

**MIDDLE BUCKS  
INSTITUTE OF TECHNOLOGY**

**2011/2012**

**PROPOSED**

**GENERAL FUND BUDGET**

**&**

**PROPOSED  
SUBSIDIARY – NON MAJOR  
BUDGETS**

**FEBRUARY 14, 2011**

**AS APPROVED BY THE MBIT EXECUTIVE COUNCIL  
MARCH 14, 2011**

# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

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**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY**  
2011/2012 BUDGET CALENDAR

<u>DATE</u>	<u>DESCRIPTION</u>
August 9, 2010	2011/2012 Budget Calendar adopted by Executive Council
September 7	Finance Committee meeting
September 14 - 17	Budget packet distributed to Management Team & professional staff
September 30	Budget packets gathered from professional staff and reviewed by Vocational Supervisors
October 4	Budget packets due to Business Manager
November 2	Preliminary budget presented to Finance Committee
November 8	Budget presentation to Executive Council
November - January	Finance Committee work sessions (if needed)
February 8, 2011	Finance Committee meeting
February 14	Budget presentation to Executive Council
March 14	2011/2012 Budget adopted
March 15 - 18	Recommended budgets sent to member district Superintendents with copies for individual School Directors
March 19 - April 30	Member School Boards approve recommended budget
May- June	Approved budget submitted to PDE

## **EXPLANATION OF THE MAJOR EXPENDITURE FUNCTIONS**

The format of the proposed budget is from the Manual of Accounting and Financial Reporting for Pennsylvania Public Schools as prepared by the Pennsylvania Labor, Education and Community Services (LECS) Comptroller's Office, School Accounting Division, July 2010 Revision.

The following statements will serve as a brief summary of the various functions performed to accomplish the objectives of the Middle Bucks Institute of Technology.

**1000 INSTRUCTION** - Those activities dealing directly with the interaction between teachers and students and related costs, which can be directly attributed to a program of instruction.

1100 REGULAR PROGRAMS - Activities designed to provide our students with learning experiences of an academic nature to prepare them to function as well rounded citizens and family members.

1300 VOCATIONAL EDUCATION - Approved programs which provide organized learning experiences designed to develop skills, knowledge, attitudes, and work habits in order to prepare individuals for entrance into and progress through various levels of employment in career and technical fields.

**2000 SUPPORT SERVICES** - Those services that provide administrative, technical and logistical support to facilitate and enhance instruction.

2100 PUPIL PERSONNEL - Activities designed to assess and improve the well being of students to supplement the teaching process and to meet the applicable provisions of the Public School Code of 1949.

2200 INSTRUCTIONAL STAFF – Activities associated with assisting, supporting, advising and directing the instructional staff with or on the content and process of providing learning experiences for students.

2300 ADMINISTRATION - Activities concerned with establishing and administering policy in connection with operating the system.

2400 PUPIL HEALTH - Activities that provide students with appropriate nurse services.

2500 BUSINESS - Activities concerned with paying, transporting, exchanging, and maintaining goods and services for the system.

**2600 OPERATION AND MAINTENANCE OF PLANT SERVICES** - Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings and equipment in effective working condition and state of repair.

**2818 SYSTEM-WIDE TECHNOLOGY SERVICES** – Those activities concerned with coordinating, planning, researching, developing and evaluating the LEA’s technology functions. This object category includes the costs associated with the immediate staff assigned to coordinating, planning, researching, developing and evaluating the LEA’s technology functions. Also included are all related costs associated with the school-wide technology initiative.

**3000 OPERATION OF NON-INSTRUCTIONAL SERVICES** - Those activities concerned with providing non-instructional services to students, staff or the community.

**3200 STUDENT ACTIVITIES** - School sponsored activities under the guidance and supervision of staff.

**5000 OTHER FINANCING USES** - The disbursement of governmental funds not classified in other functional areas that require budgetary and accounting control.

(NB. **5900 BUDGETARY RESERVE** is not an expenditure function or account. It is strictly a budgetary account.)

The following statements will serve as a brief summary of the object code (service or goods) to be obtained as a result of the budgeted expenditures within each function:

**100 SALARIES** - Gross salaries budgeted to employees of the system who are considered to be in positions of a permanent nature or hired temporarily, including personnel substituting for those in permanent positions.

**200 EMPLOYEE BENEFITS** - Amounts paid by the system on behalf of the employees. Included are retirement, FICA, group insurance, workers' compensation, tuition reimbursement, and unemployment compensation.

**300 PURCHASED PROFESSIONAL AND TECHNICAL SERVICES** - Services which by their nature require persons or firms with specialized skills and knowledge. Included are legal, auditing and architectural services among others.

**400 PURCHASED PROPERTY SERVICE** - Services purchased to operate, repair, maintain, and rent property owned by the system. Included are disposal services, building and equipment repairs and maintenance services, and construction services for renovating and remodeling paid to contractors.

**500 OTHER PURCHASED SERVICES** - Services rendered by organizations or personnel not applicable to 300 or 400 services. Included are transportation, fire and liability insurance, communications, advertising and travel, among others.

**600 SUPPLIES** - Amounts paid for items of an expendable nature that are consumed, worn out, or deteriorate in use. Included are general supplies, electricity, gasoline, and books and periodicals.

**700 PROPERTY** - Expenditures for the acquisition of fixed assets including initial equipment, additional equipment, and replacement of equipment.

**800 OTHER OBJECTS** - Amounts paid for goods and services not otherwise classified in the 100 to 700 services.

**900 OTHER FINANCIAL USES** - Classifies transactions, which are not properly recorded, as expenditures but require budgetary and accounting control, including outlays from current funds to retire debt service.

## GENERAL FUND BUDGET COMMENTARY

### SUMMARY

In order to comply with Act 1 of 2006, a preliminary proposed General Fund Budget was presented to the Executive Council on November 8, 2010 providing an estimate of the planned operating and debt service expenditures for Middle Bucks Institute of Technology (MBIT) for school year 2011/2012. This report presents a more up-to-date budget proposal for school year 2011/2012.

The proposed General Fund Budget expenditures for 2011/2012 are \$8,185,717 compared to \$8,074,685 for 2010/2011, an increase of \$111,032 or 1.38% budget-to-budget. The combined proposed General Fund Budget and Lease Rental (Debt Service) for 2011/2012 are \$9,651,216 vs. \$9,541,735 for 2010/2011. The combined expenditure increase is \$109,481 or 1.15%. See Table A.

Table A  
Proposed General Fund Budget & Lease Rental Budget

	<u>2011/2012</u>	<u>2010/2011</u>	<u>\$ Change</u>	<u>% Change</u>
Proposed General Fund Budget	\$8,185,717	\$8,074,685	\$111,032	1.38%
Lease Rental – MBAVTS Authority	1,465,499	1,467,050	-1,551	-0.11%
Total General Fund Expenditures	<u>\$9,651,216</u>	<u>\$9,541,735</u>	<u>\$109,481</u>	1.15%

This proposed financial plan provides a realistic budget to continue providing a high quality education to our students and demonstrates an effort by the Administration to continue their fiscal responsibility.

### PROJECTED REVENUE & MEMBER DISTRICTS' CONTRIBUTIONS

MBIT receives its funding and/or revenue from local, state and federal sources. The largest portion of local revenue is Member Districts' contribution for General Fund expenditures, referred to as Receipts from Member Districts. For 2011/2012, Receipts from Member Districts are projected to be \$7,052,697 vs. \$6,937,015 for 2010/2011, an increase of \$115,682 or 1.67%. The Member Districts' share funding of school operations based on the average daily membership (ADM) of students. As has been the practice, a three year rolling average is used to allocate the contribution due for 2011/2012 from Member Districts.

The actual amount to be paid by each district in 2011/2012 is adjusted by the amount Due to Member Districts as of June 30, 2010 for the 2009/2010 fiscal school year. Based on the reconciled net secondary vocational costs and actual ADM at year-end June 30, 2010 versus average ADM employed in budget preparation, \$332,909 is due (to be refunded) to Member Districts in 2011/2012.

For complete detail, see pages 33 & 34 of the Annual Audited Financial Statements as of June 30, 2010. See Table B and the bottom of page 15 – Total Due with Adjustment = \$6,719,788.

Table B  
Due to Members for 2009/2010 - Total Due with Adjustment

<u>2009/2010</u>	<u>Centennial</u>	<u>Central Bucks</u>	<u>Council Rock</u>	<u>New Hope- Solebury</u>	<u>Total</u>
Receipts from Members (+)	\$1,956,463	\$3,478,006	\$1,155,722	\$184,265	\$6,774,456
Voc-Ed Subsidy (+)	105,811	193,650	69,191	4,881	373,533
Net Secondary Costs (-)	1,792,859	3,540,645	1,244,574	149,349	6,727,427
Physical Education(-)		87,654			87,654
Due to (from) Members at June 30, 2010	<u>\$269,415</u>	<u>\$43,358</u>	<u>(\$19,661)</u>	<u>\$39,797</u>	<u>\$332,909</u>
 <u>Proposed 2011/2012</u>					
Receipts from Members	\$1,958,604	\$3,659,997	\$1,258,836	\$175,260	\$7,052,697
Less: Due to Members Contribution Due with Adjustment	<u>(\$269,415)</u>	<u>(\$43,358)</u>	<u>19,661</u>	<u>(\$39,797)</u>	<u>(\$332,909)</u>
	<u>\$1,689,189</u>	<u>\$3,616,639</u>	<u>\$1,278,497</u>	<u>\$135,463</u>	<u>\$6,719,788</u>

### **LEASE RENTAL**

The Member Districts make Lease Rental payments on behalf of MBIT to the Middle Bucks AVTS Authority to fund repayment of the Series of 2003 and 2006 bonds. The payments for 2011/2012 and 2010/2011 are \$1,465,499 and 1,467,050, respectively. The debt service is allocated to Member Districts using the market value as determined by the State Tax Equalization Board. See page 22 for more information.

Please see Table C and page 14 for a summary of Member Districts' Contributions to fund the proposed 2011/2012 and approved 2010/2011 budgets.

Table C  
Proposed Member Districts' Contributions

	<u>2011/2012</u>	<u>2010/2011</u>	<u>\$ Change</u>	<u>% Change</u>
Receipts from Member Districts	\$7,052,697	\$6,937,015	\$115,682	1.67%
Authority Lease Rental	1,465,499	1,467,050	-1,551	-0.11%
Total Projected Contributions	<u>\$8,518,196</u>	<u>\$8,404,065</u>	<u>\$114,131</u>	1.36%



## **REVENUE FROM STATE & FEDERAL SOURCES**

Revenue from the state is in the form of subsidies. The projected Vocational Education Subsidy is allocated to MBIT based on vocational average daily membership (VADM) of member school districts for 2010/2011. Funding is projected to decrease based on enrollment for 2010/2011. The state also pays subsidies that are equivalent to one half of the cost for Social Security and Retirement. Revenue from these subsidies is increased in line with salary growth and PSERS employer contribution rate increase.

Federal subsidies are paid for the Perkins Local Plan and Tech Prep grants. Revenue from federal grants is projected at slightly more than 2010/2011 levels.

## **OTHER INFORMATION**

The annualized CPI-U for the Philadelphia region

	<u>August</u>	<u>December</u>
2009	-1.0%	3.0%
2010	1.1%	1.4%

## **ASSUMPTIONS**

As of the February 14, 2011 presentation of this proposed budget there are many unknowns including: 2 out of 4 member school districts are negotiating their teacher contracts', health insurance premium rates, property and casualty insurance rates, and cost of utilities. This presentation includes assumptions to deal with the unknowns.

Significant items impacting this year's budget include:

1. Object Code 100 – Salaries and wages in this budget increase \$167,441 or 2.07% of the overall increase. The increase includes changes for step and level of teachers, salary and wage adjustment for administrators and support staff, and elimination of a quarter time teaching position. It also includes the addition of a full time teaching position in the Health Care Cluster.

It is important to note that two out of four of the member school districts are negotiating with their teachers. MBIT teachers' pay is based on the median of what the member school districts' pay their teachers. This budget has been created with consideration of the negotiations by the member school districts. Any adjustment required due to contract settlement will be funded using the Budgetary Reserve.

2. Object Code 200 – Benefits. Overall benefits are projected to increase by \$90,619 or 1.12% of the total increase. More specifically:
  - Medical & prescription benefit cost are budgeted using the plans offered under the teachers’ contract to all eligible employees. The first look renewal has premiums increasing 27.67% over current year plan cost. The second look will not be available until after May 1, 2011. The renewal cost will be at the lower of the first or second look. For budget purposes, a 19% increase in renewal rates has been projected representing cost increase of \$78,516, budget-to-budget. The percentage reduction is made assuming that trending is reduced in the second look from 24 months to 18 months and claims remain consistent with first look.
  - Teachers’ and all eligible staff participating in the benefits contribute 15% of premium if participating in Personal Choice \$15/\$25/70% plan or 10% of premium if participating in Keystone Flex POS C2F1O1 plan. The prescription plan under either plan is formulary/non-formulary with co-pays \$10/\$20/\$35.
  - Dental benefit costs have been reduced in this budget projection based on analysis of claims history. The budget-to-budget reduction is \$28,646.
  - Retirement has been budgeted using the PSERS certified rate of 8.65%. The budget-to-budget increase is \$32,225.
3. Object Code 300 – Purchased Professional & Technical Services are reduced overall by \$34,389 from 2010/2011. The net reduction is primarily from the Penn State Program where the Engineering program did not roster for 2010/2011. The preliminary planning for 2011/2012 includes moving the programs from morning to after school and introduction of one new Penn State program.
4. Object Code 400 – Purchased Property Services are presented with a net increase of \$8,508 from 2010/2011. The net increase is driven by maintenance of environmental systems and cleaning service cost.
5. Object Code 500 – Other Purchased Services are a net reduction of \$24,315 overall. The decrease results from reductions of professional development, advertising, printing, and other costs.
6. Object Code 600 – Supplies includes cost to startup the expanded Health Cluster program. Utilities are anticipated to cost less for 2011/2012 as the result of entering in to cooperative purchase of electricity. Overall, supplies cost for 2011/2012 decrease by \$63,617 over 2010/2011.
7. Object Code 700 – Equipment budget for 2011/2012 is reduced by \$5,000.

## **REVENUES**

### **6000 REVENUE FROM LOCAL SOURCES**

Revenues from local sources reflect Member Districts' contributions and other revenues stemming from operation of the School. Member Districts will be billed on the approved three-year averaging formula with adjustments made the following fiscal year based on actual district enrollment. Rental of Building is projected based on known past events, which are expected to reoccur. Interest income is projected using rate of 0.35% received on deposits.

### **7000 REVENUE FROM STATE SOURCES**

Vocational Educational Subsidies for 2011/2011 reflect estimated ADM enrollment information from 2010/2011.

Revenues from Social Security and Retirement reimbursements are approximately one-half of budgeted Social Security and Retirement expenditures for the 2011/2012 school year.

### **8000 REVENUE FROM FEDERAL SOURCES**

The Perkins Act Local Plan was re-authorized for six years in 2006. The funding for 2010/2011 is \$272,635 and the projection for 2011/2012 is slightly higher. Tech Prep funding is projected near the same level as received for 2010/2011.

## **EXPENDITURES**

The following information is presented by Object Code. Functional account numbers are referenced parenthetically where appropriate.

### **100 SALARIES & WAGES**

The teachers' salaries are calculated using an averaging formula utilizing low and high salary rates from the member school district teachers' matrices. Two of four member school districts are in negotiations with their teachers' unions. Consequently, for budget purposes, a modest increase has been projected in calculating MBIT's salary matrix. Any adjustment required by contract settlement will be funded from the Budgetary Reserve.

All non-bargaining unit salaries are budgeted to provide up to a 2% increase and are subject to Executive Council approval. The Act 93 plan expires June 30, 2011.

### **200 EMPLOYEE BENEFITS**

Employee benefits include contractually mandated medical and prescription insurance, dental, vision, life, long term disability, and tuition reimbursement. Other employee benefits include social security, PSERS, workers' compensation and unemployment. All have been budgeted as mandated by regulations and using known contractual obligations.

For 2011/2012, the PSERS employer certified rate is 8.65%. For fiscal years 2010/2011, 2009/2010, 2008/2009, 2007/2008, 2006/2007, 2005/2006, 2004/2005 and 2003/2004, the contribution rates are or were 5.64%, 4.78%, 4.76 %, 7.13%, 6.46%, 4.69%, 4.23% and 3.77%, respectively. The broader pension crisis has not been resolved in spite of legislative changes to future participants plan benefits. The employer rate is projected to increase forty percent in 2012/2013 and within three years to exceed 20% of eligible payroll.

### **300 PURCHASED PROFESSIONAL AND TECHNICAL SERVICES**

Included here are items such as Solicitor's fee, Audit fees and Technology Technical Support costs (1300, 2100, 2300, 2500, and 2800). Under Facilities (2600) are listed such items as hazardous waste disposal, water testing, security, and Right-to-Know. In addition, monies are budgeted to provide professional services (1300) as part of the University Partnerships.

### **400 PURCHASED PROPERTY SERVICES**

Included here are all repairs, operating leases, maintenance and rental contracts as well as all non-scheduled maintenance activities (all functions). Cleaning, construction, extermination, water, and disposal services appear under Facilities.

## **500 OTHER PURCHASED SERVICES**

Printing, advertising, postage and telephone (2100, 2300, 2500) as well as general liability and property insurance (2600) are included here. The Internet connection is reflected throughout and costs associated with marketing (2100) are also included.

## **600 SUPPLIES**

All consumable supplies, books and software along with costs for heat, light and water are budgeted in this category.

## **700 PROPERTY**

Equipment replacement includes instructional laboratory equipment (1300), facilities (2600) and technology equipment upgrades (2800).

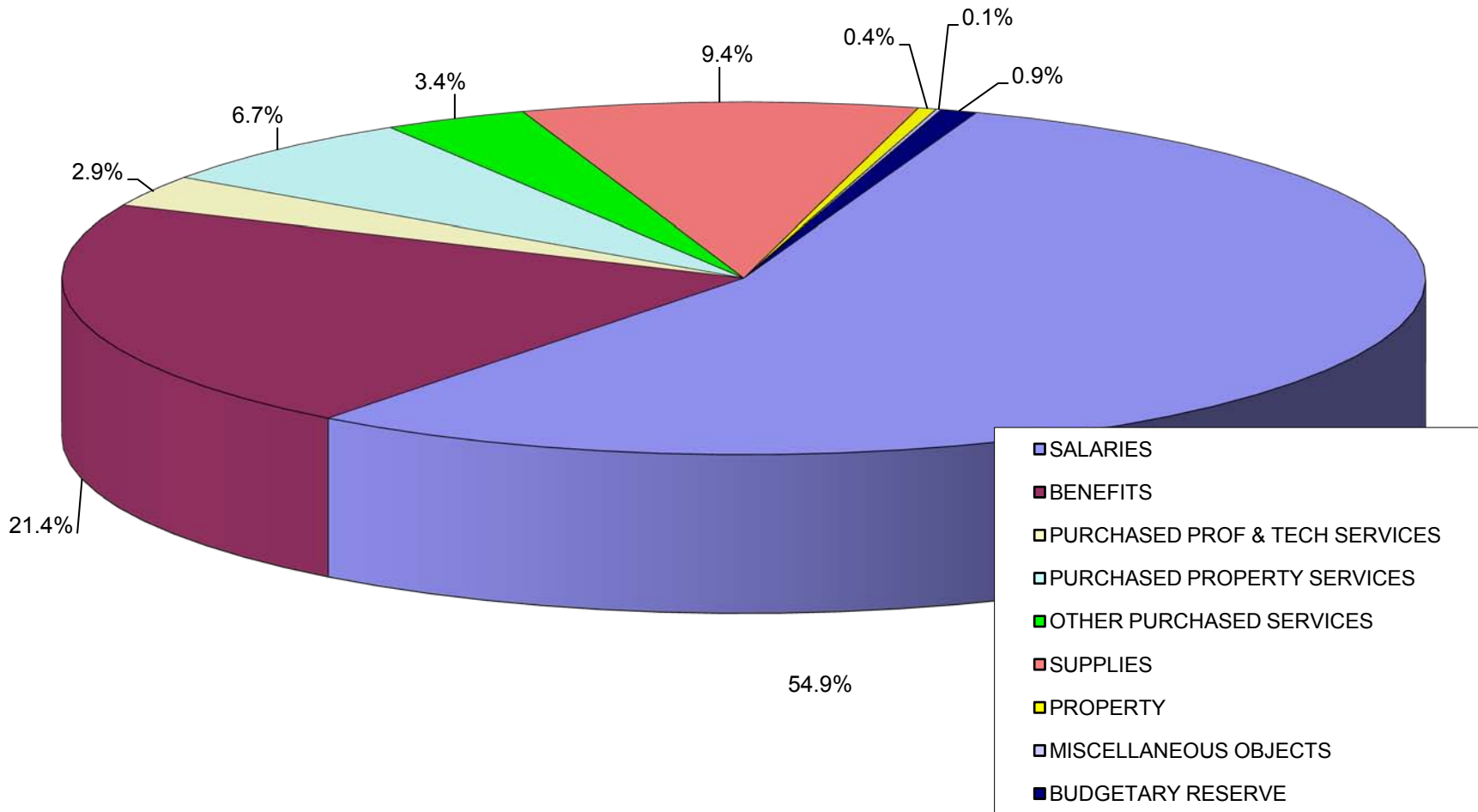
## **800 OTHER**

Incidental dues and fees, such as PACTA, PASA, PASBO and educational trade association memberships (1300, 2100, 2300, 2500, 2600 and 2800), are reflected.

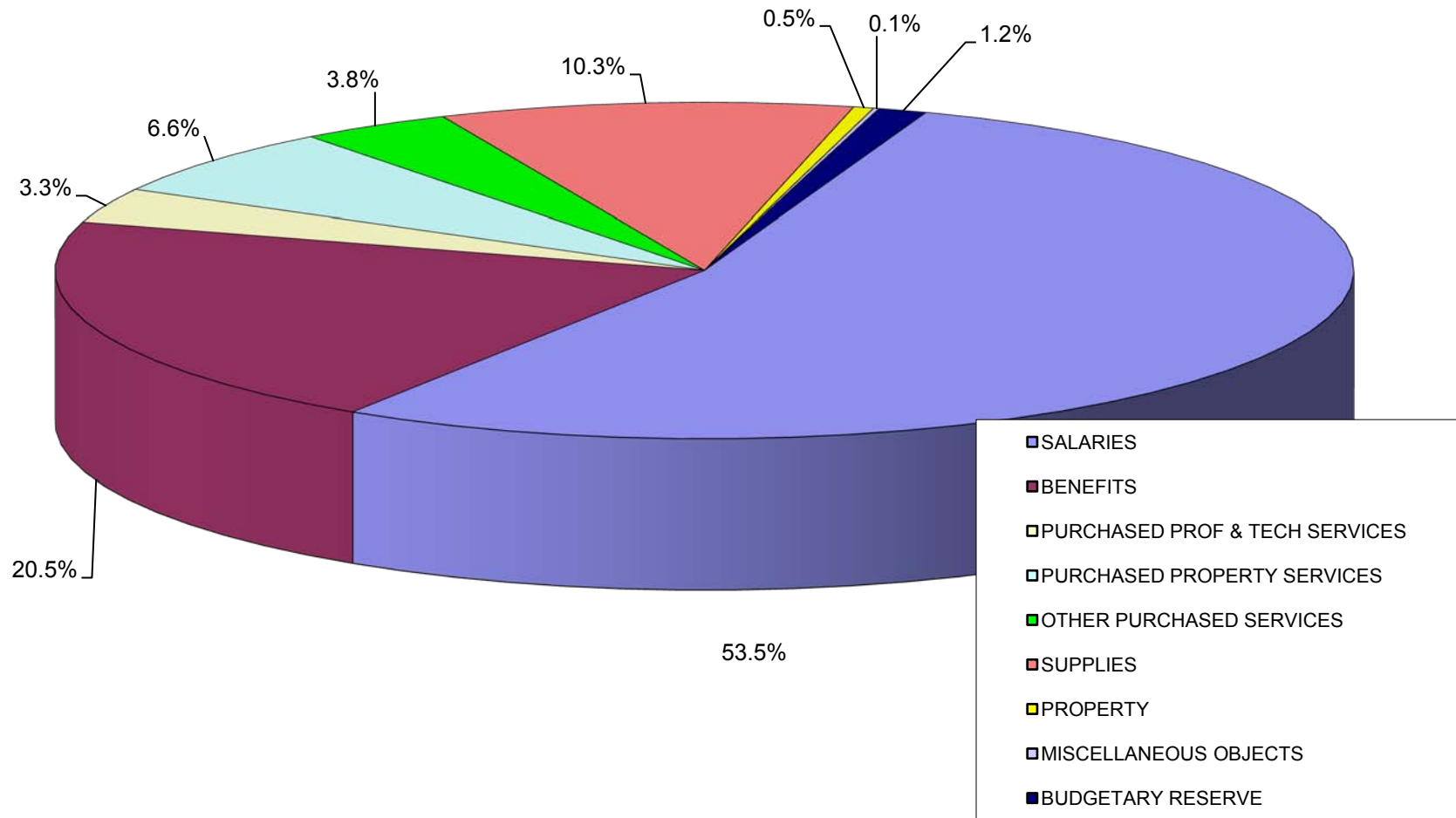
## **BUDGETARY RESERVE**

The budgetary reserve consists of unallocated funds are intended as a safeguard against unanticipated revenue reductions or unanticipated expenditures and provide for the possibility of salary, benefit, insurance cost and other unknown cost adjustments. Use of these funds, once approved, is subject to Executive Council action.

# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2011/2012 PROPOSED BUDGET OBJECT CODE ANALYSIS



# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2010/2011 ADOPTED BUDGET OBJECT CODE ANALYSIS



**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

BUDGETED GENERAL FUND CONTRIBUTIONS BY MEMBER DISTRICTS

		CENTENNIAL	CENTRAL BUCKS	COUNCIL ROCK	NEW HOPE- SOLEBURY	TOTAL
<b><u>2009- 2010</u></b>						
GENERAL FUND	Pg. 15	\$ 1,956,463	\$ 3,478,006	\$ 1,155,722	\$ 184,265	\$ 6,774,456
LEASE RENTAL DEBT	Pg. 22	208,172	669,175	469,524	122,229	1,469,100
2009-2010 CONTRIBUTIONS		<u>\$ 2,164,635</u>	<u>\$ 4,147,181</u>	<u>\$ 1,625,246</u>	<u>\$ 306,494</u>	<u>\$ 8,243,556</u>
Year-to-year percentage increase						2.79%
<b><u>2010- 2011</u></b>						
GENERAL FUND	Pg. 15	\$ 1,987,455	\$ 3,555,914	\$ 1,217,446	\$ 176,200	\$ 6,937,015
LEASE RENTAL DEBT	Pg. 22	205,974	669,415	470,043	121,618	1,467,050
2010-2011 CONTRIBUTIONS		<u>\$ 2,193,429</u>	<u>\$ 4,225,329</u>	<u>\$ 1,687,489</u>	<u>\$ 297,818</u>	<u>\$ 8,404,065</u>
Year-to-year percentage increase						1.95%
<b><u>2011- 2012</u></b>						
GENERAL FUND	Pg. 15	\$ 1,958,604	\$ 3,659,997	\$ 1,258,836	\$ 175,260	\$ 7,052,697
LEASE RENTAL DEBT	Pg. 22	205,903	667,095	470,132	122,369	1,465,499
2010-2011 CONTRIBUTIONS		<u>\$ 2,164,507</u>	<u>\$ 4,327,092</u>	<u>\$ 1,728,968</u>	<u>\$ 297,629</u>	<u>\$ 8,518,196</u>
Year-to-year percentage increase						1.36%

Note: General fund contribution is allocated to member districts using a three-year averaging of ADM. Lease rental debt is for the Series of 2003 and Series of 2006 Middle Bucks AVTS Authority Revenue Bonds. Lease Rental Debt is allocated based on market value as determined by Pennsylvania State Tax Equalization Board.



**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

**REVENUES**

<b>CODE</b>	<b>CATEGORY</b>	<b>2009/2010 APPROVED BUDGET</b>	<b>2010/2011 APPROVED BUDGET</b>	<b>2011/2012 PROPOSED BUDGET</b>	<b>% CHANGE</b>
<b>6000</b>	<b>REVENUE FROM LOCAL SOURCES</b>				
6510	INTEREST	\$30,000	\$12,000	\$8,000	
6910	RENTAL OF BUILDING	40,000	40,000	30,000	
6941	TUITION - ADULT STUDENTS	61,300	61,300	61,300	
6942	TUITION - NON PARTICIPATING DISTRICT	15,300	15,300	15,300	
6946	RECEIPTS FROM MEMBER DISTRICTS	6,774,456	6,937,015	7,052,697	
6991	REFUND OF PRIOR YEARS EXPENSE	12,000	12,000	12,000	
6790/699	MISCELLANEOUS REVENUE	7,000	7,000	9,000	
	<b>TOTAL REVENUE LOCAL SOURCES</b>	<b>6,940,056</b>	<b>7,084,615</b>	<b>7,188,297</b>	<b>1.46%</b>
<b>7000</b>	<b>REVENUE FROM STATE SOURCES</b>				
7220	VOCATIONAL EDUCATION SUBSIDIES	335,000	335,000	315,000	
7290	OTHER STATE GRANTS	2,000	8,000	8,000	
7800	SOCIAL SECURITY-STATE SHARE	155,000	160,790	166,000	
7820	RETIREMENT-STATE SHARE	101,000	181,280	193,700	
	<b>TOTAL REVENUE STATE SOURCES</b>	<b>593,000</b>	<b>685,070</b>	<b>682,700</b>	<b>-0.35%</b>
<b>8000</b>	<b>REVENUE FROM FEDERAL SOURCES</b>				
8521	TECH PREP	45,720	43,000	36,720	
8566	LOCAL PLAN/PERKINS	280,000	262,000	278,000	
	<b>TOTAL REVENUE FEDERAL SOURCES</b>	<b>325,720</b>	<b>305,000</b>	<b>314,720</b>	<b>3.19%</b>
	<b>TOTAL PROPOSED REVENUES</b>	<b>\$7,858,776</b>	<b>\$8,074,685</b>	<b>\$8,185,717</b>	<b>1.38%</b>

**DISTRICT CONTRIBUTION BREAKDOWN**

					<b>TOTAL DUE WITH ADJUSTMENT</b>
CENTENNIAL	27.77%	\$1,956,463	\$1,987,455	\$1,958,604	\$1,689,189
CENTRAL BUCKS	51.90%	3,478,006	\$3,555,914	\$3,659,997	\$3,616,639
COUNCIL ROCK	17.85%	1,155,722	\$1,217,446	\$1,258,836	\$1,278,497
NH/SOLEBURY	2.49%	184,265	\$176,200	\$175,260	\$135,463
	<b>100.00%</b>	<b>\$6,774,456</b>	<b>\$6,937,015</b>	<b>\$7,052,697</b>	<b>\$6,719,788</b>

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

**EXPENSES**

<b>CODE</b>	<b>CATEGORY</b>	<b>2010/11 APPROVED BUDGET</b>	<b>2011/12 PROPOSED BUDGET</b>	<b>% CHANGE</b>
<b>1000</b>	<b>INSTRUCTIONAL SERVICES</b>			
1100-100	SALARIES - 4 FTE	\$267,958	\$290,353	
-200	EMPLOYEE BENEFITS	123,379	115,027	
-300	PURCHASED PROF & TECH SERVICES	0	0	
-400	PURCHASED PROPERTY SERVICES	1,050	650	
-500	OTHER PURCHASED SERVICES	1,680	1,855	
-600	SUPPLIES	5,395	5,150	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	425	325	
1100	TOTAL REGULAR PROGRAMS	399,887	413,360	3.37%
1300-100	SALARIES - 36.5 FTE 10-11 / 37.5 FTE 11-12	2,461,126	2,570,551	
-200	EMPLOYEE BENEFITS	891,379	963,106	
-300	PURCHASED PROF & TECH SERVICES	131,140	112,592	
-400	PURCHASED PROPERTY SERVICES	169,482	170,632	
-500	OTHER PURCHASED SERVICES	80,920	82,875	
-600	SUPPLIES	295,972	308,140	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	2,250	2,500	
1300	TOTAL VOCATIONAL EDUCATION PROGRAMS	4,032,269	4,210,396	4.42%
<b>2000</b>	<b>SUPPORT SERVICES</b>			
2100-100	SALARIES - 6.65 FTE	426,274	451,351	
-200	EMPLOYEE BENEFITS	169,869	175,120	
-300	PURCHASED PROF & TECH SERVICES	4,081	590	
-400	PURCHASED PROPERTY SERVICES	4,630	4,330	
-500	OTHER PURCHASED SERVICES	48,720	45,510	
-600	SUPPLIES	23,520	20,550	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	970	500	
2100	TOTAL SUPPORT SERVICES-PUPIL PERSONNEL	678,064	697,951	2.93%

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

**EXPENSES**

<b>CODE</b>	<b>CATEGORY</b>	<b>2010/11 APPROVED BUDGET</b>	<b>2011/12 PROPOSED BUDGET</b>	<b>% CHANGE</b>
<b>2000</b>	<b>SUPPORT SERVICES (con't)</b>			
2290-300	PROFESSIONAL & TECHNICAL SERVICES	30,700	27,450	
2270-500	OTHER PURCHASED SERVICES	9,500	5,250	
		<hr/>	<hr/>	
2200	TOTAL INSTRUCTIONAL SUPPORT	40,200	32,700	-18.66%
2300-100	SALARIES - 7 FTE	500,777	507,964	
-200	EMPLOYEE BENEFITS	190,415	199,378	
-300	PURCHASED PROF & TECH SERVICES	29,900	27,400	
-400	PURCHASED PROPERTY SERVICES	6,207	6,135	
-500	OTHER PURCHASED SERVICES	51,755	40,050	
-600	SUPPLIES	15,000	11,750	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	4,000	3,000	
		<hr/>	<hr/>	
2300	TOTAL SUPPORT SERVICES-ADMINISTRATION	798,054	795,677	-0.30%
2400-100	SALARIES - 1 FTE	55,727	62,038	
-200	EMPLOYEE BENEFITS	19,640	20,000	
-300	PURCHASED PROF & TECH SERVICES	3,000	2,000	
-400	PURCHASED PROPERTY SERVICES	300	400	
-500	OTHER PURCHASED SERVICES	920	715	
-600	SUPPLIES	4,250	3,750	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	120	125	
		<hr/>	<hr/>	
2400	TOTAL SUPPORT SERVICES-PUPIL HEALTH	83,957	89,028	6.04%

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

**EXPENSES**

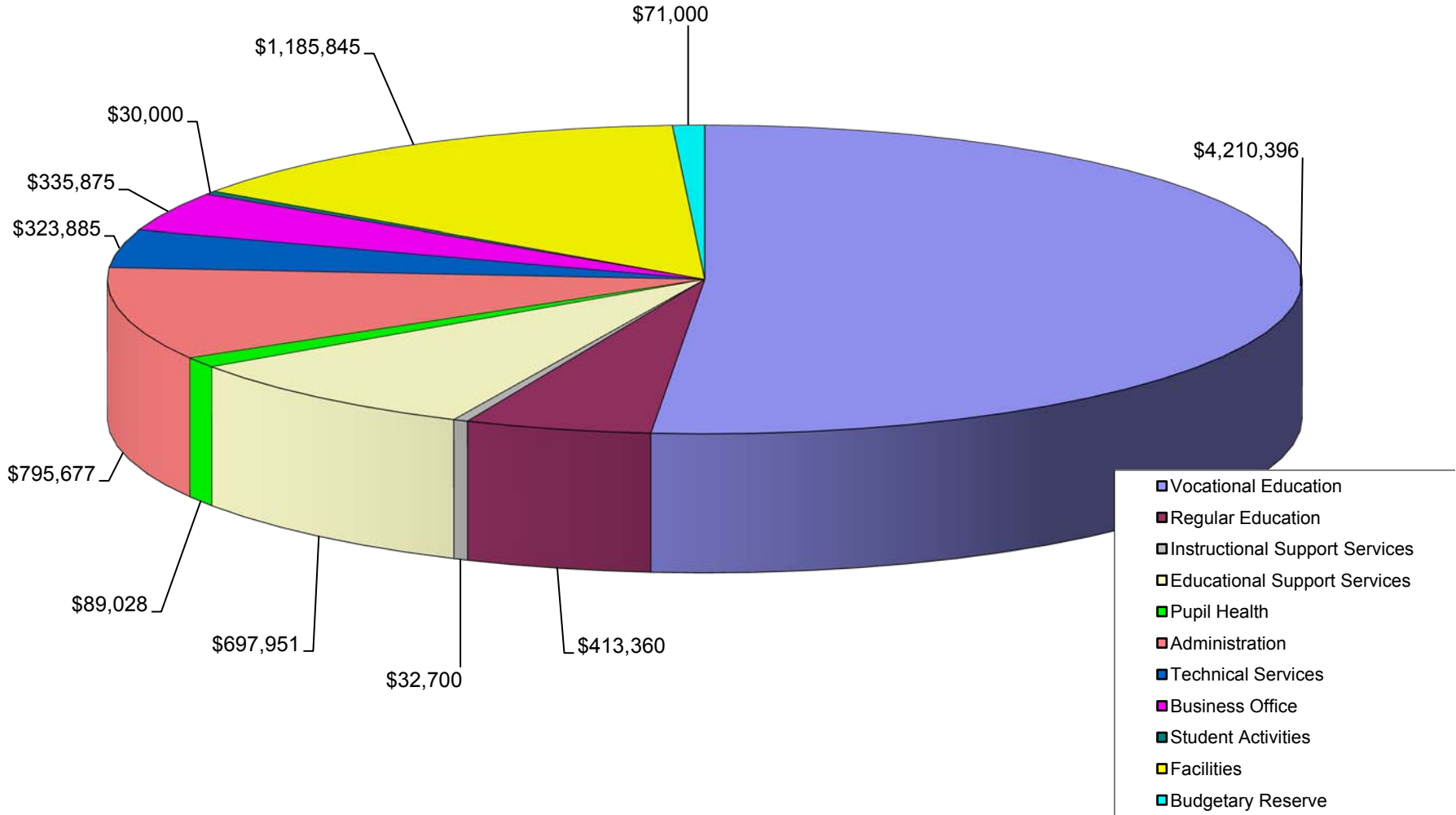
<b>CODE</b>	<b>CATEGORY</b>	<b>2010/11 APPROVED BUDGET</b>	<b>2011/12 PROPOSED BUDGET</b>	<b>% CHANGE</b>
<b>2000</b>	<b>SUPPORT SERVICES (con't)</b>			
2500-100	SALARIES - 3 FTE	198,374	202,723	
-200	EMPLOYEE BENEFITS	79,486	80,477	
-300	PURCHASED PROF & TECH SERVICES	26,400	29,800	
-400	PURCHASED PROPERTY SERVICES	4,565	4,065	
-500	OTHER PURCHASED SERVICES	13,325	12,060	
-600	SUPPLIES	7,400	5,750	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	1,000	1,000	
2500	TOTAL SUPPORT SERVICES-BUSINESS	330,550	335,875	1.61%
2600-100	SALARIES - 5 FTE	248,709	240,172	
-200	EMPLOYEE BENEFITS	116,203	126,743	
-300	PURCHASED PROF & TECH SERVICES	36,500	28,500	
-400	PURCHASED PROPERTY SERVICES	343,600	353,730	
-500	OTHER PURCHASED SERVICES	59,900	57,500	
-600	SUPPLIES	429,000	360,500	
-700	PROPERTY	19,500	17,500	
-800	MISCELLANEOUS OBJECTS	1,100	1,200	
2600	TOTAL SUPPORT SERVICES-FACILITIES	1,254,512	1,185,845	-5.47%
2818-100	SALARIES - 2 FTE	163,552	164,786	
-200	EMPLOYEE BENEFITS	68,235	69,374	
-300	PURCHASED PROF & TECH SERVICES	8,000	7,000	
-400	PURCHASED PROPERTY SERVICES	6,800	5,200	
-500	OTHER PURCHASED SERVICES	10,830	8,420	
-600	SUPPLIES	49,350	50,680	
-700	PROPERTY	21,000	18,000	
-800	MISCELLANEOUS OBJECTS	425	425	
2818	TOTAL TECHNICAL SERVICES	328,192	323,885	-1.31%
2834-500	OTHER PURCHASED SERVICES	2,000	0	
2834	TOTAL STAFF DEVELOPMENT	2,000	0	-100.00%

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY**

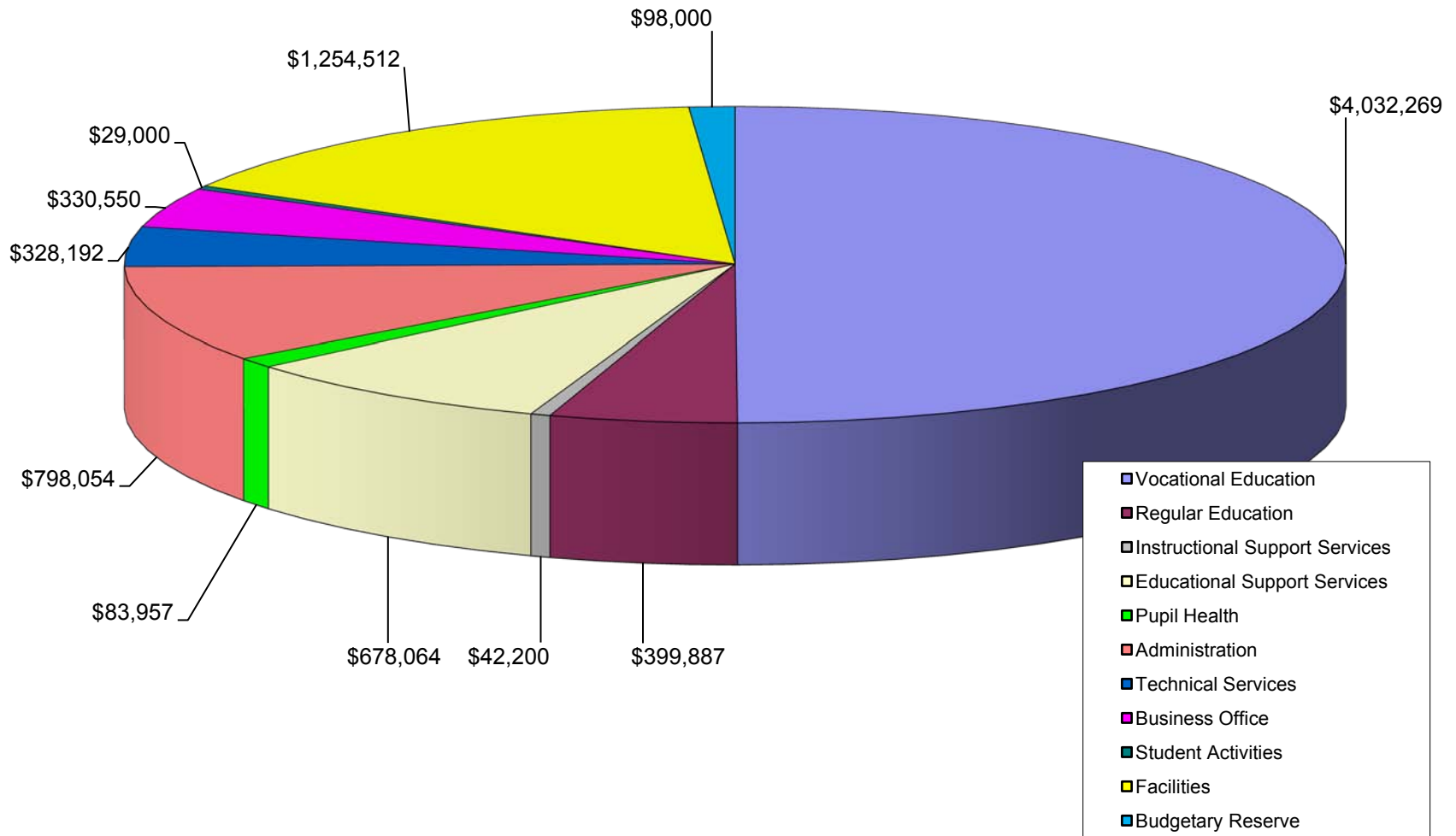
**EXPENSES**

<b>CODE</b>	<b>CATEGORY</b>	<b>2010/11 APPROVED BUDGET</b>	<b>2011/12 PROPOSED BUDGET</b>	<b>% CHANGE</b>
<b>3000</b>	<b>NON-INSTRUCTIONAL SERVICES</b>			
3200-500	OTHER PURCHASED SERVICES	25,000	26,000	
-600	SUPPLIES	3,000	3,000	
-800	MISCELLANEOUS OBJECTS	1,000	1,000	
3200	TOTAL STUDENT ACTIVITIES	29,000	30,000	3.45%
<b>5000</b>	<b>OTHER FINANCING USES</b>			
5100-300	DEBT SERVICE	0	0	
	TRANSFER TO OTHER FUND	0	0	
5900-000	BUDGETARY RESERVE	98,000	71,000	<b>1</b>
5900	TOTAL BUDGETARY RESERVE	98,000	71,000	-27.55%
	<b>TOTAL PROPOSED BUDGET</b>	<b><u>\$8,074,685</u></b>	<b><u>\$8,185,717</u></b>	1.38%
<b>1</b>	<b>BUDGETARY RESERVE CONSISTS OF:</b>			
	OPERATING RESERVE	98,000	71,000	
	<b>TOTAL BUDGET-TO-BUDGET INCREASE:</b>	<b><u>\$ 215,909</u></b>	<b><u>\$ 111,032</u></b>	1.38%
	<b>SUMMARY OF BUDGET-TO-BUDGET CHANGES:</b>			
	1) Addition of one instructor with benefits		\$ 87,236	1.08%
	2) Net increase to salaries and wage cost		107,527	1.33%
	3) Net increase to medical & prescription benefit cost		63,659	0.79%
	4) Net reduction projected dental claims cost		(26,846)	-0.33%
	5) Net increase for employer contribution to PSERS		27,042	0.33%
	6) Reduction to Penn State Program		(20,928)	-0.26%
	7) Net reductions Other Purchased Services - prof. develop., advertising, etc.		(24,315)	-0.30%
	8) Increase in program supply cost for new health program		9,580	0.12%
	9) Decrease in Electricity & Natural Gas		(65,000)	-0.80%
	10) All other		(46,923)	-0.58%
			<b><u>\$ 111,032</u></b>	<b><u>1.38%</u></b>

## MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2011/2012 PROPOSED BUDGET EXPENDITURES BY FUNCTION



## MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2010/2011 ADOPTED BUDGET EXPENDITURES BY FUNCTION



**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
PROPOSED BUDGET SUMMARY - LEASE RENTAL**

SCHOOL FACILITIES LEASE - MIDDLE BUCKS VOCATIONAL-TECHNICAL SCHOOL AUTHORITY

SERIES OF 2003 BONDS - BALANCE JULY 1, 2011	\$ 1,955,000
SERIES OF 2006 BONDS - BALANCE JULY 1, 2011	15,380,000
	<u>\$ 17,335,000</u>

LEASE RENTAL COVERING DEBT SERVICE IS PAID BY THE MEMBER DISTRICTS' DIRECTLY TO THE TRUSTEE HARLEYSVILLE NATIONAL BANK FOR THE BOND HOLDERS IN AUGUST & FEBRUARY.

	<b>Budgeted 2010/2011</b>	<b>Actual 2010/2011</b>	<b>Projected 2011/2012</b>
6946 LEASE REVENUE	<u>\$ 1,467,050</u>	<u>\$ 1,467,050</u>	<u>\$ 1,465,499</u>
5110 DEBT SERVICE - AUTHORITY BONDS	<u>\$ 1,467,050</u>	<u>\$ 1,467,050</u>	<u>\$ 1,465,499</u>
PRINCIPAL	\$ 630,000	\$ 630,000	\$ 650,000
INTEREST	829,050	829,050	807,499
ADMINISTRATIVE FEE	8,000	8,000	8,000
	<u>\$ 1,467,050</u>	<u>\$ 1,467,050</u>	<u>\$ 1,465,499</u>

Rental is allocated to the member districts' on the basis of the proportion which the market value of each Participating School District bears to the total market valuation of all the Participating School Districts, as certified by the State Tax Equalization Board annually. An annual administrative fee equaling \$8,000 is paid by the sending districts in addition to the debt service.

	7/1/2010 STEB Market Value 2009*	Budgeted using 7/1/2009 STEB Mkt Value 2010/2011	Actual using 7/1/2009 STEB Mkt Value 2010/2011	Projected using 7/1/2010 STEB Mkt Value 2011/2012
Centennial	14.05%	\$ 205,974	\$ 205,974	\$ 205,903
Central Bucks	45.52%	669,415	669,415	667,095
Council Rock	32.08%	470,043	470,043	470,132
New Hope-Solebury	8.35%	121,618	121,618	122,369
	<u>100.00%</u>	<u>\$ 1,467,050</u>	<u>\$ 1,467,050</u>	<u>\$ 1,465,499</u>

The most current STEB available is 2009 market value effective July 1, 2010 and published January 1, 2011. Member School Districts should use the Projected column numbers to budget lease rental / debt service.



**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY - PAC, BST, PPP & FINANCE COMMITTEES**

**COMMITTEE UPDATE**

**FEBRUARY 8, 2011**

DESCRIPTION	2010/2011 APPROVED BUDGET	2011/2012 PROPOSED BUDGET	\$ INCREASE/ (DECREASE) LINE ITEM	% INCREASE/ (DECREASE) LINE ITEM	% INCREASE/ (DECREASE) BUD. TO BUD.
100 SALARIES & WAGES:					
BARGAINING UNIT	\$ 2,758,059	\$ 2,888,123	\$ 130,064	4.72%	1.36%
ADMIN & SUPPORT SERVICES	1,456,325	1,483,939	27,614	1.90%	0.29%
SUBSTITUTES & TEMPORARY	108,113	103,876	(4,237)	-3.92%	-0.04%
200 BENEFITS:					
MEDICAL & PRESCRIPTION	732,797	825,313	92,516	12.63%	0.97%
DENTAL/VISION/LIFE/LTD/CONTRACTUAL	204,205	172,992	(31,213)	-15.29%	-0.33%
STATUTORY (FICA, PSERS, WC & UC)	721,605	764,920	43,315	6.00%	0.45%
300 PROFESSIONAL & TECHNICAL SERVICES	269,720	235,332	(34,388)	-12.75%	-0.36%
400 PURCHASED PROPERTY SERVICES	536,634	545,142	8,508	1.59%	0.09%
500 OTHER PURCHASED SERVICES	304,550	280,235	(24,315)	-7.98%	-0.25%
600 SUPPLIES:					
INSTRUCTIONAL SUPPLIES	300,367	313,290	12,923	4.30%	0.14%
UTILITIES	344,500	279,500	(65,000)	-18.87%	-0.68%
ALL OTHER SUPPLIES	188,020	176,480	(11,540)	-6.14%	-0.12%
700 EQUIPMENT	40,500	35,500	(5,000)	-12.35%	-0.05%
800 OTHER	11,290	10,075	(1,215)	-10.76%	-0.01%
5900 BUDGETARY RESERVE	98,000	71,000	(27,000)	-27.55%	-0.28%
5110 AUTHORITY LEASE RENTAL	1,467,050	1,465,499	(1,551)	-0.11%	-0.02%
TOTAL EXPENDITURES	\$ 9,541,735	\$ 9,651,216	\$ 109,481	1.15%	1.15%

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY - PAC, BST, PPP & FINANCE COMMITTEES**

**COMMITTEE UPDATE**

**FEBRUARY 8, 2011**

DESCRIPTION	2010/2011 APPROVED BUDGET	2011/2012 PROPOSED BUDGET	\$ INCREASE/ (DECREASE) LINE ITEM	% INCREASE/ (DECREASE) LINE ITEM	% INCREASE/ (DECREASE) BUD. TO BUD.
6000 LOCAL REVENUE					
<u>EDUCATION AND LEASE RENTAL</u>					
CENTENNIAL	\$ 2,193,429	\$ 2,164,507	\$ (28,922)	-1.32%	-0.30%
CENTRAL BUCKS	4,225,329	4,327,092	101,763	2.41%	1.07%
COUNCIL ROCK	1,687,489	1,728,968	41,479	2.46%	0.43%
NEW HOPE-SOLEBURY	297,818	297,629	(189)	-0.06%	0.00%
<i>RECEIPTS FROM MEMBERS</i>	8,404,065	8,518,196	114,131	1.36%	1.20%
OTHER LOCAL SOURCES	147,600	135,600	(12,000)	-8.13%	-0.13%
7000 STATE SOURCES	685,070	682,700	(2,370)	-0.35%	-0.02%
8000 FEDERAL SOURCES	305,000	314,720	9,720	3.19%	0.10%
TOTAL REVENUE	\$ 9,541,735	\$ 9,651,216	\$ 109,481	1.15%	1.15%

# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

## SUBSIDIARY – NON MAJOR FUND BUDGETS

### PROPOSAL

2011/2012

GOVERNMENTAL FUND TYPES:	PAGE
SPECIAL REVENUE/CAPITAL RESERVE FUND	26
ADULT EDUCATION FUND	27
PRODUCTION FUND	28
PROPRIETARY FUND TYPE:	
Li'L BUCKS PRESCHOOL	29
FIDUCIARY FUND TYPE:	
STUDENT ACTIVITIES FUND	30

NOTE: These funds do not represent additional costs to the member school districts, since revenues come from federal/state subsidies, student tuition/client sales/fundraising, or previously allocated and approved funds.

# CAPITAL RESERVE FUND

## PROPOSED BUDGET

### 2011/2012

<b>REVENUE</b>		<b>2009/2010 Actual</b>	<b>2010/2011 Approved Budget</b>	<b>PROJECTED 2010/2011</b>	<b>PROPOSED 2011/2012 Budget</b>
Actual / Projected Carry Forward Fund Balance		\$ 334,792	\$ 353,582	A \$ 353,582	B \$ 196,354
	Actual 2009/2010 Fund Transfer	75,000			
	Proposed 2010/2011 Fund Transfer		75,000	75,000	
	Proposed 2011/2012 Fund Transfer				75,000
	Interest Income	823	500	340	500
		<b>\$ 410,615</b>	<b>\$ 429,082</b>	<b>\$ 428,922</b>	<b>\$ 271,854</b>
<b>EXPENSES:</b>					
-400	Purchased Property Services	\$ 31,727	\$ 30,000	\$ 50,130	\$ 105,000
-700	Equipment	25,306	150,000	182,438	100,000
		<b>\$ 57,033</b>	<b>\$ 180,000</b>	<b>\$ 232,568</b>	<b>\$ 205,000</b>
Actual / Projected Carry Forward Fund Balance		<b>\$ 353,582</b>	<b>A \$ 249,082</b>	<b>\$ 196,354</b>	<b>B \$ 66,854</b>
<b>PURCHASED PROPERTY SERVICES</b>					
<b>FACILITIES:</b>					
-400	Storage area - PSA	\$ 3,850	\$ -	\$ -	\$ -
-400	Keyless Entry System	11,195			
-400	Roof repair & shingle replacement maintenance	16,682			
-400	Traffic Signal		30,000		30,000
-400	Dental Lab			29,582	
-400	Culinary Arts renovation of Aspirations			15,513	
-400	Lighting for Greenhouse			5,035	
-400	Digital Road Sign				75,000
		<b>\$ 31,727</b>	<b>\$ 30,000</b>	<b>\$ 50,130</b>	<b>\$ 105,000</b>
<b>EQUIPMENT:</b>					
-700	Document Management System	\$ 9,600	\$ -	\$ -	\$ -
-700	Equipment grant matching funds 2009/2010	15,706		82,438	
-700	Equipment grant matching funds 2010/2011		50,000	50,000	
-700	Equipment for Culinary Art Program Renovation		100,000	50,000	
-700	Equipment grant matching funds 2011/2012				100,000
		<b>\$ 25,306</b>	<b>\$ 150,000</b>	<b>\$ 182,438</b>	<b>\$ 100,000</b>
		<b>\$ 57,033</b>	<b>\$ 180,000</b>	<b>\$ 232,568</b>	<b>\$ 205,000</b>

**ADULT EVENING EDUCATION FUND**  
**PROPOSED BUDGET**  
2011-2012

		<u>2010/2011 ESTIMATE</u>	<u>2010/2011 APPROVED BUDGET</u>	<u>2011/2012 PROPOSED BUDGET</u>
<b><u>REVENUES</u></b>				
	Tuition	\$ 94,978	\$ 142,500	\$ 142,500
	Subsidies	9,597	10,240	10,000
	Interest Earned	269	250	300
	<b>Total</b>	<u>\$ 104,844</u>	<u>\$ 152,990</u>	<u>\$ 152,800</u>
<b><u>EXPENSES</u></b>				
-100	Salary	\$ 51,629	\$ 74,085	\$ 75,000
-200	Benefits	9,556	13,880	14,700
-500	Other Purchased Services	26,020	37,500	34,900
-600	Supplies	12,461	20,825	21,500
-600	Software & Secondary Projects	2,646	4,000	4,000
-600	Utilities allocation to General Fund	2,500	2,500	2,500
-800	Other	-	200	200
	<b>Total</b>	<u>\$ 104,812</u>	<u>\$ 152,990</u>	<u>\$ 152,800</u>
		<u>\$ 32</u>	<u>\$ (0)</u>	<u>\$ -</u>

**PROJECTED FUND BALANCE**

Beginning Fund Balance	7/1/10	\$ 138,878
Estimated net income for 2010/2011		<u>32</u>
Ending Fund Balance	6/30/11	\$ 138,910
Estimated net income for 2011/2012		-
Ending Fund Balance	6/30/12	<u><u>\$ 138,910</u></u>

**PRODUCTION FUND  
PROPOSED BUDGET  
2011/2012**

	<u>2010/2011 ESTIMATE</u>	<u>2010/2011 APPROVED BUDGET</u>	<u>2011/2012 PROPOSED BUDGET</u>
<b><u>REVENUES</u></b>			
Aspirations	\$ 26,250	\$ 27,750	\$ 30,000
Student Built Modular House	97,701	77,500	44,000
Summer School Consortium	69,806	74,430	83,770
All Other Programs	130,489	169,715	144,105
PA Subsidies	2,000	3,455	535
Interest Earned	500	1,000	550
	<hr/>	<hr/>	<hr/>
Total	\$ 326,746	\$ 353,850	\$ 302,960
<b><u>EXPENSES</u></b>			
-100 Salaries & Wages	\$ 48,332	\$ 50,900	\$ 57,600
-200 Benefits	5,211	7,500	8,790
-300 Purchased Professional Services	15,136	20,500	19,000
-400 Purchases Property Services	10,200	9,285	12,750
-500 Other Purchased Services	21,720	16,950	19,750
-600 Supplies	217,522	229,215	177,570
-700 Equipment	0	7,500	7,500
-900 Transfer	0	12,000	0
	<hr/>	<hr/>	<hr/>
Total	\$ 318,121	\$ 353,850	\$ 302,960
	<hr/>	<hr/>	<hr/>
Net	\$ 8,625	\$ -	\$ -
<b><u>PROJECTED FUND BALANCE</u></b>			
Beginning Fund Balance			\$ 303,664
Estimated fund balance increase for 2010/2011			8,625
Ending Fund Balance			<hr/> \$ 312,289
Estimated net income for 2011/2012			-
Ending Fund Balance			<hr/> <hr/> \$ 312,289

# Li'L Bucks Preschool Partners in Learning Proposed Budget 2011/2012

	Estimate 2010/2011	Approved Budget 2010/2011	Proposed Budget 2011/2012
<b>INCOME</b>			
PRE SCHOOL TUITION	\$127,667	\$145,135	\$143,500
<b>EXPENSES</b>			
OPERATING EXPENSES			
100 WAGES	94,883	104,268	97,800
200 BENEFITS	23,572	36,367	34,400
300 PROF SERVICES	0	600	600
500 ADVERTISING	3,969	0	4,000
500 PROF DEVELOPMENT	699	750	750
600 SUPPLIES	3,076	2,780	4,700
800 DUES & FEES	100	100	1,250
<b>Total : EXPENSES</b>	126,299	144,865	143,500
<b>NET ADDITION/(DEFICIT)</b>	\$1,368	\$270	\$0

# STUDENT ACTIVITY FUNDS

## PROPOSED BUDGET 2011-2012

	<u>2010/2011 ESTIMATE</u>	<u>2010/2011 APPROVED BUDGET</u>	<u>2011/2012 PROPOSED BUDGET</u>
<b><u>REVENUES</u></b>			
Student Activity Fees	\$ 19,340	\$ 20,350	\$ 21,200
Fund Raisers	13,540	20,240	15,450
Other	145	1,080	280
Total	<u>\$ 33,025</u>	<u>\$ 41,670</u>	<u>\$ 36,930</u>
<b><u>EXPENSES</u></b>			
-500 Student Activities & Events	\$ 10,500	\$ 20,250	\$ 15,860
-600 Supplies	16,600	17,220	17,220
-800 Other Objects	3,770	4,200	3,850
Total	<u>\$ 30,870</u>	<u>\$ 41,670</u>	<u>\$ 36,930</u>
	<u>\$ 2,155</u>	<u>\$ -</u>	<u>\$ -</u>