

# REVOLVING FUNDS

# Description of Revenue Source and Use of Revolving Funds

Public schools in Massachusetts are authorized to maintain revolving and special revenue accounts which are not subject to fiscal year boundaries and do not close out to the Town's general fund (unless specified in the authorizing legislation). The Franklin Public Schools has several revolving funds common to school districts, including Athletics and Activities, Transportation, Tuition funds and other funds that relate to activities engaged in by schools. In FY19 revolving funds were applied to offset operating budget costs. Some of the amounts will be sustained year after year, such as Athletics based on the number of students participating in sports. Others, such as School Choice, will not.

In accordance with the School Committee's philosophy, the District maintains a balance in revolving funds that is sufficient to cover one year's planned offsets. For example, the balance at the end of FY18 carries into FY19. This balance would be sufficient to offset costs in FY19 should anything change significantly in either revenue collections or expenses during FY18. The timing would allow for some planning to address any changes. In this FY19 budget cycle, there are projected amounts that deviate from this philosophy in order to balance the FY19 budget.

Revolving funds are used to separately account for actual receipts from particular fees or charges that are earmarked for expenditure without appropriation to support the activity, program or service that generated the receipts.

These funds are typically authorized for programs or services with expenses that (1) fluctuate with demand and (2) can be matched with the fees or other charges collected during the year from program users. The director operating the program is usually given spending authority, but can only spend from actual collections on hand and available (unspent and unencumbered).

The following pages provide an explanation and financial status of the revolving funds maintained by the District. All balances are as of June 30th in each fiscal year with a year-to-date amount for the current year.

# FRIENDS/FAMILY OF BEST BUDDIES

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Director/Program Coordinator: School Business Administrator

Program Description: Established many years ago, this privately funded revolving account is used to award scholarships to graduating seniors who have demonstrated outstanding service to students with disabilities.

Fee Structure: Unspent funds from the Best Buddies Revolving account are transferred annually to fund this account

Fund Restrictions: Funds are only used to provide scholarship awards to graduating seniors.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$6,806	\$9,239	\$8,583	\$9,765	\$12,965
Revenue	\$4,433	\$2,844	\$4,382	\$5,200	\$0
Expenditures	\$2,000	\$3,500	\$3,200	\$2,000	3,000
Ending Balance	\$9,239	\$8,583	\$9,765	\$12,965	\$9,965

# LOST BOOKS

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Director/Program Coordinator: Building Principals

Program Description: The Lost Books Revolving Fund is used to collect fees from students who lose school property. While initially established for school textbooks, funds are also collected for lost or damaged chromebooks or other equipment issued to students. Funds can be used to purchase replacement materials.

Fee Structure: The cost of the book/item, or \$300 for lost chromebooks

Fund Restrictions: Funds can be used to purchase replacement textbooks or chromebooks.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$22,870	\$23,152	\$30,377	\$38,959	\$56,716
Revenue	\$4,552	\$9,353	\$19,606	\$19,804	\$3,973
Expenditures	\$4,270	\$2,128	\$11,024	\$2,047	\$14,410
Ending Balance	\$23,152	\$30,377	\$38,959	\$56,716	\$46,279

# TECHNOLOGY REVOLVING

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Director/Program Coordinator: Technology Director

Program Description: The student technology revolving account was established in July, 2014 as the district began implementation of a 1:1 initiative at Franklin High School. Parents are offered the option to purchase insurance for the chromebook that is issued to their student.

Fee Structure: \$25 per year per chromebook

Fund Restrictions: Funds can be used to cover accidental damage to chromebooks and the cost of repairs and/or replacement of chromebooks. The future cost of insurance for additional chromebooks can be also be funded from this account.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$0	\$0	\$23,050	\$56,325	\$89,880
Revenue	\$0	\$23,050	\$33,475	\$34,050	\$36,977
Expenditures	\$0	\$0	\$200	\$495	\$32,515
Ending Balance	\$0	\$23,050	\$56,325	\$89,880	\$94,342

# LIFELONG LEARNING REVOLVING

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Director/Program Coordinator: Executive Director of Lifelong Learning

Program Description: The Lifelong Learning Institute is the community education branch of the Franklin Public Schools. Lifelong Learning provides educational experiences for Franklin residents (and those from surrounding towns) from pre-school through retirement and beyond. This all-encompassing mission is accomplished through the efforts of dedicated employees of the Franklin Public Schools, and is supplemented with the talents of a number of our "friends in education" who partner and collaborate with us. The Lifelong Learning Institute is a fully functioning part of the Franklin Public Schools and has been in existence since the fall of 1998.

The Lifelong Learning Institute provides opportunities for Town residents (and those from surrounding towns), who may or may not have school-aged children, to access a level of educational support, a sense of belonging and a feeling of ownership, while simultaneously enjoying a quality learning experience.

Fee Structure: Varies per program and class

Fund Restrictions: Funds can be used to compensate employees and pay for their related healthcare costs and to pay for contracted services, equipment and materials to operate the lifelong learning program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$420,962	\$537,111	\$608,093	\$691,204	\$608,024
Revenue	\$1,324,097	\$1,280,628	\$1,395,475	\$1,462,755	\$740,632
Expenditures	\$1,207,948	\$1,209,646	\$1,312,364	\$1,545,935	\$888,097
Ending Balance	\$537,111	\$608,093	\$691,204	\$608,024	\$460,559

# EXTRA CURRICULAR REVOLVING

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Director/Program Coordinator: School Business Administrator in conjunction with Building Principals

Program Description: The Extracurricular Non-Instructional Revolving account is used to account for the student activity fees that cover all clubs in which a student may participate at the High School and each Middle School.

Fee Structure: \$50 participation fee per year allows unlimited access to clubs.

Fund Restrictions: Funds can be used to compensate employees or pay for contracted services, equipment and materials to operate the clubs or after-school activities.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$46,348	\$79,619	\$118,444	\$117,481	\$57,009
Revenue	\$40,700	\$48,875	\$55,560	\$51,950	\$47,675
Expenditures	\$7,429	\$10,050	\$56,523	\$112,422	\$0
Ending Balance	\$79,619	\$118,444	\$117,481	\$57,009	\$104,684

# ATHLETIC REVOLVING

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Director/Program Coordinator: Athletic Director

Program Description: The Athletic Department has a broad range of opportunities for students to participate in competitive sports. The Department is funded from multiple sources: the operating budget for the District, fees charged to students for participation, and donations from various team/parent supporting groups. A combination of all of these funds is used to pay for coaches, officials, transportation, equipment, supplies and use of specialized facilities (ice rink, pool).

Fee Structure: \$175 for all track participants  
 \$450 for all hockey participants  
 \$200 for all other sports

Fund Restrictions: Funds can be used to compensate employees, coaches, or pay for contracted services, equipment and materials to operate the athletic program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$83,638	\$186,844	\$240,867	\$342,910	\$267,258
Revenue	\$372,735	\$406,567	\$495,758	\$453,453	\$253,593
Expenditures	\$269,529	\$352,544	\$393,715	\$529,105	\$65,208
Ending Balance	\$186,844	\$240,867	\$342,910	\$267,258	\$455,643



# MUSIC REVOLVING

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Director/Program Coordinator: Music Department Director

Program Description: The Music Department has a broad range of opportunities in which students may participate. The Department is funded from multiple sources: the operating budget for the District, and donations from parent supporting groups. A combination of all of these funds is used to pay for accompanists, competition fees, transportation to events, equipment, and supplies.

Fee Structure: Privately funded from donations from Music Booster organizations

Fund Restrictions: Funds can be used to compensate accompanists, pay for competition fees, contracted services, equipment and materials to supplement the district's music program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$10,766	\$15,963	\$18,471	\$18,960	\$10,429
Revenue	\$17,717	\$17,045	\$19,659	\$14,797	\$7,265
Expenditures	\$12,520	\$14,537	\$19,170	\$23,328	\$3,103
Ending Balance	\$15,963	\$18,471	\$18,960	\$10,429	\$14,591

# PROPERTY RENTAL REVOLVING

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Director/Program Coordinator: School Business Administrator/ Building Use Coordinator

Program Description: The School Department allows the public to use the school building facilities for events that include meetings, sporting events, and various ceremonies. The School Department charges a rental fee to the public groups and schedules events so that there is no disruption to school activities.

Fee Structure: Various rate schedules are available on the school website

Fund Restrictions: Funds can be used to compensate the building use coordinator and other employees to be on duty for a rental event or to pay for maintenance needs for the proper upkeep of the facilities. Periodically, funds are transferred to the Town accounts to cover expenses paid for these events.

	FY13	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$19,503	\$19,503	\$19,608	\$19,608	\$19,608	\$19,608
Revenue	\$25,759	\$33,447	\$25,934	\$26,210	\$35,845	\$37,182
Expenditures	\$25,759	\$33,342	\$25,934	\$26,210	\$35,845	\$19,188
Ending Balance	\$19,503	\$19,608	\$19,608	\$19,608	\$19,608	\$37,602

# TRANSPORTATION REVOLVING

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Director/Program Coordinator: School Business Administrator/Coordinator of Transportation Services

Program Description: State regulations mandate that the District transport students in grades K-6 who live more than 2.0 miles from the school they attend. The District may provide transportation to students in grades K-6 who live less than 2.0 miles from the school, or those who are enrolled in grades 7-12, but is not under legal mandate to do so. The District may charge for this optional transportation service. Parents needing transportation for their student who does not fall within the regulated grades or miles may avail themselves of this opportunity should they choose to pay the fee.

Fee Structure: \$325 per student annually: \$975 family cap after 3 students

Fund Restrictions: Funds can be used to compensate transportation employees, contracted services, equipment and materials to operate the transportation program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$950,066	\$1,102,495	\$1,296,417	\$1,445,503	\$1,366,571
Revenue	\$557,122	\$596,368	\$563,127	\$626,133	\$153,768
Expenditures	\$404,693	\$402,446	\$414,041	\$705,065	\$400,343
Ending Balance	\$1,102,495	\$1,296,417	\$1,445,503	\$1,366,571	\$1,119,996

# PRE-KINDERGARTEN REVOLVING

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Director/Program Coordinator: School Business Administrator/Early Childhood Development Center Director

Program Description: The Francis X. O’ Regan Early Childhood Development Center is an integrated preschool program operated by the Franklin Public Schools. The program is designed for children who are three to five years old. Parent and community involvement is an integral part of our preschool program. The highly trained staff provides a nurturing environment that utilizes a developmentally appropriate curriculum based on the National Association for the Education of Young Children and Massachusetts Department of Education guidelines. Multi-sensory and hands-on experiences maximize learning opportunities in the areas of social/emotional, language, motor, cognition, and daily living skills. Tuition fees are collected from parents choosing to enroll their student.

Fee Structure: Rates vary based on the number of days a student attends the program on a weekly basis. They can be found on the district’s website

Fund Restrictions: Funds can be used to compensate employees and to pay for the related healthcare costs, or to pay for contracted services, equipment and materials to operate the early childhood program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$370,335	\$552,337	\$769,888	\$826,061	\$515,848
Revenue	\$189,166	\$226,950	\$212,673	\$206,132	\$105,941
Expenditures	\$7,164	\$9,399	\$156,500	\$516,345	\$600
Ending Balance	\$552,337	\$769,888	\$826,061	\$515,848	\$621,189

# BEST BUDDIES REVOLVING

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Director/Program Coordinator: Best Buddies Coordinators

Program Description: Best Buddies Franklin is a program dedicated to establishing a volunteer movement that creates opportunities for one-to-one friendships, integrated employment and leadership development for students with intellectual and developmental disabilities.

Franklin chapters are at the High School, each middle school, and beginning in FY15, the Keller Elementary School. Keller Elementary established the first chapter in the country at the elementary level.

Best Buddies International annually contributes to events for each chapter

Fee Structure: Private donations and support from Best Buddies International support this revolving account

Fund Restrictions: Funds can be used to pay for special events for students and provide transportation or to pay for contracted services, supplies and materials to operate the Best Buddies program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$6,032	\$3,924	\$7,476	\$10,644	\$9,276
Revenue	\$11,535	\$11,214	\$15,595	\$15,077	\$0
Expenditures	\$13,643	\$7,662	\$12,427	\$16,445	\$1,068
Ending Balance	\$3,924	\$7,476	\$10,644	\$9,276	\$8,208

# FRANKLIN EDUCATIONAL FOUNDATION REVOLVING

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Director/Program Coordinator: Building Principals/Grant Recipients

Program Description: The Franklin Educational Foundation exists to enhance educational opportunities, beyond what the school district provides, through business and community partnerships. Its vision is to ensure that Franklin students will be competitive in their post high school endeavors, by providing them with opportunities and technology beyond what the school district can provide. Since 1996, the Franklin Education Foundation has granted more than \$1.1 million to benefit students in Franklin's six elementary schools, three middle schools and high school.

Fee Structure: Various grant awards from the FEF to support projects initiated by teachers and administrators within the district

Fund Restrictions: Funds can be used to purchase supplies and materials in compliance with the grants awarded or to pay for contracted services, equipment and materials to carry out the project as approved by the district and the Foundation.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$1,179	\$683	\$660	\$1,262	\$1,059
Revenue	\$23,696	\$13,241	\$17,567	\$17,751	\$32,355
Expenditures	\$21,647	\$12,102	\$16,965	\$17,954	\$12,571
Ending Balance	\$3,228	\$1,822	\$1,262	\$1,059	\$20,843

# SCHOOL CHOICE REVOLVING

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Director/Program Coordinator: School Business Administrator

Program Description: The school choice program allows parents to send their children to schools in communities other than the city or town in which they reside. Tuition is paid by the sending district to the receiving district. Districts may elect not to enroll school choice students if no space is available. Franklin has elected not to enroll school choice students. Revenue collected is generated from students previously accepted into the program who are moving through grade levels toward graduation.

Fee Structure: No fees are associated with this program

Fund Restrictions: Funds can be used to support the any expenditures for staff, materials, equipment, or services that directly enhance the quality of a district's educational programs and benefit students who currently attend a district's schools.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$1,044,406	\$1,126,264	\$1,176,732	\$1,216,749	\$554,302
Revenue	\$81,858	\$50,468	\$40,017	\$37,553	\$18,774
Expenditures	\$0	\$0	\$0	\$700,000	\$0
Ending Balance	\$1,126,264	\$1,176,732	\$1,216,749	\$554,302	\$573,076

# CIRCUIT BREAKER REVOLVING

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Director/Program Coordinator: School Business Administrator/Special Education Director

Program Description: The Circuit Breaker law (MGL Ch. 44:53A) authorizes the legislature to appropriate up to 75% of the cost of Special Education students that exceed four times the state average foundation cost. State reimbursement rates have averaged 70-72.5% in recent years. FY18's reimbursement rate is 65%

Fee Structure: No fees are associated with this program

Fund Restrictions: Funds are used to offset high tuition costs for students who access the curriculum in a placement outside of the Franklin Public Schools.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$2,163,727	\$2,121,655	\$1,980,294	\$1,893,457	\$1,453,496
Revenue	\$2,122,928	\$1,982,664	\$1,894,163	\$1,952,039	\$562,037
Expenditures	\$2,165,000	\$2,124,025	\$1,981,000	\$2,392,000	\$0
Ending Balance	\$2,121,655	\$1,980,294	\$1,893,457	\$1,453,496	\$2,015,533



# SPECIAL EDUCATION REVOLVING

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Director/Program Coordinator: Special Education Director

Program Description: The Special Education revolving fund was established to accept tuitions paid by other public school districts which sent a student or students to the Franklin Public Schools for a particular program that FPS offered that fit the needs of the tuitioned-in student.

Fee Structure: Established by the Special Education Director

Fund Restrictions: Funds can be used to compensate employees, or pay for contracted services, equipment and materials to operate the program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$24,009	\$34,706	\$29,701	\$30,844	\$34,327
Revenue	\$10,887	\$0	\$1,143	\$9,328	\$0
Expenditures	\$190	\$5,005	\$0	\$5,845	\$20,070
Ending Balance	\$34,706	\$29,701	\$30,844	\$34,327	\$14,257

# GIFT REVOLVING

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Director/Program Coordinator: Building Principals

Program Description: Local organizations generously donate funds to provide supplemental support to the schools. Field trips and other enrichment opportunities might not otherwise be available to students without this support. In FY17 the PCC’s donated over \$55,000 and in FY18 to date the District has benefited from over \$31,000. The Franklin Public Schools is grateful for this incredible financial support, as well as the countless hours of volunteer time and effort that the community contributes to ensure a high quality educational experience for its students.

Fee Structure: No fees associated with this program

Fund Restrictions: Funds can be used to pay for enrichment activities, contracted services, equipment and materials to supplement the educational program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$53,006	\$70,432	\$86,299	\$82,433	\$89,338
Revenue	\$104,344	\$86,291	\$68,844	\$78,195	\$35,079
Expenditures	\$86,918	\$70,424	\$72,710	\$71,290	\$37,858
Ending Balance	\$70,432	\$86,299	\$82,433	\$89,338	\$86,559

# SCHOOL LUNCH REVOLVING

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Director/Program Coordinator: School Business Administrator/Food Service Director

Program Description: The United States Department of Agriculture (USDA) and the Massachusetts Department of Elementary and Secondary Education (MA DESE) oversee the National School Lunch and Breakfast programs. As a participant in the programs, Franklin is required to serve meals that meet the Federal requirements. Families with income at or below 130 percent of the poverty are eligible for free meals. Families with income between 130 and 185 percent of the poverty level are eligible for reduced-price meals (40 cents). Annual revenue receipts vary based on the number of meals served.

Fee Structure: Breakfast and Lunch fees are set annually by the School Committee and can be found on the district's website. Current pricing for FY18 is as follows:

Elementary Lunch	\$2.75
Middle School Lunch	\$3.00
Breakfast	\$1.80
High School Lunch	\$3.25
Reduced Price Lunch	\$0.40
Milk	\$0.50

Fund Restrictions: Funds can be used to compensate employees or to pay for related healthcare costs. In addition, funds can be used for maintenance of equipment, purchase of new equipment, or to pay for contracted services, and materials to operate the food service program.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$60,768	\$83,099	\$114,011	\$131,780	\$141,611
Revenue	\$1,362,645	\$1,365,886	\$1,396,314	\$1,432,755	\$721,607
Expenditures	\$1,340,314	\$1,334,974	\$1,378,545	\$1,422,924	\$736,723
Ending Balance	\$83,099	\$114,011	\$131,780	\$141,611	\$126,495

# PROFESSIONAL DEVELOPMENT REVOLVING

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Director/Program Coordinator: School Business Administrator

Program Description: The Professional Development Revolving Account was established in February, 2015 under Massachusetts General Law Chapter 71 Section 47. Franklin High School Science Department will be hosting a two week Modeling Workshops in Physics and Chemistry for science teachers around the area this summer, and the goal is to host this workshop at Franklin every summer. Modeling is a type of science inquiry strategy that was developed by the American Modeling Teacher's Association (AMTA) in conjunction with Arizona State University. Modeling is supported by the National Science Foundation and has been cited as exemplary teaching pedagogy by the MA DESE. Maine and Vermont are the closest states to hold modeling workshops in this area, so it is beneficial to Franklin science teachers in the area, as well as our Hockomock neighbors, to hold these workshops here in Franklin.

Fee Structure: Varies based on the expenses incurred to hold the workshop

Fund Restrictions: Funds can be used to compensate consultants leading workshops and related travel expenses as well as and supplies, refreshments, equipment and materials to operate the professional development program.

	FY14	FY15	FY16	FY17	FY18 YTD
Beginning Balance	\$0	\$0	\$9,100	\$0	\$0
Revenue	\$0	\$9,100	\$8,000	\$0	\$0
Expenditures	\$0	\$0	\$17,100	\$0	\$0
Ending Balance	\$0	\$9,100	\$0	\$0	\$0

# SCHOOL STORE REVOLVING

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Director/Program Coordinator: Building Principals

Program Description: The School Store Revolving Account was established in August, 2015 under Massachusetts General Law Chapter 44 Section 53E1/2. Franklin High School Business Department began operating the school store at the new FHS, and with the revised guidance on Student Activities, the school store is best be accounted for in a revolving account, rather than the Student Activities account. Middle Schools also operate a school store and they are currently accounting for operations in this revolving account. All purchasing of inventory for resale is funded from this account and the revenue from sales is deposited here as well.

Fee Structure: Varies based on the items sold.

Fund Restrictions: Funds can be used to purchase additional inventory or other items needed to operate the school store

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$0	\$0	\$0	\$3,139	\$2,713
Revenue	\$0	\$0	\$5,464	\$3,913	\$2,955
Expenditures	\$0	\$0	\$2,325	\$4,339	\$3,635
Ending Balance	\$0	\$0	\$3,139	\$2,713	\$2,033

# ADVANCED PLACEMENT EXAM REVOLVING

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Director/Program Coordinator: FHS Director of Guidance

Program Description: The Advanced Placement Exam Revolving Account was established in January, 2018 under Massachusetts General Law Chapter 44 Section 53E1/2. Franklin High School Guidance Department has been administering AP Exams for many years. Funds were previously accounted for in the Student Activities account, however, policy set by school committee does not allow for the payment of employees from any Student Activities account. As such, this account was established to account for all expenses, including proctors, related to the administration of AP Exams.

Fee Structure: Varies based on the rates set by the College Board.

Fund Restrictions: Funds can be used to purchase AP exams, for proctoring the exam or other items related to the administration of AP Exams.

	FY14	FY15	FY16	FY17	FY18YTD
Beginning Balance	\$0	\$0	\$0	\$0	\$0
Revenue	\$0	\$0	\$0	\$0	\$0
Expenditures	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$0	\$0	\$0	\$0	\$0