



**Geneva Community Unit School District 304**  
227 North Fourth Street  
Geneva, IL 60134

## **Board of Education Report**

**To:** Dr. Kent Mutchler, Superintendent  
Board of Education  
**From:** Dean Romano, Assistant Superintendent – Business Services  
**Date:** Thursday, April 8, 2021  
**Meeting:** Monday, April 12, 2021

### **Agenda Item:**

*2021-2022 Preliminary Transportation Fund Budget*

<b>Item Type:</b>	Consent	Action	<b>Information</b>	<b>Discussion</b>
<b>Recommended Motion:</b>	N/A			
<b>Vision Connection:</b>	Effective Communicators			
<b>Policy Reference (if applicable):</b>	4:10 – FISCAL AND BUSINESS MANAGEMENT			

### **Background Information:**

Geneva CUSD 304 has established multiple defined stages for the annual district budget development. The process begins with the development of a preliminary budget for specific components including Technology, Operations & Maintenance, Transportation and the Education Fund as a whole. These preliminary budgets are created using estimated figures and expenditures are allocated based on district goals. While these preliminary budgets are often adjusted prior to a final budget adoption, they provide a vision and planning tool for administration to begin their efforts in preparing for the new school year.

This year's Preliminary Transportation Fund Budget has been developed using two separate scenarios. The first scenario maintains the use of an outside provider for special education related transportation services. In this scenario, there is an estimated overall increase in transportation related expenses of 3.24% year over year. The second scenario is designed to bring all transportation related services in-house. This will require the purchase of 10 new vehicles and the replacement of 5 which is estimated as a current year expense of \$584,875. Additionally, there will be increases in salary, benefits, purchased services and supplies to account for an increase in staffing of an estimated 12 bus drivers and 3 bus aides along with additional components to provide these services. This scenario provides a net estimated reduction of 2.0% year of year (inclusive of the \$116,975 amortization of the 2020-2021 bus purchase).

The next step in the budget development process is to create an initial "Draft" budget which incorporates all estimated revenues and expenditures within each fund within the District's overall budget. This process builds

upon the preliminary budgets and utilizes assumptions developed by the business office staff and reviewed with the Board of Education Finance Committee and shared with the Board of Education.

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