

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 23, 2024 Regular School Board Meeting

6. Consent Agenda

c. Financial Report. Director of Finance Mertesdorf requests the board approve paid bills totaling \$2,596,234.98, payroll checks totaling \$3,503,055.05, a wire transfer totaling \$350,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$250,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for June 2024. At the end of June 2024 total cash and investments amounted to \$32,963,253.89.

e. Personnel Items

i. Appointments

15. Jennifer Bowens, Special Ed EA PCA for 6.5 hours/day and Gen Ed EA Supervision for .50 hours/day at the High School, beginning 9/26/2024. Step 4, \$18.05/hour + prorated PCA stipend. Salary subject to change upon settlement of the 2024-26 EA contract.
16. Correction: McKenzie Foley, 1.0 FTE Fourth Grade Teacher at Bridgewater, beginning 8/22/2024. BA, Step 6.
17. Estella Freeman, Instructor Lead with Community Ed Recreation, beginning 9/21/2024-5/31/2025. Step 2-\$15.80/hr.
18. Aubree Klein, Instructor Assistant with Community Ed Recreation, beginning 9/28/2024 - /31/2025. Step 4 - \$15.28/hr.
19. Brennan Ludwig, 1.0 FTE Custodian Engineer at the High School, beginning 10/7/2024. Step 5-\$29.06/hr. + \$0.30/hr night lead stipend.
20. Kari Selchow, 1.0 FTE Long Term Substitute Grade 3 Teacher at Greenvale Park, beginning 9/23/2024-10/14/2024. Daily sub rate.

ii. Increase/Decrease/Change in Assignment

20. Jasmine Bos, Special Ed EA and KidVentures Site Assistant at Bridgewater/Greenvale Park, change to Special Ed EA for 6.75 hours/day at Bridgewater, effective 9/23/2024.
21. Robyn Dietz, EA-Media Floater with the District, add Event Worker at the High School, effective 9/20/2024.
22. Kimberly Kohaut, Summer Site Leader with Community School, change to Community School Site Lead for up to 30 hours/week at Greenvale Park, effective 8/12/2024.
23. Josh Spitzack, Teacher at the Middle School, add Assistant Boys Basketball Coach 9B at the High School, effective 11/18/2024. \$4,435 stipend.
24. Jade Suhsen, Early Childhood EA for 17.75 hours/week at the NCEC, change to Early Childhood EA for 18 hours/week at the NCEC, effective 9/18/2024-6/6/2025.
25. Grace Swanson, Summer Site Leader with Community School, change to Community School Site Lead for up to 30 hours/week at Bridgewater, effective 8/12/2024.
26. Mason Zick, PE Teacher at the Middle School, add Assistant Boys Basketball Coach at the High School, effective 9/19/2024. \$5,544 stipend.

iii. Leave of Absence

iv. Retirements/Resignations/Terminations

4. Jasmine Bos, KidVentures Site Assistant with Community Education, resignation effective 9/23/2024. Will continue as an EA.
5. Terry Jensen, EA at Greenvale Park, declined position effective 9/23/2024.

7. Items for Individual Action

c. Proposed 2024 Payable 2025 Preliminary Property Tax Levy. The tax impact document associated with the Proposed 2024 Payable 2025 Preliminary Property Tax Levy is included in the table file. Also included is an updated presentation slide deck.

TO: Dr. Matt Hillmann, Superintendent
FROM: Val Mertesdorf, Director of Finance *VM*
DATE: September 23, 2024
RE: Board Approval of Financial Reports – June 2024

We request that the Board of Education approve paid bills, payroll, bond payments, electronic funds transfers, investments and financial reports for the month of June 2024.

Bills totaling \$2,596,234.98 were paid in June 2024.

Payroll checks totaling \$3,503,055.05 were issued in June 2024.

No bond payments were paid in June 2024.

At the end of June 2024 Total Cash and Investments amounted to \$32,963,253.89.
Wire transfers initiated by the district during June 2024:

\$350,000.00	From Frandsen General to Frandsen Sweep
\$250,000.00	From Frandsen Sweep to Frandsen General

The following financial reports for June 2024 are included to show the current cash and investment balances, details of disbursements and electronic funds transfers.

1. Treasurer's Report
2. Disbursement Report

June 2024 Treasurer's Report

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND	8,961,246.59	7,308,116.37	4,621,001.48	(88,716.26)	11,559,645.22 *
FOOD SERVICE	980,326.76	272,911.23	225,593.91	25,463.54	1,053,107.62
COMMUNITY ED	727,497.97	408,973.58	332,712.87	57,258.88	861,017.56
CONSTRUCTION ACCOUNT	98,815.85	31,897.88	-	(130,713.73)	-
DEBT SERVICE	3,195,414.25	1,390,187.20	-	(1,532,082.21)	3,053,519.24
SELF INSURANCE	3,912,714.20	39,802.70	919,981.77	996,811.65	4,029,346.78
TOTALS	17,876,015.62	9,451,888.96	6,099,290.03	(671,978.13)	20,556,636.42
GENERAL FUND INVESTMENT	11,766,544.76	-	-	640,072.71	12,406,617.47 *
CONSTRUCTION INVESTMENT	-	-	-	-	-
	11,766,544.76	-	-	640,072.71	12,406,617.47
GRAND TOTALS	29,642,560.38	9,451,888.96	6,099,290.03	(31,905.42)	32,963,253.89

*General Fund includes Certificate of Deposit amount

Disbursement Report

ISD 659 - Northfield

June 2024

Disbursements:

Bills Paid:

General Fund	\$ 1,495,323.54	
Food Service Fund	124,251.45	
Community Services Fund	56,678.22	
Construction Fund	-	
Trust & Agency Fund	-	
Self Insurance Fund	<u>919,981.77</u>	
Total Bills Paid		2,596,234.98

Payroll:

General Fund	3,125,677.94	
Food Service Fund	101,342.46	
Community Services Fund	276,034.65	
Trust Fund	-	
Self Insurance Fund	<u>-</u>	
Total Payroll		3,503,055.05

Bond Payments:

Debt Redemption Fund	<u>-</u>	
Total Bond Payments		<u>-</u>
Total Disbursements		<u><u>\$6,099,290.03</u></u>



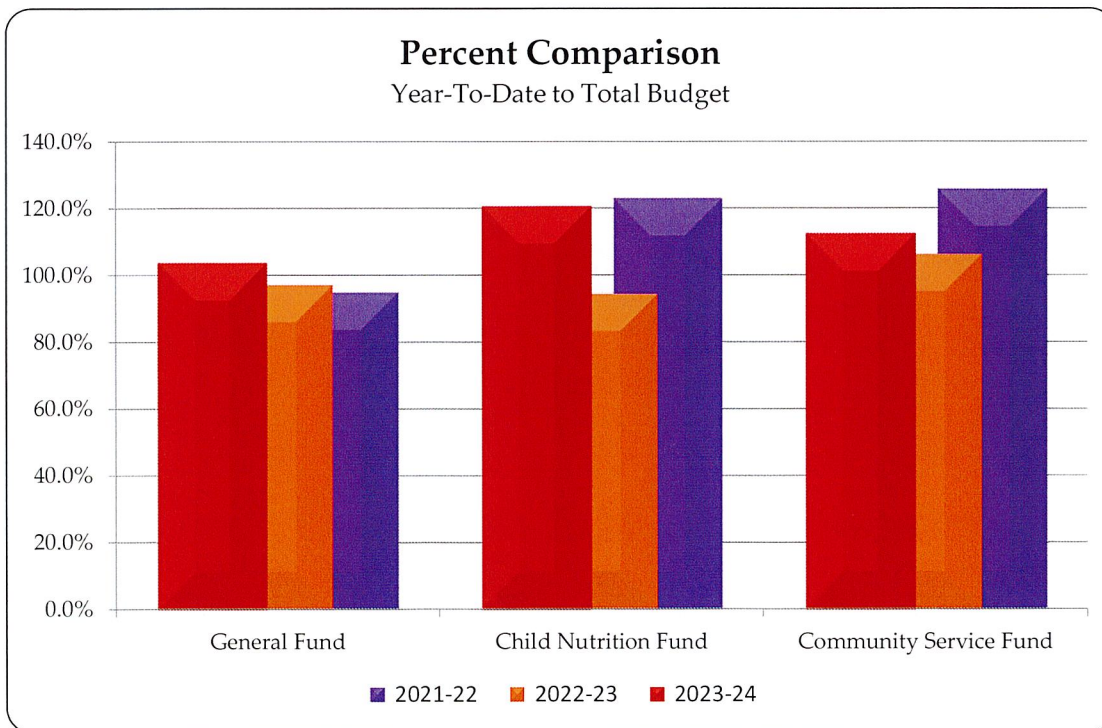
Northfield

PUBLIC SCHOOLS

STATEMENT OF REVENUES

For the month ended June 30, 2024

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2023-24	2022-23	2021-22
General Fund					
Property Taxes	\$ 15,232,888	\$ 15,232,888	100.0%	93.1%	91.1%
State Sources	45,025,855	44,193,234	101.9%	99.4%	97.7%
Federal Sources	1,308,680	1,724,951	75.9%	59.7%	52.2%
Local Sources	3,555,880	1,612,435	220.5%	205.9%	141.7%
Total	\$ 65,123,303	\$ 62,763,508	103.8%	97.2%	94.8%
Child Nutrition Fund	\$ 2,904,065	\$ 2,407,584	120.6%	94.3%	122.9%
Community Service Fund	3,749,744	3,333,364	112.5%	106.2%	125.7%
Debt Service Fund	6,111,278	6,301,210	97.0%	117.1%	118.6%
Internal Service Fund	10,861,349	11,396,574	95.3%	100.0%	122.0%
Total All Funds	\$ 88,749,739	\$ 86,202,240	103.0%	99.4%	105.5%

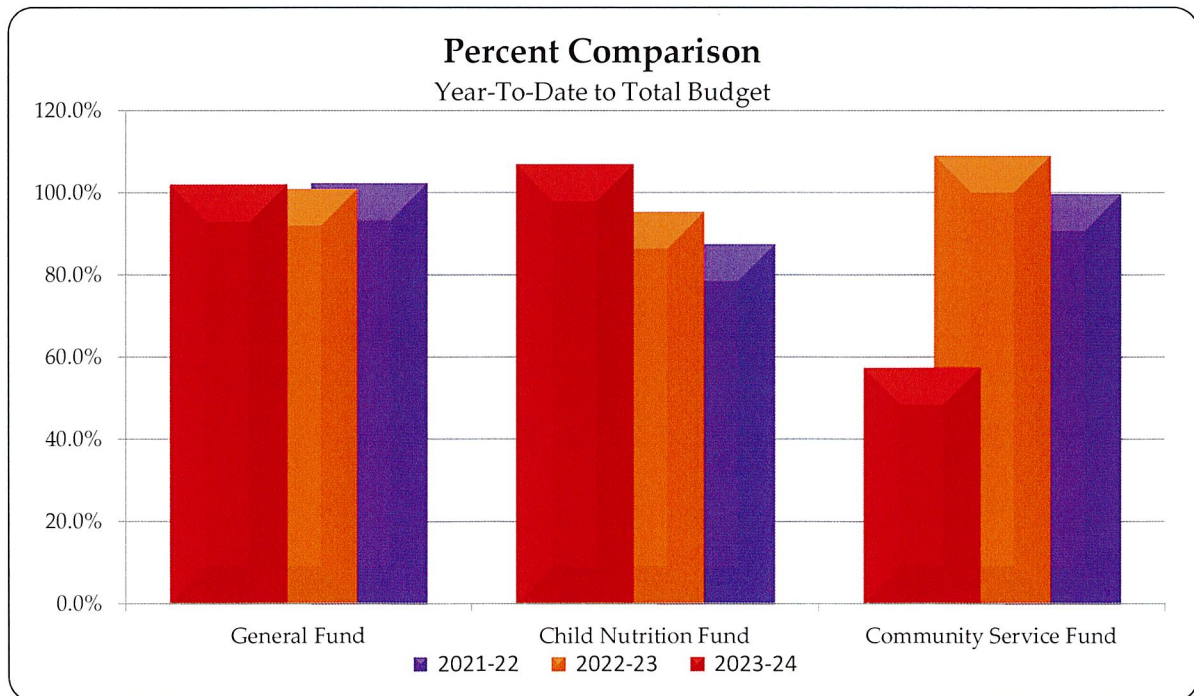




STATEMENT OF EXPENDITURES

For the month ended June 30, 2024

Fund	Year- To-Date	Budget	YTD as % of Budget		
			2023-24	2022-23	2021-22
General Fund					
Salaries	\$ 36,572,863	\$ 35,789,922	102.2%	100.9%	101.1%
Benefits	14,693,747	14,149,541	103.8%	104.1%	97.3%
Purchased Services	7,503,641	6,705,041	111.9%	97.2%	111.4%
Supplies & Materials	2,473,039	2,849,203	86.8%	113.5%	128.7%
Capital Expenditures	2,246,162	2,365,978	94.9%	89.9%	116.3%
Other Expenses	112,888	496,127	22.8%	87.8%	44.7%
Total General Fund	\$ 63,602,340	\$ 62,355,812	102.0%	100.9%	102.3%
Child Nutrition Fund	\$ 2,828,132	\$ 2,645,006	106.9%	95.3%	87.5%
Community Service Fund	1,985,281	3,456,376	57.4%	109.0%	99.7%
Debt Service Fund	5,912,459	5,912,409	100.0%	100.0%	100.0%
Internal Service Fund	11,130,927	11,094,171	100.3%	93.4%	113.8%
Total All Funds	\$ 85,459,139	\$ 85,463,774	100.0%	99.6%	105.5%



Preliminary Levy Certification Pay 2025

09.23.2024

Reaching Out, Reaching Up: THE 2027 STRATEGIC PLAN



VISION

We prepare **every** student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1
All children are ready for **kindergarten**.

2
All students are connected to the **community**.

3
All students are at grade level in **reading and mathematics** by the end of third and sixth grades.

4
All students exhibit physical, social and emotional **well-being**.

5
All students have a **connection** with a caring adult beyond their parents as they transition to middle school.

6
All students have interests, goals and a **vision** for the future by the end of eighth grade.

7
All students **graduate** from high school with a plan to reach their full potential.

8
All **employees** report satisfaction in the workplace.

9
All **parents** report satisfaction with their children's educational experience.

10
The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure **financial stability**.

11
Community education provides relevant and accessible learning opportunities for all residents.

Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 30 community organizations committed to helping Northfield's youth thrive "from cradle to career".

STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

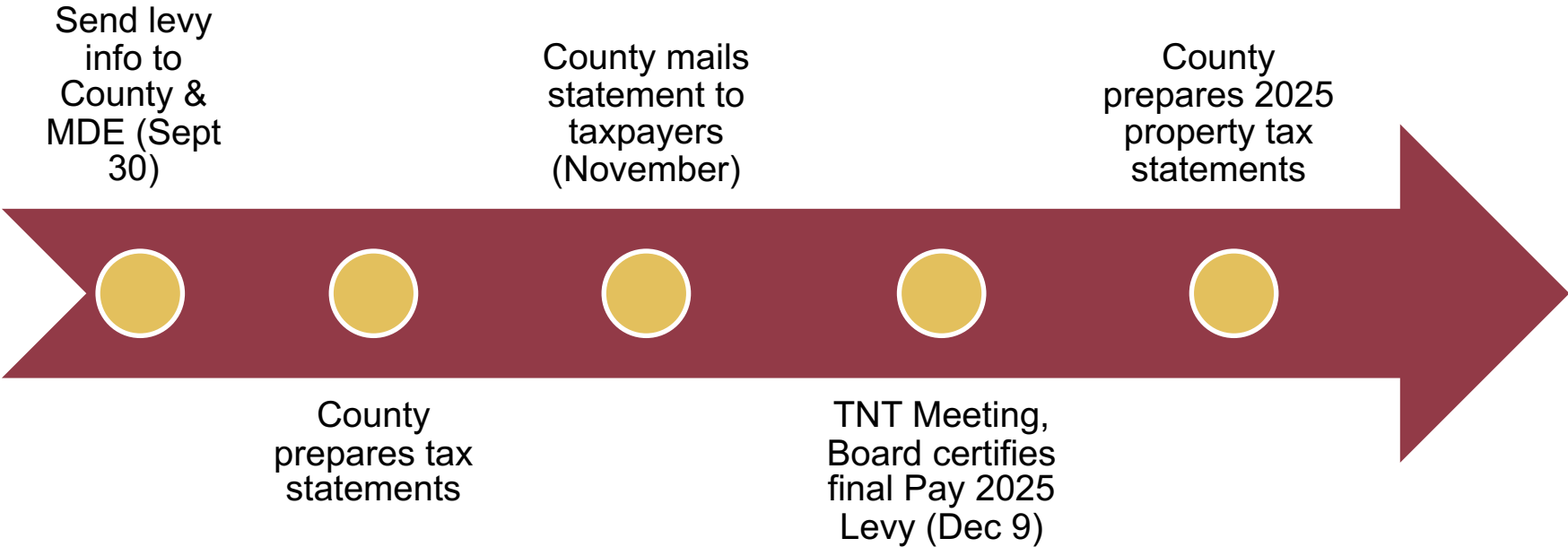
We seek community partnerships that accelerate student achievement of district benchmarks.

What is the levy? What does it do for us?

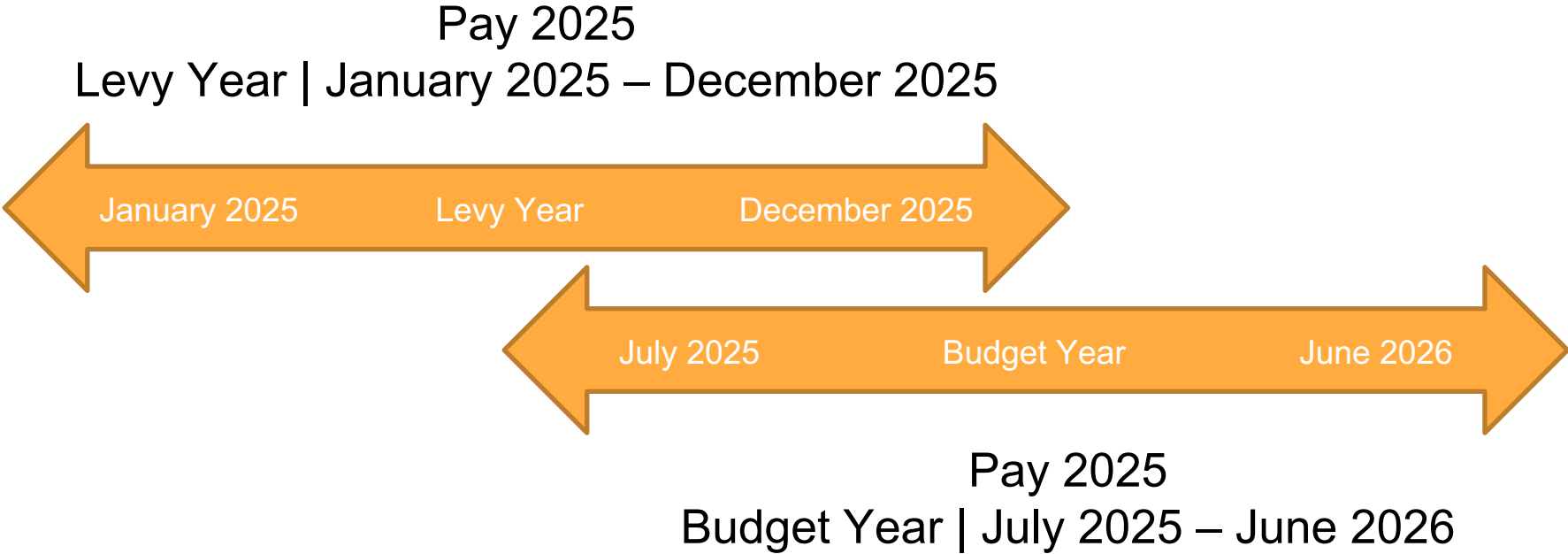
- Provides 27% of our general fund budget
- Restricted to voter approved levies or state-authorized levies
- MN Department of Education computes the levy limits for each district
- Provides the revenue to pay our debt service obligations
- Allows the district to prepare **every** student!



Truth in Taxation Timeline

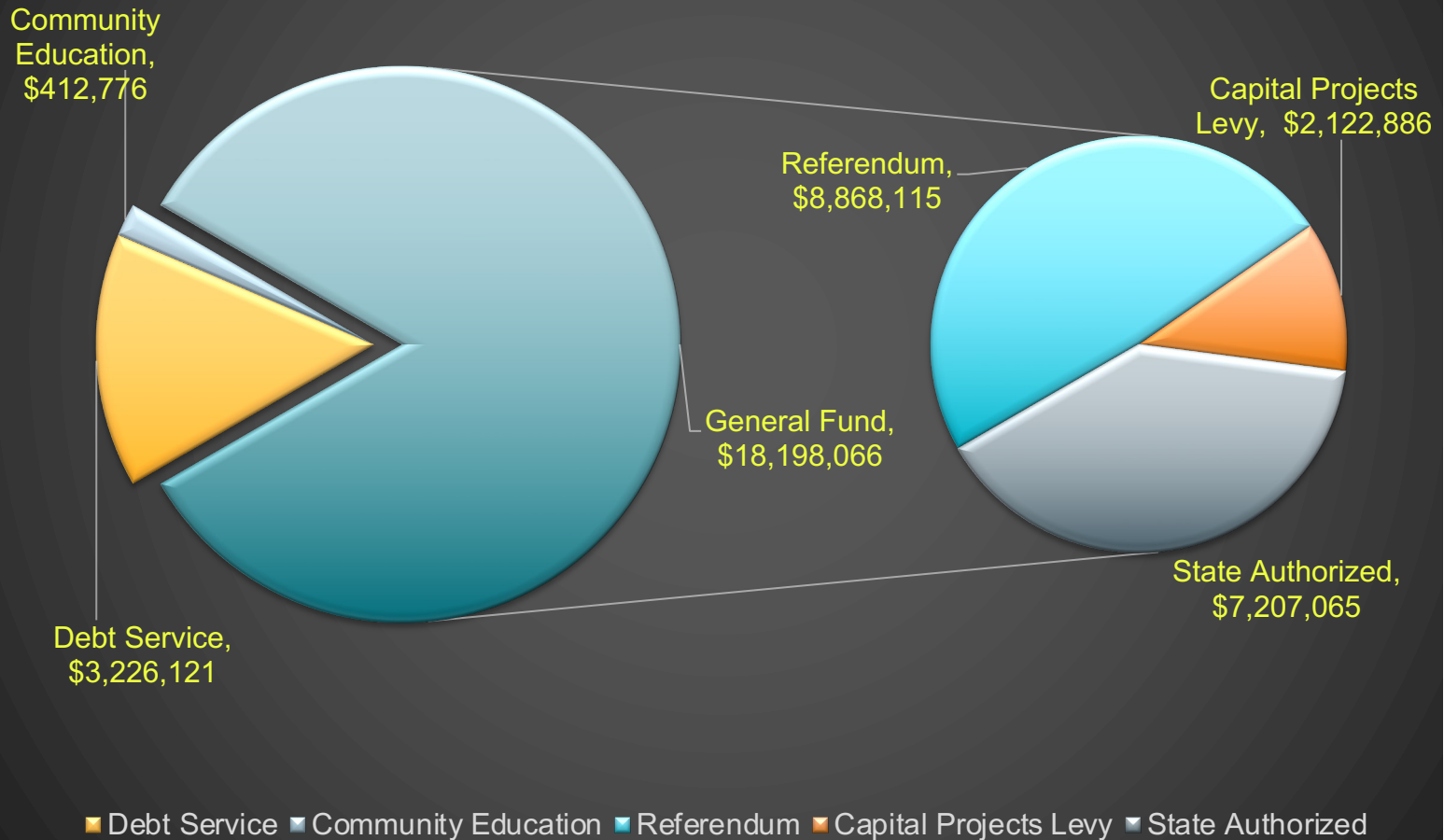


Tax Levy and Budget Timing



Pay 2025 includes adjustments from previous years (up to three years)

2024 Pay 2025 Levy



Pay 25 Levy Analysis

	Pay 2025 Certified Levy	Pay 2024 Certified Levy	Increase (Decrease)	Percent Change
General Fund	\$18,198,066.57	\$18,214,797.54	\$ (16,730.97)	-0.09%
Community	\$ 412,775.64	\$ 385,060.12	\$ 27,715.52	7.20%
Debt Service	\$ 3,226,121.24	\$ 3,346,395.70	\$ (120,274.46)	-3.59%
Total	\$21,836,963.45	\$21,946,253.36	\$ (109,289.91)	-0.50%

Subtotals by Truth in Taxation Category

	Pay 2025 Certified Levy	Pay 2024 Certified Levy	Increase (Decrease)	Percent Change
Voter Approved	\$14,345,521.70	\$13,610,536.32	\$ 734,985.38	5.40%
Other	\$ 7,491,441.75	\$ 8,335,717.04	\$ (844,275.29)	-10.13%
Total	\$21,836,963.45	\$21,946,253.36	\$ (109,289.91)	-0.50%

Subtotals by Tax Base

	Pay 2025 Certified Levy	Pay 2024 Certified Levy	Increase (Decrease)	Percent Change
Referendum Market Value*	\$12,433,450.89	\$12,744,471.74	\$ (311,020.85)	-2.44%
Net Tax Capacity	\$ 9,403,512.56	\$ 9,201,781.62	\$ 201,730.94	2.19%
Total	\$21,836,963.45	\$21,946,253.36	\$ (109,289.91)	-0.50%

*Includes Operating Referendum and Equity Revenue

Notable Changes

- Capital Projects Levy – Voter approved, calculated at 4.7% of the district’s net tax capacity
- Other Post Employment Benefits – state authorized levy, increase is related to severance payment (\$426,756 in FY24)
- Long Term Facilities Maintenance – state authorized levy, decrease is due to change in aid/levy ratio - \$443k will be state aid for Pay25. (Pay24 was \$52k for comparison)
- Adjustments – Pay24 was significant due to conservative enrollment estimates during the pandemic

Funds	Proposed	Certified	Difference
	Pay25	Pay24	
General Fund			
Referendum	\$ 8,868,115	\$ 8,776,542	\$ 91,573
Local Optional Revenue	\$ 2,898,456	\$ 2,865,591	\$ 32,865
Equity	\$ 294,524	\$ 283,152	\$ 11,372
Capital Projects Levy	\$ 2,122,886	\$ 1,906,488	\$ 216,398
Operating Capital	\$ 491,191	\$ 451,839	\$ 39,352
Achievement & Integration	\$ 118,001	\$ 113,489	\$ 4,512
Other Post Employment Benefits	\$ 1,399,008	\$ 903,607	\$ 495,401
Reemployment Insurance	\$ 2,000	\$ 2,000	\$ -
Safe Schools	\$ 146,146	\$ 148,810	\$ (2,664)
Career Technical	\$ 80,471	\$ 80,471	\$ -
Long Term Facilities Maintenance	\$ 887,475	\$ 1,303,735	\$ (416,259)
Lease Levy	\$ 425,996	\$ 411,969	\$ 14,027
Abatements	\$ 26,644	\$ 27,222	\$ (578)
Adjustments (up to 3 yrs)	\$ 437,153	\$ 939,883	\$ (502,730)
Total General Fund	\$ 18,198,066	\$ 18,214,797	\$ (16,731)
Community Education	\$ 412,776	\$ 385,060	\$ 27,716
Debt Service	\$ 3,226,121	\$ 3,346,396	\$ (120,274)
Total Levy	\$ 21,836,963	\$ 21,946,253	\$ (109,290)
Percent Change			-0.50%

LEVY TRENDS

	Pay 25 Certified Levy	Pay 24 Certified Levy	Pay 23 Certified Levy	Pay 22 Certified Levy	Pay 21 Certified Levy
General Fund	\$ 18,198,066.57	\$ 18,214,797.54	\$ 15,232,888.17	\$14,255,967.15	\$14,528,579.31
Community Education	\$ 412,775.64	\$ 385,060.12	\$ 440,332.22	\$ 428,563.42	\$ 440,332.22
Debt Service	\$ 3,226,121.24	\$ 3,346,395.69	\$ 5,462,319.85	\$ 5,324,716.91	\$ 5,364,977.00
Total	\$ 21,836,963.45	\$ 21,946,253.35	\$ 21,135,540.24	\$20,009,247.48	\$20,333,888.53
Difference	\$ (109,289.90)	\$ 810,713.11	\$ 1,126,292.76	\$ (324,641.05)	\$ 347,892.60
Percent Change	-0.50%	3.84%	5.63%	-1.60%	1.74%



Property Taxes - Actual for Payable 2024 and Estimates for Payable 2025

	Actual Taxes Payable in 2024	Preliminary Estimate of Taxes Payable in 2025	Estimated Change in Annual Taxes	Estimated % Change
RMV-Based Levies	\$12,705,166	\$12,444,226	-\$260,940	-2.05%
NTC-Debt Service	\$3,334,365	\$3,214,090	-\$120,274	-3.61%
Other NTC-Based Levies	\$5,834,335	\$6,140,715	\$306,380	5.25%
Totals	\$21,873,865	\$21,799,031	-\$74,834	-0.34%

Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes *			
Residential Homestead	\$100,000	\$493	\$452	-\$41	-8.3%
	150,000	778	726	-52	-6.7%
	200,000	1,062	999	-63	-5.9%
	250,000	1,347	1,272	-75	-5.6%
	300,000	1,631	1,545	-86	-5.3%
	350,000	1,916	1,818	-98	-5.1%
	400,000	2,200	2,091	-109	-5.0%
	450,000	2,478	2,365	-113	-4.6%
	500,000	2,753	2,638	-115	-4.2%
	600,000	3,355	3,220	-135	-4.0%
800,000	4,558	4,377	-181	-4.0%	
Commercial/Industrial	\$100,000	\$653	\$629	-\$24	-3.7%
	250,000	1,733	1,674	-59	-3.4%
	500,000	3,619	3,499	-120	-3.3%
	750,000	5,505	5,324	-181	-3.3%
	1,000,000	7,391	7,149	-242	-3.3%
Apartments	\$200,000	\$1,203	\$1,157	-\$46	-3.8%
	500,000	3,008	2,893	-115	-3.8%
	1,000,000	6,016	5,786	-230	-3.8%
	2,000,000	12,032	11,573	-459	-3.8%
Agricultural Homestead (dollars per acre) **	\$5,000	\$3.80	\$3.83	\$0.03	0.8%
	6,000	4.56	4.60	0.04	0.9%
	7,000	5.32	5.37	0.05	0.9%
Agricultural Non-Homestead (dollars per acre) **	\$5,000	\$7.59	\$7.66	\$0.07	0.9%
	6,000	9.11	9.20	0.09	1.0%
	7,000	10.63	10.73	0.10	0.9%

Questions?
Thank you!

Northfield Public School District No. 659

September 19, 2024

Property Tax Levy and Rate Summary, Taxes Payable in 2024 and 2025

	Certified Levy Payable in 2024		Proposed Levy Payable in 2025	Change
Tax Levy Information				
1. Total Certified Levy Spread on RMV	12,744,472		12,483,532	-260,940
2. General Fund Levy Spread on NTC	5,470,326		5,749,004	278,678
3. Community Service Fund Levy	385,060		412,762	27,702
4. General Debt Service Levy	3,346,396		3,226,121	-120,274
5. OPEB Debt Service Levy	0		0	0
6. Total Certified Levy	21,946,253	-0.3%	21,871,419	-74,834
Fiscal Disparities Adjustment to Levy				
7. RMV-Based Levies	39,306		39,306	0
8. General Debt Service	12,031		12,031	0
9. Other NTC-Based Levies	21,051		21,051	0
10. Total Fiscal Disparities Adjustment	72,388		72,388	0
Summary of Adjusted Levies				
11. RMV-Based Levies	12,705,166		12,444,226	-260,940
12. General Debt Service	3,334,365		3,214,090	-120,274
13. Other NTC-Based Levies	5,834,335		6,140,715	306,380
14. Total Adjusted Levies	21,873,865		21,799,031	-74,834
Property Value Information				
15. RMV Used to Calculate Rate	3,662,180,500	4.1%	3,813,119,894	150,939,394
16. NTC Used to Calculate Rate	45,000,419	3.0%	46,348,181	1,347,762
Actual and Estimated Tax Rates				
17. RMV Rate (#11/#15)	0.34693%		0.32635%	-0.02058%
18. NTC Debt Rate (#12/#16)	7.410%		6.935%	-0.475%
19. NTC Other Rate (#13/#16)	12.965%		13.249%	0.284%

Key Assumptions:

Preliminary Pay 2025 RMV is estimated to change by 4.12% and NTC by 2.99% as compared to taxes payable 2024.

Property Taxes - Actual for Payable 2024 and Estimates for Payable 2025

	Actual Taxes Payable in 2024	Preliminary Estimate of Taxes Payable in 2025	Estimated Change in Annual Taxes	Estimated % Change
RMV-Based Levies	\$12,705,166	\$12,444,226	-\$260,940	-2.05%
NTC-Debt Service	\$3,334,365	\$3,214,090	-\$120,274	-3.61%
Other NTC-Based Levies	\$5,834,335	\$6,140,715	\$306,380	5.25%
Totals	\$21,873,865	\$21,799,031	-\$74,834	-0.34%

Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes *			
Residential Homestead	\$100,000	\$493	\$452	-\$41	-8.3%
	150,000	778	726	-52	-6.7%
	200,000	1,062	999	-63	-5.9%
	250,000	1,347	1,272	-75	-5.6%
	300,000	1,631	1,545	-86	-5.3%
	350,000	1,916	1,818	-98	-5.1%
	400,000	2,200	2,091	-109	-5.0%
	450,000	2,478	2,365	-113	-4.6%
	500,000	2,753	2,638	-115	-4.2%
	600,000	3,355	3,220	-135	-4.0%
Commercial/Industrial	800,000	4,558	4,377	-181	-4.0%
	\$100,000	\$653	\$629	-\$24	-3.7%
	250,000	1,733	1,674	-59	-3.4%
	500,000	3,619	3,499	-120	-3.3%
	750,000	5,505	5,324	-181	-3.3%
Apartments	1,000,000	7,391	7,149	-242	-3.3%
	\$200,000	\$1,203	\$1,157	-\$46	-3.8%
	500,000	3,008	2,893	-115	-3.8%
	1,000,000	6,016	5,786	-230	-3.8%
Agricultural Homestead (dollars per acre) **	2,000,000	12,032	11,573	-459	-3.8%
	\$5,000	\$3.80	\$3.83	\$0.03	0.8%
	6,000	4.56	4.60	0.04	0.9%
Agricultural Non-Homestead (dollars per acre) **	7,000	5.32	5.37	0.05	0.9%
	\$5,000	\$7.59	\$7.66	\$0.07	0.9%
	6,000	9.11	9.20	0.09	1.0%
	7,000	10.63	10.73	0.10	0.9%

Key Assumptions:	
1.	Preliminary Pay 2025 RMV is estimated to change by 4.12% and NTC by 2.99% as compared to taxes payable 2024.
2.	Assumes no change in the value of individual parcels of property from 2024 to 2025 taxes. If the value of a parcel changed, the change in taxes will be different than shown above.
3.	Taxes payable in 2025 are based on latest estimates of proposed levy, as of the date above.
*	The Homestead Market Value Exclusion was modified starting with 2024 assessments (taxes payable in 2025) during Minnesota's 2023 legislative session. The change provides additional property tax relief for residential homestead properties with a value greater than \$76,000 and less than \$517,200.
**	For agricultural property, estimates above are based on the average value per acre of agricultural land and buildings. The estimated tax impact includes a 70% reduction on the portion attributable to school debt taxes due to the School Building Bond Agricultural Credit. The house, garage, and one acre of land (HGA) would pay taxes at the same rate as residential homestead property. For property owners with greater than \$3.5 million of agricultural homestead land and buildings, a portion of the property will be taxed according to the higher non-homestead rate.