

Financial Advisory Council Meeting

1. Welcome and Introductions	
2. Acceptance of the Agenda	
3. Approve January 16, 2024 Meeting Minutes	2
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5. Capital Projects Levy	
<i>Jeff Dehler Public Relations, LLC</i>	
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A. LTFM Projects	23
<i>Alissa Pier, Interim Executive Director of Facilities, Operations and Transportation</i>	
B. PMA Bonding Presentation (from April 15, 2024)	33
<i>Michael Hart, PMA Securities</i>	
7. FY25 Budget Update	
A. FY25 Preliminary Budget (from May 6, 2024)	48
B. FY25 Executive Summary (from May 6, 2024)	78
C. Invitation to May 20, 2024 School Board Work Session	
8. Member Appointments - Lennie Kaufman and Walter Gray - Expire June 30, 2024	
9. Future Meeting - August 5, 2024 presentation of 2023-2024 report to the School Board	
10. Other	

**ROBBINSDALE AREA SCHOOLS – INDEPENDENT SCHOOL DISTRICT 281
FINANCIAL ADVISORY COUNCIL (FAC)
MINUTES FOR JANUARY 16, 2024
DRAFT**

FAC Members			
X	Lennie Kaufman, Chair	X	April Gulley
	Walter Gray	X	Katherine Lankford
X	Greg Kugler	X	Nicole Sandback
X	Edwin Ochoa		
School Board Member			
X	John Vento, Treasurer		
District 281 Staff			
	Marti Voight, Interim Superintendent		Virginia Lim Stenbridge, Senior Accountant
X	Virginia Verbrugge, Assistant Director of Finance		
X	Karylanne Marchand, Business Office Manager		

Agenda Item 1: Welcome and Introductions

Chair Lennie Kaufman called the meeting to order at 6:32 p.m., with the FAC members and others noted above in attendance. The meeting was held in person at the Education Service Center. Mr. Kaufman opened the meeting by welcoming the attendees.

Agenda Item 2: Acceptance of Agenda

The agenda had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the distributed agenda. The motion passed unanimously.

Agenda Item 3: Approve November 14, 2023 Meeting Minutes

The minutes had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the minutes. The motion passed unanimously.

Agenda Item 4: Preliminary FY23 Audit Discussion

Ginny Verbrugge presented an update regarding the completion of the FY23 financial audit. She walked through expected fund balance changes in many of the funds, and indicated the audit should be final in February. The late completion of the audit was primarily due to Finance department staff transitions

leading to work not being ready when the auditors were initially scheduled to perform the audit work.

Agenda Item 5: Projecting the FY25 General Fund Budget

Ginny Verbrugge presented the most recent projection of the FY25 general fund budget (as presented in the December 18 School Board work Session). Revenue was projected to be \$199.3MM (down \$4.1MM from the currently projected FY24 general fund budget). Expenditures were projected to be approximately \$209.6MM (up \$5.8MM from the currently projected FY24 general fund budget). This leaves a projected shortfall of approximately \$10.2MM. There will be much more work done on the FY25 general fund budget to bring it close to, or at, a balanced budget.

Agenda Item 6: Enrollment Projections

Ginny Verbrugge presented the most recent enrollment projections for fiscal year 2025. This projection showed a continued decline in enrollment down to just over 10,000 students. As enrollment has a strong impact on revenue, this continued trend will be an important component of District 281 financial discussions.

Agenda Item 7: COVID Funding Update

Ginny Verbrugge provided an update regarding COVID funding received by District 281. The District has used the funding they received for the prescribed purposes the funding supported. Any remaining COVID funding will be used by the deadline of September 2024. Over time, the District received slightly over \$40,000,000 for various purposes.

Agenda Item 8: Reshare Staffing and Budget Timeline

As there had been no changes since this item was first discussed, no further discussion occurred at this meeting on this topic.

Agenda Item 9: Future Meetings/FAC Timeline

The remaining 2024 FAC regular meeting dates are March 12 and May 14. August 5 is listed as the date for the presentation of the 2023-2024 FAC annual report to the School Board. It was indicated that other meetings may be scheduled as needed, including a potential budget meeting with the School Board at a work session.

Agenda Item 10: Other

No items were discussed.

Agenda Item 11: Adjournment

A proper motion was made and seconded to adjourn the meeting, and the motion passed unanimously.

Meeting minutes submitted by Lennie Kaufman

**ROBBINSDALE AREA SCHOOLS – INDEPENDENT SCHOOL DISTRICT 281
FINANCIAL ADVISORY COUNCIL (FAC)
MINUTES FOR APRIL 29, 2024
DRAFT**

FAC Members			
X	Lennie Kaufman, Chair	X	April Gulley
	Walter Gray	X	Katherine Lankford
X	Greg Kugler,		Nicole Sandback
	Edwin Ochoa		
School Board Member			
X	John Vento, Treasurer		
District 281 Staff			
X	Marti Voight, Interim Superintendent	X	Bridget Hall, Interim Assistant Superintendent
X	Virginia Verbrugge, Assistant Director of Finance		
X	Karylanne Marchand, Business Office Manager		

Chair Lennie Kaufman called the meeting to order at 6:37 p.m., with the FAC members and others noted above in attendance. The meeting was held virtually. School Board Treasurer John Vento welcomed everyone and started the meeting.

Agenda Item 1: FY24 Mid-Year Budget Revisions

The FY24 Budget Revisions were discussed that will be presented to the School Board for approval at the May 6, 2024 School Board Meeting. Several key issues pertaining to the FY25 budget were also discussed that will require further discussion.

Agenda Item 2: Adjournment

A proper motion was made and seconded to adjourn the meeting, and the motion passed unanimously.

Meeting minutes submitted by Karylanne Marchand

Robbinsdale Area Schools

Financial Advisory Council

Meeting 1: May 14

Agenda

1. Welcome and Introductions
2. Review slides
3. Discussion
 - a. Questions about slides
 - b. Questions you think community members will have about slides
 - c. What information is missing?
 - d. What are the most compelling answers?
 - e. Who are the best messengers to deliver answers?

Materials for Meeting

- Slide Deck
- Fact Sheets
- Instructions Document

Meeting 2: June __ (tentative)

Agenda

1. Review
2. Feedback
 - a. If you could choose how to spend Capital Projects Levy dollars, what would be your highest priorities?
 - b. What would you say are the biggest barriers to success of the referendum?
 - c. What are reasons why you believe community members would support a referendum?
3. Review Robbinsdale Area Schools financial situation
 - a. Major expense categories
 - b. Financial Projections
 - c. Planning for the future – financial options
 - d. Budget reduction history
4. Operating levy history
5. What if the referendum fails?
6. Role of FAC

FACT SHEET: Capital Projects Levy Referendum

What's the situation?

- The capital projects (technology) levy that was approved by voters in 2014 expires this year
- Robbinsdale Area Schools proposes to hold a Nov. 5, 2024, referendum to extend the levy another 10 years
- **The tax rate of 4.207 percent will not increase**
- The renewed levy will provide \$7 million in funds beginning the 2025-26 school year
- Revenue would be dedicated to maintaining **technology**, and improving **safety and security** at schools
- Learn more: rdale.org/LevyRenewal2024 | Email: RobbinsdaleAreaSchools@rdale.org



Current operating referendum and capital project tax authorities

	2014 Operating Levy	2014 Capital Projects (Technology) Levy	2018 Operating Levy
Percent that voted YES	69%	59%	62%
Value first year	\$19.1 Million	\$3.5 Million	\$6.8 Million
Value in 2025	\$17.6 Million	\$7 Million	\$7.2 Million
Year levy expires	2025	2024	2028

The tax rate will not increase

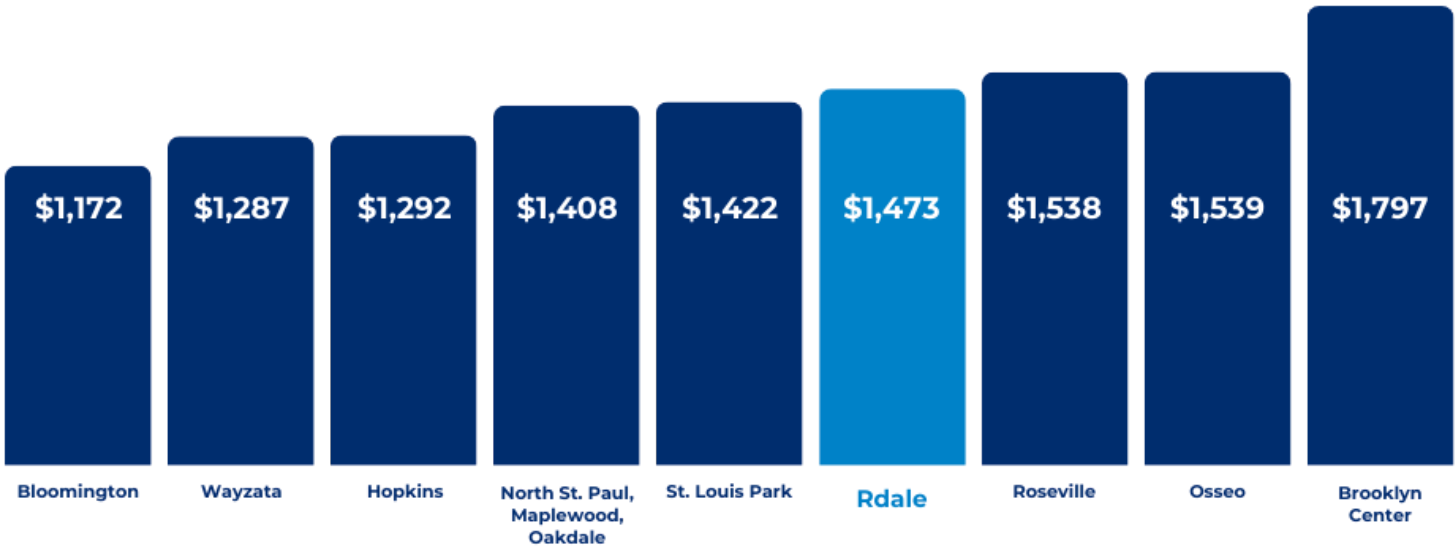
The good news: the levy renewal will be tax-neutral for taxpayers.

The Board of Education has promised to keep the tax rate the same, although the amount taxpayers pay will fluctuate with home values.



Robbinsdale’s tax rates are competitive with similar school districts

TOTAL SCHOOL TAXES COMPARISON FOR RESIDENTIAL HOMES (2024-25)



Based on average residential home valued at \$322,600 for each district

How will the revenue be spent?

- **Maintain current technology investments**
 - Annual technology purchases (network hardware, software)
 - Recurring technology purchases (student and teacher devices)
 - Long-term technology projects (classroom technology)
- **Improve safety and security**
 - Secure building entrances
 - Building technology and security infrastructure
 - Includes cameras, card readers and other upgrades

What if the referendum is not approved?

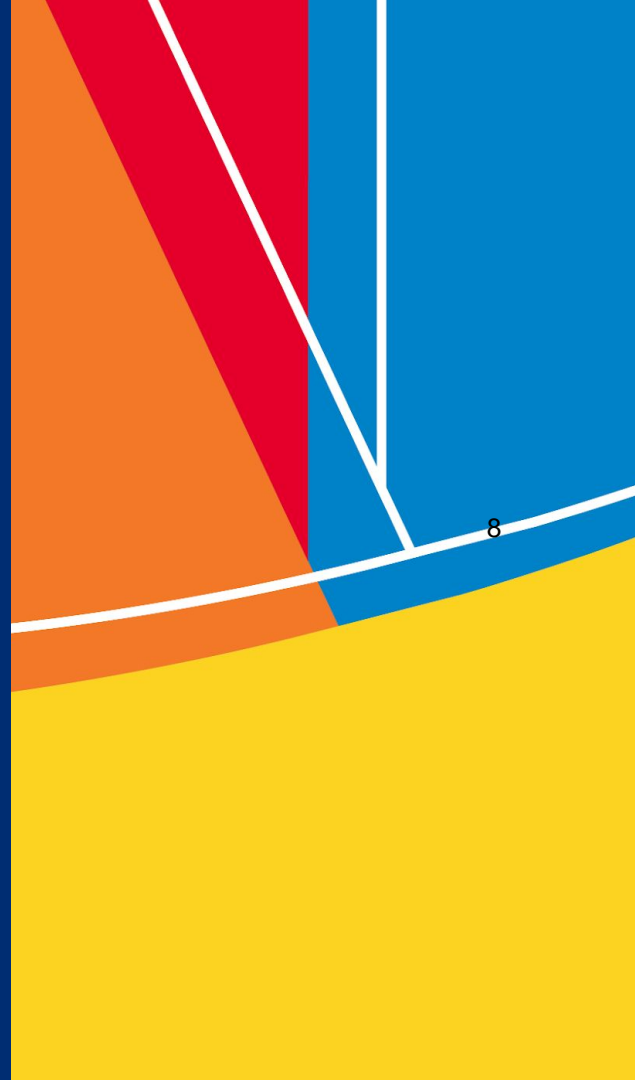
- The School Board has yet to determine exactly what will happen, but without the capital projects levy, the district will no longer collect \$6.9 million annually
- This could result in the need to shift annual technology expenses to the general fund
- Device replacement is vital because the bulk of the district’s textbooks are digital and accessed via a device
- Purchasing books to replace digital tools isn’t feasible



Capital Projects Levy Referendum Nov. 5, 2024

Informational meeting

Spring, 2024



Land Acknowledgement

We acknowledge Robbinsdale Area Schools is located on the homelands of the Dakota and Ojibwe people.

We recognize the painful history of genocide and forced assimilation of the Indigenous inhabitants of this land.

We honor and respect the many Indigenous peoples who live on and hold sacred these lands, and we stand with members of these Nations to fight injustice in all of its forms.

We uphold the preservation of Dakota and Ojibwe languages, land based education, and tribal sovereignty.

Local Revenue Situation

Operating Referendum and Capital Project Authorities

	2014 Operating Levy	2014 Capital Projects Levy	2018 Operating Levy
Percent approval	69%	59%	62%
Value first year	\$19.1 Million	\$3.5 Million	\$6.8 Million
Value in 2025	\$17.6 Million	\$7.0 Million	\$7.2 Million
Year expires	2025	2024	2028



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Voters approved annual inflationary increases for the two operating levies. Operating levies decrease as enrollment decreases. \$300 per pupil of the 2014 operating levy was shifted by the legislature to a board approved levy. Capital levy rate stays the same, but results in more taxes collected as property values increase.

Definitions

Operating Levy

- Revenue is used for general operation of the district.
- Revenue CANNOT be used for building construction or renovation.

Levy vs. Referendum

A **levy** is the tax you pay; a **referendum** is the election held to approve the levy.

Capital Projects Levy

- Limited set of eligible purposes including constructing, repairing and improving school buildings, technology, and the purchase of vehicles.
- Revenue CANNOT be used for general operation of the district.



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Area Schools

Tax revenue up for consideration

What is needed:

Ongoing revenue to support operations and capital projects.

Two referendums approved in 2014 are expiring.

- **Operating levy**
- **Capital projects levy**





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Area Schools

Day-to-day

Operating levies

- Funds support district operations of which approximately 80% of expenses are for staff salaries and benefits
- \$1524.26 per pupil is collected, equal to approximately \$17.6 million in 2024
- In 2023, the Minnesota legislature authorized school boards to extend operating levies once for up to 10 years
- The Robbinsdale School Board is considering a 10 year extension



Remaining competitive

Capital projects levy

- Tax rate of 4.207% on the net tax capacity of property in the district
- Equal to \$7 M in 2025
- In the past 10 years, used for:
 - Annual technology purchases (network hardware, software)
 - Recurring technology purchases (student and teacher devices)
 - Long-term technology projects (Smartboards)
- School Board cannot extend
- School Board likely to ask voters to extend in a November 2024 referendum





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Area Schools

Capital projects levy options

Of course, the School Board has a few options with regard to the capital projects levy. They could:

- Do nothing
- Renew at current level
- Ask for less
- Ask for more



Current levy and proposed plan

Current Capital Project Levy authorizes the district to –

- Increase technology access for students and staff through annual, recurring and long-term investments:
 - software, applications, digital curriculum and resources,
 - mobile devices, improved technology,
 - technology systems, networks, and infrastructure, and related training.

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Proposed Capital Project Levy will –

- Maintain current technology investments
- Improve safety and security
 - Secure Building Entrances
 - Building Technology & Security Infrastructure
 - Includes cameras, card readers and other upgrades

Proposed cost and tax impact

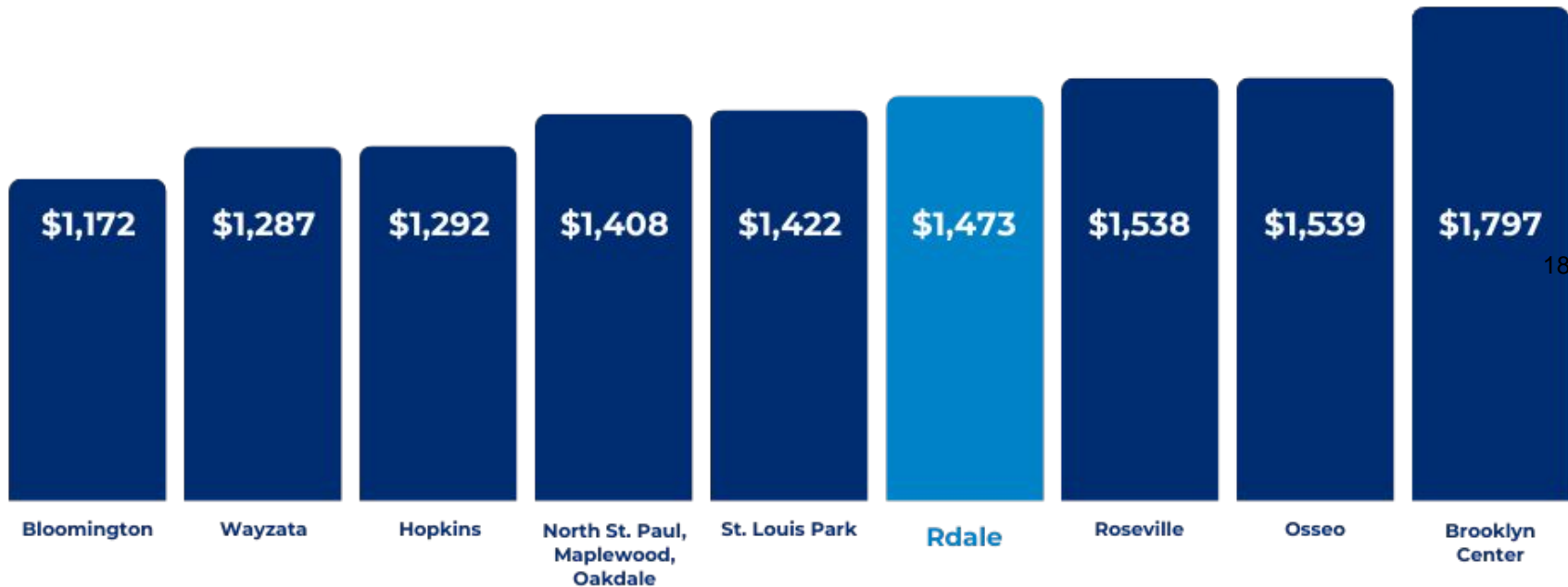
- The tax rate of 4.207% WILL NOT CHANGE
- The amount of tax residents pay will fluctuate with the value of the property





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Area Schools

TOTAL SCHOOL TAXES COMPARISON FOR RESIDENTIAL HOMES (2024-25)



Based on average residential home valued at \$322,600 for each district

What is the impact of my vote?

- ***If approved***

- The levy would continue to fund technology, and the scope would be increased to add safety and security.

- ***If not approved***

- School Board has yet to determine exactly what will happen, but without the capital projects levy, the district will no longer collect \$7 million annually.
- This could result in the need to shift nearly \$7 million in annual technology needs to the general fund, requiring matching cuts to balance the budget.
- Device replacement is vital because the bulk of the district's textbooks are digital and accessed via a device.
- Purchasing books to replace digital tools isn't feasible.





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Area Schools

The process

Robbinsdale School District is conducting community engagement this spring to help the school board to determine the viability of a capital projects levy referendum renewal:

- Public opinion survey
- Meetings with district staff, parents and community opinion leaders





Questions?

2024 Robbinsdale Capital Projects Levy Referendum Community Engagement

*Facilitation of meetings with staff and opinion leaders
by principals and program directors*

INSTRUCTIONS

1. Schedule meeting(s) (or add this agenda item to an existing meeting) with a group for which you are the liaison or leader (e.g. your department or building staff, Community Education Advisory Council, Special Education Advisory Council, Robbinsdale Redesign, PTOs, booster clubs, etc.)
2. Recruit a scribe to take notes during the meeting on this topic
3. Show the [slide presentation](#) of the Capital Project Levy situation OR pass out the [Referendum Fact Sheet](#) and hit the high points if you are short on time
4. Ask if anyone has questions: we don't expect you to be able to answer all of them – for those you can't answer, promise that someone from the district office will respond
5. Ask the facilitated discussion questions below
6. Forward notes to the Communications Department: robbinsdaleareaschools@rdale.org

Thank you!

FACILITATED QUESTIONS FOR STAFF AND OPINION LEADERS

- If you could choose how to spend Capital Projects Levy dollars, what would be your highest priorities?
- What would you say are the biggest **barriers** to success of the referendum?
- What are reasons why you believe community members **would** support a referendum?
- Would you help to support a referendum by volunteering your time? (Offer sign up sheet - Name, HOME email address, cell phone)



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2025 LTFM Projects

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April 15, 2024





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Area Schools

2025

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Forest Elementary School

- Chiller
- Pavement

• \$688,000

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Lakeview Elementary School

- Lighting

• \$547,500



Neill Elementary School

(Phase 1 of a 2-year Project)

- Air Handlers
 - VAVs, associated Ductwork,
 - HVAC
 - Boilers
 - Pumps
 - Plumbing Fixtures
 - Fire Alarm System
 - Lighting
- \$6,473,000



Robbinsdale Spanish Immersion School

(Phase 2 of a 3-year Project)

- Roofing
- Structural Improvements

• \$2,200,000



Zachary Lane Elementary School

- Chiller Replacement

• \$438,000

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FAIR Crystal

(Phase 1 of a 2-year Project)

- HVAC, associated Ductwork
- Air Handling Units
- Boiler
- Chilled Water Pumps
- Water Heater/Chiller
- Main Switchboard
- Lighting
- Fire Alarm Panel
- Canopy Repair
- VAVs
- Ceiling Repair

\$5,538,637

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Sandburg Middle School

- Roofing
- Paving replacement

\$1,150,000



2025 LTFM Total

• \$18,935,137



ROBBINSDALE
Area Schools



PMATM
SECURITIES

April 15, 2024

ISD 281, Robbinsdale Area Schools

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2024 LTFM Planning

Michael Hart

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612-509-2569

Steve Pumper

Vice President
spumper@pmanetwork.com
612-509-2565



LTFM Funding Uses

Allowable Uses

- Deferred maintenance projects
- Increasing accessibility to schools
- Health & Safety (Air quality, physical hazards, hazardous materials, fire & life safety etc.)

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Other Requirements

- Purpose must remain the same (like for like replacement)
- No expansion or realignment of space
- No technology
- No violence prevention or physical security improvements



LTFM Funding Options

LTFM Annual Levy

- Tax levy and expenditure all in same fiscal year
- Reconciled by MDE each year

LTFM Bonds

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- Spreads out levy impact
- MDE reviews bond funded project prior to issuance



Current LTFM Funding Strategy

- ▶ Health & Safety items have been funded with an annual levy
 - ▶ \$1,872,000 levied for taxes payable in 2024
- ▶ All other deferred maintenance projects have been funded via bonds

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Proposed LTFM Projects

2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
\$18,935,137.00	\$18,050,000.00	\$17,965,000.00	\$18,000,000.00	\$18,000,000.00

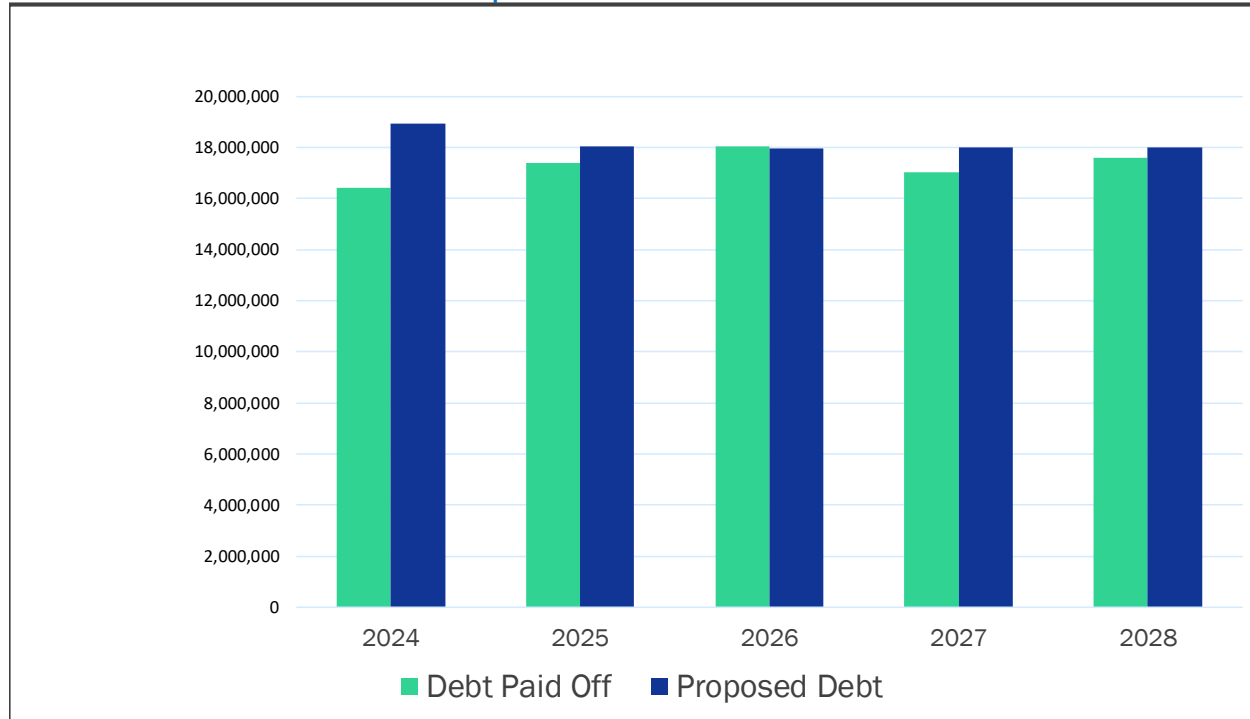
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- ▶ Health & Safety annual levy in addition to project numbers shown above
- ▶ Develop long term financial plan to match the proposed LTFM projects for 2025 and beyond
- ▶ Discuss strategies and options on how to fund



Projected Changes to Overall Outstanding Debt

ISD 281 Robbinsdale Area Schools
Proposed Year over Year Net Debt



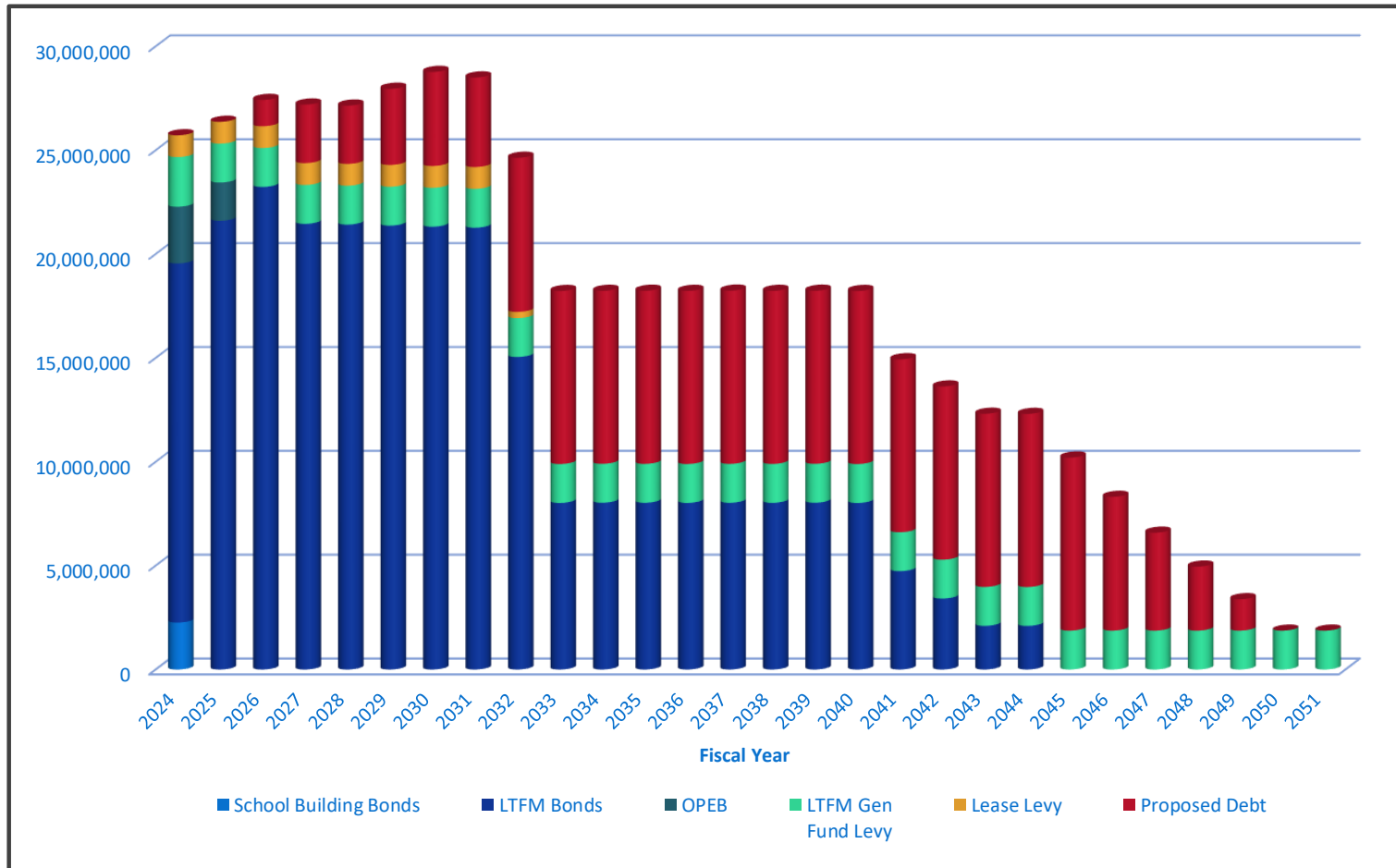
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Issue Year	2024	2025	2026	2027	2028
Debt Paid Off	16,414,401	17,405,876	18,057,532	17,009,374	17,581,406
Proposed Debt	18,935,137	18,050,000	17,965,000	18,000,000	18,000,000
Net Debt Increase/Decrease	\$ 2,520,736	\$ 644,124	\$ (92,532)	\$ 990,626	\$ 418,594
Cumulative Increase/Decrease	\$ 2,520,736	\$ 3,164,860	\$ 3,072,328	\$ 4,062,954	\$ 4,481,548



Capital Levy Summary

ISD 281 Robbinsdale Area Schools
Capital Levy Summary (Excludes debt without direct tax impact)

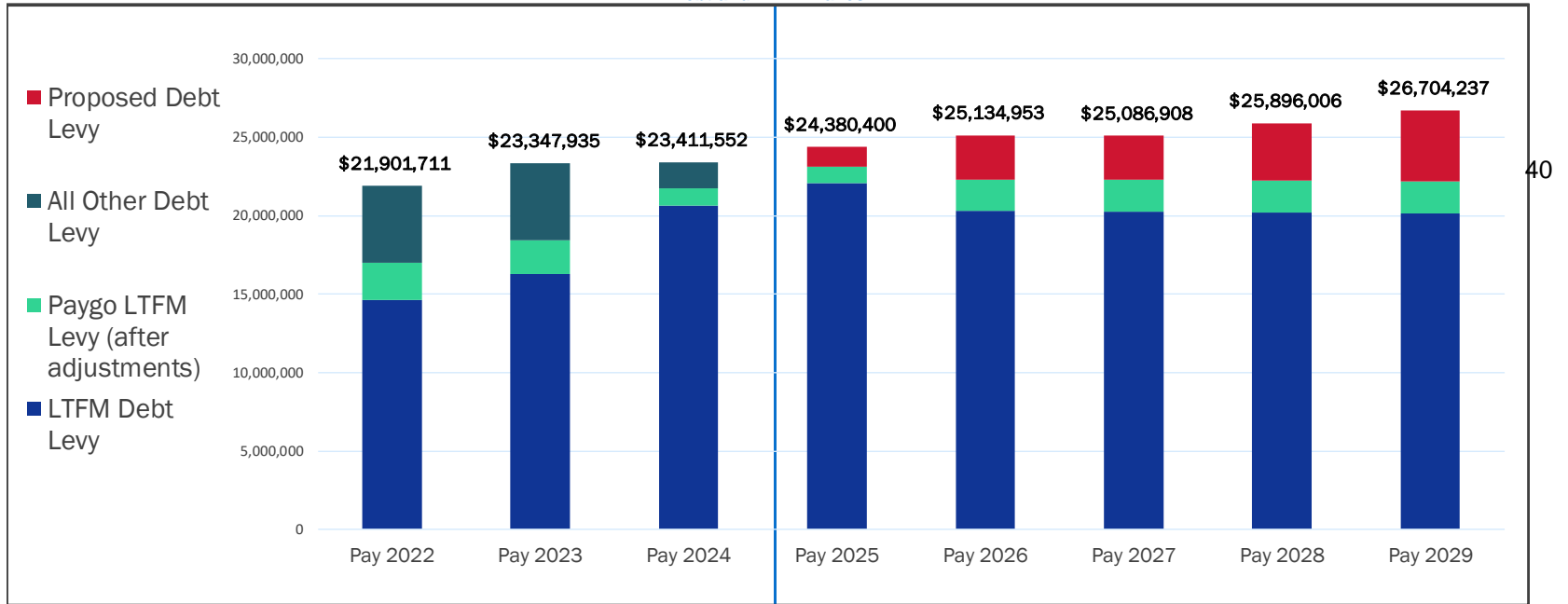




Debt & LTFM Tax Levy

ISD 281 Robbinsdale Area Schools

Debt and LTFM Taxes



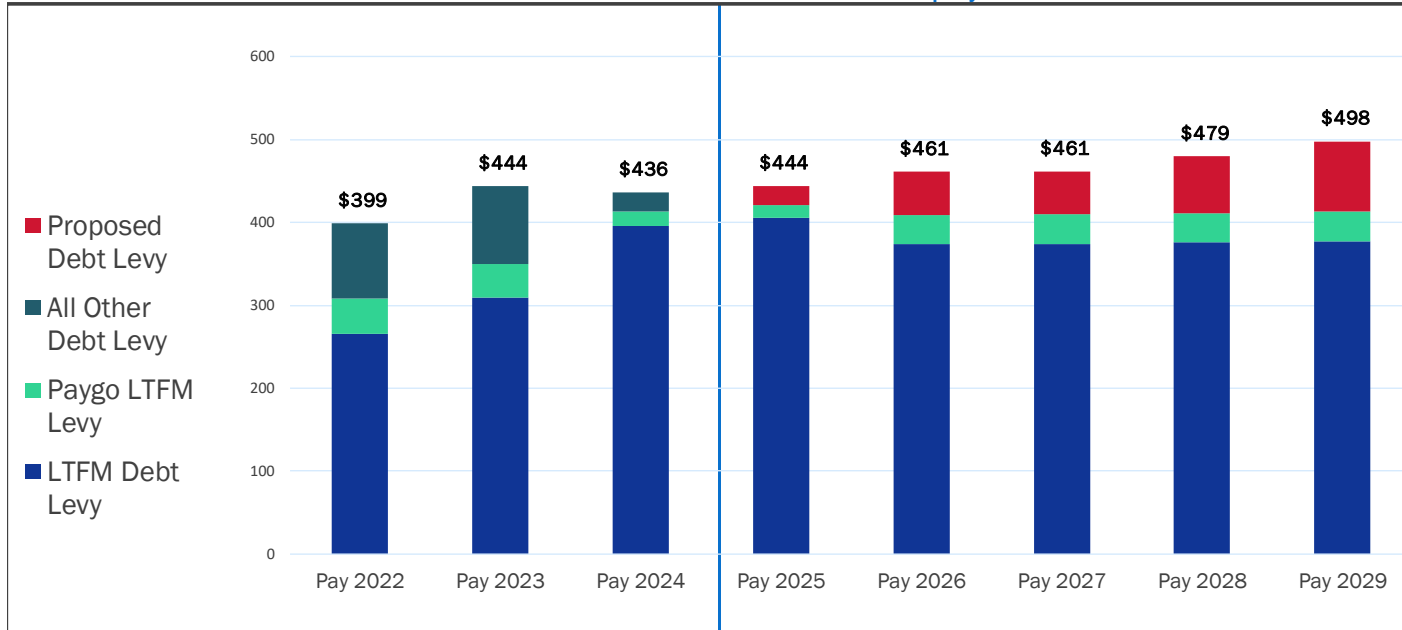
Projected

	Pay 2022	Pay 2023	Pay 2024	Pay 2025	Pay 2026	Pay 2027	Pay 2028	Pay 2029
Paygo LTFM Levy (after adjustments)	2,350,283	2,156,730	1,131,062	1,036,811	2,014,547	2,014,547	2,014,547	2,014,547
LTFM Debt Levy	14,641,491	16,293,910	20,617,180	22,079,311	20,302,186	20,266,171	20,216,139	20,163,744
All Other Debt Levy	4,909,937	4,897,296	1,663,310	0	0	0	0	0
Proposed Debt Levy	0	0	0	1,264,278	2,818,220	2,806,191	3,665,320	4,525,946
Debt & LTFM School Taxes	\$ 21,901,711	\$ 23,347,935	\$ 23,411,552	\$ 24,380,400	\$ 25,134,953	\$ 25,086,908	\$ 25,896,006	\$ 26,704,237
YoY Increase/Decrease	\$ 3,261,297	\$ 1,446,224	\$ 63,616	\$ 968,849	\$ 754,552	\$ (48,044)	\$ 809,097	\$ 808,231



Capital Project Taxes on Residential Property

ISD 281 Robbinsdale Area Schools
 Debt and LTFM Taxes for Residential Homestead Property



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	Pay 2022	Pay 2023	Pay 2024	Pay 2025	Pay 2026	Pay 2027	Pay 2028	Pay 2029
Median Home Value	270,000	314,000	322,600	324,450	330,939	337,558	344,309	351,195
Home Value % Growth	8.43%	16.30%	2.74%	0.57%	2.00%	2.00%	2.00%	2.00%
Paygo LTFM Levy	43	40	17	15	35	35	36	36
LTFM Debt Levy	265	310	396	406	374	374	376	377
All Other Debt Levy	90	94	23	0	0	0	0	0
Proposed Debt Levy	0	0	0	23	52	52	68	85
Debt & LTFM School Taxes	\$ 399	\$ 444	\$ 436	\$ 444	\$ 461	\$ 461	\$ 479	\$ 498
YoY Increase/Decrease		\$ 45	\$ (7)	\$ 8	\$ 17	\$ 0	\$ 18	\$ 18

Chart assumes median home values as reported by Hennepin County for Pay 2022- Pay 2025. Future years are shown with a 2% valuation growth rate..



Bond Structure Notes

- ▶ Most of the proposed bond issues included interest only payments in the early years until current debt pays off
- ▶ This significantly reduces the tax impact over the next 5 years but also creates additional interest expense
- ▶ Assumed 20 year bonds with current interest rates $+.50\%$

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Other LTFM Funding Approaches

- ▶ Increase or decrease the amount of projects being completed
- ▶ Pay for a larger portion of the projects with the LTFM Annual levy
 - ▶ Pro: This will reduce long term expense of bonds (interest & cost of issuance)
 - ▶ Con: This will create much larger tax increases over the next 5 years if the same project scope proceeds

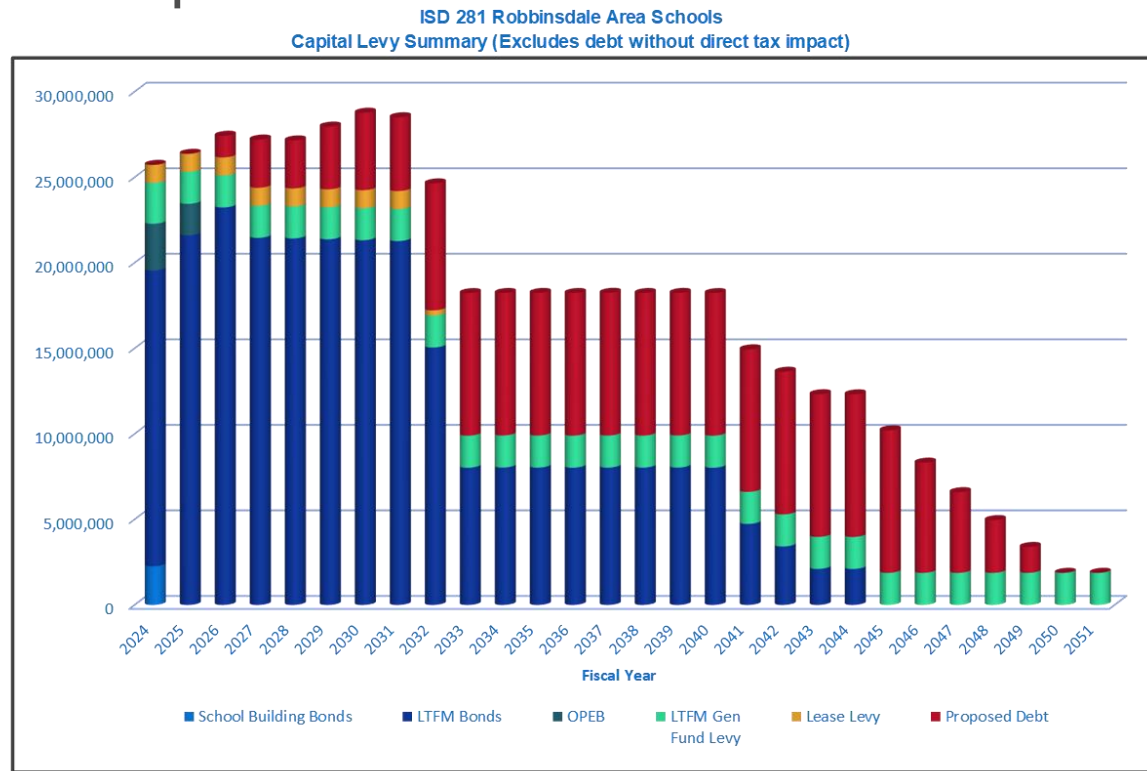
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Long Term Planning

- ▶ District could consider increasing LTFM Annual Levy more aggressively after FY 2031 as current debt begins to drop off.

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LTFM Plan Process

- ▶ Spring – Identify projects and consider funding plan
- ▶ No later than July 31, 2024 – Submit board approved⁴⁵ plan to MDE
- ▶ Late Summer – Receive formal approval from MDE
- ▶ September – Include funding plan in preliminary levy
- ▶ Fall – Sell related bond issue



Contact Us



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Disclosure

The information contained herein is solely intended to suggest/discuss potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive. The information set forth herein was gathered from sources which we believe, but do not guarantee, to be accurate. Neither the information, nor any options expressed, constitute a solicitation by us for purposes of sale or purchase of any securities or commodities. Investment/financing decisions by market participants should not be based on this information.

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Preliminary 2024-25 budget reductions

Marti Voight, Ginny Verbrugge
May 6, 2024



Land Acknowledgement

We acknowledge Robbinsdale Area Schools is located on the homelands of the Dakota and Ojibwe people.

We recognize the painful history of genocide and forced assimilation of the Indigenous inhabitants of this land.

We honor and respect the many Indigenous peoples who live on and hold sacred these lands, and we stand with members of these Nations to fight injustice in all of its forms.

We uphold the preservation of Dakota and Ojibwe languages, land based education, and tribal sovereignty.



ROBBINSDALE
Area Schools

The 2024-25 budget: a 10,000-foot view

Rdale is facing a significant budget reduction for the 2024-25 school year.

Multiple factors:

- Declining enrollment
 - Staff reductions haven't matched enrollment declines
- The end of time-limited federal funding
- Increases to labor contracts
- Significant inflationary costs to daily expenses
- State funding that has not kept pace with inflation

**General fund
reduction:**

\$17.4 million



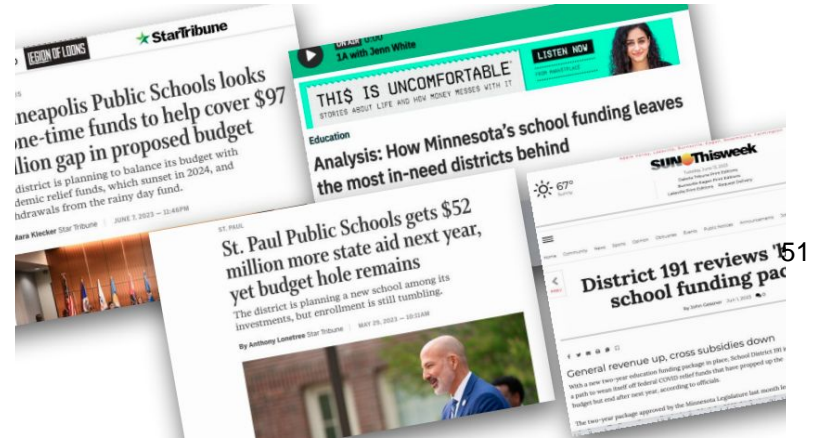
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Area Schools

The budget: a 10,000-foot view

As we navigate reducing the budget, we're using feedback gathered from our school community via the following sources:

- The 2024-25 budget survey
- Board director one-on-one meetings with the interim superintendent
- Staff and community input sessions
- Principals gathered information from staff in their buildings

Priorities learned from feedback: programming focused on literacy, math, STEAM, CTE and college and career readiness, along with mental health and safety are vital to our school community.





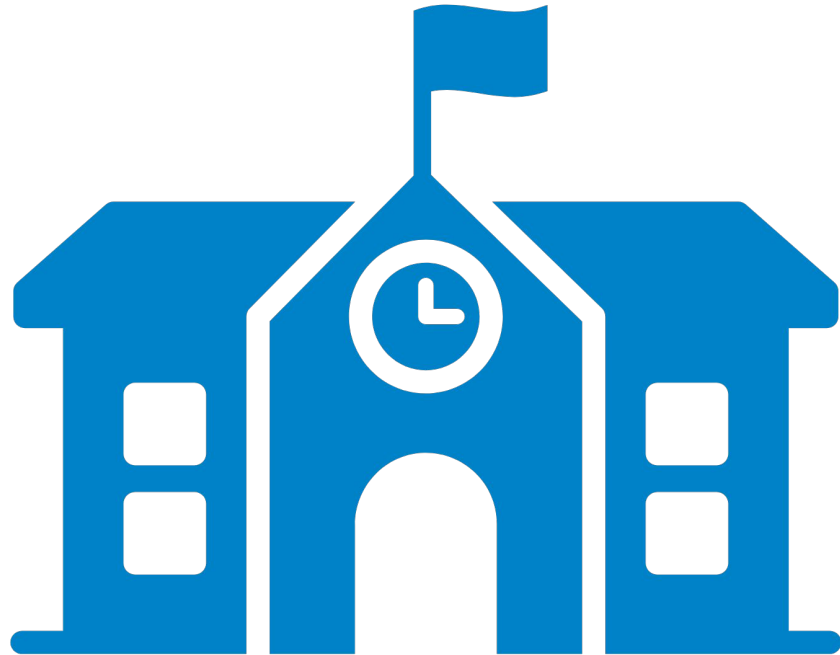
ROBBINSDALE
Area Schools

Reductions for 2024-25

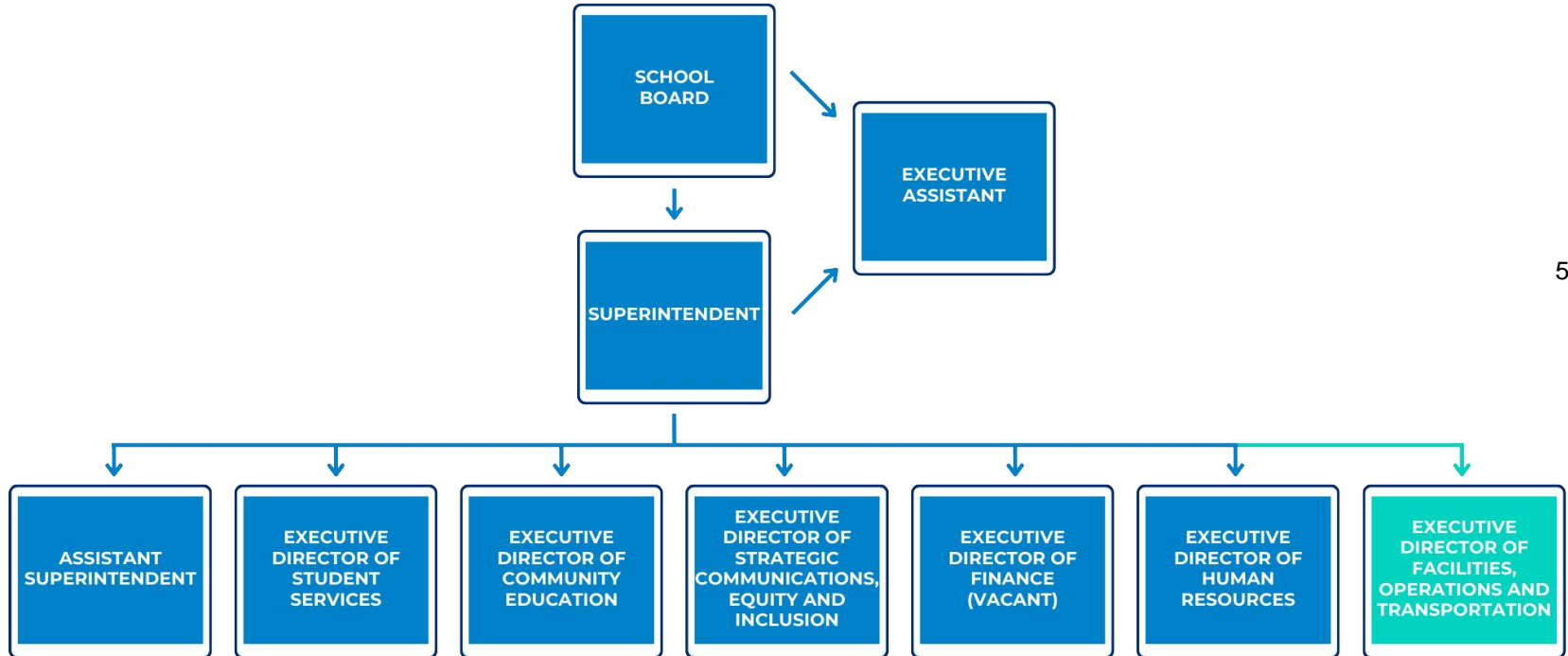
The following is the plan for budget reductions, broken out by executive cabinet and department.

It includes district office personnel, teachers on special assignment, and licensed and some non-licensed staff. There may be additional positions reduced as the remaining four contracts are settled.

We have worked to prioritize the well-being and academic success of our students.



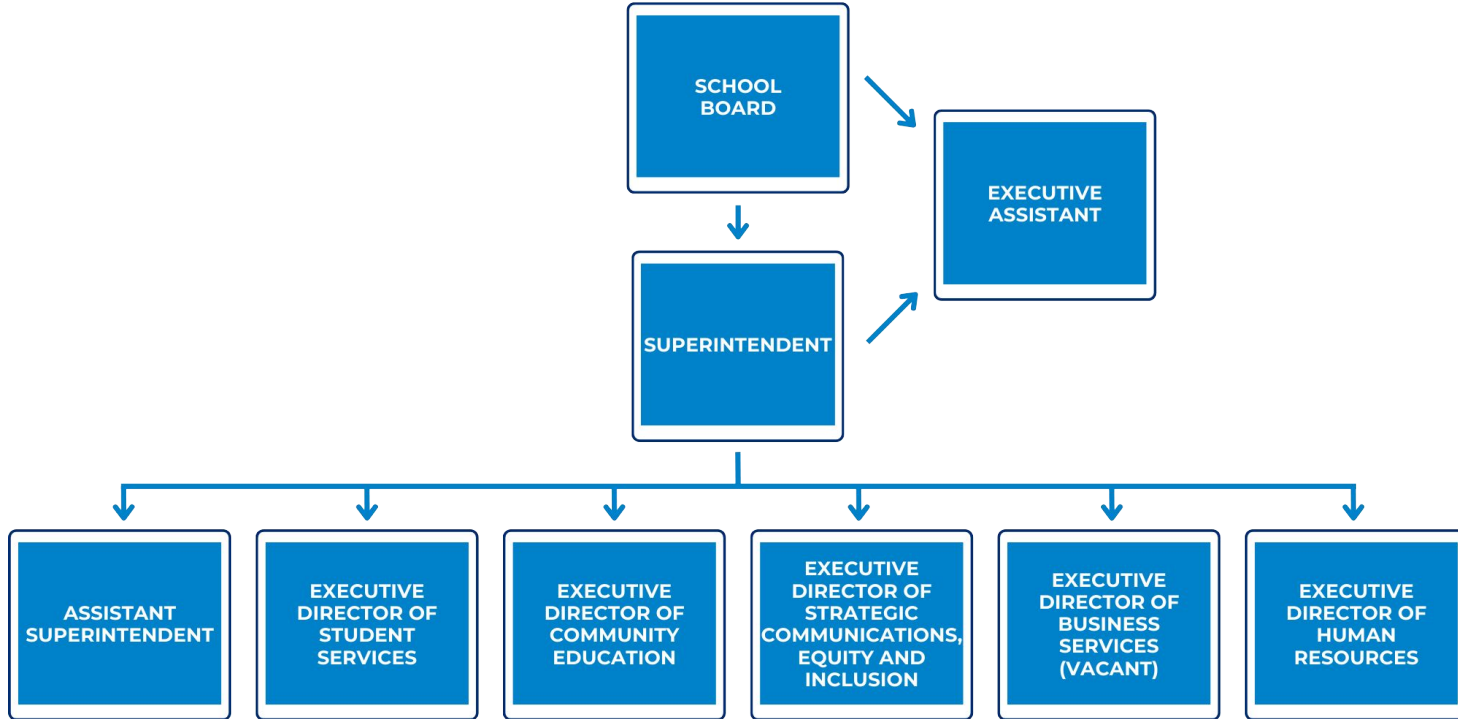
OLD: Organizational chart (2023-24)





ROBBINSDALE
Area Schools

NEW: Organizational chart (2024-25)





ROBBINSDALE
Area Schools

Reductions: ESC director-level positions

Department:
ADMINISTRATION

REDUCTIONS

➔ **\$973,152**

SPECIFICS

POSITIONS ELIMINATED

- 4 administrative positions

-\$973,152

REDUCTIONS

- Other position reductions (*included in total above*)



ROBBINSDALE
Area Schools

Organization: executive cabinet, departments (2024-25)

ASSISTANT SUPERINTENDENT

All schools (K-12)

Finance (temporary)

Federal programs

Q Comp

Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

Career and technical education (CTE)

Curriculum and instruction

Multilingual programs

Early Learning

Media services

Research, Evaluation and Assessment

Safety and Security

Special Education

EXECUTIVE DIRECTOR OF COMMUNITY EDUCATION

Activities directors

Adult academics

Adventure Club

Community enrichment and engagement

Community use of facilities

EXECUTIVE DIRECTOR OF STRATEGIC COMMUNICATIONS, EQUITY AND INCLUSION

Achievement and Integration

Grant development and management

Communications and marketing

Language services

Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations

Finance

Payroll

Purchasing

Transportation

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits

HR recruitment and retention 56

HR staffing

Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Assistant Superintendent

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

Career and technical education (CTE)
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Achievement and Integration
Grant development and management
Communications and marketing
Language services
Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations
Finance
Payroll
Purchasing
Transportation

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention 57
HR staffing
Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Assistant Superintendent

Department:
SCHOOLS

REDUCTIONS

➔ \$11.12 million

SPECIFICS

POSITIONS ELIMINATED

- Building administration **-\$932,000**
 - 6 positions
- Licensed staff **-\$5,374,756**
 - 50.35 full time equivalent (FTE)
- Education assistants (EAs) **-\$2,090,137**
 - 47.83 FTE
 - *ESSER funded positions and reduction due to enrollment*
- Program assistants **-\$679,613**
 - 9.97 FTE
 - *ESSER funded positions*



ROBBINSDALE
Area Schools

Executive Cabinet: Assistant Superintendent

Department:
SCHOOLS, CONT.

REDUCTIONS

➔ \$11.12 million

SPECIFICS

POSITIONS ELIMINATED

- Support staff **-\$257,659**
 - 4 FTE
- FTE overage **-\$368,483**
 - 4.2 FTE
- Other reductions **-\$1,412,433**
 - Overtime
 - Extended contracts
 - Extra-duty pay



ROBBINSDALE
Area Schools

Executive Cabinet: Assistant Superintendent

Departments:
TECHNOLOGY

REDUCTIONS

➔ **\$665,600**

SPECIFICS

POSITIONS ELIMINATED

- 6 positions
 - Including 3 teachers on special assignment (TOSAs)

-\$665,600

Executive Cabinet: Student Services

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

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Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations
Finance
Payroll
Purchasing
Transportation

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention
HR staffing
Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Student Services

Departments:

**CURRICULUM &
INSTRUCTION;
RESEARCH,
EVALUATION AND
ASSESSMENT;
STUDENT SERVICES;
ENROLLMENT
CENTER**

REDUCTIONS

➡ **\$1.71 million**

SPECIFICS

POSITIONS ELIMINATED

- 15 positions
 - Including 11 teachers on special assignment (TOSAs)

-\$1,706,845

REDUCTION (C&I)

- Additional days: TOSAs had 25 additional days on their contract that have been reduced (*included in total above*)



ROBBINSDALE
Area Schools

Executive Cabinet: Community Education

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

Career and technical education (CTE)
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EXECUTIVE DIRECTOR OF STRATEGIC COMMUNICATIONS, EQUITY AND INCLUSION

Achievement and Integration
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Language services
Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations
Finance
Payroll
Purchasing
Transportation

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention
HR staffing
Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Community Education

Departments:

**COMMUNITY
EDUCATION**

REDUCTIONS

➔ \$35,079

SPECIFICS

POSITIONS ELIMINATED

- .3 FTE

-\$35,079



ROBBINSDALE
Area Schools

Executive Cabinet: Communications, Equity and Inclusion

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

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Language services
Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations
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Payroll
Purchasing
Transportation

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention 65
HR staffing
Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Communications, Equity and Inclusion

Departments:
COMMUNICATIONS,
PUBLICATIONS

REDUCTIONS

➔ \$84,828

SPECIFICS

POSITIONS ELIMINATED

- 1 support staff

-\$84,828

REDUCTION

- 1 position will go from 52 to 46 weeks
(included in total above)



ROBBINSDALE
Area Schools

Executive Cabinet: Finance

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

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Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

Facilities and operations
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EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention 67
HR staffing
Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Business Services

Departments:

**BUSINESS
SERVICES**

REDUCTIONS

➔ **\$138,450**

SPECIFICS

POSITIONS ELIMINATED

- 1.35 positions

-\$138,450

REDUCTION

- 1 program director position resigned and position was reduced to a program assistant
(included in total above)



ROBBINSDALE
Area Schools

Executive Cabinet: Human Resources

ASSISTANT SUPERINTENDENT

All schools (K-12)
Finance (temporary)
Federal programs
Q Comp
Technology services

EXECUTIVE DIRECTOR OF STUDENT SERVICES

Career and technical education (CTE)
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Publications

EXECUTIVE DIRECTOR OF BUSINESS SERVICES (VACANT)

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EXECUTIVE DIRECTOR OF HUMAN RESOURCES

Benefits
HR recruitment and retention 69
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Nutrition services



ROBBINSDALE
Area Schools

Executive Cabinet: Human Resources

Departments:

**HUMAN
RESOURCES**

**NUTRITION
SERVICES**

REDUCTIONS

➔ **\$205,174**

SPECIFICS

POSITIONS ELIMINATED (HR)

- 1 support staff

-\$132,682

REDUCTION (HR)

- .5 benefits director to combine with SPED finance, based on expertise (*included in total above*)

POSITIONS ELIMINATED (NUTRITION SERVICES)

- 1 support staff

-\$72,492



ROBBINSDALE
Area Schools

Other reductions

There are a number of cost reductions we're implementing this school year (2023-24), which will impact the budget in future years.

In addition, we've identified a number of non-personnel reductions that will be made for the next school year (2024-25), such as reducing supply budgets, limiting out-of-state travel, and reducing purchased services.



What are we doing THIS year (2023-24)?

REDUCTIONS

 **\$891,300**

Also:

- Closed 55 “blanket” purchase orders (POs)
- Proposing stipend removal from all contracts, such as cell phones, technology, etc.

SPECIFICS

DESCRIPTION

- | | |
|--|-------------------|
| • Cell phone stipend reduction for Program Assistants - \$7,000 per month April-June | -\$21,000 |
| • Moved supply purchasing deadline from May 15 to April 15, 2024 | -\$100,000 |
| • Open positions not being filled at district office | -\$118,300 |
| • Open positions not being filled at the schools | -\$617,000 |
| • Out-of-state travel (unless required or paid by grants) | -\$20,000 |
| • Reduction in purchased services | -\$15,000 |

Non-personnel reductions for 2024-25

REDUCTIONS

➔ **\$2.4 million**

- Out-of-state travel must be approved

SPECIFICS

DESCRIPTION

• Supplies	-\$300,000
• Purchased services	-\$1,100,000
• Limit out-of-state travel unless required	-\$30,000
• Proposed removal of stipends on contracts	-\$250,000
• Contracts for vendors	-\$500,000
• Reduce spending on concert recordings	-\$20,000
• Equipment replacements	-\$100,000
• Transportation reduction	-\$150,000

Reductions for the 2024-25 school year

REDUCTIONS

➔ **\$17.4 million**

DESCRIPTION

- ESC reductions for the next school year **-\$3,835,301**
- Schools total reductions for next year **-\$11,115,081**
- Additional reductions for next school year **-\$2,450,000**

TOTAL: -\$17,400,383

SPECIFICS



ROBBINSDALE
Area Schools

Impact on the unrestricted fund balance

“Unrestricted” fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned and unassigned fund balances.

District policy

The Board of Education, as part of Administrative Procedure 714, Section V, stipulates ⁷⁵ “the school district will **strive** to maintain a minimum unassigned general fund balance of 6.5 percent of the annual expenditure budget.”

Current situation

The projected unrestricted fund balance in the 2023-24 budget is **\$5,997,915 million, or 2.91 percent** of the expenditure budget.

Timeline

May 6, 2024, School Board work session

Preliminary 2024-25 reductions and preliminary budget

May 14, 2024, FAC meeting

Preliminary 2024-25 reductions and preliminary budget

May 20, 2024, School Board work session

2024-25 budget

June 4, 2024, School Board meeting

2024-25 budget (non-action)

June 17, 2024, School Board meeting

2024-25 budget (action)



QUESTIONS?





To: School Board, Interim Superintendent Marti Voight
From: Virginia Verbrugge, Assistant Director of Finance
Date: May 6, 2024
Re: FY25 Preliminary Budget Introduction

For this meeting, we are presenting the General Fund only. This is our starting point, while we continue to work on building the remainder of the overall FY25 budget. The FY25 budget will be ready to present at the May 20, 2024 Work Session.

General Fund-01 422 - Unrestricted	Revenue: \$180,318,335.00	Expenses: \$179,051,198.00	Difference: \$1,267,137.00
Restricted			
401 - Student Activities	\$60,458.00	\$53,870.00	\$6,588.00
402 - Scholarships	\$18,180.00	\$7,500.00	\$10,680.00
403 - Staff Development	\$1,662,780.00	\$1,662,780.00	-
407 - Capital Projects Levy	\$6,642,660.00	\$6,084,159.00	\$558,501.00
424 - Operating Capital	\$5,049,624.00	\$5,154,144.00	(\$104,520.00)
428 - Learning & Development	\$2,177,094.00	\$2,177,094.00	-
438 - Gifted & Talented	\$148,447.00	\$148,447.00	-
448 - Achievement & Integration	\$2,868,723.00	\$2,868,723.00	-
449 - Safe Schools	\$574,752.00	\$574,752.00	-
467 - Long Term Facilities Maintenance	\$1,131,062.00	\$1,131,062.00	-
472 - Medical Assistance	\$900,000.00	\$875,422.00	\$24,422.00
Total General Fund:	\$201,552,115.00	\$199,789,151.00	\$1,789,151.00