Verify Finance data

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REMINDERS:

- Ensure you are logged on to the prior file ID in Finance to verify information.
- In the prior year file ID, verify that the **Previous Year File ID** field on the Finance > Tables > District Finance Options > Finance Options tab is set to a number representing the previous file ID instead of a letter.

Finance > Inquiry > General Ledger Inquiry > General Ledger Account Summary

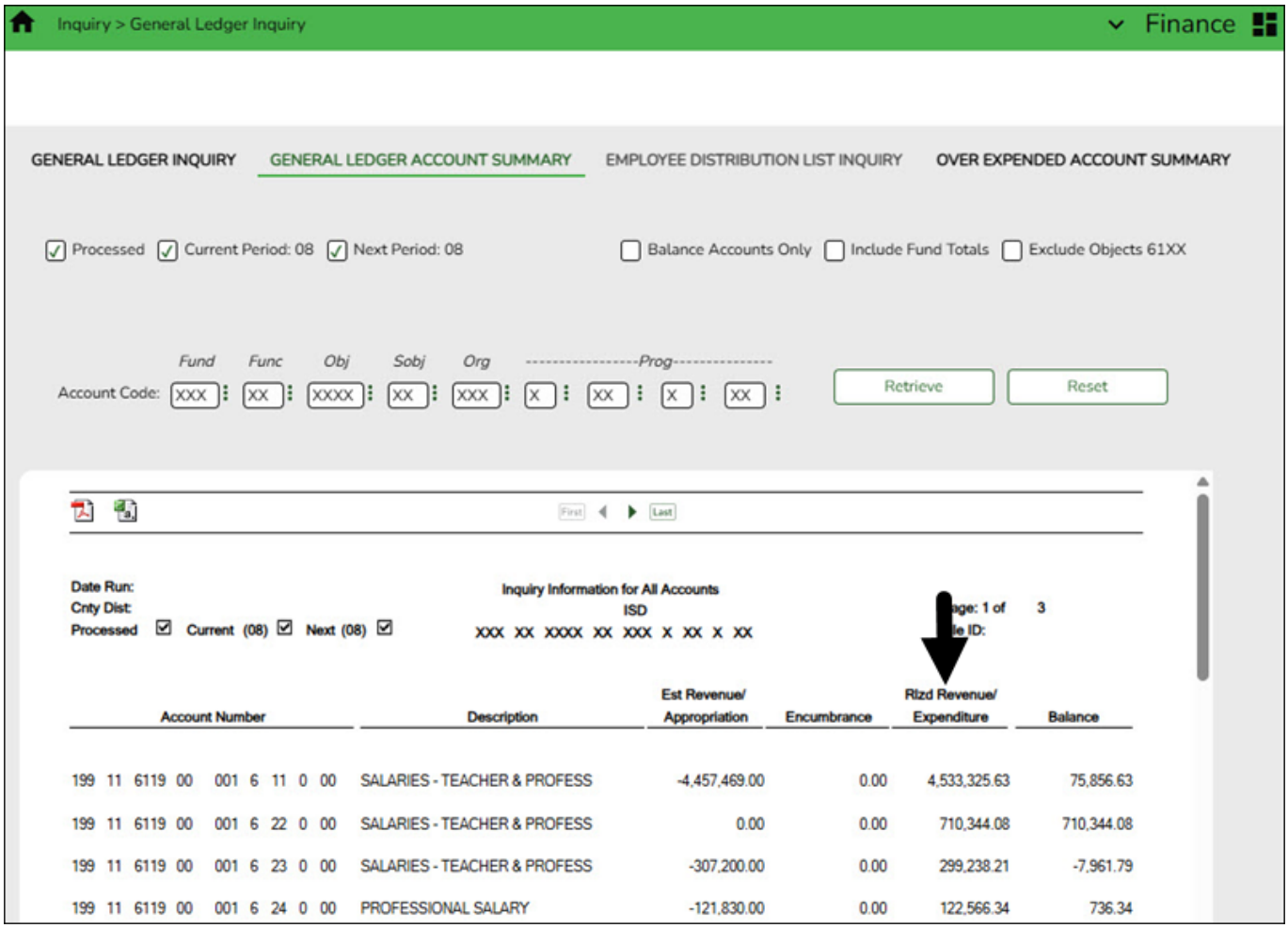
Prior year financial data is extracted from Finance for applicable funds. The totals include actual amounts entered into the system in the prior file ID.

Note: The Auditor's adjusting entries must be posted to obtain accurate amounts. To verify this information, use the Finance > Reports > Finance Reports > Journals, Checks, Detail Ledgers > FIN1150 - General Journal.

Debit/Credit Guide

Account Code	Debit	Credit
Assets (1XXX)	Increase	Decrease
Liabilities (2XXX)	Decrease	Increase
Fund Balance (3XXX)	Decrease	Increase
Reserves (4XXX)	Decrease	Increase
Estimated Revenue	Increase	Decrease
Realized Revenue	Decrease	Increase
Appropriations	Decrease	Increase
Expenditures	Increase	Decrease

If adjusting entries have not been posted to the prior file ID, use Finance > Maintenance > Postings > Journal Actual or the Import JV Transactions Template.



The following data is reported:

- Fund (1XX-701)
- Function
- Object
  - Report 5XXX-8XXX
  - Unlike Fall data, which collapses 61XX into 6100, 62XX into 6200, 63XX into 6300, etc., each object code is reported (6112, 6118, 6119, etc.)
- Organization
- Fiscal Year
- Program Intent
- Amount (rounded to the nearest dollar)

Use Exhibit C-3 from the annual audit report to compare amounts to the Finance > Inquiry > General Ledger Inquiry.

The Finance and Audit Report data should match the PDM2-102-003 Statement of Revenues, Expenditures, & Changes in Fund Balances - Governmental Funds.

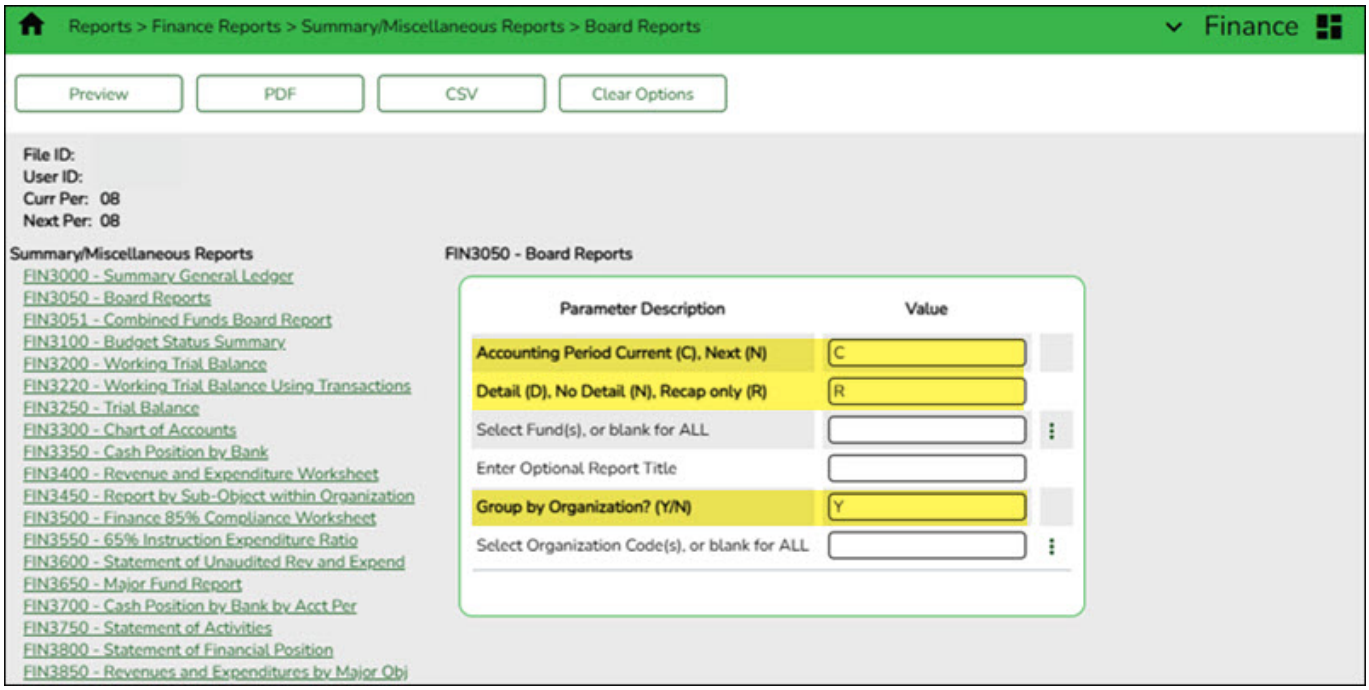
TIP: PDM2-100-011 Actual Expenditures by Program&Object Within Detail Function - General Fund, breaks down by PIC, object code, and function.

EXHIBIT C-3

INDEPENDENT SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED AUGUST 31, 202X

Data Control Codes		10 General Fund	50 Debt Service Fund	60 Bond Construction	Nonmajor Governmental Funds	Total Governmental Funds
	REVENUES					
5700	Total Local and Intermediate Sources	$3,464,246	$1,576,348	$1,368,514	$611,833	$7,020,941
5800	State Program Revenues	10,037,673	287,995	-	125,075	10,450,743
5900	Federal Program Revenues	-	-	-	501,192	501,192
5020	Total Revenues	13,501,919	1,864,343	1,368,514	1,238,100	17,972,876
	EXPENDITURES					
	Current:					
0011	Instruction	6,911,743	-	-	146,826	7,058,569
0012	Instructional Resources & Media Services	196,095	-	-	-	196,095
0013	Curriculum and Inst Staff Development	190,097	-	-	25,078	215,175
0021	Instructional Leadership	18,699	-	-	-	18,699
0023	School Leadership	592,577	-	-	-	592,577
0031	Guidance, Counseling, & Eval Srvcs	275,694	-	-	204	275,898
0033	Health Services	154,325	-	-	-	154,325
0034	Student (Pupil) Transportation	330,746	-	-	-	330,746
0035	Food Services	-	-	-	689,060	689,060
0036	Extracurricular Activities	718,953	-	-	351,465	1,070,418
0041	General Administration	330,940	-	-	-	330,940
0051	Facilities Maintenance and Operations	1,242,956	-	-	-	1,242,956
0052	Security and Monitoring Services	174,053	-	-	44,429	218,482
0053	Data Processing Services	208,795	-	-	-	208,795
0061	Community Services	-	-	-	23,518	23,518
	Debt Service:					
0071	Principal on Long-Term Liabilities	273,422	460,000	-	-	733,422
0072	Interest on Long-Term Liabilities	43,664	1,564,572	-	-	1,608,236
0073	Bond Issuance Cost and Fees	-	1,250	-	-	1,250
	Capital Outlay:					
0081	Facilities Acquisition and Construction	-	-	4,675,802	444,439	5,120,241
	Intergovernmental:					
0093	Pymts to Fiscl Agent/Member Dist of SSA	410,563	-	-	-	410,563
0095	Pymts to Juvenile Justice Alt Ed Pgm	7,500	-	-	-	7,500
0099	Other Intergovernmental Charges	97,233	-	-	-	927,233
6030	Total Expenditures	12,178,055	2,025,822	4,675,802	1,725,019	20,604,698
1100	Excess (Deficiency of Revenues Over (Under) Expenditures	1,323,864	(161,479)	(3,307,288)	(486,919)	(2,631,822)
	OTHER FINANCING SOURCES (USES):					
7913	Right to Use Lease and SBITA Proceeds	120,702	-	-	-	120,702
7915	Transfers In	58,500	-	-	-	58,500
7080	Total Other Financing Sources (Uses)	179,202	-	-	-	179,202
1200	Net Change in Fund Balances	1,503,066	(161,479)	(3,307,288)	(486,919)	(2,452,620)
0100	Fund Balance – September 1 (Beginning)	5,053,794	-	25,463,025	2,762,359	33,279,178
1300	Change from Nonmajor to Major Fund	-	1,559,246	-	(1,559,246)	-
3000	Fund Balance – August 31 (Ending)	$6,556,860	$1,397,767	$22,155,737	$716,194	$30,826,558

This data can also be verified by using the Finance > Reports > Finance Reports > Summary/Miscellaneous Reports > FIN3050 - Board Report



At this point, date on the following four reports should match:

- Prior Year GL
- Audit Report
- Extract Prior Year Reprint
- PDM2-102-003

In TSDS, PDM reports can extract up to four major funds at a time (excluding the General Fund). You may need to run the report multiple times to collect all required data.

Date Run:
Cnty Dist:

Board Report
Recap Comparison of Revenue to Budget
As of June

Program: FIN3050
Page: 1 of 8
File ID: L

	EstimatedRevenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
000					
189 / 4 CITY PARK	.00	-20,762.84	-20,762.84	-20,762.84	.00%
199 / 4 GENERAL FUND	34,987,757.61	-9,325,771.05	-35,340,596.19	-352,838.58	101.01%
205 / 4 HEAD START	160,068.00	-34,910.01	-144,372.32	15,695.68	90.19%
211 / 4 ESEA TITLE 1 PART A	768,192.00	-183,578.80	-712,618.59	55,573.41	92.77%
224 / 4 IDEA PART B FORMULA	762,197.00	-238,225.63	-744,230.76	17,966.24	97.64%
225 / 4 IDEA B PRESCHOOL	12,578.00	-3,084.04	-12,578.00	.00	100.00%
240 / 4 NATL SCHOOL BREAKFAST & LUNCH	1,273,000.00	-157,214.99	-1,464,688.72	-191,688.72	115.06%
244 / 4 VOC ED BASIC GRANT/CARL PERKIN	45,865.00	-8,045.22	-45,865.00	.00	100.00%