

## Possible Corrective Action for a Negative Unspent Balance

This is a list of actions other districts have taken to correct a negative unspent balance situation. The board could consider if these actions would be appropriate and cost effective for the local district.

### Action

- Reduce staff (Compare current students-to-staff ratio to the ratio in a prior year when the district was fiscally healthy. Reduce staffing to that level.)
- Reorganize staff for better utilization.
- Share staff, equipment, or programs with other districts.
- Reduce health insurance and other employee benefit costs.
- Implement an early retirement incentive program.
- Cut transportation costs, consolidate routes, or outsource if cost effective.
- Cease subsidizing any other funds.
- Compare time and materials maintenance costs to maintenance contract costs, outsource if cost effective.
- Compare the cost of just in time purchasing within the school year to bulk purchasing supplies at the end of the year prior to the school year.
- Compare the cost of Electrical Equipment Breakdown insurance premiums (Management Fund) to the cost of equipment maintenance/maintenance contracts (General Fund).
- Move to Management, PPEL, or SAVE any expenditures that would be appropriate to those funds.
- Maximize the Instructional Support Levy.
- Maximize the Cash Reserve Levy to eliminate short term borrowing and thereby reduce interest costs (Cash Reserve does not increase budget authority).
- Verify the calculation of special education and other tuition amounts, bill timely for all tuition due to the district, and dispute any tuition billings to the district which were not calculated correctly.
- Monitor closely all receivables, bill timely, and take action on delinquent amounts.

- Request modified supplemental amount for maximum eligible negative special education balance.
- Request modified supplemental amount for maximum eligible on-time funding for increased enrollment, serving LEP students in an instructional program beyond 5 years of weighting, and open enrollment out not on previous year's count.
- Request modified supplemental amount for maximum eligible excess costs of providing instruction beyond the regular instruction to LEP students.
- Maximize the modified supplemental amount request to the SBRC for Dropout Prevention programs to cover all the allowable costs of the Dropout Prevention program (but not in excess of allowable costs).
- Request modified supplemental amount from the SBRC for any applicable situations under Iowa Code section 257.31:
  - Unusual increase or decrease in enrollment (application)
  - Unusual natural disasters
  - Unusual initial staffing problems
  - Nonpublic school closing within the district
  - Substantial reduction in miscellaneous income beyond control of district
  - Unusual need to continue a course/program of substantial benefit to students
  - Unusual need to implement a new course/program of substantial benefit to students
  - Unusual need for additional special education programs or compensatory education programs
  - Year-round or substantially year-round programs that contribute to graduation requirements
  - Unusual need for LEP beyond five years (application)
  - Circumstances caused by unusual demographic characteristics
  - Any unique and unusual problems of school districts
  - Addition of one or more teacher librarians, guidance counselors, or school nurses pursuant to Iowa Code 256.11
  - Unusual excess costs of CPI instructional program
  - Environmental hazards abatement paid from the General Fund
- Close buildings as appropriate.
- Add fees authorized by Iowa Code if not already implemented.