SPED ADA of 40.57 and NPS ADA of 20.75)
 - LCFF GAP funding rate = 56.08%
 - LCFF Entitlement per ADA = \$10,053

2016-17 Total General Fund Revenue Features

Federal Revenue Changes by Program

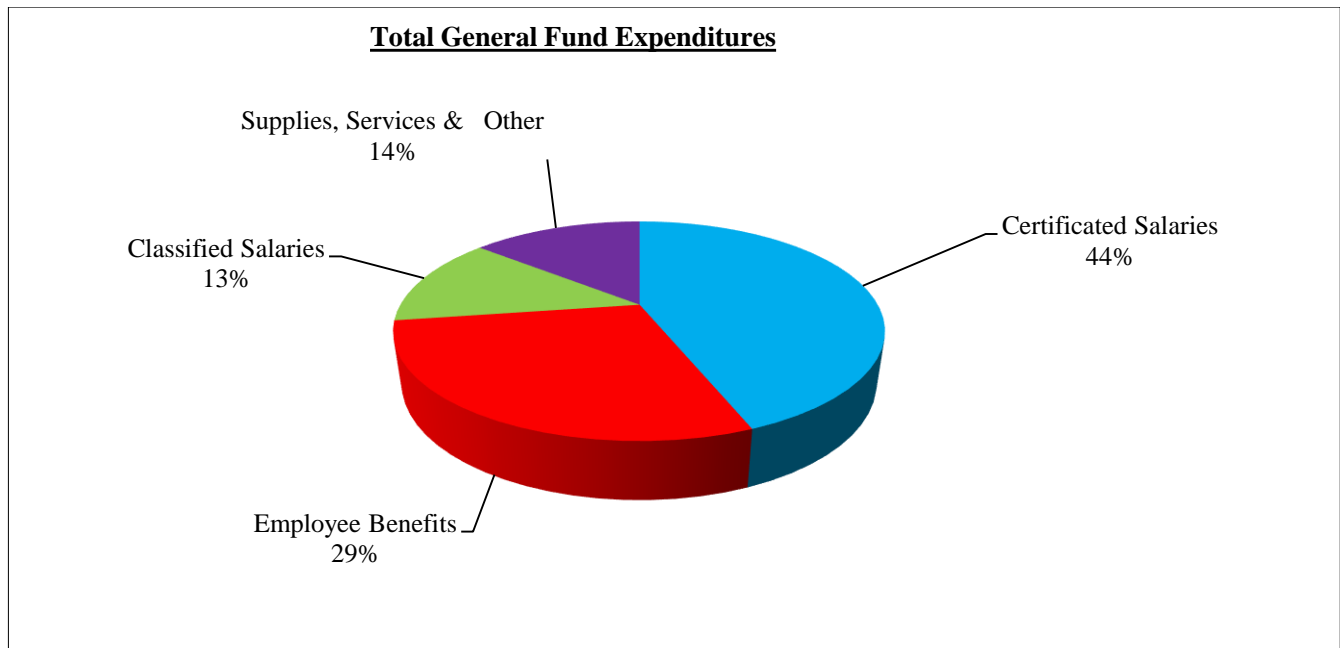
	Resource	2015-16 (exclude contribution)	2016-17 (exclude contribution)	Increase/ (Decrease)
NCLB, Title I	3010	3,210,213	3,083,944	(126,269)
MIGRANT	3060	338,732	319,616	(19,116)
MIGRANT/Summer	3061	106,598	73,324	(33,274)
SPED IDEA Basic Local Assistance Entitlement, Part B, Section 611	3310	3,031,390	2,880,326	(151,064)
Transition Partnership	3410	229,134	229,075	(59)
Carl Perkins	3550	451,238	410,597	(40,641)
NCLB Title II, Improving Teacher Quality	4035	485,341	449,288	(36,053)
NCLB Title II, Principal Training	4036	(2,108)	0	2,108
Title III-Immigrant Education Program	4201	47,342	12,602	(34,740)
Title III, English Learner Student Program	4203	241,990	250,072	8,082
Medi-CAL	5640	61,113	65,652	4,539
National Park Service	5817	11,567	6,489	(5,078)
Total Restricted Federal Funding		8,212,550	7,780,985	(431,565)
Total Unrestricted Federal Revenues	0000-1999	116,488	122,597	6,109
Total General Fund Federal Revenues		8,329,038	7,903,582	(425,456)

State Revenue Changes by Program

State Program	Resource	2015-16	2016-17	Increase/ (Decrease)
California Clean Energy Jobs Act	6230	63,905	40,681	(23,224)
Educator Effectiveness	6264	1,076,073	0	(1,076,073)
Restricted Lottery	6300	824,908	770,798	(54,110)
Link Learning	6381	178	0	(178)
CA Career Pathways Trust (CCPT)	6382	2,293,275	900,000	(1,393,275)
CA Partnership Academies	6385	468,865	487,440	18,575
CPA Clean Tech & Renewable Energy	6386	175,408	135,368	(40,040)
California Technical Education Incentive Grant	6387	718,788	1,991,316	1,272,528
SPED-Mental Health Services	6512	176,906	175,433	(1,473)
SPED-Project Workability	6520	101,603	106,149	4,546
Agricultural Career Technical Education Incentive Grant	7010	10,912	9,384	(1,528)
College Readiness Block Grant	7338		1,556,219	1,556,219
STRS On-Behalf Pension Contribution	7690	4,425,567	6,186,490	1,760,923
Total Restricted State Revenues		10,336,388	12,359,278	2,022,890
Total Unrestricted State Revenues	0000-1999	11,369,654	6,553,611	(4,816,043)
Total General Fund State Revenues		21,706,042	18,912,889	(2,793,153)

2016-17 Total General Fund Expenditure Features

Expenditures Categories	2015-16		Change		2016-17	
	Amount	% of Total	Amount	% Change	Amount	% of Total
Certificated Salaries	76,100,493	44.0%	6,682,701	8.8%	82,783,194	44.1%
Classified Salaries	23,042,878	13.3%	1,967,645	8.5%	25,010,523	13.3%
Employee Benefits	46,957,315	27.2%	6,828,709	14.5%	53,786,024	28.6%
Books and Supplies	8,217,578	4.8%	(2,523,933)	-30.7%	5,693,785	3.0%
Services & Other Operating	13,735,311	7.9%	1,990,145	14.5%	15,725,456	8.4%
Capital Outlay	1,532,247	0.9%	593,724	38.7%	2,125,971	1.1%
Other Outgo	3,280,151	1.9%	(478,811)	-14.6%	2,801,340	1.5%
TOTAL	172,865,973	100.0%	15,060,180	8.7%	187,926,293	100.0%



The following table compares the 2016-17 versus 2015-16 Unrestricted General Fund support to restricted programs.

	Resource	2015-16	Inc/(Dec)	2016-17
SPED	33xx, 34xx, 65xx	15,420,276	(11,819,818)	3,600,458
Principal Training	4036	2,108	(2,108)	0
Routine Restricted Maintenance	8150	5,873,594	103,558	5,977,152
Total Contribution		21,295,978	(11,718,368)	9,577,610

Total General Fund Expenditures by Function

The California State Accounting Manual defines a function as a general operational area in the district. The purpose is to promote consistent accounting and reporting throughout the state. The following are definitions of the main functions:

- **Instruction**--Activities dealing directly with the interaction between students and teachers.
- **Instructional Related Services**--Activities that provide administrative, technical and logistical support to facilitate and enhance instruction and community services.
- **Pupil Services**--Activities involving counseling for students or parents.
- **Ancillary Services**--School sponsored activities during or after school that are not essential to instruction. These activities generally are for motivation and enjoyment of skills in a competitive or non-competitive setting.
- **Community Service**--Activities that provide community services to participants other than students.
- **General Administration**--Expenses related to district wide or countywide administrative activities.
- **Plant Services**--Activities that maintain and safeguard buildings, grounds, and equipment.
- **Other Outgo**--Debt service and transfers out to other funds and agencies.

Function	2016-17 Amount	% of Total
Instruction	\$ 113,557,631	60.43%
Instruction Related Services	22,981,381	12.23%
Pupil Services	17,011,626	9.05%
Ancillary Services	3,381,536	1.80%
Community Services	258,317	0.14%
General Administration	10,685,933	5.69%
Plant Services	16,746,724	8.91%
Other Outgo	3,303,145	1.76%
Total	\$ 187,926,293	100.00%

2016-17 Student Related Financial Information

General Fund Revenue per P-2 ADA:

	Total Revenue General Fund	Per Student (P2 ADA) 15,522.05
LCFF Sources	\$ 156,065,940	\$ 10,054.47
Federal Revenues	7,903,582	509.18
Other State Revenues	18,912,889	1,218.45
Local Revenues	9,907,738	638.30
Revenue Total	\$ 192,790,149	\$ 12,420.40

Enrollment and P-2 Average Daily Attendance History:

Fiscal Year	CBEDS	P-2 ADA	Ratio
2007-08	16,522	15,200.33	92.00%
2008-09	16,476	15,201.98	92.27%
2009-10	16,359	15,184.20	92.82%
2010-11	15,969	15,087.01	94.48%
2011-12	15,991	14,895.78	93.15%
2012-13	15,958	14,899.39	93.37%
2013-14	16,121	15,087.98	93.59%
2014-15	16,412	15,334.56	93.44%
2015-16	16,516	15,391.85	93.19%
2016-17	16,634	15,522.05	93.32%
Average 10 Year Growth	11	32	

P-2 ADA (Period 2 Average Daily Attendance): The number of days of attendance allowed in all full school months during the period between July 1 and April 15 inclusive, divided by the number of days the schools are actually taught. A school month is 20 school days including holidays but excluding weekends. See Education Code § 41601- 41610.

P-2 Enrollment: Locally created benchmark to measure student to teacher ratio. Actual number of students enrolled on the P-2 ADA cutoff date.

CBEDS (California Basic Educational Data System): A system of collecting student school data conducted by the Educational Demographics Unit of the California Department of Education. Each October, every school in California is required to fill out a census of students as of the 1st Wednesday in October, including enrollment by grade and ethnic group, graduates and dropouts, as well as information about the staffing of the school. All teaching personnel are required to fill out a form indicating their credential status, courses they teach and characteristics of the students they serve. These data provide the CDE and the public with most of the demographic indicators that are used to record changes and progress over the years. See Education Code § 10600-10610.

2016-17 All Other Funds

FUND 110—ADULT EDUCATION FUND (Form 11):

Adult Education Fund operated with a \$1,262,756 deficit.

Total revenues were \$3,947,740 a transfer in from the general fund was \$37,382 and total expenditures totaled \$5,210,496.

The fund balance decreased over the prior fiscal year from \$1,225,374 to \$-0-.

FUND 130—CAFETERIA FUND (Form 13):

Cafeteria Fund operated with a \$265,924 deficit.

Total revenues were \$5,386,831 and total expenditures totaled \$5,652,756.

The General Fund transferred \$335,860 to cover the deficit, which left a fund balance of \$185,566. The fund balance consists of \$25,301 for the stores account, \$83,757 for A La Carte Sales and \$76,508 for Farm to School.

FUND 214—2004 MEASURE H (Form 21):

This fund was established during fiscal year 2010-2011 to account for the proceeds from the sale of 2004 Measure H General Obligation Bonds.

Total revenues were \$226,121 in interest income and total expenditures were \$2,859,681.

The fund balance decreased over the prior fiscal year from \$30,441,463 to \$27,807,902.

FUND 25X—CAPITAL FACILITIES FUND/DEVELOPER FEE FUND (Form 25):

The state Unaudited Actual report combines two District funds into one fund. The following schedule shows the two-fund detail.

	250	251	25X
	Developer Fees	Non-Developer Fees	Total
<u>Revenue and Transfers-in:</u>			
RDA funds not subject to LCFF Deduction	0	1,398,485	1,398,485
Interest Income	40,242	65,774	106,016
Developer Fees	1,969,820	0	1,969,820
All Other Local	0	3,675	3,675
Interfund Transfers In	0	129,467	129,467
Contributions from Restricted Revenues	(9,372,487)	9,372,487	0
	<u>(7,362,425)</u>	<u>10,969,888</u>	<u>3,607,463</u>
<u>Expenditures and Transfers-out:</u>			
Transfer of Direct Costs - Interfund	59,095	0	59,095
Prof./Consulting Services & Operating Expenditures	0	8,069	8,069
Capital Outlay-Sites	15,029	0	15,029
Capital Outlay-Buildings	26,425	0	26,425
Debt Service - Interest	0	148,554	148,554
Debt Service - Principal	0	671,804	671,804
	<u>100,549</u>	<u>828,427</u>	<u>928,976</u>
Revenue Surplus (Deficit)	(7,462,974)	10,141,461	2,678,487
<u>Fund Balance:</u>			
Fund Balance, June 30, 2016, Unaudited	12,461,272	0	12,461,272
Audit Adjustment	0	0	0
Fund Balance, June 30, 2016 Audited	<u>12,461,272</u>	<u>0</u>	<u>12,461,272</u>
Revenue Surplus (Deficit)	(7,462,974)	10,141,461	2,678,487
Fund Balance, June 30, 2017	<u><u>4,998,298</u></u>	<u><u>10,141,461</u></u>	<u><u>15,139,759</u></u>

FUND 250 —CAPITAL FACILITIED FUND/DEVELOPER FEES (Form 25):

Fund 250 is used primarily to account separately for moneys received from fees levied on development projects as a condition of approval. The authority of these levies may also be county or city ordinances or private agreements between the LEA and developer.

FUND 251 —CAPITAL FACILITIED FUND/NON-DEVELOPER FEES (Form 25):

Fund 251 was established by Board Resolution 17-04 to receive revenue from non-developer fee revenue, Redevelopment Agency Funds, interest, and land rental income. Expenditures will include leave revenue bond interest and principal payments.

FUND 4XX—SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS (Form 40)

The state Unaudited Actual report combines three District funds into one fund. The following schedule shows the three-fund detail.

	401	402	409	40X
	COP Debt Service	Rancho Campana Startup	Oxnard #8 Startup	Total
<u>Revenue and Transfers-in:</u>				
Interest Income	13,007	137	918	14,062
Interfund Transfers In	0	0	200,000	200,000
	13,007	137	200,918	214,062
<u>Expenditures and Transfers-out:</u>				
Capital Outlay-Buildings	0	21,015	0	21,015
	0	21,015	0	21,015
Revenue Surplus (Deficit)	13,007	(20,878)	200,918	193,047
<u>Fund Balance:</u>				
Fund Balance, June 30, 2016, Unaudited	1,638,576	424,517	0	2,063,093
Audit Adjustment	0	(401,065)	0	(401,065)
Fund Balance, June 30, 2016 Audited	1,638,576	23,452	0	1,662,028
Revenue Surplus (Deficit)	13,007	(20,878)	200,918	193,046
Fund Balance, June 30, 2017	1,651,583	2,574	200,918	1,855,074

FUND 401—SPECIAL RESERVE FUND/COP REPAYMENT FUND (Form 40):

Fund 401 exists to accumulate funds for the repayment of long-term debt created by the issuance of Certificates of Participation (COPs) and Lease Revenue Bonds (LRBs). In past years the district increased the reserves in this fund with generous transfers of unrestricted General Fund money.

FUND 402—SPECIAL RESERVE FUND/RANCHO CAMPANA STARTUP FUND (Form-40):

This fund was established by Board Resolution 99-37 to set aside funds to be used for costs associated with the establishment of a new growth high school in Camarillo. At the June 30, 2004 board meeting, Trustees approved the request to change the wording of Board Resolution 99-37 to allow for the upgrading of the ACHS football field home side stadium seating.

FUND 409—SPECIAL RESERVE FUND/OXNARD #8 STARTUP FUND (Form-40):

This fund was established by Board Resolution 16-23 to set aside funds to be used for costs associated with the establishment of a new growth high school in Oxnard.

FUND 510—GENERAL OBLIGATION FUND DEBT SERVICE FUND (Form 51)

This fund was established at the same time as Fund 210 to account for tax collections made to redeem the general obligation bonds, the proceeds of which are deposited into Fund 210. The county treasurer's office administers this fund.

Revenue from taxes, voted indebtedness, and interest income totaled \$ 3,139,942. Bond redemption, interest and other service charges totaled \$2,725,680.

The fund balance increased over the prior fiscal year from \$3,208,848 to \$3,623,110.

FUND 514—GENERAL OBLIGATION FUND DEBT SERVICE FUND (Form 51)

This fund was established at the same time as Fund 214 to account for tax collections made to redeem the 2004 Measure H General Obligation Bonds, the proceeds of which are deposited into Fund 214. The county treasurer's office administers this fund.

Revenue from taxes, voted indebtedness, and interest income totaled \$6,453,189. Bond redemption, interest and other service charges totaled \$8,313,155.

The fund balance decreased over the prior fiscal year from \$11,791,802 to \$9,931,836.

FUND 730—FOUNDATION TRUST FUND (Form 73):

This fund is used to account for scholarship funds established with public donations. The following table shows the summary of scholarship transactions during fiscal year.

Scholarship Fund	June 30, 2016 Balance	Interest Income	Other Cash Receipts	Cash Disbursements	June 30, 2017 Balance
Carmen Camarillo Jones	50,448	401	0	300	50,549
Eric Duff	619	3	800	1,000	422
Gary James Memorial	0	0	500	500	0
Shum Charitable Fund	8,361	68	0	0	8,429
Total All Scholarship Funds	59,428	472	1,300	1,800	59,400

2016-17 Summary of All Funds

The following tables compare the District's current year revenues and expenditures to the prior year amounts.

Fund #	Fund Name	REVENUES (include transfers-in)		
		2015-16	2016-17	Difference
010	General Fund-Unrestricted	137,815,121	155,583,422	17,768,301
010	General Fund-Restricted Special Ed	26,441,312	14,279,072	(12,162,240)
010	General Fund-Restricted Categorical	15,403,945	16,950,503	1,546,558
010	General Fund-Restricted Routine Maintenance	5,873,594	5,977,152	103,558
110	Adult Education Fund	3,487,900	3,985,121	497,221
130	Cafeteria Fund	6,221,639	5,722,691	(498,948)
214	2004 Measure H	31,073,983	226,121	(30,847,862)
250	Developer Fee Fund	2,493,211	(7,362,425)	(9,855,636)
251	Non-Developer Fee Fund	0	10,969,888	10,969,888
401	COP Repayment	8,860	13,007	4,147
402	Rancho Campana Startup	12,263	137	(12,126)
409	Oxnard #8 Startup	0	200,918	200,918
730	Foundation Trust	1,330	1,771	441
510	GOB Debt Service	3,925,538	3,139,942	(785,596)
514	GOB Debt Service Measure H	10,696,440	6,453,189	(4,243,251)
Total		243,455,136	216,140,509	(27,314,627)

Fund #	Fund Name	EXPENDITURES (include transfers out)		
		2015-16	2016-17	Difference
010	General Fund Unrestricted	127,610,129	153,668,134	26,058,005
010	General Fund Restricted-Special Education	26,398,205	14,279,072	(12,119,133)
010	General Fund Restricted-Categorical	14,429,040	16,117,527	1,688,487
010	General Fund Restricted-Routine Maintenance	5,873,594	4,564,268	(1,309,326)
110	Adult Education	2,262,526	5,210,496	2,947,970
130	Cafeteria Fund	6,139,755	5,652,756	(486,999)
214	2004 Measure H	23,514,844	2,859,681	(20,655,163)
250	Developer Fee Fund	914,171	100,549	(813,622)
251	Non-Developer Fee Fund	0	828,427	828,427
401	COP Debt Service	0	0	0
402	Rancho Campana Startup	2,292,764	21,015	(2,271,749)
409	Oxnard #8 Startup	0	0	0
730	Foundation Trust	2,000	1,800	(200)
510	GOB Debt Service	3,843,515	2,725,680	(1,117,835)
514	GOB Debt Service Measure H	6,790,643	8,313,155	1,522,512
TOTAL OUHSD EXPENDITURES		220,071,186	214,342,560	(5,728,626)