



March 24, 2025

To: Dr. Josh Swanson, Superintendent  
From: The Business Office  
Re: Capital Budget

In keeping with the 2025-26 budget timeline, the capital outlay and building fund budgets are brought to the board for discussion in March and for approval in April. This timeline allows for adequate planning and implementation of projects needed for the 2025-26 school year. Most of the larger projects included within the capital budget are spent during the summer months, so approval of this budget is needed earlier than the general operating budget in order to secure bids and quotes.

There are three budget areas within the capital outlay and building funds, mostly due to legal restrictions on the use of the designated revenue streams. Each budget area has its own revenue source and corresponding expenditures aligned to meet the Minnesota Department of Education's (MDE) guidelines on appropriate use. See the attached table which shows a breakdown of the budget areas, including the funding source and proposed expenditures along with a summary of the revenue, expenditures and fund balances for fiscal year 2025.

One key addition to the 2025-2026 Capital Outlay Budget document is the addition of the 2024A Certificates of Participation (COPs). The COPs were issued in the spring of 2024 for the purchase of the Valley View building as the new home for TASSEL, Adult Basic Education, and Alternative Learning Center. The revenue and expenditure related to the COPs are tied to the Lease Levy which is funded by property taxes.

The expenditure budget is comprised of planned projects to be undertaken in the coming year. They represent the district administrations' recommendation of priority projects necessary to achieve the district's academic & facility goals for fiscal year 2026. The budget recommendation is a culmination of the input and prioritization process, which included site administrators, department administrators with direct oversight of the budget areas, and the superintendent's cabinet. Where applicable, the department of education has reviewed and given its approval of certain projects, including health & safety and long-term facility maintenance projects.

Category	Revenue/Funding Source	Expenditures
<b>Capital Outlay &amp; Building Funds</b>		
Operating Capital	State funding formula (split between State Aid and Levy) per Adjusted Pupil Unit (APU) based upon building age and square footage	<ul style="list-style-type: none"> <li>• Minor building and equipment repair and replacement</li> <li>• Annual bus replacement cycle</li> <li>• Transportation radio migration</li> <li>• Safety &amp; Security updates</li> <li>• Classroom &amp; instructional equipment</li> <li>• Repair of green spaces</li> <li>• Curriculum adoption needs, new course development</li> <li>• Music instrument replacement</li> <li>• Custodial equipment</li> <li>• Annual snow removal, dome setup/takedown, inspections</li> </ul>
	Lease levy	<ul style="list-style-type: none"> <li>• Costs for leased spaces as approved by the MDE</li> </ul>
Certificates of Participation	Lease Levy and Operating Capital	<ul style="list-style-type: none"> <li>• Principal and Interest payments</li> </ul>
Long-Term Facility Maintenance (LTFM)	Proceeds from 2023 bond sale & annual levy	<u>MDE Approved Deferred Maintenance Projects such as:</u> <ul style="list-style-type: none"> <li>• Valley View Renovation – TASSEL/ABE/ALC</li> <li>• HVAC &amp; Chiller replacement - EPHS</li> <li>• Elevator modernization - EPHS</li> <li>• Stage floor replacement – EPHS</li> <li>• Ceiling tile replacement – OP/EHSI</li> <li>• Flooring and tile replacement (multiple sites)</li> <li>• Painting (all sites)</li> <li>• Volleyball standards/sleeves replacements</li> <li>• Roofing, envelope, paving and parking lot repairs</li> <li>• Door/hardware replacement</li> </ul>
Health & Safety (LTFM)	Annual levy for MDE health & safety related projects	<u>MDE Approved Projects such as:</u> <ul style="list-style-type: none"> <li>• Program management staff</li> <li>• Training (blood-borne pathogen, first aid, CPR, vaccine)</li> <li>• Personal protective equipment</li> <li>• Elevator, fire &amp; other inspections</li> <li>• Equipment, lighting, and hazard replacements/repairs</li> <li>• Annual playground re-surfacing</li> </ul>
Capital Project Levy (Technology)	Voter approved annual levy	<ul style="list-style-type: none"> <li>• Technology staff salary &amp; benefits</li> <li>• Student &amp; staff devices</li> <li>• Other technology equipment &amp; peripherals</li> <li>• Infrastructure needs (servers, wiring, switches, fiber)</li> <li>• Software &amp; licenses</li> </ul>