

SCHOOL BUDGET REVIEW COMMITTEE

Grimes State Office Building
400 East 14th Street
Des Moines, Iowa 50319-0146
Kassandra Cline, SBRC Liaison
Phone: (515) 281-4738
Email: kassandra.cline@iowa.gov

Ann Lebo, Chairperson

Dave Roederer, Secretary

June 10, 2020

Dear Superintendents and School Business Officials:

The School Budget Review Committee (SBRC) met for an emergency work session on June 2, 2020 to discuss its authority to hear potential district requests and related Committee action based on the fiscal impact of district responses to the COVID-19 pandemic. The Committee recognized each district's response to the pandemic will vary based on local prioritization of need, logistical considerations, and district decisions.

The Committee identified two situations for which district requests to the SBRC may occur: 1) incurring additional costs necessary for response to the pandemic, such as the purchase of technology devices, and 2) experiencing a pandemic-related interruption to revenue streams that support regularly budgeted costs, in particular district programs accounted for in enterprise funds. Regularly budgeted costs and those for which funding streams were not interrupted were determined to be ineligible for consideration as part of a request to the SBRC.

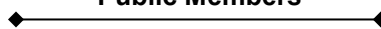
Requests for fund transfers only and requests that also include modified supplemental amount (MSA) were discussed. Requests involving only transfers from the General Fund to the Nutrition Fund (Fund 61), Day Care Fund (Fund 62), Regular Education Preschool Fund (Fund 63), Community Enterprise Funds (Funds 65-67), or the Student Activity Fund (Fund 21) will be heard as a class action request at which districts will not be required to appear. The content of district exhibits for transfer only requests will include a cover letter with specific assurances, general contextual narrative, itemization of costs used to determine the transfer amount being requested, and board minutes authorizing the request to the SBRC.

Districts will be required to appear before the SBRC for any request that includes a modified supplemental amount (MSA) (request to increase spending authority). The content of district exhibits involving a request of MSA will include a cover letter with specific assurances, contextual narrative, itemization of costs used to determine the MSA amount being requested, an itemization of regularly budgeted costs for which savings occurred due to the pandemic, five-year financial projection, detailed description of impact to local taxpayers, and board minutes authorizing the request to the SBRC.

The Committee emphasized the following as districts consider options for leveraging resources in response to the pandemic.

- Districts should be mindful of one-time funding (federal funds or other revenue sources) that will not be available to support ongoing costs.

Public Members



Leland Tack, Johnston ■ Gretchen Tegeler, West Des Moines ■ Keith England, Hubbard

- Districts should maximize use of existing spending authority. Requests that will have a direct impact on taxpayers will be carefully considered.
- Districts should utilize other possible revenue streams prior to submitting a request to the SBRC (federal program funds, for example).

The Committee commends each district's creative, innovative, and fiscally responsible approach to continue serving students during this pandemic. If you have questions regarding the exhibit content, please let me know.

Kind regards,

Kassandra Cline, Ed.D.

Department Liaison to the School Budget Review Committee

Public Members

◆————◆
Leland Tack, Johnston ■ Gretchen Tegeler, West Des Moines ■ Keith England, Hubbard