

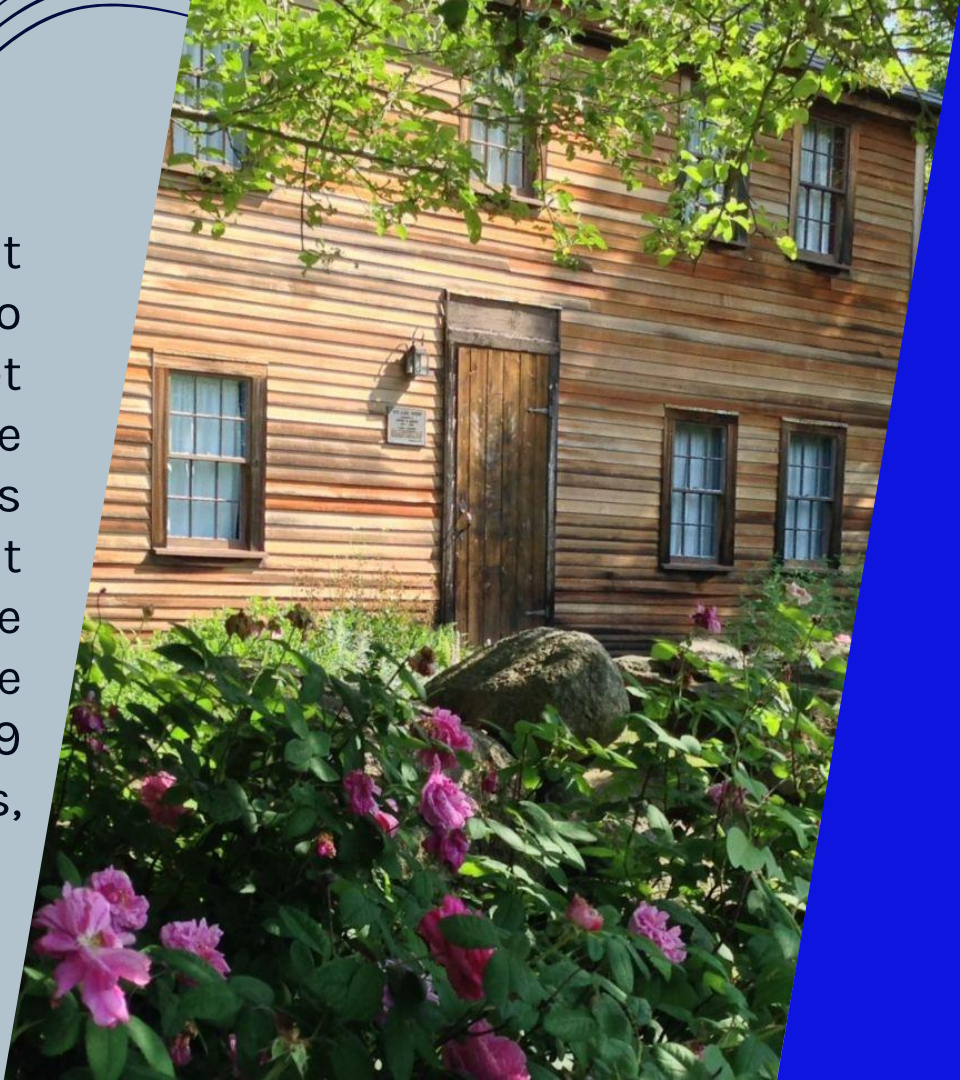


Superintendent's FY24 Budget

December 13, 2022

Introduction

The Superintendent's FY24 Budget provides the resources needed to support student learning and meet district priorities, while we advance best practices, and align resources sustainably to ensure that current and projected student needs can be provided for while continuing to live in a world affected by the COVID-19 pandemic, supply chain challenges, and the concern of rising inflation.



KEY FEATURES OF THE FY24 BUDGET

- Preserves strong support for district initiatives and best practices
- Strategically targeted improvement in class sizes at BHS and JGMS
- Ensures Davis and Lane class sizes at guideline
- Adds elementary reserve teacher
- Restores Lane Library Teacher
- Provides for our special education students
- Supports departmental budgets expense needs

Superintendent's FY24 Budget Proposal

- Increase of 3% is needed for Maintenance of Effort / Level Services
- Additional support of 1% is requested
- Total request of 4% exceeds Finance Committee's 3.5% budget guideline by 0.5%
 - Covers an additional \$150,000 in MOE budget for out-of-district tuition to avoid reliance on a Town reserve
 - Provides \$83,393 in funding for additional needs

Superintendent's FY24 Request

| FY23 | FY24 MOE / Level Services | | | FY24 Additional Needs | | FY24 Total Request | | |
|-------------------|---------------------------|------------------|-----------|-----------------------|-----------|--------------------|------------------|-----------|
| Budget | FY24 MOE | \$ CHANGE | % | ADDITIONAL \$ | % | FY24 TOTAL | \$ CHANGE | % |
| 45,157,090 | 46,499,510 | 1,342,420 | 3% | 471,471 | 1% | 46,970,981 | 1,813,891 | 4% |

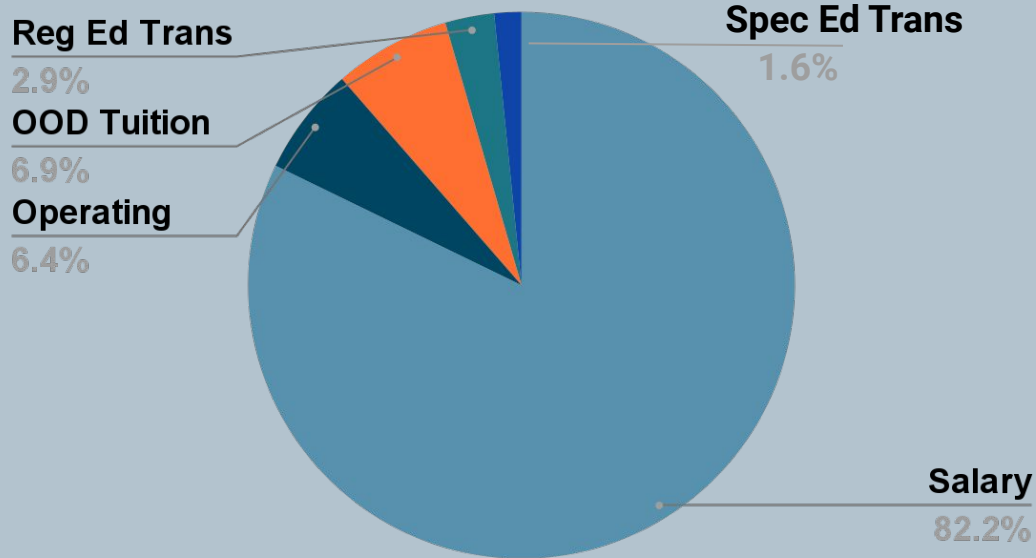
Superintendent's FY24 Staffing Request

| FY23 FTE | FY24 MOE | FTE CHANGE | ADDITIONAL \$ | FY24 TOTAL | FTE CHANGE |
|----------|----------|------------|---------------|------------|------------|
| 459.2 | 454.2 | -5.0 | 6.6 | 460.8 | 1.6 |

- Staffing request adjusts to lower elementary enrollment (cumulative) keeping all classes within School Committee guidelines
- Additional request for 1.0 FTE elementary reserve teacher due to potential for enrollment changes
- Additional request for 5.6 FTE provides for the district's highest priority proposals to best meet student need

FY24 Total Request Picture

Year-over-year % Change by Major Expense Category



FY24 MOE / LEVEL SERVICES

| EXPENSE | FY23 Budget | FY24 MOE | \$ CHANGE | % |
|-----------------------------------|---------------------|---------------------|--------------------|-------------|
| SALARIES | 37,571,091 | \$38,229,692 | 658,601 | 1.8% |
| OPERATING EXPENSE | \$7,585,999 | \$8,269,818 | \$683,819 | 9.0% |
| TOTAL MOE / LEVEL SERVICES | \$45,157,090 | \$46,349,510 | \$1,342,420 | 3.0% |

- Year-over-year salary change is <2.5% due to enrollment changes and lower known turnover
- Year-over-year operating expenses changes are >3.5% due to external conditions

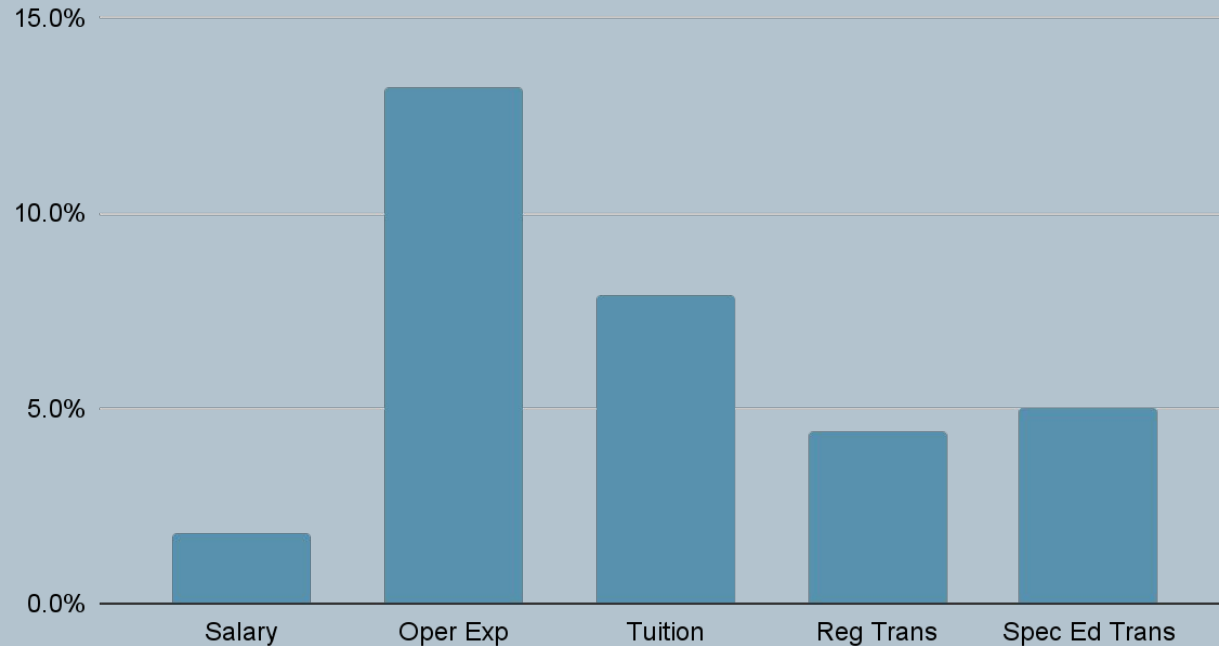
FY24 MOE / LEVEL SERVICES

| | FY23 Budget | FY24 MOE | \$ CHANGE | % |
|--------------------------------------|---------------------|---------------------|--------------------|--------------|
| SALARIES | 37,571,091 | \$38,229,692 | 658,601 | 1.8% |
| OPERATING EXPENSE | \$2,560,274 | \$2,915,301 | \$355,027 | 13.9% |
| OUT OF DISTRICT TUITION | \$2,988,405 | \$3,222,999 | \$234,594 | 7.9%* |
| REGULAR TRANSPORTATION | \$1,319,456 | \$1,377,720 | \$58,264 | 4.4% |
| SPECIAL ED TRANSPORTATION | \$717,864 | \$753,798 | \$35,934 | 5.0% |
| TOTAL MOE / LEVEL SERVICES | \$45,157,090 | \$46,499,510 | \$1,342,420 | 3.0% |

- ★ The MOE budget includes an additional \$150,000 in out of district tuition instead of requesting this amount as an extra reserve fund transfer

Overview of FY24 MOE Changes

FY24 MOE percent change above FY23



Enrollment Planning in the FY24 Budget

1. Lower elementary enrollment projected again in FY24
 - Lower by another 39 students
2. Kindergarten projected at a lower level (lower # births)
3. Davis and Lane enrollment require 5 fewer classes to meet SC class size guideline (cumulative effect)
4. Full commitment to K-5 class size guidelines*
5. Increased secondary enrollment
 - Higher by 14 students

- ★ Elementary Reserve Teacher built into the budget request
- ★ Full enrollment projections are provided in the budget narrative

FY24 Projected Enrollment by Grade

| Grade | Actual FY20 | Actual FY21 | Actual FY22 | Actual FY23 | Projected FY24 | Projected Enrollment Change FY24 |
|----------|----------------|----------------|----------------|----------------|-------------------|---|
| PK | 52 | 28 | 44 | 44 | 44 | 0 |
| K | 183 | 160 | 140 | 141 | 149 | 8 |
| 1 | 197 | 183 | 171 | 145 | 151 | 6 |
| 2 | 217 | 201 | 187 | 184 | 153 | -31 |
| 3 | 197 | 213 | 195 | 179 | 185 | 6 |
| 4 | 201 | 191 | 215 | 190 | 181 | -9 |
| 5 | 213 | 199 | 188 | 218 | 194 | -24 |
| 6 | 202 | 205 | 202 | 188 | 217 | 29 |
| 7 | 210 | 200 | 206 | 202 | 189 | -13 |
| 8 | 182 | 206 | 204 | 207 | 203 | -4 |
| 9 | 228 | 207 | 226 | 221 | 234 | 13 |
| 10 | 236 | 209 | 201 | 226 | 217 | -9 |
| 11 | 183 | 230 | 204 | 194 | 219 | 25 |
| 12 | 193 | 183 | 218 | 200 | 188 | -12 |
| TOTAL | 2,694 | 2,615 | 2,601 | 2,539 | 2,525 | -14 |
| % change | 1.4% | -2.9% | -0.5% | -2.4% | | -0.5% |

FY24 PROJECTED K-5 CLASSES

| PROJECTED 2023-24 | Davis Target Class Size | | | Lane Target Class Size | | | TOTAL |
|----------------------|-------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------|
| | Kindergarten Range 18 - 20 | Grade 1 Range 20 - 22 | Grade 2 Range 20 - 22 | Grade 3 Range 22 - 24 | Grade 4 Range 22 - 24 | Grade 5 Range 22 - 24 | |
| Enrollment | 149 | 151 | 153 | 185 | 181 | 194 | 1,013 |
| # Classrooms | 8 | 8 | 7 | 8 | 8 | 9 | 48 |
| Avg Class size | 18.6 | 18.9 | 21.9 | 23.2 | 22.6 | 21.6 | 21.1 |

- Grade 2 and Grade 3 are closest to the upper end of the guideline
- Elementary enrollment will be monitored closely over the spring and summer
- Use of an Elementary Reserve Teacher to be determined when actual enrollment numbers are better known



FY24 MOE LEVEL SERVICES BUDGET

Five Major Expense Categories

1. Salaries
 2. Operating Expenses
 3. Out-of-District Tuition
 4. Regular Transportation
 5. Special Education Transportation
- 

FY24 MOE BUDGET – Salaries

- Budgets for all MOE contractual salary adjustments for steps, lanes and COLAs
- Incorporates all contractual changes
- Includes known staff changes including retirements and advancement to higher training
- Factors in vacancies, unpaid leaves, and long-term vacancies covered by contractors
- Adjusts for lower K-5 enrollment (net -4.0 FTE)
- **Overall MOE increase in salary cost is 1.8% over FY23**

FY24 MOE BUDGET – Operating Expense

- Technology lease built back up after a no lease in FY21
- Departments cannot be level-funded without impacting programming
- Costs for goods and services have increased substantially
 - Contracted Services 8% to 14%
 - Facilities Supplies 7% to 124%
 - Software increases 3% to 15%
- Special Ed contracted services (backfill vacancies)
- **Overall MOE increase in expenses is 13.9% over FY23**

FY24 MOE – Out of District Tuition

- Gross tuition and ancillary costs increase by 2.5% to \$5M - including historically large rate increase of 14%
- Cohort changes (graduation, age 22) result in fewer residential placements
- Use of Circuit Breaker is increased from \$1.7M to \$1.8M
- Budget is reliant upon CB reimbursement at 75%
- MOE net tuition of \$3.2M:
 - Additional funds are requested to meet this ongoing need vs. a temporary reserve fund transfer
- **Overall MOE increase in Tuition is 7.9% over FY23**

FY24 MOE BUDGET – Reg. Transportation

- Regular Transportation is based on stable fleet size
- Includes a contracted rate increase for 13 buses for all 4 schools and 3 additional buses for JGMS and BHS
- Contract in year 5 of 5 - 4.5% rate increase
- Fuel escalation payments budgeted
- **Overall MOE budget increase of \$58K and 4.4% over FY23**

FY24 MOE – Special Ed Transportation

- Critical revenue resulted from the Student Opportunity Act (SOA) enacted by the state in December 2019
 - Fully phased in reimbursement (75%) for out-of-district transportation
- Cost trends in general are increasing
- Increased offset from CB Transportation reimbursement used
- **Overall MOE budget increase of \$36K and 5% over FY23**

FY24 Budget Additional Needs

SALARIES

JGMS & BHS Teacher FTE

0.9 FTE

Stipends

MS Art, Unified
Basketball, K-5
Counseling

Lane Library

1.0 FTE

K-5 Reserve Teacher

1.0 FTE

Nurse Floater

0.5 FTE

Spec Ed

3.2 FTE

FY24 Additional Needs – SALARIES

| FY24 CHANGES DESCRIPTION | | LOCATION | FY24 CHANGES FTE | FY24 CHANGES \$ |
|--------------------------|--|---------------|------------------------|-----------------------|
| Salary | Additional Math Teacher to support student need | HIGH SCHOOL | 0.6 | \$39,226 |
| | PE/Wellness Teacher for enrollment | MIDDLE SCHOOL | 0.3 | \$19,613 |
| | Art club Stipend - Due to student interest and to improve access to the arts | MIDDLE SCHOOL | | \$1,635 |
| | Unified Basketball Coach (\$1,560 built into MOE) | HIGH SCHOOL | | |
| | <i>Subtotal Secondary Salary Changes</i> | | 0.9 | \$60,474 |
| | Add Curriculum Coordinator Stipend to support elementary counseling | DAVIS/LANE | | \$6,942 |
| | Restore Library Teacher | LANE SCHOOL | 1.0 | \$81,361 |
| | Transfer Library EA to Regular Education | LANE SCHOOL | -1.0 | -\$28,479 |
| | Transfer of EA from Lane | DAVIS SCHOOL | 1.0 | \$28,479 |
| | Elementary Reserve Teacher | SYSTEM WIDE | 1.0 | \$55,955 |
| | Formerly grant-funded 0.5 FTE Part-time Nurse Floater | SYSTEM WIDE | 0.5 | \$32,688 |
| | Inclusive SAIL Teacher for enrollment moving up from preschool | DAVIS SCHOOL | 1.0 | \$65,376 |
| | Inclusive SAIL TABT for caseload | DAVIS SCHOOL | 3.0 | \$96,553 |
| | Transfer Preschool Teacher to K | DAVIS SCHOOL | -0.6 | -\$39,226 |
| | Transfer TABT from Preschool to K | DAVIS SCHOOL | -1.2 | -\$38,621 |
| | Special Ed Adjustment Counselor needed to support increased caseload | LANE SCHOOL | 1.0 | \$65,376 |
| | <i>Subtotal Elementary Total</i> | | 5.7 | \$326,404 |
| Salary Total | | | 6.6 | \$386,878 |

JGMS & BHS – Additional Needs

- Strategic improvement in secondary class sizes
- BHS Math Teacher - 0.6FTE - \$39,322
 - Focused FTE increase to improve math achievement
- JGMS PE/Wellness Teacher - 0.3 FTE - \$19,613
 - Improve group sizes in gym for grades 7 and 8
- **Additional Need is 0.9 FTE and \$58,839**

Stipends – Additional Needs

- JGMS Art Club Stipend - 0 FTE - \$1,635
 - Complementary to other clubs and activities
- Unified Basketball - 0 FTE - \$1,560 Coaching stipend
- K-5 Counseling - 0 FTE - \$6,942
- **Additional Need is 0 FTE and \$10,137**

Restore Lane Library Teacher

- Independent reading and book exchange for students in Library
- Continue to deliver the MA Digital Literacy and Computer Science Frameworks within each classroom to integrate curriculum and work in tandem with the classroom teacher
- **Additional Need is 1.0 FTE and \$81,361**

K-5 Reserve Teacher

- Ensure class sizes remain at School Committee guidelines
 - 18-20 Kindergarten
 - 20-22 Grades 1 and 2
 - 22-24 Grades 3, 4, and 5
- Prudent given enrollment projections variances are possible
- **Additional Need is 1.0 FTE and \$55,955**

Increase Nursing Staff

- Request is based on normal operations
- All schools staffed in compliance with Massachusetts medication administration guidelines
- Increased medical acuity - need dedicated part-time Nurse at BHS
- Additional part-time floater is needed to support all other schools
- **Additional Need is 0.5 FTE and \$32,688**

Special Education Additional Needs

- Needs are delineated in IEP service plans
- Davis - Large preschool cohort moves to Kindergarten
 - Reduced need for 1 preschool classroom - 0.6 FTE Teacher and 1.2 FTE TABT
 - Transfer positions to K and increase FTE for full day
 - Additional 1.0 FTE SAIL TABT for cohort growth
- Lane - Adjustment Counselor for increased caseload of students on IEPs
- **Additional Need is 3.2 FTE (NET) and \$149,458**

FY24 Special Education Additional Needs

| FY24 SPECIAL EDUCATION CHANGES | | LOCATION | FY24 CHANGES FTE | FY24 CHANGES \$ |
|--------------------------------|--|--------------|------------------------|-----------------------|
| Salary | Inclusive SAIL Teacher for enrollment moving up from preschool | DAVIS SCHOOL | 1.0 | \$65,376 |
| | Inclusive SAIL TABT for caseload | DAVIS SCHOOL | 3.0 | \$96,553 |
| | Transfer Preschool Teacher to K | DAVIS SCHOOL | -0.6 | -\$39,226 |
| | Transfer TABT from Preschool to K | DAVIS SCHOOL | -1.2 | -\$38,621 |
| | Special Ed Adjustment Counselor needed to support increased caseload | LANE SCHOOL | 1.0 | \$65,376 |
| Total | | | 3.2 | \$149,458 |

Summary – Salary of Additional Needs

1. Additional need is 6.6 FTE and \$386,878
 - Additional FTE needs offset by -5.0 MOE reductions
 - Total overall Net FTE increase is 1.6 FTE
2. Additional health insurance cost impact on the Town is estimated at \$18,560

FY24 Budget Additional Needs NON-SALARY

**Bridges Math
Grade 5**
Final Phase

SEL Pilot
Second Year

**Instructional
Tech**
Restoration to FY23
levels

**HS Language
Lab**
Extempore Learning
Software Upgrade


**IT Security
Upgrade**
Upgrade Network
Monitoring

FY24 Additional Needs – NON-SALARY

| | | | | |
|------------------|---|-------------|-----|----------|
| Non-Salary | Bridges Math Curriculum Adoption Grade 5 | LANE SCHOOL | | \$22,165 |
| | Continuation of K-5 SEL Pilot | SYSTEM WIDE | | \$15,000 |
| | Implement Extempore Language Learning Software | HIGH SCHOOL | 0.0 | \$8,010 |
| | Restore Instructional Technology reduced in FY23 | SYSTEM WIDE | 0.0 | \$18,677 |
| | Security Upgrades for Antivirus and 2-factor authentication | SYSTEM WIDE | 0.0 | \$20,741 |
| Non-Salary Total | | | | \$84,593 |



Elementary Math Curriculum

- Accomplishes the full integration of Bridges Math K-5
 - Elementary curriculum with strong vertical alignment
 - Final Phase of implementation at Lane School Grade 5
 - Cost of consumables is accommodated within the budget
 - **Additional Need is \$22,165**
- 

Elementary SEL Curriculum


- Collaborative pilot includes a group of Davis and Lane Teachers working with school and district leaders
- Findings are generally positive with some concerns
 - Instructional time needed
 - Developmental appropriateness of vocabulary
- Mixed results suggest more time is needed to support the curriculum adoption
- Materials from the pilot will continue to be used
- **Additional Need is \$15,000**

Instructional Tech & HS Language Lab

- WL Department has been exploring learning software
 - Lab currently uses outdated software that is proprietary and costly
 - Propose Extempore for a pilot at a cost of \$8,010
- Restoration of learning tools for flexible access at school and home at a cost of \$20,741
 - Ongoing effort to right-size following the pandemic
- **Additional Need is \$28,751**



IT Security Upgrade

- Two technology upgrades to increased existing protections against malware, viruses, and ransomware
 - Upgrade to existing network monitoring system
 - 2-factor authentication for remote access
 - **Additional Need is \$20,741**
- 

Summary – Non-Salary Needs

- Final stage of Grade 5 math curriculum adoption
- Continuation of the K-5 SEL curriculum pilot
- Implementation of Extempore in the BHS Language Lab
- Restore access to faculty requested online curriculum and tools added during the pandemic
- Security Upgrades for Antivirus and 2-factor authentication for VPN
- Additional Need is \$89,593

Next Steps

01

FY24 Budget Book

Posted on the School Committee website by end of this week

03

Incorporate Feedback

Including new information if any

02

January Budget Deliberation

Including Line Item Review and Public Hearing

04

School Committee Vote

Adoption of proposal prior Finance Committee presentation

FY24 Budget Calendar Ahead

| | |
|-----------------------|--|
| Tuesday, 1/10/2022 | School Committee Budget Review and Discussion |
| Tuesday, 1/17/2022 | School Committee Budget Review and Discussion <i>Line Item Review</i> |
| Tuesday, 1/24/2022 | School Committee Budget Hearing and Vote <i>Public Hearing</i> |
| Thursday, 2/2/2022 | School Budget Presentation at Finance Committee |
| Thursday, 2/9/2022 | School Budget Discussion and vote at Finance Committee (as needed) |

★ Town Meeting Vote in March 2023



Thank You!

QUESTIONS?

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