



Westbrook Board of Education 2018–2019 Budget Annual Town Budget Meeting

Budget Drivers

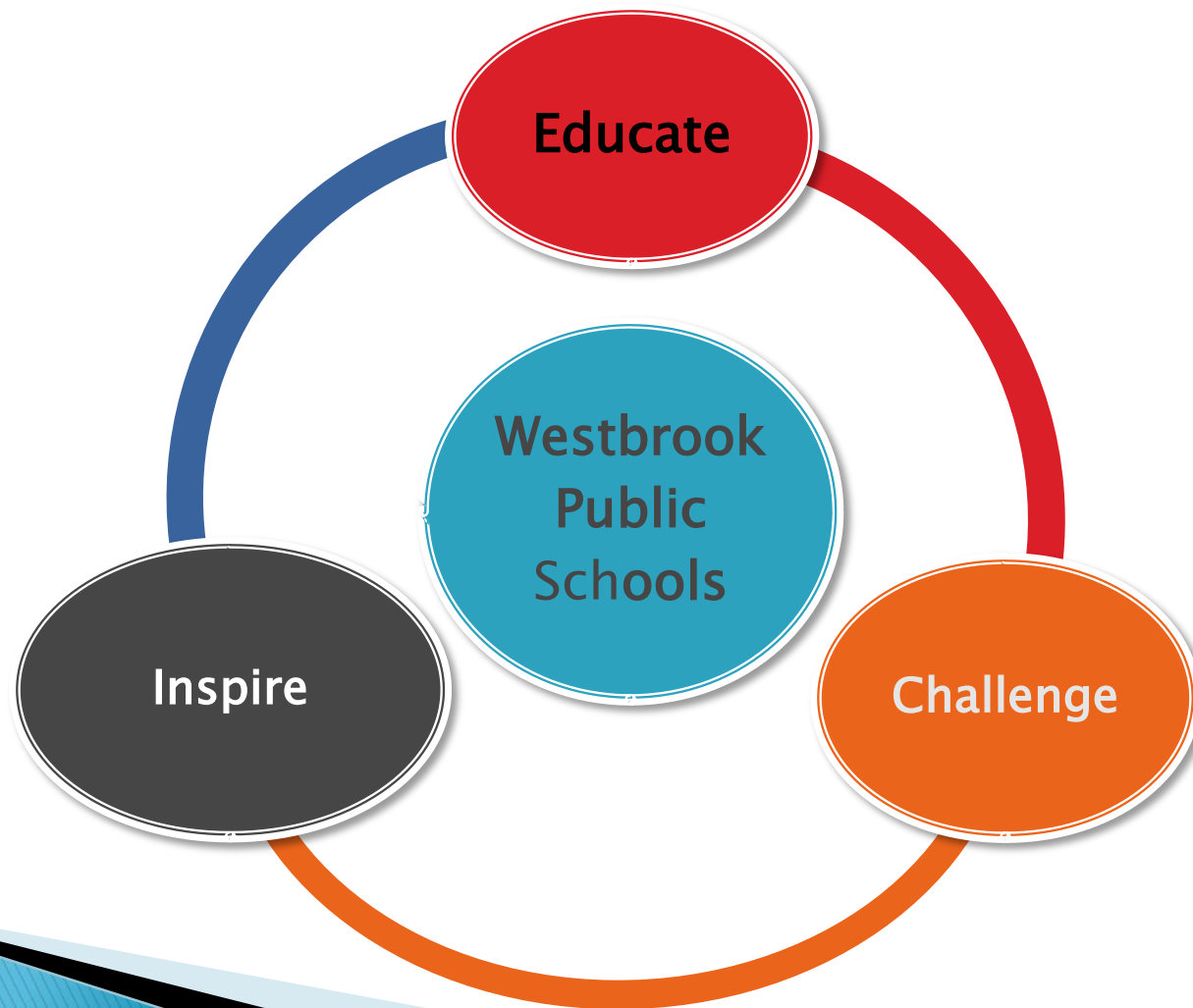
Driving Forces for Change: Internal:
21st Century Learning Expectations
Collaborative Workforce

Driving Forces for Change: External:
Legislation
Economy (Scale)
Special Needs Accommodations
Competition

“The whole people must take upon themselves the education of the whole people and be willing to bear the expenses of it. There should not be a district of one mile square, without a school in it, not founded by a charitable individual, but maintained at the public expense of the people themselves.”

John Adams, September 10, 1785

Westbrook Public Schools Mission For Teaching & Learning



Westbrook Public School Goals

Promote high academic achievement in preparation for successful transitions .

Provide students with content knowledge and develop skills necessary for healthy, productive, and fulfilling lives.

Provide an appropriate learning environment in keeping with education trends/reforms, integrated curriculum & technology mandates.

Advocate effectively for education using a variety of communication tools to reach all constituents.

Recruit and sustain outstanding personnel through effective support and evaluation.

Westbrook Budget Goals

Maintain & Market Our School District

Recruit & Retain Qualified Staff

Recruit & Retain Our Own Students

Strategic Short & Long-term Staffing Analysis

Update & Maintain Technology Infrastructure

**Relationships, Relationships
Transparency, Transparency**

Board Budget Guidelines

1. Improving and Enhancing Curriculum and Instruction
2. Support Technology Integration
3. Support Board of Education Enrollment Study/Initiative
4. Support All Current and Upcoming Contractual Obligations
5. Support Services for all students under ESSA Guidelines
6. Maintaining and Preserving Buildings and Grounds
7. Safety and Security Measures

Building the BOE Budget

- ▶ Zero – based budgeting approach:
Build and justify the entire budget each budget cycle
- ▶ A fresh look at needs each year: (needs assessment)
- ▶ Enrollment strategies and planning
- ▶ Many costs and services are not consistent by month or year to year
- ▶ YTD expenditures are considered when known needs are anticipated

BOE Budget Process



School

- Teacher requests
- Administrators requests
- Superintendent recommendation



BOE

- BOE Workshop
- BOE Approval

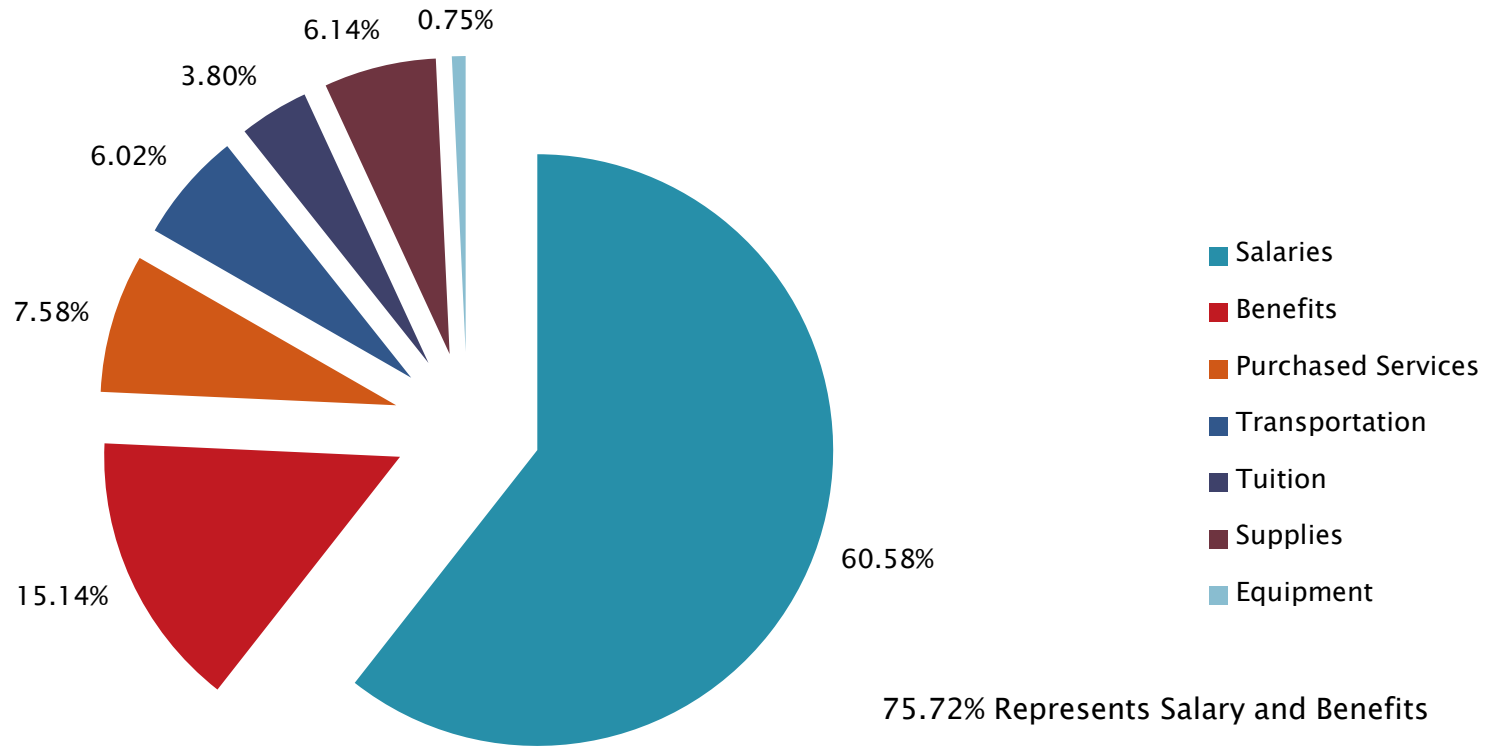


Town

- BOF
- Public Hearing
- Town Meeting

Budget by Object

2018-2019



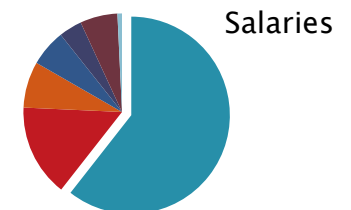
Westbrook BOE Budget

Expenditure Category	2017-18 Approved Budget	2018-19 Proposed Budget	Change %	Change \$	% of Proposed
1. Salaries	\$ 10,675,746	\$ 10,893,588	2.04%	\$ 217,842	60.58%
2. Benefits	\$ 3,108,342	\$ 2,721,870	-12.43%	\$ (386,472)	15.14%
3. Purchased Services	\$ 1,375,765	\$ 1,363,127	-.92%	\$ (12,638)	7.57%
4. Transportation	\$ 868,265	\$ 1,082,487	24.67%	\$ 214,222	6.02%
5. Tuition	\$ 471,923	\$ 683,269	44.78%	\$ 211,346	3.80%
6. Supplies/ Utilities	\$ 1,171,458	\$ 1,103,467	-5.80%	\$ (67,991)	6.14%
7. Equipment	\$ 229,416	\$ 134,010	-41.59%	\$ (95,406)	0.75%
TOTAL	\$ 17,900,915	\$ 17,981,819	.45%	\$ 80,904	100.00%

SALARIES

2017-2018	2018-2019	\$ Diff	% Diff
\$10,675,746	10,893,588	\$ 217,842	2.04%

	2017-18	2018-19	\$ Diff.	% Diff.
Administrators (7 FTE's)	\$ 957,608	\$ 954,066	-\$ 3,542	-0.37%
Certified Staff – WEA (104.9 FTE)	\$ 7,467,501	\$ 7,658,404	\$ 190,903	2.6%
Non-Certified Staff– AFT (58.53 FTE)	\$ 1,638,959	\$ 1,668,648	\$ 29,689	1.81%
Non-union Staff (5 FTE's)	\$ 279,638	\$ 289,419	\$ 9,781	3.49%
Other Wages/Extra Duty				
Athletic Coaches	\$ 188,742	\$ 193,324	\$ 4,582	2.4%
Extracurricular Advisors	\$ 93,483	\$ 88,927	-\$ 4,556	- 4.87%
Summer School/Homebound Inst.	\$ 49,815	\$ 40,800	-\$ 9015	-18.1%
TOTAL Salary and Wages	\$10,675,746	\$10,893,588	\$ 217,842	2.04%



SALARIES

Certified Staff – WEA

- Included are contractually obligated increases (3.1%), longevity, degree changes, additional compensation for time beyond standard hours, 1% increase in stipends for leadership positions

ADJUSTMENTS:

- 1 reduction in staff at the HS;

SALARIES

Non-Certified Staff– AFT

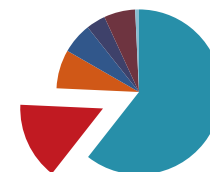
- Increases for paraprofessionals, custodial/maintenance personnel, school secretaries, health office and tech. support.

Other Wages/Extra Duty Assignments

- Wage increases based on WEA contract 1% increase by steps. Increase in Summer School based on current special education student need.
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BENEFITS:	2017-18	2018-19	\$ Diff	% Diff
	\$ 3,108,342	\$2,721,870	\$-386,472	-12.43%

	2017-18	2018-19	\$ Diff	% Diff
Life	\$ 42,330	\$ 41,800	\$ -530	-1.25%
Health/Dental	\$ 2,561,684	\$ 2,180,980	\$ -437,345	-17.07%
SS/Medicare	\$ 298,567	\$ 314,191	\$ 15,624	5.23%
Pensions	\$ 198,760	\$ 177,899	\$ -20,861	-10.49%
Unemployment	\$ 7,000	\$ 7,000	\$ 0	0%
TOTAL	\$ 3,108,342	\$ 2,721,870	\$ -386,472	-12.43%



Benefits

BENEFITS

- Life insurance– includes contractual disability coverage as well as life insurance offered by classification.

- Health/Dental–

Broker(USI) has projected a premium increase.

Application of Reserve, determined by established formula.

Application of Cost-Share payments–estimated by current census.

- Social Security/Medicare –rates determined by formula.
- Pension–figure determined by actuarial report.

PURCHASED SERVICES

2017-18	2018-19	\$ Diff	% Diff
\$1,375,765	\$1,363,127	-\$12,638	- .92%

Professional Services:		
HS Guidance Office	[2,285]	↑ \$ 1,785
Substitutes	[186,000]	↑ \$ 2,150
Athletic Trainer/Student Accident Insurance /Dr.	[60,314]	↑ \$ 2,864
Fiscal (Payroll, Audit, ADP, ACA)	[30,235]	↑ \$ 435
SPED Consulting (Student need)	[226,990]	↑ \$ 17,485
Travel/Conference fees	[46,690]	↑ \$ 3,300
Lunch Subsidy	[50,000]	= 0 change
Professional Development/Consultants	[26,100]	↓ \$ -29,900
Legal (no negotiation year)	[36,000]	↓ \$ -20,000
Software (licenses)	[97,482]	↓ \$ - 6,410
Total Dollar Difference for Professional Services:		↓ \$ -28,291

PURCHASED SERVICES

2017-18	2018-19	\$ Diff	% Diff
\$ 1,375,765	\$1,363,127	-\$12,638	- .92%

Professional Services:

Special Education Services

OT/PT

Psychological/Consulting Services

Assistive Technology Consultant

Student Assistance Counseling

Mandated Training

Software/Support License Fees

Power School; School Messenger; financial software; IEP/504 Direct; Destiny library circulation; library research; Viewpoints student research; Naviance progress monitoring; Star learning student assessment; Dibbles reading assessment; Email/webpage/virus protection; Symantic backup system; instructional software

Services

District consulting physician; athletic trainer and student insurance; legal; Kelly Staffing substitutes; lunch program subsidy; curriculum development; professional development consultants, auditor; ADP payroll; accompanists for productions, mileage/conference fees

PURCHASED SERVICES (Cont.)

2017-18	2018-19	\$ Diff	% Diff
\$ 1,375,765	\$1,363,127	-\$12,638	- .92%

Property Services:		
Building Service Contracts (incl. emergency repairs/inspections,/permits, etc.	[255,369]	↑ \$26,184
Departmental Misc. Repairs	[28,508]	↑ \$ 1,000
Copier	[81000]	↓ (\$ 9,043)
Total Dollar Difference for Property Services		↑ \$18,141

Communications/Dues and Fees:		
Dues and Fees	[45,537]	↑ \$ 2,162
Phones /Postage {fax/area of refuge/elevator}	[54,800]	↓ (\$ 3,000)
Printing /Advertising	[5,500]	↓ (\$ 1,650)
Total Dollar Difference for Communications/Dues and Fees		↓ (\$ 2,488)

PURCHASED SERVICES

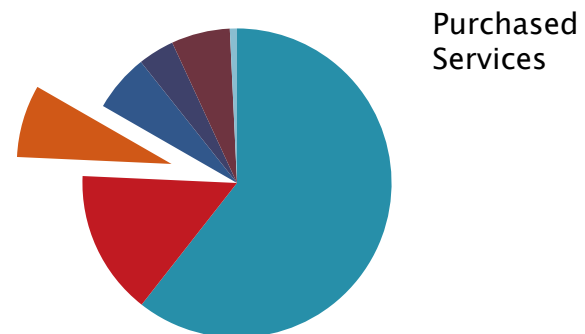
2017-18	2018 - 19	\$ Diff	% Diff
\$ 1,375,765	\$ 1,363,127	-\$12,638	- .92%

Property Services:

Building Service Contracts to operate, repair and maintain school property.

Elevator services/inspections contract, Sewage removal, Building controls/HVAC, Security Systems, Fire Alarms/smoke detectors service and inspections, Generator service, Fire Pump and Sprinkler systems service and inspections, Fire Extinguishers/ansul inspections, Well/Ground water monitoring, Waste disposal, Grounds Maintenance, Snow Removal, Industrial Waste disposal (photo developer), All other required inspections/permits, Exterminator, unanticipated emergency repairs: (Refrigeration/kitchen equipment repairs, Heating and Plumbing, Electrical and Lighting).

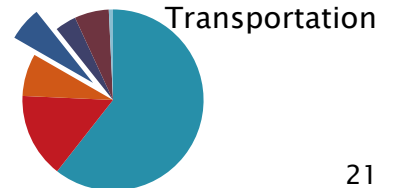
Also included in this category is Copier Lease Agreements and overage charges.



TRANSPORTATION:

2017-18	2018-19	\$ Diff	% Diff
\$868,265	\$1,082,487	\$ 214,222	24.67%

Contract	↑ \$ 18,039
Athletics	↑ \$ 1,000
SPED- IEP Changes	↑ \$ 199,297
Clubs	↑ \$ 2,067
Field Trips	↓ \$ (6,181)

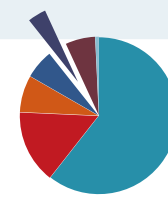


TUITION:

2017-18	2018-19	\$ Diff	% Diff
\$ 471,923	\$ 683,269	\$211,346	3.80%

Adult education, VOAG, Special Ed Placements & Vocational Training

VoAg 3 known students	↑ \$ 1,500
Adult Ed 3 % increase	↑ \$ 487
Known Special Ed, IEP Changes (placements)	↑ \$200,294
Magnet Tuition 3 known students	↑ \$ 9,065

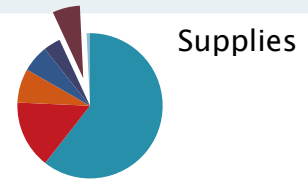


Tuition

SUPPLIES/ UTILITIES:

2017-18	2018-19	\$ Diff	% Diff
\$1,171,600	\$1,103,467	-\$ 67,991	-5.80%

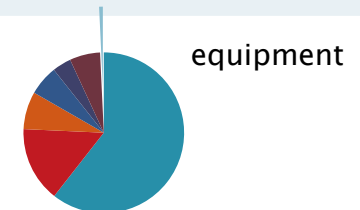
Textbooks/workbooks/prof. texts/periodicals/library books	↑\$ 36,075	
		Total Increases: \$ 36,075
Athletic supplies	↓\$ 4,400	
Electricity	↓\$ 40,000	
Natural Gas	↓\$ 40,000	
Instruct. Supplies (combined)	↓\$ 3,281	
Custodial/Maintenance Supplies	↓\$ (14,000)	
Special Ed. Supplies	↓\$ (2,385)	Total Decreases: -\$ (104,066)



EQUIPMENT

2017-18	2018-19	\$ Diff	% Diff
\$229,416	\$134,010	\$(-95,406)	-41.59%

Music: Ukuleles, clarinets, trombone, flutes	[20,100]	↑ \$ 200
MS English :bookshelves/displays	[1,825]	↑ \$ 1,825
Art Equipment	[500]	↑ \$ 500
Tech Ed Equipment –MS:3D printer HS TBD	[2,500]	↑ \$ 734
Athletic Equipment – MS: Pitching machine HS TBD	[4,000]	↑ \$ 1,000
Maintenance Dept.	[26,690]	↑ \$ 24, 690
Chrome books, tablets, teacher laptops, desktops Replacement of smart boards	[69,100]	↓ \$ (118,100)
Special Ed: Technology and specialized equipment for OT/PT and IEP's	[9,295]	↓ \$ – (6,255)



Budget Summary

2017–18 Approved Budget

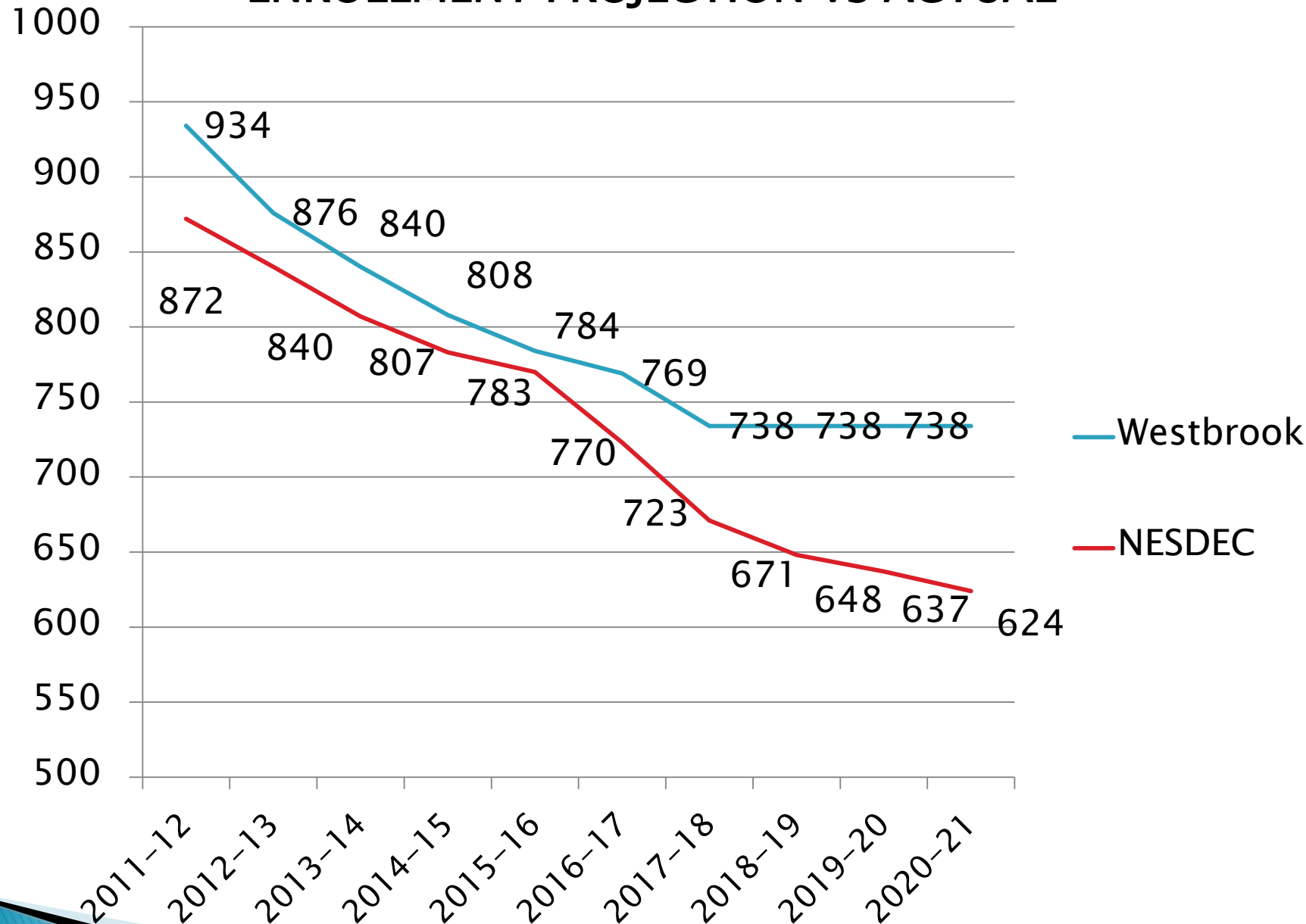
\$ 17,900,915 .92 %

2018–19 Proposed Budget

\$ 17,981,819 .45 %



ENROLLMENT PROJECTION VS ACTUAL



**SUMMARY OF
SPECIAL
EDUCATION**

2017-18	2018-19	\$ Diff	% Diff
\$1,063,960	\$1,477,166	\$413,206	38.84%

	2017-18	2018-2019	\$ Difference	% Diff
Purchased Services (Professional Services only)	\$209,505	\$226,990	\$17,485	-57.89%
Transportation	\$387,265	\$586,562	\$199,297	-0.26%
Tuition	\$481,200	\$848,169	\$366,969	
Excess Cost Grant	(\$45,000)	(\$211,675)	\$166,675	
Net Tuition	\$436,200	\$636,494	\$200,294	45.92%
Supplies	\$15,440	\$17,825	\$2,385	-19.4%
Equipment	\$15,550	\$9,295	-\$6,255	26.4%
Total Special Ed	\$1,063,960	\$1,477,166	\$413,206	38.84%

Board Budget Guidelines

1. Improving and Enhancing Curriculum and Instruction

- Professional Growth & Development for teachers and staff to meet statutory and other training requirements
- Ongoing Curriculum Revision/Implementation
- Assessments (SAT/ACT, etc.), Grade Reform
- English Language Learners (EL)
- Promote Positive Climate and Restorative Practices

Budget Guidelines continued:

2. Support Technology Integration

- **Maintain Technology Plan/Monitor Integration**

Budget Guidelines continued:

3. Support Board of Education Enrollment Study/Initiative

Class size Guidelines

Grade	Class Size
K-2:	16+-2
3-4	18 +- 2
5-8	22+- 2

Budget Guidelines continued:

4. Support All Current and Upcoming Contractual Obligations

- Westbrook Educators Association (WEA) Contract (certified staff)
- Administrator Agreements
- American Federation of Teachers (AFT) Contract (non-certified staff)
- Transportation
- Health Insurance
- Facilities/Maintenance

Budget Guidelines continued:

5. Support Services for all students under ESSA Guidelines

- Guidance
- Health Services
- Psychological services
- Speech/Hearing/Language
- Special Needs Tuition/Transportation/ Instructional Services

Budget Guidelines continued:

6. Maintaining and Preserving Buildings and Grounds


- Update Capital Improvement Plan with a focus on energy efficiencies and other cost saving measures
- Continue operational preventive maintenance
- Systems, Equipment and Structural Upgrades

Budget Guidelines continued:

7. Safety and Security Measures

- All Hazards Plan
- Chemical Hygiene Plan
- Title IX (Equity, Diversity, Investigations)
- Mandated Expert Orientations/Trainings

Object descriptions

- ▶ **Salaries/Wages**– Payments made to all employees
 - ▶ **Benefits**– Other advantages received in addition to salary/wages from the BOE
 - ▶ **Purchased Services**– Services that by nature are performed by persons or firms with specialized knowledge, i.e.
 - Professional Services – legal, consultants, etc.
 - Property Services– contracts related to the upkeep of the buildings
 - Communications– phone, postage, advertising
 - Dues and Fees– memberships to educational organizations
- 

Object descriptions

- ▶ **Transportation** – home to school \leftrightarrow
For all regular and special education students
Field trips, clubs and athletics
- ▶ **Tuition** – payments made to other facilities for the purpose of educating students with a nexus in Westbrook
- ▶ **Supplies/Utilities** – items that can be consumed, worn out or deteriorate through use
- ▶ **Equipment** – Items exceeding \$400 with an extended life expectancy