Operational Considerations and Budget Implications Related to COVID-19 – Revenues

Revenues Listed by Source Code

1000-2000 Revenue from Local Sources

- Real Property Tax Items – impact to collection rate for 2020-21
- Reduction in sales tax revenue
- Charges for Services – rental and tuition income reduced relative to building and service closures
- Use of Money and Property – reduced earnings on investments relative to low interest rates

3000 Revenue from State Sources

- Foundation Aid – held to 2019-20 level; potential reduction in number of days of session
- Pandemic Adjustment – reduction in aid (General Fund)
- Assessment of State Revenues – based on three measurement periods
- Transportation Aid – reduction in aid due to reduction in expenses/mileage
- Lottery Aid – reduction in earnings from casino revenue
- Instructional Materials Aid – increase for at home instruction services

4000 Revenue from Federal Sources

- Federal CARES Restoration Funding
- Title/IDEA/Medicaid – impact of federal money diverted to COVID-19 initiatives
Operational Considerations and Budget Implications Related to COVID-19 – Expenditures

Expenditures Listed by Object Code

100 Personnel Services – Salaries

- Impact of wages paid to employees during the shutdown period
- Potential loss of good employees during the closing period, especially if it is extended and you are not paying employees
- Overtime pay impact – net reduction?
- Supplemental contracts – coaches, club sponsors, department chairs
- Hiring of additional health staff in the future?
- Reduction in substitute costs

200 Equipment and Capital Outlay

- Increased cost of technology infrastructure related to online instruction, WIFI hot spots, internet connectivity/coordination
- Increase in technology device expenses

400 Contractual and Other

- Cost shift for CSE Special Education Placements
- Additional cost for online professional development – assisting staff with how to support students in this new environment
- Impact to contractual payments for professional services – dependent on how the payments are being handled during closure
- Potential impact to safety and security services
- Increased costs for solicitor/legal services – review of procedures for public board meetings, potential employee contractual issues, parent issues, etc.
- Contracted custodial and maintenance – impact of increased intensive cleaning and reduction of daily regular cleaning
- Reduction in costs for water and sewer, utilities, trash collection, contracted field maintenance, etc., due to building closures
- Cost of additional printed materials for students
- Increase in childcare costs
- Transportation impact – reduced contractual services, field trips, sports; offset for meal deliveries
- Food service costs – providing meals and deliveries, coordination of food delivery
- Impact to contracted agreements for bulk purchase of fuel oil, diesel fuel, gasoline, etc.
600-700 Debt Service Principal and Interest

☐ Consider refinancing current debt – potentially favorable interest rates for borrowing

800 Personnel Services – Employee Benefits

☐ Medical Insurance – impact to 19-20 claims if self-insured; impact to future rate increases
☐ TRS/ERS – future employer rate increases related to reduction in TRS/ERS investment earnings
☐ Unemployment Compensation – increased costs depending on how wages are handled for employees who are not working

Other Thoughts/Concerns/Considerations

☐ Consider changes to current cleaning operations to address potential concerns surrounding the prevention of future incidences
☐ Consider changes to cleaning procedures relative to food service as well as additional accommodations for food service staff (e.g., providing masks to food servers on the line)
☐ Consider language changes/additions to employment agreements to address similar situations in the future
☐ Planned construction projects – can the timeline be accelerated/moved up to be done during the closure?
☐ Review of contracts for contracted services – update language in future contracts to make sure there is a provision for similar future situations
☐ Review of Board policies relative to remote board meetings, etc.

For more information about Forecast5 Analytics or this checklist, please contact your Advisor or visit the Forecast5 Analytics website at www.forecast5analytics.com.

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