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Virgil Browne Glencoe Charter School

4491 LA Hwy 83
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DATE: August 11, 2023
TO: V.B. Glencoe Charter School Board of Directors
FROM: Katie Bouillion, CFO *KB*
Loren Decuir, Director *L.D.*
SUBJECT: Recommended Budget Proposal for FY 2023-2024

I am pleased to submit for your consideration the Fiscal Year 2023-2024 proposed Annual Budget for V.B. Glencoe Charter School. The proposed revenues and expenditures are provided on the attached schedule.

The budget reflects roughly a \$851K excess in revenues over expenditures for the current year. This letter will discuss several major factors and projects contributing to the current year budget.

MFP continues to be our largest source of revenues. The proposed MFP Revenue from the state is based on a student count of 433 from February 2023. I have adjusted the MFP to reflect a student count of 450 students at approximately \$9,842 per student. Remember that Pre-k students are not included in MFP.

Our special revenues from federal sources have increased in the current year. The majority of this increase is due to ESSERF funds received for COVID. Our budget reflects approximately \$974k in COVID related grants for the current year which has to be fully expended by September 30, 2024. Of the remaining ESSERF funds approximately \$475k was allocated to a HVAC system for the new school and approximately \$95k for a used school bus. The rest of these grants will be spent maintaining the 1 to 1 device ratio for students, digital curriculum, new tier 1 curriculums for our expanded high school grade levels, ELA curriculum for all grade levels, after school tutoring, contracted social worker, and summer school programs.

Our CAFÉ revenues are estimated at \$390K for the current year. This is a slight increase from the prior year due to the increase in student counts. Last year approximately \$23K was received for Supply Chain Assistance which helped the CAFE' account end with a surplus of approximately \$36k.

Our CAFÉ has a projected loss of \$21K instead of the normal annual projected loss of approximately \$80K. This projected loss includes a 10% food cost expense that is expected due to inflation.

Our LA 4 program has received an allocation of \$195K for 35 Pre-K students that qualify for assistance. After evaluating enrollment, we have 25 students that qualify for LA4 and 14 students that will pay tuition. We have budgeted revenue for LA4 at \$139,500 which represent 25 students at \$5,580 per student and 14 tuition-based students which results in additional \$57k in revenues. Total estimated revenues for our Pre-K program is estimated at \$197K.

This institution is an equal opportunity provider. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer, and lender.



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Salary and benefits are the largest components of the budget. Our current year budgeted salaries increase approximately \$101K. The increase in salary is due to salary step increases as well as changes of staff. The state awarded a Certificated and Support Staff Stipend allocation of \$2,000 and \$1,000 respectively. In addition, an allocation was received for Differentiated Compensation in the amount of \$16,379. Both of these allocations were awarded outside of MFP. Neither stipend revenue nor related expenditures are reflected in the annual operating budget being presented because the board must vote to adopt a stipend distribution plan for both awards. The plan will be presented to the board at a later date.

There were three new positions added for the 2023-24 school year and one position eliminated. The positions added were a part time secretary, Student Support Coordinator, and a Special Education teacher. There was also a change in the staffing for ELA and Math Lab on the middle school campus. There is no longer a dedicated teacher for Middle School Math Lab. This teacher was transferred to teach 6th grade math and Math Lab is now covered by several teachers throughout the day. This position was absorbed by adding a Special Education teacher. As a result of the teacher shortage, ELA Lab is now staffed by paraprofessional and was previously staffed by a certified teacher. Although we hope to staff both of these positions with certified teaches next year, the change in lab positions will result in a savings this year.

Overall benefits remain flat this year. We did have one new retiree elect to keep health insurance coverage therefore increasing cost. The TRSL contribution rate for employers decreased from 24.8% to 24.1% which resulted in a savings.

Other notable expenditure changes are as follows:

- Insurance (line 112-115) increased approximately \$30K in the current year due mainly to an increase in property market. The property coverage increased approximately \$26k but the fleet insurance decrease almost \$8k by changing carriers. As always, we did quote out our insurance in the current year and switched coverages to avoid larger rate increases. The insurance market in Louisiana is expected to remain unstable for the foreseeable future.
- Other Purchased Professional/Technical Services (line 101) projected budget increased \$120k. Communities in School which will provide a social worker is attributable to \$70k of the increase and the Charter Board Governance Grant accounts for approximately \$22k of the increase.
- Other Purchased Services (Line 119) increased approximately \$95K. This is a direct correlation to digital curriculum purchases for tier 1 curriculums. These curriculum purchases are offset by ESSER grant funding.

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- Books & Periodicals (line 125) reflects an increase of approximately 29k. The majority of these new curriculum cost are being offset by our ESSER Covid relief funds. We will need to plan for this in future years.
- Building Acquisitions (line 130) actuals reflect the cost of the new Modular building that was purchased in July 2022 in order to house the growing high school.
- Equipment & Furnishings (line 131) actuals reflects the purchase of a new school bus that was purchased in August 2022. The budget for this year also includes the purchase of an additional bus.
- Other Property (line 132) was budgeted for a new hvac system to be installed in the new high school. Due to supply chain issues this may need to be budgeted in another area as these funds are to be expended by September 2024.

In summary, we have ended the year on a positive note and project similar outcomes for the upcoming school year. We have seen an increase in student counts for the past couple of years due to the expansion of high school and we have a waiting list for most grade levels. Our school has been approved again to participate in the Community Eligibility Program where all students eat free. This along with the increase in enrollment have helped the financial stability of our CAFÉ. Over the past several years we have been able to capitalize on the receipt of ESSER covid relief funds. These funds are set to expire in September 2024. We need to begin planning for the future to sustain expenditures previously funded with ESSER as well as facility expansion due to the growth of our high school. Our school continues to be a leader in education in St. Mary Parish. I look forward to a successful school year!

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**FISCAL YEAR 2023-2024
Annual Budget**

Includes Special Fund Federal, Federal
ESSA and Other Special Funds

School Name: **V.B. Glencoe Charter School**

Actual 2022-23
Budget 2023-24

Student Count Budget is Based on:

433
450

Item	References L.A.U.G.H. Source/ Object Code	GENERAL FUNDS		SPECIAL FUNDS		TOTAL FUNDS		% of Total Budget	Actual % of Budget	Comments/Assumptions
		Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24			
1	Revenues									
2	REVENUES FROM LOCAL SOURCES									
3	Earnings on Investments	1500-1542	\$19,791		\$14,000	\$19,791	\$14,000	0.2%	141.4%	
4	Food Service (Income from meals)	1600-1620				\$14,733	\$14,000	0.2%	105.2%	
5	Contributions and Donations	1920	\$2,030		\$2,000	\$2,030	\$2,000	0.0%	101.5%	
6	E-Rate Reimbursements	1993				\$0	\$0	0.0%		
7	Local "MFP" Per Pupil Aid (Local Revenue transfers)	1994				\$0	\$0	0.0%		
8	Other (exclude amounts on lines 3-7)	1000-1999	\$165,217		\$160,000	\$165,217	\$160,000	2.2%	103.3%	
9	Pre K Tuition	1310	\$28,128		\$57,600	\$28,128	\$57,600	0.8%	48.8%	Budgeting 14 prek students paying tuition.
10	(If needed, add additional revenue sources here)					\$0	\$0	0.0%		
11	(If needed, add additional revenue sources here)					\$0	\$0	0.0%		
12	TOTAL REVENUES FROM LOCAL SOURCES		\$215,166		\$233,600	\$229,899	\$247,600	3.4%	92.9%	
13										
14	REVENUE FROM STATE SOURCES									
15	Unrestricted Grants-In-Aid									
16	State Per Pupil Aid - MFP	3110	\$5,015,087		\$5,267,414	\$5,015,087	\$5,267,414	72.3%	95.2%	July MFP +adm fee - USDA Match +17 Students @ unweighed amt \$9841.
17	Other Unrestricted Revenues	3190				\$2,850	\$0	0.0%		USDA State Match
18	Restricted Grants-In-Aid									
19	Education Support Fund (89)	3220	\$2,308		\$4,086	\$2,308	\$4,086	0.1%	56.5%	
20	PIP	3230				\$0	\$0	0.0%		
21	Other Restricted Revenues (list grant & amount below)	3290				\$0	\$0	0.0%		
22	LA-4 (State)	3240	\$169,632		\$139,500	\$169,632	\$139,500	1.9%	121.6%	35 Students @ \$5,580=\$195,300 Allocation. Budget 25 Students @ \$5,580
23	Extended School Year Services	3290				\$0	\$0	0.0%		
24	Educational Excellence Fund (EEF)	3290				\$0	\$0	0.0%		
25	Sped Camera	3210				\$3,808	\$0	0.0%		Grant fund reserved to spend on Sped Cameras in the future.
26	REAP	3290				\$5,356	\$0	0.0%		
27	Project Lead the Way	3290	\$10,000			\$10,000	\$0	0.0%		
28	(If needed, add additional revenue sources here)					\$0	\$0	0.0%		
29	TOTAL REVENUE FROM STATE SOURCES		\$5,197,027		\$5,411,000	\$5,209,041	\$5,411,000	74.3%	96.3%	
30										

**FISCAL YEAR 2023-2024
Annual Budget**

Actual 2022-23
Budget 2023-24

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		Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24			
31	REVENUE FROM FEDERAL SOURCES									
32	Unrestricted Grants-In-Aid Direct From the Federal Gov't									
33	Impact Aid Fund - Direct from Federal Gov't	4110				\$0	\$0	0.0%		
34	Other Unrestricted Grants - Direct	4190				\$0	\$0	0.0%		
35	Restricted Grants-In-Aid Direct From the Federal Gov't									
36	ROTC - Direct from Federal Gov't	4330				\$0	\$0	0.0%		
37	Other Restricted Grants - Direct	4390				\$22,953	\$0	0.0%		
38						\$0	\$0	0.0%		
39	Restricted Grants-In-Aid From Federal Gov't Thru State									
40	Career & Technical Education	4510				\$0	\$0	0.0%		
41	School Food Service	4515				\$379,528	\$390,000	5.4%	97.3%	
42	Special Education									
43	IDEA - Part B	4531				\$80,946	\$72,324	1.0%	111.9%	
44	IDEA - Preschool	4532				\$1,774	\$9,089	0.1%	19.5%	
45	IDEA - High Cost Services (HCS)	4535				\$0	\$0	0.0%		
46	Other Special Education Programs	4535				\$0	\$0	0.0%		
47	Every Student Succeeds Act (ESSA)									
48	Title I	4541				\$188,417	\$145,774	2.0%	129.3%	
49	Title I - School Improvement	4550				\$0	\$0	0.0%		
50	Title I, Part C - Migrant	4542				\$0	\$0	0.0%		
51	Title IV - Student Support & Acad. Enrichment (SSAE)	4544				\$4,016	\$11,648	0.2%	34.5%	
52	Title II - Supporting Effective Instruction	4545				\$17,867	\$22,892	0.3%	78.0%	
53	Title III	4559				\$0	\$0	0.0%		
54	Title IX - Homeless Education	4553				\$0	\$0	0.0%		
55	Other ESSA Programs	4559				\$0	\$0	0.0%		
56	Pandemic Relief Funds									
57	Gov. Emergency Education Relief Fund (GEERF) I	4590				\$0	\$0	0.0%		
58	Elem. & Secondary School Emergency Relief (ESSERF) I	4590				\$196,762	\$81,305	1.1%	242.0%	
59	Elem. & Secondary School Emergency Relief (ESSERF) II	4590				\$113,893	\$891,273	12.2%	12.8%	
60	American Rescue Plan Elem. & Secondary (ESSERF) III	4590				\$0	\$0	0.0%		
61	Rethink K-12 Education Models Discretionary Grant	4590				\$0	\$0	0.0%		
62	Coronavirus Relief Fund	4590				\$0	\$0	0.0%		
63	FEMA - Disaster Relief	4580				\$0	\$0	0.0%		
64	Other Restricted Grants thru State (1st grant & amount below)	4590				\$0	\$0	0.0%		
65	Charter School Grant (CSP Funds)	4590				\$18,678	\$1,454	0.0%	1284.6%	
66	IDEA 611 ARP B	4590				\$1,498	\$0	0.0%		
67	IDEA 619 ARP	4920				\$22,093	\$0	0.0%		
68	Value of USDA Commodities	4920				\$0	\$0	0.0%		
69	(If needed, add additional revenue sources here)									
70	TOTAL REVENUE FROM FEDERAL SOURCES		\$0		\$0	\$1,048,425	\$1,625,759	22.3%	64.5%	
71										
72	Other Sources of Funds (Provide Detail)									
73										
74										
75	TOTAL REVENUES & OTHER SOURCES OF FUNDS		\$5,412,193		\$5,644,600	\$1,075,172	\$1,639,759	100.0%	89.1%	

**FISCAL YEAR 2023-2024
Annual Budget**

Actual 2022-23
Budget 2023-24

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Item	LAU.G.H. Source/ Object Code	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24			
76 Expenditures												
77 SALARIES (Object 100 series)												
78 School Administrators												
79 Principal/Executive Salary	111	\$98,800	\$99,520			\$98,800	\$99,520	1.5%	99.3%			
80 Business Official Salary	111	\$82,020	\$88,120			\$82,020	\$88,120	1.4%	93.1%			
81 Other School Administrators (exclude amounts on lines 79-80)	111	\$69,260	\$70,524			\$69,260	\$70,524	1.1%	98.2%			
82 Teachers	112	\$1,727,015	\$1,860,959	\$186,279		\$1,913,294	\$2,008,464	31.1%	95.3%	38 Teachers. ELA lab teaching position filled with para for 23-24.		
83 Therapists/Specialists/Counselors	113					\$0	\$0	0.0%	0.0%			
84 Clerical/Secretarial Salary	114	\$60,700	\$60,691			\$60,700	\$76,918	1.2%	78.9%			
85 Custodial Salaries	116	\$50,245	\$51,911	\$1,270		\$51,515	\$53,181	0.8%	96.9%			
86 Other (excludes amounts on lines 79-85)	100-150	\$435,193	\$416,913	\$250,952		\$686,145	\$666,646	10.3%	102.9%			
87 TOTAL SALARIES	100	\$2,523,233	\$2,648,638	\$438,501	\$414,735	\$2,961,734	\$3,063,373	47.5%	96.7%			
88 EMPLOYEE BENEFITS (Object 200 series)												
89 Health Insurance Benefits - Current Employees	210	\$360,901	\$334,071	\$16,354	\$13,037	\$377,255	\$347,108	5.4%	108.7%			
90 Social Security	220	\$9,503	\$10,055			\$9,503	\$10,055	0.2%	94.5%			
91 Medicare	225	\$37,276	\$41,690	\$1,728	\$1,801	\$39,004	\$43,481	0.7%	89.7%			
92 Retirement	230-290	\$610,149	\$613,127	\$55,343	\$63,669	\$665,492	\$676,796	10.5%	98.3%			
93 Unemployment	250	\$821	\$200			\$821	\$200	0.0%	410.5%			
94 Health Insurance Benefits - Retired Employees	270	\$11,006	\$29,467			\$11,006	\$29,467	0.5%	37.4%			
95 Other (excludes amounts on lines 89-94)	200-290	\$16,810	\$16,000	\$5,061	\$500	\$21,871	\$16,500	0.3%	132.6%			
96 TOTAL EMPLOYEE BENEFITS	200	\$1,046,466	\$1,044,600	\$78,486	\$79,007	\$1,124,952	\$1,123,607	17.4%	100.1%			
97 PURCHASED PROF. & TECH. SVCS (Object 300 Series)												
98 Legal Services	332	\$2,195	\$15,000			\$2,195	\$15,000	0.2%	14.6%			
99 Accounting/Auditing Services	333	\$34,825	\$37,500			\$34,825	\$37,500	0.6%	92.9%			
100 Management Company Services	300-340					\$0	\$0	0.0%	0.0%			
101 Other Purch Prof/Tech Svcs (excludes amounts on lines 98-100)	300-340	\$132,443	\$212,000	\$40,695	\$81,001	\$173,138	\$293,001	4.5%	59.1%			
102 TOTAL PURCHASED PROF. & TECHNICAL SVCS.	300	\$169,463	\$264,500	\$40,695	\$81,001	\$210,158	\$345,501	5.4%	60.8%			
103 PURCHASED PROPERTY SERVICES (Object 400 Series)												
104 Water/Sewerage	411	\$8,635	\$11,000			\$8,635	\$11,000	0.2%	78.5%			
105 Building and Land Rent/Lease	441	\$24,000	\$24,000			\$24,000	\$24,000	0.4%	100.0%			
106 Equipment & Vehicle Rent/Lease	442	\$9,273	\$11,000	\$4,500	\$5,000	\$13,773	\$16,000	0.2%	86.1%			
107 Repairs & Maintenance Services	430	\$83,307	\$100,000	\$6,077	\$7,000	\$89,384	\$107,000	1.7%	83.5%			
108 Other (excludes amounts on lines 104-107)	400-490	\$5,676	\$6,500	\$11,353	\$12,600	\$17,029	\$19,100	0.3%	89.2%			
109 TOTAL PURCHASED PROPERTY SERVICES	400	\$130,891	\$152,500	\$21,930	\$24,600	\$152,821	\$177,100	2.7%	86.3%			

**FISCAL YEAR 2023-2024
Annual Budget**

Actual 2022-23
Budget 2023-24

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		Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24	Actual 2022-23	Budget 2023-24			
110 OTHER PURCHASED SERVICES (Object 500 Series)										
111 Purchased Student Transportation Services	510-519									
112 Property Insurance	522	\$71,831	\$98,534			\$0	\$0	0.0%	72.9%	
113 Liability Insurance	521	\$13,943	\$25,698			\$13,943	\$25,698	0.4%	54.3%	
114 Fleet Insurance	523	\$31,535	\$23,564			\$31,535	\$23,564	0.4%	133.8%	
115 Errors/Omissions, etc	524					\$0	\$0	0.0%		
116 Faithful Performance Bonds	525					\$0	\$0	0.0%		
117 Food Service Management	570					\$0	\$0	0.0%		
118 Travel	580-583	\$2,949	\$4,000	\$4,739	\$30,927	\$7,688	\$34,927	0.5%	22.0%	
119 Other (excludes amounts on lines 111-118)	500-590	\$19,941	\$20,000	\$77,524	\$111,814	\$97,465	\$131,814	2.0%	73.9%	
120 TOTAL OTHER PURCHASED SERVICES	500	\$140,199	\$171,796	\$82,263	\$142,741	\$222,462	\$314,537	4.9%	70.7%	
121 SUPPLIES (Object 600 series)										
122 Materials and Supplies	610	\$153,812	\$189,086	\$111,539	\$63,078	\$265,351	\$252,164	3.9%	105.2%	
123 Utilities (natural gas, electricity, coal, gasoline)	620-629	\$106,983	\$110,000			\$106,983	\$110,000	1.7%	97.3%	
124 Food & Commodities	630-632			\$172,398	\$189,638	\$172,398	\$189,638	2.9%	90.9%	
125 Books and Periodicals (including textbooks/workbooks)	640-644	\$5,955	\$25,000	\$77,934	\$88,017	\$83,889	\$113,017	1.8%	74.2%	
126 Other Supplies (excludes amounts on lines 122-125)	600-644					\$0	\$0	0.0%		
127 TOTAL SUPPLIES	600	\$266,750	\$324,086	\$361,872	\$340,733	\$628,622	\$664,819	10.3%	94.6%	
128 PROPERTY (Object 700 series)										
129 Land Purchases and Land Improvements	710					\$0	\$0	0.0%		
130 Buildings Acquisitions (existing structures)	720	\$99,480				\$99,480	\$0	0.0%		
131 Equipment/Furnishings	730-739	\$85,350		\$7,769	\$95,350	\$93,119	\$95,350	1.5%	97.7%	
132 Other (Excludes amounts on lines 129-132)	700-740				\$474,745	\$0	\$474,745	7.4%	0.0%	
133 TOTAL PROPERTY	700	\$184,830	\$0	\$7,769	\$570,095	\$192,599	\$570,095	8.8%	33.8%	
134 OTHER OBJECTS (Object 800 series)										
135 Administrative Fee Payable to Dept of Education	810	\$12,034	\$12,236			\$12,034	\$12,236	0.2%	98.3%	
136 Dues and Fees	810	\$21,967	\$25,000			\$21,967	\$25,000	0.4%	87.9%	
137 Interest on Loans/Notes	830	\$39,602	\$40,000			\$39,602	\$40,000	0.6%	99.0%	
138 Loan Repayment (principal only)	831	\$60,322	\$60,000			\$60,322	\$60,000	0.9%	100.5%	
139 Other (excludes amounts on lines 135-138)	800 - 890	\$36,761	\$50,000	\$3,790	\$8,000	\$40,551	\$58,000	0.9%	69.9%	
140 TOTAL OTHER OBJECTS	800	\$170,686	\$187,236	\$3,790	\$8,000	\$174,476	\$195,236	3.0%	89.4%	
141 OTHER USES OF FUNDS (Object 900 Series)										
142 Indirect Costs	933					\$0	\$0	0.0%		
143 Other (Excludes amount on line 142)	900-932					\$0	\$0	0.0%		
144						\$0	\$0	0.0%		
145 TOTAL OTHER USES OF FUNDS	900	\$0	\$0	\$0	\$0	\$0	\$0	0.0%		
146 TOTAL EXPENDITURES	100-900	\$4,632,518	\$4,793,356	\$1,035,306	\$1,660,912	\$5,667,824	\$6,454,268	100.0%	87.8%	
Excess (Deficiency) of Revenues over Expenditures		\$779,675	\$851,244	\$39,866	(\$21,163)	\$819,541	\$830,091			
Fund Balance From Prior Year		\$2,188,395	\$2,968,070	\$0	\$39,866	\$2,188,395	\$3,007,936			
Fund Balance at End of Year		\$2,968,070	\$3,819,314	\$39,866	\$18,714	\$3,007,936	\$3,838,027			General Fund Balance as a percentage of revenues 68%