PCG – Financial Accounting & Reporting

JULIE WILEY – BERRIEN COUNTY SCHOOLS

ANGELA ADAMS – BUFORD CITY SCHOOLS

Monthly Board Report – Budget vs Actual

- Purpose
 - To provide accurate and timely data for superintendent and board members to review and use in decision making
- PCG Reports
 - Revenue Summary for any period
 - ▶ F1, F9, F1, F5
 - Expenditure Journal Summary by function and object
 - ▶ F1, F9, F17 (one of the end of the month reports during closing)
 - ▶ F1, F9, F1, F5 (alternative report)
 - ▶ Trial Balance
 - ▶ F1, F9, F1, F7

Monthly Board Report – Budget vs Actual

- PCG reports revenue & expenditure summaries to provide several views of Budget vs Actual
 - ► High Level Summary
 - Revenue & Expenditure Totals
 - Mid Level Summary
 - Revenue by source totaled
 - Expenditure by function totaled
 - Detail Summary
 - ► Revenue by source
 - Expenditure summary by function & object

High Level Summary

- Reports used
 - ▶ Trial Balance
 - Revenue Summary
 - Expenditure Summary by Function & Object

General Fund Balance as of August 31, 2019	\$ 9,533,415.78
Revenue September 2019	\$ 4,593,591.24
Expenditures September 2019	\$ 4,586,345.30
General Fund Balance September 30, 2019	\$ 9,540,661.72
Encumbered	\$ 248,639.63
Operating Balance September 30, 2019	\$ 9,292,022.09

Mid Level Summary

- Reports used
 - ▶ Trial Balance
 - Revenue Summary
 - Expenditure Summary by Function& Object

	370 (200)			197.31	
GENERAL FUN	D FISCAL YEAR	R-TO-DATE REPORT		9/30/2019	
Description	Item Number	3 Months/FY20 Actual (General Ledger)	FY20 Budget	Percent	
REVENUES:		, ,			
Local (Taxes)	1110-1190	4,293,968.05	28,900,000.00	15%	
Local (Other)	1220-1995	887,333.80	1,575,000.00	56%	
State and Local (QBE)	3120-3125	5,806,811.50	32,279,276.00	18%	
QBE Contra Account LFS	3140	-1,180,811.00	-6,465,169.00	18%	
State (other)	3200-3995	12,258.41	609,841.41	2%	
Total Revenues		9,819,560.76	56,898,948.41	17%	
EXPENDITURES					
Instruction	1000-000	4,359,277.57	38,568,929.00	11%	
Support (Pupil Services)	2100-000	381,791.12	2,512,795.00	15%	
Instructional Support	2213-000	43,249.09	155,599.00	28%	
Media Services	2220-000	62,346.37	728,674.00	9%	
General Administration	2300-000	1,251,153.68	2,974,167.00	42%	
School Administration	2400-000	955,060.16	3,879,150.00	25%	
Business Support	2500-000	174,743.07	618,735.00	28%	
Maintenance/Operation	2600-000	1,013,346.64	6,521,529.00	16%	
Student Transportation	2700-000	169,454.41	4.41 1,698,714.00		
Central Support	2800-000	22,888.02	0.00	100%	
Total Expenditures		8,433,310.13	57,658,292.00	14.63	
END OF PERIOD GEN	ERAL FUND BAL	ANCE SHEET	September 30, 2019		
ASSETS:		Item Number	1		
Cash Balance		0101/0105	10,569,743.66		
Receivables		0114/0153	0.00		
Prepaid Expenses		0181	0.00		
Total Assets		0100	10,569,743.66		
LIABILITIES & FUND	EQUITY:				
Accts Payables		0421	1,029,081.94		
Salaries Payable		0422	0.00		
Encumbered		0753	248,639.63		
Fund Equity		0721/0799	9,292,022.09		
Total Liabilities & Fun	d Equity		10,569,743.66		
		(July 1, 2019 - June 30, 2020)			
July 1, 2019, General	_	721/799	8,154,411.09		
Revenues and Incomin		6000	9,819,560.76		
Expenditures & Outgo	C	6000-000	8,433,310.13		
End of Period General	Fund Equity	721/799	9,540,661.72		

Detailed Summary – Revenue Summary

20,20	/2019	SY		3:23 PM			
SRCE DESCRIPTION		TOTAL ESTIMATE	YEAR-T	O-DATEBALANCE	PERIOD-TO-DATE		
JACE	DESCRIPTION	LOITRIL	REVENUE	BALANCE	REVENUE		
REPORTIN	G FUND: 100						
1170	APPROP/CITY/CTY	28,900,000.00	4,293,968.05	24,606,031.95	2,435,769.35		
1310	TUITION/INDIV	1,500,000.00	863,250.50	636,749.50	1,004.87		
1500	EARN/INVSMT/DEP	2,000,000.00	348.03	348.03-			
1995	OTHER LOC REV	75,000.00		51,264.73			
3120		29,623,577.00	E 140 70E EO	31,204.73	2 470 550 00		
	QBE GRANTS	29,623,577.00	5,142,785.50	24,480,791.50	2,470,659.00		
3122	QBE REV/OPER	2,402,192.00	600,644.00	1,801,548.00	200,172.00		
3125	QBE REV	253,507.00	63,382.00	190,125.00	21,125.00		
3140	LFS CONT(DEBIT)	6,465,169.00-	1,180,811.00-	5,284,358.00-	539,170.00-		
3800	OTH GRTS GA DOE	609,841.41	12,258.41	597,583.00			
** TOTAL	BY FUND:						
100	GENERAL	56,898,948.41	9,819,560.76	47,079,387.65	4,593,591.24		
100	GENERAL	30,030,340.41	9,019,000.76	41,019,301.63	4,393,391.24		
*** TOTA	LS FOR REPORT:	56,898,948.41	9,819,560.76	47,079,387.65	4,593,591.24		
		General F	und Balance as of Augu	ust 31, 2019 \$	9,533,415.78		
		Revenue S	September 2019	\$	4,593,591.24		
		- 0			4.500.045.00		
		Expenditui	res September 2019	\$	4,586,345.30		
		General Fi	und Balance Septembe	9,540,661.72			
		Encumber	ed	\$	248,639.63		
					38		
		Operating	Balance September 30	, 2019 \$	9,292,022.09		

REVENUE SUMMARY FOR ANY PERIOD

Detailed Summary – Expenditure Summary

RPTE0	30-20191015-1525		BUFORD CITY BO	DARD OF EDUC)1	PAGE 1
XPEND	ITURE JOURNAL SUMMARY BY FU	NCTION AND OBJECT PERIOR	D SEPTEMBER 30, 201	YR/FUND 20/10	0 GENERAL			
NCT	OBJCT DESCRIPTION	TOTAL APPROPRIATION	MONTH-TO-DATE EXPENDED	YEAR-TO-DATE EXPENDED	ENCUMBERED	UNENCUMBERED BALANCE	UNEXPENDED BALANCE	UNENC %
1000	11000 TEACHERS	22,730,349.00	1,816,107.12	2,019,491.34	0.00	20,710,857.66	20,710,857.66	91.
1000	11300 SUBS-CERTIFIED	193,440.00	11,878.00	11,878.00	0.00	181,562.00	181,562.00	93.
1000	11500 EXTENDED DAY	35,351.00	1,921.83	2,322.91	0.00	33,028.09	33,028.09	93.
1000	11700 EXT DAY OTHER	228,241.00	1,150.61	4,563.11	0.00	223,677.89	223,677.89	98
1000	14000 AIDES/PARAPROS	1,574,079.00	118,578.82	127,006.13	0.00	1,447,072.87	1,447,072.87	91
1000		317,448.00	22,088,95	66,266,85	0.00	251,181.15	251,181,15	79
1000		374,010,00	17,942.18	30,395,73	0.00	343,614,27	343,614.27	91
1000		615,000.00	40,920.02	47,905.96	0.00	567,094.04	567,094.04	92
1000		0.00	0.00	0.00	0.00	0.00	0.00	
1000		5,082.00	376.33	517.18	0.00	4,564.82	4,564.82	8.9
1000		3,969.00	0.00	2,940.00	0.00	1,029.00	1,029,00	25
1000		4,425,557.00	326,671.31	357,356.27	0.00	4,068,200.73	4,068,200.73	91
1000	7 DESCRIPTION OF THE PROPERTY	1,946,546.00	148,498.05	168,997.18	0.00	1,777,548.82	1,777,548.82	91
1000		4,276,671.00	425.052.08	498,080,84	0.00	3,778,590.16	3,778,590.16	88
1000		75,928.00	4,227.00	24,520.30	0.00	51,407.70	51,407.70	67
1000		13,908.00	1,176.84	3,238.52	8,952.00	1,717.48	10,669.48	12
1000		10,900.00	811.28	1,865.51	0.00	9,034.49	9,034.49	82
1000		3,150.00	0.00	0.00	0.00	3,150.00	3,150.00	100
1000		118,045.00	9,751.12	151,188.70	6.035.00	-39,178.70	-33,143.70	-33
1000		684,437.00	9,731.12	0.00	0,035.00	684,437.00	684,437.00	100
1000		4,000.00	470.50	1,259.71	0.00			68
				12.6		2,740.29	2,740.29	
1000		750.00	0.00	0.00	0.00	750.00	750.00	100
1000		248,264.00	35,875.95	88,105.14	12,504.80	147,654.06	160,158.86	59
1000		283.00	0.00	0.00	0.00	283.00	283.00	100
1000		30,737.00	942.01	4,606.94	474.40	25,655.66	26,130.06	83
1000		24,021.00	0.00	0.00	0.00	24,021.00	24,021.00	100
L000		271,901.00	63,638.02	88,038.11	4,173.16	179,689.73	183,862.89	6.6
L000		203,081.00	82,468.70	540,130.80	80,216.63	-417,266.43	-337,049.80	-205
L000		138,141.00	13,603.60	47,616.25	23,935.97	66,588.78	90,524.75	4.5
1000		6,000.00	0.00	2,206.88	1,628.76	2,164.36	3,793.12	36
1000		9,040.00	0.00	0.00	0.00	9,040.00	9,040.00	1.00
1000		0.00	66,805.00	66,805.00	5,678.65	-72,483.65	-66,805.00	0
1000		0.00	0.00	0.00	0.00	0.00	0.00	0
1000		600.00	0.00	1,185.00	0.00	-585.00	-585.00	-97
1000		0.00	0.00	789.21	0.00	-789.21	-789.21	0
	INSTRUCTION	38,568,929.00	3,210,955.32	4,359,277.57	143,599.37	34,066,052.06	34,209,651.43	
2100		904.00	656.00	656.00	0.00	248.00	248.00	27
2100		1,022,650.00	72,574.94	147,316.54	0.00	875,333.46	875,333.46	85
2100		231,964.00	20,471.12	23,281.15	0.00	208,682.85	208,682.85	90
2100	17300 SEC. COUNSELOR	0.00	0.00	0.00	0.00	0.00	0.00	0
2100		0.00	7,607.99	7,607.99	0.00	-7,607.99	-7,607.99	0
2100	17600 SOCIAL WORKER	0.00	4.337.92	4.337.92	0.00	-4.337.92	-4.337.92	0

Other Financial Reporting

- Budget vs Actual
 - ▶ By School
 - Principals
 - Bookkeepers
 - School Level Department Chairs
 - By Department
 - ▶ Curriculum
 - Maintenance
 - Transportation
 - Student Services
 - School Nutrition
 - By Program
 - ▶ Title I
 - ▶ Title II
 - ▶ Etc

- Expenditure Detail
 - School Level for review by bookkeepers
 - School allotments
 - Departmental
 - Program
 - Used for monitoring federal programs
- Revenue Detail
 - Finance Director
 - Superintendent
 - Federal Program Manager

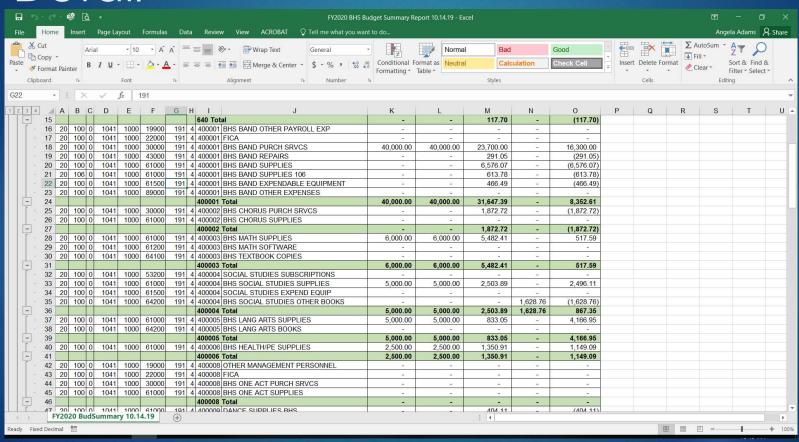
Other Financial Reporting

- Federal Program Drawdowns
 - General Ledger
- Completion Reports
 - General Ledger
- Monthly Summary Reports to schools & departments
 - ► Chart of Accts
- School Level Grants
 - Expenditure Detail

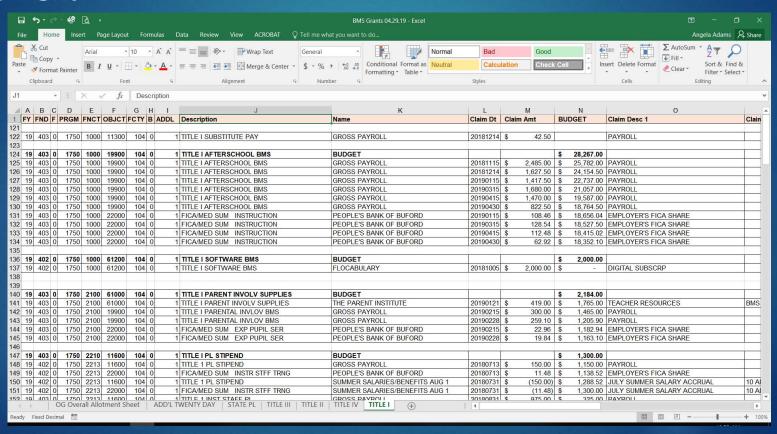
Drawdowns and Completion Reports–GL

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A	B C	D	Е	F	G	H I	J	K	L	N	0	R	S	T	U	V	W	X	Υ	Z	A
1 FY	FND F	PRGM	FNCT	OBJCT	FCTY	B ADDI	Description	Grant Year	Grant Month	Code	Date	Amount	Bank	Vend-Srce	PO-Rcpt	Seq	BLNC				
170 20	402 0	1750	2100	61000	100	0	1 ROCHESTER 100 INC.	2020	Jul-19	E01	20190724	1,196.25		5015	0	9970	421				
171									Jul-19 Total			1,196.25									
172 20	402 0	1750	2100	61000	292	0	1 ROCHESTER 100 INC. 020752	2020	Aug-19	E01	20190805	1,215.00		5015	20752	9969	421				
173									Aug-19 Total			1,215.00									
174 20	402 0	1750	2100	61000	100	0	1 STAPLES	2020	Sep-19	E01	20190912	959.80		3202	0	9810	421				
175 20	403 0	1750	2100	61000	292	0	1 STAPLES	2020	Sep-19	E01	20190912	776.30		3202	0	9811	421				
176 20	402 0	1750	1000	11300	104	0	0 GROSS PAYROLL	2020	Sep-19	PY1	20190913	255.00	PBB	7945	901592	9745	9999				
177 20	402 0	1750	1000	22000	104	0	0 EMPLOYER'S FICA SHARE	2020	Sep-19	E01	20190913	19.50		142	C	9730	421				
178 20	402 0	1750	1000	11000	100	0	0 GROSS PAYROLL	2020	Sep-19	PY1	20190930	12,254.49	PBB	7945	901593	0	9999				
179 20	402 0	1750	1000	11000	104	0	0 GROSS PAYROLL	2020	Sep-19	PY1	20190930	15,472.17	PBB	7945	901593	0	9999				
180 20	402 0	1750	1000	11000	292	0	0 GROSS PAYROLL	2020	Sep-19	PY1	20190930	8,750.13	PBB	7945	901593	0	9999				
181 20	402 0	1750	1000	21000	100	0	0 EMPLOYER'S CERTIFIED GHI SHARE	2020	Sep-19	E01	20190930	1,890.00		5569	0	1575	421				
182 20	402 0	1750	1000	21000	100	0	0 HEALTH INS.	2020	Sep-19	E01	20190930	189.40		5569	0	1561	421				
183 20	402 0	1750	1000	21000	104	0	0 EMPLOYER'S CERTIFIED GHI SHARE	2020	Sep-19	E01	20190930	2,835.00		5569	0	1575	421				
184 20	402 0	1750	1000	21000	104	0	0 HEALTH INS.	2020	Sep-19	E01	20190930	284.10		5569	0	1561	421				
185 20	402 0	1750	1000	22000	100	0	0 EMPLOYER'S FICA SHARE	2020	Sep-19	E01	20190930	875.02		142	0	9710	421				
186 20	402 0	1750	1000	22000	104	0	0 EMPLOYER'S FICA SHARE	2020	Sep-19	E01	20190930	1,084.11		142	0	9710	421				
187 20	402 0	1750	1000	22000	292	0	0 EMPLOYER'S FICA SHARE	2020	Sep-19	E01	20190930	666.28		142	0	9710	421				
188 20	402 0	1750	1000	23000	100	0	0 EMPLOYER'S TRS SHARE	2020	Sep-19	E01	20190930	2,590.61		7131	0	8434	421				
189 20	402 0	1750	1000	23000	104	0	0 EMPLOYER'S TRS SHARE	2020	Sep-19	E01	20190930	3,270.81		7131	0	8434	421				
190 20	402 0	1750	1000	23000	292	0	0 EMPLOYER'S TRS SHARE	2020	Sep-19	E01	20190930	1,134.44		7131	0	8434	421				
191									Sep-19 Total			53,307.16									
192 20	402 0	1750	1000	11300	104	0	0 GROSS PAYROLL	2020	Oct-19	PY1	20191015	467.50	PBB	7945	901595	0	9999				

Monthly Summary Reports – Exp Detail



School Level Grant Reporting-exp detail



Signal