# SOUTHERN COLUMBIA AREA SCHOOL DISTRICT

## **GENERAL FUND BUDGET**

1999-2000

June 21, 1999

## SOUTHERN COLUMBIA AREA SCHOOL DISTRICT

### STRATEGIC PLAN MISSION STATEMENT

The mission of the members of the Southern Columbia Area School District's community is to provide a positive, quality learning environment that recognizes individuals and develops lifelong learners who value and respect self and others, who contribute to their community, and who meet challenges in a constantly changing world.

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#### **EXECUTIVE SUMMARY**

The General Fund Budget for the 1999-2000 fiscal year totals \$11,187,092, an increase of \$971,233 or 9.5% over the 1998-99 budget. The budget increase can be broken down as follows: an increase of \$177,295 (1.7%) for the additional debt service resulting from the High School renovation project; an increase of \$281,908 (2.8%) for additional professional and support staff; technology expenditures totaling \$461,300 (3.3% increase); and general budgetary increases totaling \$177,995 (1.7%) covering increased salaries, benefits, and other operating costs.

Staffing additions include 3.5 secondary teachers, 1 elementary teacher and 1.5 special education teachers. In addition, 1.5 additional special education teachers are included, the cost of which is offset by the elimination of 6 instructional aides (4 current positions, 2 additional). Other staff additions include a custodial staff member and funds to pay for an In-School Suspension Room supervisor for 144 days at the substitute pay rate.

Total revenues are \$10,505,792 including an increase in real estate tax millage to cover the direct and indirect costs of the High School renovation project plus additional operating costs of the district. These increased costs are primarily in the area of staffing for elementary, secondary and special education programs.

State revenue sources will decrease \$56,876 due primarily to a reduction in the retirement rate paid by the district for eligible employees. This decrease in revenue is offset by an equal decrease in district expenditures.

Federal revenue sources represent a small fraction of the total support for district programs and services. All Federal Programs are held at the same level, except the ACCESS monies, which were budgeted at an amount that will cover the cost of two aides. In addition, \$31,193 will be available for reducing class sizes in the primary grades and special education classes.

The budget "gap" or difference between expenditures and revenues is \$681,300. This gap will be funded by the use of a portion of the District's General Fund Balance, which currently stands at \$2.8 million, or 25% of budgeted expenditures. The use of General Fund Balance within the 1999-2000 budget can be broken down as follows:

Technology Initiative expenditures	\$461,300
Identified contingencies within the budget	100,000
Cost due to lag in millage phase-in for project	120,000
Total Budget Gap	\$681,300

5

### **REAL ESTATE TAX RATES**

The tax rates indicated below are based on the real estate tax revenue indicated in the budget and the tax equalization formula specified by the Commonwealth of Pennsylvania for school districts with constituents in two or more counties. The state equalization formula attempts to balance the amount of real estate tax revenue required from the taxpayers in each county by comparing the market value of the real property in each county to the market value of all real property in the school district. The indicated increase can be broken down as follows:

	Columbia Co.	Northumberland Co.
1998-99 Millage	18.6	62.6
Direct costs of renovation project (Year 1 of 3-year phase in)	0.4	1.3
Indirect costs of project	1.1	3.9
Operational costs increase	0.9	3.4
1999-2000 Millage	21.0	71.2
Total Assessed value	\$90,862,837	\$22,760,000
÷ Number of parcels	3,523	2,192
= Average assessed value per parcel	25,791	10,383
x Millage increase	2.4	8.6
= Cost to taxpayer on average	\$62	\$89
Average market value per parcel based on state equalization formula	\$46,504	\$64,172

#### STUDENT ENROLLMENT PROJECTIONS

Student enrollment projections are a key factor in budget development. They determine or influence many of the financial estimates that go into the budget, particularly in the instructional area. Most types of personnel requirements are derived directly or indirectly from estimates of the number of students to be served. In addition, the need for facilities, such as the number of classrooms, are calculated using projected enrollments as are the level of support services.

There are several different methods for estimating student enrollment. The primary method used below is the cohort-survival method. This method utilizes mathematical forecasting techniques to project enrollment based on past trends. However, the rationale underlying this technique is the assumption that the same conditions affecting enrollment in the past will continue in the future. This assumption requires careful examination of current conditions to determine variances from past trends. A brief description of the forecasting techniques follows:

### Kindergarten

The projection of kindergarten enrollment presents a unique problem in the grade level projections. In the cohort-survival method, the projections for a given grade level are based on the students in the previous grade. The entry grade into the school district – kindergarten – has no prior grade or students from which to derive its projected enrollments. In order to obtain this information, kindergarten registration data and averages of past kindergarten enrollments are used.

#### Cohort-Survival

Each grade level is treated as a cohort (a group of individuals having a statistical factor such as age or grade in common) and the passage of students from one grade level to the next is followed through the school system from year to year.

- A "survival rate" is calculated for each transition of one grade of students into the next grade the following year.
- Rates are calculated for each grade each year. Using the various years rates, an average for each grade to grade transition is calculated over the given time period.
- The average survival rates are then used to project enrollments on a grade-by-grade basis.
- The actual enrollments in each grade during the latest year are multiplied by their respective average survival rates and the results are the projected enrollment for each grade for the next year.

Please note that this method does not trace individual students; it is only concerned with the aggregate numbers in each grade each year. All of the children in the following grade were not necessarily in the prior grade; transfers into a grade from outside the school system are common. In addition, students in 8<sup>th</sup> grade have the option of attending the Columbia-Montour AVTS beginning in the 9<sup>th</sup> grade resulting in a drop in class size between 8<sup>th</sup> and 9<sup>th</sup> grades.

## STUDENT ENROLLMENT PROJECTIONS

Grade	ADM 94-95	ADM 95-96	ADM 96-97	ADM 97-98	ADM 98-99	Projected 99-2000
K	115	111	90	97	99	95
1	129	123	127	95	121	112
2	97	130	116	124	97	119
3	107	105	130	121	132	102
4	121	114	106	131	130	137
5	126	128	123	107	136	136
6	119	129	137	130	104	140
UG	24	20	18	20	20	20
<b>Total Elem</b>	838	860	847	825	839	861
7	118	131	125	135	130	105
8	111	109	134	126	139	131
9	109	105	107	117	109	132
10	87	112	99	107	116	109
11	110	89	105	92	109	116
12	97	113	89	105	89	109
UG	0	0	0	0	0	0
Total Secondary	632	659	659	682	692	702
District Total	1470	1519	1506	1507	1531	1563

Source: PDE-4062E & S for district-operated programs and enrollment data from end of current year.

## PERSONNEL - ADMINISTRATIVE

	94-95	95-96	96-97	97-98	98-99	Proj 99-2000
District:						
Superintendent	1	1	1	1	1	1
Business Manager	1	1	1	0	0	1
Administrative Assistant	1	1	1	1	1	0
Director of Curriculum	0	0	0	0	0	1
Director of Student Svcs	0	0	0	0	0	1
<b>Total District</b>	3	3	3	2	2	4
<b>Building:</b>						
HS Principal	1	1	1	1	1	1
MS Principal	0	0	0	0	0	1
Elem Principal	1	1	1	1	1	1
Elem Asst. Principal	0	1	1	1	1	0
<b>Total Building</b>	2	3	3	3	3	3
Support:						
Cafeteria Manager	1	1	1	1	1	1
Supervisor Bldg & Grounds	1	1	1	1	1	1
Supervisor Special Ed	1	1	1	1	1	0
Supervisor Transportation	1	1	1	1	1	1
<b>Total Support</b>	4	4	4	4	4	3
<b>Total Administrative</b>	9	10	10	9	9	10

## PERSONNEL - INSTRUCTIONAL

	94-95	95-96	96-97	97-98	98-99	Proj 99-2000
Classroom	57.5	57.5	60.5	62.5	63.5	67.7
Art	2.5	2.5	2.5	2.5	2.5	2.5
Blended	0	1	1	1	1	1
Title I Reading	4	4	4	4	4	4
Driver/Safety Ed	.5	.5	.5	.5	.625	1
Gifted	1	1.5	1.5	1.5	1.5	1.5
Guidance	3	3	3	3	3	3
Health/PE	4	4	4	4	4	4
IST	1	1	1	1	1	1
Librarian	2	2	2	2	2	2
Music	3.5	3.7	3.7	3.8	4	4
Nurse	2	2	1	1	1	1
Psychologist	1	.75	.75	.75	.75	.75
Special Education	5	5	6	6	6	9
Speech/Language	1	1	1	1	1	1
<b>Total Instructional</b>	87.5	89.45	92.45	94.55	95.875	103.45

### **PERSONNEL - SUPPORT**

	94-95	95-96	96-97	97-98	98-99	Proj 99-2000
Aides – Instructional	10	13	15	18	21	17
Aides – Non Instructional	.5	1	1	1	1	1
Bus Drivers	26	29	29	30	30	30
Custodians	8	8	10	10	10	11
Maintenance	2	2.5	3	2.5	3	3
Mechanics/Grounds	2	2	2	2	2	2
Registered Nurse	0	0	2	2	2	2
Secretaries	10	10	10	10	10	10
Total Non Instructional	58.5	65.5	72	75.5	79	76

#### **BUDGET ASSUMPTIONS**

The Southern Columbia Area School District budget is a financial plan that reflects predictions or assumptions for the forthcoming Fiscal Year. Assumptions are made in the following areas:

#### **REVENUE**

- 1. Federal revenues are projected to be the same as the current year with the exception of ACCESS funds that are budgeted to cover the cost of two aides and additional federal funding available for class size reduction.
- 2. State funding for the Basic Education Subsidy and Special Education will be as projected by the Pennsylvania Department of Education. Retirement reimbursement will decrease due to a decrease in the retirement rate paid by the district. This decrease in revenue is offset by an equal decrease in district expenditures. Other state subsidies will remain flat or have minor increases.
- 3. Local real estate tax revenues will increase by the amount required to fund the direct and indirect costs associated with the renovation project plus the cost of additional professional and support staff. Other local revenues will be flat or have minor increases.

#### **EXPENDITURES**

- Overall salary costs will increase at an annual rate of approximately 3 percent. Increases in staff to accommodate projected enrollment and student class selections are budgeted.
- 2. Benefit costs are projected at the rates known to be in force for the 1999-2000 fiscal year.
- 3. Unit costs for energy resources such as fuel oil, diesel fuel, and gasoline are projected to remain relatively flat.
- 2. Expenditures for contracted services accounted for purchased professional and technical services, including transportation, vocational education, and special education (C.S.I.U.) are expected to increase.
- 3. Costs for technology supplies, equipment, and services are included in accordance with the Superintendent's Technology Initiative

### SUMMARY OF BUDGET COMPARISONS

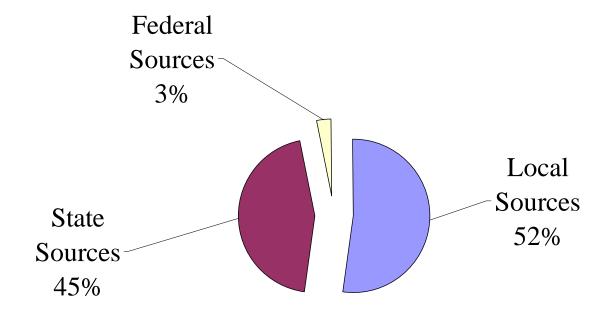
	1998-99 Budget	1999-2000 Budget	Proposed Increase (Decrease)
REVENUE	J	O	
6000 Local Sources	\$5,002,794	\$5,499,909	\$497,115
7000 State Sources	4,832,782	4,775,906	(56,876)
8000 Federal Sources	193,530	211,977	18,447
9000 Other Revenues	19,000	18,000	(1,000)
Total Revenue	\$10,048,106	\$10,505,792	\$457,686
EXPENDITURES			
1100 Regular Education	\$4,398,151	\$4,932,659	\$534,508
1200 Special Education	1,021,244	1,168,881	147,637
1300 Vocational Education	400,110	404,121	4,011
1400 Other Instructional	146,624	198,259	51,635
Programs			
2100 Pupil Personnel	268,928	257,782	(11,146)
2200 Support Services	148,813	199,165	50,352
2300 Administrative Services	1,004,949	1,084,661	79,712
2400 Pupil Health Services	108,035	112,977	4,942
2600 Maintenance	869,085	900,060	30,975
2700 Pupil Transportation	722,561	663,984	(58,577)
3200 Student Activities	86,765	38,091	(48,674)
5100 Debt Service	726,605	903,900	177,295
5200 Fund Transfers	213,989	222,552	8,563
5900 Budgetary Reserve	100,000	100,000	_
Total Expenditures	\$10,215,859	\$11,187,092	\$971,233
Use of Fund Balance	(\$167,753)	(\$681,300)	

#### REVENUE

**REVENUES:** Classified by type and source in the various funds of a school district, revenues are defined as increases to current assets without a corresponding increase in liabilities, do not represent the recovery of an expenditure, and do not represent the cancellation of certain liabilities or decrease in assets.

- 1. **REVENUE FROM LOCAL SOURCES** is the amount of money produced within the boundaries of the school district and available for use within the current fiscal year.
  - Increased revenue from local sources is attributed primarily to increased real estate millage required to fund the direct and indirect costs associated with the High School renovation project and additional professional and support staff.
- 2. **REVENUE FROM STATE SOURCES** is revenue from funds produced within the boundaries of and collected by the State and distributed to school districts in amounts different proportionately from those that are collected within the district.
  - State revenue sources will decrease \$56,876 due primarily to a reduction in the retirement rate paid by the district for eligible employees. This decrease in revenue is offset by an equal decrease in district expenditures.
- 3. **REVENUE FROM FEDERAL SOURCES** is revenue collected by the Federal Government and distributed to school districts in amounts that differ in proportion from those which are collected within the district of the state.
  - Federal revenue sources represent a small fraction of the total support for district programs and services. All Federal Programs are held at the same level, except the ACCESS monies, which were budgeted at an amount that will cover the cost of two aides. In addition, \$31,193 will be available for reducing class sizes in the primary grades and special education classes.
- 4. **OTHER FINANCING SOURCES** include proceeds from long term debt, receipts from other LEAs, receipt of interfund transfers, refund of prior years' expenditures and similar types of financing sources.

### WHERE DOES IT COME FROM?



# ANTICIPATED REVENUES 6000 LOCAL SOURCES

LOCAL SOURCES represents revenue produced directly within the school district. This includes real estate taxes levied, personal taxes levied, delinquent taxes collected, interest earned on investments, rentals for use of facilities, and miscellaneous revenue.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
6111 Real Estate Taxes	2,921,891	2,860,027	2,863,649	3,319,830
6113 Public Utility Realty Tax	55,420	55,240	56,000	48,140
6114 Pmt in Lieu of Tax	1,410	1,410	1,410	1,410
6120 Per Capita (679)	28,793	28,652	27,714	28,514
6141 Per Capita (511)	28,793	28,652	27,714	28,514
6142 Occup Privilege	8,000	20,167	10,000	20,000
6151 Earned Income Tax	549,560	606,975	668,157	681,351
6152 Occup Assessment	869,665	870,661	855,000	870,000
6153 Realty Transfer	50,415	69,924	48,000	50,000
6411 Delinquent Real Estate	123,600	168,685	135,000	135,000
6420 Delinquent Per Capita	8,454	833	6,500	6,500
6443 Delinquent Occ Priv	7,490	4,156	4,500	4,500
6452 Delinquent Occ Assmt.	90,699	82,570	90,000	90,000
6510 Investment Earnings	148,815	235,221	200,000	200,000
6910 Rentals	1,050	1,153	1,150	1,150
6920 Contributions	125,000	144,312	0	0
6941 Tuition	4,200	3,342	5,000	0
6990 Miscellaneous	3,000	6,017	3,000	15,000
<b>Total Local Sources</b>	5,026,255	5,187,997	5,002,794	5,499,909

### Specific function descriptions:

**6111** Real Estate taxes were calculated at the rate of 21.0 mills in Columbia County applied to an assessed valuation of \$90,862,836 and 71.2 mills in Northumberland County applied to total assessed valuation of \$90,862,836 (Columbia) and \$22,760,000 (Northumberland) budgeted at a collection rate of 94%. During 1999-2000, one mill of real estate is expected to yield \$85,412 in Columbia County and \$21,394 in Northumberland County.

The tax rates indicated above represent an estimate based on available information. The final tax rate is subject to the equalization formula required by state law to be used to determine real estate tax rates in school districts lying in two or more counties.

**6113** Public utility realty tax represents an amount of money paid to the school district in lieu of local taxes for property owned by local utilities. A decrease of 17% is budgeted due to electric utility deregulation.

**6114** Payments in lieu of taxes represent payments from state agencies for property withdrawn from the tax rolls of the district.

- **6120** Per capita taxes levied under Section 679 of the Public School Code are calculated at the rate of \$5.00 for 6,789 taxable residents at a collection rate of 84%.
- **6141** Per capita taxes levied under Act 511 are calculated at a rate of \$5.00 for 6,789 taxable residents at a collection rate of 84%.
- **6151** Earned income taxes represent a 1/2 of 1% tax on wages, salaries, commissions, net profit, or other compensation of residents who earn income as defined under Act 511.
- **6152** Occupations taxes levied under Act 511 represent a tax placed on the occupations of district residents. The county government establishes the assessed values of occupations. Occupational taxes are calculated at 400% times assessed valuation of \$267,305 at a collection rate of 80%.
- **6153** Real estate transfer taxes represent a 1% tax levied under act 511 on the transfer price of real property within the jurisdiction of the school district.
- 6400 Delinquent taxes represent taxes collected in a fiscal year after the year of levy.
- **6510** Earnings on investments represent interest earned on temporary investments held by the school district.
- **6910** Rentals represent Board established fees collected for the use of school property and buildings.
- **6920** Donations from non-profit and private sources.
- **6941** Tuition charged for student patrons.
- **6990** Revenue from other local sources not classified elsewhere.

# ANTICIPATED REVENUES 7000 STATE SOURCES

STATE SOURCES represents revenue originating from Commonwealth appropriations directly dispersed to the recipient school district.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
7110 Basic Education Subsidy	2,887,091	2,897,864	3,020,342	3,068,991
7160 Section 1305/1306	0	18,652	20,000	20,000
7210 Homebound Instruction	0	27	0	0
7220 Vocational Education	1,959	242	1,950	0
7240 Driver Education	4,100	1,960	4,100	2,000
7270 Special Education	452,450	480,033	533,240	531,053
7310 Transportation	554,000	689,008	459,000	466,344
7320 Sinking Fund	300,641	300,368	301,000	299,150
7330 Medical/Dental Services	29,519	29,417	31,000	30,000
7350 Sewage Treatment	2,718	2,717	2,718	2,717
7500 Extra Grants	0	5,529	0	0
7810 Social Security	199,793	206,292	217,786	221,523
7820 Retirement	228,782	234,656	241,646	134,128
7910 Technology Grants	0	16,739	0	0
<b>Total State Sources</b>	4,661,053	4,883,504	4,832,782	4,775,906

### Specific Function Description:

**7110** Basic instructional subsidy represents a direct subsidy from the Commonwealth for the purpose of providing the basic educational program. This includes the Equalized subsidy for Basic Education (ESBE).

**7160** Tuition for orphans and children placed in private homes.

**7210** Subsidy from the Commonwealth for expenses incurred on account of instruction of homebound pupils.

**7220** Subsidy from the Commonwealth for additional expenditures incurred in providing vocational education programs.

**7240** Subsidy from the Commonwealth for conducting a standardized driver education program.

**7270** Subsidy from the Commonwealth for the cost of instructing exceptional children.

**7310** Subsidy from the Commonwealth for providing pupil transportation services.

**7320** Subsidy from the Commonwealth for approved sinking fund payments in financing long term debt utilized for providing school building and grounds.

**7330** Subsidy from the Commonwealth for providing medical and dental services.

**7810** State share of employer social security and retirement contributions.

State share of employer retirement contributions for eligible employees.

**7910** Grants received from the state for technology-related expenditures including the Link to Learn program.

## ANTICIPATED REVENUES 8000 FEDERAL SOURCES

FEDERAL SOURCES represents revenue originating from the Federal Government and is made available to the school districts through direct grants, state channels, or other agencies conducting programs through the school district.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
8513 Title 1	140,379	136,853	140,379	136,220
8560 Title 6	8,113	7,246	8,113	8,934
8670 Safe & Drug Free Schools	8,988	7,950	8,988	7,861
8690 Other Grants	0	0	0	31,193
8810 ACCESS	0	10,628	63,362	27,769
Total Federal Sources	157,480	162,677	220,842	211,977

**8513** ECIA Title I funds are distributed for the education of disadvantaged children under the Education Consolidation and Improvement Act of 1981, Public Law 97.35.

**8560** Education for Economic Security Act of 1984 - Title VI. Revenue received to improve inservice training and retraining teachers.

**8670** Federal Funds provided for drug abuse and prevention programs.

**8690** Other Grants in aid not identified in the 8500 or 8600 series.

**8810** Reimbursements received from the federal government through the Commonwealth for eligible health related services.

### ANTICIPATED REVENUES 9000 OTHER SOURCES

OTHER FINANCING SOURCES represents revenue from general long term debt proceeds, interfund transfers, refunds of prior year's expenditures and other receipts.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
9500 Refund of Prior Yr Exp		0	0	0
9611 Other Districts		0	0	0
9612 AVTS Transportation	17,500	27,989	19,000	18,000
<b>Total Other Sources</b>	17,500	27,989	19,000	18,000

Specific function descriptions:

9500 Refund received during the current year returning all or part of a prior period expenditure.

9611 Payments received from other school districts for education provided nonresident students.

**9612** Represents the reimbursement from the Columbia Montour Vocational Technical School for providing student transportation services.

#### **EXPENDITURES**

The major expenditures in the school district are salaries and benefits. The educational process is labor intensive and requires the dedication and expertise of education professionals at all organizational levels. To recruit and retain high quality personnel in order to provide maximum educational opportunities for students requires that the school district be competitive in the marketplace. For 1999-2000, salaries and benefits represent 65% of total expenditures.

Total expenditures for salaries over all functions increased by \$491,579 which reflects a negotiated increase for professional staff and a projected salary increase for classified staff, administration and non-contracted support personnel. Part of the increase is accounted for by the inclusion of the following:

### Professional

- 1.0 Secondary Business Education
- 1.0 Secondary Science
- 0.7 Secondary Technology
- 0.5 Secondary Mathematics
- 0.3 Health/Safety Education
- 1.0 Sixth Grade
- 1.5 Special Education

#### Classified

1.0 - Custodian

#### Other

In School Suspension Room Coverage (144 days)

In addition, 1.5 Special Education teachers are included, the cost of which is offset by the elimination of 6 instructional aides (4 current positions, 2 additional).

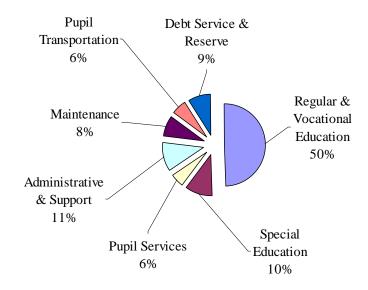
Technology-related expenditures for computers, software, and connectivity that are part of the district's Technology Initiative are included. Major areas include:

1100-700 Instructional Equipment	\$296,300
1100-600 Instructional Supplies	135,000
1100-300 Technical Services	30,000
	\$461 300

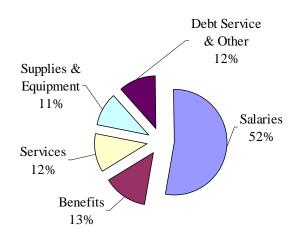
Appropriation changes by major object over the preceding fiscal year are as shown on the following pages.

### WHERE DOES IT GO?

# (by functional area)



# (by expenditure type)



### APPROPRIATIONS 1100 REGULAR PROGRAMS - ELEMENTARY & SECONDARY

Activities designed to provide grades K-12 students with learning experiences to prepare them for activities as citizens, family members, and non-vocational workers.

	97-98	97-98	98-99	99-2000
	<b>Budget</b>	Actual	Budget	Budget
100 Salaries & Wages	3,046,158	3,057,856	3,138,406	3,380,163
200 Employee Benefits	878,681	827,412	815,390	790,098
300 Professional Services	5,900	4,205	19,400	46,000
400 Property Services	23,050	22,567	17,988	25,830
500 Other Purchased Services	15,700	8,218	15,700	2,800
600 Supplies	209,457	219,216	210,942	328,558
700 Equipment	112,006	167,839	174,325	353,908
800 Other Expenditures	5,200	1,304	6,000	5,302
Total 1100	4,296,152	4,308,617	4,398,151	4,932,659

**100** Salaries of 79.2 professional employees with a projected salary increase per contract (includes 4.5 additional teachers for secondary science, technology, health/safety, mathematics, business and sixth grade).

**200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation. Retirement costs were reduced.

**300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services.

**400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district. Included are repairs and rentals of instructional machines, audio-visual equipment, and copier machines.

**500** Services contracted from outside organizations and/or personnel. Included are student tuition, printing cost, and travel reimbursement for staff members.

**600** Supplies utilized in the instructional programs. The principals working in conjunction with their building staffs allocate these funds in accordance with the building's educational program priorities.

**700** Equipment acquisitions and replacements including In-Step technology and distance learning allocations and furniture.

**800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 1200 SPECIAL PROGRAMS - ELEMENTARY & SECONDARY

Activities designed primarily to deal with students having special needs. Special programs include kindergarten, elementary, and secondary services for the gifted and talented, mentally retarded, physically handicapped, emotionally disturbed, culturally different, students with learning disabilities, and special programs for other types of students.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	529,502	535,068	566,256	666,127
200 Employee Benefits	153,813	140,514	152,663	168,234
300 Professional Services	301,963	200,659	269,650	256,950
400 Property Services	0	0	0	1,900
500 Other Purchased Services	900	34,890	900	36,600
600 Supplies	10,840	8,693	13,475	26,670
700 Equipment	455	10,843	0	7,200
800 Other Expenditures	7,600	3,658	18,300	5,200
<b>Total 1200</b>	1,005,073	934,325	1,021,244	1,168,881

- **100** Salaries of 11.5 professional employees with a contracted salary increase, and 17 Aides with a projected salary increase.
- **200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.
- **300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services. For the 1990-2000 fiscal year this object includes \$225,000 for I.U. operated classes.
- **400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district.
- **500** Services contracted from outside organizations and/or personnel. Included are student tuition, printing cost, and travel reimbursement for staff members.
- **600** Supplies utilized in the instructional programs. Principals and the Director of Student Services determine and allocate these funds in accordance with program priorities.
- **700** Equipment acquisitions and replacements.
- **800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 1300 VOCATIONAL EDUCATION

PDE approved programs under public supervision and control which provide organized learning experience designed to develop skills, knowledge, attitudes and work habits in order to prepare individuals for entrance into and progress through various levels of employment in occupational fields including agriculture, business, health, trade and industry. PDE approved programs shall mean programs approved by the Pennsylvania Department of Education as reflected on the legal curriculum listing of the Vocational Education Management Information System (VEMIS).

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
500 Other Purchased Services	397,176	397,176	400,110	404,121
Total 1300	397,176	397,176	400,110	404,121

**500** Services contracted from outside organizations and/or personnel. Included are operating payments to the Columbia Montour Vocational Technical School of \$404,121 for the 1999-2000 school year. These programs provide for students in grades 9th through 12th.

# APPROPRIATIONS 1400 OTHER INSTRUCTIONAL PROGRAMS

Activities that provide grades K-12 students with learning experiences not included in other function codes. Included are such programs as Title I remedial programs, Drug Free Schools and Homebound instruction.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	117,103	112,467	111,038	128,565
200 Employee Benefits	31,389	32,281	26,586	30,800
300 Professional Services	0	0	0	0
400 Property Services	0	0	0	2,100
500 Other Purchased Services	0	0	0	20,000
600 Supplies	8,988	9,224	9,000	7,861
700 Equipment	0	0		8,934
800 Other Expenditures	0	0		
<b>Total 1400</b>	157,480	153,972	146,624	198,260

- **100** Salaries of 4.0 professional employees with a contracted salary increase.
- **200** Employee benefits for the staff indicated above. Included are medical insurance premiums, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.
- **300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services.
- **400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district.
- **500** Services contracted from outside organizations and/or personnel. In 1999-2000, \$20,000 is included for alternative education services from the CSIU and Bethesda Treatment Center.
- **600** Supplies utilized in the instructional programs. The principals working in conjunction with their building staffs allocate these funds in accordance with the building's educational program priorities.
- **700** Equipment acquisitions and replacements.
- **800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 2100 SUPPORT SERVICES - PUPIL PERSONNEL

Activities designed to assess and improve the well being of students, to supplement the teaching process, and to meet the applicable provisions of Article XIII of the Public School Code of 1949 as amended and Chapter 7 of the State Board of Education regulations. Included in this function are activities providing consultation with other staff members on learning problems, evaluating the abilities of students, assisting students in personal and social development, providing referral assistance, and working with other staff members in planning and conducting guidance programs for students.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	161,213	170,569	172,712	183,189
200 Employee Benefits	46,815	46,165	45,124	42,727
300 Professional Services	26,232	25,932	39,518	21,016
400 Property Services	0	0	0	0
500 Other Purchased Services	700	101	700	600
600 Supplies	5,645	5,129	6,409	9,200
700 Equipment	360	208	985	200
800 Other Expenditures	1,450	934	3,480	850
Total 2100	242,415	249,038	268,928	257,782

- **100** Salaries of 3.0 guidance counselors and .75 School Psychologist with a contracted salary increase.
- **200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.
- **300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services.
- **400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district.
- **500** Services contracted from outside organizations and/or personnel. Included are printing cost and travel reimbursement for staff members.
- **600** Supplies utilized in the instructional programs.
- **700** Equipment acquisitions and replacements.
- **800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 2200 SUPPORT STAFF - INSTRUCTIONAL STAFF

Activities associated with assisting, supporting, advising and directing the instructional staff with or on the content and process of providing learning experiences for students. Included in this function are school library services, which include selecting, acquiring, preparing, cataloging, and circulating books and other printed materials; planning the use of library by students, teachers, and other members of the instructional staff; and guiding individuals in their use of library books and materials. Also included in this function are instruction and curriculum development services. These activities are designed to provide special curriculum materials; and understanding and appreciating the various techniques which stimulate and motivate students. In 1999-2000, costs for staff development throughout the budget have been consolidated in this function. The relevant objects are 500 (travel expenses) and 800 (conference registration fees).

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	92,337	94,344	101,925	125,666
200 Employee Benefits	26,421	28,012	24,264	21,515
300 Professional Services	400	0	1,140	700
400 Property Services	0	0	0	
500 Other Purchased Services	0	0	0	26,100
600 Supplies	17,480	16,166	18,794	20,621
700 Equipment	6,049	576	2,690	1,564
800 Other Expenditures	0	0	0	3,000
<b>Total 2200</b>	142,687	139,098	148,813	199,166

**100** Salaries of 2.0 librarians with a contracted salary increase, and a full-time Aide with a projected salary increase. Also included are funds to support curriculum writing by the professional staff.

**200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.

**300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services.

**400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district. Included are repairs and rentals of instructional machines, and audio-visual equipment.

**500** Services contracted from outside organizations and/or personnel. Included are student tuition, printing cost, and travel reimbursement for staff members. Funds for conference travel for professional staff members have been consolidated into this expenditure area.

**600** Supplies utilized in the instructional programs.

**700** Equipment acquisitions and replacements.

**800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations. Funds for conference registration for professional staff members have been consolidated into this expenditure area.

# APPROPRIATIONS 2300 SUPPORT SERVICES - ADMINISTRATION

Activities concerned with establishing and administering policy in connection with the operation of the school district. These activities include Board services, tax collections cost, legal services, auditing services, Office of the Superintendent services, community relations services, and Office of the Principal services.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	578,528	550,480	554,669	648,705
200 Employee Benefits	195,893	180,280	169,500	184,241
300 Professional Services	78,837	129,304	144,612	75,701
400 Property Services	13,200	6,802	22,850	15,850
500 Other Purchased Services	23,330	20,758	24,750	23,000
600 Supplies	28,180	22,885	30,430	84,591
700 Equipment	15,600	17,998	14,093	15,058
800 Other Expenditures	44,470	33,080	44,045	37,515
<b>Total 2300</b>	978,038	961,587	1,004,949	1,084,661

100 Salaries of board treasurer, Solicitor's retainer, Superintendent, Business Manager, Director of Curriculum, Director of Student Services, 3.0 Principals, 2.0 executive secretaries, 5.0 building secretaries, 2 business office secretaries, and a secretary/computer assistant budgeted with an average salary increase of 3%. In 1997-98 and part of 1998-99, the district utilized a business consultant for business management services. A full-time Business Manager is included in 1999-2000.

**200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.

**300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services, tax collection, legal fees, and auditing fees. Services of the Business Consultant were included here in 1998-99 (see 100 above).

**400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district. Included are repairs and rentals of copiers, postage machine, and computer software maintenance.

**500** Services contracted from outside organizations and/or personnel. Included are printing cost, Board advertising expenses, Board Errors and Omissions insurance premiums, postage for U.S. mail, and travel reimbursement for Board and staff members.

**600** Supplies that are of an expendable nature and consumed, worn out, or deteriorated in use.

**700** Equipment acquisitions and replacements.

**800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organization such as the Pennsylvania School Boards Association.

### APPROPRIATIONS 2400 SUPPORT SERVICES - PUPIL HEALTH

Activities that provide students with appropriate medical, dental, and nursing services.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	78,859	74,198	75,731	76,078
200 Employee Benefits	26,175	22,563	25,269	19,820
300 Professional Services	2,700	1,055	2,700	12,405
400 Property Services	600	111	720	520
500 Other Purchased Services	0	0	0	0
600 Supplies	2,550	2,032	2,440	3,364
700 Equipment	720	0	1,175	790
800 Other Expenditures	0	0	0	0
<b>Total 2400</b>	111,604	99,959	108,035	112,977

- **100** Salary of 1.0 school nurse and 2.0 registered nurses with projected salary increase. Projected cost of 1.0 part-time dental hygienist is also included in Professional Services.
- **200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.
- **300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services such as medical doctors for medical exams and dentist for dental exams.
- **400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district.
- **500** Services contracted from outside organizations and/or personnel. Included are travel costs by staff members.
- **600** Supplies utilized in student health programs. The principals working in conjunction with the school nurse allocate these funds in accordance with program priorities.
- **700** Equipment acquisitions and replacements.
- **800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 2600 OPERATION AND MAINTENANCE OF PLANT SERVICES

Activities concerned with keeping the physical plants open, comfortable, and safe for use; and keeping grounds, buildings, and equipment in effective working condition, and in a state of repair.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	263,584	249,541	282,000	287,194
200 Employee Benefits	105,195	82,048	104,643	91,452
300 Professional Services	0	0	0	0
400 Property Services	237,202	251,926	260,042	261,755
500 Other Purchased Services	49,218	43,898	48,800	63,800
600 Supplies	146,445	145,701	139,600	160,860
700 Equipment	36,000	8,831	28,000	28,000
800 Other Expenditures	6,000	3,048	6,000	7,000
<b>Total 2600</b>	843,644	784,993	869,085	900,061

**100** Salaries of 3.0 maintenance and 1.0 Supervisor of Buildings and Grounds positions budgeted with an average increase of 3% and 11 custodians budgeted at a projected salary increase.

**200** Employee benefits for the staff indicated above. Included are medical insurance premiums, dental/vision insurance, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.

**300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services such as lab fees for water testing and backup operator for our sewage treatment facility.

**400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district. Included are disposal services, electric utilities and minor building maintenance projects.

**500** Services contracted from outside organizations and/or personnel. Included are travel costs by staff members, telephone utilities, and fire insurance.

**600** Supplies that are of an expendable nature and are consumed, worn out, or deteriorated in use. Included are amounts for heating fuel utilized in the buildings.

700 Equipment acquisitions and replacements.

**800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 2700 STUDENT TRANSPORTATION SERVICES

Activities concerned with transportation of students to and from school, as provided for by state and federal laws. It includes transportation costs only for trips between home and school. Included in this function are costs for transportation provided by the district for public school students and for non public school students. Transportation services rendered for other purposes will be charged accordingly.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	376,801	363,702	375,000	360,630
200 Employee Benefits	165,521	125,453	163,861	129,604
300 Professional Services	3,000	3,000	5,500	5,500
400 Property Services	18,575	15,620	22,000	18,000
500 Other Purchased Services	26,805	22,880	27,500	28,400
600 Supplies	103,758	95,890	116,800	105,800
700 Equipment	15,000	6,343	7,900	12,700
800 Other Expenditures	2,500	2,857	4,000	3,350
<b>Total 2700</b>	711,960	635,745	722,561	663,984

**100** Salaries of 2.0 mechanics budgeted with an average increase of 3% and 30 bus drivers budgeted at a projected salary increase.

**200** Employee benefits for the staff indicated above. Included are medical insurance premiums, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.

**300** Services purchased from firms or persons with specialized skills and knowledge. Included are services of consultants and other technical services.

**400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district. Included are disposal services, electric utilities, computer software maintenance, and minor building maintenance projects.

**500** Services contracted from outside organizations and/or personnel. Included are travel costs by staff members, auto insurance premiums, and fire insurance.

**600** Supplies that are of an expendable nature and are consumed, worn out, or deteriorated in use. Included are amounts for heating fuel utilized in the building.

700 Equipment acquisitions and replacements.

**800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.

# APPROPRIATIONS 3200 STUDENT ACTIVITIES

Activities provided for students under the guidance and supervision of the school district. These activities are designed to provide students such experiences as motivation, enjoyment, and improvement of skills. Co-curricular activities normally supplement the regular instructional program and include such activities as band, athletics, and other student activities.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
100 Salaries & Wages	0	16,816	9,500	16,500
200 Employee Benefits	0	2,248		2,241
300 Professional Services	0	0	0	0
400 Property Services	250	0	0	0
500 Other Purchased Services	14,200	4,291	14,200	14,200
600 Supplies	950	5	1,200	1,350
700 Equipment	1,500	0	48,235	1,500
800 Other Expenditures	13,880	1,908	13,630	2,300
<b>Total 3200</b>	30,780	25,268	86,765	38,091

- 100 Stipends for extracurricular advisors in accordance with the negotiated contract.
- **200** Employee benefits for the staff indicated above. Included are medical insurance premiums, life insurance premiums, social security contributions, tuition reimbursement, unemployment compensation, and workmen's compensation.
- **400** Services purchased to operate, repair, maintain, and rent property owned and/or used by the school district.
- **500** Services contracted from outside organizations and/or personnel. Included are travel costs by staff members, football insurance premiums.
- **600** Supplies that are of an expendable nature and are consumed, worn out, or deteriorated in use.
- **700** Equipment acquisitions and replacements. Band Uniforms were purchased in 1998-99.
- **800** Amounts paid for goods and services not otherwise classified in object 100 through object 700. Included are membership dues and fees in professional organizations.
- **900** Districts contribution to support student activities.

## APPROPRIATIONS 5100 DEBT SERVICE

Servicing of the debt of the school district including payments on general long-term debt and interest.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
800 Other Expenditures	270,715	270,715	251,605	403,900
900 Other Expenditures	455,000	455,000	475,000	500,000
<b>Total 5100</b>	725,715	725,715	726,605	903,900

800 Amounts paid for interest on outstanding debt obligations or the District.

900 Amounts for redemption of principal on long term debt.

### APPROPRIATIONS 5200 FUND TRANSFERS

Included are transactions that withdraw money from one fund and place it in another.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
900 Other Expenditures	219,564	567,600	213,989	222,552
<b>Total 5200</b>	219,564	567,600	213,989	222,552

- 5230-930 Capital Reserve funds are transferred to this fund to pay for capital improvements and for replacement of and additions to public works and improvements, and for deferred maintenance thereof, and for the purchase or the replacement of school buses, and for debt service.
- 5250-930 Activity Fund funds are transferred to this fund for elementary and secondary athletic expenses.

### APPROPRIATIONS 5900 BUDGETARY RESERVE

Budgetary reserve is not an expenditure function or account. It is strictly a budgetary account. In addition to the appropriations that are made to each of the functions, it is a sound management practice to provide for operating contingencies through a budgetary reserve. Experience indicates that there are certain variables over which control is impossible regardless of the care with which the budget is prepared. These variables include unpredictable changes in the cost of goods and services, and the occurrences of events that are vaguely perceptible during time of budget preparations, but which, nevertheless, may require expenditures by the school district during the year for which the budget is being prepared. The budgetary reserve should be reasonable in amount and in proper proportion to the known operating requirements of the school district.

	97-98	97-98	98-99	99-2000
	Budget	Actual	Budget	Budget
800 Other Expenditures	100,000	0	100,000	100,000
<b>Total 5900</b>	100,000	0	100,000	100,000

# SOUTHERN COLUMBIA AREA SCHOOL DISTRICT ATHLETIC FUND 1999-2000

## SUMMARY OF BUDGET COMPARISONS

	1998-99	1999-2000	Proposed Increase
	Budget	Budget	(Decrease)
<u>REVENUE</u>			
6000 Admissions	38,600	32,500	(6,100)
Total Revenue	38,600	32,500	(6,100)
<b>EXPENDITURES</b>			
Athletic Dir/Trainer/Manager	92,198	96,246	4,048
Football	44,393	45,062	669
Field Hockey	11,759	11,952	193
Cross Country	3,897	3,956	59
Wrestling	12,982	13,025	43
Boys Basketball	14,665	16,069	1,404
Girl Basketball	12,063	12,290	227
Baseball	9,193	9,349	156
Softball	9,565	9,621	56
Track & Field	15,531	14,877	(654)
Girls Soccer	6,963	6,929	(34)
Golf	3,713	3,770	57
Boys Soccer	6,685	6,706	21
Elementary Sports	-	5,200	5,200
Total Expenditures	243,607	255,052	11,445
Transfer from General Fund	205,007	222,552	