



Budget Dashboards

WASBO Accounting Conference
March 2023



Agenda:

- Introduction - Why Budget Dashboards?
- Budget Dashboards in South Milwaukee
- Budget Dashboards in Janesville
- Share Basic Dashboard Template
- Questions / Workshop - Remaining Time



Presenting

DAN ARNOLD

Director of Business Services
School District of South Milwaukee

darnold@sdsm.k12.wi.us

(414) 766-5027

MATTHEW SYLVESTER-KNUDTSON, CPA

Director of Finance
School District of Janesville

mknudtson@janesville.k12.wi.us

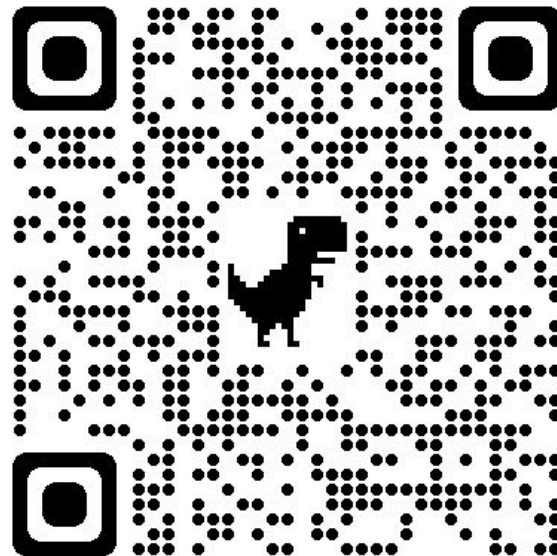
(608) 743-5018





Find Documents Here

<https://drive.google.com/drive/folders/1WhfAv1imGcFxn2Se87WjhRm-OikfyAkU>



Goals for Presentation



MAIN OBJECTIVE:

Share information and tools that will aid you in having improved financial discussions with stakeholders who have limited financial and Skyward experience

We will meet this objective by...

- Describing how Dashboards are used in South Milwaukee and Janesville
- Providing a template that you can use in your own district
- Being available to answer questions



Acknowledgement

- This is a way to present financial data, not the only way
- We are sharing a foundation, which can be taken to the next level with additional features and functionality:
 - Automatic emailing of charts each week
 - Comparison to prior year spending at the same date
 - Pivot tables and other summarizations



Imagine...

- This is your first year as a principal
- Your only financial experience was in your graduate program three years ago
- You're told to "run reports" to keep track of your budget
- One day, after hours of student discipline and dealing with angry parents you stumble upon a Skyward report, which looks like this:



<u>FDTLOC</u>		<u>OBJ FUNC</u>		<u>PRJ LOCAL</u>							
<u>Date</u>	<u>Src</u>	<u>Sub</u>	<u>Batch</u>	<u>Vendor Name/Ref</u>	<u>PO#/Line#</u>	<u>Description</u>	<u>Inv#/Desc2</u>	<u>Inv Date</u>	<u>Chk#/Rec#</u>	<u>Check Date</u>	<u>Amount</u>
10E102 550 253000 163 000000											
08/25/22	AP	B01		BUTTERS-FETTING CO INC	1502022013	ELECTRICAL UPGRADE FOR HVAC PROJECT DURING SUMMER OF 2022 FOR LAKEVIEW ELEMENTARY.	J084411	08/24/22	66108	08/25/22	175,750.00
09/22/22	AP	B01		PARKING LOT MAINTENANCE INC	0	CONCRETE WORK AT LUTHER AND LAKEVIEW ELEMENTARY	0224103-IN	09/22/22	66399	09/23/22	2,500.00
10/06/22	AP	B01		NORTHWAY FENCE INC	0	FENCING AROUND THE NEW CHILLER AND ELECTRICAL SHUT OFF AT LAKEVIEW ELEMENTARY	2901	10/05/22	66582	10/06/22	19,500.00
10/13/22	AP	B01		BUTTERS-FETTING CO INC	1502022006	INSTALLATION OF 30 NEW UNITVENTS WITH THAT WILL HANDLE MERV 13 FILTERS AND A 120 TON CHILLER AT LAKEVIEW ELEMENTARY SCHOOL.	J085055	10/13/22	66629	10/13/22	446,571.00
											644,321.00
											*Accounts Payable
10E103 550 253000 163 000000											
08/25/22	AP	B01		BUTTERS-FETTING CO INC	1502022009	ELECTRICAL UPGRADE FOR HVAC PROJECT DURING SUMMER OF 2022 FOR LUTHER ELEMENTARY.	J084410	08/24/22	66108	08/25/22	24,882.50
09/22/22	AP	B01		PARKING LOT MAINTENANCE INC	0	CONCRETE WORK AT LUTHER AND LAKEVIEW ELEMENTARY	0224103-IN	09/22/22	66399	09/23/22	19,000.00
10/13/22	AP	B01		BUTTERS-FETTING CO INC	1502022007	INSTALLATION OF 19 NEW UNITVENTS WITH THAT WILL HANDLE MERV 13 FILTERS, 1 NEW AIR HANDLER, AND A 80 TON CHILLER AT LAKEVIEW ELEMENTARY SCHOOL.	J085056	10/13/22	66629	10/13/22	343,048.00
											386,930.50
											*Accounts Payable

You're not going to get very far...



Solution: Budget Dashboards

- Meet the principal where they are at
- *Minimize the number of clicks to view the data* - most important
- Present the data in an easy-to-understand way



(SDSM Example)

FT - Non Salaries and Benefits (Objects 300 and Above)

3/3/2023

\$ 166,034

\$ 81,092.44

\$ -

\$ 84,941.79

49%

Account Code

Description

Budget

Spent

Encum.

Available

Pct. Spent

27E802 440 156100 340 000000 Hearing Impaired - Non Cap Objects

\$ 5,000

\$ 5,891.88

\$ -

\$ (891.88)

118%

27E802 310 158000 340 000000 Services - Cross Cat

\$ -

\$ 87.50

\$ -

\$ (87.50)

0%

27E802 342 158000 340 000000 Transportation

\$ 10,000

\$ 3,560.94

\$ -

\$ 6,439.06

36%

27E802 362 158000 340 000000 Cross Cat - Software

\$ 10,000

\$ 1,720.22

\$ -

\$ 8,279.78

17%

27E802 411 158000 340 000000 Supplies - Cross Cat

\$ 15,000

\$ 6,715.73

\$ -

\$ 8,284.27

45%

27E802 415 158000 340 000000 Coss Cat - Food

\$ 2,500

\$ 282.75

\$ -

\$ 2,217.25

11%

27E802 430 158000 340 000000 Inst. Media - Cross Cat

\$ 8,000

\$ 1,708.17

\$ -

\$ 6,291.83

21%

27E802 411 212200 340 000000 Social Work - Supplies

\$ 500

\$ -

\$ -

\$ 500.00

0%



(Janesville Example)

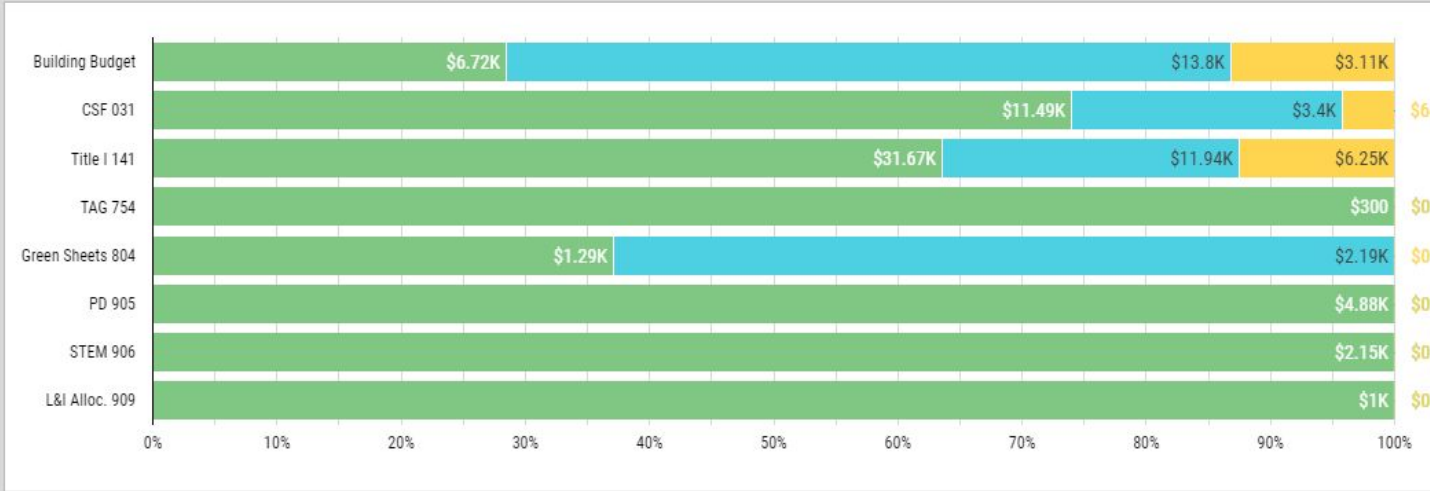
BUDGET DASHBOARD

Last Updated

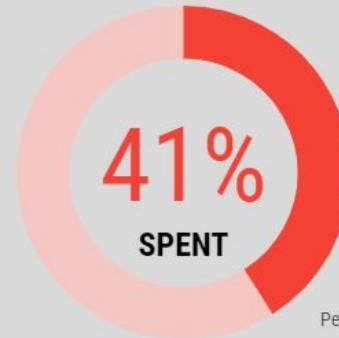
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Fiscal Year: Current (1) ▾

Active: Y (1) ▾



Budget Area	Revised Budget	Expenditures	Encumbrances	Available
Building Budget	\$23,628	\$13,796.82	\$3,109.63	\$6,721.55
CSF 031	\$15,535	\$3,395.83	\$646.08	\$11,493.09
Title I 141	\$49,864	\$11,938.58	\$6,254.35	\$31,671.07
TAG 754	\$300	\$0.00	\$0.00	\$300.00
Green Sheets 804	\$3,480	\$2,190.74	\$0.00	\$1,289.26
PD 905	\$4,875	\$0.00	\$0.00	\$4,875.00
Grand total	\$100,829	\$31,321.97	\$10,010.06	\$59,496.97



Spending Goal
74.80%

Percent of School Year
67.65%

Expenditures + Encumbrances

DISTRICT-WIDE BSG DASHBOARD

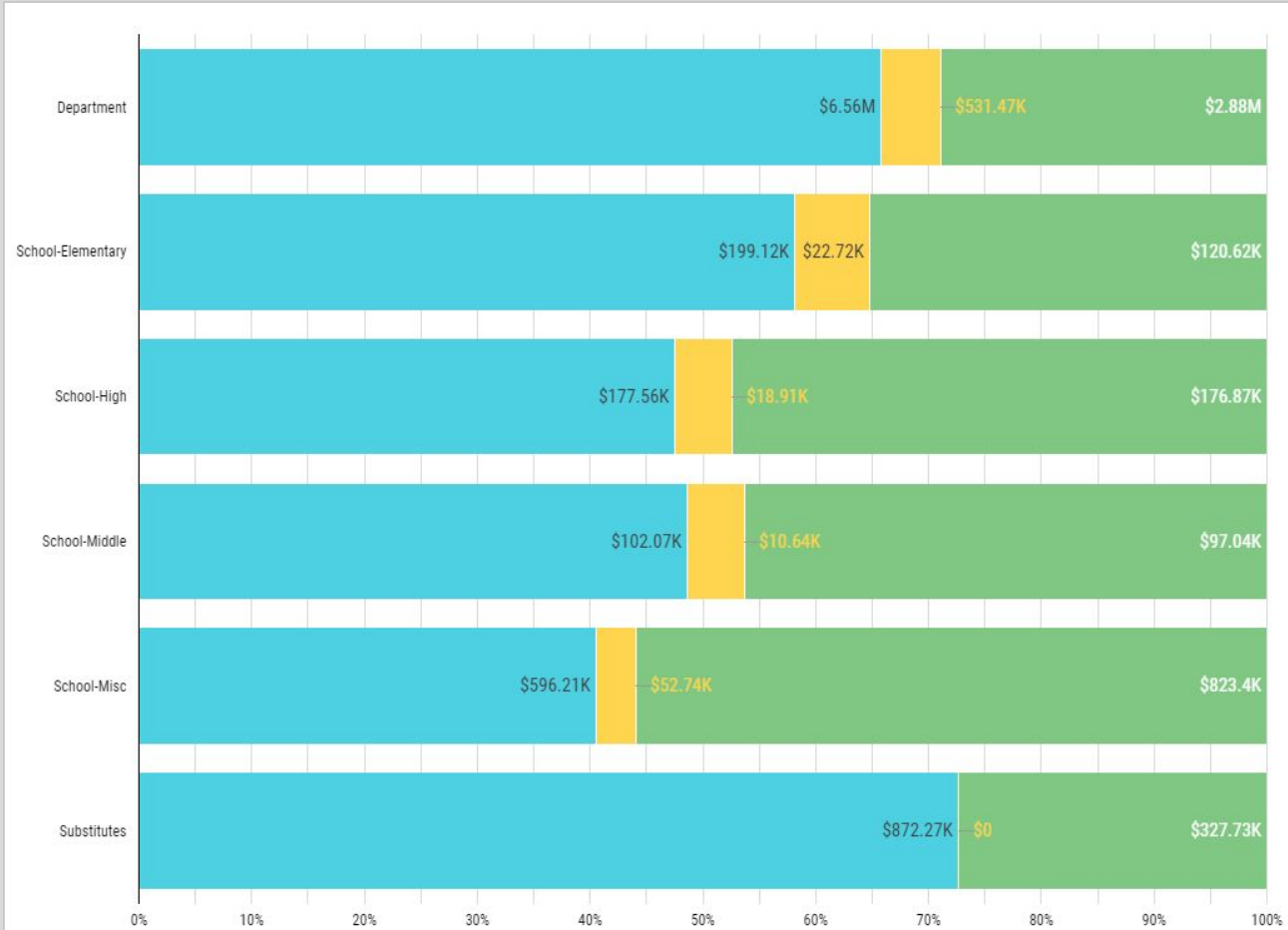
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Fiscal Year: Current (1) ▾

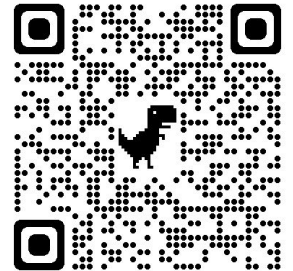
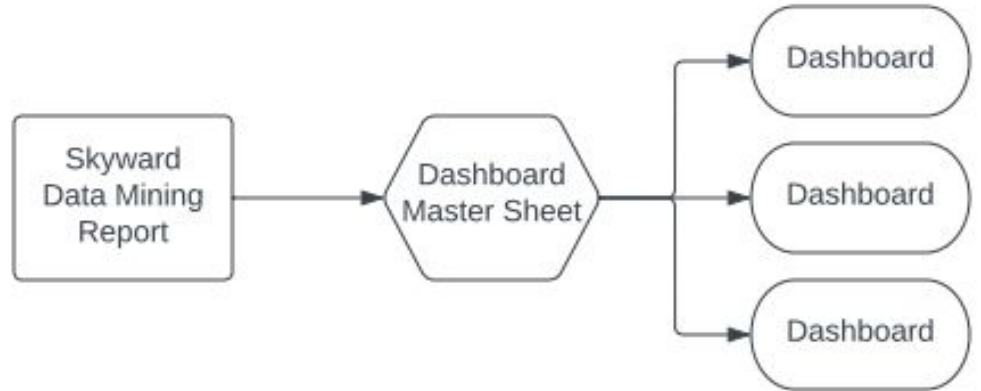
Active: Y (1) ▾

Type: Department, School-Elementary, ... (6) ▾



Dashboard Template

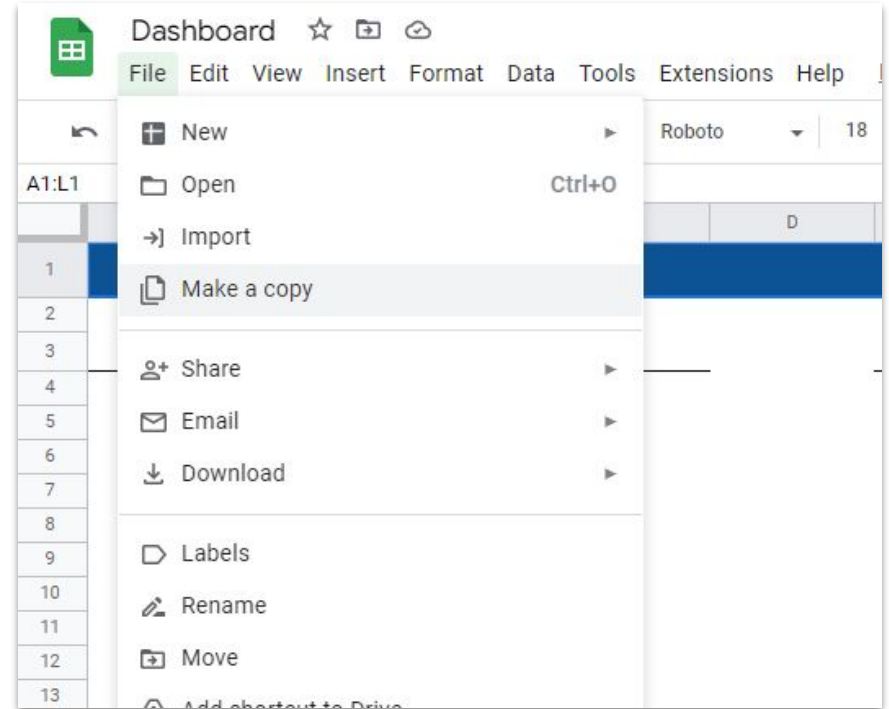
- Everyone will leave here with a Dashboard
- You will need:
 - A specific Skyward Report template
 - A copy of the Dashboard Mastersheet
 - A copy of a Dashboard



<https://drive.google.com/drive/folders/1WhfAv1imGcFxn2Se87WjhRm-OikfyAkU>

Dashboard Creation - See Tutorial

- Create Skyward report
- Create a copy of both Google Sheets
- Update master data Google Sheet link



Questions? Contact:



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