

Winter at a Glance

WASBO Year of Success

**Mark Elworthy, Director
School Financial Services Team
December 13, 2022**



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

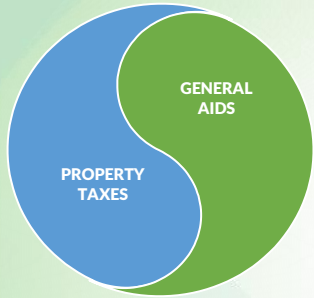
SFS Team Thoughts

- Reflections of the year
- Current priorities
- Upcoming events and activities
- Are you pushing 2022-23 financial data in WDF?

SFS Team Update

- **New staff added to our team**
- **Continued development of WDF/WiSFiP**
- **WASBO WiSFiP Feedback Group**
- **WASBO Regional Meetings**
- **Pupil Count Pilot with selected 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	2021-2022	Written report	12/1/2022
Financial Statements	Audited Financial Statements	2021-2022	N/A	12/15/2022
WISEgrants	Quarterly grant claims & reporting for ESSER II & III programs (7/1/2022 through 9/30/2022)	2022-2023	N/A	12/31/2022

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>
PI-1563 Pupil Count - January	MEMBERSHIP: 2nd Friday in January pupil count for General / Equalization Aid	2022-2023	1/13/2023	1/27/2023
High Cost Special Education Claim (WiSFIP)	To claim reimbursement of costs for high-need students with disabilities	2021-2022	1/9/2023	3/3/2023
PI-1563 Challenge Academy-January	MEMBERSHIP: Current Year Pupil Audit. DPI selects the districts required to complete a 2022-2023 Pupil Membership Audit	2022-2023	2/13/2023	3/3/2023
WISEgrants	Quarterly grant claims & reporting for ESSER II & III programs (10/1/2022 through 12/31/2022)	2022-2023	N/A	3/31/2023

WISEdata Finance Budget Snapshot

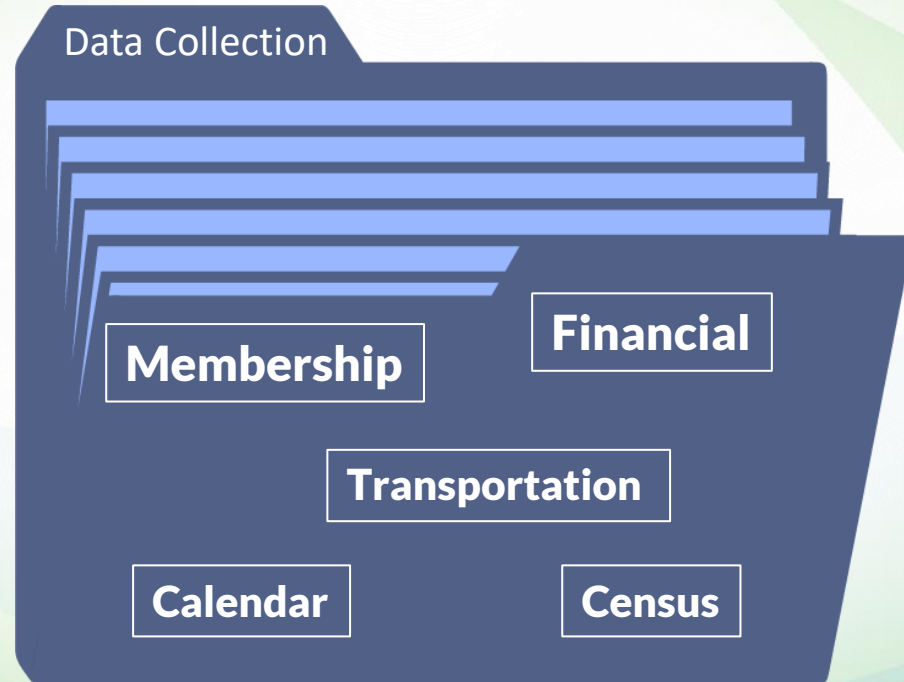
- **Scheduled for January 9, 2023**
- **Are you submitting 2022-23
budget data in WISEdata
Finance?**

Winter Activities related to the prior fiscal year (2021-22)



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

School Financial Services Team



2021-22 Annual Report DPI Review

- School Financial Services Team currently reviewing districts *2021-22 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



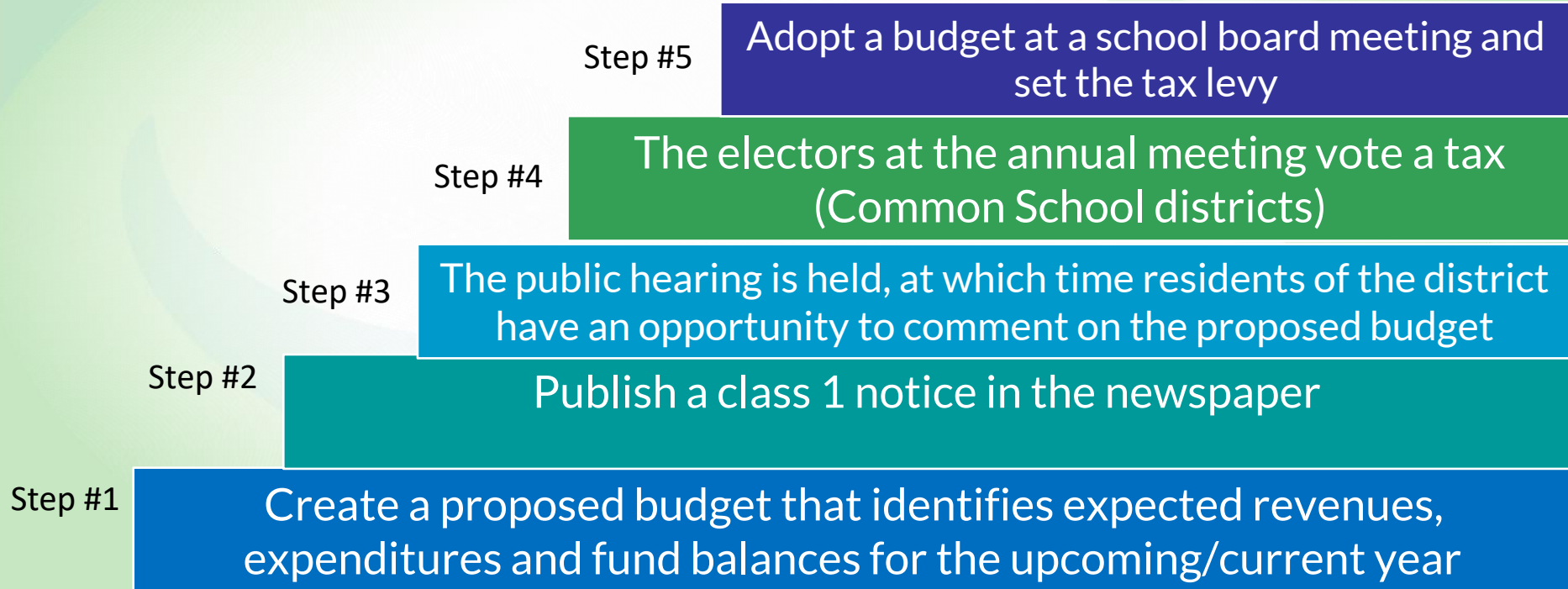
- Your auditor should submit to DPI by December 15, 2022
- This is a district requirement

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



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

Overview: Budget Adoption and Tax Levy



2022-23 Budget Prepare for Hearing and Adoption



Budget and Tax Levy

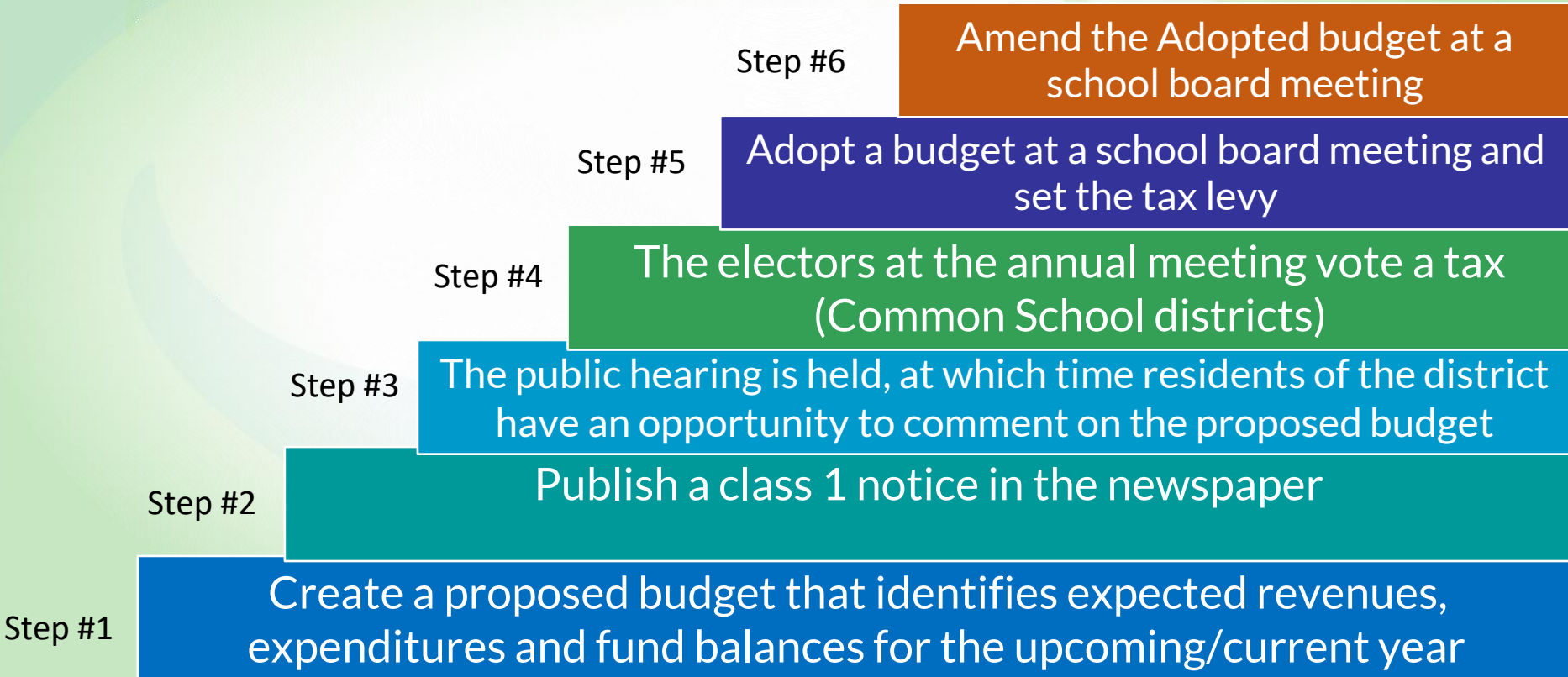
Revenue Limit
Estimate

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



7

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 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

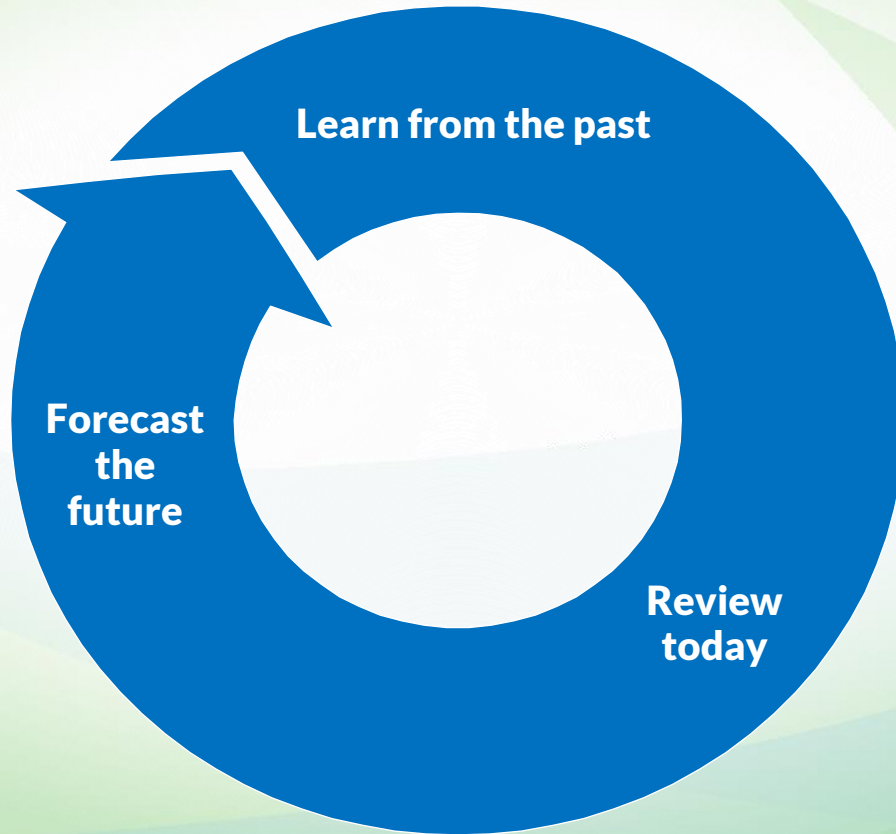
Both September &
January Pupil Count
Reports stay open
for changes until
membership audits
are announced in
February

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



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

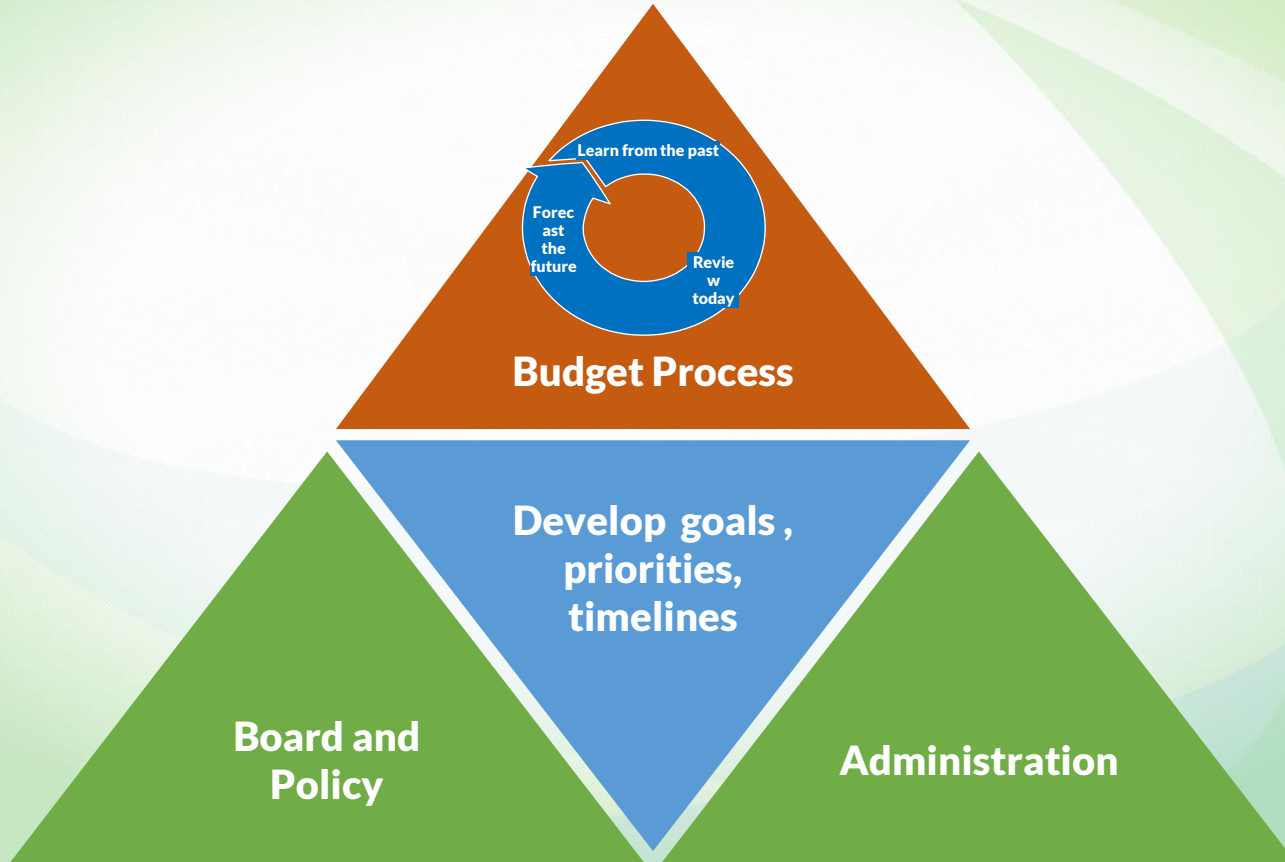
Budget Planning



Breakout Room Topic:

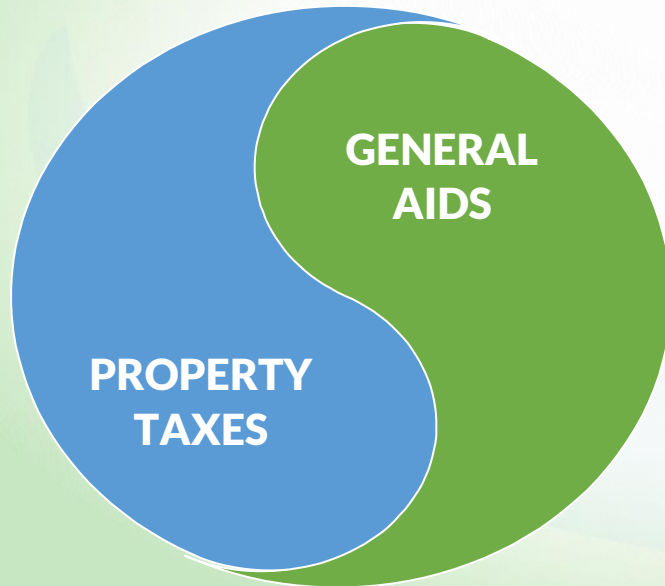
How are districts accounting and planning for budgeting without ESSER Funds (September 30, 2024)?

Budget Building

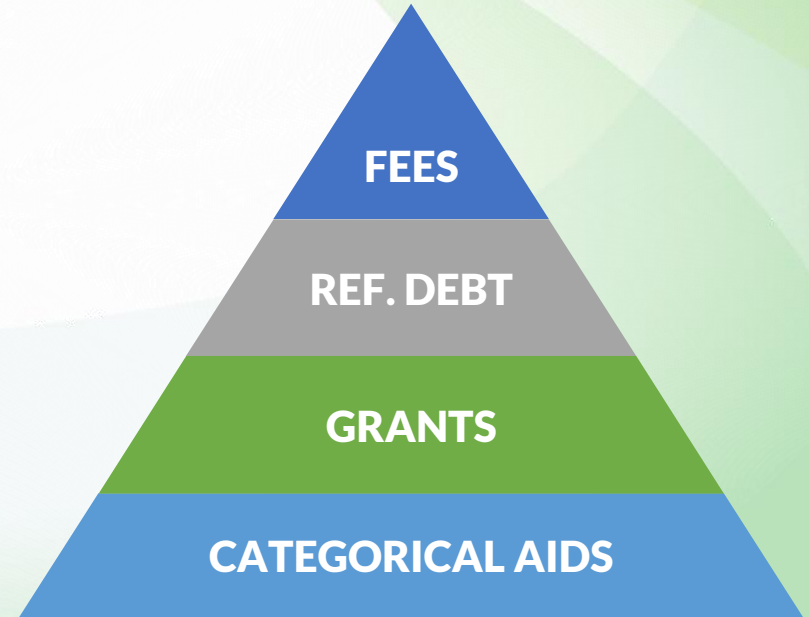


Budget Building- Revenues

CONTROLLED BY REVENUE LIMITS



OUTSIDE REVENUE LIMITS





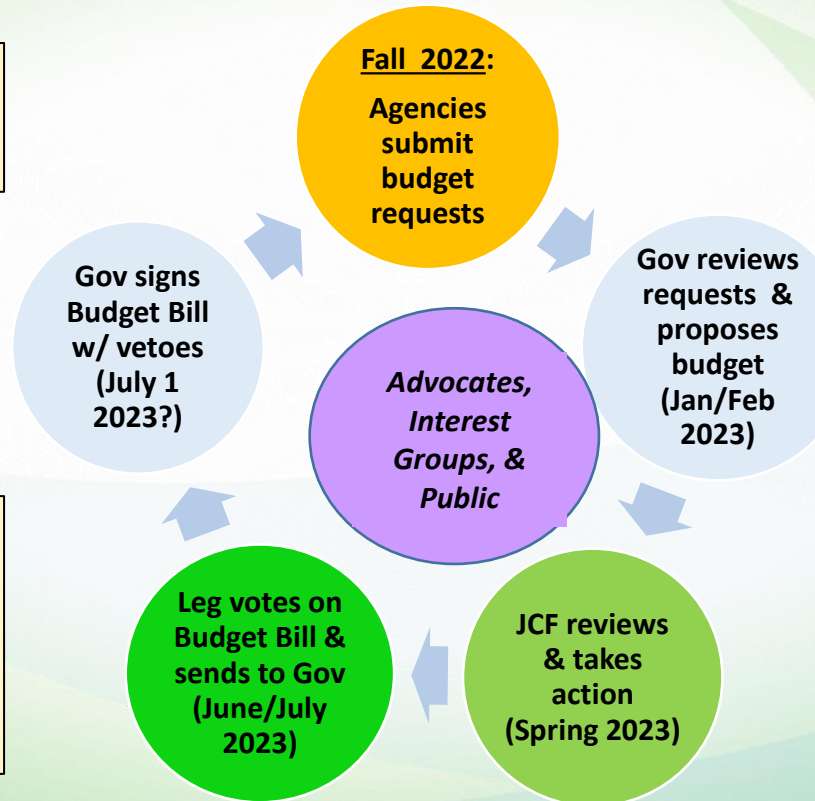
Budget Building - Expenses



Impact of State Biennial Budget Cycle

State budget is for a two-year period

Current requests: July 1, 2023 through June 30, 2025



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

Other Budget Projection Challenges

- **No revenue limit increase for 2022-23**
- **Health insurance renewals coming up in March/April**
- **Changes in birth rate**
- **Did you use ESSER/GEER 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...



- **Subscribe today!**

dpi.wi.gov/sfs/communications/bulletins

Contacting the SFS Team

- Email: dpifin@dpi.wi.gov
- Phone: (608) 267-9114
- Web: dpi.wi.gov/sfs

Team Directory:

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

Thank You!

