

# Andover Public Schools FY 15 Preliminary Budget



Tri-Board Meeting  
March 12, 2014

# FY 15 Budget Based Upon APS Vision, Mission, Strategic Plan



# Budget Development Process

- **August – October:** School Committee, Tri-Boards, APS Leadership Team meet to discuss budget process, guidelines, and assumptions for school house budgets and capital improvement plan.
- **November – January:** Superintendent, School Committee & Budget Subcommittee develop & adopt budget assumptions and priorities; Principals and Directors develop schoolhouse budgets with staff and school councils.
- **November-December:** Principals submit budgets; internal budget review with principals, assistant principals, directors, and central office; SC Budget subcommittee meetings, and Tri-board meetings relative to budget development.
- **January – May:** Budget refinement and agreement
- **May 5 & 6:** Annual Town Meeting
- **July 1:** Implement FY 15 budget

# What are our major priorities?

- **Ensure Level Services**
- **Invest in our Strategic Plan**
- **Meet statutory & regulatory obligations**
- **Reorganize where educationally sound**
- **Capture savings where possible**
- **Work within available funds**

# How do we build the budget?

Our first step is to analyze and make changes (+ or -) to the FY 14 base budget to reflect the actual needs of the organization at that time.

- Changes include adjustments due to
  - contractual obligations
    - (e.g., salaries, track & step changes, longevity costs)
  - known projected expenditures
    - (e.g., special education)

Then, we determine needs and categorize them into two levels

- 1) Compliance/Level Services
  - state and federal mandates
  - enrollment changes
- 2) Strategic Plan
  - investments that keep APS moving forward

# FY 15 APS Budget Highlights

- A 4.73 % increase over FY 14
- No increases, at this time, to class size, user fees, preschool or all-day kindergarten tuitions.
- No reductions to programs or services, at this point in time.
- Modest investment in APS Strategic Plan
  - *2.0 FTE new staff (12 sections) positions at Andover High School for computer science, engineering, and JAVA based upon student enrollment projections.*
  - *0.0 FTE - Intra-department funding re-allocation to support addition of PK-5 Literacy Specialist - \$25,000 request is for the salary differential between teacher and program advisor salaries.*
- Level Service adjustments for Enrollment/Compliance
  - *6.76 FTE for enrollment and compliance requests for student services (3.80 new and 2.96 existing)*
- Meets all statutory (special education) & regulatory (Section 504, ESL/ELL, Educator Evaluation) mandates and accreditation requirements (NEASC).



# FY 15 APS Preliminary Budget

- **Total Sum** **\$72,185,784**  
*4.73% Increase*
- **Personnel Salaries** **\$58,890,954**  
*Includes all...collective bargaining obligations, step increases, track (degree) changes & longevity*
  - Instructional Salaries – Regular Education & Special Education
  - Clerical Salaries
  - Custodial Salaries
  - Administrative Salaries
  - Athletic and Extra-curricular Stipends
- **Expenses** **\$13,294,830**
  - Athletics
  - Health Services
  - Legal
  - Technology/Library/Media
  - Professional Development
  - Contracted Services (SPED)
  - Transportation (Regular Education, Special Education, Homeless)
  - Unfunded Mandates (Anti-Bullying, Concussion, Section 504, Special Education, ESL, Educator Evaluation, Student Discipline, etc.)
  - Instructional Supplies
  - Textbooks
  - Utilities
  - Custodial
  - Central Office
  - SPED Out-of-District Tuition

*As of March 5, 2014*

# FY 15 APS Preliminary Budget

FY 14 APS Budget – ATM Appropriation	68,927,593
FY 15 Preliminary APS Budget	72,185,784
FY 15 Increase - Dollars	3,258,191
FY 15 Increase - %	4.73%
FY 15 – Town Manager’s Proposed TM Budget	71,304,452
Delta – APS Preliminary Budget & TM Budget	<b>881,332</b>

- *As of March 5, 2014*
- *Includes funding for level services, strategic plan, contractual obligations*



# What's New?

## Categories of Budget Requests

*Budget requests are categorized as follows:*

- **C = Compliance/Mandated Services:** What do we need to meet student needs so we are in compliance with the law and/or regulations when we open the doors in September 2014?
- **E = Enrollment/Level Services:** What do we need to maintain the same level of services in FY 15 as we are providing this year?
- **SP = Strategic Plan:** What do we need to address program development and keep the district moving forward?

# FY 15 Level Services Enrollment/Compliance Requests

LOC	FTE	Budget Impact	REQUEST	New or Existing
BA	0.50	22,000	Junior Custodian	N
SA	0.10	9,549	Social Worker	E
SH - PK	1.50	106,702	Speech/Lang Path; ABA Behaviorist	E; N
WE	0.00	3,960	BRIDGES Program Stipends	E
HP	1.30	80,082	Speech/Lang Assistant; E - SPED Tchr	N; N
DMS	0.50	30,201	Social Worker	N
WMS	1.10	64,874	EXCEL; PM Stu Support; SPED Clerical	N; E; E
WHMS	0.10	5,551	Speech/Lang Pathologist; Stu Sprt (Camp)	E; E
AHS	1.50	86,388	Spch/Lang Path; SPED Tchr; Soc Wkr; Sci.	E;E;E;E
Hum Res	0.16	9,229	HR Recruitment Assistant	E
<b>Total</b>	<b>6.76</b>	<b>418,536</b>		

N = New position; benefits eligible

E = Existing position/employee; additional FTE added to current position

# FY 15 Strategic Plan Requests

LOC	FTE	Cost	Request	New or Existing
AHS	2.00	120,808	Engineering/Comp Sci/Java	N
Asst. Supt. - District	0.00	25,000	PK-5 Literacy Specialist <i>(Salary differential between teacher salary scale &amp; program head salary scale )</i>	E
Classroom & Technology Expenses		3,488	Classroom Expenses Technology – Laptops	
<b>Total</b>	2.00	149,296		

**N = New position; benefits eligible**

**E = Current employee; salary differential between teacher salary scale and program head salary scale**

# Summary - FY 15 Staffing Requests Related Classroom & Technology Expenses

Category of Request	FTE	Cost
<b>Enrollment/Compliance</b>	6.76	418,536
<b>Strategic Plan</b>	2.00	145,808
<b>Total</b>	8.76	564,344

		Cost
<b>Related Clsm &amp; Tech Expenses</b>		3,488
<b>Sub-Total</b>		

		Total Cost
<b>Staffing Requests – E/C/SP</b>	8.76	564,344
<b>Related Clsm &amp; Tech Expenses</b>		3,488
<i>As of 02 05 14</i> <b>Total</b>		567,832

# Are there needs that are going unfunded?

- Yes, every year there are legitimate and justifiable needs that go unfunded; this does not mean that the need goes away.
- 5<sup>th</sup> day of World Language instruction for middle school students (\$197,472)
- World Language program for elementary students (\$125,378)
- Phase 2 (grades 7 & 8) of the Transitions Program which provides programming for emotionally vulnerable students who have a diagnosis of severe anxiety, and/or depression, or other serious emotional disability. (\$179,519)
- Digital Learning Specialist at the elementary level (\$62,689)
- Reduction or elimination of user fees

# Recap - FY 15 Preliminary Budget\*

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- *As of March 5, 2014*
- *Includes funding for level services (enrollment & compliance), strategic plan, and contractual obligations.*



# Is this the final budget?

- This is the Preliminary Budget – it is subject to change based on several factors:
  - SC Budget Subcommittee and SC deliberations
  - Town’s ability to fund the budget based upon available revenue once receipts, health insurance, etc., are more clearly known
  - Amount of Chapter 70 state aid we receive
  - Town Meeting vote in May

# APS FY 15 Budget Timeline

Develop

Discuss & Deliberate

Deliver

▲  
Aug/Sept/Oct/Nov/Dec 2013

▲  
Jan/Feb 2014

▲  
March 27

▲  
Mar/Apr/May/July 2014

**Aug./Sept./Oct./Nov./Dec -**

Leadership Team (LT), Asst. Supt.-  
Fin, & Supt. begin FY 15 CIP  
development and budget  
development at the schoolhouse  
level.

**November 14 – SC Meeting – 7 pm**  
– School Committee Room – SC  
reviews and approves timeline and  
FY 15 budget guidelines.

**December 9– Tri-Board Meeting** to  
discuss FY 15 budget assumptions.  
7 pm - School Committee Room

**Jan/Feb – LT, Asst. Supt - Finance.**  
Supt., SC Budget Subcommittee  
develop FY 15 budget request.

**February 11– SC Meeting - 7 pm**  
School Committee Room -  
**FY 15 APS Budget Presentation**

**March 12 – Tri-Boards Meeting**  
7 pm, School Committee Room  
FY 15 APS Budget Presentation;  
CIP Requests – Textbooks, Plant  
& Facilities, Information  
Technology

**Feb/March/April – Dir. Stu.**  
Services, Asst. Supt – Finance,  
Supt., SC Budget Subcommittee  
continue to refine FY 15 budget  
request.

**March 27 – SC Meeting - 7 pm -**  
School Committee Room -  
Public Hearing on FY 15 APS  
Budget and vote on CIP Articles

**April 10 – SC Meeting - 7 pm -**  
School Committee Room -  
SC votes FY 15 APS Budget, if  
ready.

**TBD – LWV Budget Forum -**  
7 pm - Memorial Hall Library

**May 5 & 6 – Annual Town**  
**Meeting – 7 pm - AHS**  
Fieldhouse

**July 1 – Implement FY 15 Budget**



# FY 15 Budget Based Upon APS Vision, Mission, Strategic Plan





Comments/Questions

# FY 15 CIP Projects/Warrant Articles

CIP #	Page	Description	Request	TM 11 08 13
SCH-1	37	School Projects - All Schools	\$410,000	*
SCH-2	40	School Projects - By Building	\$847,000	*
SCH-3	45	Textbooks	\$557,000	*
SCH-4	86	AHS Schematic Design Services	\$350,000	TBD
SCH-5	75	Major School Projects	\$2,490,000	\$1,500,000
SCH-6	79	School Site Improvement	\$319,000	\$319,000
P & F - 7	69	Town & School Energy Initiatives	\$236,000	\$236,000
IT-4	47	Student Mobile Carts	\$49,000	*
IT-5	48	Digital Learning Management System	\$30,000	*
IT-2	55	Virtual Desktop Deployment	\$200,000	\$200,000
IT-1	91	Annual PC Replacement/Lease Program	\$360,000	\$360,000

\* Capital Projects Fund as per the TM:

\$1,040,000 available for SCH-1, SCH-2, SCH- 3, IT-4, & IT-5 which total \$1,893,000