

2012-2013 FINAL BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

SEPTEMBER 11, 2012

SARASOTA COUNTY SCHOOL BOARD

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OVERVIEW OF SELF-INSURANCE FUND

WHAT IS THE 2012-2013 SELF-INSURANCE FUND BUDGET?

The self-insurance fund budget is merely an allowance to pay for anticipated losses resulting from work related injuries and third party tort liability claims.

The district made a conscious decision to budget for these contingencies and keep the funds under the control of the district, rather than to prepay its losses by purchasing commercial insurance policies. The result is that the district retains the interest on the funds and greater management control over their disbursement.

The Self-Insurance Fund budget is summarized as follows:

The Self-Insurance Fund budget is summarized as follows: SOURCES		
Beginning Retained Earnings	\$	12,568,963
Revenue for Services Provided to Other Funds	\$	5,030,000
Revenue from the Investment of Funds	\$	61,648
Transfers In	\$	550,279
	\$	18,210,890
USES		
Salaries	\$	220,000
Fringe Benefits	\$	53,000
Workers' Compensation Expenses	\$	3,737,585
General Liability Expenses	\$	281,881
Benefit Administration Expenses	\$	47,750
Dental Plan Expenses	\$	2,050,000
Automobile Liability Expenses	\$	175,000
Transfers Out	\$	Œ
Ending Retained Earnings	\$	11,645,674
TOTAL Budget	_\$	18,210,890

2012 - 2013 BUDGET

INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

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2012 - 2013 BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

PREFACE

Internal Service Fund

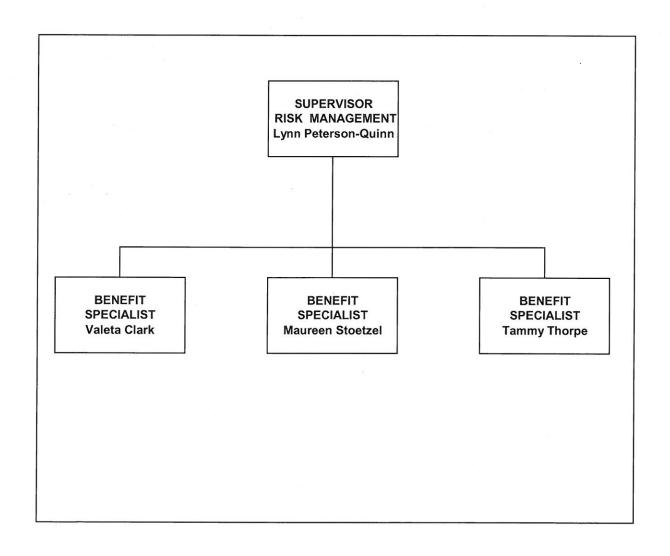
The district's only Internal Service Fund, the Self-Insurance Fund, was established by the School Board of Sarasota County on July 1, 1985 for the purpose of funding its workers' compensation liabilities. On January 16, 1987 the School Board of Sarasota County elected to self-fund its general liability exposure as well. The board established its Risk Management office on July 1, 1987 to administer the Self-Insurance Fund, as well as its purchased insurance programs, which total over \$35 million. On July 1, 1995 the Self-Insurance Fund was expanded to include the automobile/transportation liability program and the dental plan.

Trust and Agency Funds

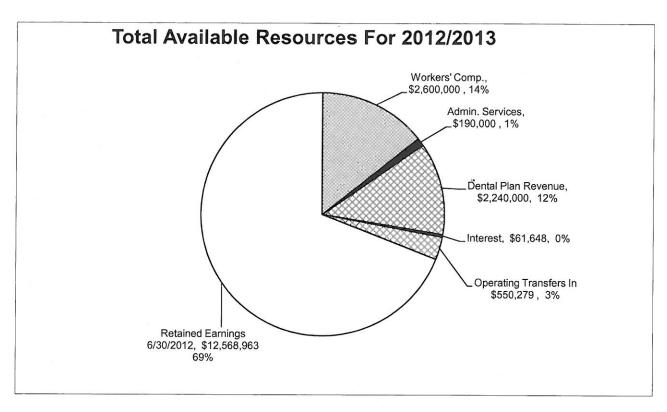
The district's Trust and Agency Funds are composed of Student Activity Funds at each school. The district does not require the Student Activity Funds to establish budgets. The Student Activity Funds Budget is an estimate based upon prior revenues and expenditures and is for information purposes only.

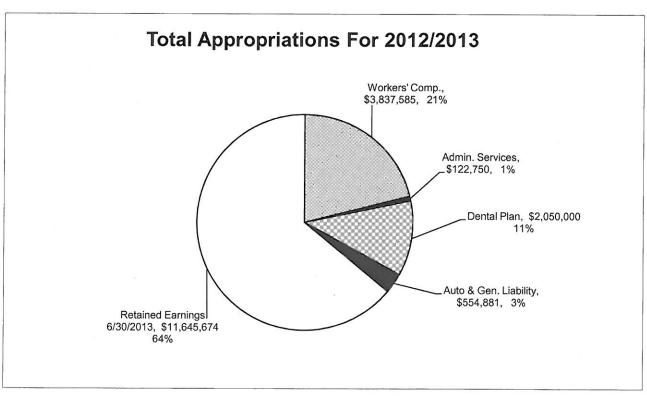
2012 - 2013 BUDGET

RISK MANAGEMENT OFFICE ORGANIZATION CHART



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA Self Insurance Fund Budget 2012-2013





Self Insurance Fund Budget 2012-13

Consolidated Statement for all Self Insurance Funds

	:	2010-2011 Actual		2011-2012 ludited Actual	:	2012-2013 Budget	2	2011-2012 Change		2012-2013 Percent
Revenues for Services Provided									-	
to Other Funds										
Workers' Compensation Services	\$	256,876	\$	2,423,755	\$	2,600,000	\$	176,245		7%
Workers' Comp. Prior Yr. Refund	\$	61,410	\$	172,623	\$	-	\$	(172,623)		-100%
Benefit Administration Services	\$	201,340	\$	180,776	\$	190,000	\$	9,224		5%
Benefit Admin. Miscellaneous Income			\$	2,543	\$	-	\$	(2,543)		
Dental Plan Services	\$	2,227,745	\$	2,190,066	\$	2,240,000	\$	49,934		2%
Interest on Investments	\$	63,084	\$	59,237	\$	61,648	\$	2,411		4%
Net Inc. (Dec.) - Fair Value Invest.	\$	99,192	\$	35,742	\$	-	\$	(35,742)		-100%
Total Revenues	\$	2,909,647	\$	5,064,742	\$	5,091,648	\$	26,906		1%
Appropriations By Object	_		_			-	1			
Salaries	\$	265,699	\$	153,712	\$	220,000	\$	66,288		43%
Employee Benefits	\$	74,408	\$	40,944	\$	53,000	\$	12,056		29%
Total Salaries & Benefits	_\$_	340,107	_\$	194,656	_\$_	273,000	\$	78,344		40%
Workers' Compensation Expenses										
F.D.L. Self Insurance Fee	\$	47,751	\$	27,775	\$	35,000	\$	7,225		26%
Third Party Administrator Fee	\$	213,000	\$	200,750	\$	225,000	\$	24,250		12%
Excess W. C. Insurance	\$	117,042	\$	178,570	\$	89,285	\$	(89, 285)		-50%
Actuary's Fee	\$	9,500	\$	9,250	\$	9,250	\$	-		0%
Travel	\$	18	\$	-	\$	1,000	\$	1,000		
Repairs and Maintenance	\$	306	\$	336	\$	400	\$	64		19%
Rentals	\$	1,416	\$	1,562	\$	1,500	\$	(62)		-4%
Other Purchased Services	\$	-	\$	=	\$	-	\$	-		0.000
Materials and Supplies	\$	125	\$	106	\$	150	\$	44		42%
Negotiated Line of Duty Pay	\$	75,676	\$	74,903	\$	75,000	\$	97		0%
Claims Paid To Date	\$	2,208,809	\$	3,702,440	\$	2,800,000	\$	(902,440)		-24%
Claims Incurred but not yet paid	\$	_	\$	-	\$	500,000	\$	500,000		
Other Expenses	\$	-	\$	_	\$	1,000	\$	1,000		
Total Workers' Compensation Expenses	\$	2,673,643	\$	4,195,692	\$	3,737,585	\$	(458,107)		-11%
General Liability Expenses				V			-			
Claims Administration	\$	11,779	\$	10,867	\$	20,000	\$	9,133		84%
Student Athletic Catastrophic Ins.	\$	11,881	\$	11,881	\$	11,881	\$	-		0%
Claims Paid To Date	\$	74,756	\$	354,030	\$	250,000	\$	(104,030)		-29%
Claims Incurred But Not Yet Paid	\$	-	\$	-	\$	-	\$	-		2070
Total General Liability Expense	\$	98,416	\$	376,778	\$	281,881	\$	(94,897)		-25%

Self Insurance Fund Budget 2012-13

Consolidated Statement for all Self Insurance Funds

		2010-2011 Actual		2011-2012 udited Actual	2	2012-2013 Budget		2011-2012 Change		2012-2013 Percent
Dental Fund Expenses		1-20							•	
Claims Administration	\$	190,549	\$	187,613	\$	200,000	\$	12,387		7%
Claims Paid To Date	\$	1,922,224	\$	1,911,736	\$	1,850,000	\$	(61,736)		-3%
Total Dental Fund Expenses	\$	2,112,773	\$	2,099,349	\$	2,050,000	\$	(49,349)		-2%
Benefit Administration Expenses	121									
Administrative Fee (FSA)	\$	14,124	\$	13,269	\$	15,000	\$	1,731		13%
Consultant's Fee	\$	31,104	\$	29,151	\$	30,000	\$	849		3%
Rentals	\$	252	\$	-	\$	250	\$	250		
Other Purchased Services	\$ \$		\$ \$	-	\$		\$	-		v as
Materials and Supplies		1,513		370	\$	2,000		1,630		441%
Other Expenses	\$		\$		\$	500	\$	500		
Total Benefit Administration Expenses	\$	46,993	\$	42,790	\$	47,750	\$	4,960		12%
Automobile Liability Expenses	•	40.540	_		_		_			2
Claims Administration	\$	16,548	\$	10,748	\$	25,000	\$	14,252		133%
Claims Paid To Date	\$	63,292	\$	305,834	\$	150,000	\$	(155,834)		-51%
Claims Incurred but not yet paid	\$		\$	<u> </u>	\$		\$			
Total Automobile Liability Expenses	\$	79,840	\$	316,582	\$	175,000	\$	(141,582)		-45%
Total Appropriations By Object	\$	5,351,772	_\$_	7,225,847	_\$	6,565,216	\$	(660,631)		-9%
Transfers										
Operating Transfers In	\$	698,812	_\$_	550,279	_\$_	550,279	_\$_	-		0%
Total Operating Transfers In (Out)	\$	698,812	_\$_	550,279	_\$_	550,279	_\$_			0%
Excess (Deficiency) of Revenues Over/ (Under) Appropriations	\$	(1,743,313)	\$	(1,610,825)	\$	(923,289)	\$	687,536		-43%
Retained Earnings, Beginning Balance	\$	15,923,101	\$	14,179,788	\$	12,568,963	_\$ ((1,610,825)		-11%
Retained Earnings, Ending Balance	\$	14,179,788	\$	12,568,963	\$	11,645,674	\$	(923,289)		-7%

Self Insurance Fund Budget 2012-13

Workers' Compensation Fund

		2010-2011 Actual		2011-2012 udited Actual	:	2012-2013 Budget	105	2011-2012 Change		2012-2013 Percent
Revenues for Services Provided							-			
to Other Funds										
Workers' Compensation Services	\$	256,876	\$	2,423,755	\$	2,600,000	\$	176,245		7%
Prior Yr W/C Expense Recovery	\$	61,410	\$	172,623	\$	_	\$	(172,623)		-100%
Interest on Investments	\$	41,313	\$	35,501	\$	36,651	\$	1,150		3%
Net Inc. (Dec.) - Fair Value Invest.	\$	70,827	\$	23,048	\$		\$	(23,048)		
Total Revenues	\$	430,426	\$	2,654,927	\$	2,636,651	\$	(18,276)		-1%
Appropriations By Object	-				_		_			
Salaries	\$	103,315	\$	64,988	\$	80,000	\$	15,012		23%
Employee Benefits	_\$	27,581	_\$_	13,994	_\$	20,000	\$	6,006		43%
Total Salaries & Benefits	\$	130,896	\$	78,983	\$	100,000	\$	21,017		27%
Workers' Compensation Expenses			-		_		-			
F.D.L. Self Insurance Fee	\$	47,751	\$	27,775	\$	35,000	\$	7,225		26%
Third Party Administrator Fee	\$	213,000	\$	200,750	\$	225,000	\$	24,250		12%
Excess Coverage Premium	\$	117,042	\$	178,570	\$	89,285	\$	(89,285)		-50%
Actuary Fee	\$	9,500	\$	9,250	\$	9,250	\$	_		0%
Travel	\$	18	\$	-	\$	1,000	\$	1,000		
Repairs and Maintenance	\$	306	\$	336	\$	400	\$	64		19%
Rentals	\$	1,416	\$	1,562	\$	1,500	\$	(62)		-4%
Other Purchased Services	\$	x -	\$	-	\$	_	\$	-		
Materials and Supplies	\$	125	\$	106	\$	150	\$	44		42%
Negotiated Line of Duty Pay	\$	75,676	\$	74,903	\$	75,000	\$	97		0%
Claims Paid To Date	\$	2,208,809	\$	3,702,440	\$	2,800,000	\$	(902,440)		-24%
Claims Incurred but not yet paid	\$	· -	\$	-	\$	500,000	\$	500,000		
Other Expenses	\$	-	\$	_	\$	1,000	\$	1,000		
Total Workers' Compensation Expenses	\$	2,673,643	\$	4,195,692	\$	3,737,585	\$	(458,107)		-11%
Total Appropriations By Object	\$	2,804,539	\$	4,274,675	\$	3,837,585	\$	(437,090)		-10%
Excess (Deficiency) of Revenues Over/ (Under) Appropriations	\$	(2,374,113)	\$	(1,619,747)	\$	(1,200,934)	\$	418,813		-26%
Retained Earnings, Beginning Balance	_\$_	9,218,610	_\$_	6,844,497	_\$_	5,224,750	\$	(1,619,747)		-24%
Retained Earnings, Ending Balance	\$	6,844,497	\$	5,224,750		4,023,816	\$	(1,200,934)		-23%

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Fund Budget 2012-13
General Liability Fund

		2010-2011 Actual		2011-2012 udited Actual		2012-2013 Budget		2011-2012 to Change		2012-2013 Percent
Revenues for Services Provided	-									
to Other Funds										
Interest on Investments	\$	10,938	\$	11,372	\$	12,512	\$	1,140		10%
Net Inc. (Dec.) - Fair Value Invest.	_\$	13,482	\$	6,240	\$	-	\$	(6,240)		-100%
Total Revenues	\$	24,420	\$	17,612	\$	12,512	\$	(5,100)		-29%
Appropriations By Object	-		_		_					
Salaries	\$	44,748	\$	18,693	\$	40,000	\$	21,307		114%
Employee Benefits	_\$	11,514	_\$_	4,949	_\$	9,000	_\$_	4,051		82%
Total Salaries & Benefits	\$	56,262	\$	23,642	\$	49,000	\$	25,358		107%
General Liability Expenses					_		•			
Claims Administration	\$	11,779	\$	10,867	\$	20,000	\$	9,133		84%
Student Athletic Catastrophic Ins.	\$	11,881	\$	11,881	\$	11,881	\$	-		0%
Claims Paid To Date	\$	74,756	\$	354,030	\$	250,000	\$	(104,030)		-29%
Claims Incurred but not yet paid	_\$		\$		_\$_		\$			
Total General Liability Expense	\$	98,416	\$	376,778	\$	281,881	\$	(94,897)		-25%
Total Appropriations By Object	\$	154,678	\$	400,420	\$	330,881	\$	(69,539)		-17%
Transfers										
Operating Transfers In	\$	366,812	\$	279,490	\$	279,490	\$			0%
Total Operating Transfers In (Out)	\$	366,812	\$	279,490	\$	279,490	\$			0%
Excess (Deficiency) of Revenues Over/			-							
(Under) Appropriations	\$	236,554	\$	(103,318)	\$	(38,879)	\$	64,439		-62%
Retained Earnings, Beginning Balance	_\$_	3,080,276	_\$_	3,316,830	\$	3,213,512	\$	(103,318)		-3%
Retained Earnings, Ending Balance	\$	3,316,830	\$	3,213,512	\$	3,174,633	\$	(38,879)		-1%

Self Insurance Fund Budget 2012-13

Dental Insurance Fund

	2010-2011	2011-2012	2012-2013	2011-2012 to	2012-2013
	Actual	Unaudited Actual	Budget	Change	Percent
Revenues for Services Provided					
to Other Funds					
Dental Plan Services	\$ 2,227,745	\$ 2,190,066	\$ 2,240,000	\$ 49,934	2%
Interest on Investments	\$ 1,236	\$ 3,321	\$ 2,871	\$ (450)	-14%
Net Inc. (Dec.) - Fair Value Invest.	\$ 4,508	\$ 2,213	\$ -	\$ (2,213)	-100%
Total Revenues	\$ 2,233,489	\$ 2,195,600	\$ 2,242,871	\$ 47,271	2%
Dental Fund Expenses					
Claims Administration	\$ 190,549	\$ 187,613	\$ 200,000	\$ 12,387	7%
Claims Paid To Date	\$ 1,922,224	\$ 1,911,736	\$ 1,850,000	\$ (61,736)	-3%
Total Dental Fund Expenses	\$ 2,112,773	\$ 2,099,349	\$ 2,050,000	\$ (49,349)	-2%
Total Appropriations By Object	\$ 2,112,773	\$ 2,099,349	\$ 2,050,000	\$ (49,349)	-2%
Excess (Deficiency) of Revenues Over/ (Under) Appropriations	\$ 120,716	\$ 96,251	\$ 192,871	\$ 96,620	100%
Retained Earnings, Beginning Balance	\$ 1,190,931	\$ 1,311,647	\$ 1,407,898	\$ 96,251	7%
Retained Earnings, Ending Balance	\$ 1,311,647	\$ 1,407,898	\$ 1,600,769	\$ 192,871	14%

Self Insurance Fund Budget 2012-13 Benefit Self Administration

	2	010-2011 Actual		011-2012 idited Actual		012-2013 Budget		2011-2012 to Change		o 2012-2013 Percent	
Revenues for Services Provided							•		e.		
to Other Funds											
Benefit Administration Services	\$	201,340	\$	180,776	\$	190,000	\$	9,224		5%	
Interest on Investments	\$	2,598	\$	1,568	\$	1,696	\$	128		8%	
Net Inc. (Dec.) - Fair Value Invest.	\$	1,563	\$	803	\$	-	\$	(803)		-100%	
Miscellaneous Income	<u>\$</u> \$	0	\$	2,543	\$		\$	(2,543)		-100%	
Total Revenues	\$	205,501	\$	185,690	\$	191,696	\$	6,006		3%	
Appropriations By Object)			•		e .		
Salaries	\$	72,888	\$	53,127	\$	60,000	\$	6,873		13%	
Employee Benefits	_\$_	23,799	\$	17,675	_\$_	15,000	\$	(2,675)		-15%	
Total Salaries & Benefits	\$	96,687	\$	70,802	\$	75,000	\$	4,198		6%	
Benefit Administration Expenses			8								
Administrative Fee	\$	14,124	\$	13,269	\$	15,000	\$	1,731		13%	
Consultant's Fee	\$	31,104	\$	29,151	\$	30,000	\$	849		3%	
Rentals	\$	252	\$	-	\$	250	\$	250			
Other Purchased Services	\$		\$	-	\$	-	\$	1=1			
Material's and Supplies	\$	1,513	\$	370	\$	2,000	\$	1,630		441%	
Other Expenses	\$		\$	_	\$	500	\$	500			
Total Benefit Administration Expenses	\$	46,993	\$	42,790	\$	47,750	\$	4,960		12%	
Total Appropriations By Object	\$	143,680	\$	113,592	\$	122,750	\$	9,158		8%	
Excess (Deficiency) of Revenues Over/	-		-								
(Under) Appropriations	\$	61,821	\$	72,098	\$	68,946	\$	(3,152)		-4%	
Retained Earnings, Beginning Balance	\$	310,454	_\$_	372,275	_\$_	444,373	\$	72,098		19%	
Retained Earnings, Ending Balance	\$	372,275	\$	444,373	\$	513,319	\$	68,946		16%	

Self Insurance Fund Budget 2012-13

Automobile Liability Fund

Comparative Statement of Estimated Revenues, Appropriations, and

Changes in Retained Earnings / Fund Balance For Fiscal Years 2010-2011 through 2012-13

	:	2010-2011 Actual		2011-2012 udited Actual	:	2012-2013 Budget		011-2012 Change	to	2012-2013 Percent
Revenues for Services Provided	-						-			
to Other Funds										
Interest on Investments	\$	6,999	\$	7,475	\$	7,918	\$	443		6%
Net Inc. (Dec.) - Fair Value Invest.	\$	8,812	\$	3,438	\$		\$	(3,438)		-100%
Total Revenues	\$	15,811	\$	10,913	\$	7,918	\$	(2,995)		-27%
Appropriations By Object	_		-		_					
Salaries	\$	44,748	\$	16,903	\$	40,000	\$	23.097		137%
Employee Benefits	\$	11,514	\$	4,325	\$	9,000	\$	4,675		108%
Total Salaries & Benefits	\$	56,262	\$	21,228	\$	49,000	\$	27,772		131%
Automobile Liability Expenses	_						-			
Claims Administration	\$	16,548	\$	10,748	\$	25,000	\$	14,252		133%
Claims Paid To Date	\$	63,292	\$	305,834	\$	150,000	\$	(155,834)		-51%
Claims Incurred but not yet paid	\$	_	_\$	-	\$		\$			
Total Automobile Liability Expenses	\$	79,840	\$	316,582	\$	175,000	\$	(141,582)		-45%
Total Appropriations By Object	\$	136,102	\$	337,810	\$	224,000	\$	(113,810)		-34%
Transfers										
Operating Transfers In	\$	332,000	_\$_	270,789	\$	270,789	\$			0%
Total Operating Transfers In (Out)	\$	332,000	\$	270,789	\$	270,789	\$			0%
Excess (Deficiency) of Revenues Over/			-				-			
(Under) Appropriations	\$	211,709	\$	(56,108)	\$	54,707	\$	110,815		-198%
Retained Earnings, Beginning Balance	\$	2,122,830	_\$_	2,334,539	_\$_	2,278,431	\$	(56,108)		-2%
Retained Earnings, Ending Balance	\$	2,334,539	\$	2,278,431	\$	2,333,138	\$	54,707		2%

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA 2012 - 2013 BUDGET

STUDENT ACTIVITY FUNDS BUDGET

Beginning Fund Balance	\$	5,271,521
Revenues		11,671,823
Appropriations	-	11,505,580
Ending Fund Balance	\$_	5,437,764