



Comprehensive Annual Budget for Fiscal Year 2022-2023

(BOE approved July 20, 2022)

“Our vision is to be a premier district where every student is prepared to succeed in an ever-changing world.”

This budget has been assembled in order to align with our Strategic Plan Goals.

- 1) Success for All Students
- 2) Safe, Healthy and Caring Environment
- 3) Effective and Efficient Operations
- 4) Positively Informed & Engaged Community

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INTRODUCTORY SECTION

Teton County School District #1

Fiscal Year 2023 Budget

July 1, 2022 thru June 30, 2023

School Board Members

Keith Gingery

Chairman

Bill Scarlett

Vice-Chairman

Janine Bay Teske

Treasurer

Betsy Carlin

Clerk

Kate Mead

Trustee

Alan Brumsted

Trustee

Jennifer Zung

Trustee

Gillian Chapman, Ed.D

Superintendent

Board Governance Committees

Governance Committee

Responsible for the effective functioning of the Board of Trustees and for the development and maintenance of a close, productive, enduring Board-Superintendent working relationship and the District's relationships with the public-at-large, including students, parents, and staff.

Ad-Hoc Finance Committee

Responsible for overseeing the District's financial performance and monitoring efficiencies within the District.

EXECUTIVE SUMMARY

The following executive summary presents highlights of the budget on critical issues facing the school district. Although detailed information follows in other sections of the budget, the executive summary will provide key points regarding the budget.

BUDGET PROCESS

The Board of Trustees conducted public workshops on the budget. All these activities directly supported development of the Superintendent's recommended budget by providing guidance on priorities and strategic directions. The Board of Trustees conducted a public hearing on the Superintendent's Proposed Annual budget on July 20, 2022 as prescribed by law.

FISCAL YEAR 2023 BUDGET APPROACH

For budget development, the School District utilized a standard budget approach. In this process the Foundation Guarantee is forecast using fiscal year 2022 data adjusted in accordance with legislation enacted during the most recent session. This creates a target "spending limit" to build the budget.

The Budget identifies...

- Changes in funding necessary to maintain the current levels of service, or;
- Changes in funding needed for expanding services to a new group of recipients, or;
- Changes in funding needed to provide a new service to existing recipients.

FISCAL YEAR BUDGET APPROACH AND CHALLENGES

The end of the fiscal year 2019-2020 brought COVID-19 and with it, many challenges for education. In a very short period of time, educators across the globe had to reinvent the delivery of education. With all of the solutions came increased cost and some increased funding. The federal government created several funding opportunities for K-12 to schools to increase their ability to access and provide technology, address inequity in access to technology and training for educators to be able to provide a quality education using technology. With the use of these funds TCSD#1 has been able to sustain a superior level of quality education.

An additional challenge facing the district as a result of the pandemic is an uncertainty in ADM. While initial Kindergarten numbers for Fall 2021 enrollments show an increase from SY20-21, we may have some resultant unpredictable fluctuations. The district has seen an increase in ADM in the secondary level in SY21-22 and expects the ADM in elementary schools to increase to pre-COVID levels in SY22-23.

K-12 School Finance (LSO Summary)

The 2022 Budget Bill (Section 2, Section 205) adjusts the funding model by an external cost adjustment (ECA) in SY 2022-23 only, as follows: educational materials: 5.958 percent and energy: 8.935 percent. The fiscal impact of the ECA for SY 2022-23 is an estimated \$10.2 million.

In addition to Senate File 0001, several bills enacted into law during the 2022 Budget Session are related to K-12 school finance. The list below is not intended to be exhaustive, rather it highlights certain bills' impact on K-12 education. A hyperlink is provided for each bill to review the specific laws.

House Bill 0030 – School finance- increasing cash reserves, modifies the calculation of school districts' local revenues used within the education resource block grant model by increasing the limit of school districts' operating balance and cash reserves from 15 percent to 30 percent of the prior year's foundation program amount before any excess will be counted as a local revenue for the fiscal year ending June 30, 2022, through the fiscal year ending June 30, 2026.

It is unlikely that we would exceed the 15% cash reserve in the FY22 fiscal year and is not anticipated to exceed in the coming years. The board of education approved a “front-load” of the Regional Cost Adjustment(RCA) for salaries in the FY23 compensation package. This action will result in a decrease in cash reserves until the actual funded RCA “catches up with” a realistic cost of living in Teton County.

Senate File 0031 – Absenteeism and truancy, amends provisions and penalties governing absenteeism and truancy related to K-12 public education in context of compulsory attendance requirements. This bill clarifies the duties of attendance officers and the notification requirements to school district boards of trustees, district attorneys, and a child's tribe, if the child is an Indian child as defined in the federal Indian Child Welfare Act.

The District does not currently staff a district wide attendance officer, each school principal is designated by the Superintendent as the attendance officer as required by statute.

Senate File 0032 – K-3 reading assessment and intervention program, modifies the reading assessment and intervention program by requiring school districts to assess students in kindergarten through grade three not less than three times per year for reading difficulties and requires the state superintendent to adopt criteria to identify instruments that screen for reading difficulties and monitor and measure reading progress. This bill also requires school district employees providing instruction in kindergarten through grade three to have received or receive professional development in literacy instruction and identification of students with reading difficulties not less than once every three years. An appropriation of \$300,000 is specifically provided for purposes of payments to school districts for SY 2023-24 professional development expenditures in excess of the amount provided under the funding model.

The appropriation of dollars does provide support for this initiative, the additional workload for school based staff is not addressed in the funding.

Senate File 0038 – Monthly ad valorem tax revisions, modifies the monthly ad valorem tax payment schedule from the second month to the third month following the month of mineral production. For annual mineral ad valorem taxes, the payment is modified from February 25 of each year to March 25.

Minimal impact to the District.

Senate File 0078 – Language proficiency-seal of biliteracy, requires the State Superintendent of Public Instruction establish a Wyoming seal of biliteracy and an advanced distinction Wyoming seal of biliteracy for conferral by a school district to a graduating high school student who is proficient in English and one or more world languages.

While a great initiative, the district worked on this seal ahead of the state action. Our local program will need to be revised to align with the state requirements.

BUDGET GOALS AND PRIORITIES

Based on goals included in the Strategic Plan, the Board of Trustees, the Finance Committee, Leadership Team, and Superintendent have identified a set of budget priorities that are meant to support School Improvement Plans and align with the Strategic Plan accordingly.

Goal 1: To Improve Academic Achievement for All Students

- All students are taught by high performing teachers and supported by effective administration.
- All students are taught to high standards and rigorous curriculum in the least restrictive environment.
- All students will have access to Multi-Tiered Systems of Support (MTSS), and interventions to meet their individual needs.
- Data will be used effectively for the continuous improvement of the instructional core.

Budget Priorities

- *Employee compensation maintained to enhance recruitment and retention of highly qualified employees*
- *Student Activities allocated above model funding to maximize student engagement*
- *Use ESSER and ARP funds to address learning loss during and as a result of COVID-19.*

Goal 2: To Ensure a Safe, Healthy and Caring Educational Environment

- Teachers and staff utilize evidence-based tier one strategies and research based interventions.
- Students are taught strategies to foster their social, emotional, and academic success.
- Revise and implement the safety and crisis plans for the District and for each school.

Budget Priorities

- *The district will continue to fund two (2) School Resource Officers for safety and crisis response.*
- *Facilities continue to improve buildings to increase security and safety. During COVID-19, many improvements were made to improve ventilation systems and air quality in schools.*
- *There is a continuous effort to address the capacity issues at our secondary schools. Jackson Hole Middle School has added classrooms, expanded the food service area and has a new security vestibule.*
- *The district is preparing for and has submitted an application for the SPET ballot for housing and the Bronc Achievement Center.*

Goal 3: To Achieve Efficient and Effective Operations

- The District will consistently implement adopted policies, regulations, and practices to ensure efficient and effective operations.
- The District will improve operational processes in support of Strategic Goals 1 and 2.

Budget Priorities

- o *A district wide device refresh was approved in FY22 using ECF Bear Erate funds in combination with district general funds.*
- o *Create efficiencies through technology in order to focus our human resources on staff and support for staff.*
- o *Continue to evaluate all processes and procedures in order to improve the learning experience for all students.*

Goal 4: To Increase Community and Stakeholder Involvement

- Partnerships are fostered between community resources and the school district to offer engaging after school and non-school day opportunities for students.
- TCSD #1 will use research-based approaches to organize and sustain excellent programs of family and community involvement that will increase student success in school.
- TCSD #1 will communicate and celebrate school and district successes.
- The Board of Trustees will improve communications, dissemination of information, and facilitation of public participation.

Budget Priorities

- o *Continued use of social media and related digital content to communicate with stakeholders.*
- o *Continued use of stakeholder communication/collaboration tools such as School Messenger, PowerSchool, Google Apps for Education, and Canvas.*
- o *Comprehensive district website updated regularly.*
- o *Streaming video system for Board meetings as well as improved acoustics.*
- o *Family Engagement Coordinator will be an additional position beginning in FY23.*

SUMMARY OF FUNDS

Governmental Funds

- General Operating Fund (Fund 10)
- Special Revenue Funds
 - Special Purpose Fund (Fund 20)
 - Component units of TCSD
 - CWC BOCES (Fund 20-104)
 - TCSD Recreation District (Fund 28)
 - Major Maintenance (Fund 29)
- Capital Projects Fund (Fund 31)

Proprietary Funds

- Enterprise Food Service Fund (Fund 50)
- TCSD Childcare Fund (Fund 51)
- Employee Benefits Fund (Fund 62)

Fiduciary Funds

- District Agency Fund (Fund 84)

The General Operating Fund is intended to finance instructional programs and day-to-day operations to support those programs.

The Special Revenue Funds account for restricted programs, these include the Major Maintenance Fund, Recreation District Fund and Special Revenue fund.

The Capital Projects Fund accounts for financial resources used for the construction or renovation of major capital facilities.

The Enterprise Food Service Fund accounts for the cafeteria operations within the schools.

The TCSD Childcare Fund accounts for the operation of TCSD Cubs, childcare provided for district employees and students.

The Employee Benefits Fund accounts for financial resources used for employee benefits. The fund balance is remaining from when the District operated a self-insured health plan.

The District Agency Fund accounts for the dollars collected by individual sites to help support schools and students throughout the district.

GENERAL FUND

Fiscal Year 2021-22 Impact on FY2023 Planning

- Enrollments
 - District wide enrollment has been down and is coming back up gradually due to COVID-19. Early K enrollment indicates an increase in enrollment in the fall.
 - Existing larger class sizes in the middle school are beginning to move into the high school, creating capacity issues in both schools.
- Revenues
 - Expected increase of Teton County property tax revenues for FY23.
 - Excess revenues beyond our foundation guarantee, make TCSD a recapture district and the excess is paid to the state foundation program.
- Compensation Expenditures
 - The approved compensation package for FY23 includes an RCA adjustment that is above the model funding. The Board of Trustees voted to “front load” the RCA of 168% in order to aid in recruitment and retention.
 - The health insurance offerings have been adjusted in order to respond to an 8% increase in district premiums. There are three plan options and two 100% district paid options.
- Non-Compensation Expenditures
 - Site level management of budgets is effective
 - The District continues to look at all aspects of the budget for efficiencies.
 - The demand for the Transportation and SPED departments budget management is growing and becoming more sophisticated with changes at the state level.
 - The COVID-19 pandemic has had impacts to the general fund, the District has and will continue to be flexible where it can to absorb the nuances of the pandemic.
 - The Fund for Public Education has done a tremendous amount of fundraising for the food service program. The District will not budget a food service subsidy for FY23.

Fiscal Year 2022-2023

Major Changes to the General Fund Operating Budget

Revenues

- Assessed property values increased to approximately \$3,242,165,197
- The increase in assessed property values in Teton County will result in a significant recapture payment to the Wyoming Department of Education.
- There is no expected Increase in Foundation Guarantee
 - 162% Regional cost adjustment is funded in the model, although the Board of Trustees approved the FY23 Compensation package with a 168% Regional cost adjustment. This “front-load” of the RCA will be paid from cash reserves.

Compensation costs

- Compensation package changes will help bring our total costs closer to aligning with state funding
- Health insurance increase in premiums resulted in 2 100% paid plans and one plan that has an employee paid portion of premiums.
- Wyoming Retirement Employer Costs do not increase in FY23
- Salary Costs Overall Increase – RCA adjustment
 - Certified/Exempt Staff
 - RCA adjustment
 - Health insurance options for staff, 3 options, 2 options are no cost to the employee, one has an employee paid portion
 - Classified/Non-Exempt Staff Full-time staff
 - RCA adjustment
 - Health insurance options for staff, 3 options, 2 options are no cost to the employee, one has an employee paid portion

Spending Increases Required to Maintain Current Levels of Service

- Staffing Budget Increases
 - Addition of one, one-year administrative role to help align the district EL plan
 - Several two year positions funded with ESSER and ARP monies have been added.
- Non-Staffing Budget Increases
 - Increase the Maintenance and Operations budget to allow for an increase in contract services.
 - Increase in liability and cybersecurity insurance has been addressed.
 - An increase to the transportation fuel cost budget due to inflation

Reductions to the General Fund Operating Budget

- Staffing Budget Reductions
 - No staffing reductions anticipated for FY23
- Non-Staffing Budget Reductions
 - No non-staffing budget reductions anticipated for FY23

Funding Model Issues Affecting Budgeting

- Substitutes expenditures exceed model funding
- The block grant does not fund the district for activities for students from homeschools, private schools, and virtual schools
- No Regional Cost Adjustment (RCA) for substitute costs
- Technology funding uses dated assumptions; actual use of technology in TCSD exceeds model assumptions
- Safety and Security measures including School Resource Officers are not funded by the model
- Food service subsidy is not funded by the model
- Instructional Aide positions are funded well below actual costs at TCSD
- Legislated increase in Workers Compensation costs for Special Education Teachers is unfunded
- Unfunded federal/state mandates such adding to the basket of goods, i.e. computer science
- There is a flaw in the Wyoming funding model that results in a delay in model calculations for RCA and inflation and are impacting the districts ability to recruit, retain, and house district staff
- The ECA has not been implemented in an effective manner by the legislature to keep pace with the current high inflation environment
- Funding for district utilities has not been adjusted sufficiently through the ECA in the funding model and therefore does not cover the district utility cost. The district expenditure exceeded the funding for utilities by \$268,330 in FY22.
- The district expects a steady increase in ADM as more people move into our community and more housing developments are approved. The state funding model is slow to react to these changes and the impact will leave the district with less revenue per actual student as the district grows.

Funding issues affecting Facilities

- Facilities measures to increase safety and security in our schools remain underfunded, these are a top priority for the district to ensure equitable and adequate education to all students.
- Capital Construction dollars to address enrollment increases are unavailable

SPECIAL REVENUE FUNDS

TCSD Special Revenue Fund (Fund 20)

- The Special Revenue Fund accounts for federal, state, and local restricted programs. This includes, but is not limited to: the consolidated grant, federal competitive grants, CWC BOCES and TCSD programs funded by the TCSD Recreation District.
- Funding is expected to change in the TCSD Recreation District, the mill levy was increased from .8 to .9 mill.
- The TCSD BOE approved a 0.15 mill levy for CWC BOCES, a 0.1 mill levy for C-V BOCES, a 0.1 mill levy for Early Childhood and .9 mill levy for the TCSD Recreation District.
- In FY23 there are continued and significant Federal Grants. These grants will be used for services for students with disabilities, professional development, academic support for literacy/math, as well as support for English language learners (ELL) and continuous improvement initiatives for TCSD.
- In addition to the Consolidated Grant, there are also ESSER funds the district will have access to from the CARES Act and the American Rescue Plan in relation to COVID-19.
- In FY23 there are multiple TCSD Recreation District grants that the district will receive for a total of \$1,987,233. They include:
 - School and department level grants (\$387,607)
 - Facilities (\$744,800)
 - Climbing Club (\$42,654)
 - Robotics (\$87,172)
 - Special Olympics (\$10,000)
 - Capital Improvements and Repairs (\$715,000)

TCSD Major Maintenance Fund (Fund 29)

- The Major Maintenance Fund accounts for state funded (from the State Facilities Department) maintenance projects performed on TCSD facilities and infrastructure. All projects are approved in accordance with SFD guidelines.
- Key changes for Major Maintenance in FY2023 include:
 - No major changes, Major Maintenance funds are managed in accordance with the district CIP plan.

TCSD Recreation District Fund (Fund 28)

- Accounts for mills levied by the TCSD School Board. The TCSD BOE approved a 1 mill levy for FY2023.
- The Teton County School District Recreation District completed the turf replacement project.

CWC-BOCES Fund (Fund 20-104)

- Accounts for mills levied by the TCSD School Board. The TCSD BOE approved a 0.15 mill levy for FY2023.

CAPITAL PROJECTS FUND (Fund 31)

The Capital Projects Fund accounts for financial resources used for the acquisition or construction of major capital facilities and equipment. The Capital Projects Fund typically has significant fluctuations on a year-to-year basis depending on the scheduling of projects. The State Facilities Department (SFD) provides 100% of the revenue for approved school Capital Construction (CapCon) budgets.

Future challenges are anticipated due to a shortage of state funding for future projects and increasing costs of labor and materials.

In the 2020 Legislative Session, TCSD was approved funding for a project at Jackson Hole Middle School. Approximately \$2.4 million was funded to adjust the Jackson Hole Middle School for the increasing enrollment of students. We expect this increase in students to continue to move into the Jackson Hole High School. TCSD will continue to pursue funds to improve/expand spaces in both the Middle School and the High School.

- The JHMS project will move forward and be completed in FY23.

Revenue from Town of Jackson Exaction Fees can be used to support projects within the district that are not otherwise funded:

- From exactions funds on hand: FF&E upgrades for JHMS and JHHS in support of increased ADM and capacity issues.

ENTERPRISE FOOD SERVICE FUND (Fund 50)

The Food Service Fund accounts for cafeteria operations within the School District, including the preparation and serving of school breakfast and lunch. The Food Service Fund does not receive any contributions from the funding model. The majority of the revenue is derived from the sale of meals. The second largest revenue source is federal funding for free or reduced lunches, followed by a subsidy from the General Fund. This program, established in 2009, has been successful in reducing direct food costs annually while providing nourishment and increased exposure to healthy foods for students.

Major changes for 2023 include the impacts of COVID-19 on food needs as well as the nation-wide impacts on food security. The USDA program to provide free meals to kids as a result of COVID-19 will continue through the remainder of FY23.

TCSD CHILDCARE FUND (Fund 51)

- TCSD has developed a childcare facility, TCSD Cubs and Grizzlies, for district employees and students. This fund has been created to track the revenues and expenses of that facility.

FIDUCIARY FUNDS

TCSD Fiduciary Funds account for restricted operations where assets equal liabilities. In order to comply with GASB 84, these funds are not managed or approved by the TCSD Board of Education.

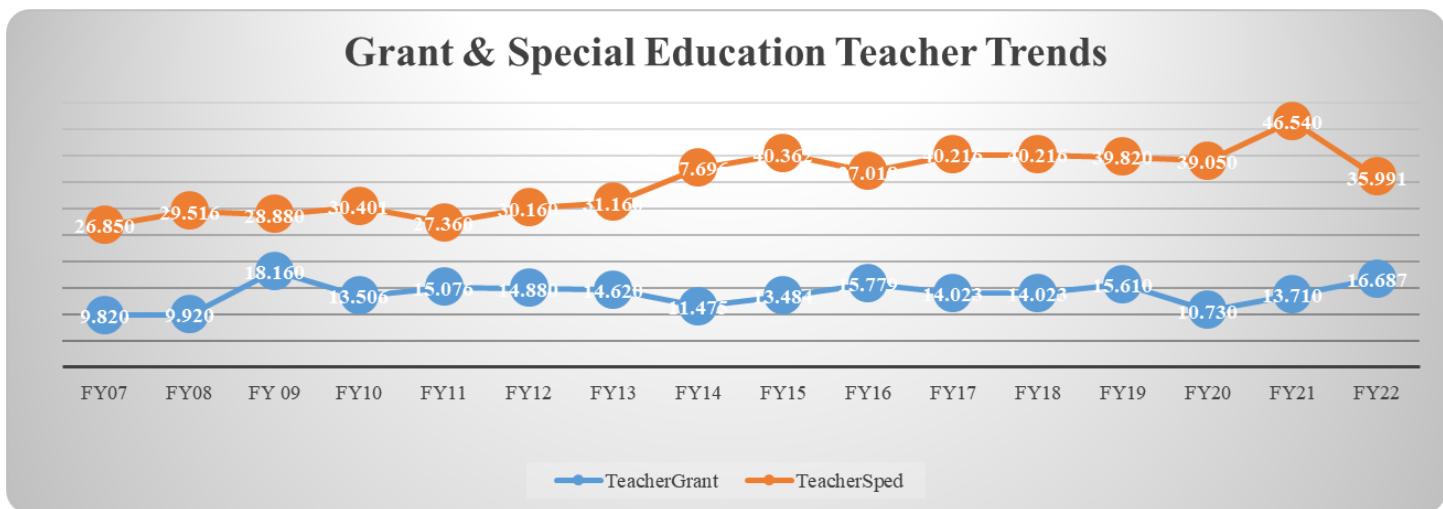
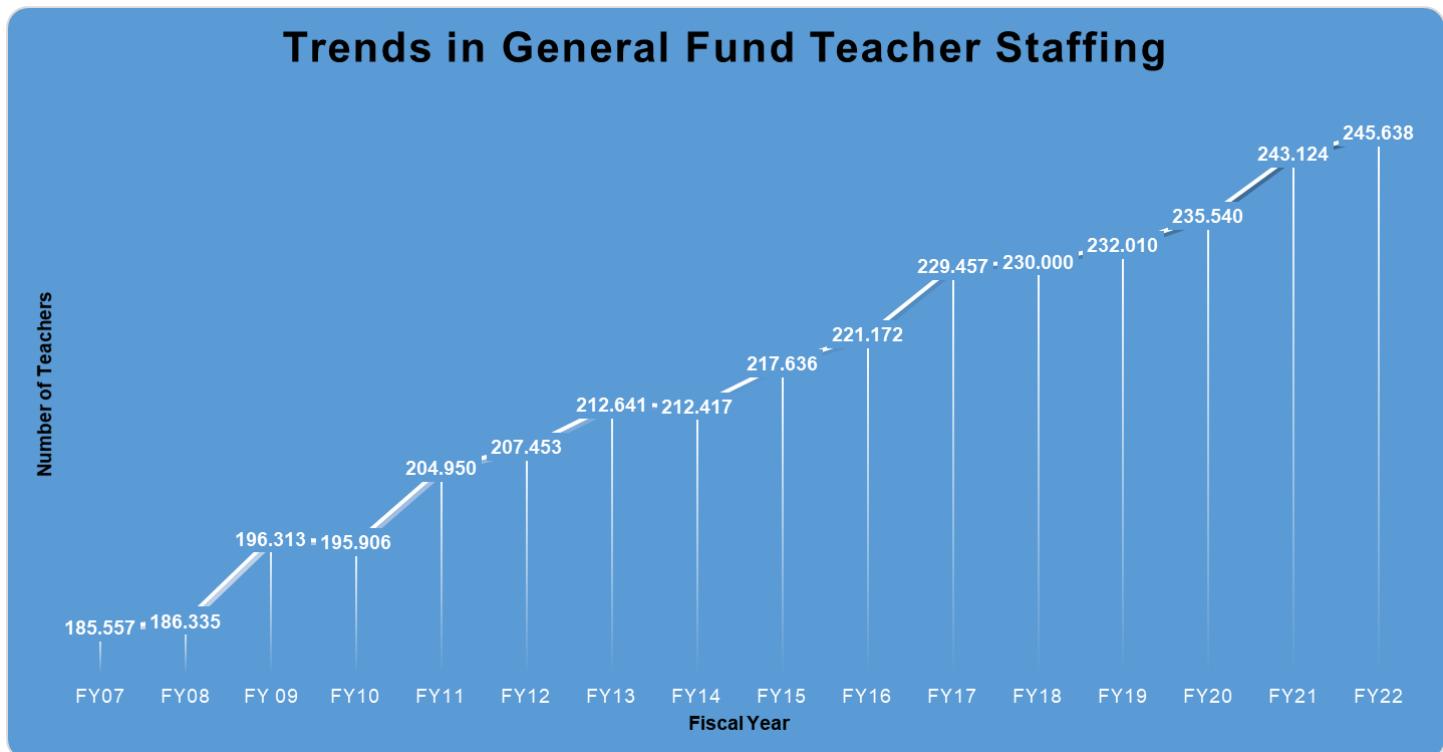
DISTRICT AGENCY FUND (Fund 84)

- TCSD Agency funds account for the dollars collected by individual sites or programs to help support schools and students throughout the district.

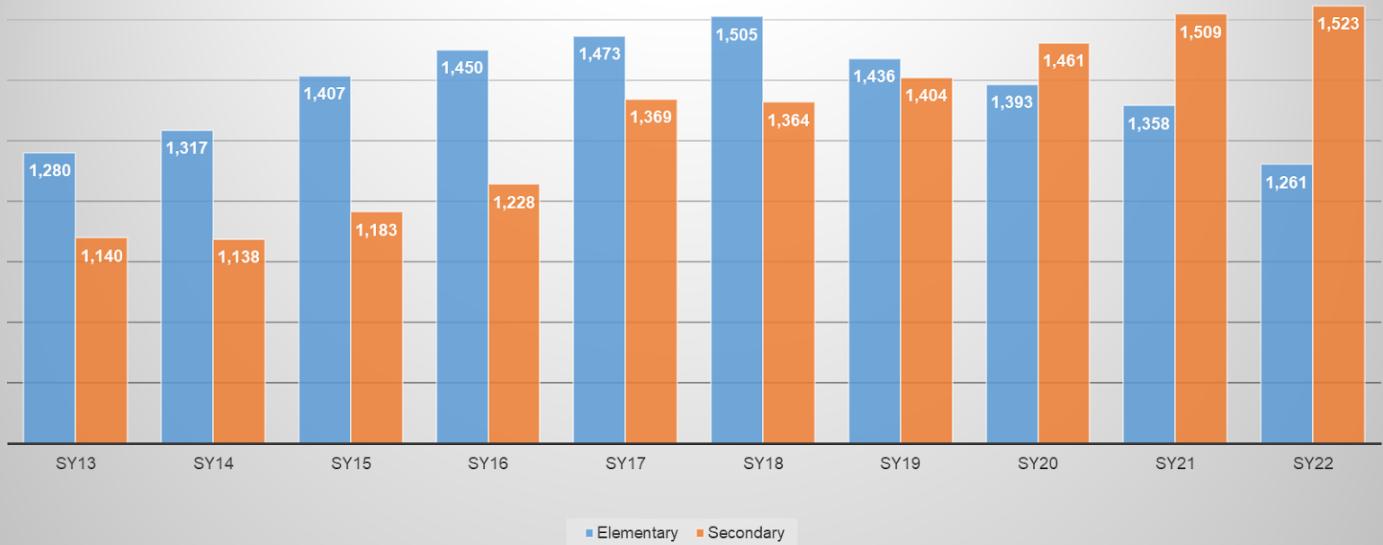
FINANCIAL SECTION

TCSD TRENDS AND ASSUMPTIONS

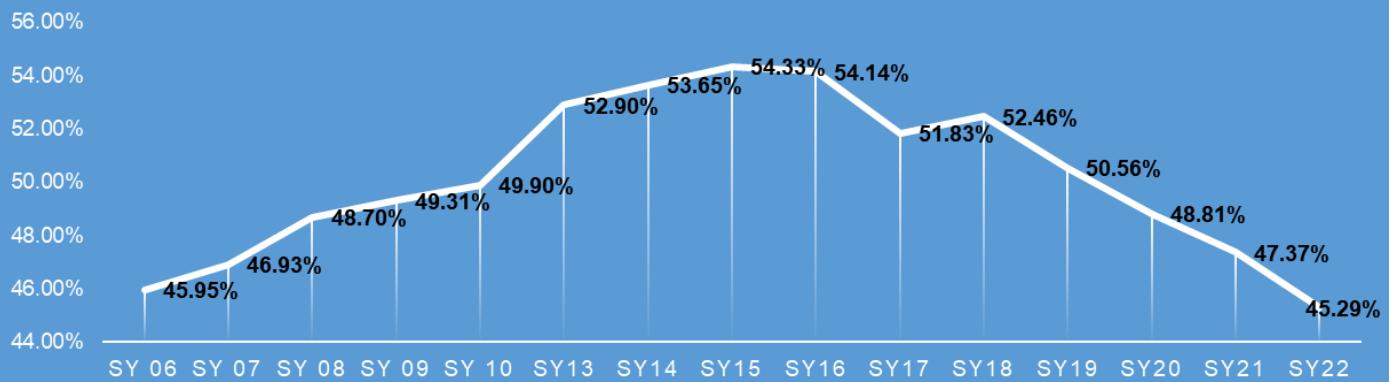
Recent History of Teacher FTE's



Trends in Average Daily Membership



Elementary Enrollment as a % of Total



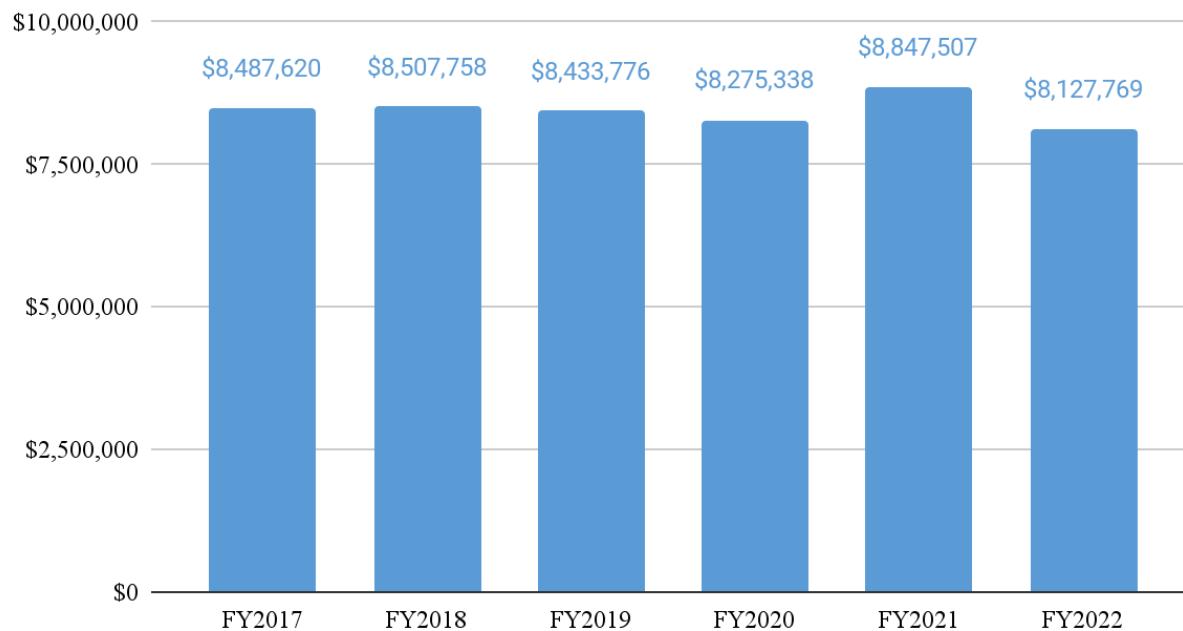
Secondary Enrollment as a % of Total



GENERAL FUND SUMMARY

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual
Beginning Fund balance	\$7,422,984	\$8,487,646	\$8,507,758	\$8,433,776	\$8,275,338	\$8,847,507
Sources of Funds:						
Revenue	\$48,579,110	\$50,361,467	\$51,418,479	\$54,743,117	\$58,511,845	\$56,523,823
Fund Transfers-In	\$80,000	\$59	\$0	\$0	\$0	\$0
Total Sources	\$48,659,110	\$50,361,526	\$51,418,479	\$54,743,117	\$58,511,845	\$56,523,823
Uses of Funds:						
Expenditures	\$47,391,566	\$49,597,058	\$50,192,241	\$54,901,555	\$54,388,512	\$57,208,585
Fund Transfers-Out	\$202,908	\$744,356	\$1,300,221	\$0	\$2,580,000	\$34,976
Unreserved	\$0	\$0	\$0	\$0	\$971,164	\$0
Total uses	\$47,594,474	\$50,341,414	\$51,492,462	\$54,901,555	\$57,939,676	\$57,243,561
Changes in Fund Balance	\$1,064,636	\$20,112	(\$73,983)	(\$158,438)	\$572,169	(\$719,738)
Ending Unreserved Fund Balance	\$8,487,620	\$8,507,758	\$8,433,776	\$8,275,338	\$8,847,507	\$8,127,769
Balance as a % of Revenue	17.44%	16.89%	16.40%	15.12%	15.12%	14.38%

General Fund Unreserved Balance



GENERAL FUND REVENUES

	FY2021 Actual	FY2022 Budget	FY2022 Actual	FY2023 Budget	Budget Change
<u>Local Sources</u>					
Taxes					
Special District Tax 25 Mills	\$51,894,848	\$56,250,000	\$57,971,820	\$81,054,130	\$24,804,130 a
Special Dist. Tax Vehicle Fees	\$4,305,492	\$4,700,000	\$6,749,056	\$7,000,000	\$2,300,000 a
Special Dist. Penalties & Interest	\$8,702	\$3,400	\$44,163	\$45,000	\$41,600 a
Payment To Foundation Program	\$0	\$0	\$0	\$0	\$0
	\$56,209,042	\$60,953,400	\$64,765,039	\$88,099,130	\$27,145,730
Other Local Sources					
Out-of-State Tuition	\$506,696	\$506,696	\$583,471	\$583,471	\$76,775 c
Interest	\$142,694	\$135,000	\$139,668	\$150,000	\$15,000
Interest on School District Funds	\$4,875	\$3,500	\$1,643	\$1,700	(\$1,800)
MOU for Activities	\$113,385	\$99,000	\$72,333	\$73,000	(\$26,000) d
Contributions/Donations	\$0	\$0	\$0	\$0	\$0
Refund of prior Year Expenditures	\$228,890	\$0	\$388	\$0	\$0
Out-of-County Tuition	\$0	\$0	\$11,339	\$0	\$0
Tax Shortfall	\$1,237,839	\$0	\$0	\$0	\$0
COBRA/Retiree Ins./ERATE	\$270,277	\$295,000	\$167,476	\$180,000	(\$115,000)
Indirect Costs	\$72,858	\$65,000	\$91,960	\$90,000	\$25,000
Rental School Facility	\$64,773	\$64,773	\$185,268	\$200,000	\$135,227 e
Restitution	\$5,950	\$6,200	\$4,900	\$6,200	\$0
State Restricted Retirement Refund	\$488,383	\$490,000	\$618,956	\$600,000	\$110,000
Comp. for loss of Fixed Assets	\$4,012	\$0	\$5,269	\$0	\$0
Sale of Fixed Assets	\$16,022	\$0	\$13,800	\$0	\$0
	\$3,156,655	\$1,665,169	\$1,896,471	\$1,884,371	\$219,202
Total Local Sources	\$59,365,697	\$62,618,569	\$66,661,510	\$89,983,501	\$27,364,932

County Sources

Taxes

6 Mill County Tax

	\$12,459,942	\$13,500,000	\$13,913,237	\$19,452,991	\$5,952,991
6 Mill Motor Vehicle Fees	\$1,028,140	\$1,300,000	\$1,151,835	\$1,300,000	\$0
6 Mill Penalties and Interest	\$2,088	\$903	\$10,882	\$10,000	\$9,097
	\$13,490,170	\$14,800,903	\$15,075,953	\$20,762,991	\$5,962,088
Other County Sources					
Fines and Forfeitures	\$335,203	\$365,000	\$253,533	\$320,000	(\$45,000)
Forest Reserve	\$16,341	\$18,000	\$17,124	\$18,000	\$0
	\$351,544	\$383,000	\$270,657	\$338,000	(\$45,000)
Total County Sources	\$13,841,714	\$15,183,903	\$15,346,610	\$21,100,991	\$5,917,088

State Sources

Taylor Grazing

Audit/Tax Adjustment

State restricted Grants

Foundation entitlement/recapture

Total State Sources	(\$14,883,983)	(\$22,033,975)	(\$23,852,384)	(\$52,785,941)	(\$30,751,966)
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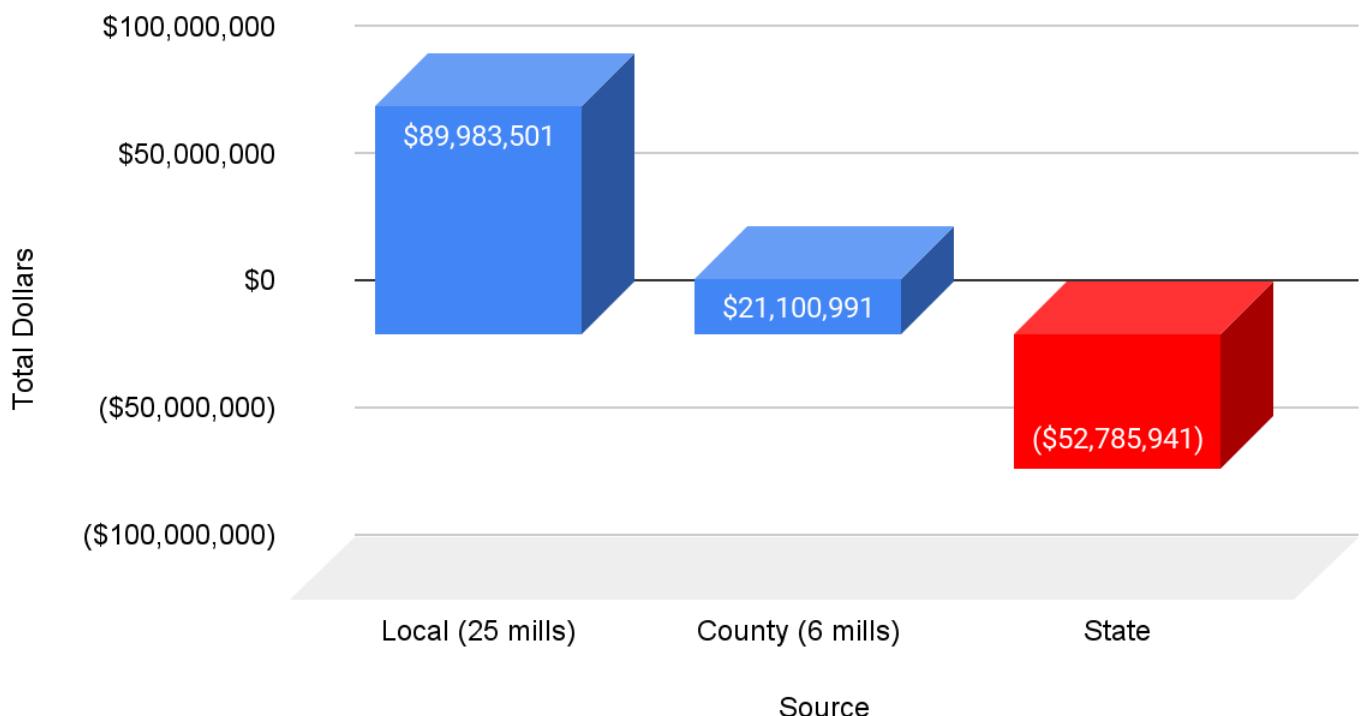
Fund Transfers

Capital Construction(future suitability)

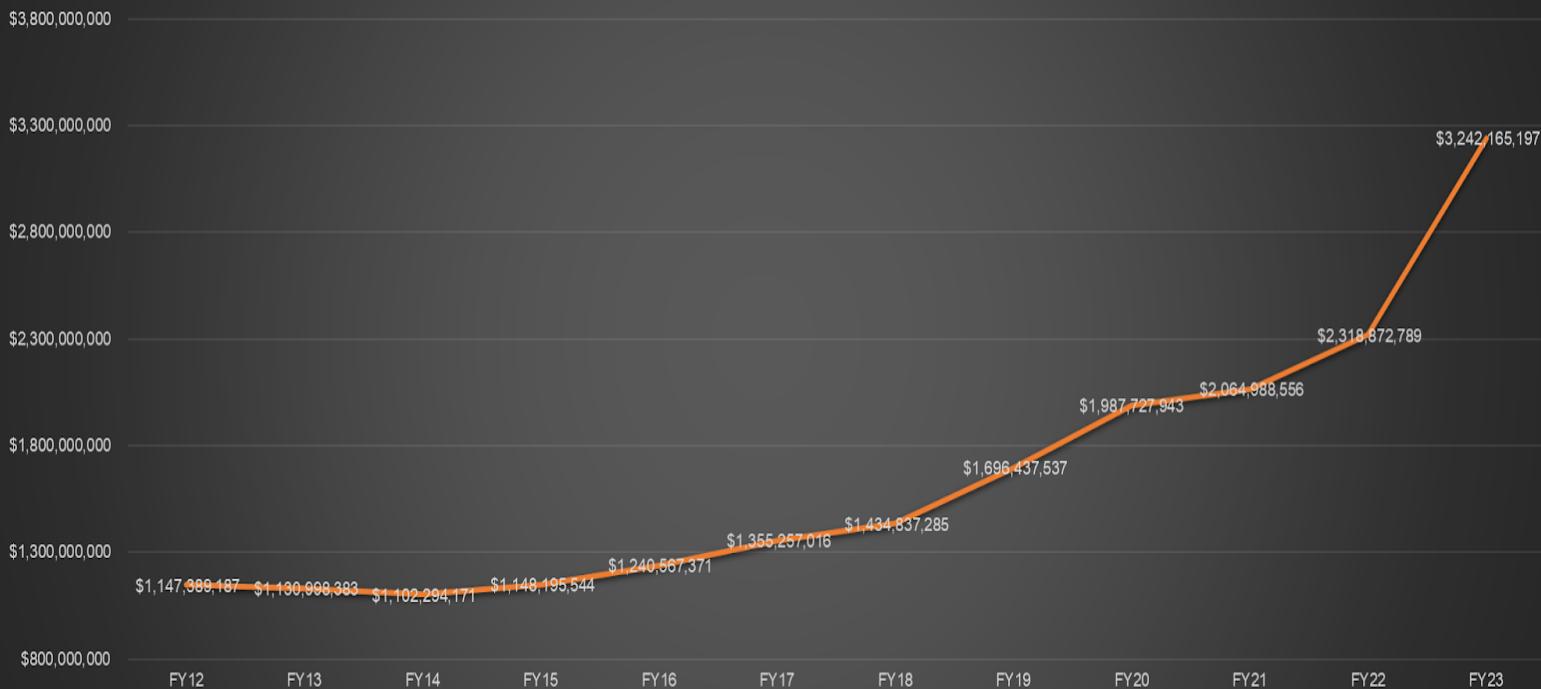
Total Fund Transfers	\$0	\$0	\$0	\$0	\$0
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Total General Fund Revenue	\$58,323,428	\$55,768,497	\$58,155,736	\$58,298,551	\$2,530,054
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Total General Fund Revenues



Teton County Assessed Value



GENERAL FUND EXPENDITURES

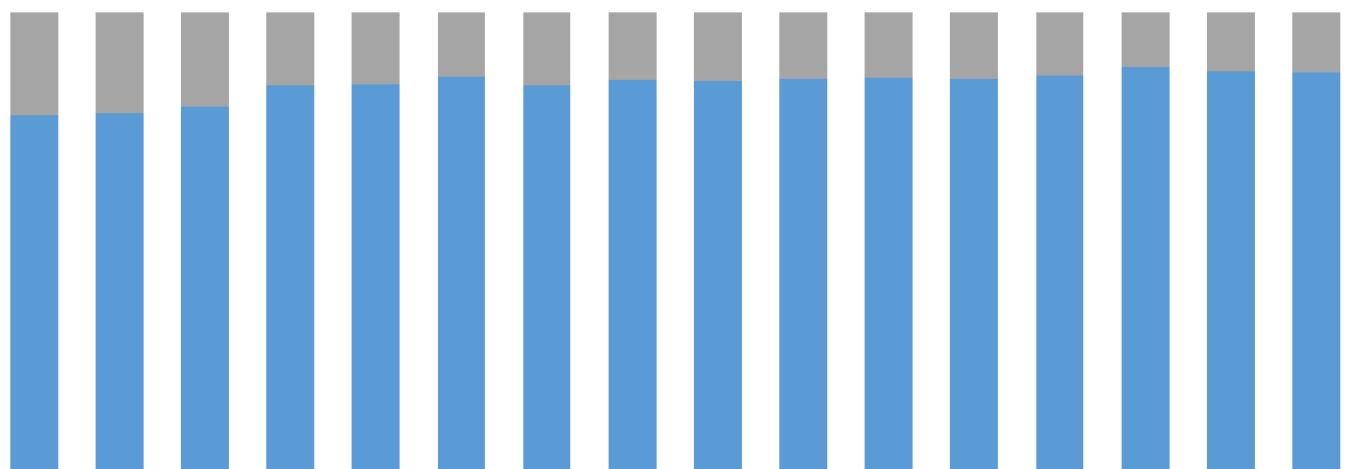
	FY22 Budget	FY22 Actual	FY23 Budget	Budget Change
Salaries	\$33,738,890	\$34,055,361	\$35,467,397	\$1,728,507
Benefits	\$15,029,219	\$15,448,746	\$15,868,172	\$838,953
Total Compensation	\$48,768,109	\$49,504,107	\$51,335,569	\$2,567,460
Alta Elementary	\$11,100	\$18,692	\$11,395	\$295
Special Education	\$535,800	\$487,277	\$535,800	\$0
Kelly Elementary	\$16,800	\$14,871	\$17,630	\$830
Moran Elementary	\$4,200	\$4,448	\$4,284	\$84
Wilson Elementary	\$47,150	\$46,430	\$45,081	(\$2,069)
Colter Elementary	\$70,380	\$84,529	\$63,196	(\$7,184)
Jackson Elementary	\$62,100	\$70,771	\$62,579	\$479
Munger Mountain Elementary	\$98,210	\$91,676	\$101,892	\$3,682
Gifted and Talented	\$13,000	\$11,872	\$13,000	\$0
Nursing	\$12,000	\$12,188	\$12,000	\$0
Maintenance	\$1,218,470	\$1,383,412	\$1,551,560	\$333,090 a
Transportation	\$585,200	\$508,752	\$663,292	\$78,092 e
Insurance	\$349,999	\$268,490	\$349,999	\$0 b
Board of Education	\$183,000	\$170,523	\$173,300	(\$9,700)
Central Office	\$82,000	\$73,699	\$70,700	(\$11,300)
Technology	\$520,500	\$467,548	\$525,200	\$4,700
Property Rental	\$3,280	\$16,743	\$15,000	\$11,720
Personnel	\$108,000	\$126,589	\$108,000	\$0
Leases	\$556,000	\$542,253	\$539,000	(\$17,000)
Business Office	\$88,200	\$57,743	\$83,200	(\$5,000)
Assessment	\$133,600	\$168,622	\$133,600	\$0
Communications	\$20,000	\$7,750	\$12,000	(\$8,000)
Jackson Hole Middle School	\$197,200	\$212,929	\$208,676	\$11,476
Jackson Hole High School	\$211,990	\$267,265	\$232,790	\$20,800
Summit Innovations	\$13,500	\$13,055	\$18,500	\$5,000
JHMS Activities	\$35,000	\$30,306	\$35,000	\$0
JHHS Activities	\$193,000	\$205,906	\$193,000	\$0
Curriculum	\$641,400	\$675,660	\$737,610	\$96,210 c
Utilities	\$896,264	\$1,027,034	\$1,044,247	\$147,983 d
Transfers	\$0	\$34,976	\$0	\$0
Out of State Tuition	\$506,696	\$583,471	\$583,471	\$76,775
Total Non-Compensation	\$7,414,039	\$7,685,480	\$8,145,002	\$730,963
Total Expenditure	\$56,182,148	\$57,189,587	\$59,480,571	\$3,298,423

Expenditure Footnotes

- a) Increase in maintenance budget line to accommodate an increase in cleaning services and the increased cost of goods.
- b) Estimate of 15% increase in insurance premiums, this is due to an increase in the district cyber policy and general liability as well as overall increases in cost of insurance.
- c) Board approved contracts for curriculum programs.
- d) Overall increase of utility costs as a result of inflation.
- e) 1 Bus replacement purchases in FY23

Compensation as a % of General Fund Budget

■ Compensation ■ Operations



Summary of Budget Projections for Special Revenue Funds

This reflects the current state of planning and preparation for fiscal year 2023 federal consolidated grants. The grant application is due 7/1/2022. FY23 preliminary grant allocations have been determined, these budgets reflect those preliminary awards.

Grant Year Federal Consolidated Grant and Competitive Grant Awards

	FY21 Grant Award	FY22 Grant Award	FY23 Grant Award
Title IA	\$506,039	\$192,248	\$168,176
Title ID	\$34,369	\$22,756	\$32,694
Title IIA	\$181,398	\$172,645	\$161,303
Title III-ELL	\$59,519	\$61,618	\$61,274
Title IVA	\$83,093	\$79,576	\$32,327
IDEA-611	\$793,208	\$817,085	\$813,215
IDEA-619	\$3,892	\$3,487	\$4,390
ARP 611	\$0	\$196,776	\$0
ARP 619	\$0	\$16,278	\$0
Perkins	\$50,437	\$38,288	\$0
ESSER I SEA Reserve	\$107,033	\$0	\$0
ESSER II	\$1,739,205	\$0	\$0
ESSER II SEL/MH	\$0	\$501,150	\$0
ESSER II Ext Day	\$0	\$437,190	\$0
ESSER III	\$0	\$3,906,006	\$0
GEER II	\$0	\$107,676	\$0
Homeless/McKinny	\$19,551	\$0	\$0
ARP Homeless	\$0	\$61,880	\$0
CLSD Mini	\$0	\$50,000	\$0
CLSD	\$0	\$988,000	\$0
Family Literacy	\$0	\$60,000	\$0

TI A - Title 1 A

Title I of the Elementary and Secondary Education Act (ESEA) is designed to help disadvantaged children meet challenging content and student performance standards. Part A of Title I provides financial assistance through State Educational Agencies (SEAs) to Local Education Agencies (LEAs). Funds are distributed to LEA schools with high numbers of children from low-income families, for LEA programs which target individual students most at risk of not meeting the standards, and to local institutions for neglected or delinquent children.

TI D - Title 1 D Neglected and Delinquent Students

Title I, Part D, Subpart 2 is a federal education program serving Wyoming school districts with a high concentration of students in out-of-district placements such as group homes and juvenile detention centers. This supplemental education program aims to reduce school dropout rates, particularly those of students in contact with the court system due to neglect or delinquency, though other at-risk student populations are included. The program also aims to assist students with successful transition from an institutional school setting back to their home school, post-secondary education, or the workforce. Approximately 1900 students are served through this program each year in thirteen Wyoming school districts.

TII A - Title 2 A

The purpose of this program is to: Increase student achievement consistent with the challenging State academic standards. Improve the quality and effectiveness of teachers, principals, and other school leaders. Increase the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools. Provide low-income and minority students greater access to effective teachers, principals, and other school leaders

TIII ELL - Title 3 English Language Learners

Title III of the Elementary and Secondary Education Act (ESEA) was enacted to ensure that English learners, including immigrant children and youth, develop English proficiency and meet the same academic content and academic achievement standards that other children are expected to meet. Title III funds are allocated to the states from the United States Department of Education. The Title III Program Manager for the WDE assists the eligible districts in meeting the requirements of the law. Eligible districts are determined based on the number of English Learners and immigrant youth in each district.

TIV - Title 4

Title IV, Part A is a newly enacted grant for 2017-2018, known as the Student Support and Academic Enrichment (SSAE) Grant. Title IV-A is a flexible block grant that authorizes activities in three broad areas: Providing students with a well-rounded education; Supporting safe and healthy students; and Supporting the effective use of technology.

Perkins V

The Carl D. Perkins Career Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) is a federal act designed to develop more fully the academic and career technical skills of secondary education students and post-secondary education students who elect to enroll in career technical education programs. Perkins V provides federal funding for secondary and post-secondary career and technical education in Wyoming.

IDEA611 - Special Education

Under federal regulation, the WDE is also required to annually place each Wyoming school district into one of four determination categories, based on each district's performance on both compliance and performance indicators of the SPP. IDEA specifies four determination categories, which are: Meets Requirements, Needs Assistance, Needs Intervention, Needs Substantial Intervention.

IDEA619 - Childfind

Under federal regulation, the WDE is also required to annually place each Wyoming school district into one of four determination categories, based on each district's performance on both compliance and performance indicators of the SPP. IDEA specifies four determination categories, which are: Meets Requirements, Needs Assistance, Needs Intervention, Needs Substantial Intervention.

Consolidated Grant Combined Financial Report

Consolidated grants are awarded in late summer of each year. They are open for a period of 29 months with the exception of Perkins. As stated above, the federal and state agencies have not allocated the final FY23 grant awards. Budgets will be finalized after final awards have been determined, in late summer 2022.

	FY2021		FY2022		FY2023				
	Period 7/1/20-12/15/22	FY21 Budget	FY21 Actual	Period 7/1/21-12/15/23	FY22 Budget	FY22 Actual	Period 7/1/22-12/15/24	FY23 Budget	FY23 Actual
Title IA									
Award		\$506,039	\$506,037		\$192,248	\$192,248		\$168,176	\$168,176
SALARIES		\$362,023	\$348,315		\$120,000	\$18,207		\$110,000	\$0
BENEFITS		\$112,456	\$166,529		\$62,925	\$9,428		\$45,000	\$0
PURCHASED SERVICES		\$5,564	\$1,521		\$0	\$0		\$4,176	\$0
SUPPLIES AND MATERIALS		\$6,721	\$1,220		\$2,000	\$5,773		\$5,000	\$0
CAPITAL OUTLAY		\$0	\$0		\$0	\$0		\$0	\$0
OTHER OBJECTS		\$19,275	\$15,395		\$7,323	\$0		\$4,000	\$0
Total Expenditures		\$506,039	\$532,980		\$192,248	\$33,408		\$168,176	\$0
Balance to Spend		(\$0)	(\$26,943)		\$0	\$158,840		\$0	\$168,176

	FY2021		FY2022		FY2023				
	Period 7/1/20-12/15/22	FY21 Budget	FY21 Actual	Period 7/1/21-12/15/23	FY22 Budget	FY22 Actual	Period 7/1/22-12/15/24	FY23 Budget	FY23 Actual
Ttl ID N/D									
Award		\$34,369	\$34,369		\$22,756	\$22,756		\$32,694	\$32,694
SALARIES		\$2,500	\$2,446		\$0	\$0		\$2,700	
BENEFITS		\$575	\$342		\$0	\$0		\$700	
PURCHASED SERVICES		\$25,020	\$19,987		\$17,298	\$0		\$22,994	
SUPPLIES AND MATERIALS		\$5,000	\$213		\$4,592	\$0		\$5,000	
CAPITAL OUTLAY		\$0	\$0		\$0	\$0		\$0	
OTHER OBJECTS		\$1,274	\$0		\$866	\$0		\$1,300	
Total Expenditures		\$34,369	\$22,988		\$22,756	\$0		\$32,694	\$0
Balance to Spend		\$0	\$11,381		\$0	\$22,756		\$0	\$32,694

	FY2021		FY2022		FY2023	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23		Period 7/1/22-12/15/24	
Title IIA Teacher Quality	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual
Award	\$181,398	\$181,398	\$172,645	\$172,645	\$161,303	\$161,303
SALARIES	\$81,631	\$62,934	\$45,000	\$29,392	\$42,300	
BENEFITS	\$20,379	\$15,994	\$24,693	\$4,918	\$23,211	
PURCHASED SERVICES	\$71,225	\$94,307	\$83,557	\$98,340	\$78,544	
SUPPLIES AND MATERIALS	\$1,254	\$1,254	\$12,819	\$603	\$12,049	
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	
OTHER OBJECTS	\$6,909	\$5,859	\$6,576	\$1,606	\$5,199	
Total Expenditures	\$181,398	\$180,348	\$172,645	\$134,859	\$161,303	\$0
Balance to Spend	\$0	\$1,050	\$0	\$37,785	(\$0)	\$161,303

	FY2021		FY2022		FY2023	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23		Period 7/1/22-12/15/24	
Title III ELL	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual
Award	\$59,519	\$59,519	\$61,618	\$61,618	\$61,274	\$61,274
SALARIES	\$10,000	\$17,795	\$10,000	\$125	\$10,000	
BENEFITS	\$3,400	\$3,980	\$1,250	\$28	\$1,250	
PURCHASED SERVICES	\$24,415	\$29,942	\$38,021	\$58,260	\$37,677	
SUPPLIES AND MATERIALS	\$19,437	\$5,535	\$10,000	\$671	\$10,000	
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	
OTHER OBJECTS	\$2,267	\$1,534	\$2,347	\$0	\$2,347	
Total Expenditures	\$59,519	\$58,786	\$61,618	\$59,084	\$61,274	\$0
Balance to Spend	\$0	\$733	\$0	\$2,534	\$0	\$61,274

	FY2021		FY2022		FY2023	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23		Period 7/1/22-12/15/24	
Title IVA	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual
Award	83,093	83,093	79,576	79,576	32,327	32,327
SALARIES	11,660	4,160	10,000	0	5,000	
BENEFITS	2,300	564	2,500	0	1,250	
PURCHASED SERVICES	60,304	62,084	48,906	52,668	16,992	
SUPPLIES AND MATERIALS	5,664	1,607	15,139	0	7,570	
CAPITAL OUTLAY		0	0	0	0	
OTHER OBJECTS	3,165	1,875	3,031	0	1,516	
Total Expenditures	83,093	70,290	79,576	52,668	32,327	0
Balance to Spend	(0)	12,803	0	26,908	0	32,327

	FY2021		FY2022		FY2023	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23		Period 7/1/22-12/15/24	
IDEA 611	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual
Award	793,208	793,208	817,085	817,085	813,215	813,215
SALARIES	475,091	465,932	321,260	11,000	475,000	
BENEFITS	201,232	190,842	293,033	36,374	135,423	
PURCHASED SERVICES	79,679	72,405	172,792	65,092	172,792	
SUPPLIES AND MATERIALS	7,082	4,434	30,000	3,240	30,000	
CAPITAL OUTLAY	0	0	0	0	0	
OTHER OBJECTS	30,124	8,535	0	0	0	
Total Expenditures	793,208	742,147	817,085	115,706	813,215	0
Balance to Spend	0	51,061	0	701,379	0	813,215

	FY2021		FY2022		FY2023	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23		Period 7/1/22-12/15/24	
IDEA Part B 619	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual
Award	3,892	3,892	3,487	3,487	4,390	4,390
SALARIES	0	0	0	0	0	0
BENEFITS	0	0	0	0	0	0
PURCHASED SERVICES	3,892	3,892	3,487	3,487	4,390	
SUPPLIES AND MATERIALS	0	0	0	0	0	0
CAPITAL OUTLAY	0	0	0	0	0	0
OTHER OBJECTS	0	0	0	0	0	0
Total Expenditures	3,892	3,892	3,487	3,487	4,390	0
Balance to Spend	0	0	0	0	0	4,390

	FY2022	
	Period 7/1/21-12/15/23	
ARP 611	FY22 Budget	FY22 Actual
Award	196,776	196,776
SALARIES	101,966	149,955
BENEFITS	37,831	56,987
PURCHASED SERVICES	49,485	28,709
SUPPLIES AND MATERIALS	0	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	7,495	1,834
Total Expenditures	196,776	237,485
Balance to Spend	0	(40,709)

FY2022		
Period 7/1/21-12/15/23		
ARP 619	FY22 Budget	FY22 Actual
Award	16,278	16,278
SALARIES	5,000	0
BENEFITS	2,500	0
PURCHASED SERVICES	8,158	48
SUPPLIES AND MATERIALS	0	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	620	0
Total Expenditures	16,278	48
Balance to Spend	0	16,230

	FY2021		FY2022	
	Period 7/1/20-12/15/22		Period 7/1/21-12/15/23	
Perkins	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual
Award	50,437	50,437	38,288	38,288
SALARIES	17,500	17,500	17,000	10,000
BENEFITS	3,990	4,024	1,660	2,259
PURCHASED SERVICES	12,990	12,990	8,000	0
SUPPLIES AND MATERIALS	14,036	14,002	10,170	11,998
CAPITAL OUTLAY	0	0	0	0
OTHER OBJECTS	1,921	1,921	1,458	0
Total Expenditures	50,437	50,437	38,288	24,257
Balance to Spend	(0)	0	(0)	14,031

FY2021		
Period 7/1/20-12/15/22		
Cares Act/ESSER I	FY21 Budget	FY21 Actual
Award	107,033	107,033
SALARIES	37,500	14,775
BENEFITS	8,625	3,292
PURCHASED SERVICES	60,908	88,966
SUPPLIES AND MATERIALS	0	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	107,033	107,033
Balance to Spend	0	0

FY2021		
Period 7/1/20-12/15/22		
ESSER II	FY21 Budget	FY21 Actual
Award	1,739,205	1,739,205
SALARIES	1,090,624	694,197
BENEFITS	481,878	324,612
PURCHASED SERVICES	36,500	337,546
SUPPLIES AND MATERIALS	32,000	8,653
CAPITAL OUTLAY	0	1,951
OTHER OBJECTS	98,203	23,067
Total Expenditures	1,739,205	1,390,026
Balance to Spend	0	349,179

FY2022 Period 7/1/21-12/15/23		
ESSER II SEL/MH	FY22 Budget	FY22 Actual
Award	501,150	501,150
SALARIES	10,000	0
BENEFITS	2,300	0
PURCHASED SERVICES	488,850	75,260
SUPPLIES AND MATERIALS	0	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	501,150	75,260
Balance to Spend	0	425,891

FY2022 Period 7/1/21-12/15/23		
ESSER II Ext Day	FY22 Budget	FY22 Actual
Award	437,190	437,190
SALARIES	260,000	82,456
BENEFITS	75,000	11,650
PURCHASED SERVICES	34,190	666
SUPPLIES AND MATERIALS	68,000	6,025
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	437,190	100,797
Balance to Spend	0	336,393

FY2022		
Period 7/1/21-12/15/23		
ESSER III	FY22 Budget	FY22 Actual
Award	3,906,907	3,906,907
SALARIES	1,200,075	8,000
BENEFITS	615,000	2,000
PURCHASED SERVICES	1,039,355	0
SUPPLIES AND MATERIALS	265,000	2,618
CAPITAL OUTLAY	600,000	0
OTHER OBJECTS	187,477	0
Total Expenditures	3,906,907	12,618
Balance to Spend	0	3,894,288

FY2022		
Period 7/1/21-12/15/23		
GEER II	FY22 Budget	FY22 Actual
Award	107,676	107,676
SALARIES	0	0
BENEFITS	0	0
PURCHASED SERVICES	0	0
SUPPLIES AND MATERIALS	107,676	64,495
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	107,676	64,495
Balance to Spend	0	43,181

FY2021		
Period 7/1/20-12/15/22		
Homeless/McKinny	FY21 Budget	FY21 Actual
Award	19,551	19,551
SALARIES	10,307	4,570
BENEFITS	0	1,032
PURCHASED SERVICES	4,000	0
SUPPLIES AND MATERIALS	4,500	3,846
CAPITAL OUTLAY	0	0
OTHER OBJECTS	744	0
Total Expenditures	19,551	9,448
Balance to Spend	0	10,103

FY2022		
Period 7/1/21-12/15/23		
ARP Homeless	FY22 Budget	FY22 Actual
Award	70,336	70,336
SALARIES	15,000	0
BENEFITS	3,750	0
PURCHASED SERVICES	40,457	0
SUPPLIES AND MATERIALS	7,622	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	3,508	0
Total Expenditures	70,336	0
Balance to Spend	0	70,336

FY2022		
Period 7/1/21-12/15/23		
CLSD Mini	FY22 Budget	FY22 Actual
Award	50,000	50,000
SALARIES	0	0
BENEFITS	0	0
PURCHASED SERVICES	50,000	15,000
SUPPLIES AND MATERIALS	0	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	50,000	15,000
Balance to Spend	0	35,000

FY2022		
Period 7/1/21-12/15/23		
CLSD	FY22 Budget	FY22 Actual
Award	988,000	988,000
SALARIES	690,000	0
BENEFITS	168,000	0
PURCHASED SERVICES	120,000	47,500
SUPPLIES AND MATERIALS	10,000	0
CAPITAL OUTLAY	0	0
OTHER OBJECTS	0	0
Total Expenditures	988,000	47,500
Balance to Spend	0	940,500

		FY2022	
		Period 7/1/21-12/15/23	
Family Literacy	FY22 Budget	FY22 Actual	
Award	30,000	30,000	
SALARIES	22,000	1,750	
BENEFITS	8,000	395	
PURCHASED SERVICES	0	0	
SUPPLIES AND MATERIALS	0	0	
CAPITAL OUTLAY	0	0	
OTHER OBJECTS	0	0	
Total Expenditures	30,000	2,145	
Balance to Spend	0	27,855	

COMPONENT UNITS OF TCSD #1

Blended Component Units are reported as **Special Revenue Funds** in the District's financial records in accordance with GASB 14 financial requirements. Financial activity of the Teton County Board of Cooperative Education Services (BOCES) and the Teton County School District Recreation District (TCSDRD) fall into this category at TCSD1 and are segregated in the financial statements to differentiate their financial position, results of operations, and cash flows from those of the District. Component units are legally separate entities, approve their own budgets, but are fiscally dependent upon the School District, and the Teton County School Board is financially accountable for these funds. *Note: the TCSD BOE also levies mills for C-V BOCES. Not being fiscally dependent on TCSD or the mill levy, C-V Region V BOCES is not considered a component unit.*

Teton County BOCES (CWC BOCES)

Teton County BOCES funds are available because of a mill levy. A maximum of .5 mills may be levied on taxpayers at the discretion of the School Board. This is made possible by an act of the legislature and action taken by the Teton County School District Board of Trustees.

Account Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Actual	FY2023 Budget
BOCES REVENUE					
CWC BOCES DUAL-OPERATION FEES	\$399,800.00	\$449,703.80	\$450,000.00	\$433,391.12	\$486,324.78
CWC BOCES CLLG PRP JRS & SRS	\$28,384.00	\$56,284.00	\$55,800.00	\$56,813.83	\$55,800.00
CWC BOCES DUAL TEXTBOOKS			\$30,000.00	\$30,000.00	\$30,000.00
CWC BOCES VOC CERTIF SALARIES	\$6,000.00	\$3,325.00	\$6,000.00	\$4,170.43	\$6,000.00
CWC BOCES VOC CLASS SALARIES	\$189,676.76	\$167,523.69	\$189,676.76	\$114,940.23	\$189,676.76
CWC BOCES VOC CERTIFIED FICA	\$28,000.00	\$34,054.80	\$28,000.00	\$26,453.88	\$28,000.00
CWC BOCES VOC CLASSIFIED FICA	\$9,920.31	\$12,815.46	\$9,920.31	\$8,792.94	\$9,920.31
CWC BOCES VOC CERTIFIED RETIRE	\$1,900.00	\$2,474.76	\$1,900.00	\$1,925.55	\$1,900.00
CWC BOCES VOC CLASSIFIED RETIR	\$18,563.10	\$24,640.24	\$18,563.10	\$17,172.06	\$18,563.10
CWC BOCES VOC CERTIFIED INS	\$5,000.00	\$5,016.86	\$5,000.00	\$3,952.17	\$5,000.00
CWC BOCES VOC CLASSIFIED INS	\$33,955.36	\$44,432.08	\$33,955.36	\$37,173.37	\$33,955.36
CWC BOCES VOC WC	\$17,000.00	\$20,775.03	\$17,000.00	\$17,572.86	\$17,000.00
CWC BOCES VOC SVCS/TETON LIT	\$1,446.53	\$1,711.07	\$1,446.53	\$2,087.89	\$1,446.53
CWC BOCES VOC ED CLASS SUPPLIE	\$10,000.00	\$0.00	\$10,000.00	\$7,410.97	\$10,000.00
CWC BOCES PLTW & BIO MED SUPPL	\$25,000.00	\$46,434.82	\$25,000.00	\$24,030.64	\$25,000.00
CWC BOCES CLASSROOM EQUIPMENT	\$5,000.00	\$5,100.00	\$5,000.00	\$4,392.00	\$5,000.00
CWC BOCES-COMP. EQUIPMENT STUD			\$54,680.00	\$5,443.97	\$0.00
CWC BOCES ADMIN-SALARIES	\$10,000.00	\$1,440.00	\$10,000.00	\$46,563.00	\$10,000.00
CWC BOCES ADMIN-FICA	\$31,487.94	\$38,730.68	\$31,487.94	\$31,412.07	\$31,487.94
CWC BOCES ADMIN-WR	\$2,408.78	\$2,871.12	\$2,408.78	\$2,343.10	\$2,408.78
CWC BOCES ADMIN-INS	\$4,507.52	\$5,909.62	\$4,507.52	\$4,693.03	\$4,507.52
CWC BOCES-OPERATIONS SERVICES	\$16,477.59	\$18,733.23	\$16,477.59	\$17,572.86	\$16,477.59
	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
Totals	\$445,227.89	\$492,272.46	\$557,323.89	\$464,916.85	\$502,643.89
Opening Fund Balance	\$238,098.00	\$238,098.00	\$195,529.34	\$195,529.34	\$88,205.45
Closing Fund Balance	\$192,670.11	\$195,529.34	\$88,205.45	\$164,003.61	\$71,886.34

TCSD Recreation District

Teton County School District No.1 Recreation District (TCSDRD) revenue comes from a mil levy up to 1 tenth decided each year by the Teton County School District Board of Education. This is made possible by an act of the legislature and action taken by the Teton County School District Board of Trustees.

Account Description	FY19 Actuals (.6 mill levy)	FY20 Actuals (.9 mill levy)	FY21 Actuals (.25 mill levy)	FY22 Actuals (.8 mill levy)	FY23 Budget (.9 mill levy)
BEGINNING BALANCE	\$792,235	\$613,862	\$1,272,511	\$348,052	\$322,511
COUNTY TAX REVENUE	\$1,111,100	\$1,865,247	\$603,133	\$1,564,470	\$2,917,949
INTEREST	\$129	\$499	\$1,882	\$1,182	\$1,500
REFUND OF PRIOR YEAR EXPENDITURES	\$71,488	\$74,630	\$147,187	\$246,821	\$150,000
TOTAL REVENUE	\$1,182,718	\$1,940,376	\$752,201	\$1,812,473	\$3,069,449
LEGAL FEES/EXPENSES	\$2,500	\$1,422	\$1,173	\$782	\$1,000
PAYMENTS TO COMMUNITY PROGRAMS	\$480,234	\$390,437	\$242,005	\$225,000	\$225,000
TRANSFERS TO SPECIAL REV. FUNDS	\$778,357	\$812,296	\$1,333,482	\$832,517	\$1,272,233
TRANSFERS TO CAPCON FUNDS	\$100,000	\$100,000	\$100,000	\$776,495	\$715,000
RECREATION DISTRICT ADMINISTRATIVE COSTS	\$0	\$0	\$0	\$3,221	\$4,500
TOTAL FUNDS DISTRIBUTED	\$1,361,091	\$1,304,155	\$1,676,660	\$1,838,015	\$2,217,733
CARRYOVER BALANCE	\$613,862	\$1,272,511	\$348,052	\$322,511	\$1,174,227

Project Types	FY2019	FY2020	FY2021	FY2022	FY2023
Community	\$137,701	\$131,608	\$102,418	\$55,000	\$55,000
Parks & Rec	\$348,663	\$280,820	\$139,920	\$170,000	\$170,000
TCSD Capital Projects	\$100,000	\$100,000	\$100,000	\$776,495	\$715,000
TCSD Programs	\$778,249	\$810,747	\$1,333,482	\$832,517	\$1,272,233
Grand Total	\$1,364,613	\$1,323,175	\$1,675,820	\$1,834,012	\$2,212,233

MAJOR MAINTENANCE FUND SUMMARY

Major Maintenance Fund Summary

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Budget
Beginning Fund balance	\$4,386,993	\$5,308,528	\$4,284,654	\$3,532,036
Sources of Funds:				
SFD Revenue	\$1,987,584	\$2,034,592	\$2,409,999	\$2,200,000
Interest	\$1,280	\$17,979	\$13,289	\$18,000
Fund Transfers-In	\$80,058	\$0	\$0	\$0
Total Sources	\$2,068,922	\$2,052,571	\$2,423,288	\$2,218,000
Uses of Funds:				
10% Dist. Directed Expenditures	\$47,644	\$48,636	\$2,544,709	\$150,000
10% Security Directed MM			\$563,695	
MM Expenditures & Encumbrances	\$1,099,743	\$2,303,186	\$67,502	\$3,500,000
Fund Transfers-Out	\$0	\$0	\$0	
Total uses	\$1,147,386	\$2,351,822	\$3,175,906	\$3,650,000
Total Changes in Fund Balance	\$5,308,528	\$5,009,277	\$3,532,036	\$2,100,036
Ending Fund Balances				
10% District Directed MM	\$1,774,545	\$1,389,221	\$1,959,495	\$1,809,495
10% Security Directed MM		\$412,850	\$49,988	
Major Maintenance	\$3,533,983	\$2,482,582	\$1,522,553	\$240,553
Ending Fund Balances	\$5,308,528	\$4,284,654	\$3,532,036	\$2,050,047

[Open Major Maintenance Work Orders](#)

CAPITAL PROJECTS FUND

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Budget
Beginning Fund Balance	\$1,968,925	\$2,662,917	\$3,679,553	\$3,026,131
Revenue	\$1,509,514	\$2,921,383	\$1,479,497	\$2,310,000
Expenditures	\$815,521	\$1,904,748	\$2,132,919	\$2,876,300
Change in Fund Balance	\$693,992	\$1,016,635	(\$653,422)	(\$566,300)
Ending Fund Balance	\$2,662,917	\$3,679,553	\$3,026,131	\$2,459,831

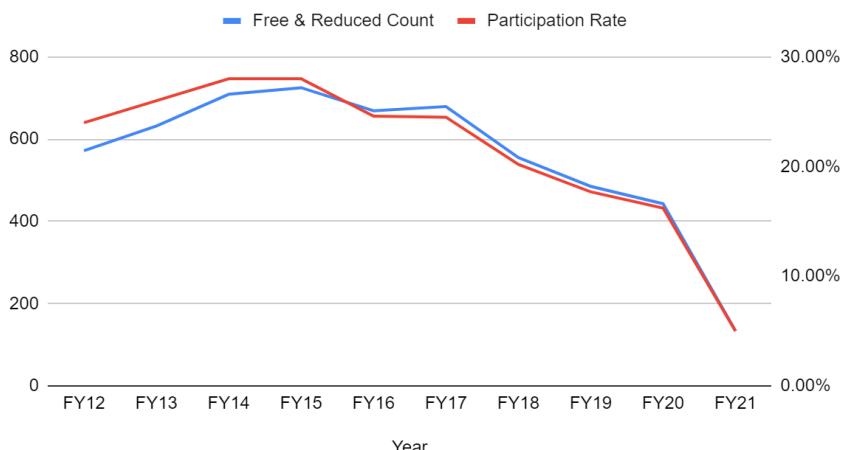
ENTERPRISE FUNDS

Fund 50 - Food Service

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Budget
Beginning Fund Balance	\$121,553	\$145,758	\$168,252	\$195,819
Operating Revenue	\$926,681	\$265,627	\$1,850,130	\$1,508,962
Operating Expenditures	\$1,309,107	\$1,282,132	\$1,822,564	\$1,701,451
Operating Income (Loss)	(\$382,426)	(\$1,016,505)	\$27,567	(\$192,489)
Non-Operating Revenues	\$406,631	\$1,038,999	\$0	\$0
Transfers In (Out)	\$0	\$0	\$0	\$0
Ending Fund Balance	\$145,758	\$168,252	\$195,819	\$3,330

\$195,898

Free & Reduced Count and Participation Rate



Fund 51 - Early Childhood

	FY2021 Actual	FY2022 Actual	FY2023 Budget
Beginning Fund Balance	\$227,813	\$3,272	\$123,185
Revenue	\$420,055	\$693,709	\$756,500
Expenditures	\$644,596	\$573,796	\$605,257
Ending Fund Balance	\$3,272	\$123,185	\$274,428

Fund 62 - Employee Benefits Fund

	FY2021 Actual	FY2022 Actual	FY2023 Budget
Beginning Fund Balance	\$1,131,933	\$1,094,871	\$1,079,740
Revenue	\$376,215	\$359,650	\$360,000
Expenditures	\$413,277	\$374,780	\$375,000
Ending Fund Balance	\$1,094,871	\$1,079,740	\$1,064,740

INFORMATIONAL SECTION

TCSD ACTUAL VS. MODEL INFORMATION

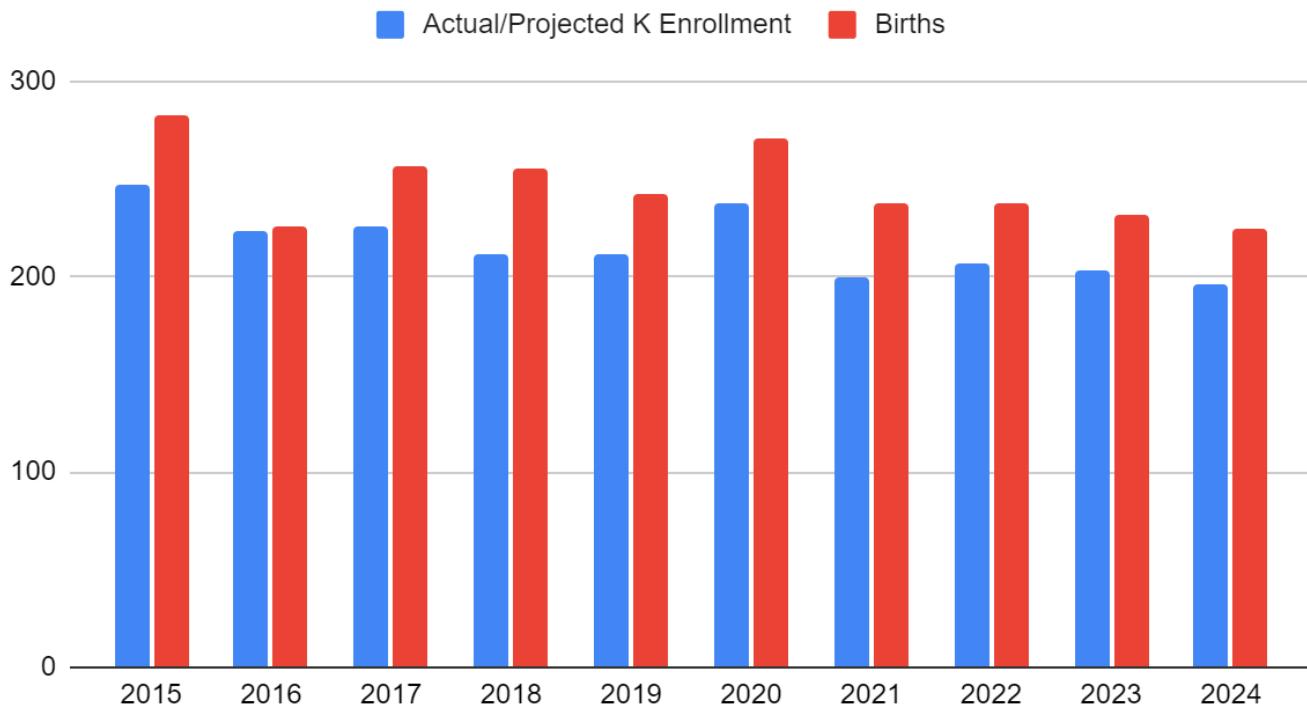
District Level Resources		Total ADM:		2812			
		Model \$	FTE's	Actual \$	FTE's	Over (Under)	Model FTE
Central Office Administration*		\$2,043,839	15.3	\$1,767,940	16.1	-\$275,899	0.9
Operations & Maintenance*		\$3,175,725	40.1	\$2,138,377	28.9	-\$1,037,348	-11.2
Utilities		\$758,704		\$896,267		\$137,563	
Special Education*		\$6,854,394		\$6,854,394		\$0	
Transportation*		\$2,729,358		\$2,729,358		\$0	
Other Reimbursables		\$74,585		\$74,585		\$0	
District Level Resources		\$15,636,605	55.3	\$14,460,921	45.0	-\$1,175,684	-10.3
School Level Resources							
		Model \$	FTE's	Actual \$	FTE's	Over (Under)	Model FTE
Teachers		\$27,535,386	237.6	\$27,031,095	251.7	-\$504,291	14.1
Substitute Teachers		\$215,113	11.3	\$297,050	8.0	\$81,937	-3.3
Supervisory Aides/Pupil Support		\$2,694,381	33.0	\$1,955,261	36.3	-\$739,120	3.3
Principals		\$1,181,184	6.5	\$1,374,059	8.7	\$192,875	2.1
Asst Principals		\$495,731	3.2	\$729,297	5.3	\$233,566	2.1
Secretarial/Clerical		\$1,390,061	19.9	\$891,045	18.5	-\$499,016	-1.4
Supplies & Materials		\$572,371		\$1,549,548		\$977,177	
Equipment & Technology*		\$703,006		\$1,015,001		\$311,995	
Curriculum, Assessment, Inst. Materials		\$562,246		\$637,808		\$75,562	
Activities/Extra Duty		\$842,205		\$884,525		\$42,320	
School Level Resources		\$36,191,684	311.6	\$36,364,688	328.5	\$173,004	16.9
		\$51,828,289	366.9	\$50,825,609	373.5	-\$1,002,680	6.6

Note:

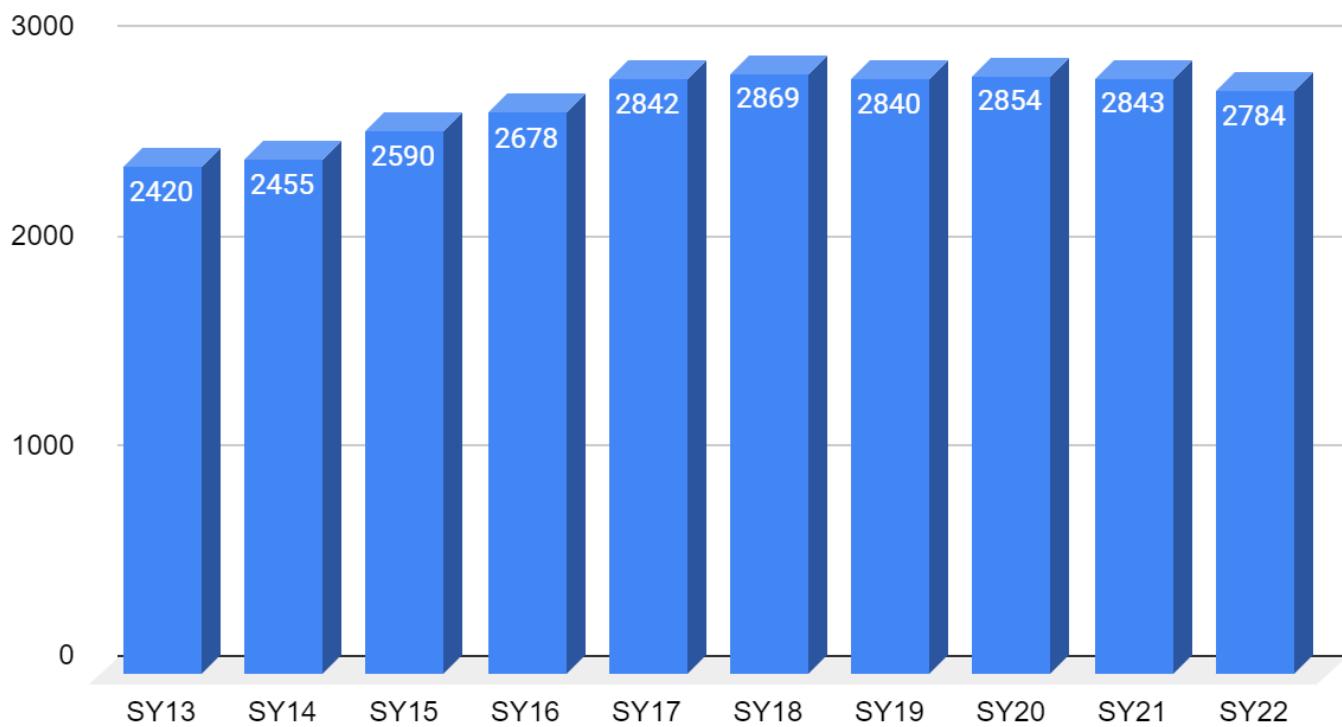
1. This is informational based on FY22 staffing; several mappings between actual & model rely upon district classification of positions that WDE does not specify.
2. Sources of funds (Model \$) not included include: fund transfers, WDE retirement costs, Retiree COBRA payments, and misc. local resources.
3. Some uses of funds not included are as follows but not limited to: support for special revenue programs, COBRA payments for retiree health plan, unemployment payments.

ENROLLMENT HISTORY & PROJECTIONS

Actual/Projected K Enrollment vs. Births



TCSD K-12 Enrollment



SIGNIFICANT BUDGET AND ACCOUNTING REQUIREMENTS

Basis of Presentation-Fund Accounting

The need to account for separate operations differently, and the fact that many revenue sources carry legal restrictions regarding how they can be spent, has together resulted in the development of fund accounting.

Types of Funds

Governmental Funds

The General Fund – The General Fund is the general operating fund of the school district. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – Special Revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds - to account for financial resources to be used for the construction and major renovation of capital facilities.

Debt Service Funds - to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Proprietary Funds

Enterprise Funds (Food Service) - to account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Internal Service Funds - to account for the financing of goods or services provided by one school, department or agency to other schools, departments or agencies of the school district, or to other governmental units, on a cost-reimbursement basis.

Fiduciary Funds

Agency Funds - to account for resources held by the reporting government in purely custodial capacity (assets equal liabilities). Agency funds involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

Measurement Focus Basis of Accounting (MFBA)

Traditionally, governments have used essentially the same accounting as private-sector businesses for their proprietary funds (enterprise and internal service funds) and similar trust funds (nonexpendable and pension trust funds). In both cases, the measurement focus of the operating statement has been on the changes in economic resources (changes in total net assets). Such changes have been recognized as soon as the underlying event or transaction has occurred, regardless of the timing of the related cash flow – the accrual basis of accounting. Thus, under GASB 34, proprietary funds (enterprise and internal service funds) and fiduciary funds recognize revenues as soon as they are earned and expenses as soon as a liability is incurred, just like private-sector businesses.

Governments have always taken a very different approach, however, in accounting for their governmental funds and expendable trust funds. The measurement focus here has been on changes in current financial resources.

Private-sector businesses adopt budgets, as do state and local governments. However, the role of the budget in public sector is unique. In the private sector a budget is simply a financial plan, whereas in the public sector it plays a critical role in the system of checks and balances between the executive and legislative branches of government. So important is the budget in the world of public sector finance that demonstrating compliance with the appropriated budget has traditionally been an integral part of governmental financial reporting in the form of a mandated budget-to-actual comparison statement.

Governments, unlike businesses, do not ordinarily provide services as a means to an end (i.e., profit), but rather as an end in themselves. In principle, governments make their financial plans by first determining the types and levels of services they need or wish to provide, and then determining how these services are to be financed. Some services are partially financed from sources outside the government itself (i.e., charges for services, grants and contributions). In that case, a government will naturally wish to isolate and focus its attention on the portion of the cost of services that it will need to finance from its own resources. The “net program expense” format mandated by GASB 34 is designed to reflect this unique governmental perspective.

TETON COUNTY SCHOOL DISTRICT REVENUES EXPLAINED

The overall operating budget is comprised of four major revenue sources: Local, County, State, and Federal. The following pages describe many of the sources and types of revenues received by TCSD across all funds.

Local & County Revenues

- o **25 Mill Special District Taxes.** Taxes levied by the County Commissioners at the request of the school district on the assessed valuation of real and personal property located within the boundaries of the district. For unified or non-unified school districts, W.S. 21-13-102(a)(i)(A) requires the school district to levy 25 mills for combined elementary, junior high and high school purposes. For purposes of GASB No. 34, should always be classified as a General Purpose Tax.
- o **6 Mill County Equalization Tax.** Tax revenue pursuant to W.S. 21-13-201. County Commissioners are required to levy a tax of six (6) mills on the assessed valuation of real and personal property located within the boundaries of the district for the support and maintenance of public schools.
- o **Motor Vehicle Taxes.** Revenue derived from the Town & County motor vehicle license fees which is distributed to school districts within the County based on the ratio of the school district's special district tax levy to the total taxes levied within the County.
- o **Penalties and Interest on Delinquent Taxes.** Amounts received by the school district which were collected as penalties for the late payment of taxes and the interest charged on such delinquent taxes from the due date to the date of actual payment.
- o **Fines and Forfeitures.** Revenue received from fines levied within the county or forfeiture of bonds received by the county. For purposes of GASB No. 34, should always be classified as General Purpose Tax.
- o **Board of Cooperative Educational Services (BOCES) - 1/2 Mill Special School District Tax.** Revenue authorized by W.S. 21-20-109(a). School districts participating in a BOCES may levy a special school district tax not to exceed one-half (1/2) mill on the assessed value of the member districts. The vote of the electors within the member districts is not required to impose this tax.
- o **Parks and Recreation 1 Mill Tax.** Revenue authorized by W.S. 18-9-201. Cities, towns, counties or school districts either jointly or through any combination may establish a system of public recreation subject to provisions in W.S. 18-9-101. The mill is levied by the board of county commissioners. This tax must be used as specified in W.S. 18-9-101 and expended by the recreation board as specified in W.S. 18-9-102.
- o **Payments to the State Foundation Program.** Recapture payments to the State Foundation Program as authorized under W.S. 21-13-102(b).
- o **Interest on Deposits.** Income from the investment of school division cash on hand in the operating fund.
- o **Contributions and Donations from Private Sources.** Revenue from philanthropic foundation, private individuals or private organizations for which no repayment or special service to the contributor is expected.
- o **Rental of Land/Building.** This revenue source provides reimbursement for the use of school facilities by outside groups. It includes reimbursement for such items as parks & recreation, youth football leagues, church groups, and community events.
- o **Tuition.** Money received from pupils, their parents, agencies, adults, or other school districts for education provided in the various schools of the district.
- o **Pupil Fees.** The pupil fee revenue includes revenue charged to students for admissions to events, sales, membership dues to student organizations, and other student fees that may be charged.
- o **Indirect costs.** Revenue from federal funds under an approved indirect cost allocation plan.
- o **Insurance Recovery.** Proceeds from insurance companies for damage or loss to school division owned buildings and personal property.

State Revenue

- o **Foundation Program.** All money received as the school district's share of entitlement from the State School Foundation Program. Entitlements are determined by the State Department of Education pursuant to applicable Wyoming statutes. For purposes of GASB No. 34, should always be classified as General Purpose Tax.
- o **Audit Adjustments Foundation Program.** Foundation Revenue, either received from the Department of Education (positive) or paid back to the Department of Education (negative) as a result of an audit adjustment made after the foundation program has been finalized.
- o **Taylor Grazing.** Revenue received under the provisions of the Federal Taylor Grazing Act.
- o **Tax Shortfall Grant.** W.S. 21-13-313(d) allows a school district to receive the difference between the 25 mill local taxes and 6 mill county taxes estimated for the foundation program and the 25 mill local taxes and 6 mill county taxes actually received in a fiscal year if the amount actually received is less than the estimate.
- o **Major Building and Facility Maintenance.** Revenue received pursuant to W.S. 21-15-109. This revenue is distributed each July for major building facility repair and replacement. Payments are based upon eligible gross square footage of school buildings times a maintenance cost factor
- o **Payments Made to Recapture Districts.** Payments made from the School Foundation Account to recapture districts constituting "loans" to be repaid at a later date.
- o **Capital Construction Grants** – State Revenue received pursuant to W.S. 21-15-111 for state-funded capital construction assistance.
- o **Restricted State Grants-In-Aid.** Revenue recorded as grants by the school district from State funds which must be used for a categorical or specific purpose. This includes:
 - o **WDE Dual Grant** – initiate a Dual Language Immersion Program within schools.

Federal Revenues

- o **Title I – Part A** provides payments to meet the educational needs of educationally deprived children.
- o **Title I – Part D** provides payments to help at-risk students who are in locally operated correctional facilities or institutions or students at-risk of dropping out of school meet state academic achievement standards, complete high school, or make successful transitions to further education or employment.
- o **CARES ACT-ESSER** provides payments to help with the impacts of the COVID-19 pandemic.
- o **Title II – Part A** provides funds to support programs that reduce class size; offer professional development; provide teacher and administrator mentoring programs; enhance the preparation, training and recruiting of high-quality teacher and paraprofessionals; and involve parents and the community in programs and activities that support student academic achievement.
- o **IDEA 611** allocates federal funds to the school division to offset some of the cost of special education services for students with disabilities.
- o **Title III ELL** provides funds to support limited English proficient (LEP) students, including immigrant children, in developing English proficiency and meet the same academic content and achievement standards as other students are expected to meet.
- o **Title IV – Part A** student support and academic enrichment (SSAE) program to provide all students with a well-rounded education and improve school conditions for student learning.
- o **Perkins** provides funds to develop more fully the academic, vocational and technical skills of secondary and postsecondary students who elect to enroll in career and technical education programs.
- o **CARES ACT/ESSER** – provides additional support to districts as a result of the pandemic COVID-19.
- o **ESSER II and ESSER III** - federal funds provided to aide districts in responding to challenges as a result of the COVID-19 pandemic.

SCHOOL FOUNDATION PROGRAM BLOCK GRANT INFORMATION

<http://legisweb.state.wy.us/LSOWEB/SchoolFinance/Documents/SchoolFoundationBlockGrantFlowChart.pdf>

SCHOOL FOUNDATION BLOCK GRANT

I. BASE RESOURCES.



II. FOUNDATION GUARANTEE.



The RCA is applied,
by district, to all
FTE positions

ECA is used to
adjust for
inflation

Greater of the 2005
HWI, WCLL, or
minimum of 100

Transportation

Special Education

Isolation &
Maintenance

Special
Tuition

Teacher
Extra Pay

SCHOOL BOARD POLICY

Fiscal Management and Goals

Policy Code: DA

CODE: DA

FISCAL MANAGEMENT AND GOALS

Budget priorities shall annually be aligned with strategic mission and vision.

In accordance with the *Uniform Municipal Fiscal Procedures Act*, the School District's budgeting program system shall conform to the uniform system established by the Wyoming Department of Education.

The fiscal year for the School District shall be July 1 through June 30.

The School District's fiscal management shall:

- establish budget planning and fiscal management procedures that contribute to the attainment of an effective instructional program;
- establish budget planning procedures which reflects priority consideration of student performance standards and school improvement plans;
- maintain a level of cash reserves adequate to cover expected and unexpected, future cash obligations;
- maintain a minimum unassigned fund balance, in accordance with GASB 54 rules, of two months of budgeted expenditures;
- provide timely and appropriate information to the Board of Trustees, to its School District staff, and to the public; and
- establish and implement efficient procedures for accounting, reporting, investing, purchasing, payroll, payment of vendors and contractors, and all other areas of fiscal management.
- establish and implement efficient procedures for accounting, such as block grant funds, grant funds, agency money, and any other source of revenue due to the School District.

Adopted: 08/26/1999; 08/27/2007; 10/13/2010; 08/13/2014; 11/27/2017

Annual Budget

Policy Code: DB

CODE: DB

ANNUAL BUDGET

The annual budget is the financial plan for the operation of the School District. It provides the framework for both expenditures and revenues for the year and translates the educational programs and priorities into financial terms. The annual budget shall align with the School District Strategic Plan.

School District budgeting is regulated and controlled by the Wyoming Municipal Fiscal Procedures Act, and other statutes, rules and regulations.

The School District shall adopt and administer its annual budget in accordance with such law.

The Superintendent, or his/her designee shall be the budget officer.

Adopted: 08/26/1999

Revised: 08/13/2014

Reviewed: 11/17/2017

Policy Code: DBC

Policy Name: Budget Preparation

Code: DBC

BUDGET PLANNING AND PREPARATION

Budget planning and preparation in this School District is an integral part of program planning so that the annual budget of the School District in alignment with strategic mission and vision.. Budget planning and preparation is a year-round process involving broad participation considering the needs of educational programs, personnel, facilities and other projects as they arise.

The Superintendent or designee is responsible for budget preparation, including the construction of, and adherence to, a budget calendar. Administrators develop and submit budget requests for their school /department after seeking advice and suggestions of staff members.

Per the Municipal Procedures Act, the budget will be approved through budget hearing process.

Adopted: 11/27/2017

SUMMARY OF WYOMING STATUTORY BUDGET REQUIREMENTS

Budget Requirements

§ 16-4-103(a) and (b) state:

“(a) Municipal budgets are required each fiscal year ... for all expenditures and funds of the municipalities.

(b) Intra-governmental and enterprise fund municipal budgets are required for adequate management control and for public information including financial statements of condition, work programs and any other costs as the municipal governing body may request. These fund accounts shall not be deemed to have spent amounts in excess of those budgeted when the funds available from all sources are sufficient to cover the additional operating expenditures which have been approved by the governing bodies.”

§ 16-4-102(xiv) defines “municipality” to mean: “(A) All incorporated first class cities, towns having a population in excess of four thousand (4000) inhabitants and all towns operating under the city manager form of government; (B) Counties; (C) **School districts**; (D) Community colleges.”

Preparation of Budgets

§ 16-4-104(a) states that “All departments shall submit budget requests to the appropriate budget officer on or before May 1 ...” On or before May 15, the budget officer shall prepare a tentative budget for each fund and file the budget with the governing body.

Contents

§16-4-104 (b), (c) and (d) state:

“(b) ...The format of the proposed budget shall be prepared to best serve the municipality ... The proposed budget shall set forth:

- (i) Actual revenues and expenditures in the last completed budget year;
- (ii) Estimated total revenues and expenditures for the current budget year;
- (iii) The estimated available revenues and expenditures for the ensuing budget year.

(c) Each proposed and adopted budget shall contain the estimates of expenditures and revenues developed by the budget officer together with specific work programs and other supportive data as the governing body requests. ...

(d) Each proposed and adopted budget shall be accompanied by a budget message in explanation of the budget. The budget message shall contain an outline of the proposed financial policies for the budget year and describe in connection therewith the important features of the budgetary plan. It shall also state the reasons for changes from the previous year in appropriation and revenue items and explain any major changes in financial policy.”

Budget Review

§ 16-4-104 (e) and (f) state:

“(e) The proposed budget shall be reviewed and considered by the governing body in a regular or special meeting called for this purpose. Following a public hearing ... the governing body shall adopt a budget.

(f) This act does not prevent the municipality from undertaking any project authorized by vote of the people after adoption of the budget.”

Property Tax Levy

§ 16-4-106 states that “The amount of estimated revenue from property tax required by the budget shall constitute the basis for determination of the property tax to be levied for the corresponding tax years subject to legal limitations. The amount of tax shrinkage allowed shall not exceed the actual percentage of uncollected taxes to the total taxes levied for the preceding fiscal year ...”

Budget Hearings

§ 16-4-109 states:

“(a) A summary of the proposed budget shall be entered into the minutes and the governing body shall publish the summary at least one (1) week before the hearing date in a newspaper having general circulation in which the municipality is located, if there is one, otherwise by posting the notice in three (3) conspicuous places within the municipality.

(b) Hearings ... shall be held ... for school districts ... the third Wednesday in July ... The governing board of each municipality shall arrange for and hold the hearings and provide accommodations for interested persons. Copies of publications of hearings shall be furnished to the director of the state department of audit and school districts shall also furnish copies to the state department of education.”

Limitation on Appropriations

§ 16-4-110 states that “The governing body of a municipality shall not make any appropriation in the final budget of any fund in excess of the estimated expendable revenue of the fund for the budget year.”

Adoption of Budget

§ 16-4-111 (a) and (d) state:

“(a) Within twenty-four (24) hours of the conclusion of the public hearing under W.S. 16-4-109(b), the governing body of each municipality shall, by resolution or ordinance, make the necessary appropriations and adopt the budget, which, subject to future amendment, shall be in effect for the next fiscal year ...

(d) As provided by W.S. 39-13-104(k), a copy of the adopted budget, certified by the budget officer, shall be furnished the county commissioners for the necessary property tax levies. Certified copies of the adopted budget shall be on file in the office of the budget officer for public inspection. Copies of school district budgets shall be furnished to the state department of education ...”

Transfer of Unencumbered or Unexpended Appropriation Balances

§ 16-4-112 states that “At the request of the budget officer or upon its own motion after publication of notice, the governing

body may by resolution transfer any unencumbered or unexpended appropriation balance or part thereof from one (1) fund, department or account to another.”

According to W.S. 16-4-102(a)(vii) “department” means “a functional unit within a fund which carries on a specific activity, such as ... a major program category such as “instruction” in a school district fund.”

General Fund Budget Increase

§ 16-4-113 states that “The budget of the general fund may be increased by resolution of the governing body. The source of the revenue shall be shown whether unanticipated, unappropriated surplus, donations, etc.”

Emergency Expenditures

§ 16-4-114 states that “If the governing body determines an emergency exists and the expenditure of money in excess of the general fund budget is necessary, it may make the expenditures from revenues available under W.S. 16-4-105(a)(ii) as reasonably necessary to meet the emergency. Notice of the declaration of emergency shall be published in a newspaper of general circulation in the municipality.”

Appropriations Lapse; Prior Claims

§ 16-4-115 states that “All appropriations excluding appropriations for capital projects shall lapse following the close of the budget year to the extent they are not expended or encumbered. All claims incurred prior to the close of any fiscal year shall be treated as if properly encumbered.”

Transfer of Special Fund Balances

§ 16-4-116 states that “If the necessity to maintain any special revenue or assessment fund ceases and there is a balance in the fund, the governing body shall authorize the transfer of the balance to the fund balance account in the general fund. Any balance which remains in a capital improvements or capital projects fund shall be transferred to the appropriate debt service fund or other fund as the bond ordinance requires or to the general fund balance account.”

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