Business and Financial Services’ Mission

To provide support, leadership, and direction on financial matters to schools, central departments, the Superintendent, and the School Board.

To ensure that financial matters are managed in a fiscally responsible manner consistent with the School Board budget and goals.
Business and Financial Services Teams

Chief Financial Officer Office
2.0 FTE

Budget & Financial Analytics
15.0 FTE
- Budget
- Financial Analysis
- Financial Reporting

Financial Services
58.0 FTE
- Accounting
- Payroll
- Procurement & Risk Management
- Internal Audit
- Financial Applications Support Team (FAST)
- Business and Financial Services Software Support (BFS3)

School Nutrition
433.0 FTE
- Meal Operations
- Wellness
Excellence in Operations

- Awards of Excellence from GFOA and ASBO
- Administer over $50m in COVID Relief Funds
- Implemented ACH payments for vendors
- Leader in student meal diversification
- Reduced number of School Activity Fund audit findings
- Expanded financial training and guidance to schools
- Successful Oracle end-of-year upgrade
- Replacement of School Nutrition Software
Continued Excellence

1.0 Internal Audit Supervisor

1.0 Procurement Coordinator

Establish BFS Staffing Standard

Collective Bargaining

Operational resources needed to support efficiency and accountability
Staffing Standard to Keep Up With Growth

New Staffing Standard of 1 BFS Team Member per 1,200 students

Growth from FY17 through FY22

- Enrollment: 9%
- FTE: 22%
- BFS Staff: 3%
Collective Bargaining will impact Business and Financial Services’ operations

1.0 Budget & Financial Analytics Supervisor
3.0 Financial Analysts
1.0 Payroll Coordinator
$250k consulting fees
School Nutrition Fund

- 4.0 School Nutrition Positions for Elaine E. Thompson Elementary School
- 36.0 School Nutrition Workers (floating to fill in absences)
- $5m placeholder for equipment purchase to utilize excess fund balance in the SN fund
Operating Fund
Non-Departmental and Charter Schools

Non-Departmental
• Summarizes budget expenditures that are system-wide in nature and not assignable to a particular department or program.
• During the budget adoption process, placeholder funding for some compensation items are budgeted here. (step increases, scale market adjustments, benefit rate changes, etc)

Charter Schools
• Funding is provided to Hillsboro Charter Academy and Middleburg Community Charter School based on their budgeted enrollment multiplied by the FY23 estimated cost per pupil amount from the Superintendent’s Estimate of Needs budget.
Grant Fund
Changes driven from estimated grant awards

Federal (Title)
- $6.1m
  - 34.5 FTE

State
- $20.8m
  - - FTE

Other
- ($0.4)m
  - (5.3) FTE
Lease Purchase Fund

Lease is capped at $10m for capital purchases

- $2.8m Transportation Fleet Plan
- $7.2m Replacement of Instructional Computers
Self-Insurance Fund

Consolidates Healthcare, Short-term Disability, Long-term Disability, and Workers’ Compensation Programs

$13.6m or 6.1% increase Claims and Contractual Services
Other Funds and Areas

January 11, 2022