

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: January 25, 2018

REQUESTED MEETING DATE: January 29, 2018

AGENDA ITEM TITLE: Superintendent's Fiscal Year 2019 Recommended Budget Approval

PRESENTER:

Dr. Mary Czajkowski, Superintendent of Schools
Ian Dailey, Assistant Superintendent for Finance and Administration

SUMMARY:

The Superintendent's Recommended Fiscal Year 2019 Budget was first presented to the School Committee on January 2, 2018. As part of reviewing the Superintendent's Recommended Budget, public hearings were held to gather feedback on the budget. January 20, 2018 was the first of two public hearings. The second public hearing was on January 23, 2018. As a result of those hearings and discussions with the School Committee, the following notable changes have been made and will be reflected in the School Committee's budget document:

- Revenue allocation model update (\$-10,920)
- Additional funding in K-12 Curriculum for Elementary Health work (\$+15,300)
- Removed funding from School Department budget to fund separate article at ATM for Diversity Advisory Task Force (\$-15,000)
- Increased transportation fee for the full discount by \$30 (\$300 to \$330) and the mid discount by \$50 (\$500 to \$550) (\$+60,493)

FY2019 Operating Budget Approval

The School Committee must vote on the Superintendent's FY2019 Operating Budget for its inclusion in the 2018 Annual Town Meeting. Multiple votes are required to approve:

- Total annual operating budget – broken down by Budget Lines;
- Approve general fund, special revenue fund, and agency fund fees;
- Transfer costs associated with new positions to Shared Expenses budget; and
- Set maximum amounts on the Transportation revolving fund as required by law (MGL Chapter 44, Section 53E ½)
- Total capital budget – schools and facilities

Annually, the school department budgets for estimated costs associated with each position added/removed from its previous year's budgeted FTE amount. This transfer, to the Town's Shared Services budget, includes estimated costs associated with health insurance, dental insurance, workers compensation, and Medicare. Health and Dental Insurance costs are calculated based on a fixed per FTE formula provided by the Town annually (pro-rated for fractional FTEs added). Worker's Compensation and Medicare costs are calculated using a percentage of the total salary

Budget Detail – Expenses

Line #	Program	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Budget (approved by ATM)	FY18 Budget (adj)	FY19 Request	Change	% Change
1	Bowman	\$ 35,757	\$ 52,011	\$ 73,610	\$ 75,234	\$ 75,234	\$ 74,395	\$ (839)	-1.12%
2	Bridge	\$ 54,246	\$ 44,112	\$ 67,100	\$ 75,195	\$ 81,722	\$ 76,035	\$ (5,687)	-6.96%
3	Estabrook	\$ 25,619	\$ 42,177	\$ 54,490	\$ 68,945	\$ 68,945	\$ 73,385	\$ 4,440	6.44%
4	Fiske	\$ 39,794	\$ 45,372	\$ 52,842	\$ 60,276	\$ 60,276	\$ 63,035	\$ 2,759	4.58%
5	Harrington	\$ 37,431	\$ 45,293	\$ 44,375	\$ 67,095	\$ 63,960	\$ 68,655	\$ 4,695	7.34%
6	Hastings	\$ 25,697	\$ 38,349	\$ 49,630	\$ 58,296	\$ 58,296	\$ 59,616	\$ 1,320	2.26%
7	Clarke	\$ 51,207	\$ 32,960	\$ 41,560	\$ 46,760	\$ 46,760	\$ 48,597	\$ 1,837	3.93%
8	Diamond	\$ 38,553	\$ 27,428	\$ 40,396	\$ 43,447	\$ 43,447	\$ 45,232	\$ 1,785	4.11%
9	Lexington High School	\$ 151,666	\$ 146,074	\$ 160,233	\$ 182,484	\$ 182,484	\$ 209,589	\$ 27,105	14.85%
10	K-5 Literacy	\$ 178,515	\$ 218,531	\$ 247,431	\$ 142,022	\$ 142,022	\$ 212,403	\$ 70,381	49.56%
11	K-5 Math	\$ 70,501	\$ 76,625	\$ 82,565	\$ 83,119	\$ 83,119	\$ 85,356	\$ 2,237	2.69%
12	K-5 Science	\$ 34,239	\$ 34,637	\$ 41,830	\$ 82,196	\$ 82,196	\$ 54,912	\$ (27,284)	-33.19%
13	K-5 Social Studies	\$ 28,618	\$ 22,741	\$ 35,951	\$ 31,828	\$ 42,449	\$ 32,684	\$ (9,765)	-23.00%
14	6-8 English/Lang Arts	\$ 34,411	\$ 36,125	\$ 35,260	\$ 40,728	\$ 40,728	\$ 42,364	\$ 1,636	4.02%
16	6-8 World Language	\$ 30,840	\$ 45,596	\$ 45,086	\$ 50,506	\$ 50,506	\$ 52,535	\$ 2,029	4.02%
17	6-8 Math	\$ 107,471	\$ 107,114	\$ 110,028	\$ 32,550	\$ 32,550	\$ 33,858	\$ 1,308	4.02%
18	6-8 Science	\$ 61,741	\$ 62,071	\$ 66,733	\$ 70,637	\$ 70,637	\$ 73,473	\$ 2,836	4.01%
19	6-8 Social Studies	\$ 28,063	\$ 24,975	\$ 29,566	\$ 31,731	\$ 31,731	\$ 33,005	\$ 1,274	4.02%
21	9-12 English	\$ 31,857	\$ 31,505	\$ 32,627	\$ 35,237	\$ 35,237	\$ 35,673	\$ 436	1.24%
22	9-12 World Language	\$ 37,745	\$ 39,318	\$ 41,450	\$ 42,958	\$ 42,958	\$ 43,489	\$ 531	1.24%
23	9-12 Math	\$ 68,184	\$ 65,472	\$ 39,807	\$ 41,880	\$ 41,880	\$ 42,398	\$ 518	1.24%
23.1	9-12 Math Team		\$ 4,892	\$ 5,555	\$ 5,648	\$ 5,648	\$ 5,718	\$ 70	1.24%
24	9-12 Science	\$ 88,894	\$ 95,288	\$ 101,730	\$ 105,158	\$ 105,158	\$ 106,457	\$ 1,299	1.24%
25	9-12 Social Studies	\$ 37,315	\$ 44,747	\$ 41,583	\$ 42,978	\$ 42,978	\$ 43,509	\$ 531	1.24%
25.1	Debate & Competitive Speech	\$ 70,618	\$ 65,194	\$ 73,975	\$ 76,421	\$ 76,421	\$ 77,365	\$ 944	1.24%
29	K-12 Curriculum	\$ 421,481	\$ 427,256	\$ 425,797	\$ 677,982	\$ 580,834	\$ 613,337	\$ 32,503	5.60%
30	K-12 Library Media Program	\$ 161,543	\$ 174,308	\$ 187,609	\$ 197,464	\$ 197,464	\$ 202,534	\$ 5,070	2.57%
31	K-12 Technology	\$ 493,955	\$ 486,627	\$ 656,471	\$ 661,799	\$ 641,699	\$ 631,951	\$ (9,748)	-1.52%
32	K-12 English Learner Education	\$ 27,450	\$ 32,368	\$ 38,413	\$ 37,060	\$ 37,060	\$ 42,012	\$ 4,952	13.36%
33	K-12 PE/Wellness	\$ 69,285	\$ 71,682	\$ 73,865	\$ 77,744	\$ 77,744	\$ 79,740	\$ 1,996	2.57%
34	K-12 Visual Arts	\$ 79,767	\$ 83,741	\$ 85,057	\$ 92,069	\$ 92,069	\$ 94,433	\$ 2,364	2.57%
35	K-12 Performing Arts	\$ 73,768	\$ 88,226	\$ 96,388	\$ 106,751	\$ 109,886	\$ 109,492	\$ (394)	-0.36%
36	K-12 Athletics	\$ 126,837	\$ 138,662	\$ 151,007	\$ 153,248	\$ 153,248	\$ 157,183	\$ 3,935	2.57%
37	Early Childhood Education	\$ 60,186	\$ 79,189	\$ 49,668	\$ 77,822	\$ 77,822	\$ 79,820	\$ 1,998	2.57%
38	Health Services	\$ 20,218	\$ 20,895	\$ 22,116	\$ 20,932	\$ 41,032	\$ 42,086	\$ 1,054	2.57%
39.1	K-5 Counseling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
39.2	6-8 Counseling	\$ -	\$ 28	\$ -	\$ -	\$ -	\$ -	\$ -	
39.3	9-12 Counseling	\$ 13,459	\$ 15,832	\$ 14,027	\$ 17,291	\$ 17,291	\$ 17,735	\$ 444	2.57%
39.4	K-12 Counseling	\$ 62,365	\$ 61,845	\$ 83,073	\$ 62,477	\$ 62,477	\$ 64,081	\$ 1,604	2.57%
40.1	K-5 Special Education	\$ 49,457	\$ 50,226	\$ 52,160	\$ 54,081	\$ 54,081	\$ 55,469	\$ 1,388	2.57%
40.2	6-8 Special Education	\$ 20,428	\$ 23,810	\$ 17,099	\$ 35,596	\$ 35,596	\$ 36,510	\$ 914	2.57%
40.3	9-12 Special Education	\$ 9,008	\$ 25,373	\$ 8,851	\$ 36,266	\$ 36,266	\$ 37,197	\$ 931	2.57%
40.4	PreK-22 Special Education	\$ 107,114	\$ 88,213	\$ 101,727	\$ 193,550	\$ 193,550	\$ 221,555	\$ 28,005	14.47%
41	Tuition	\$ 4,736,414	\$ 5,286,658	\$ 5,027,778	\$ 5,820,047	\$ 5,820,047	\$ 7,037,180	\$ 1,217,133	20.91%
42	Transportation: Special Education	\$ 1,289,360	\$ 1,480,637	\$ 1,636,793	\$ 1,728,591	\$ 1,728,591	\$ 2,064,920	\$ 336,329	19.46%
42.1	Transportation: Homeless	\$ 23,425	\$ 32,795	\$ 46,175	\$ 30,940	\$ 30,940	\$ 20,000	\$ (10,940)	-35.36%
43	Special Educ. Consultants	\$ 281,686	\$ 252,442	\$ 642,774	\$ 581,688	\$ 581,688	\$ 581,688	\$ -	0.00%
44	Transportation: Regular Education	\$ 1,481,511	\$ 1,453,070	\$ 1,846,217	\$ 2,093,165	\$ 2,093,165	\$ 2,117,282	\$ 24,117	1.15%
45	Print Center	\$ 276,306	\$ 326,839	\$ 306,493	\$ 300,416	\$ 320,766	\$ 340,079	\$ 19,313	6.02%
46	Legal Services	\$ 219,992	\$ 232,583	\$ 134,698	\$ 292,074	\$ 292,074	\$ 192,074	\$ (100,000)	-34.24%
47	Teacher Substitutes	\$ 93,410	\$ 65,923	\$ 272,612	\$ -	\$ -	\$ -	\$ -	
48	Administration	\$ 566,978	\$ -	\$ -	\$ (0)	\$ (0)	\$ (0)	\$ -	
48.1	School Committee		\$ 23,949	\$ 11,733	\$ 19,692	\$ 32,692	\$ 19,692	\$ (13,000)	-39.77%
48.2	Superintendent		\$ 127,705	\$ 160,801	\$ 165,749	\$ 165,749	\$ 210,749	\$ 45,000	27.15%
48.3	Finance and Operations		\$ 79,027	\$ 56,417	\$ 98,743	\$ 98,743	\$ 98,743	\$ -	0.00%
48.4	Human Resources		\$ 280,599	\$ 265,991	\$ 388,987	\$ 374,452	\$ 315,928	\$ (58,524)	-15.63%
56	Telephone	\$ 30,250	\$ 45,678	\$ 43,772	\$ 80,960	\$ 80,960	\$ 80,960	\$ -	0.00%
58	Prior Year Unpaid Bills	\$ 50,000	\$ 49,766	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
60	Emergency Planning & Training	\$ 518	\$ 5,342	\$ 43,371	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.00%
61	Facility Improvements	\$ -	\$ -	\$ 66,336	\$ -	\$ 8,528	\$ 100,000	\$ 91,472	1072.61%
Grand Total		\$12,215,151	\$13,059,904	\$14,290,702	\$ 15,706,513	\$ 15,653,856	\$ 17,368,168	\$ 1,714,312	10.95%

General Fund Fees

Program	FY18 Fee	FY19 Proposed Fee	Reason for Change	Revenue Collected
Transcript Fees:	<ul style="list-style-type: none"> \$6.00 per official transcript for each college application requested. \$10.00 per official transcript for each college application requested for post-graduates. 	<ul style="list-style-type: none"> \$6 per official transcript for each college application requested. \$10.00 per official transcript for each college application requested for post-graduates. 	No Change	\$30,235 Three year average
Student Parking Fees:	\$175 per semester	\$175 per semester	No Change	\$12,538 Three year average

Special Revenue Fund Fees

Program	FY18 Fee	FY19 Proposed Fee	Reason for Change	Revenue Collected
Preschool Tuition	10 Hr/week program: \$3,240 15 Hr/week program: \$4,860 Lunch Bunch: \$1300 per year (1 hr – 4 day per week) Program will limit financial assistance slots available	10 Hr/week program: \$3,240 15 Hr/week program: \$4,860 Lunch Bunch: \$1300 per year (1 hr – 4 day per week) Program will limit financial assistance slots available	No Change	\$179,146 Three Year Average Revolving Fund: Offsets the cost of program staff and supplies and materials for typical students. It does not fund the Special Education component of this program.

Program	FY18 Fee	FY19 Proposed Fee	Reason for Change	Revenue Collected
Athletics	<p>High School:</p> <ul style="list-style-type: none"> ▪ \$325.00 1st sport per student, ▪ \$325.00 2nd sport per student, ▪ 3rd sport free. \$650 maximum per high school only family (LHS Family Plan). ▪ All home game admissions free except MIAA tournament games and Thanksgiving Football Games <p>Middle School:</p> <ul style="list-style-type: none"> ▪ \$150.00 per varsity sport. ▪ \$125.00 per junior varsity sport. ▪ \$75.00 per session for intramural programs ▪ \$300 MS Family Plan Only ▪ \$850 maximum per family (LHS & MS Family Plan). <p>Before School Sports:</p> <ul style="list-style-type: none"> ▪ \$75 per session, or ▪ \$200 for three sessions ▪ FAMILY PLAN: discontinued. 	<p>High School:</p> <ul style="list-style-type: none"> ▪ \$325.00 1st sport per student, ▪ \$325.00 2nd sport per student, ▪ 3rd sport free. \$650 maximum per high school only family (LHS Family Plan). ▪ All home game admissions free except MIAA tournament games and Thanksgiving Football Games <p>Middle School:</p> <ul style="list-style-type: none"> ▪ \$150.00 per varsity sport. ▪ \$125.00 per junior varsity sport. ▪ \$75.00 per session for intramural programs ▪ \$300 MS Family Plan Only ▪ \$850 maximum per family (LHS & MS Family Plan). <p>Before School Sports:</p> <ul style="list-style-type: none"> ▪ \$75 per session, or ▪ \$200 for three sessions ▪ FAMILY PLAN: discontinued. 	No Change	<p>\$513,339 Three Year Average</p> <p>Revolving Fund: Offsets the cost of staff, equipment, transportation, and other program needs</p>
Transportation	<p>\$300.00 (due by May 16)</p> <p>\$500.00 (due by May 16 – July 1)</p> <p>Full Cost/Seat \$798 pp (due after July 1st)</p>	<p>\$330.00 (due by May 16*)</p> <p>\$550.00 (due by May 16 – July 1)</p> <p>Full Cost/Seat \$855 pp (due after July 1st)</p>	<p>\$30 increase</p> <p>\$50 increase</p> <p>Incremental cost increase per seat</p>	<p>\$916,384</p> <p>Revolving Fund: Offsets the cost of program staff and supplies and materials for riders not eligible for Town paid transportation.</p>
After School Bus (Elementary ONLY)	\$500.00	Discontinued in FY2019	Program eliminated	
LEXPRESS Bus	\$50	\$50	No Change	

Program	FY18 Fee	FY19 Proposed Fee	Reason for Change	Revenue Collected
School Lunch	Student Breakfast (full) - \$2.00 Student Breakfast (red) - \$0.30 Student Lunch (full) – \$3.50 Student Lunch (red) – \$0.40 Student Lunch (Boar’s Head) - \$3.75 Student Lunch (Salad Bar) - \$3.75 Adult Lunch - \$4.50	Student Breakfast (full) - \$2.00 Student Breakfast (red) - \$0.30 Student Lunch (full) – \$3.50 Student Lunch (red) – \$0.40 Student Lunch (Boar’s Head) - \$3.75 Student Lunch (Salad Bar) - \$3.75 Adult Lunch - \$4.50	No Change	\$2,336,164 Revolving Fund: All revenue is held by the School Department. We currently have a Point of Sale system to remove cash from our schools and improve our reporting of sales for meals and a la carte items.

*** - Due to construction at Hastings Elementary School during the 2018-19 school year, all students/families will be charged the discounted \$330 fee to promote ridership and improve site safety/congestion.**

Agency Fund Fees: Student Activities

Program	FY18 Fee	FY19 Proposed Fee	Reason for Change	Revenue Collected
Field Trips and Extracurricular Activities	At Cost	At Cost	No Change	Student Activities: Costs are calculated for total cost of providing experience divided by the number of students attending.

FY2019 Capital Budget Approval

The School Committee must vote on the Superintendent’s FY2019 Capital Budget for its inclusion in the 2018 Annual Town Meeting. Multiple votes are required to approve:

- FY2019 School Department Capital
- FY2019 School Facilities Capital

Since the Superintendent’s FY2019 Recommended Budget was first published there have been no changes to report. Should there be a need to address and make any changes to address Project 1050: LHS Short Term Capacity, we will seek an amended approval.

A summary of the information described above for School Committee’s approval can be found below:

FY2019 School Department & School Facilities Capital

Project ID	Project Name	Original Recommendation (Jan 2, 2018)	Amended Capital Request (Jan 29, 2018)	Difference	Notes
Schools					
945	LPS Technology Capital Request	\$ 1,715,300	\$ 1,715,300	\$ -	
SCHOOL TOTAL		\$ 1,715,300	\$ 1,715,300	\$ -	
Public Facilities					
562	School Building Envelopes and Systems Program	\$ 227,755	\$ 227,755	\$ -	Harrington Elementary School
698	School Paving Program	\$ 236,890	\$ 236,890	\$ -	Harrington Elementary School
749	Public Facilities Bid Documents	\$ 100,000	\$ 100,000	\$ -	
989	LHS Security Evaluation and Upgrade	\$ 338,600	\$ 338,600	\$ -	Electronic Door access; signage & wayfinding
1047	Playground Replacement Program: Bowman and Bridge	\$ 302,000	\$ 302,000	\$ -	Bowman in FY2019 (CPA); Bridge in FY2020 (CPA)
SCHOOL FACILITIES TOTAL		\$ 1,205,245	\$ 1,205,245		
TOTAL		\$ 2,920,545	\$ 2,920,545	\$ -	

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

- for the first time, with a request that the School Committee vote at a subsequent meeting or
- with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

1. *Motion to Approve the Lexington Public Schools Operating Budget for Fiscal Year 2019 in the amount of \$108,111,445 allocated to budget lines as included in the Budget Detail – Salaries & Wages table and the Budget Detail – Expenses table in this agenda item.*
2. *Motion to approve general fund, special revenue fund, and agency fund fees as outlined in this agenda item.*
3. *Motion to transfer \$443,025 from the School Department Revenue Allocation to Town’s Shared Services budget, for the purposes of health insurance, Medicare and workers compensation for new positions.*
4. *Motion to transfer \$15,000 from the School Department Revenue Allocation to Town’s Shared Services budget, for the purposes of funding work with the Diversity Advisory Task Force.*
5. *Motion to request Town Meeting, pursuant to Chapter 44, Section 53E½, to re-authorize the use of the Transportation Revolving Fund, and to authorize to expend amounts from such revolving fund accounts, and to set the maximum amounts that may be expended from such revolving fund accounts in Fiscal Year 2019 at \$1,150,000.*

6. Motion to Approve the Lexington Public Schools Capital Budget for Fiscal Year 2019 in the Amount of \$1,715,300 for School Technology Capital.

7. Motion to Approve the school-related Public Facilities Capital Budget for Fiscal Year 2019 in the Amount of \$1,205,245 for School Facilities Capital.

FOLLOW-UP:

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM: 10 minutes

ATTACHMENTS: