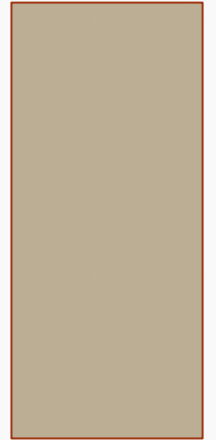


BUILDING THE FY18 BUDGET

NOVEMBER 28, 2016
SCHOOL COMMITTEE MEETING



FY18 BUDGET PROCESS

FINCOM GUIDELINES:

2.5% increase over the FY17 operating budget, which equals \$943,071.

PRINCIPALS' CHARGE:

- Principals were asked to absorb all non-personnel budget increases.
- Result: Zero increases in all school-based non-personnel budgets.

FY18 LEVEL SERVICE BUDGET DRIVERS

- **Contractual Obligations:**
 - Steps, Lanes, Longevity Stipends, Retirements, Wage Adjustment
 - Athletics: Facilities and Coaches' Stipends
 - Transportation
- **Enrollment:**
 - General and Special Education – Staff, Materials, Equipment, Services
- **Facilities:**
 - Operations and Maintenance – Materials, Services

FY18 LEVEL SERVICE BUDGET DRIVERS

Category	Description	Projected Increase
Contractual Obligations	Steps, Lanes, Longevity Stipends, Retirements, .5% Contractual Wage Adjustment	\$ 379,000
	Athletic Facilities and Coaches: Decreased Contribution by Special Revenue Fund	\$65,000
	Transportation: New Contract	\$172,000
Enrollment	General and Special Education Staffing Added in June and September: Paid for in FY17 by one time increase in Tuition Pre-payment and Staffing Exchange savings	\$130,000
	General and Special Education Staffing Projected FY18 <ul style="list-style-type: none"> . Requirement of 57 Elementary Classrooms (includes K and Grade 1 at CH and Grade 5 at LO) . .70 FTE WHS Mandarin/Biology/English . 5.0 FTE Equivalent PreK-12 SPED Teacher Assistants 	\$284,000
	General and Special Education Materials, Equipment, and Services	\$152,000
Facilities	Operations and Maintenance Materials and Services	\$86,000
Subtotal		\$1,268,000

BUDGET ADJUSTMENTS/SAVINGS

- Personnel (\$51,000)
 - WMS .6 FTE Grade 8 Decrease (\$38,000)
 - WMS .2 FTE World Language Staff to Shift Staffing (\$13,000)
- Non-Personnel (\$354,500)
 - Utilities (Natural Gas and Electric) ESCO Energy Initiatives & New Contract Savings (\$234,000)
 - Special Education Tuition Additional Circuit Breaker Funding (\$80,000)
 - Business Office One Time MUNIS Update, Postpone Copier (\$26,000)
 - Special Education Transportation New Contract and Reduced Need (\$10,000)
 - Superintendent (Funding Adjustment based on Three Year History of Actual Spending) (\$4,500)

AREAS OF IDENTIFIED NEED

First Tier Priorities

General and Special Education:

- Elementary World Language Immersion Coordinator, .35 FTE/Stipend, \$25,000
- Elementary Guidance, .2 FTE CH, .1 FTE HH, .2 FTE LO, \$48,800
- Elementary Extracurricular Stipends, 2 per School, \$9,030
- Middle School Writing Lab, .4 FTE, \$26,000
- High School Interdisciplinary Teacher, .4 FTE/Stipend, \$27,500

Technology:

- Elementary Technology Chromebooks plus IPAD Replacements, \$50,000
- High School Technology Assistant, 1.0 FTE, \$30,000

Facilities:

- Evening Custodial Supervisor, 1.0 FTE, \$55,000
- Roofing Preventative Maintenance Contracted Services, \$15,000

AREAS OF IDENTIFIED NEED

Second Tier Priorities

General and Special Education:

- Middle School Writing Lab, .6 FTE, \$39,000
- High School Interdisciplinary Teacher, .8 FTE/Stipend, \$53,500
- Elementary Assistant Principal, .5 FTE, \$53,000
- High School Academic Center Teacher Assistant, 1.0 FTE, \$25,000
- Elementary Summer Ordering/Receiving Stipends, 1 per School, \$12,000

Technology:

- Elementary Technology IPADS/Chromebooks, \$40,000
- DocuSign, \$10,000

Facilities:

- HVAC Preventative Maintenance Contracted Services, \$45,000
- Vehicle, \$40,000

FY18 BUDGET DEVELOPMENT OVERVIEW

Category	Description	Projected Amount	Percentage Change over FY17
Level Service Budget Drivers	Contractual Obligations, Enrollment, Facilities	\$1,268,000	3.4%
Budget Adjustments and Savings	Personnel and Non-Personnel	(\$405,500)	(1.1%)
Areas of Identified Need First Tier Priorities	General and Special Education, Technology and Facilities	\$286,330	.8%
Areas of Identified Need Second Tier Priorities	General and Special Education, Technology and Facilities	\$317,500	.8%
TOTAL		\$1,466,330	3.9%
FinCom Guideline		\$943,071	2.5%
Adjustments to Achieve FinCom Guideline		(\$523,259)	(1.4%)