

Weston Public Schools
PROPOSED BUDGET OF EXPENDITURES
2012 - 2013





Curriculum & Instructional Improvement

2012-2013 Budget Presentation

Pages 93 - 101



The Instructional Program

“Teaching is intellectually complex, difficult, and demanding work, at least as complicated as architecture or engineering.

Not recognizing this, year after year (principals, teachers, and policymakers) set eager, dedicated people to work without the equipment for the job and somehow expect them to learn on their own.”

Jon Saphier, 1995

The Skillful Teacher



The Instructional Program

Driven by what happens in the: “*Instructional Core*”

1. Curriculum (“What”)

- Renewal Cycle-Development
- Implementation -Purchase Plan

2. Instructional Innovations (“How”)



The Instructional Program

Driven by what happens in the: “*Instructional Core*”

3. Professional Development and Innovations

4. Preparation for the demands of the 21st Century



The Instructional Program

Accomplishments - 2011-2012

- **Professional Development Initiatives:**
 - **AIM**
 - **Supervision/Evaluation Implementation**
 - **Instructional Improvements/Innovations**
 - **Inquiry Instruction Academy**
 - **Responsive Classroom Academy**
 - **K-8 Literacy Initiative**
 - **SRBI Compliance**



The Instructional Program

Accomplishments - 2011-2012

- **Professional Development Initiatives:**
 - **Begun K-12 Math Renewal Pilot**
 - **Completed K-12 Science Renewal**
 - **WMS Technology Program Enhancements**
 - **Spanish, French Phase III**
 - **PE/Project Adventure Phase II**
 - **WHS Technology Program Phase III**
 - **Project Lead the Way**



The Instructional Program

Focus/Goals - 2012-2013

- **Curriculum Implementation:**
 - **K-12 Science**
 - **Math Pilot Continuation**
 - **6-8 Language Arts**
 - **WHS Technology Program**
 - **Project Lead the Way**



The Instructional Program

Focus/Goals - 2012-2013

- **Curriculum Renewal:**
 - **Math Pilot Continuation**
 - **6-8 Language Arts**
- **Other:**
 - **WMS Technology Program Enhancement**
 - **Responsive Classroom**



The Instructional Program

Focus/Goals - 2012-2013

- **Other:**
 - **AIM**
 - **Instructional Evaluation (Supervision Plan Implementation)**
 - **SRBI Compliance (Intervention)**
 - **Continued Literacy Initiative K-8**
 - **Continued Instructional Innovations**
 - **Technology Integration**



The Instructional Program

Fiscal Plan – 2012-2013

“Resources of Time, Training, People and Materials”

Page 97

- 1. Staffing and Curriculum Work**
- 2. Professional Technical Services**
- 3. Next Level of Work**



The Instructional Program

Fiscal Plan – 2012-2013

“Resources of Time, Training, People and Materials”

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- | | |
|---|-----------------|
| 1. Staffing and Curriculum Work - | \$64,338 |
| — Curriculum Instructional Leaders (CIL) | |
| • .2 FTE Increase PE/Health CIL | |
| • General Wage Increase, Step Increase | |
| • Summer work | |
| • Substitutes | |



The Instructional Program

Fiscal Plan – 2012-2013

“Resources of Time, Training, People and Materials”

Page 97

2. Professional Technical Services - \$13,215

- Instructional Innovations**
- Supervision/Evaluation Plan Implementation**
- SRBI Compliance (Intervention)**
- K-8 Literacy Initiative**
- In-Service Days**
- Testing/Evaluation – Data Analysis/Data Teaming**
- Educational Technology Integration**



The Instructional Program

Fiscal Plan – 2012-2013

“Resources of Time, Training, People and Materials”

Page 97

3. Next Level of Work/New Initiatives - \$44,775

- AIM
- Continuation of Math Pilot
- K-8 Language Arts
- WMS/WHS Technology Program: “Project Lead the Way



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Weston Public Schools
PROPOSED BUDGET OF EXPENDITURES
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District Administration

2012-2013 Budget Presentation

Pages 107 - 110



Budget Preface

- **Office of the Superintendent of Schools**
- **Business and Operations Office**
- **Human Resources Office**



Overview

- **District-wide Leadership**
- **Coordinate, Disseminate and Collect Information**
- **State Reports: 1,500 Man Hours per Year**
- **Payroll and Employee Benefits: 400 Active Employees**
- **Accounts Payables: 8,800 Transactions Per Year**
- **Purchasing: 2,500 Vendors**
- **Negotiate and Administer Contracts**
- **Recruitment Efforts: Fairs, Advertising, On-campus Visits**
- **Legal Advice – Internal Capacity**
- **Provide Administrative Support for the Board of Education**



Our Next Level of Work

- **Work with the Board of Education's committees to achieve continuous improvement while sustaining fiscal stability**
- **Facilitate the Strategic Planning process and develop recommendations**
- **Provide district level leadership for program changes**
- **Negotiate a contract with AFSCME**
- **Prepare, bid and award food service contract**
- **Continue to recruit highly qualified personnel for both certified and non-certified vacancies**
- **Continue to develop effective communication tools and opportunities for the district**



District Administration Staffing in F.T.E.

Superintendent of Schools	1.0
Director of Finance & Operations	1.0
Director of Human Resources	<u>1.0</u>
Total Certified	3.0
Clerical Support	2.5
Bookkeeping	<u>3.4</u>
Total Non-Certified	5.9



Budget Changes

SALARIES:

All staff in the District Administration Cost Center are non-affiliated. The Board of Education determines salary increases after evaluating performance at the end of the fiscal year. There is \$35,000 budgeted in the District-wide Cost Center on page 120 for “19” unaffiliated staff members.



Budget Changes

NON-SALARIES:

Legal Fees	(\$15,850)
One-time Legal Settlement in FY 2012	(28,069)
Eliminate Large Postage Meter	(5,680)
Dues and Fees	<u>673</u>
Total	(\$48,926)



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District-wide

2012-2013 Budget Presentation

Pages 118 - 122



Budget Preface

- **Transportation**
- **Employee Benefits**
- **Copy Center**
- **Liability Insurance**
- **Salaries Allowances:**
 - **Turnover**
 - **Staffing Allowance**

Transportation Overview



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- **Continue to optimize the utilization of the fleet**
- **Operate in-house transportation services for students with special needs that are educated in and out of district:**
 - **Procure & register vehicles**
 - **Recruit & hire drivers**
 - **Coordinate with families**
 - **Maintain vehicles**



Transportation - Next Level of Work

- **Continue to expand the in-house fleet:**
 - Added 2 Type II Vehicles In FY 2012**
 - Add 1 Med-Size SUV in FY 2013 – Save \$13k**
- **Generate revenue by offering ride share opportunities to area school districts using district-owned SUVs**
- **Monitor the cost of diesel fuel**



Transportation Staffing in F.T.E.

Transportation Coordinator	.50 F.T.E
Drivers	<u>.65 F.T.E</u>
Total	1.15 F.T.E.



Transportation Budget Changes

Salaries	\$23,899
First Student Contract	35,017
Savings from All-Day Kind.	(29,678)
Savings/Reduction for Contracting Out-of-District	(81,720)
Repairs	7,700
Diesel Fuel	6,250
Purchase 1 Med-Size SUV	<u>24,817</u>
Total	(\$13,715)



Employee Benefits Overview

- **Procure cost efficient employee benefits**
- **Provide employee wellness programs**
- **Fund payroll taxes and contractual obligations for tuition reimbursement**
- **Fund pension fund for non-certified staff at recommended levels (FY 2012 11.54%; FY 2013 11.76%)**
- **Unemployment budget reflects changes in staffing**
- **Adequately fund teachers' sick bank and ERIP**
- **Maintain level funding of OPEB – GASB 43/45**
- **Project Workers' Compensation Premiums based on claims experience**



Employee Benefits

Next Level of Work

- **Transition all teachers to the H.S.A. Plan**
- **Maximize the use of the Internal Services fund balance to accommodate increases in health benefit costs & GASB 43/45**
- **Explore the merits of a mandatory employee wellness program**
- **Continue to operate an effective employee safety committee**
- **Solicit bids for health, life and disability if advisable**



Employee Benefits Budget Changes

Health Benefits	\$248,609
MERS Pension	25,185
FICA Matching	10,616
Unemployment Comp.	10,000
Medicare Matching	3,981
Life/Disability Insurance	2,117
Worker's Compensation	(2,703)
Early Retirement Incentive	<u>(9,668)</u>
Total	\$288,137
Percent Change	3.41%

Overall Budget Impact .64% of .93% budget increase



Overview – Copy Center

- **Continue to operate an efficient and effective operation for reproduction and postage**
- **Award new copier bid – estimated annual savings = \$37,657**



Copy Center Staffing in F.T.E. & Budget Change

Para-Professionals 1.46 F.T.E

Budget Change:

Salaries	\$ 193
Equipment Rental	(37,657)
Equipment	<u>(4,760)</u>
Total	(\$42,224)



Overview – All Other

- **Estimate turnover savings based on anticipated retirements**
- **Allocate staffing allowance based on M4 salary**
- **Budget for salary allowances**
- **Allocate funds for liability insurance – currently under review by the Insurance Advisory Committee**
- **Estimate revenues for tuition students attending our schools**



All Other Accounts

Turnover Savings	(\$135,156)
Staffing Allowance	61,211
Salary Allowances	115,924
Liability Insurance	<u>7,383</u>
Total	\$ 49,362



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Internal Services Fund For Health Benefits

**2012-2013 Budget Presentation
Pages 123 - 126**



Internal Services Fund for Health Benefits

What is the Internal Services Fund for Health Benefits?

It is a separate fund, outside the general operating fund for the schools, that records and accounts for all of the transactions, which includes various revenue sources, expenditures and accruals for our employees' health benefits.

When was the fund created?

The fund was created as of June 30, 2006.



Internal Services Fund for Health Benefits

What is the purpose of having an Internal Services Fund and why not budget for all the transactions in the general operating budget?

The purpose of the Internal Services Fund is to provide a mechanism for:

- full disclosure of revenue and expenditures on one statement,**
- retaining fund balances specifically for health benefits, and**
- establishing long-term budget stability.**

Has the Internal Services Fund enabled Weston to establish long-term budget stability?

Yes, it has been an essential component of our planning.



Internal Services Fund for Health Benefits

What type of revenues flow through the fund?

The Board of Education's general operating budget is the largest source of funds, followed by contributions from employees for cost sharing, COBRA and the State Teacher's Retirement Board for retired administrators and teachers covered by the district's health plan.

What type of expenditures flow through the fund?

Payments for insurance claims, the district's portion of the H.S.A. deductible, medical supplements, consultant fees and a portion of the district's GASB 43/45 actuarial obligation.



Internal Services Fund for Health Benefits

What happens if revenues are more or less than expenditures in a fiscal period?

Since the Internal Services Fund is a separate legal fund, there is a Revenue and Expenditure Statement and Balance Sheet. If revenues are higher than expenditures, the additional funds increase the undesignated balance of the fund. Conversely, if expenditures exceed revenues, the shortfall in current year revenues reduce the undesignated fund balance. Therefore, retaining an appropriate fund balance is essential for long-term budget stability.



Internal Services Fund for Health Benefits

Are increases in the costs of providing health insurance to employees predictable to plan for from one year to the next?

There are two primary factors in projecting the cost of health benefits for the next year. The first factor is claims experience. If the employees and their dependents incur claims in excess of projection in the 12 months preceding the date the renewal is calculated, the underwriters generally assume that those claims will continue and include them in the renewal. The underwriters increase this projection by a trend factor, which represents the rate of growth in cost of medical services. Therefore, the higher the claims experience the higher the claims renewal.



Internal Services Fund for Health Benefits

Does the district have any control over claims?

To the extent that the district enters into collective bargaining with the unions over the benefit package provided to employees, it has the ability to impact cost. In recent negotiations, the Board and WTA agreed on the HSA Plan and increased the deductibles. Here is a recap of the cost savings for FY 2012:

Projected savings in claims	(\$681,900)
Increased share of deductible	322,900
Impact on employee cost share	<u>86,676</u>
Net Savings	(\$272,323)



Budget Projection

FY 2012 Projected Fund Balance	2,896,523
FY 2013 Revenues:	
General Fund Contributions	6,373,113
Employee CS, TRB, COBRA	<u>1,260,698</u>
Total Revenues	7,633,811
Expenditures:	
Medical, Prescription, Dental	7,633,811
GASB 43/45	<u>214,840</u>
Total Expenses	7,848,651
Net Change FY 2013	(214,840)
FY 2013 Budgeted Fund Balance	2,681,683



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Technology Services

2012-2013 Budget Presentation



"The past 25 years in technology have been the warm-up act. What we are now entering is the MAIN EVENT which is the era in which technology will truly transform every aspect of business, government, education and society of life."

- Alan November



Budget Preface

Three years ago a handful of people had access to the network after hours, on the weekend, and from home.

Today all our staff and students have the ability to access web based technology tools and educational resources from home, school, and the public library.

Our budget is designed to expand access, enhance the educational experience, maintain the existing infrastructure, and utilize staff and resources effectively and efficiently .



Technology Transformation

- Servers are the backbone for the district**
- 1/3 of district computers are wireless**
- Students and staff bring their own technology devices**
 - Last week 235 school owned wireless devices were in use while 276 student and staff owned devices concurrently connected to the HS and MS network**
- Curriculum and Instruction relies on Technology**

Technology enables learners to access information anywhere.



Budget Drivers

- I. Cost Containment & Cost Avoidance**
- II. Equipment Replacement**
- III. Cloud & Remote Computing**
- IV. Staffing Model**
- V. Expanded Wireless Capabilities**
- VI. Maintain & Manage our Technology Infrastructure**
 - I. Switches**
 - II. Servers**
 - III. Managed Services**



Cost Containment: \$51,657 (Page 104)

New Contract Bid:

Copier Contract: \$37,657

Printer Contract: \$9,000

State Reporting Consultant: \$5,000



Non-Salary Budget Increases:

Professional Services: \$5,000 (Page 104)

-Network Update to facilitate new technology requirements

Equipment Leases: \$37,575 (Page 106)

- MS Computers, WIS & HES Wireless, SAN Expansion

Materials: \$8,750 (Page 104)

- Replacement Bulbs for SmartBoards

Software: \$21,797 (Page 106)

-ProTraxx

-Postini, Veem, RecTrac (Town & School Shared Services)



Staffing Budget: \$25,191 (Page 105)

Reallocation of Technology Integration Resources

Reduce One Technology Integrator: \$58,321

Stipends & Summer Work: \$8,834

Technical Support Staff: \$4,678

Data Management: \$70,000



Technology Budget Request: \$1,317,532

**8.06% increase over FY 2012
\$98,313**

**Salaries = \$25,191
Non-Salary= \$73,122**



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