

BUTTE COUNTY

OFFICE OF
EDUCATION

Tim Taylor
Superintendent
ttaylor@bcoe.org

Administrative Services

1859 Bird Street
Oroville, CA 95965
(530) 532-5720
Fax (530) 532-5759
www.bcoe.org

Kevin J. Bultema
Assistant Superintendent
kbultema@bcoe.org

Lisa A. Anderson, CMA
Director, Fiscal Services
530-532-5617
landerso@bcoe.org

Board of Education

Amy Christianson
Ryne Johnson
Jeannine MacKay
Brenda J. McLaughlin
Roger Steel
Betty Vassar
Mike Walsh

An Equal Opportunity
Employer

March 25, 2013

Mr. Terry Lattemore, Board President
Biggs Unified School District
300 B Street
Biggs, CA 95917

Subject: 2012-13 Second Interim Budget

Dear Mr. Lattemore:

In accordance with Education Code Section 42131, the Butte County Office of Education (BCOE) has reviewed the Second Interim Budget Report of the Biggs Unified School District (BUSD) for fiscal year 2012-13. BCOE concurs with the district's positive certification indicating financial obligations will be met in the current and subsequent two fiscal years.

The assumptions used to build the Second Interim Budget and Multi-Year Projection (MYP) are reasonable. Revenue limit funding reflects the passage of Proposition 30. Average Daily Attendance (ADA) is estimated based on current year enrollment and attendance with future years reflecting flat ADA. Select federal revenues are reduced for sequestration in subsequent years and state revenues reflect the loss of Class-Size Reduction funding in 2014-15 due to the end of flexibility provisions. A Tentative Agreement was reached with the Biggs Unified Teachers Association (BUTA) and is reflected in the MYP. Expenditures in future years reflect step and column cost increases and reductions in other operations costs. Biggs Unified is able to meet the minimum reserve requirement for the current and subsequent fiscal years.

A Cash Flow Projection and assumptions are included with the Second Interim Budget. Major assumptions provided are reasonable. Cash preservation should be a focus for the administration, given the ability of the state to defer payments to local education agencies. BCOE notes a projected General Fund cash balance of \$502,720 in June 2013.

An area of concern is projected unrestricted deficit spending in the current and future years. Although it is difficult in the current economic environment to eliminate deficit spending, BCOE recommends that the district continue to monitor this area of the budget.

"WHERE CHILDREN COME FIRST"

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Based on our review, the Second Interim Budget is approved as adopted. The attached analysis is provided for your information. If you would like additional information or analysis, please contact me at (530) 532-5617.

Sincerely,



Lisa A. Anderson
Director, Fiscal Services

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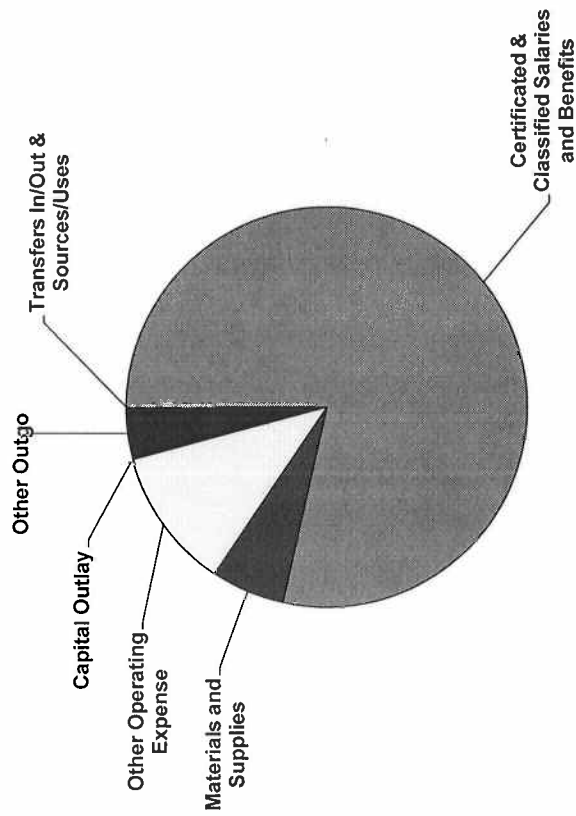
cc: Doug Kaelin, Superintendent, Biggs Unified School District
Pam Ragan, Financial Officer, Biggs Unified School District
Tim Taylor, Butte County Superintendent of Schools
Kevin Bultema, Assistant Superintendent of Administrative Services
Adrian Barron, Financial Analyst

Attachment

AB 1200 Data Analysis - General Fund

	2010-11 Actuals			2011-12 Actuals			2012-13 Second Interim Budget		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Biggs Unified									
Revenues									
State Aid	1,969,838	0	1,969,838	1,761,618	0	1,761,618	1,771,452	0	1,771,452
State Aid - Prior Year	2,984		2,984	0		0	0		0
Charter Aid	0		0	0		0	0		0
Local Taxes	1,682,283	0	1,682,283	1,725,187	0	1,725,187	1,694,375	0	1,694,375
PERS Income	13,809		13,809	11,862		11,862	8,090		8,090
Charter In-Lieu Taxes	(12,010)	0	(12,010)	(5,197)	0	(5,197)	(20,295)	0	(20,295)
Total Revenue Limit	3,656,904	0	3,656,904	3,493,470	0	3,493,470	3,453,622	0	3,453,622
Expenditures									
Federal Revenue	48,077	374,951	423,028	35,410	286,824	322,234	18,193	260,425	278,618
Other State	864,235	423,304	1,287,539	749,457	403,861	1,153,318	603,121	389,412	992,533
Other Local	285,360	108	285,468	370,126	2,673	372,799	332,178	2,535	334,713
Total Revenues	4,854,577	798,363	5,652,940	4,648,463	693,358	5,341,821	4,407,114	652,372	5,059,486
Expenditures									
Certificated Salaries	1,805,530	362,562	2,168,092	1,812,675	264,398	2,077,073	1,789,232	222,870	2,012,102
Classified Salaries	714,655	301,026	1,015,681	715,752	308,961	1,024,713	700,019	333,123	1,033,142
Employee Benefits	858,000	195,869	1,053,869	936,961	176,464	1,113,425	910,408	167,215	1,077,623
Total Salaries & Benefits	3,378,185	859,457	4,237,642	3,465,388	749,823	4,215,211	3,399,659	723,208	4,122,867
Books and Supplies	159,397	102,972	262,369	189,693	142,305	331,998	220,718	88,907	309,625
Other Operating Expense	609,872	68,196	678,068	565,973	31,518	597,491	536,812	63,338	600,150
Capital Outlay	407,016	25,091	432,107	157,269	0	157,269	5,000	0	5,000
Other Outgo	11,101	182,506	193,607	11,550	220,070	231,620	11,550	202,456	214,006
Direct support/Indirect Costs	(58,839)	46,882	(11,957)	(66,301)	56,562	(9,739)	(63,745)	52,671	(11,074)
Total Expenditures	4,506,732	1,285,105	5,791,837	4,323,572	1,200,278	5,523,850	4,109,994	1,130,580	5,240,574
Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses	347,845	(486,742)	(138,897)	324,891	(506,920)	(182,029)	297,120	(478,208)	(181,088)
Transfers In	0		0	22,651		22,651	11,550		11,550
Transfers Out	195,941		195,941	0		0	9,254		9,254
Other Sources	420,000		420,000	0		0	0		0
Other Uses	12,600		12,600	0		0	0		0
Contributions to Rest. Program	(478,475)	478,475	0	(470,720)	470,720	0	(472,041)	472,041	0
Total Transfers and Other Uses	(267,016)	478,475	211,459	(448,069)	470,720	22,651	(469,745)	472,041	2,296
Total Outgo	4,773,748	806,630	5,580,378	4,771,641	729,558	5,501,199	4,579,739	658,539	5,238,278
Net Inc.(Dec.) to Fund Balance	80,829	(8,267)	72,562	(123,178)	(36,200)	(159,378)	(172,625)	(6,167)	(178,792)
Beginning Balance	901,369	50,634	952,003	1,075,048	42,367	1,117,415	951,870	6,167	958,037
Audit Adjustments/Restatements	92,849	0	92,849	0	0	0	0	0	0
Adjusted Beginning Balance	994,218	50,634	1,044,852	1,075,048	42,367	1,117,415	951,870	6,167	958,037
Ending Balance	1,075,048	42,367	1,117,415	951,870	6,167	958,037	779,245	(0)	779,245
For Economic Uncertainties	240,015	0	240,015	220,954	0	220,954	209,993	0	209,993
Other Available Reserves	301,169	0	301,169	285,193	0	285,193	569,251	0	569,251
Dedicated reserves	533,863	42,367	576,230	445,723	6,167	451,890	0	(0)	(0)
Other Funds	373,841		373,841	377,354		377,354	381,353		381,353
Required Reserves - 4%	240,015		240,015			220,954			209,993
Reserves as a %			16.40%			16.06%			22.16%

Where is the money spent?

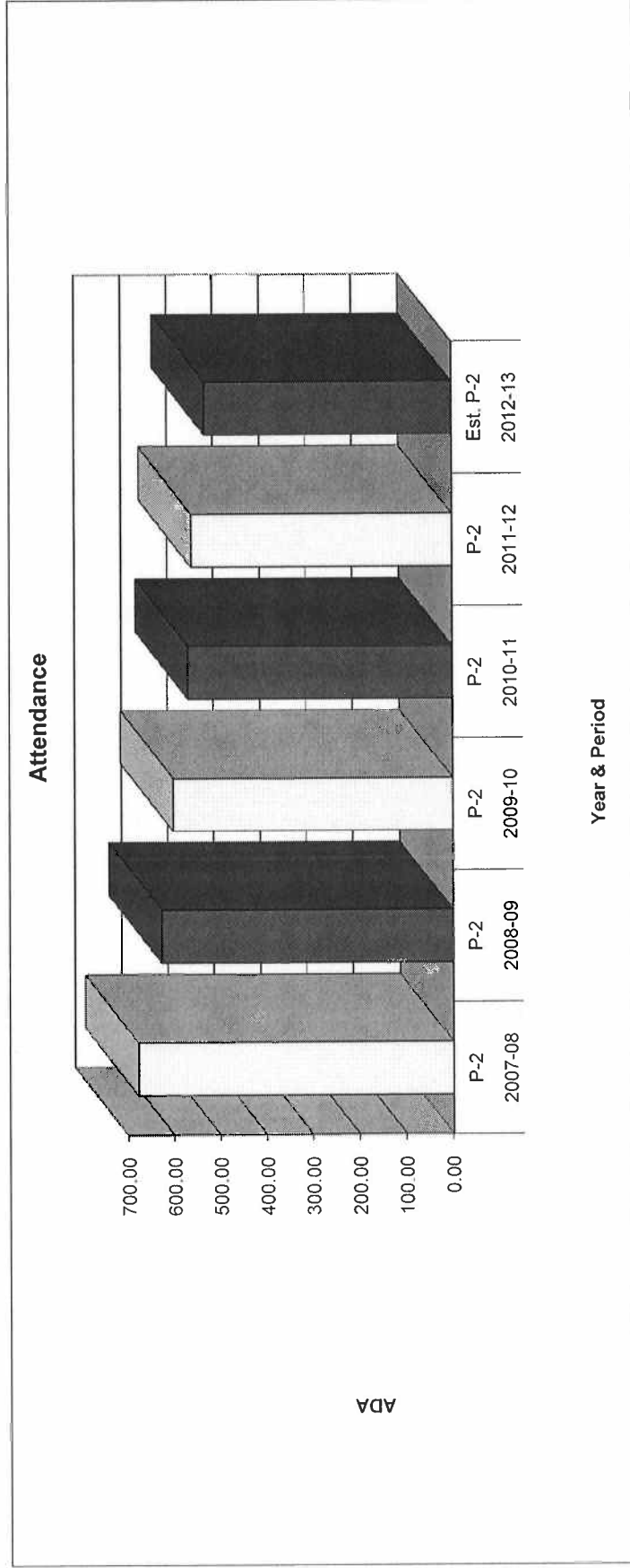


2012-13 Second Interim Budget

Certificated/Classified Salaries and Benefits	4,122,867	78.54%
Materials and Supplies	309,625	5.90%
Other Operating Expense	600,150	11.43%
Capital Outlay	5,000	0.10%
Other Outgo	214,006	4.08%
Transfers In/Out & Sources/Uses	(2,296)	-0.04%
Total	5,249,352	100.00%

P-2 ADA (Does not include charter school)

2007-08 P-2	2008-09 P-2	2009-10 P-2	2010-11 P-2	2011-12 P-2	2012-13 Est. P-2
677.79	626.29	601.19	568.16	560.80	531.09



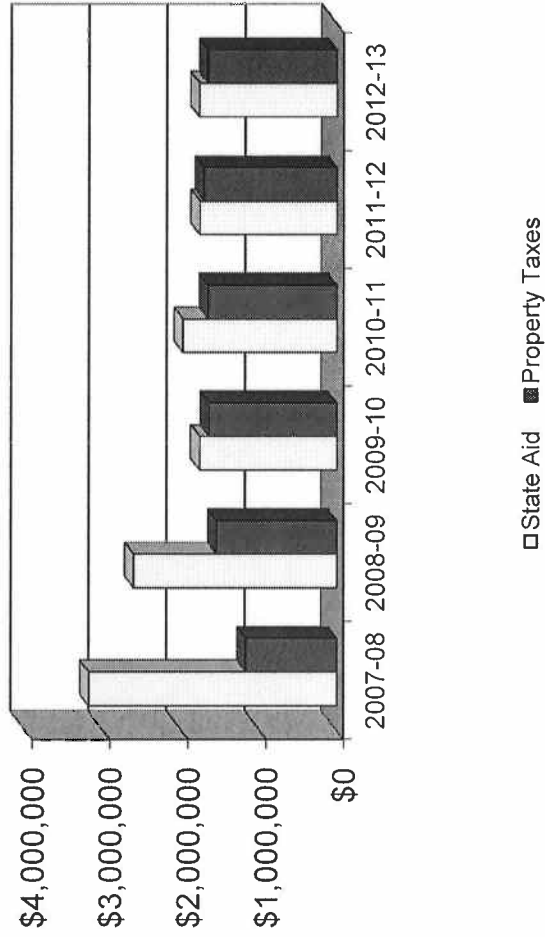
ADA is the driving force of district funding. A pattern of declining ADA needs to be addressed and followed with declining expenditures. A pattern of increasing ADA allows for increased expenditures.

Revenue Limit Funding

	2007-08 Actuals	2008-09 Actuals	2009-10 Actuals	2010-11 Actuals	2011-12 Actuals	2012-13 Second Interim
State Aid	3,190,560	2,612,732	1,772,520	1,986,631	1,773,480	1,779,542
Property Taxes	1,181,921	1,558,252	1,656,084	1,670,273	1,719,990	1,674,080
Total	4,372,481	4,170,984	3,428,604	3,656,904	3,493,470	3,453,622

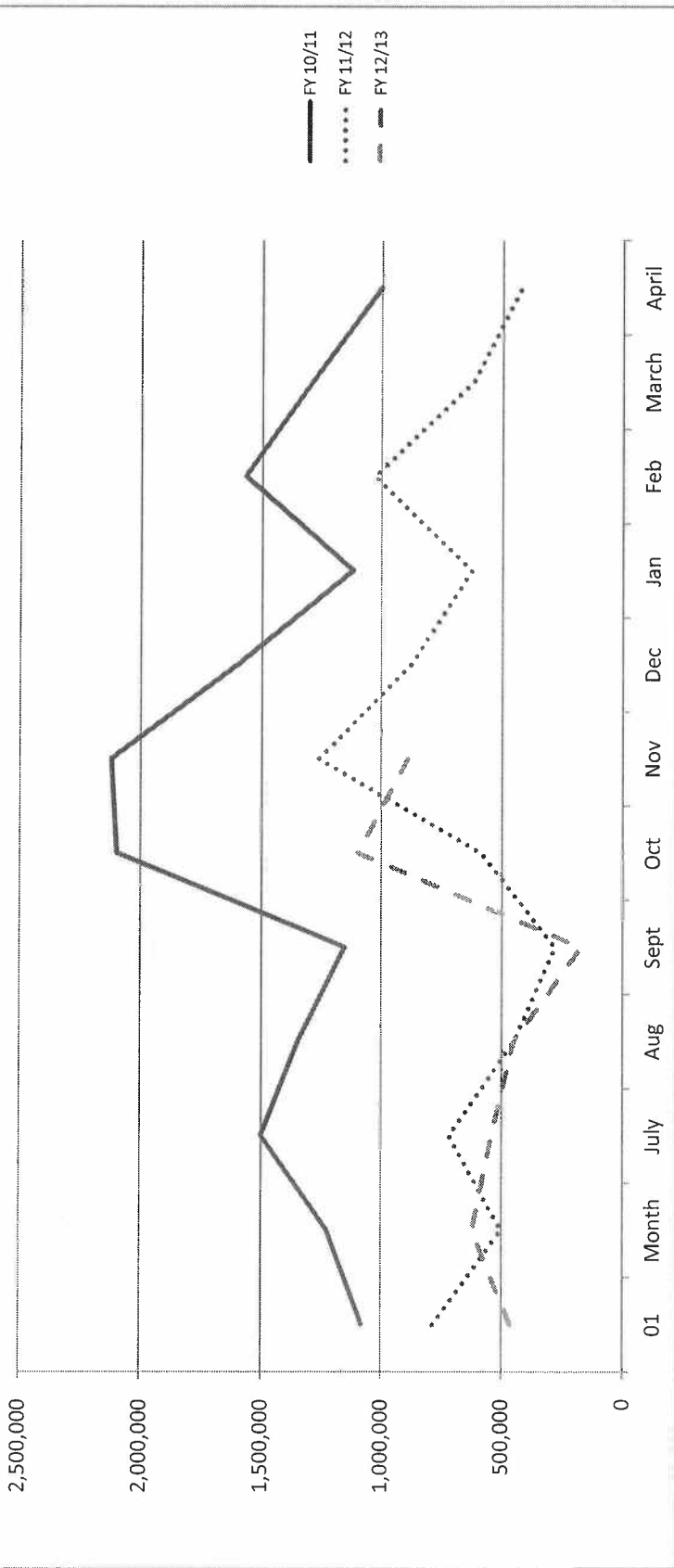
Percentages						
State Aid	73%	63%	52%	54%	51%	52%
Property Taxes	27%	37%	48%	46%	49%	48%

Revenue Limit Funding



This graph illustrates the relationship between state aid and property taxes. A district with a higher state aid percentage will experience more volatility in the General Fund cash flow, due to the Principal Apportionment deferrals imposed by the State of California.

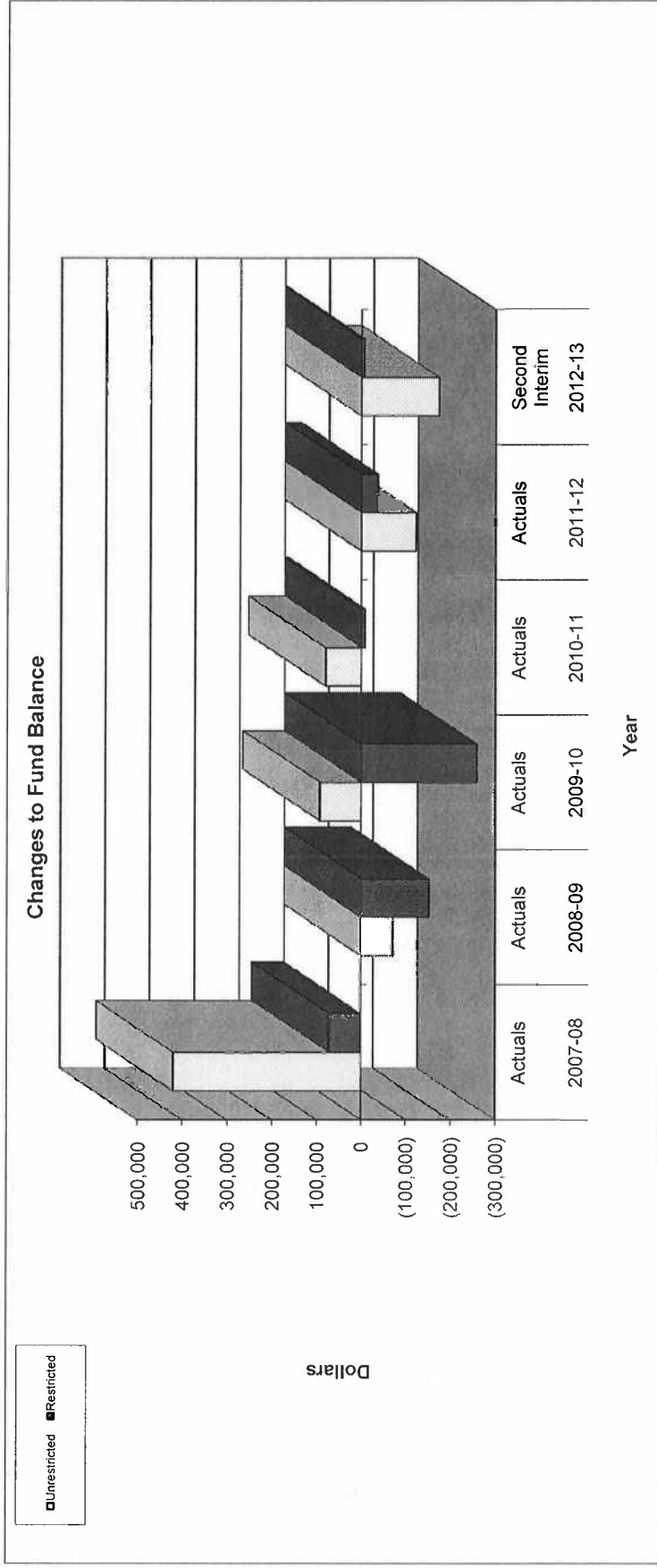
Cash Balance - General Fund



Each month reflects the actual cash balance for the General Fund at the Butte County Treasurer. The current fiscal year First Interim Budget Report will include actuals through October and the Second Interim Budget Report will include actuals through January.

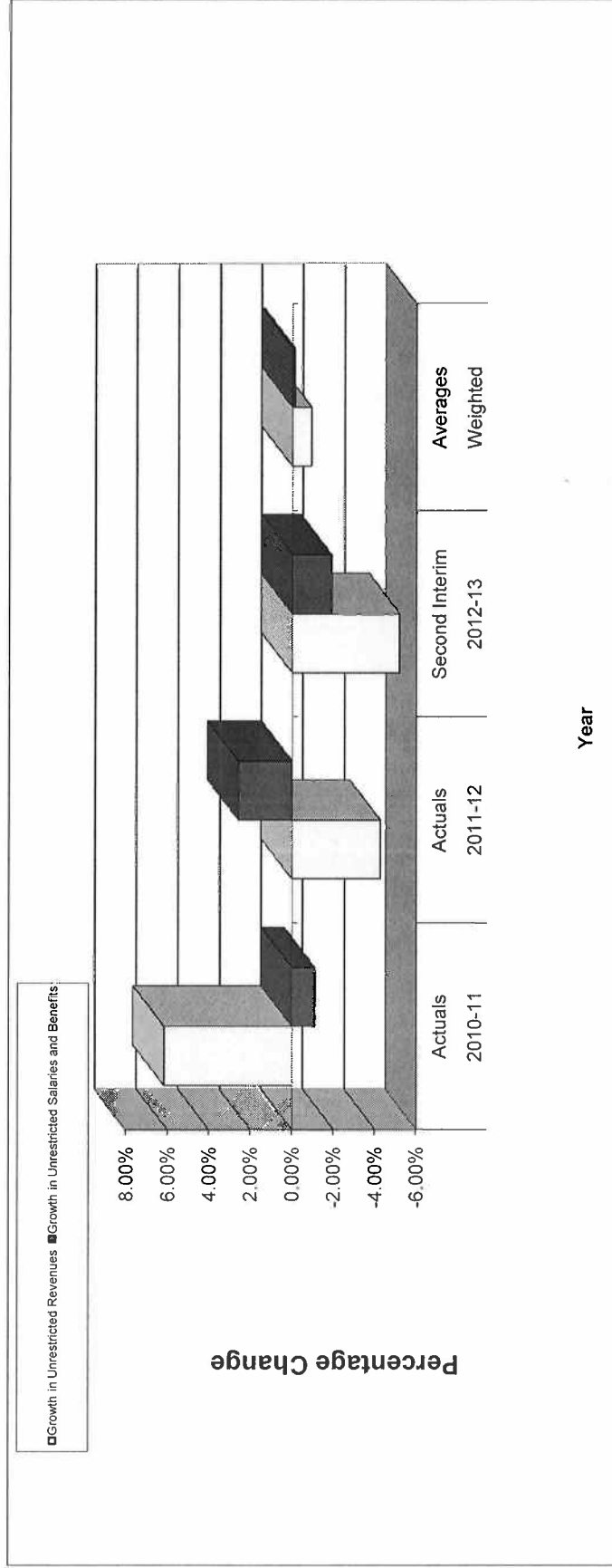
Changes to Fund Balance

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Unrestricted	Actuals 419,535	Actuals (71,529)	Actuals 92,651	Actuals 80,829	Actuals (123,178)	Second Interim (172,625)
Restricted	71,730	(151,640)	(259,021)	(8,267)	(36,200)	(6,167)



Growth of Unrestricted Revenues vs. Unrestricted Salaries and Benefits

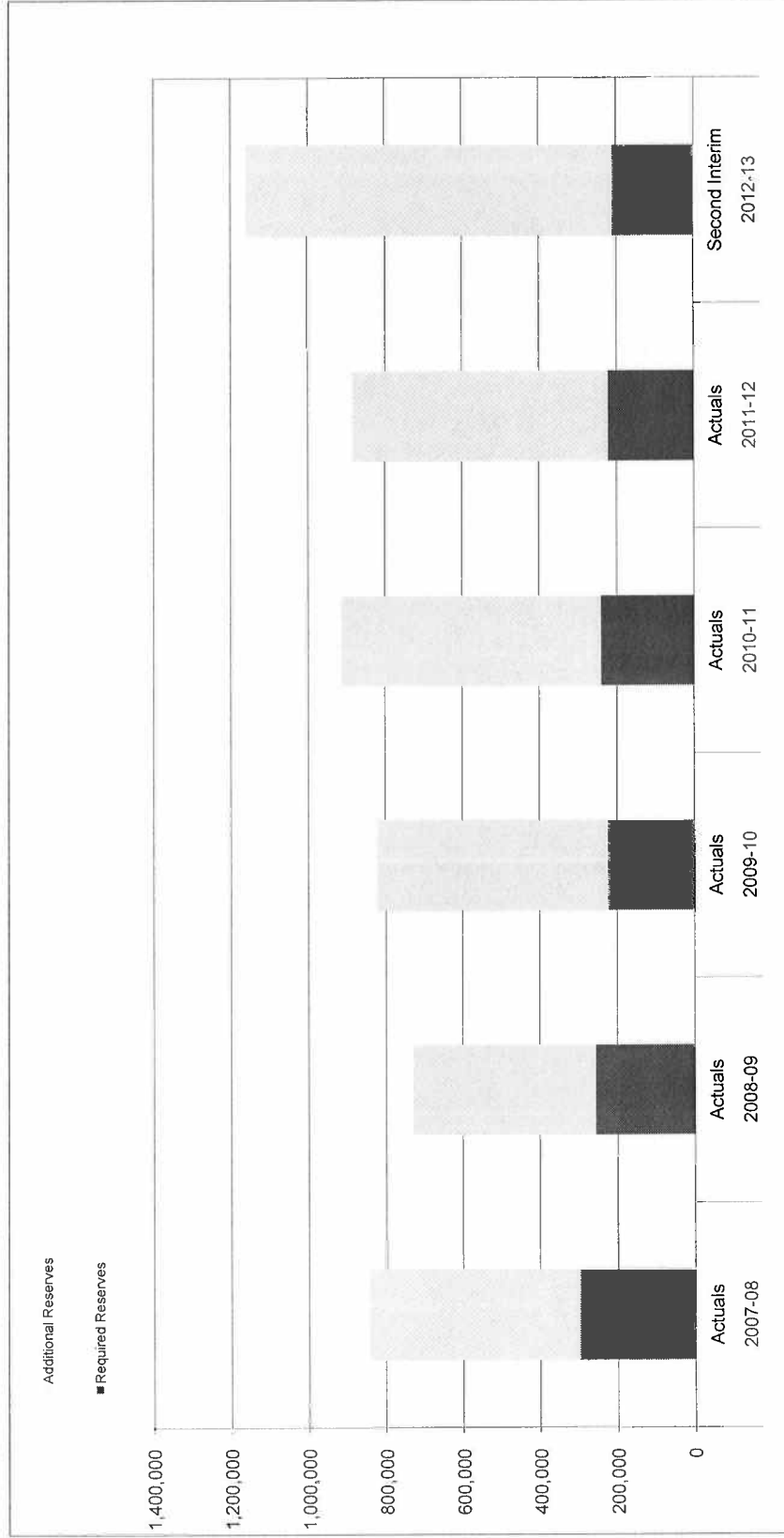
	2009-10 Actuals	2010-11 Actuals	2011-12 Actuals	2012-13 Second Interim	Weighted Averages
Unrestricted Revenues	4,573,357	4,854,577	4,648,463	4,407,114	
Unrestricted Salaries and Benefits	3,415,571	3,378,185	3,465,388	3,399,659	
Growth in Revenues between years		6.15%	-4.25%	-5.19%	-0.92%
Growth in Salaries/Benefits between years		-1.09%	2.58%	-1.90%	-0.12%



Unrestricted Salaries and Benefits should not grow faster than Unrestricted revenues unless the District Board conscientiously changes the priorities of the district.

Reserves Above Requirement

	2007-08 Actuals	2008-09 Actuals	2009-10 Actuals	2010-11 Actuals	2011-12 Actuals	2012-13 Second Interim
Required Reserves	298,448	256,450	223,762	240,015	220,954	209,993
Additional Reserves	542,143	473,672	596,090	675,010	662,547	950,605
Total	840,591	730,122	819,851	915,026	883,501	1,160,598



The State of California has established minimum Fund Balance reserve levels for School Districts. This reserve is for Economic Uncertainties. It is usually designated in the Fund Balance of the District, or may be kept in several Special Reserve Funds. This graph represents additional reserves above the minimum level that is required by the State of California.