

NORWELL PUBLIC SCHOOLS

FY'20

**EXECUTIVE BUDGET
PRESENTATION**

January 28, 2019



Managing Resources

FY'20 BUDGET DEVELOPMENT PROCESS

September - October	GOAL SETTING: Identification of Budget Assumptions and Priorities <ul style="list-style-type: none"> ● Faculty and Staff ● School Councils ● Congress of Councils ● <i>Norwell 2025</i> Strategic Plan 	Proposed FY'20 Budget	Percent Increase	Dollar Increase
November - December	INITIAL REQUEST: Identification of Resources Needed <ul style="list-style-type: none"> ● Faculty and Staff ● Building Principals ● Program Directors ● Strategic Staffing Levels 	INITIAL \$28,720,247	5.39%	\$1,468,479
December - January	EXECUTIVE BUDGET: Continued Academic Access and Facility Preservation <ul style="list-style-type: none"> ● Superintendent and Staff ● Essential Staffing Levels 	EXECUTIVE \$28,178,328	3.40%	\$926,560



EXECUTIVE BUDGET SUMMARY

Areas to address:

- Need to add an additional bus for Vinal School due to enrollment increases
- Need to complete elementary technology infrastructure in conjunction with Federal E-Rate subsidies
- Need to increase textbook adoption line
- Continue to monitor out of district special education tuitions
- Reallocation of resources - one new net position
- Strategic Plan initiatives



REALLOCATION OF RESOURCES

- Add aide assigned to Middle School Transition Room
- Add building based aide created for Middle School to address unfilled teacher and special education aide absences - reassigned from the High School

OUT OF DISTRICT SPECIAL EDUCATION TUITIONS

- Continue to address out of district special education tuitions
 - A decrease in tuitions is forecast for the FY'20 school year
 - Circuit Breaker reserves are highly constrained
 - At this time we do not need to request funds from the out of district special education tuition stabilization fund



STRATEGIC PLAN INITIATIVES

- Learning Management System
- Learning environment needs
- Assessment tools
- Instructional resources

OUT OF DISTRICT TUITIONS

Special Education Out of District Tuitions Forecast and Planning Worksheet

	FY'16	FY'17	FY'18	FY'19	FY'20	FY'21	FY'22
Reimbursement %	73%	70%	72.1%	72%			
Carryover from Prior Year	\$ 613,915	\$ 498,383	\$ 572,486	\$ 357,238	\$ 108,606	\$ 172,435	\$ 192,435
Receipts	\$ 730,548	\$ 727,819	\$ 850,239	\$ 930,368	\$ 950,000	\$ 900,000	\$ 900,000
Expenditures	-\$ 846,080	-\$ 653,716	-\$ 1,065,487	-\$ 1,179,000	-\$ 886,171	-\$ 880,000	-\$ 880,000
Balance Rolled over	\$ 498,383	\$ 572,486	\$ 357,238	\$ 108,606	\$ 172,435	\$ 192,435	\$ 212,435
Language Based Program							
Budget	\$ 949,607	\$ 1,100,000	\$ 1,250,000	\$ 1,420,000	\$ 1,420,000	\$ 1,420,000	\$ 1,420,000
Operational Expenditure	\$ 1,128,922	\$ 1,365,274	\$ 1,471,649	\$ 1,600,000	\$ 1,420,000	\$ 1,420,000	\$ 1,420,000
Reserve Circuit Breaker **	\$ 115,532	\$ 155,333	\$ 493,001	\$ 821,762	\$ 777,565	\$ 707,565	\$ 687,565
Budgeted Circuit Breaker	\$ 601,017	\$ 498,383	\$ 572,486	\$ 249,208	\$ 108,606	\$ 172,435	\$ 192,435
With 5th quarter and Ex Relief	\$ 730,548	\$ 498,383	\$ 572,486	\$ 357,238	\$ 108,606	\$ 172,435	\$ 192,435
IDEA offset					\$ 90,000	\$ 100,000	\$ 100,000
Circuit Breaker Expenditure	\$ 846,080	\$ 653,716	\$ 1,065,487	\$ 1,179,000	\$ 976,171	\$ 980,000	\$ 980,000
Tot Expenditure	\$ 1,975,002	\$ 2,018,990	\$ 2,537,136	\$ 2,779,000	\$ 2,396,171	\$ 2,400,000	\$ 2,400,000

** Funds expended from current year circuit breaker receipts



EXECUTIVE BUDGET

- The budget roll up by category shows the Initial and Executive Budgets
- Several adjustments have been made to individual lines to address:
 - End of year report alignment
 - Federal grant allocations
 - Revolving account allocations

FY'20 EXECUTIVE BUDGET BY CATEGORY

Account		FY'18 Actuals	FY'19 Budget	FY'20 Initial	FY'20 Executive	FY'20 Budget Increases	FY'20 % Change
		26,382,783	27,251,768	28,720,247	28,178,328	926,560	3.40%
District Administration							
	School Committee	11,319	12,300	12,725	12,725	425	3.46%
	Superintendent's Office	236,678	238,801	308,232	308,232	69,431	29.07%
	Business and Finance	387,418	422,280	378,330	378,330	(43,950)	-10.41%
	Insurance Opt Out/Fingerprinting	0	0	0	0	0	0.00%
	Legal Services	54,047	45,000	35,000	35,000	(10,000)	-22.22%
	DW Info Mgmt. & Tech	148,775	145,500	153,000	153,000	7,500	5.15%
	Total	838,237	863,881	887,287	887,287	23,406	2.71%
Instructional Services							
	Student Services	174,227	173,900	180,400	180,400	6,500	3.74%
	Summer Program	65,892	84,181	93,064	88,064	3,883	4.61%
	Office of Instruction	189,537	195,377	206,036	204,136	8,759	4.48%
	School Leadership	1,017,154	1,052,979	1,085,150	1,085,150	32,171	3.06%
	School Secretary	286,783	292,156	296,626	296,626	4,470	1.53%
	Principals' Expense	43,020	48,576	48,604	48,604	28	0.06%
	Classroom Teachers	11,886,841	12,431,389	13,099,512	12,715,523	284,134	2.29%
	Teacher Specialists	1,566,357	1,588,148	1,939,106	1,939,106	350,958	22.10%
	Instructional Coordinators	412,925	473,644	514,443	475,107	1,463	0.31%
	Medical Therapeutic	817,069	816,784	812,228	808,328	(8,456)	-1.04%
	Aides	773,659	812,376	830,017	829,705	17,329	2.13%
	Library Salaries	351,983	364,457	377,568	377,568	13,111	3.60%
	Professional Development	130,378	205,388	209,810	187,100	(18,288)	-8.90%
	Texts	85,938	153,200	204,300	203,300	50,100	32.70%
	Classroom Supplies/Materials	294,362	374,400	388,000	371,480	(2,920)	-0.78%
	Instructional Technology	353,654	441,287	327,192	324,440	(116,847)	-26.48%
	Guidance	750,215	745,934	768,828	768,828	22,894	3.07%
	Social Health and Psychological Services	381,197	401,865	433,757	433,757	31,892	7.94%
	Total	19,581,192	20,656,041	21,814,641	21,337,222	681,181	3.30%

FY'20 EXECUTIVE BUDGET BY CATEGORY

Account			FY'18 Actuals	FY'19 Budget	FY'20 Initial	FY'20 Executive	FY'20 Budget Increases	FY'20 % Change
			26,382,783	27,251,768	28,720,247	28,178,328	926,560	3.40%
Other School Services								
	Medical Health Services		325,065	338,767	353,408	353,408	14,641	4.32%
	Transportation		1,300,456	1,314,225	1,316,359	1,316,359	2,134	0.16%
	Food Service		0	0	0	0	0	0.00%
	Athletics and Other Student Activities		522,787	545,719	607,420	588,920	43,201	7.92%
Total			2,148,308	2,198,711	2,277,187	2,258,687	59,976	2.73%
Operations and Maintenance								
	Custodial Services		906,015	925,603	931,942	931,942	6,339	0.68%
	Utilities		585,390	488,048	497,900	497,900	9,852	2.02%
	Maintenance		321,297	355,758	414,620	368,620	12,862	3.62%
	Technology Infrastructure and Operations		396,351	297,226	430,170	430,170	132,944	44.73%
Total			2,209,053	2,066,635	2,274,632	2,228,632	161,997	7.84%
Other								
	Employee Separation		108,131	40,000	40,000	40,000	0	0.00%
	Community Service		4,723	6,500	6,500	6,500	0	0.00%
	Fixed Assets		0	0	0	0	0	0.00%
	Tuitions		1,493,139	1,420,000	1,420,000	1,420,000	0	0.00%
Total			1,605,993	1,466,500	1,466,500	1,466,500	0	0.00%
GRAND TOTAL			26,382,783	27,251,768	28,720,247	28,178,328	926,560	3.40%



CUTS FROM INITIAL BUDGET

- Staffing Requested:
 - increase in HS music offerings
 - replacement of lost MS exploratory teacher
 - part-time MS exploratory teacher
 - elementary .8 FTE for art and physical ed.
 - elementary 1 technology teacher
 - elementary 2 math coordinators



FY'20 EXECUTIVE BUDGET VARIANCE TO FY'19 BUDGET

- District Administration
 - Flat
- Instructional Services
 - Instructional coordinators
 - Medical therapeutic -
 - Aides
 - Professional development -
 - Textbook adoptions +
 - Instructional technology -
 - Social health and psychological services +



FY'20 EXECUTIVE BUDGET VARIANCE TO FY'19 BUDGET

- Other School Services
 - Transportation - regular, special education, and McKinney Vento
 - Athletics and co-curricular stipends +
- Operations and Maintenance
 - Technology infrastructure +
- Other
 - Other variances due to hiring and/or contractual requirements



CONGRESS OF COUNCILS

- Held on October 23, 2018
- Each Council presented needs regarding staffing, curriculum, technology, and facilities
- Most requests were entered into the Initial Budget
- The Congress of Council request document details how each request is addressed

COC HIGH SCHOOL

Staffing

1. Maintain staffing levels **(Initial and Executive)**
2. Explore options for increasing instrumental and vocal music offerings **(Initial, not Executive)**

Curriculum

1. Maintaining textbook and resource adoption cycle, including subscriptions and renewals **(Initial and Executive)**
2. Maintain recently expanded computer science curriculum needs **(Initial and Executive)**

Technology

1. Maintaining iPad cycle **(Initial and Executive)**
2. Monitor Smartboard replacement vs. Flat screen TV pilot **(Initial and Executive)**

Facility Needs

1. Bathrooms at CCC **(being researched)**
2. Tennis courts parking lot **(being researched)**
3. CCC batting cage **(FY'19 ongoing)**
4. Tennis court refinishing **(being researched)**

COC MIDDLE SCHOOL

Staffing

1. Maintain current staffing levels - particularly maintenance of teams, special education staffing levels, and exploratory offerings **(Initial and Executive)**
2. Recoup 1.0 FTE lost last year for exploratory offerings to expand STEM offerings, music offerings, etc. **(Initial, not Executive)**
3. Addition 0.4 FTE to expand exploratory offerings (see #2) **(Initial, not Executive)**
4. Make permanent staffing to support Bridge / Transition Room / Academic Support / (School Improvement Plan goal) **(Initial and Executive)**
5. Maintain Current Technology Support Personnel (district level: Network and System Manager; 2 full time techs) **(Initial and Executive)**
6. Math / STEM Specialist (could be incorporated as replacing the 1.0 FTE) - teach classes, support teachers in math and science, oversee programs **(not in Initial or Executive)**

Curriculum / Technology

1. Maintain textbook and resource adoption cycle, including subscription renewals particularly subscriptions (technology) annual and every five years **(Initial and Executive)**
2. Maintenance of iPad Program (1:1 technology) **(Initial and Executive)**
3. Upkeep / replacement of faculty presentation technology and labs **(Initial and Executive)**
4. iPad features (keyboards - needed for MCAS) / paid apps (may be in curriculum) **(Initial and Executive)**
5. Resources expanding STEM / DLCS curriculum needs **(Initial and Executive)**

COC MIDDLE SCHOOL

Facilities / Miscellaneous

1. Glass / separator / partition for the office (safety and containment of air conditioning) **(internal)**
2. Carpeting updating - certain areas in building have not been done - especially the 7th grade teachers room that had toilets backflowed **(not in Initial or Executive)**
3. Privacy between gym Norwell Pathway / Additional outdoor security cameras (walking path, parking lots) **(being researched)**
4. Projection / speaker system (updates) for cafetorium and/or gymnasium **(internal)**
5. Bleachers on other side of gym (increased use for HS Volleyball; Town Meetings) **(being researched)**
6. Speaker system outdoor field **(Initial and Executive)**
7. Outdoor Classroom space **(being researched)**
8. Parking lot needs to be repaved / enlarged: concerns with number of spaces if Town Hall comes to Central Office **(being researched)**
9. Additional buses to ensure a later start **(not in Initial or Executive)**

COC ELEMENTARY SCHOOLS

Staffing:

1. Maintaining and monitoring small class sizes **(Initial and Executive)**
 - 2a. Math Coordinator **(Initial, not Executive)**
 - 2b. Technology Teacher **(Initial, not Executive)**
3. Art and PE (.8 to 1.0) **(Initial, not Executive)**
4. Special Education Teacher (for co-teaching) **(not in Initial or Executive)**
5. Science or STEM Coordinator **(not in Initial or Executive)**
6. Special Education Support **(not in Initial or Executive)**
7. Classroom Aides for Kindergarten (or other possibility for support) **(not in Initial or Executive)**

School Council Improvement Areas:

1. Additional Buses **(Initial and Executive)**

Building Issues/Facility Needs:

1. Water Hydration Station (for second floor at Cole, by the gym at Vinal) **(Initial and Executive)**
2. Learning Environments (Recommendations from Committee) **(Initial and Executive)**
3. Shelving for Readers Workshop **(Initial and Executive)**
4. Cole parking lot **(being researched)**
5. Climate control (ceiling fans) **(being researched)**
6. Vinal Parking Lot (driveway around playground to basketball area) **(being researched)**
7. Window shades for K Classroom at Cole **(internal)**

COC ELEMENTARY SCHOOLS

Curriculum:

1. Annual budget for books to support Readers Workshop **(Initial and Executive)**
2. Math curriculum **(Initial and Executive)**

Technology:

1. Single sign on for students **(Initial and Executive)**
2. Access to printers for students **(being researched)**
3. Color printer for sped/coordinators at Cole and Vinal **(Initial and Executive)**
4. MacBook cart learning centers for sped **(internal)**
5. iPads for K, 1, 2 **(Initial and Executive)**

Capital / Other:

1. Shade structure at Cole **(being researched)**
2. Basketball hoops at Cole **(internal)**
3. Sign for Cole School **(internal)**
4. Hatch Pond sign and repairs to nature trail/outdoor classroom **(internal)**
5. Vinal School nature trail repairs **(being researched)**

ENROLLMENT CHART

<i>1/5/18</i>								# of	<i>6/2/17</i>					
Grade	Tchrs	Cole	Tchrs	Vinal	NMS	HS	Total	Students	Grade	Cole	Vinal	NMS	HS	Total
Pre-K		21		23			44	-3						
K-F	2	37	2	37			74	2	Pre-K	24	23			47
K	2	33	2	36			69	15	K-F	35	37			72
1	4	71	4	73			144	18	K	28	26			54
2	4	82	4	79			161	6	1	79	76			155
3	4	69	4	90			159	-1	2	73	87			160
4	3	72	4	89			161	3	3	73	85			158
5	4	94	5	91			185	9	4	91	85			176
6					163		163	2	5	82	79			161
7					176		176	1	6			175		175
8					169		169	0	7			169		169
9						168	168	-10	8			178		178
10						189	189	1	9				188	188
11						171	171	0	10				171	171
12						167	167	-1	11				168	168
									12				183	183
Total		479		518	508	695	2200		Total	485	498	522	710	2215

ENROLLMENT CHART

<i>1/4/19</i>								# of	<i>6/1/18</i>					
Grade	TCHRS	Cole	TCHRS	Vinal	NMS	H.S.	Total	Students	Grade	Cole	Vinal	NMS	H.S.	Total
Pre-K		21		24			45	-5						
K-F	4	62	4	70			132	58	Pre-K	24	26			50
K		17		4			21	-46	K-F	37	37			74
1	4	80	4	84			164	23	K	31	36			67
2	4	71	4	81			152	7	1	72	73			145
3	4	83	4	87			170	10	2	81	79			160
4	4	70	4	89			159	0	3	69	90			159
5	4	75	4	88			163	3	4	72	88			160
6					181		181	-2	5	93	90			183
7					159		159	-1	6			160		160
8					168		168	-6	7			174		174
9						160	160	-9	8			169		169
10						162	162	-7	9				169	169
11						191	191	2	10				189	189
12						172	172	0	11				172	172
									12				166	166
Total		479		527	508	685	2199		Total	479	519	503	696	2197

CURRICULUM REVIEW AND ADOPTION

2018-2019

Elementary Schools	<ul style="list-style-type: none">• ELA, Math - delayed
Middle School	<ul style="list-style-type: none">• ELA, Math
High School	<ul style="list-style-type: none">• Computer Science, ELA, Math
District	<ul style="list-style-type: none">• Instructional Technology (Year II)

2019-2020

Elementary Schools	<ul style="list-style-type: none">• Supplemental Math
Middle School	<ul style="list-style-type: none">• ELA, Math, Social Studies
High School	<ul style="list-style-type: none">• ELA, Math, Social Studies
District	<ul style="list-style-type: none">• Initial Request Resources

TECHNOLOGY

2018-2019

Elementary Schools	<ul style="list-style-type: none">• Replace teacher computers• Add computer cart to each building
Middle School	<ul style="list-style-type: none">• Add new iPads for incoming 6th graders• Article for WiFi infrastructure
High School	<ul style="list-style-type: none">• Add new iPads for 10th graders• Replace 1 iMac Lab
District	<ul style="list-style-type: none">• Continue to improve deployment strategies• Upgrade wireless infrastructure

2019-2020

Elementary Schools	<ul style="list-style-type: none">• Upgrade wireless infrastructure• Add iPads to grades 1-2
Middle School	<ul style="list-style-type: none">• Add new iPads for incoming 6th graders
High School	<ul style="list-style-type: none">• Add new iPads for 10th graders
District	<ul style="list-style-type: none">• Continue to improve deployment strategies



UTILITIES BUDGET

- Gas

FY'17 = \$233,071

FY'18 = \$238,146

FY'19 = \$221,618

FY'20 = \$227,300

- Electricity

FY'17 = \$208,261

FY'18 = \$223,381

FY'19 = \$240,650

FY'20 = \$241,200



CAPITAL REQUESTS

- Capital Requests Pending
 - Middle School kitchen equipment
 - Cole School fire panel
 - Sparrell building generator
- There are no other Articles or Stabilization requests at this time

FACILITY MAINTENANCE

- ❑ Aggressive pursuit of maintaining all facility areas
 - ❑ Gym floor refinishing, Vinal, Middle, High
 - ❑ Replace burglar alarm panel, Middle
 - ❑ Rebuilt drain catch basins, Middle
 - ❑ Replaced guidance condenser, Middle
 - ❑ Water fill station, Cole, Vinal
 - ❑ Replace floor tiles, Cole, Vinal, Middle
 - ❑ Elevator repairs, Sparrell, Middle
 - ❑ New office built, Middle
 - ❑ Hot water tank, Cole
 - ❑ Replace mixing valves, Vinal, High
 - ❑ Preventive maintenance throughout the district
 - ❑ HVAC, boilers, furnaces, and painting



SCHOOL COMMITTEE BUDGET WORKSHOP

- Consider timing for Advisory Board presentation
- Answer questions raised by Executive Budget presentation
- Revisit out of district tuitions if needed
- Approve the budget for Advisory Board review



KEY FY'20 BUDGET DEVELOPMENT DATES

School Committee Budget Workshop

- January 30, 2019

Regular School Committee Meeting

- February 11, 2019

Regular School Committee Meeting

- March 4, 2019

Preliminary Budget Presentation to Advisory Board

- March, 2019

Regular School Committee Meeting

- March 25, 2019

School Committee Finalizes Budget

- March, 2019

Final Budget Presentation to Advisory Board

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March, 2019

Public Hearing on School Committee Budget

- April