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### MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

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### MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

2018/2019 BUDGET CALENDAR

DATE	DESCRIPTION
August 14, 2017	2018/2019 Budget Calendar adopted by Executive Council
September 5	Finance Committee
September 14 - 22	Budget packet distributed to Management Team & professional staff
September 25	Budget packets gathered from professional staff and reviewed by Asst. Director & CTE Supervisor
October 2	Budget packets due to Business Manager
October 3	Finance Committee
November 7	Preliminary budget presented to Finance Committee
November 13	Budget presentation to Executive Council
November - January	Finance Committee work sessions (if needed)
February 6, 2018	Finance Committee review proposed budget
February 12	Budget presentation to Executive Council
March 12	2018/2019 Budget adopted by Executive Council
March 13 – 16	Recommended budgets sent to member district Superintendents with copies for individual School Directors
March 19– April 30	Member School Boards approve recommended budget

Approved budget submitted to PDE

May-June

#### EXPLANATION OF THE MAJOR EXPENDITURE FUNCTIONS

The format of the proposed budget is from the <u>Manual of Accounting and Financial Reporting</u> for Pennsylvania Public Local Educational Agencies (LEAs) as maintained by the Pennsylvania Office of the Budget, Office of Comptroller Operations, Central Agencies & School Finance Unit, revised August 2016.

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 SUPPORT SERVICES-STUDENTS - Activities designed to assess and improve the well-being of students to supplement the teaching process and to meet the applicable provisions of the <u>Public School Code of 1949</u> as amended, and Chapter 7 of the State Board of Education Regulations.

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 LEA.

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 function category includes the costs associated with the immediate staff assigned to coordinating, planning, researching, developing and evaluating the LEA's technology functions.

**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 the LEA staff.

**5000 OTHER EXPENDITURE AND FINANCING USES** - The category includes current debt service expenditures and other expenses. Other financing uses represent the disbursement of governmental funds not classified in other functional areas that require budgetary and accounting control.

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 USES OF FUNDS** – This series of codes is used to classify transactions which record redemption of principal on long-term debt, authority obligations, fund transfers, and transfers to component units (as defined by GASB Statement # 14).

#### GENERAL FUND BUDGET HIGHLIGHTS

#### **GENERAL OVERVIEW**

To assist Member School Districts with Act 1 of 2006, a preliminary proposed General Fund Budget was presented to the Executive Council on November 13, 2017 to provide an estimate of the planned operating and debt service expenditures for school year 2018/2019. The Act 1 Index is 2.4% for 2018/2019 and was 2.5% for 2017/2018.

The proposed General Fund expenditures and building lease rental budgets with budget-to-budget comparison summarized in table A:

### Proposed General Fund Expenditures Table A

	2018/2019	2017/2018	\$ Change	% Change
Preliminary Proposed Expenditures	\$9,867,516	\$9,598,974	\$268,542	2.80%
Authority Lease Rental	1,461,996	1,465,996	(4,000)	-0.27%
Total General Fund Expenditures	\$11,329,512	\$11,064,970	\$264,542	2.39%

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 MEMBER DISTRICTS' CONTRIBUTIONS & OTHER FUNDING SOURCES

MBIT receives its funding and revenue from local, state and federal sources. The largest portion of local revenue is Member Districts' contributions to the General Fund for career and technical education and operating expenditures. Per the Articles of Agreement, the Member Districts share the cost of operating the School based on the average daily membership (ADM) of students. For budgeting and as has been the practice, a three year rolling average is used to allocate the member contribution for 2018/2019. This table provides the calculation of three year average ADM used for 2018/2019 funding. See page 15.

Table B
Three Year Averaging

				2018/2019	
	2014/2015	2015/2016	2016/2017	School Year	
	School Year	School Year	School Year	Average	
Member Districts	<u>ADM</u>	<u>ADM</u>	<u>ADM</u>	<u>ADM</u>	<u>%</u>
Centennial	189.98	187.69	184.88	187.52	25.77%
Central Bucks	399.41	377.45	370.98	382.61	52.59%
Council Rock	129.08	135.72	138.1	134.30	18.46%
New Hope-Solebury	20.99	24.4	23.94	23.11	3.18%
	739.46	725.26	717.9	727.54	100.00%

The rolling average projects that 727.54 half day time students on an about schedule will attend in 2018/2019 compared to 739.30 in 2017/2018 and 752.56 in 2016/2017. See Table C for Proposed Member District's Contribution / Revenue from Member Districts.

The actual cash amount to be paid by Member District's in 2018/2019 will be adjusted by the balance due to or from Member Districts as of June 30, 2017 for the 2016/2017 fiscal year. Based on the net secondary vocational costs and actual ADM at year-end June 30, 2017 versus average ADM employed in budget preparation, the net amount due to members is \$325,840. This net amount will be refunded to or collected from members with their 2018/2019 contributions to MBIT. See Table C below and the Total Due with Adjustment \$7,735,475 at bottom of page 15.

 $\label{eq:Table C} Total\ Due\ with\ Adjustment-Net\ Due\ (to)\ from\ Members\ for\ 2016/2017$ 

				New Hope-	
<u>2016/2017</u>	<u>Centennial</u>	Central Bucks	Council Rock	Solebury	<u>Total</u>
Receipts from Members (+)	\$1,960,641	\$4,112,055	\$1,205,746	\$173,633	\$7,452,075
Voc-Ed Subsidy (+)	104,953	211,113	75,880	13,606	405,552
Net Secondary Costs (-)	1,939,435	3,892,428	1,449,116	250,809	7,531,788
Due to (from) Members	\$126,159	\$430,741	(\$167,490)	(\$63,570)	\$325,840
Proposed 2017/2018 Receipts from Members	\$2,077,401	\$4,239,446	\$1,488,119	\$256,350	\$8,061,316
Less: Due to Members	(\$ 126,159)	(\$430,741)	\$167,490	63,570	(\$325,840)
Contribution Due w/Adjust.	\$1,951,242	\$3,808,705	\$1,655,609	\$319,919	\$7,735,475

#### **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 2014 and 2015 bonds. These bonds were issued to refinance Series of 2006 bonds issued when school renovation occurred from 2006 to 2008. The

Lease Rental for 2018/2019 and 2017/2018 are \$1,461,996 and \$1,465,996, respectively. Per the Articles of Agreement, the Authority's 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.

See Table D below and page 14 for a summary of Member Districts' contributions to fund the preliminary proposed 2018/2019 and approved 2017/2018 budgets.

Table C
Proposed Member Districts' Contributions

	2018/2019	2017/2018	\$ Change	% Change
General Fund Receipts from Members	\$8,061,516	\$7,853,674	\$207,842	2.65%
Authority Lease Rental	1,461,996	1,465,996	-4,000	-0.27%
Total Projected Contributions	\$9,523,512	\$9,319,670	\$203,842	2.19%

The change for fiscal 2019 is primarily driven by contractual obligations for salaries, health insurance and PSERS retirement cost.

State subsidies are received in form of the Vocational Education Subsidy which is paid based on Vocational Average Daily Membership (VADM). Subsidy received in 2018/2019 will be based upon the VADM from 2017/2018. The Vocational Education Subsidy is projected even with 2017/2018. The state has paid a Supplemental Equipment Grant for 2017/2018. There is no certainty that one will be paid in 2018/2019. The state also pays subsidies for Social Security and Retirement that are approximately one-half of employer's budgeted payroll expense.

Federal subsidy is for Carl D. Perkins Local Plan and has been projected to be \$267,000 compared to \$265,000 for 2017/2018. The 2018/2019 allocation is \$267,721.

#### **OTHER INFORMATION**

The annualized CPI-U for the Philadelphia region:

	December August	2017 ?? 1.4%	2016 1.7% 0.3%	2015 -0.2% -0.3%
Fund Balances as of Jo Committed for PSERS	<del></del>		2017 \$20,000	2016 \$75,000
Unassigned – Adult E	d	:	<u>\$209,181</u>	\$205,090
Unassigned – Product	ion Control		\$ 74 <u>,963</u>	\$223,409
Nonspendable		;	\$ <u>134,124</u>	\$ -0-

Funds held by Bucks & Montgomery County Schools Health Care Consortium from the Bucks Limited Health Care Consortium restricted as to use were reduced to zero from \$95,869 in fiscal year 2017. The budget approved March 14, 2016 authorized use of \$95,869 as a "premium holiday" in 2016/2017.

#### **ASSUMPTIONS**

This presentation of the proposed budget includes assumptions for many unknowns including: negotiations with the MBEA, member district contract negotiations, equivalent premium rates for health insurance, property and casualty insurance rates, contracted services, utilities and others.

Significant assumptions impacting this budget projection include:

- 1. Object Code 100 Salaries and wages in this budget increase \$122,007 or 1.27% of the budget-to-budget increase. The teacher salary matrix is prepared using input from member district teachers' contracts. One of the member districts maybe in status quo with their teachers. The budget for teachers' salaries assumes this and also contemplates changes for step and level of teachers. The salaries for administrators (Act 93) and for support staff wages are budgeted using a two percent increase.
- 2. Object Code 200 Benefits. Overall benefits are projected to increase by \$197,423 or 2.06% of the budget-to-budget increase. More specifically:
  - Medical & prescription benefit cost are budgeted using the plans offered under the teachers' contract to all eligible employees and known elections thereunder. MBIT will receive first, second and third look of the July 1, 2018 renewal. This budget has used recommendation of current trend in southeastern Pennsylvania of 8% health and 11% pharmacy for combined increase of 7.66% or \$62,743.
    - Teachers and all eligible staff participating in the benefits contribute a percentage of the monthly health and prescription plan premium equivalents based on coverage they elect per CBA with MBEA. Employee contribution for the PPO plans is 22% or 17% of premium cost depending on coverage elected. For the HMO POS plan, employees share 12% of premium. The prescription plan co-pay is \$5/\$25/\$40 for generic, formulary/non-formulary.
    - o The MBEA contract is being reopened in 2017/2018 to negotiate employee contribution for medical benefits.
    - o These costs are self-insured.
    - o Health and prescription benefits are offered via the Bucks & Montgomery County Schools Health Care Consortium (BMCS).
    - o The BMCS consultant is Lockton Associates and they provided the trend recommendation.
  - Dental benefits are provided via United Concordia/School Claims Services and are self-insured. The budget line cost for 2018/2018 are \$10,648 lower when compared to 2017/2018.

- Retirement has been budgeted using information from PSERS 2016 CAFR using employer contribution rate of 34.50% for 2018/2019. For 2017/2018, the PSERS certified rate was 32.57%. Employer retirement contribution cost increase budget-to-budget \$134,292 or 8.62%. The Executive Council has approved creation of a Committed Fund Balance for purposes of mitigating the escalating employer contributions to PSERS. The Committed Fund Balance is currently \$20,000 with it being used in current budget for 2017/2018.
- Workers compensation has been budgeted using highest rate SDIC charges due to claims experience over past few years.
- 3. Object Code 300 Purchased Professional & Technical Services decrease by \$13,560 or -11.90% budget-to-budget from 2017/2018. The net decrease includes money for a GASB 75 actuarial study and reduction of other professional fees.
- 4. Object Code 400 Purchased Property Services are presented as a net decrease of \$14,960 or -0.15% budget-to-budget from 2017/2018. Savings come from reduction in cost for contracted services.
- 5. Object Code 500 Other Purchased Services shows net decrease budget-to-budget of -0.14% or -\$13,685 budget-to-budget.
- 6. Object Code 600 Supplies cost have a net increase of \$346. Program costs for supplies are budget \$744 lower compared to 2017/2018. Electricity cost are budgeted at same level as 2017/2018. MBIT has a fixed energy price agreement through June 30, 2019 and natural gas basis agreement for July 2017 through July 2019. In fiscal years 2018 and 2019, MBIT will be hosting the local District SkillsUSA competitions with an added \$14,000 to the supplies line for Student Activities.
- 7. Object Code 700 Equipment are \$9,100 lower than 2017/2018.
- 8. Object Code 800 Other is budgeted even with 2017/2018.

#### **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 0.12% received on deposits over balances required to prevent bank fees.

#### 7000 REVENUE FROM STATE SOURCES

Vocational Educational Subsidies for 2018/2019 reflect estimated ADM enrollment information from 2017/2018.

Revenues from Social Security and Retirement reimbursements are approximately one-half of budgeted Social Security and Retirement expenditures for the 2018/2019 school year.

#### 8000 REVENUE FROM FEDERAL SOURCES

The Perkins Act Local Plan was last re-authorized in 2006. It has been extended by continuing resolutions in Congress. The funding for 2018/2019 is \$267,000 reflecting an increase of \$2,000 from 2017/2018. The allocation for 2017/2018 is \$267,721.

#### 9000 FUND BALANCE / INTERFUND TRANSFER

For 2017/2018, the remaining portion, \$20,000 of the General Fund Committed Fund balance is utilized to mitigate the increase in PSERS employer contribution rate increase.

#### **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 the median of the highest masters' step from the member school district teachers' matrices. In preparing the first draft, three member school districts are anticipated to be out of contract. The MBEA teachers' contract renewed effective July1, 2017 for four years. There is a provision to reopen in January 2018 to negotiate medical and pharmacy health insurance contributions and pharmacy benefit for last three years of contract.

All non-bargaining unit wages are budgeted with base percentage increase and are subject to Executive Council approval. Administrators and management team salaries have been budgeted according to the Act 93 plan. The Act 93 plan expires June 30, 2018.

#### 200 EMPLOYEE BENEFITS

All cost for employee benefits have been budgeted as mandated by regulations and using known contractual obligations.

#### 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). Included in 2500 is once every two year estimate of actuarial study required for GASB 75. Under Facilities 2600 are funds for such items as hazardous waste disposal, water testing, security, and Right-to-Know.

#### 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

Professional development, travel and transportation to clinical educational experiences (1300, 2100, 2300, 2400 and 2500) are included. 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 and light are budgeted in this category.

#### 700 PROPERTY

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

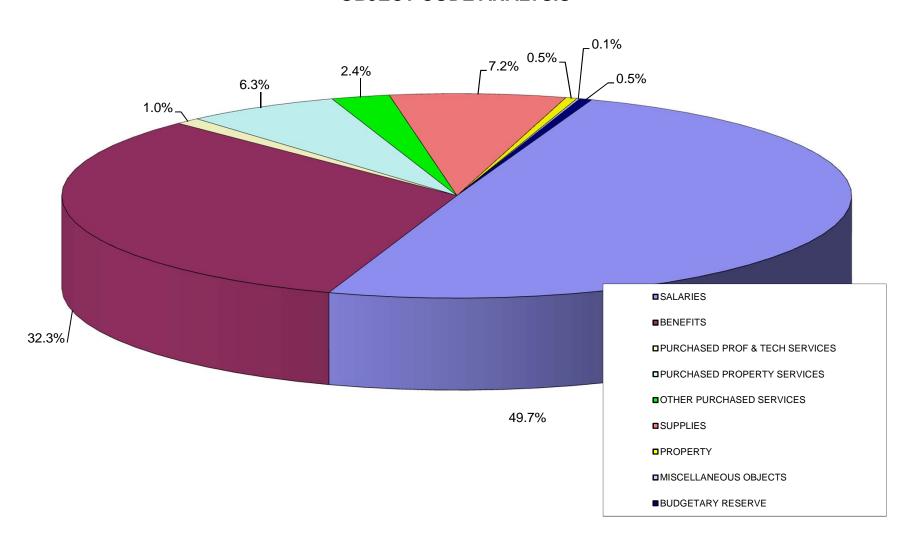
#### 800 OTHER

Incidental dues and fees, such as PACTA, PASA, PASBO and educational trade association memberships (1300, 2100, 2300, 2500, 2600 and 2800), are reflected. Banks fees, are also captured in this object code.

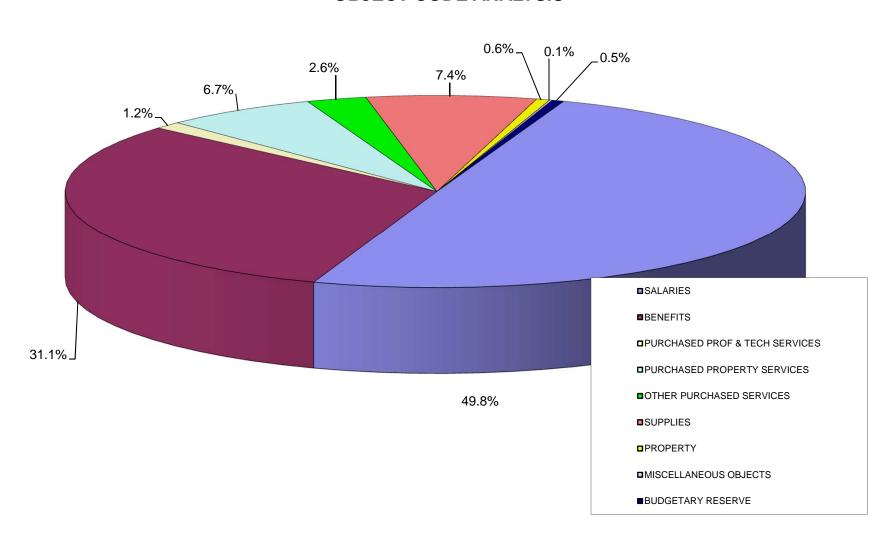
#### **BUDGETARY RESERVE**

These 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 2018/2019 PROPOSED BUDGET OBJECT CODE ANALYSIS



# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2017/2018 APPROVED BUDGET OBJECT CODE ANALYSIS



BUDGETED GENERAL FUND CONTRIBUTIONS BY MEMBER DISTRICTS RECORDED TO 1300-564.

	(	CENTENNIAL		ENTRAL BUCKS	COU	NCIL ROCK		W HOPE- LEBURY	TOTAL
2016-2017	<u>'</u>								
GENERAL FUND	Pg. 15	\$ 1,960,641	\$	4,112,055	\$	1,205,746	\$	173,633	\$ 7,452,075
LEASE RENTAL DEBT	Pg. 22	206,739	\$	667,960		472,609		112,714	1,460,022
2016-2017 CONTRI	BUTION	\$ 2,167,380	\$	4,780,015	\$	1,678,355	\$	286,347	\$ 8,912,097
	Year-to-year percentage increase		e increase	1.80%					
2017-2018	<u>3</u>								
GENERAL FUND	Pg. 15	\$ 2,047,453	\$	4,251,194	\$	1,350,047	\$	204,981	\$ 7,853,674
LEASE RENTAL DEBT	Pg. 22	206,412	\$	673,039		473,810		112,735	1,465,996
2017-2018 CONTRI	BUTION	\$ 2,253,865	\$	4,924,233	\$	1,823,857	\$	317,716	\$ 9,319,670
					Y	ear-to-year per	entag	e increase	4.57%
2018-2019	<u>)</u>								
GENERAL FUND	Pg. 15	\$ 2,077,401	\$	4,239,446	\$	1,488,119	\$	256,350	\$ 8,061,316
LEASE RENTAL DEBT	Pg. 22	201,756	\$	671,787		473,248		115,205	1,461,996
2018-2019 CONTRI	BUTION	\$ 2,279,157	\$	4,911,233	\$	1,961,367	\$	371,555	\$ 9,523,312
Year-to-year percentage increase					2.19%				

Note: General fund contribution is allocated to member districts using a three-year averaging of ADM.

Lease rental debt is for the Series of 2014 and 2015 Middle Bucks AVTS Authority Revenue

Bonds. Lease Rental is allocated based on market value as determined by Pennsylvania State Tax

Equalization Board - DCED.

#### REVENUES

CODE	CATEGORY		2016/2017 APPROVED BUDGET	2017/2018 APPROVED BUDGET	2018/2019 PROPOSED BUDGET	% CHANGE
6000	REVENUE FROM LOCAL SOURCES	S				
6510	INTEREST		\$1,000	\$1,000	\$1,200	
6740	FEES		6,000	6,000	6,000	
6910	RENTAL OF BUILDING		6,000	6,000	9,000	
6943	TUITION - ADULT STUDENTS		36,000	36,000	36,000	
6944	TUITION - NON PARTICIPATING DIST	TRICT	15,300	15,300	15,300	
6946	RECEIPTS FROM MEMBER DISTRICT	ΓS	7,452,075	7,853,674	8,061,316	
6991	REFUND OF PRIOR YEARS EXPENSE	E	8,000	8,000	8,000	
6999	MISCELLANEOUS REVENUE		10,000	12,000	15,000	
	TOTAL REVENUE LOCAL SOURCES		7,534,375	7,937,974	8,151,816	2.69%
7000	REVENUE FROM STATE SOURCES					
7220	VOCATIONAL EDUCATION SUBSIDI		420,000	420,000	420,000	
7810	SOCIAL SECURITY-STATE SHARE		171,860	177,700	182,200	
7820	RETIREMENT-STATE SHARE		696,200	778,300	846,500	
	TOTAL REVENUE STATE SOURCES		1,288,060	1,376,000	1,448,700	5.28%
8000	REVENUE FROM FEDERAL SOURCE	CES				
8521	LOCAL PLAN/PERKINS		281,000	265,000	267,000	
	TOTAL REVENUE FEDERAL SOURCE	ES	281,000	265,000	267,000	0.75%
0000	TER ANGEERG / OFFICE GOVERGES					
9000	TRANSFERS / OTHER SOURCES	C	55,000	20,000	0	
9810 9900	COMMITED FUND BALANCE - PSER BMCSHCC - MBIT - PREMIUM HOLID		95,869	20,000	0	
9900			· · · · · · · · · · · · · · · · · · ·			100.000/
	TOTAL TRANSFERS / OTHER SOURCE	ES	150,869	20,000	0	-100.00%
	TOTAL PROPOSED REVENUES		\$9,254,304	\$9,598,974	\$9,867,516	2.80%
DISTRIC	CT CONTRIBUTION BREAKDOWN					(TABLE C. PAGE 6) TOTAL DUE WITH
						ADJUSTMENT
	CENTENNIAL	25.77%	\$1,960,641	\$2,047,453	\$2,077,401	\$1,951,242
	CENTRAL BUCKS	52.59%	\$4,112,055	\$4,251,194	\$4,239,446	\$3,808,705
	COUNCIL ROCK	18.46%	\$1,205,746	\$1,350,047	\$1,488,119	\$1,655,609
	NEW HOPE-SOLEBURY	3.18%	\$173,633	\$204,981	\$256,350	\$319,919
		100.00%	\$7,452,075	\$7,853,674	\$8,061,316	\$7,735,475

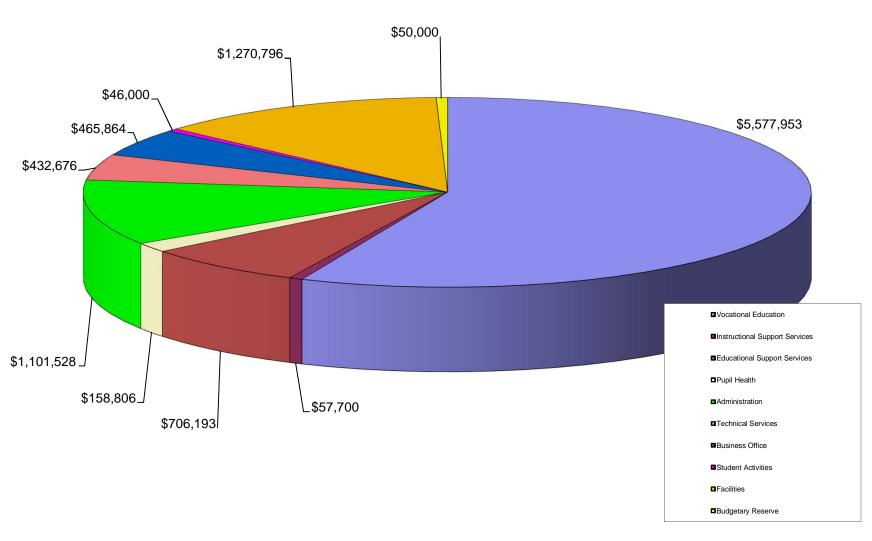
EXPENSES		2017/2018 APPROVED	2018/2019 PROPOSED	%
CODE	CATEGORY	BUDGET	BUDGET	CHANGE
1000	INSTRUCTIONAL SERVICES			
1300-100	SALARIES - 43 FTE	2,998,151	3,067,007	
-200	EMPLOYEE BENEFITS	1,846,987	1,970,016	
-300	PURCHASED PROF & TECH SERVICES	3,800	3,800	
-400	PURCHASED PROPERTY SERVICES	180,740	178,510	
-500	OTHER PURCHASED SERVICES	61,580	61,910	
-600	SUPPLIES	294,129	293,385	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	3,800	3,325	
1300	TOTAL VOCATIONAL EDUCATION PROGRAMS	5,389,187	5,577,953	3.50%
2000	SUPPORT SERVICES			
2100-100	SALARIES - 5 FTE	393,824	413,604	
-200	EMPLOYEE BENEFITS	214,965	231,644	
-300	PURCHASED PROF & TECH SERVICES	100	0	
-400	PURCHASED PROPERTY SERVICES	7,500	6,550	
-500	OTHER PURCHASED SERVICES	33,970	32,615	
-600	SUPPLIES	20,760	20,850	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	710	930	
2100	TOTAL SUPPORT SERVICES-PUPIL PERSONNEL	671,829	706,193	5.11%
2200-200	BENEFITS	52,000	52,000	
-300	PROFESSIONAL & TECHNICAL SERVICES	2,500	2,500	
-500	OTHER PURCHASED SERVICES	4,200	3,200	
2200	TOTAL INSTRUCTIONAL SUPPORT	58,700	57,700	-1.70%

EXPENSES		2017/2018 APPROVED	2018/2019 PROPOSED	%
CODE	CATEGORY	BUDGET	BUDGET	CHANGE
2000	SUPPORT SERVICES (continued)			
2300-100	SALARIES - 7 / 7.5 FTE	608,570	622,549	
-200	EMPLOYEE BENEFITS	362,723	385,689	
-300	PURCHASED PROF & TECH SERVICES	42,355	27,170	
-400	PURCHASED PROPERTY SERVICES	10,800	8,700	
-500	OTHER PURCHASED SERVICES	40,600	35,850	
-600	SUPPLIES	15,500	18,050	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	3,275	3,520	
2300	TOTAL SUPPORT SERVICES-ADMINISTRATION	1,083,823	1,101,528	1.63%
2400-100	SALARIES - 1.5 / 1 FTE	93,820	100,822	
-200	EMPLOYEE BENEFITS	47,045	52,309	
-300	PURCHASED PROF & TECH SERVICES	1,650	1,650	
-400	PURCHASED PROPERTY SERVICES	300	350	
-500	OTHER PURCHASED SERVICES	490	440	
-600	SUPPLIES	3,100	3,100	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	125	135	
-800	MISCELLANEOUS OBJECTS	123	133	
2400	TOTAL SUPPORT SERVICES-PUPIL HEALTH	146,530	158,806	8.38%
2500-100	SALARIES - 3 FTE	234,976	239,978	
-200	EMPLOYEE BENEFITS	154,660	164,591	
-300	PURCHASED PROF & TECH SERVICES	33,400	34,725	
-400	PURCHASED PROPERTY SERVICES	2,500	3,350	
-500	OTHER PURCHASED SERVICES	19,820	17,950	
-600	SUPPLIES	4,890	4,170	
-700	PROPERTY	0	0	
-800	MISCELLANEOUS OBJECTS	1,100	1,100	
2500	TOTAL SUPPORT SERVICES-BUSINESS	451,346	465,864	3.22%

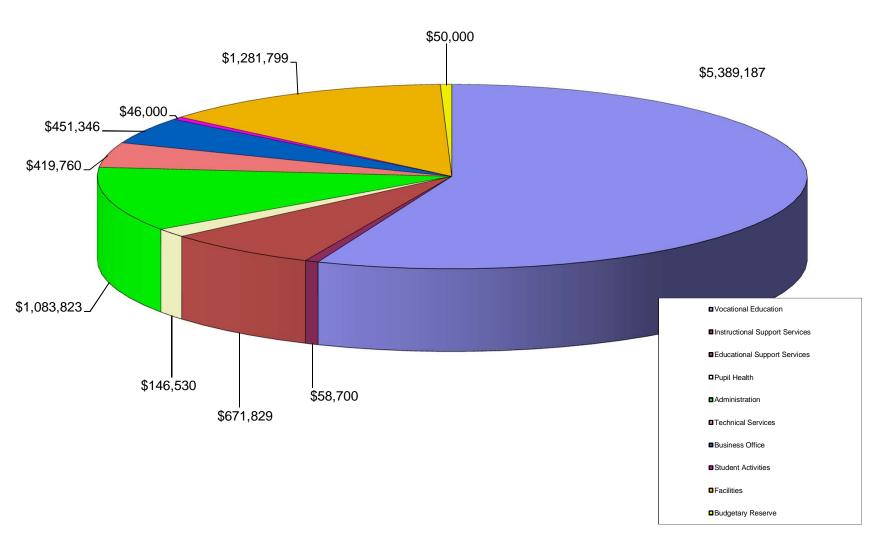
EXPENSES		2017/2018 APPROVED	2018/2019 PROPOSED	%
CODE	CATEGORY	BUDGET	BUDGET	CHANGE
2000	SUPPORT SERVICES (continued)			
2600-100	SALARIES - 5 FTE	262,718	267,870	
-200	EMPLOYEE BENEFITS	189,081	198,081	
-300	PURCHASED PROF & TECH SERVICES	23,100	23,500	
-400	PURCHASED PROPERTY SERVICES	432,810	422,500	
-500	OTHER PURCHASED SERVICES	55,640	50,750	
-600	SUPPLIES	288,300	289,345	
-700	PROPERTY	28,800	17,400	
-800	MISCELLANEOUS OBJECTS	1,350	1,350	
2600	TOTAL SUPPORT SERVICES-FACILITIES	1,281,799	1,270,796	-0.86%
2818-100	SALARIES - 2 FTE	188,710	190,747	
-200	EMPLOYEE BENEFITS	121,205	131,759	
-300	PURCHASED PROF & TECH SERVICES	7,000	7,000	
-400	PURCHASED PROPERTY SERVICES	4,000	4,000	
-500	OTHER PURCHASED SERVICES	2,670	2,570	
-600	SUPPLIES	69,000	67,125	
-700	PROPERTY	26,750	29,050	
-800	MISCELLANEOUS OBJECTS	425	425	
2818	TOTAL TECHNICAL SERVICES	419,760	432,676	3.08%
3000	NON-INSTRUCTIONAL SERVICES			
3200-500	OTHER PURCHASED SERVICES	30,000	30,000	
-600	SUPPLIES	15,000	15,000	
-800	MISCELLANEOUS OBJECTS	1,000	1,000	
3200	TOTAL STUDENT ACTIVITIES	46,000	46,000	0.00%

EXPENSES	EXPENSES		017/2018	2018/2019		0.4
CODE	CATEGORY	APPROVED BUDGET		PROPOSED BUDGET		% CHANGE
5000	OTHER FINANCING USES					
5900-000	BUDGETARY RESERVE		50,000		50,000	
5900	TOTAL BUDGETARY RESERVE		50,000		50,000	0.00%
	TOTAL PROPOSED BUDGET		\$9,598,974		\$9,867,516	2.80%
	BUDGETARY RESERVE CONSISTS OF: OPERATING RESERVE		50,000		50,000	
	TOTAL BUDGET-TO-BUDGET INCREASE:	\$	344,670	\$	268,542	
	SUMMARY OF BUDGET-TO-BUDGET CHANGES:					
	1) Net increase to salaries and wages			\$	121,808	1.27%
	2) Net increase for health insurance				62,743	0.65%
	3) Increase in employer's cost for PSERS				134,292	1.40%
	4) Net increase for contractual and statutory benefits				388	0.00%
	5) Net decrease for purchased professional services				(13,560)	-0.14%
	6) Net decrease in purchased property services				(14,690)	-0.15%
	7) Net decrease other purchased services				(13,685)	-0.14%
	8) Net increase for program, other supplies and utilities				346	0.00%
	9) Net decrease for equipment				(9,100)	-0.09%
	10) Other costs				0	0.00%
				\$	268,542	2.80%

### MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2018/2019 PROPOSED BUDGET EXPENDITURES BY FUNCTION



### MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2017/2018 APPROVED 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 2014 BONDS - BALANCE JULY 1, 2018 SERIES OF 2015 BONDS - BALANCE JULY 1, 2018 \$ 9,405,000 4,030,000 \$ 13,435,000

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

		Budgeted 2017/2018	Actual 2017/2018	Projected 2018/2019
6946	LEASE REVENUE	\$ 1,465,996	\$ 1,465,996	\$ 1,461,996
5110	DEBT SERVICE - AUTHORITY BONDS	\$ 1,465,996	\$ 1,465,996	\$ 1,461,996
	PRINCIPAL INTEREST ADMINISTRATIVE FEE	\$ 1,010,000 447,996 8,000 1,465,996	\$ 1,010,000 447,996 8,000 1,465,996	\$ 1,035,000 418,996 8,000 1,461,996

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 DCED State Tax Equalization Board annually. An annual administrative fee equaling \$4,000 per bond issue is paid by the sending districts in addition to the debt service.

	7/1/2017 STEB Market Value <u>2016</u>	Budgeted using 7/1/2016 STEB MV 2015 2017/2018		Actual using 7/1/2017 STEB MV 2016 2017/2018		usi STI	Projected ng 7/1/2017 EB MV 2016 2018/2019
Centennial Central Bucks	13.80% 45.95%	\$	206,412 673,039	\$	202,307 673,625	\$	201,756 671,787
Council Rock New Hope-Solebury	32.37% 7.88%		473,810 112,735		474,543 115,521		473,248 115,205
	100.00%	\$	1,465,996	\$	1,465,996	\$	1,461,996

The most current STEB MV available is 2016 effective July 1, 2017. 2017 MV available on July 1, 2018. Member School Districts should use the Projected column numbers to budget lease rental.

Member School Districts will receive a subsidy from the Pennsylvania Department of Education for reimbursement of the cost of construction from the 2006-2008 renovations at MBIT. Members should include in their projected state subsidies the following:

	2016 MV <u>STEB</u>		Projected 2017/2018	PDE 2071 2017/2018	PDE 2071 2018/2019
Centennial	13.80%	\$	69,212	\$ 67,835	\$ 67,643
Central Bucks	45.95%		225,676	225,872	225,231
Council Rock	32.37%		158,873	159,118	158,667
New Hope-Solebury	7.88%	_	37,801	38,735	38,625
	100.00%	\$	491,562	\$ 491,561	\$ 490,166

# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY - PAC FINANCE COMMITTEE 2018/2019 BUDGET PREPARATION UPDATE NOVEMBER 8, 2017

DESC	RIPTION	2015/2016 ACTUAL	2016/2017 ACTUAL	2016/2017 APPROVED BUDGET	2017/2018 APPROVED BUDGET	2018/2019 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)	% INCREASE/ (DECREASE) BUD. TO BUD.
6000	LOCAL REVENUE								
	EDUCATION AND LEASE RENTAL								
	CENTENNIAL	\$ 2,029,268	\$ 2,040,053	\$ 2,167,380	\$ 2,253,865	\$ 2,279,208	\$ 25,343	1.12%	0.23%
	CENTRAL BUCKS	4,324,343	4,351,610	4,780,015	4,924,233	\$ 4,911,338	(12,895)	-0.26%	-0.12%
	COUNCIL ROCK	1,795,805	1,845,115	1,678,355	1,823,857	\$ 1,961,404	137,547	7.54%	1.24%
	NEW HOPE-SOLEBURY	351,676	349,478	286,347	317,716	\$ 371,561	53,845	16.95%	0.49%
	RECEIPTS FROM MEMBERS	8,501,092	8,586,255	8,912,097	9,319,671	9,523,512	203,841	2.19%	1.84%
	OTHER LOCAL SOURCES	79,676	66,294	82,300	84,300	90,500	6,200	7.35%	0.06%
7000	STATE SOURCES	1,175,150	1,275,631	1,288,060	1,376,000	1,448,700	72,700	5.28%	0.66%
8000	FEDERAL SOURCES	281,445	268,272	281,000	265,000	267,000	2,000	0.75%	0.02%
9000	FUND BALANCE / TRANSFERS	200,000	150,869	150,869	20,000	-	(20,000)	-100.00%	0.00%
	TOTAL REVENUE	\$ 10,237,363	\$ 10,347,322	\$ 10,714,326	\$ 11,064,971	\$ 11,329,712	\$ 264,741		2.39%
		FUND BALANCES		CONSUMED	) / UTILIZED				
	Fund balance:	6/30/2016	6/30/17	2016/2017	2017/2018				
	Committed - PSERS	\$ 75,000	\$ 20,000	\$ 55,000	\$ 20,000				
	Nonspendable	\$ -	\$ 134,124						
	Unassigned - Adult Ed	\$ 205,090	\$ 209,181						
	Unassigned - Production Control	\$ 223,409	\$ 74,963						
	Premium "holiday" BMCSHCC			\$ 95,869 \$ 150,869	\$ - \$ 20,000				
	Balance Due to Member School Districts	\$ 245,472	\$ 325,840	7 130,003	<del>-</del> 20,000				
	Member District Contribution for Operations	and Lease Rental	combined increas	se for 2017/2018	= <b>4.57%</b>				

# MIDDLE BUCKS INSTITUTE OF TECHNOLOGY - PAC FINANCE COMMITTEE 2018/2019 BUDGET PREPARATION UPDATE NOVEMBER 8, 2017

DESCRIPTION	2015/2016 ACTUAL	2016/2017 ACTUAL	2016/2017 APPROVED BUDGET	2017/2018 APPROVED BUDGET	2018/2019 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)	% INCREASE/ (DECREASE) BUD. TO BUD.
100 SALARIES & WAGES:								
TEACHERS - MBEA	\$ 2,902,510	\$ 2,938,915	\$ 3,008,769	\$ 3,094,653	\$ 3,181,309	\$ 86,656	2.80%	0.78%
ADMIN & SUPPORT SERVICES	1,468,887	1,506,882	1,533,076	1,586,502	1,626,353	39,851	2.51%	0.36%
SUBSTITUTES & TEMPORARY	110,397	74,763	94,845	99,615	95,115	(4,500)	-4.52%	-0.04%
200 BENEFITS:								
MEDICAL & PRESCRIPTION	752,399	703,407	773,362	819,284	882,027	62,743	7.66%	0.57%
DENTAL/VISION/LIFE/LTD/CONTRACTUAL	146,050	118,751	177,350	179,414	169,950	(9,464)	-5.27%	-0.09%
STATUTORY (FICA, PSERS, WC & UC)	1,524,713	1,761,268	1,811,685	1,989,968	2,134,112	144,144	7.24%	1.30%
300 PROFESSIONAL & TECHNICAL SERVICES	77,343	112,874	105,300	113,905	100,345	(13,560)	-11.90%	-0.12%
400 PURCHASED PROPERTY SERVICES	632,756	576,484	625,727	638,650	623,960	(14,690)	-2.30%	-0.13%
500 OTHER PURCHASED SERVICES	206,531	221,413	257,935	248,970	235,285	(13,685)	-5.50%	-0.12%
600 SUPPLIES:								
INSTRUCTIONAL SUPPLIES	299,432	265,900	304,335	294,129	293,385	(744)	-0.25%	-0.01%
UTILITIES	216,131	213,395	235,265	210,500	210,500	-	0.00%	0.00%
ALL OTHER SUPPLIES	167,704	187,437	209,030	206,050	207,140	1,090	0.53%	0.01%
700 EQUIPMENT	108,264	94,518	55,300	55,550	46,450	(9,100)	-16.38%	-0.08%
800 OTHER	9,866	11,293	12,325	11,785	11,785	-	0.00%	0.00%
5220 TRANSFER TO CAPITAL RESERVE FUND	150,000	100,000	-	-	-	-	#DIV/0!	0.00%
5900 BUDGETARY RESERVE			50,000	50,000	50,000	-	0.00%	0.00%
5110 AUTHORITY LEASE RENTAL	1,464,380	1,460,022	1,460,022	1,465,996	1,461,996	(4,000)	-0.27%	-0.04%
TOTAL EXPENDITURES	\$ 10,237,363	\$ 10,347,322	\$ 10,714,326	\$ 11,064,971	\$ 11,329,712	\$ 264,741		2.39%