

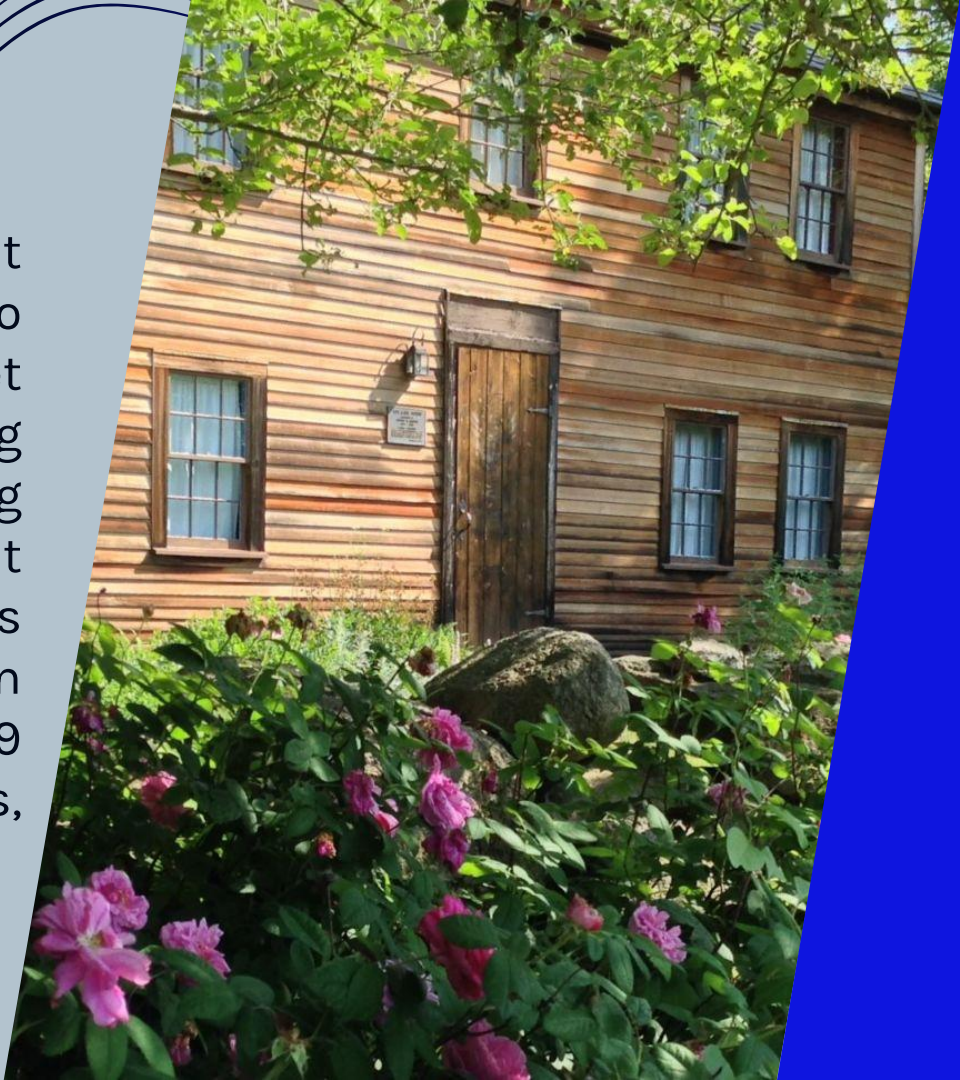


Superintendent's FY24 Proposed Budget

**Public Budget Hearing
January 24, 2023**

Introduction

The Superintendent's FY24 Budget provides the resources needed to support student learning and meet district priorities, while advancing best practices, and aligning resources sustainably to ensure that current and projected student needs can be provided for all while living 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 targets improved class sizes at BHS and JGMS
- Ensures class sizes within School Committee guidelines at Davis and Lane
- Adds elementary reserve teacher
- Restores a Librarian at the Lane School
- Provides for our special education students
- Supports content area departmental budgets

Superintendent's FY24 Budget Proposal

- Increase of 3% is needed for Maintenance of Effort / Level Services with additional support of 1% 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 properly plan for the actual known costs of out-of-district tuition
 - 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%

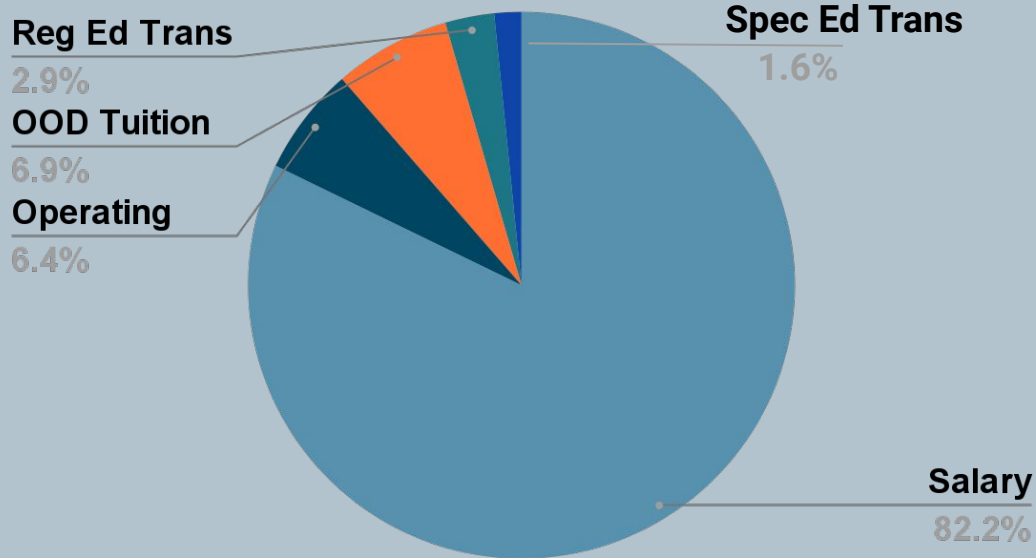
Superintendent's FY24 Staffing Request

FY23 FTE	FY24 MOE	FTE CHANGE	ADDITIONAL FTE	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

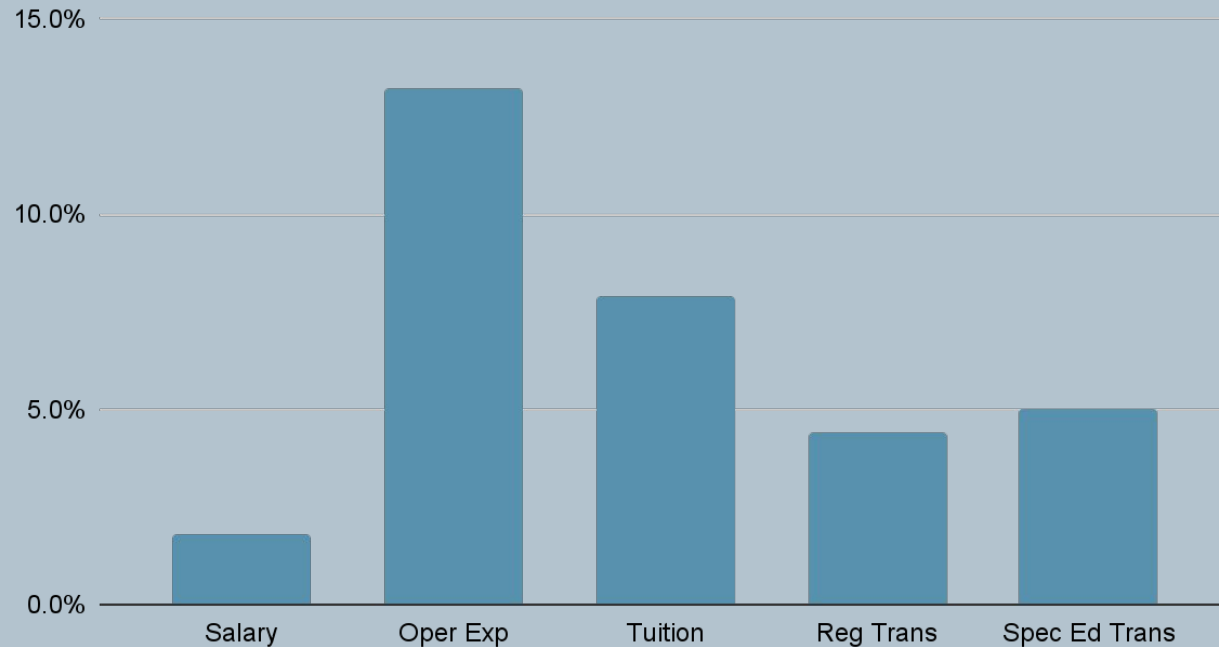
EXPENSE	FY23 Budget	FY24 MOE	\$ CHANGE	%
SALARIES	37,571,091	\$38,229,692	658,601	1.8%
OPERATING EXPENSE	\$7,585,999	\$8,269,818	\$683,819	9.0%
TOTAL MOE / LEVEL SERVICES	\$45,157,090	\$46,349,510	\$1,342,420	3.0%

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%

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

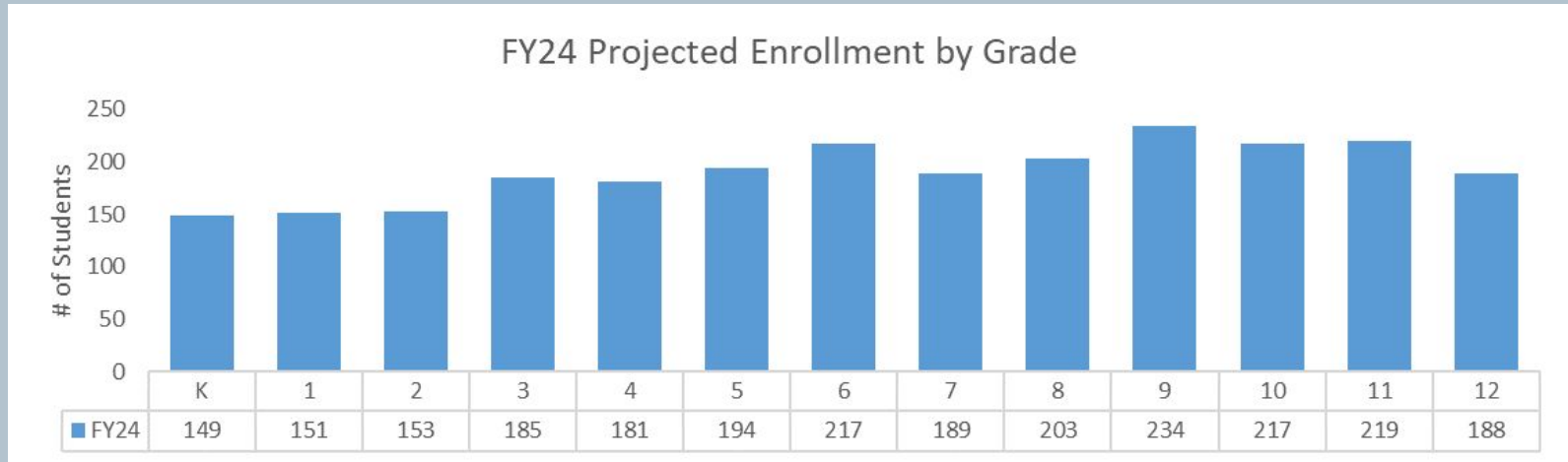
- ★ Elementary Reserve Teacher built into the budget request
- ★ Full enrollment projections are provided in the budget narrative

Recent Enrollment Trends

Actual FY20 through FY23 Enrollment
FY24 Projected Enrollment



FY24 Projected Enrollment by Grade



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
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FY24 MOE BUDGET – Salaries

- Budgets for all MOE contractual salary adjustments for steps, lanes and COLAs
- Incorporates all contractual increases
- 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 no lease in FY21
- Departments cannot be level-funded without impacting programming
- Substantial increase costs for goods and services
 - Contracted Services 8% to 14%
 - Facilities Supplies 7% to 124%
 - Software increases 3% to 15%
- Special Education contracted services (for unfilled 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 Circuit Breaker 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 School Librarian

- 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 variances in potential projections
- What happens if position is not required?
 - School Committee would need to authorize any transfer within the school budget
- **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
- Need dedicated part-time Nurse at BHS due to increased medical acuity
- Additional part-time floater 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 Curriculum at Davis and Lane
 - Provides a strong vertically aligned math curriculum K-12
 - Final Phase of implementation at Lane School Grade 5
 - Cost of consumables is accommodated within the operating budget
 - **Additional Need is \$22,165**
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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 digital learning tools for flexible access at school and home at a cost of \$20,741
 - Ongoing effort to right-size digital and online learning tools following the pandemic
- **Additional Need is \$28,751**

IT Security Upgrade

- Two technology upgrades to increase our existing protections against malware, viruses, and ransomware
- Upgrade to existing network monitoring system
- Introduce two-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 and digital curriculum and tools added during the pandemic
- Security Upgrades for Antivirus including the addition of 2-factor authentication for VPN users
- Additional Need is \$89,593

FY24 Budget Calendar Ahead

Thursday, 2/9/2023	School Budget Presentation at Finance Committee
Thursday, 2/9/2023	School Budget Discussion and vote at Finance Committee (as needed)
Begins March 27, 2023	Town of Bedford Annual Town Meeting



Thank You!

QUESTIONS?

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