

Winter at a Glance

WASBO Year of Success

**Mark Elworthy, Director
School Financial Services Team
December 12, 2023**



WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent

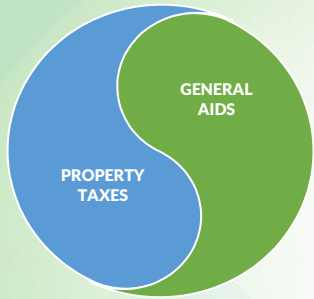
SFS Team Thoughts

- Reflections of the year
- Current priorities
- Upcoming events and activities
- Are you pushing financial data in WDF?

SFS Team Update

- New staff added to our team
- Continued development of WDF/WiSFiP
- WASBO WiSFiP Feedback Group
- [WiSFiP Podcast](#)
- Pupil Count Pilot with 30 districts

Recent Reports and Activities



- **DPI October 15th General School Aid Certification**
- **You did your Revenue Limit Calculation**
- **DPI provided Voucher Deductions**
- **Certified tax levy to municipalities**

Upcoming Reports and Activities

<u>Report Title</u>	<u>Purpose/Data Collected</u>	<u>Data Year</u>	<u>Open Date</u>	<u>Due Date</u>
Charter Authorizer Report	Charter school contract information, authorizer costs and services provided to charter schools	2022-2023	Written report	12/15/2023
Financial Statements	Audited Financial Statements	2022-2023	N/A	12/15/2023
WISEgrants (3Q)	Quarterly grant claims & reporting for ESSER III programs (7/1/2023 through 9/30/2023)	2023-2024	N/A	12/31/2023
PI-1563 Pupil Count - January	MEMBERSHIP: 2nd Friday in January pupil count for General / Equalization Aid	2023-2024	1/12/2024	1/26/2024

Upcoming Reports and Activities

<u>Report Title</u>	<u>Purpose/Data Collected</u>	<u>Data Year</u>	<u>Open Date</u>	<u>Due Date</u>
High Cost Special Education Claim (WiSFIP)	To claim reimbursement of costs for high-need students with disabilities	2022-2023	1/21/2024	3/21/2024
PI-1563 Challenge Academy-January	MEMBERSHIP: District residents enrolled in Youth Challenge Academy in either 1st or second semester	2023-2024	1/12/2024	3/1/2024
District Membership Audit	MEMBERSHIP: Current Year Pupil Audit. DPI selects the districts required to complete a 2023-2024 Pupil Membership Audit	2023-2024	2/1/2024	5/1/2024
WISEgrants (4Q)	Quarterly grant claims & reporting for ESSER III programs (10/1/2023 through 12/31/2023)	2023-2024	N/A	3/31/2024

WISEdata Finance Budget Snapshot

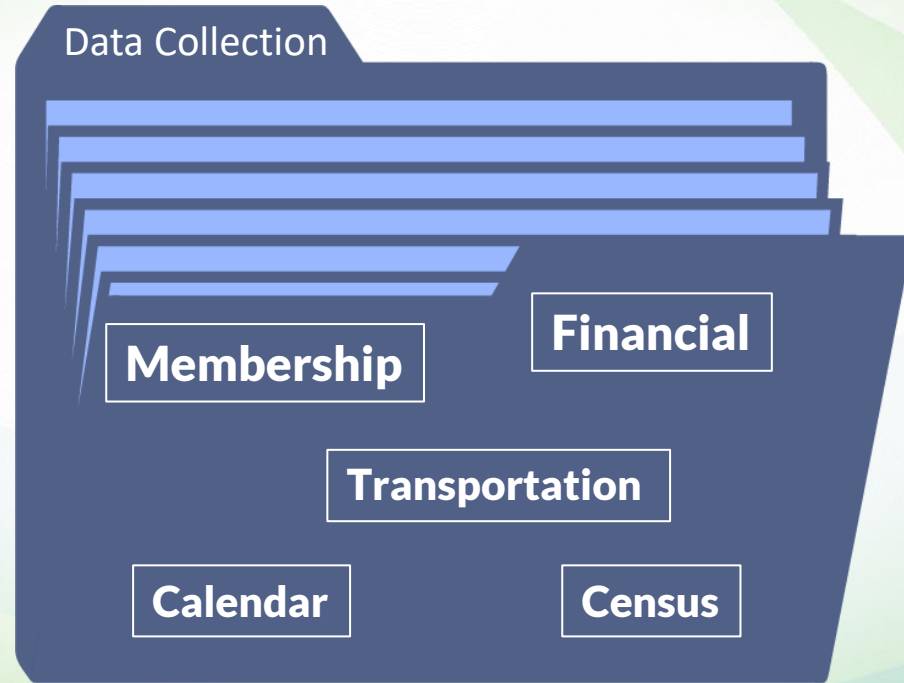
- **Scheduled for January 12, 2024**
- **Are you submitting 2023-24 budget data in WISEdata Finance?**

Winter Activities related to the prior fiscal year (2022-23)



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School Financial Services Team



2022-23 Annual Report DPI Review

- **School Financial Services Team currently reviewing districts *2022-23 Annual Reports***
- **SFS Team staff contacted districts via email to inquire about data**
- **Please respond to these messages promptly so that questions can be resolved, and the review process can be completed**



Audited Financial Statement Submission



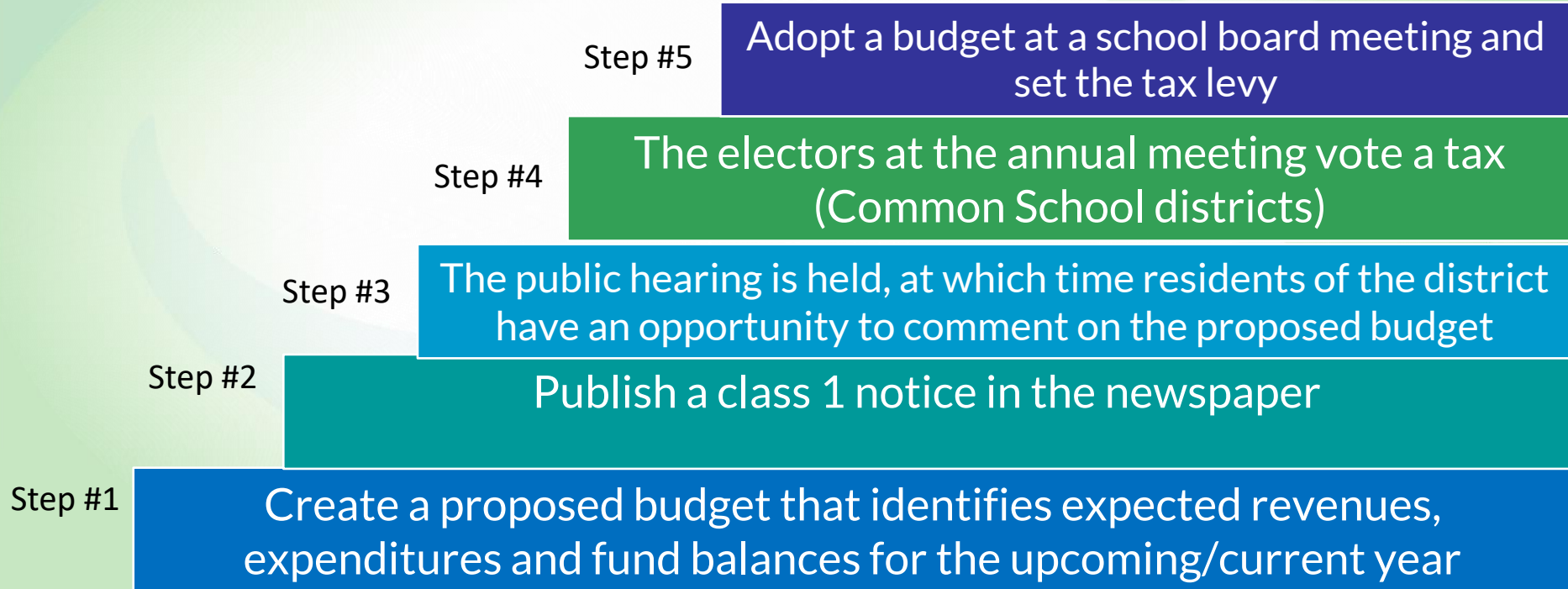
- Your auditor should submit to DPI by December 15, 2023
- This is a district requirement

Winter Activities related to the current fiscal year (2023-24)



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Overview: Budget Adoption and Tax Levy



2023-24 Budget Prepare for Hearing and Adoption



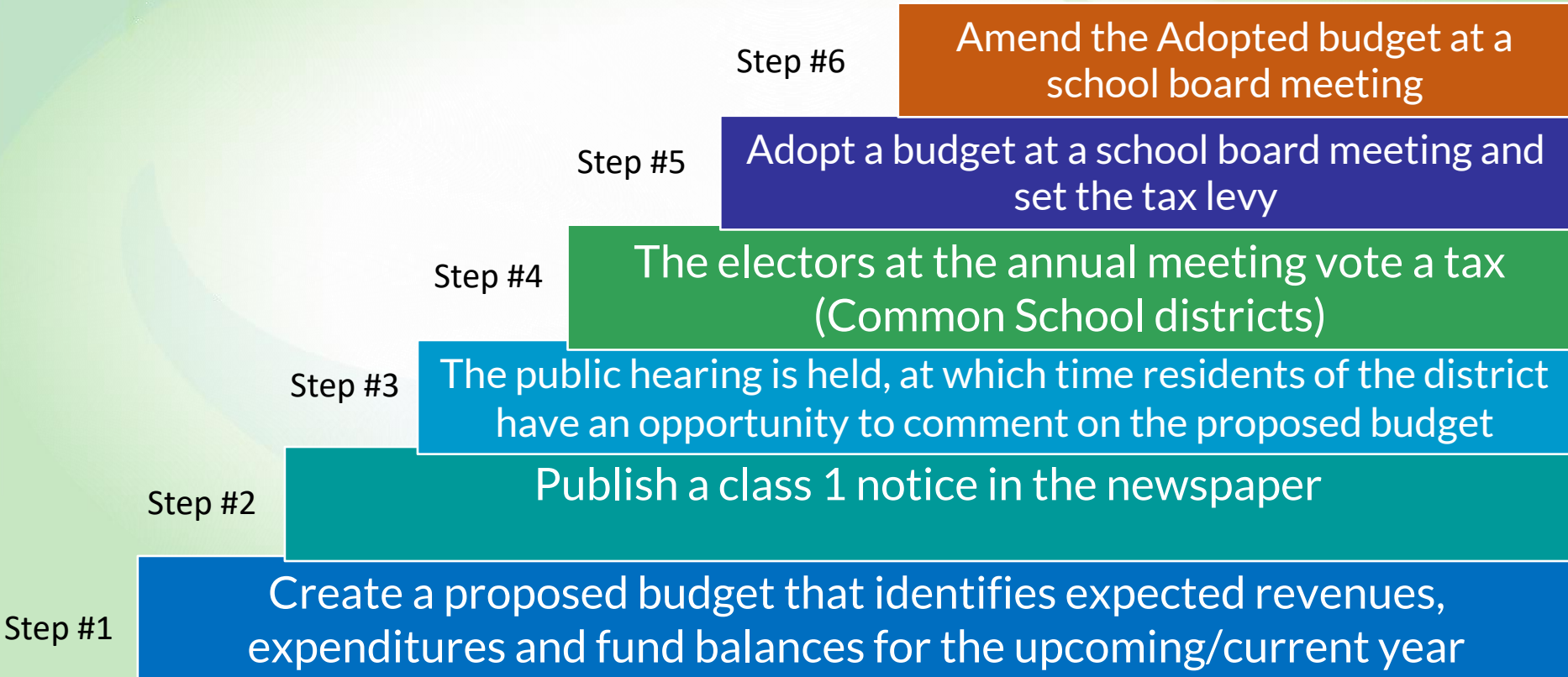
Budget and Tax Levy

Revenue Limit
Estimate

- September Membership
- Tax Levy
- Oct 15th Aid Certification



Budget Adoption, Tax Levy and Amendments



Bank Reconciliations

- Someone in your office needs to reconcile the bank statement to the district ledger **EVERY MONTH**
- You cannot balance your reports if you don't account for your **CASH**
- Segregation of duties would suggest that the person making deposits should not reconcile the account
- If necessary, the district may/should hire an accounting service to reconcile



Actual and Projected State Aid Adjustments

- Aid withheld for Open Enrollment adjustment in June
- Worksheet posted showing aid withheld in anticipation of June deductions
- Revised worksheet for 2023-2024 includes aid eligibility, withheld and paid.
- <https://dpi.wi.gov/sfs/finances/aids-register/aid-payment-adj-exp>

PI-1563: January Pupil Count Report



Membership Audit



On or about February 1st, the School Finance Team will announce which districts are required to have a membership audit



The district's auditor will verify the district's reported counts for:

- 3rd Friday in September
- 2nd Friday in January
- Summer and Interim Session (as well as fees)

Membership Changes

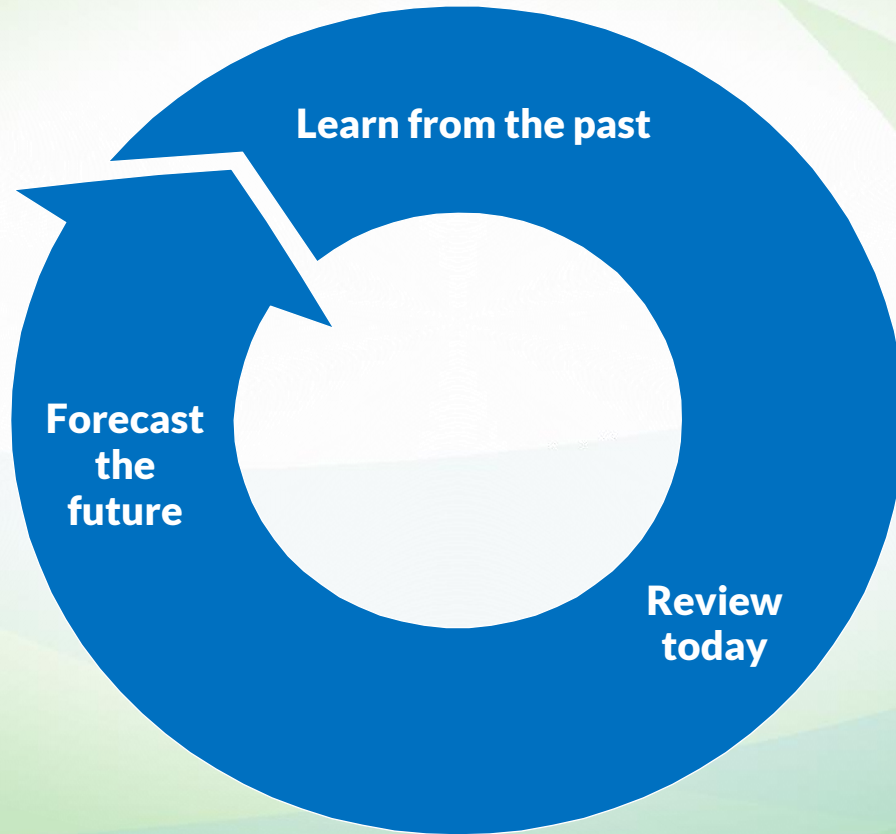
Both September &
January Pupil Count
Reports stay open
for changes until
membership audits
are announced in
February

Winter Activities related to the next fiscal year (2024-25)



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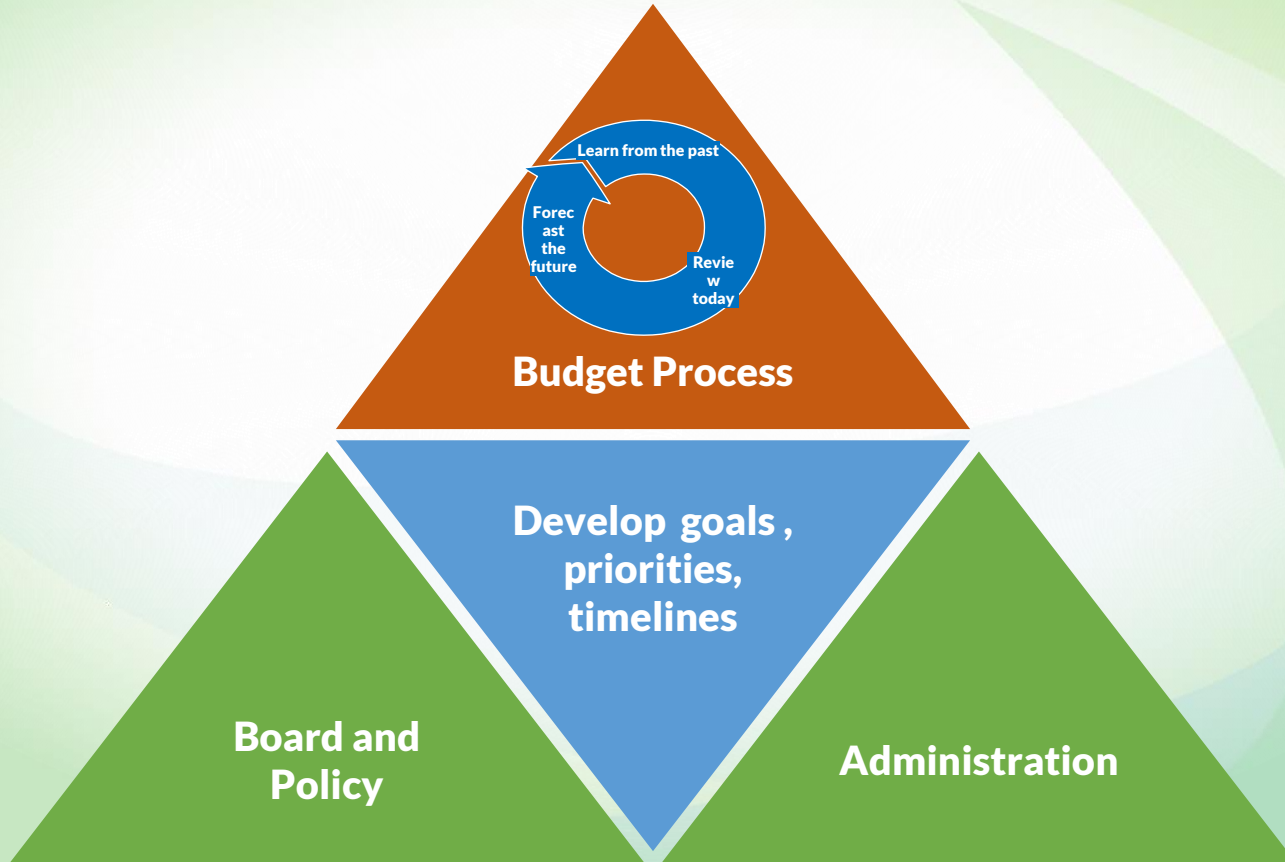
Budget Planning



Breakout Room Topic:

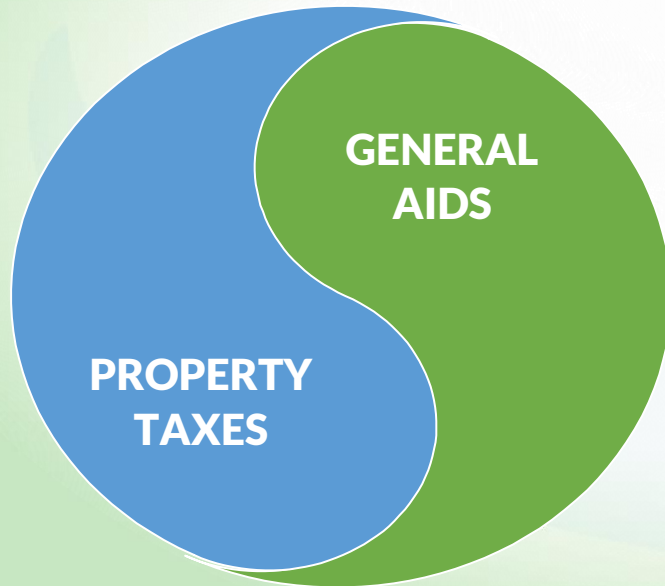
How are districts accounting and planning for budgeting without ESSER Funds (September 30, 2024)?

Budget Building

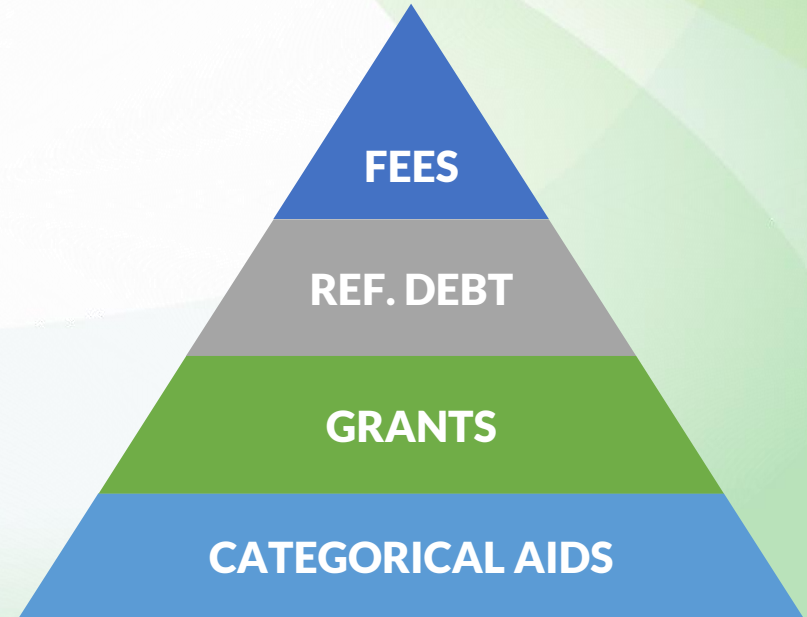


Budget Building- Revenues

CONTROLLED BY REVENUE LIMITS



OUTSIDE REVENUE LIMITS





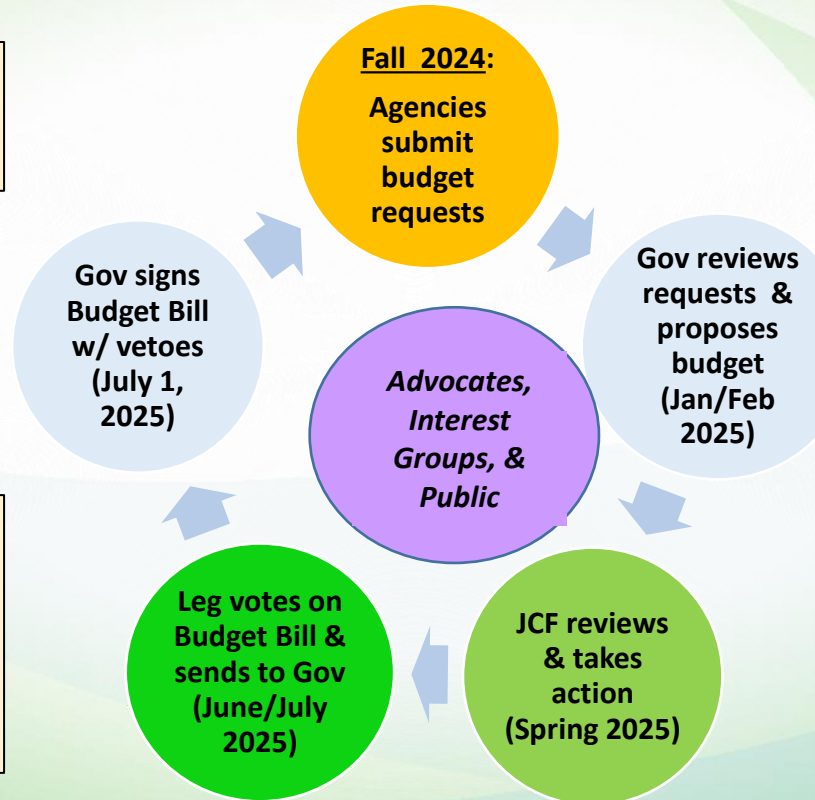
Budget Building - Expenses



Impact of State Biennial Budget Cycle

State budget is for a two-year period

Current requests: July 1, 2025 through June 30, 2027



From agency requests to a signed budget bill: 9 to 12 months (or longer)

2024-2025 Budget Projection Challenges

- Revenue limit increase of \$325
- Impact of School Levy Tax Credit
- Health insurance renewals coming up in March/April
- Changes in birth rate
- Did you use ESSER III for operations?

Points to Remember

- **Statutory requirements, reports, and deadlines**
- **The SFS Team, website, and School Finance Bulletin are a resource**
- **You will often have three budget years cycling at the same time**

Points to Remember

- **Board approves appropriations and purposes of the budget (authority for spending)**
- **Membership FTE drive the revenue limit**
- **Revenue Limits will determine the majority of your resources and pre pops are available**
- **State aids are paid on prior year data**

If You Haven't Done It Yet...



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Contacting the SFS Team

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Team Directory:

dpi.wi.gov/sfs/communications/staff-directory

Thank You!

