



# **Department of Education & Workforce**

**Office of Community Schools**

Community School Forecast Open Office Hours

# TODAY'S AGENDA



**Community School Financial  
Forecast Open Office Hours**

# TEMPLATE AND ASSUMPTIONS

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- Provided by the Auditor of State
- Based on ORC 3314.03(A)(8)
- Updated in HB 96



# ASSUMPTIONS

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## Changes made during the 24-25 school year

- Staffing/Enrollment –no change
  - Include past and future enrollment and all staffing for all years
- Purchased Services
  - Detailed breakdown of services must be listed in the spreadsheet
  - Breakdown of assumptions should match the total amount of purchased services for the current fiscal year in the forecast portion of the template



	Actual			Current	Forecast		
	Fiscal Year FY2023	Fiscal Year FY2024	Fiscal Year FY2025	Fiscal Year FY2026	Fiscal Year FY2027	Fiscal Year FY2028	Fiscal Year FY2029
<b>Operating Receipts</b>							
State Foundation Payments (3110, 3211)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services (1500)	-	-	-	-	-	-	-
Fees (1600, 1700)	-	-	-	-	-	-	-
Other (1830, 1840, 1850, 1860, 1870, 1890, 3190)	-	-	-	-	-	-	-
<b>Total Operating Receipts</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Disbursements</b>							
100 Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200 Employee Retirement and Insurance Benefits	-	-	-	-	-	-	-
400 Purchased Services	-	-	-	-	-	-	-
500 Supplies and Materials	-	-	-	-	-	-	-
600 Capital Outlay -New	-	-	-	-	-	-	-
700 Capital Outlay - Replacement	-	-	-	-	-	-	-
800 Other	-	-	-	-	-	-	-
819 Other Debt	-	-	-	-	-	-	-
<b>Total Operating Disbursements</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excess of Operating Receipts Over (Under)							
Operating Disbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Nonoperating Receipts/(Disbursements)</b>							
Federal Grants (all 4000 except fund 532)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Grants (3200, except 3211)	-	-	-	-	-	-	-
Restricted Grants (3219, Community School Facilities Grant)	-	-	-	-	-	-	-
Donations (1820)	-	-	-	-	-	-	-
Interest Income (1400)	-	-	-	-	-	-	-
Debt Proceeds (1900)	-	-	-	-	-	-	-
Debt Principal Retirement	-	-	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-	-	-
Transfers - In	-	-	-	-	-	-	-
Transfers - Out	-	-	-	-	-	-	-
<b>Total Nonoperating Revenues/(Expenses)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excess of Operating and Nonoperating Receipts							
Over/(Under) Operating and Nonoperating							
Disbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Cash Balance Beginning of Fiscal Year							

# ASSUMPTIONS CONTINUED

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## Debt

- No change
  - Please include all outstanding debt, outstanding FTE determinations (including those from operator or sponsor), lines of credit, notes, bonds, capital leases and payables past due 180 days or more **must be detailed** in the chart provided at the bottom of the spreadsheet.

## Financial Metrics

- Document is locked to ensure calculations remain.

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**Assumptions Narrative Summary**

Fiscal Year 20XX-20XX Projected Debt						
Description	Beginning Year Balance	Principle Retirement	Interest Expense	Ending Year Balance	Debitor/ Creditor	
FTE Review	\$ -	\$ -	\$ -	\$ -	\$ -	
Loan A	\$ -	\$ -	\$ -	\$ -	\$ -	
Loan B	\$ -	\$ -	\$ -	\$ -	\$ -	
Line of Credit	\$ -	\$ -	\$ -	\$ -	\$ -	
Notes, Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Leases	\$ -	\$ -	\$ -	\$ -	\$ -	
Payables (Past Due 180+ days)	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	



# ASSUMPTION NARRATIVE

# NARRATIVE

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## Must include:

- Forecasting method used
- Description of assumptions used to support projections
- A clear explanation to support significant changes in data points from previous, actual or projections
- Inflation consideration

# NARRATIVE CONTINUED

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## Must include:

- If debt exceeds 25% of operating revenue, plus any carryover funds, an explanation of measures being taken to reduce debt must be documented
- An amortization schedule must be included. General statements with the narrative will not meet this requirement
- Age of capital assets OR a capital asset replacement policy. If policy has been previously submitted, a new submission is not necessary UNLESS there has been a policy change

# NARRATIVE CONTINUED

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## Must include:

- Same ending balance for multiple years, the narrative must provide an explanation
- If the forecast shows a deficit balance in the two subsequent fiscal years, the sponsor will be notified and the forecast returned. The sponsor is to work with treasurer and GA to develop a plan to eliminate any current or future deficits.

# ONGOING SUBMISSION ISSUES

- Not using the correct template or making changes to the template
- No amortization schedule for outstanding loans, no explanation of large debt that is 25% or more of operating revenue and carry over funds from previous year
- No narrative to explain why the purchased service amount from Line 400 does not agree with itemized purchased services total
- No follow up from returned forecasts
- No explanation for significant changes to a line item i.e. Special education services or salaries/benefits with no change in enrollment or staff numbers to substantiate a large change
- No record of inflation consideration
- Please “unhide” all lines before submission to epicenter

# QUESTIONS?

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