

Fiscal Year 2013

Annual Town Meeting

Budget Request

As Voted: February 14, 2012

Mary Ann Stewart, Chair (Term Expires, 2015)
Alessandro Alessandrini, Vice-Chair (Term Expires, 2013)
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Lexington Public Schools
146 Maple Street ❖ Lexington, Massachusetts 02420

School Committee



Fiscal Year 2013 Annual Town Meeting Budget Request

As voted: February 14, 2012

Budget Summary

Table of Contents

BUDGET SUMMARY	1
<i>K-12 Curriculum, Instruction, and Professional Development Summary</i>	3
<i>K-12 Student Services Summary</i>	6
<i>Elementary K-5 Summary</i>	7
<i>Middle School Summary</i>	8
<i>High School Summary</i>	10
BUDGET EXPENDITURE HISTORY	11



Lexington Public Schools
2013 Superintendent's Recommended Budget



Budget Summary

On September 20, 2011, the School Committee voted the FY13 budget guidelines and requested that the Superintendent present a level-service budget. For purposes of clarification, a level-service budget is defined as the funds necessary to replicate the current level of services provided and to meet all legal requirements, including current collective bargaining requirements and special education laws. The recommended level-service budget for 2012-2013 is \$76,628,356, which requires an additional \$3,483,471. The request represents an increase of 4.76% over the FY12 appropriation. The FY13 budget is based on the assumption that the loss of federal Education Jobs funds \$586,572, a 15% reduction in federal Title I grant funds, and a 10% reduction in the state kindergarten grant. The loss of these federal funds will be replaced by the increase in the state special education circuit breaker reimbursement rate (40% to 60%), which is projected to be \$2,318,428.

Funding Sources	FY 2010 Actual	FY 2011 Actual	FY2012 ATM	FY2013 REC.	Dollar Increase	Percent Increase
Tax Levy	\$ 65,017,437	\$ 69,243,526	\$ 72,894,885	\$ 76,149,332	\$ 3,254,447	4.46%
Avalon Bay Mitigation Fund			\$ 250,000	\$ 250,000	\$ -	0.00%
One-Time Only Funds				\$ 229,024	\$ 229,024	100.00%
Enterprise Funds (Indirects)						
Fees & Charges						
Total 1100 Lexington Public Schools	\$ 65,017,437	\$ 69,243,526	\$ 73,144,885	\$ 76,628,356	\$ 3,483,471	4.76%

Appropriation Summary	FY 2010 Actual	FY 2011 Actual	FY2012 ATM	FY2013 REC.	Dollar Increase	Percent Increase
Compensation	\$ 54,440,050	\$ 57,160,025	\$ 60,636,052	\$ 64,481,249	\$ 3,845,197	6.34%
Expenses	\$ 10,577,386	\$ 10,787,639	\$ 12,508,833	\$ 12,147,107	\$ (361,726)	-2.89%
Sub-total Compensation	\$ 65,017,437	\$ 67,947,664	\$ 73,144,885	\$ 76,628,356	\$ 3,483,471	4.76%

Additional changes in the FY13 budget include the elimination of the Kindergarten Fee, Elementary Music Fee, and a fee reduction for Estabrook bus riders during construction of the new school. More details regarding the changes in revenues are available in the Revenue Offset section of this document.

The changes in the school budget are driven by four key factors:

- 1) Special Education Mandates: The cost of special education continues to be a key factor in the development of the school district budget. The major influences on special education costs include:
 - a. State Circuit Breaker funds – Last year, the Massachusetts legislature increased “circuit breaker” reimbursements for very expensive special education services from 40% to 65% of the cost above four times the foundation budget per student for FY12 (\$38,916). The increase in state aid added \$1,394,473 to the FY12 circuit breaker budget of \$1,402,149 for a total reimbursement of \$2,796,622. In FY13, we are projecting a 60% reimbursement rate and expect to receive \$2,318,428 based on November 2011 eligible students. The large increase in state aid and the use of a LABBB credit (\$250,000) in FY13 means that we will be able to reduce the local appropriation for out-of-district student placements by \$761,351 (12%)
 - b. Staffing needs – The major change in special education services in FY13 is the creation of an Intensive Learning Program at the Diamond Middle School. The program is needed for students on the autism spectrum who will transition from Fiske to Diamond next year. Other changes include the realignment of resources within the special education department to adjust for enrollment changes. The changes are listed at the end of the executive summary.

- 2) Personnel Salaries: The FY13 budget includes funds for all negotiated salary and step increases for all bargaining units. The FY13 personnel budget is based on current personnel, as of October 15, plus any known vacancies, program elimination, or identified program needs due to enrollment. It is assumed that all teachers on a leave of absence will return next fall. The district is adding 4.90 FTEs (FY 12 actual to



Lexington Public Schools
2013 Superintendent's Recommended Budget

FY 13 budget). The budget includes some staffing increases and decreases within the proposed budget that address the changing needs of the district.

The additional 13.21 positions outlined below are needed to address significant educational needs. The district is adding 4.90 positions that were added during the FY12 budget year and an additional 13.21 positions for FY13. 7.41 positions are new, and 5.8 FTEs are the result of transferring 20 Kindergarten (.3FTE) from the revolving fund because we have eliminated the fee. The budget also added 20,521 added to fund additional summer days for 194 day Technology Unit employees.

LINE No	ROLL UP	Reason for Change	FY12 Actual to FY13 Budget
1	UNIT A -LEA	Physics, Mandarin, OT, ELL, Grant Reduction Impact, Nurse	2.46
4	LESA - SECRETARIES	Reclassification of Positions, SSP Hours Added	(0.78)
5	NON-UNION DISTRICT SUPPORT/MGRS	Reclassification of Positions	2.00
7	UNIT C - INSTR ASST.	Instructional Assistants not needed to continue	(1.89)
7.2	UNIT C - STUDENT SUPPORT INSTRUCTORS	Diamond ILP Program	2.72
8	ABA/BCBA INSTRUCTORS	Diamond ILP Program	0.57
9	OT ASSISTANTS	Restructuring of Services	(3.00)
10	SPECIAL CLASS AIDES	Restructuring of Services	1.60
13	TECHNOLOGY UNIT	LHS Data Specialist conversion	0.40
14	CENTRAL ADMINISTRATORS	Maintain 0.50 Asst Student Service Dir. FTE	0.10
16	ALA - ASST PRINC/SUPERVISORS	Grant Reduction impact	1.72
Sub -Total FY12 to FY13 Base Budget Change			4.90
1	UNIT A -LEA	Kindergarten Teachers (5.8) from Revolving Fund, Department Head Administrative Time, World Language Teacher, Technology Integration Specialist, Nurse	8.75
4	LESA - SECRETARIES	Additional Dept Secretary Time in Science and Social Studies(Debate), School Support Personnel (2 x.37) for each Estabrook, Harrington, Hastings, and System Wide	2.96
5	NON-UNION DISTRICT SUPPORT/MGRS	Assistant Director of Guidance	0.50
13	TECHNOLOGY UNIT	IT Field Technician, IT Technician Summer Days	1.00
Sub-Total FY13 Program Improvements			13.21
Total new positions from FY12 Budget to FY13 request			18.11

- 3) **Employee Wellness Program:** The district has added \$30,000 for an employee wellness program beginning in FY13. This program will support and coordinate additional programs with the Town Employee Wellness Program.
- 4) **Fee Reductions:** The School Committee has continued to pursue fee reductions when possible. This year the budget includes fee elimination for Elementary Music Instruction and Full-Day Kindergarten. In addition, the School Committee is funding a fee reduction for Estabrook students for transportation during construction.
- 5) **Reduction in State and Federal Title Grants:** In FY13, the school department is projecting a 15% reduction in the Title I grant. Title IIA (aid for improving educator quality) is expected to decline by 15%, Title III (aid for limited English proficient students is expected to remain the same next year. The Full-Day Kindergarten Grant is expected to be reduced by 10%. We are assuming the METCO grant will be level-funded after substantial reductions during the past few years. Once the grant awards are known, any reduction in funding will result in reduction in staffing. The total estimated value of all federal cuts is approximately \$250,000. Final reductions will not be known until late August when grants are finalized.
- 6) **Elimination of Federal Education Jobs Funding:** On August 10, 2010, President Obama signed Public Law No. 111-226 which provides additional federal recovery funding to states. Title I of this law establishes a new "Education Jobs" program. The primary purpose of the Education Jobs program is to allow local school districts to retain existing employees, to recall or rehire former employees, and to hire new employees for the 2010-11 school year. As part of the FY12 funding, the School Committee along



Lexington Public Schools
2013 Superintendent's Recommended Budget

with the Board of Selectmen and Appropriations Committee agreed to use the funds to offset the benefits costs of school employees. These funds are now being made up by Chapter 70 funds and 60% reimbursement rate for Circuit Breaker eligible expenses.

The plan to transition from expiring federal funds is as follows:

	FY13	FY 14	Notes
Use of Avalon funds	\$250,000	\$297,205	At the end of FY 14, the fund will be exhausted
LABBB Credit	\$250,000	TBD	
Total Offset	\$500,000	\$297,205	

K-12 Curriculum, Instruction, and Professional Development Summary

The Office of Curriculum, Instruction, and Professional Development supports, organizes, and manages high quality educational programs for Lexington students in over twelve programs and serves the district's PK-12 administrators and teachers. This office's FY13 goals include the continuation of the district's curriculum review process, continuation of data analysis, and building a data culture to inform curriculum and instruction designed to increase academic excellence and student achievement that is explicitly linked to district goals. We continue our commitment to building professional learning communities among our teachers and our use of common formative assessments to assist our work in closing the achievement gap and advancing overall student achievement.

The inclusion of a second district-wide goal focused on the concurrent development of pro-social skills is included as a significant part of the district's instructional mission. If student stress and their social, emotional, and organizational preparedness to learn are in anyway challenged or compromised, students' academic success can suffer, as well. The two goals must walk "hand in hand" in order to ensure overall student success. Consequently, the Office of Curriculum, Instruction, and Professional Development is hard at work with district administrators and program leaders to bolster the fundamental building blocks that will bring many complex and complicated elements together in a seamlessly aligned cycle that continuously addresses the four basic, yet essential questions all educators need to answer on a regular and on-going basis:

1. What do we want all students to know and be able to do? (Curriculum)
2. How do we teach so that all students can learn? (Instruction)
3. How will we know if students have learned what we have taught? (Assessment)
4. What will we do if they have NOT learned it OR if they already know it? (Interventions and Extensions)

Educational research has emphatically proven that a strongly embedded and on-going Professional Development (P.D.) program plays a key role in assuring that teaching and learning goals are met. This research and our everyday practice continue to demonstrate that a strong professional development program is, in fact, a critical component of highly effective schools and the advancement of student achievement. A strong professional development program that addresses the complexities of pedagogy is firmly grounded in "day-to-day teaching practice and is designed to enhance teachers' content specific instructional practices with the intent of improving learning" (Darling-Hammond and McLaughlin, 1995).

The Lexington Public Schools has historically demonstrated a longstanding commitment to professional development for its faculty and administrators. We are very pleased that we have been able to significantly increase the level of funding for professional development by using federal ARRA funds in FY10, 11, and 12, and local dollars in FY13 so that we may continue the program at the FY12 level. Some of the accomplishments in the past three years include a strong, in-depth series of optional, after-school offerings



Lexington Public Schools
2013 Superintendent's Recommended Budget

provided in the spring, summer, and fall of 2011 with another round scheduled for the spring of 2012. An impressive 825 teachers, in total, have elected to enroll in these LPS courses and workshops since the program was first developed and offered in the spring of 2010. During the past few years, more than sixty-five courses and workshops, focused on differentiated instruction, guided reading, best practices, Response to Intervention (RTI), Responsive Classroom, technology integration, and the advancement of 21st century literacies, and more, have been provided “in-district” for our faculty members. Additionally, a total of 350+ administrators and faculty have been able to participate in out-of-district courses (both in-state and out-of-state) with educational experts and colleagues from around the country. As a result, our staff has been able to bring back what they have learned to their school, their PLCs, and the district at-large. Required training to provide content specific information to teachers in the areas of mathematics and literacy skills, as well as education related to brain development, adult learning, and pro-social skills have taken place during the course of the school day on designated dates and two evening forums for parents focusing on self-regulatory behaviors.

In the summer of 2011, over 100 administrators, program leaders, and teachers joined the district at the Data Summit. This was the first ever two-day seminar of this size to be held in Lexington. Leading educational experts, Dr. Doug Reeves, Dr. Michael Wasta, Angela Peery, and Tony Flach both instructed and inspired the group in engaging discussion on how the collaborative use of student data can advance and improve student learning and increase achievement for ALL students. A similar district-wide conference is scheduled to take place in June of 2012 with RTI specialist, Michael Mattos.

Not only has our success in the area of Professional Development been acclaimed by our district’s faculty via their end-of-course evaluation forms, but national recognition has come our way, as well. In the November 2010 issue of *Education Week*, a profile of the district’s P.D. work was showcased. The article attests to the importance of our local efforts and its relative uniqueness in the country as we work to become a “learning system” – one that fosters teacher learning beyond the individual school and classroom level. We are indeed one of the only districts in the nation that has committed itself to the systemic and synergized importance of this work. Calls continue to come to the district on a regular basis asking for input and further discussion about our program and the work of our Professional Learning Communities in nurturing the work of both our teaching and learning strategies in furthering academic excellence.

However, the work is never done. The momentum must be sustained. There must be continuity and consistency, not only in the mission and vision, but also in our collective effort. The needs of teachers “new” to Lexington, as well as the needs of our experienced, veteran teachers must be continuously addressed. From the *Better Beginnings* course and mentor coaching for our new teachers to the changing and advanced needs of our experienced teachers, we must cover all the bases, both in our required and optional programs. Our Professional Development Committee continues to respond to the expressed needs of teachers by seeking feedback from teachers and staff. The committee continues to design and structure offerings that synthesize the goals of the district focused on improving student performance at every level with a specific concentration on reducing the achievement gap. A great deal of time and attention are required to organize the many aspects and details of a consolidated P.D. “system.” Multiple components must be considered and addressed from beginning teachers to veteran teachers, from content to pedagogy, from in-district to out-of-district activities, from registrations to cancellations. The addition of a part-time Professional Development (P.D.) Coordinator has bolstered the consolidation, coordination, and coherency of our work in leading this effort forward.

The overall essence of this systemic P.D. program is centered on raising educator capacity to more effectively teach all students. We have focused on improving the work of PLCs, providing targeted and specific training in the development and identification of tiered intervention instructional models and strategies, collecting data to inform individual student instruction, integrating expanding technologies as educational tools in each classroom, encouraging increased interdisciplinary curricular goals, and much more. We are building further



Lexington Public Schools
2013 Superintendent's Recommended Budget

capacity by inviting and encouraging our highly knowledgeable and competent staff members to instruct courses that target specific programmatic needs with appropriate methodologies.

In the area of curriculum development, a committee of teachers, administrators, and community members continues with Year 3 of the K-12 English Language Arts (ELA) Curriculum Review/Program Evaluation Process. The work in this programmatic area is addressing the alignment of the Lexington Public Schools' ELA curriculum with the Common Core Standards recently adopted by the Commonwealth of Massachusetts. The district has invested in a web-based tool called *Atlas Rubicon*, which is being used to upload the priority standards for each grade level, along with the suggested instructional strategies that should accompany the teaching of these standards and the list of accompanying resources, activities, and materials that can be used to support success in this area. A considerable amount of training has been invested in opportunities for staff members to be trained in the use of Atlas, so that this electronic mapping tool helps them to access curricular, instructional and assessment information on-line.

The commitment to this ambitious curriculum renewal cycle will ensure that the Lexington Public Schools' curriculum is always aligned to state and national academic standards in a timely way, while at the same time ensure that we are offering the very best programs to our students. The curriculum cycle is an ever evolving process that never remains stagnant, as it is actively assessed and re-tooled to address student needs.

During the past few years, we have completed three programmatic curriculum reviews: Mathematics, Physical Education/Wellness, and Science/Engineering and Technology. Revisions in the mathematics documents will be re-considered in FY13 as a result of the State's adoption of the national Common Core Standards. This work has already begun and will continue intensively throughout the summer of 2012 and the next academic year. It should be duly noted that the new Common Core Standards significantly emphasize the importance of higher order thinking skills in each program area. These skills are highlighted as essential to success in post high school programs and student career paths. The fourth curriculum review, English Language Arts, is currently in its third year. In FY12, the district started its fifth curriculum in the area of Social Studies. This work began in August of 2011 and will continue through its third year in 2013-2014.

The curriculum office has established a standards-based Report Card Committee whose charge it is to research and design a standards-based K-5 report card that will replace the current elementary reporting instrument. The goal of this work is to provide a reporting tool to parents and students that will more accurately communicate student achievement and progress. The new report card will specifically outline those standards and skills that should be met by each student at each grade level in all academic areas, including pro-social behaviors and learning approaches. Performance indicators for each of these standards and skills will provide assessment information to the student and parent and will be recorded electronically by the teacher. The roll-out and instruction for teachers and parents on this new report card is scheduled to begin in January of 2012 and continue throughout the next academic year.

We project that the K-5 enrollment will increase by twenty students next year. While twenty students would normally mean that we would hire 1 classroom teacher and 0.2 specialist teachers, the budget includes 3.8 unallocated teachers. The additional teachers are needed to reduce class sizes in schools that now have large class sizes and over-max aides (grade 4 at Harrington and Fiske) and provide staffing for classes that are already large and may exceed guidelines.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Changes in Expenditures:

K-12 Department Expense Budget
 (general education budget only)
 Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Student \$	Per Pupil Allocation	Change	FY13	# of Student \$	Per Pupil Allocation (+2%)	Change	\$ % Change	Pupil % Change
29	K-12 Curriculum	\$ 299,463	6,131	\$ 48.84	\$ 733	\$ 310,990	6,367	\$ 48.84	\$ 11,527	\$ 320,099	6,425	\$ 49.82	\$ 9,109	2.93%	
30	K-12 Library Media	\$ 155,014	6,131	\$ 25.28	\$ 379	\$ 160,981	6,367	\$ 25.28	\$ 5,967	\$ 165,697	6,425	\$ 25.79	\$ 4,715	2.93%	
31	Technology	\$ 212,281	6,131	\$ 34.62	\$ 519	\$ 220,453	6,367	\$ 34.62	\$ 8,171	\$ 226,910	6,425	\$ 35.32	\$ 6,457	2.93%	
32	English Language Learner	\$ 10,325	6,131	\$ 1.68	\$ 25	\$ 13,723	6,367	\$ 1.68	\$ 3,397	\$ 14,125	6,425	\$ 2.20	\$ 402	2.93%	
33	K-12 PE/Wellness	\$ 56,789	6,131	\$ 9.26	\$ 139	\$ 58,975	6,367	\$ 9.26	\$ 2,186	\$ 60,702	6,425	\$ 9.45	\$ 1,727	2.93%	
34	K-12 Visual Arts	\$ 72,277	6,131	\$ 11.79	\$ 177	\$ 75,059	6,367	\$ 11.79	\$ 2,782	\$ 77,258	6,425	\$ 12.02	\$ 2,199	2.93%	
35	K-12 Performing Arts	\$ 77,439	6,131	\$ 12.63	\$ 189	\$ 80,420	6,367	\$ 12.63	\$ 2,981	\$ 82,776	6,425	\$ 12.88	\$ 2,356	2.93%	
36	Athletics	\$ 111,820	6,131	\$ 18.24	\$ 274	\$ 116,124	6,367	\$ 18.24	\$ 4,304	\$ 119,525	6,425	\$ 18.60	\$ 3,401	2.93%	
		\$ 995,408	6,131	\$ 162.36	\$ 2,435	\$ 1,036,725	6,367	\$ 162.36	\$ 41,316	\$ 1,067,092	6,425	\$ 166.08	\$ 30,367	2.93%	0.90%
		0.25%	0.25%	0.00%		4.15%	3.85%	0.00%		2.93%	0.91%	2.30%			

- 1) Only a portion of the K-12 Curriculum programs are eligible for Per Pupil expenditures. Each respective line item has received a portion of a per pupil increase.

K-12 Student Services Summary

The cost of special education continues to be a key factor in the development of the school district budget. The major influences on special education costs include:

Program Changes for FY13:

- 1) Increases in out-of-district tuition: The total tuition amount is projected to increase from \$7,890,419 in the FY12 budget to \$8,157,380 in FY13 which is a 3.38% increase. However, the operating budget portion of the tuition account is projected to decrease by almost 12% due to the increase in circuit breaker and use of the LABBB credit. The tuition line item includes a 2.13% increase for private special education schools, an increase for private schools that have requested program reconstruction or extraordinary relief, and a 4% increase for collaborative tuitions.
- 2) Increase in State circuit breaker reimbursements:
 The state "Circuit Breaker" law partially reimburses school districts for special education placements that cost four times the foundation budget (\$38,916 per student for FY12). In FY13, we are projecting a 60% reimbursement rate and expect to receive \$2,318,428 based on November 2011 eligible students.
- 3) Staffing changes:
 - a. Additional staff will be needed at Fiske for new students who moved to Lexington in FY12 and for four students moving from the preschool to the Fiske Intensive Learning Program Learning Programs (ILP).
 - b. Beginning in FY13, we will start an Intensive Learning Program (ILP) at Diamond to meet the needs of the four fifth grade students in the Fiske ILP Program that will be moving up to Diamond next year. Some positions will be able to be transferred (with additional hours) from Fiske to Diamond, some positions will need to be added, and some positions will be filled from current FTEs in the district. The total new positions that will need to be added to the FY13 budget would be a .4 increase in Board Certified Behavior Analysts and a .36 increase in Student Support Instructors. The cost for the new program at Diamond will be \$105,516, which includes staffing, furniture, supplies, and materials. The program will allow our Hastings students to remain in-district. If LPS does not create an in-district program, the students would require an out-of-district placement at a cost of approximately \$460,640, including transportation.



Lexington Public Schools
2013 Superintendent's Recommended Budget

- c. Each year, the school district reexamines staffing numbers based on the number of students projected for each program. Based on known and anticipated students for FY13, this budget includes the following changes:
 1. 0.5 resource room reduction at Estabrook Elementary School
 2. No net change in staffing in the speech and language department. However, staffing levels will be changed in some of the schools. Through the realignment, we are able to achieve a cost avoidance covering the need for a .4 FTE speech and language increase at Diamond for the new Intensive Learning Program.
 3. A reduction of 2.0 special education teachers at the high school. A retirement that occurred in FY12 will not be filled. In addition, one additional reduction in special education teaching staff is recommended based on the number of students requiring services.

Changes in Expenses:

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change	\$ % Change	Pupil % Change
37	Early Childhood Program	\$ 65,875	90	\$ 731.94	\$ -	\$ 65,875	90	\$ 731.94	\$ -	\$ 67,193	90	\$ 746.58	\$ 1,318	2.00%	
38	Health Services	\$ 12,626	6,131	\$ 2.06	\$ 31	\$ 13,112	6,367	\$ 2.06	\$ 486	\$ 13,496	6,425	\$ 2.10	\$ 384	2.93%	
39	Psychologist	\$ 86,647	6,131	\$ 14.13	\$ 212	\$ 89,982	6,367	\$ 14.13	\$ 3,335	\$ 92,618	6,425	\$ 14.42	\$ 2,636	2.93%	
40.1	K-5 Student Services	\$ 30,050	2,675	\$ 11.23	\$ 550	\$ 32,308	2,876	\$ 11.23	\$ 2,258	\$ 32,817	2,864	\$ 11.46	\$ 509	1.57%	
	K-5 Guidance	\$ -	2,675	\$ -	\$ -	\$ -	2,876	\$ -	\$ -	\$ -	2,864	\$ -	\$ -		
40.2	6-8 Student Services	\$ 18,635	1,486	\$ 12.54	\$ (301)	\$ 18,886	1,506	\$ 12.54	\$ 251	\$ 20,568	1,608	\$ 12.79	\$ 1,682	8.91%	
	6-8 Guidance	\$ -	1,486	\$ -	\$ -	\$ -	1,506	\$ -	\$ -	\$ -	1,608	\$ -	\$ -		
40.3	9-12 Student Services	\$ 7,817	1,970	\$ 3.97	\$ (40)	\$ 7,877	1,985	\$ 3.97	\$ 60	\$ 7,905	1,953	\$ 4.05	\$ 28	0.36%	
40.4	K-12 Student Services	\$ 60,690	6,131	\$ 9.90	\$ 148	\$ 63,027	6,367	\$ 9.90	\$ 2,336	\$ 64,873	6,425	\$ 10.10	\$ 1,846	2.93%	
	K-12 Guidance	\$ -	6,131	\$ -	\$ -	\$ -	6,367	\$ -	\$ -	\$ -	6,425	\$ -	\$ -		
		\$ 282,341	6,131	\$ 785.78	\$ 601	\$ 291,067	6,367	\$ 785.78	\$ 8,726	\$ 299,470	6,425	\$ 801.49	\$ 8,403	2.89%	0.90%
		0.21%	0.25%	0.00%		3.09%	3.85%	0.00%		2.89%	0.91%	2.00%			

1. Equipment (an additional \$24,940) is needed for specialized equipment and travel expenses. Each year the district receives requests for additional FM systems or sound field systems that are unanticipated for hearing impaired students. These who either move into Lexington or who require updated systems.
2. Each Year a portion of the Student Services program budgets receive per pupil allocations for instructional supplies. Below is the change in per pupil allocation for these departments.

Elementary K-5 Summary

In FY13 the K-5 enrollment is projected to increase by twenty students (2818 to 2838). Currently, there are 132 classrooms in the six K-5 schools.

Classroom teachers provide instruction in the core academic areas and are supported by experts and specialists in the fields of art, music, physical education, and library/media. Specialists provide developmentally appropriate instruction, and this instruction is interdisciplinary in nature whenever possible. Literacy and mathematics intervention specialists at each building work with all students, as well as at-risk students to provide assistance with their literacy and numeracy skills. Additionally, the K-5 specialists assist teachers with model lessons, lesson planning, and professional development. The K-5 Literacy and Math Department Heads and specialists work with administrators and teachers in program planning for cognitively gifted students to assure these students have appropriate programs in both reading and math.

Funds are allocated in department budgets to support ongoing programs that support ongoing, planned assessment to inform instruction, provide supplemental materials for comprehensive programs that are



Lexington Public Schools
2013 Superintendent's Recommended Budget

aligned with the Massachusetts State Curriculum Frameworks, and provide teachers with professional development in current instructional methodologies.

The overall school expense budgets for the elementary schools were based on a per pupil expenditure of approximately \$55.08 per student, which is a 2% increase over FY12. The principals then reallocated their school's allotment to the various needs within their building.

Program Changes for FY12:

- 1) K-5 School Support Personnel (2.96 Net FTE): The current staffing level does not provide sufficient coverage for safely overseeing recess and lunch periods and cannot safely provide coverage during indoor recesses. In addition, elementary schools lack sufficient coverage for classroom teachers during special education meeting times, which means we sometimes need to reassign special education assistants to cover classrooms.
- 2) Per pupil allocations for level service are applied in the following manner:

Elementary School Expense Budget
 (general education budget only)
 Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change	\$ % Change	Pupil % Change
1	Bowman	\$ 26,082	483	\$ 54.00	\$ 378	\$ 28,674	531	\$ 54.00	\$ 2,592	\$ 28,201	512	\$ 55.08	\$ (473)	-1.65%	-3.71%
2	Bridge	\$ 27,000	500	\$ 54.00	\$ 3,726	\$ 27,972	518	\$ 54.00	\$ 972	\$ 28,311	514	\$ 55.08	\$ 339	1.21%	-0.78%
3	Estabrook	\$ 23,706	439	\$ 54.00	\$ 1,674	\$ 24,300	450	\$ 54.00	\$ 594	\$ 25,282	459	\$ 55.08	\$ 982	4.04%	1.96%
4	Fiske	\$ 23,652	438	\$ 54.00	\$ (3,240)	\$ 25,488	472	\$ 54.00	\$ 1,836	\$ 26,879	488	\$ 55.08	\$ 1,391	5.46%	3.28%
5	Harrington	\$ 21,168	392	\$ 54.00	\$ (810)	\$ 24,948	462	\$ 54.00	\$ 3,780	\$ 25,337	460	\$ 55.08	\$ 389	1.56%	-0.43%
6	Hastings	\$ 22,842	423	\$ 54.00	\$ 918	\$ 23,922	443	\$ 54.00	\$ 1,080	\$ 23,739	431	\$ 55.08	\$ (183)	-0.76%	-2.78%
		\$ 144,450	2,675	\$ 54.00	\$ 2,646	\$ 155,304	2,876	\$ 54.00	\$ 10,854	\$ 157,749	2,864	\$ 55.08	\$ 2,445	1.57%	-0.42%
10	K-5 Literacy	\$ 88,721	2,675	\$ 33.17	\$ 1,625	\$ 95,388	2,876	\$ 33.17	\$ 6,667	\$ 96,889	2,864	\$ 33.83	\$ 1,502	1.57%	
11	K-5 Math	\$ 65,068	2,675	\$ 24.32	\$ 1,192	\$ 69,957	2,876	\$ 24.32	\$ 4,889	\$ 71,059	2,864	\$ 24.81	\$ 1,101	1.57%	
12	K-5 Science	\$ 30,272	2,675	\$ 11.32	\$ 555	\$ 32,547	2,876	\$ 11.32	\$ 2,275	\$ 33,059	2,864	\$ 11.54	\$ 512	1.57%	
13	K-5 Social Studies	\$ 24,791	2,675	\$ 9.27	\$ 454	\$ 26,653	2,876	\$ 9.27	\$ 1,863	\$ 27,073	2,864	\$ 9.45	\$ 420	1.57%	
		\$ 208,852	2,675	\$ 78.08	\$ 3,826	\$ 224,545	2,876	\$ 78.08	\$ 15,693	\$ 228,081	2,864	\$ 79.64	\$ 3,535	1.57%	-0.42%
Elementary Total		\$ 353,302	2,675	\$ 132.08	\$ 6,472	\$ 379,849	2,876	\$ 132.08	\$ 26,547	\$ 385,830	2,864	\$ 134.72	\$ 5,980	1.57%	-0.42%
		\$ 6,472	1.87%	0.00%		\$ 26,547	7.51%	0.00%		\$ 5,980	-0.42%	2.00%			

Middle School Summary

The FY13 budget recommendation for the middle schools is driven by the following consideration:

The overall school expense budgets for the middle schools were based on a per pupil expenditure of approximately \$134.24 per student. The principals may reallocate their school's allotment to the various department needs within their building. In FY13, Clarke's enrollment is projected to decrease by seven students. Diamond's enrollment is projected to decrease by four students. If additional staffing is needed due to increased enrollment, the unallocated staffing set aside in the K-5 budget, if not needed, could be transferred to the middle school(s).

	Clarke Projected FY12	Clarke Actual FY12	Diamond Projected FY12	Diamond Actual FY12	TOTAL Projected FY12	TOTAL Actual FY12	Clarke Projected FY13	Diamond Projected FY13	TOTAL Projected FY13
Grade 6	292	297	255	250	547	547	259	264	547
Grade 7	266	256	257	259	523	515	300	253	523
Grade 8	261	272	263	274	524	546	259	262	524
Total	819	825	775	783	1594	1608	818	779	1597



Lexington Public Schools
2013 Superintendent's Recommended Budget

The middle school experience is unique. With its team approach to teaching, our staff members work together to make the learning experience a positive one for all of our students. Each team strives to get to know each student and his/her unique learning and emotional needs and works hard to address these needs.

In FY12, the department leadership structure was reorganized from one department chair for each major subject at each school (five per school) to one department head per major subject for both middle schools. The new department heads have much greater authority to supervise and evaluate teachers and lead their respective departments. The chairs had one release period per day. The new department heads have two release periods per day for leadership responsibilities. Grade 6-8 department heads, supervise and evaluated teachers and assess, align, coordinate, and develop curriculum during department meetings and during Middle School Curriculum Council meetings. They identify appropriate instructional materials and issues that arise relevant to the middle school experience. They assist teachers in using curriculum documents and materials to provide high quality instruction to students. All middle school teachers work together to identify and discuss ways to help individual students explore and make connections in the curriculum. They serve as partners with parents to communicate about homework, schedules, parent conferences, and progress reports.

Middle School Program Changes:

1. Staffing Changes
 - a) General Education – no changes.
 - b) Special Education – An Intensive Learning Program will be established at Diamond (Please see the section on student services.)

2. Per pupil allocations for level service are applied in the following manner:

Middle School Expense Budget
 (general education budget only)
 Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change	% Change	Pupil % Change
7	Clarke	\$ 23,622	753	\$ 31.37	\$ 31	\$ 23,967	764	\$ 31.37	\$ 345	\$ 26,398	825	\$ 32.00	\$ 2,431	10.14%	7.39%
8	Diamond	\$ 22,994	733	\$ 31.37	\$ (784)	\$ 23,277	742	\$ 31.37	\$ 282	\$ 25,054	783	\$ 32.00	\$ 1,777	7.64%	5.24%
		\$ 46,616	1,486	\$ 31.37	\$ (753)	\$ 47,243	1,506	\$ 31.37	\$ 627	\$ 51,452	1,608	\$ 32.00	\$ 4,209	8.91%	6.34%
14	6-8 Eng/Lang Arts	\$ 15,763	753	\$ 20.93	\$ 21	\$ 15,993	764	\$ 20.93	\$ 230	\$ 17,615	825	\$ 21.35	\$ 1,622	10.14%	
		\$ 15,344	733	\$ 20.93	\$ (523)	\$ 15,533	742	\$ 20.93	\$ 188	\$ 16,719	783	\$ 21.35	\$ 1,186	7.64%	
		\$ 31,107	1,486	\$ 20.93	\$ (502)	\$ 31,526	1,506	\$ 20.93	\$ 419	\$ 34,334	1,608	\$ 21.35	\$ 2,808	8.91%	
16	6-8 Foreign Language	\$ 13,584	753	\$ 18.04	\$ 18	\$ 13,783	764	\$ 18.04	\$ 198	\$ 15,181	825	\$ 18.40	\$ 1,398	10.14%	
		\$ 13,223	733	\$ 18.04	\$ (451)	\$ 13,386	742	\$ 18.04	\$ 162	\$ 14,408	783	\$ 18.40	\$ 1,022	7.64%	
		\$ 26,807	1,486	\$ 18.04	\$ (433)	\$ 27,168	1,506	\$ 18.04	\$ 361	\$ 29,588	1,608	\$ 18.40	\$ 2,420	8.91%	
17	6-8 Math	\$ 12,598	753	\$ 16.73	\$ 17	\$ 12,782	764	\$ 16.73	\$ 184	\$ 14,078	825	\$ 17.06	\$ 1,297	10.14%	
		\$ 12,263	733	\$ 16.73	\$ (418)	\$ 12,414	742	\$ 16.73	\$ 151	\$ 13,362	783	\$ 17.06	\$ 948	7.64%	
		\$ 24,861	1,486	\$ 16.73	\$ (402)	\$ 25,196	1,506	\$ 16.73	\$ 335	\$ 27,440	1,608	\$ 17.06	\$ 2,245	8.91%	
18	6-8 Science	\$ 18,599	753	\$ 24.70	\$ 25	\$ 18,871	764	\$ 24.70	\$ 272	\$ 20,785	825	\$ 25.19	\$ 1,914	10.14%	
20	6-8 Info Tech/Business	\$ 2,655	753	\$ 3.53	\$ 2,655	\$ 2,694	764	\$ 3.53	\$ 39	\$ 2,967	825	\$ 3.60	\$ 273	10.14%	
	6-8 Science	\$ 18,105	733	\$ 24.70	\$ (618)	\$ 18,328	742	\$ 24.70	\$ 222	\$ 19,727	783	\$ 25.19	\$ 1,400	7.64%	
	6-8 Info Tech/Business	\$ 2,038	733	\$ 3.53	\$ (2,283)	\$ 2,619	742	\$ 3.53	\$ 581	\$ 2,819	783	\$ 3.60	\$ 200	7.64%	
		\$ 41,397	1,486	\$ 27.56	\$ 2,062	\$ 42,512	1,506	\$ 28.23	\$ 1,114	\$ 46,299	1,608	\$ 28.79	\$ 3,787	8.91%	
19	6-8 Social Studies	\$ 10,645	753	\$ 14.14	\$ 14	\$ 10,800	764	\$ 14.14	\$ 156	\$ 11,896	825	\$ 14.42	\$ 1,096	10.14%	
20	6-8 Info Tech/Business	\$ 1,637	753	\$ 2.17	\$ 1,637	\$ 1,661	764	\$ 2.17	\$ 24	\$ 1,829	825	\$ 2.22	\$ 168	10.14%	
	6-8 Social Studies	\$ 10,362	733	\$ 14.14	\$ (353)	\$ 10,489	742	\$ 14.14	\$ 127	\$ 11,290	783	\$ 14.42	\$ 801	7.64%	
	6-8 Info Tech/Business	\$ 2,140	733	\$ 2.17	\$ 2,140	\$ 1,610	742	\$ 2.17	\$ (530)	\$ 1,733	783	\$ 2.21	\$ 123	7.64%	
		\$ 24,784	1,486	\$ 14.14	\$ 1,298	\$ 24,561	2,270	\$ 10.82	\$ (223)	\$ 26,749	2,433	\$ 10.99	\$ 2,188	8.91%	
20	6-8 Info Tech/Business	\$ 0	753	\$ 5.70	\$ (4,286)		764	\$ 5.70	\$ (0)		825	\$ 5.81			
		\$ 0	733	\$ 5.70	\$ (4,321)		742	\$ 5.70	\$ (0)		783	\$ 5.81			
		\$ 0	1,486	\$ 5.70	\$ (8,607)		1,506	\$ -	\$ (0)		1,608	\$ -			
		\$ 195,573	1,486	\$ 131.61	\$ (7,337)	\$ 198,205	1,506	\$ 131.61	\$ 2,632	\$ 215,862	1,608	\$ 134.24	\$ 17,657	8.91%	
		\$ 99,103	753	\$ 131.61	\$ 132	\$ 100,550	764	\$ 131.61	\$ 1,447	\$ 110,750	825	\$ 134.24	\$ 10,200	10.14%	
		\$ 96,471	733	\$ 131.61	\$ (3,290)	\$ 97,655	742	\$ 131.61	\$ 1,184	\$ 105,112	783	\$ 134.24	\$ 7,457	7.64%	
		\$ 195,573	1,486	\$ 131.61	\$ (3,159)	\$ 198,205	1,506	\$ 131.61	\$ 2,632	\$ 215,862	1,608	\$ 134.24	\$ 17,657	8.91%	
				-1.59%				1.35%	1.35%			8.91%	6.77%	2.00%	



Lexington Public Schools
2013 Superintendent's Recommended Budget

High School Summary

The high school enrollment is projected to increase from 1953 students to 1966 students, which is a net increase of thirteen students. The FY12 budget was based on an enrollment of 1,941 students. The overall school expense budget for the high school was based on a per pupil expenditure of approximately \$179.09 per student.

Grade	FY12 Projected	FY12 Actual	FY13 Projected
9	453	465	530
10	479	479	460
11	514	507	474
12	495	502	502
TOTAL	1941	1953	1966

High School Staffing Changes:

- 1) Staffing Changes:
 - a. Staffing changes are noted on the K-12 summary sheet included with this executive summary.
- 2) Per pupil allocations for level service are applied in the following manner:

High School Expense Budget
 (general education budget only)
 Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change	\$ % Change	Pupil % Change
9	Lexington High School	\$ 127,443	1970	\$ 64.69	\$ (647)	\$ 128,413	1985	\$ 64.69	\$ 970	\$ 128,870	1953	\$ 65.99	\$ 457	0.36%	
21	Eng/Lang Arts	\$ 28,489	1970	\$ 14.46	\$ (145)	\$ 28,706	1985	\$ 14.46	\$ 217	\$ 28,808	1953	\$ 14.75	\$ 102	0.36%	
22	Foreign Language	\$ 34,733	1970	\$ 17.63	\$ (176)	\$ 34,997	1985	\$ 17.63	\$ 264	\$ 35,122	1953	\$ 17.98	\$ 124	0.36%	
23	Math	\$ 23,570	1970	\$ 11.96	\$ (120)	\$ 23,750	1985	\$ 11.96	\$ 179	\$ 23,834	1953	\$ 12.20	\$ 84	0.36%	
24	Science	\$ 85,021	1970	\$ 43.16	\$ (432)	\$ 85,669	1985	\$ 43.16	\$ 647	\$ 85,973	1953	\$ 44.02	\$ 305	0.36%	
25	Social Studies	\$ 35,356	1970	\$ 17.95	\$ (179)	\$ 35,625	1985	\$ 17.95	\$ 269	\$ 35,751	1953	\$ 18.31	\$ 127	0.36%	
26	competitive Speech	\$ 4,099	1970	\$ 2.08	\$ (21)	\$ 4,130	1985	\$ 2.08	\$ 31	\$ 4,145	1953	\$ 2.12	\$ 15	0.36%	
27	Info Tech/Business	\$ -	1970	\$ -	\$ -	\$ -	1985	\$ -	\$ -	\$ -	1953	\$ -	\$ -		
28	Guidance	\$ 7,174	1970	\$ 3.64	\$ (36)	\$ 7,228	1985	\$ 3.64	\$ 55	\$ 7,254	1953	\$ 3.71	\$ 26	0.36%	
		\$ 345,885	1970	\$ 175.58	\$ (1,756)	\$ 348,519	1985	\$ 175.58	\$ 2,634	\$ 349,758	1953	\$ 179.09	\$ 1,240	0.36%	-1.64%
		-0.51%	-0.51%	0.00%		0.76%	0.76%	0.00%		0.36%	-1.61%	2.00%			



Budget Expenditure History

The School Department is required to submit yearend financial reports certifying all expenditures related to educating students in the district. Below is the history through the FY12 budget for expenditures as reported to the state through the End of Year Report.¹

	Foundation Enrollment	Pct Chg	Chapter 70 Aid	Pct Chg	Net School Spending	Pct Chg
FY93	4,247		\$ 1,763,096		\$ 31,317,107	
FY94	4,351	2.45	\$ 1,980,631	12.34	\$ 32,325,664	3.22
FY95	4,481	2.99	\$ 2,092,656	5.66	\$ 34,697,036	7.34
FY96	4,639	3.53	\$ 2,440,581	16.63	\$ 36,723,666	5.84
FY97	4,823	3.97	\$ 2,802,306	14.82	\$ 39,516,835	7.61
FY98	4,954	2.72	\$ 3,173,856	13.26	\$ 42,308,154	7.06
FY99	5,115	3.25	\$ 3,685,356	16.12	\$ 44,460,036	5.09
FY00	5,534	8.19	\$ 4,515,456	22.52	\$ 48,105,322	8.20
FY01	5,684	2.71	\$ 5,510,156	22.03	\$ 52,836,771	9.84
FY02	5,850	2.92	\$ 6,119,692	11.06	\$ 57,709,343	9.22
FY03	5,907	0.97	\$ 6,119,692	-	\$ 61,322,122	6.26
FY04	5,953	0.78	\$ 4,895,754	(20.00)	\$ 62,698,391	2.24
FY05	6,021	1.14	\$ 4,895,754	-	\$ 66,614,128	6.25
FY06	6,030	0.15	\$ 5,197,254	6.16	\$ 70,526,146	5.87
FY07	6,107	1.28	\$ 5,848,476	12.53	\$ 75,750,273	7.41
FY08	6,109	0.03	\$ 6,740,205	15.25	\$ 81,693,214	7.85
FY09	6,118	0.15	\$ 6,801,698	0.91	\$ 83,824,280	2.61
FY10	6,096	(0.36)	\$ 7,449,035	9.52	\$ 89,087,553	6.28
FY11	6,056	(0.66)	\$ 7,013,863	(5.84)	\$ 93,797,670	5.29
FY12	6,228	2.84	\$ 7,051,517	0.54	not available	na

- The above table contains the summation of total expenditures against the following funding sources.
 - school committee appropriations
 - municipal appropriations outside the school committee budget that affect schools
 - federal grants
 - state grants
 - circuit breaker funds
 - private grants and gifts
 - school choice and other tuition revolving funds
 - athletic funds
 - school lunch funds
 - other local receipts such as rentals and insurance receipts

- Foundation enrollment is reported in October of the prior fiscal year (e.g. FY12 enrollment = Oct 1, 2010 headcount).

¹ <http://finance1.doe.mass.edu/chapter70/profile.xls>



Lexington Public Schools
2013 Superintendent's Recommended Budget

- Federal SFSF grants in FY09, FY10 and FY11, and federal Education Jobs grants in FY11 are not included in these calculations. Net school spending is limited to Chapter 70 aid and appropriated local contributions. However, the SFSF and Education Jobs calculations were directly based upon the Chapter 70 formula and helped districts spend at foundation budget levels.

School Committee



Fiscal Year 2013 Annual Town Meeting Budget Request

As voted: February 14, 2012

Revenue Offsets

REVENUE OFFSETS	1
LOCAL RECEIPTS	2
OTHER REIMBURSEMENT PROGRAMS	4
<i>Circuit Breaker</i>	4
<i>LABBB Credit</i>	6
FEE PROGRAMS	7
<i>General Fund Fees</i>	7
<i>Special Revenue Funds: Revolving Funds</i>	8
<i>Agency Funds: Student Activities</i>	11
OTHER REVENUE SOURCES	11
<i>Grant Funds</i>	11
<i>Free Cash Contributions</i>	13



Lexington Public Schools
2013 School Committee Budget



Revenue Offsets

The Town follows a revenue sharing model that provides for the prior year appropriation, adjusted for new revenue under an allocation model of 71.6%/28.4%. This year the allocation was modified for one-time to allow the school department to receive more than its normal allocation. The agreement with the Town for FY13 is to have the School Department's base budget be reduced by the amount it received in excess (\$250,000 in unallocated revenue and \$548,198 ARRA offset transferred to the Health Insurance Account) of the revenue model. In addition, the School Department has agreed to transfer at a future Town Meeting, funds to cover the Unemployment Insurance account, should that account be in deficit as a result of School Department position consolidations or layoffs.

Funding Sources	FY 2010 Actual	FY 2011 Actual	FY2012 ATM	FY2013 REC.	Dollar Increase	Percent Increase
Tax Levy	\$ 65,017,437	\$ 69,243,526	\$ 72,894,885	\$ 76,149,332	\$ 3,254,447	4.46%
Avalon Bay Mitigation Fund			\$ 250,000	\$ 250,000	\$ -	0.00%
One-Time Only Funds				\$ 229,024	\$ 229,024	100.00%
Enterprise Funds (Indirects)						
Fees & Charges						
Total 1100 Lexington Public Schools	\$ 65,017,437	\$ 69,243,526	\$ 73,144,885	\$ 76,628,356	\$ 3,483,471	4.76%

Revenue Allocation:

The following adjustments to the Town revenue model should be noted when reading this section:

- The FY13 Revenue Allocation model provided \$3,254,447 (net) or 4.46% increase to the school department budget funded through the tax levy.
- The School Committee voted to eliminate the Elementary Music Fee, which is collected as a general fund receipt under the School Department (-\$63,260). These funds were deducted from the total FY13 revenue allocation provided to the school department budget.
- The School Committee requested from the revenue allocation model, a two-year commitment of unallocated funds for reducing Estabrook Transportation Fees (+\$150,000 each year). These funds will not become part of the base budget for schools when calculating future revenue allocations.
- The School Committee requested from the revenue allocation model a one-year use of unallocated funds to fund the net budget increase to eliminate the fee (\$79,024). New recurring Chapter 70 funds will be generated from our ability to report FY13 Kindergarten students as a 1.0 instead of 0.50 FTE. The funds needed will be replaced in FY14 with Chapter 70 funds and allocated at that time under the revenue allocation model.



Lexington Public Schools
2013 School Committee Budget

Local Receipts

The school district collects revenue for the Town through fees that offset programs and services. The following is the detail of the projected general fund revenue for the upcoming fiscal year. Through the course of the budget discussions, the revenue projected may change based on review of the “Total Cost of the Program” generating revenue.



Town of Lexington
Revenue Projections

Table 3-G: Local Receipt Detail - Schools Departmental Revenue

Local Receipt Category	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Actual	FY12 Estimated	FY13 Projected
10010070-41801	\$ 901,701	\$ 415,914	\$ 347,505	\$ 417,908	\$ 549,295	\$ 315,494	\$ 334,310
10010200 43401 TUITION	\$ -	\$ -	\$ -	\$ 9,800	\$ -	\$ -	\$ -
10010200 43402 SCHOOL BUS TICKETS	\$ 131,521	\$ 12,946	\$ -	\$ -	\$ -	\$ -	\$ -
10010200 43403 ATHLETIC FEES	\$ 409,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10010200 43601 RENTALS OF SCHOOL BUILDINGS	\$ 131,548	\$ 132,647	\$ -	\$ -	\$ -	\$ -	\$ -
10010200 48403 MEDICAID REIMBURSEMENT	\$ 117,342	\$ 77,989	\$ 156,610	\$ 227,477	\$ 359,676	\$ 193,434	\$ 275,000
10010200 43404 MUSIC FEES	\$ 97,925	\$ 104,250	\$ 112,987	\$ 110,905	\$ 126,535	\$ 63,260	\$ -
10010200 43405 STUDENT PARKING FEES	\$ 14,286	\$ 16,013	\$ 8,716	\$ 14,149	\$ 14,472	\$ 12,900	\$ 13,520
10010200 43406 TRANSCRIPT FEES	\$ -	\$ 28,068	\$ 26,472	\$ 23,334	\$ 29,080	\$ 25,900	\$ 26,290
10010090 43299 E-Rate Filing Reimbursement	\$ 33,000	\$ 44,000	\$ 42,720	\$ 32,244	\$ 19,532	\$ 20,000	\$ 19,500

Notes:

FY2013 projections based on inspection of history of actual collections and projections of 3 and 5 year historical averages; Music fees decreasing due to School Committee vote in Spring 2011 to reduce fees by 50%.

10010200 43402 SCHOOL BUS TICKETS: the receipts have been reclassified as revenue of the School Bus Transportation Revolving Fund created at the 2008 ATM.

10010200 43403 ATHLETIC FEES: Effective FY08, these receipts were reclassified as revenues of the Athletic Fee Revolving Fund created by the School Committee.

10010200 43601 RENTALS OF SCHOOL BUILDINGS: the receipts have been reclassified as revenue of the Building Rental Revolving Fund created at the 2008 ATM.

Local Receipt Category

Tuition:

While the school district is not part of school choice program, periodically, the district will charge tuition for out-of-district or non-resident students on a temporary basis to complete the school year.

School Bus Tickets:

Annual Town Meeting 2007 removed school bus transportation bus pass revenue as a general fund receipt. These revenues are now used for direct delivery of the service. More information is available in the 3000 Other School Services section and the revolving fund summary document for this program.

Athletic Fees:

The 2007 Annual Town Meeting removed athletic fees as a general fund receipt. These revenues are now used for direct delivery of the service. More information is available in the 3000 Other School Services section and the revolving fund summary document for this program.

Rental of School Buildings:

Per School Committee policy, the school department charges a rental fee for the use of school space after school hours. Revenue from these receipts pays for custodial overtime and physical repairs; any remaining balance is a general fund receipt for other overhead costs not directly charged to the use of the



Lexington Public Schools
2013 School Committee Budget

renter. The revenue line has been transferred to the Department of Public Facilities and is now under the operations of a revolving fund. Reporting is not longer done by the School Department.

Medicaid Reimbursement:

The Town receives reimbursement from the Federal government through the School Based Medicaid Program for Administrative and Health Professional Services performed for students on an IEP who are Medicaid eligible. The Medicaid Program funding is dependent on continued support from the Federal government. Its continuation or modification is contingent upon legislative action. Prior to FY09, the school department handled Medicaid reimbursement claims in as a decentralized function. Since FY09, the district centralized claim submission and procedures by employing an additional staff person in the Business Office to submit all claims.

Claim processing includes contacting parents, mining expense and personnel data for eligible costs, and monitoring the completion of time studies by employees whose services are Medicaid eligible. Centralizing the communication and monitoring for each claim submittal has proven to increase the amount of reimbursement eligible claims the district receives. We anticipate that the district's base level should approach \$300,000 by the end of FY12.

Music Fees:

The School Committee implemented an elementary music fee in 2005 as a result of the failed override of 2004. The School Committee has voted to eliminate the fee for FY13. The failed override of 2006 resulted in an increase of the fee to \$300. The fee offset the cost of 2.90 FTEs (\$211,000) of providing lessons and instruction for instrumental music students in the elementary instrumental music program. In FY12 the School Committee reduced the Music Fee after Town Meeting ended in June from \$300 to \$150. The number of students participating in the program increased 20% for fourth grade and the grade 5 program did not change.

	Number of Students Enrolled	Anticipated Full Collection @ \$300	Actual Fees Collected	Collection Rate on Full Participation	General Fund Projected Revenue	Actual vs. General Fund	Collection Rate on General Fund
FY13*		@ \$150	\$63,260 est.		Fee Eliminated		
FY12	501	\$75,150 (@ \$150)	\$71,437	97.53%	\$109,300	\$17,171	115.71%
FY11	432	\$129,600	\$126,545	97.59%	\$105,000	\$21,545	120.52%
FY10	400	\$120,000	\$110,905	91.80%	\$101,080	\$9,825	109.72%
FY09	394	\$118,200	\$112,987	95.39%	\$94,253	\$18,734	119.88%
FY08	362	\$108,600	\$104,250	95.83%	\$121,500	(\$17,250)	85.80%
FY07	314	\$94,200	\$97,925	103.80%	\$121,500	(\$23,575)	80.60%
	* projected						

There is no corresponding expenditure increase to the School Department budget as the expenses are already in the operating budget and funded through this general fund receipt. The school department absorbed this revenue reduction through the application of the FY13 revenue allocation model. The K-12 Director of Performing Arts does not anticipate additional staffing will be needed if the fee is eliminated and enrollment increases.

Student Parking Fees:

Licensed student drivers are charged parking fees for a parking permit at the high school. A limited number of senior student parking spots are assigned by lotteries held early in the fall and spring semesters. Student parking at Lexington High School is a privilege, and it is expected that each student will abide by the posted signs and all rules and regulations. Parking stickers are required no matter how



Lexington Public Schools 2013 School Committee Budget

infrequently the student may be bringing his or her own vehicle or parents' vehicle to school. Stickers will be granted to seniors as space permits. Parking stickers cost \$108 per semester. Fees support the general operating budget for campus monitor (0.90 FTE) plowing, and traffic management.

Transcript Fees:

Students are charged \$6.00 per official transcript for each college application requested. The fee for transcripts went from \$2.00 each to \$6.00 each on August 1, 2007 in order to fund an Assistant Registrar (0.50 FTE). Any transcript requests from post-graduates are \$10.00 per official transcript.

E-Rate Filing Reimbursement:

"The Schools and Libraries Program of the Universal Service Fund makes discounts available to eligible schools and libraries for telecommunication services, Internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services."¹ The school district files for applicable telephone, cell phone, internet, and technology purchases on behalf of the Town. The school department employs an additional 0.25 FTE in the Business Office to submit all claims on behalf of the Town and School District.

Other Reimbursement Programs

Circuit Breaker

The Circuit Breaker Program reimburses a school district for students with disabilities who require individual education program (IEP) services that cost greater than four times the statewide foundation budget. Lexington Public Schools has chosen to project current- and future-year reimbursement amounts as an offset to the projected budget. Each year, there is a potential for a change in the percentage of reimbursement utilized by the State within the Special Education Circuit Breaker Account. The foundation rate changes each year, which also impacts potential reimbursement to the school district. For budgeting purposes and to provide the Town with the best information available we calculate the projected circuit breaker reimbursement for the new fiscal year on known eligible students. The School Department budget practice applies the Circuit Breaker reimbursement for all residential tuition payments, resulting in the tuition line being a "net" figure. This allows for transparency and consistency in maintaining what the total cost of each tuition category (Day, Collaborative, and Residential) is for future years.

Below is the Circuit Breaker claim estimate for FY12 activity. The FY13 budget is based on a projected reimbursement rate of 60%. The actual rate will not be known until the following events occur,

- 1) Governor submits FY13 budget to legislature;
- 2) The legislature approves the governor's budget recommendation, and
- 3) The DESE determines the actual rate, based on reimbursement claims submitted by all districts in July and apportions the legislatively approved budget for the program to all school districts.

¹ Universal Service Fund: <http://www.universalservice.org/sl/>



FY13 Circuit Breaker Claim Estimate

Claim Year	Reimb Year	PROJECTED CIRCUIT BREAKER REIMBURSEMENT								PROJECTED REIMBURSEMENT			
		Est. Students Claimed	Projected Claim Amount	Total Cost Share	Adj Claim Amount	Foundation	Net Claim	Avg Claim Rate	% Change in Net Claim (\$)	% Reimb	Reimb Rate	Total Reimb	Audit Adj
Out of district		75	\$ 6,119,042		\$ 6,119,042	\$ 2,918,700	\$ 3,200,342	\$ 42,671	-25.62%	60%	\$ 1,920,205	\$ (0)	\$ 1,920,205
In-district		35	\$ 2,025,781		\$ 2,025,781	\$ 1,362,060	\$ 663,721	\$ 18,963	-84.57%	60%	\$ 398,233	\$ 0	\$ 398,233
		110	\$ 8,144,823		\$ 8,144,823	\$ 4,280,760	\$ 3,864,063	\$ 35,128	38.26%	60%	\$ 2,318,438	\$ (0)	\$ 2,318,438

Currently the state is projecting a reimbursement rate of 60% reimbursement, reduced from the 75% rate quoted in the statute. In addition, the district has experienced a shift in student eligibility. Due to the growth of in-district programs, more of our in-district students are eligible for Circuit Breaker reimbursement. Therefore, this year we have broken out our estimate for both in-district and out-of district eligible students and the projected claim for each.

Circuit Breaker History:

During FY04, the Circuit Breaker Reimbursement Program replaced a program referred to as the 50/50 account, where the State paid 50% of the residential tuitions directly to the residential school in which the placement had been made; the school district paid the other 50%. The program reimburses a school district for students with disabilities who require individual education program (IEP) services that cost greater than four times the statewide foundation budget. The school district may be reimbursed subject to appropriation, for up to 75% of these costs. In FY05, The state shifted from a pay-as you go reimbursement program for residential tuitions to a broader-based, still-partial, special education reimbursement program. The 2004 legislation expanded the types of expenditures eligible for reimbursement. Each year, there is a potential for a change in the percentage of reimbursement utilized by the State within the Special Education Circuit Breaker Account.²

Below is the Circuit Breaker Claim History since the beginning of the current program.

Circuit Breaker Claim History

Claim Year	Reimb Year	CIRCUIT BREAKER REIMBURSEMENT HISTORY								ACTUAL REIMBURSEMENT			
		Actual Students Claimed	Claim Amount	Total Cost Share	Adj Claim Amount	Foundation	Net Claim	Avg Claim Rate	% Change in Net Claim (\$)	% Reimb	Reimb Rate	Audit Adj	Total Adjusted Reimb
FY11	FY12	109	\$ 8,523,603		\$ 8,523,603	\$ 4,221,108	\$ 4,302,495	\$ 39,472	26.62%	65.4%	\$ 2,796,622	\$ 15,087	\$ 2,811,709
FY10	FY11	97	\$ 7,870,593		\$ 7,145,661	\$ 3,747,692	\$ 3,397,969	\$ 35,031	21.59%	43.7%	\$ 1,359,190	\$ 124,515	\$ 1,483,705
FY09	FY10	88	\$ 4,479,314		\$ 6,042,236	\$ 3,247,536	\$ 2,794,700	\$ 31,758	5.08%	40.0%	\$ 1,117,880		\$ 1,117,880
FY08	FY09	70	\$ 5,138,076		\$ 5,138,076	\$ 2,478,560	\$ 2,659,516	\$ 37,993	-6.48%	72.0%	\$ 1,914,856		\$ 1,914,856
FY07	FY08	91	\$ 5,994,627	\$ 84,028	\$ 5,910,599	\$ 3,066,700	\$ 2,843,899	\$ 31,252	20.54%	72.0%	\$ 2,047,607		\$ 2,047,607
FY06	FY07	80	\$ 4,964,705	\$ 93,561	\$ 4,572,353	\$ 2,213,120	\$ 2,359,233	\$ 29,490	36.82%	73.7%	\$ 1,769,425	\$ (31,520)	\$ 1,737,905
FY05	FY06	66	\$ 3,794,719	\$ 67,933	\$ 3,726,786	\$ 2,002,440	\$ 1,724,346	\$ 26,126	-5.36%	75.0%	\$ 1,293,260		\$ 1,293,260
FY04	FY05	86	\$ 4,449,306	\$ 105,704	\$ 4,343,602	\$ 2,521,520	\$ 1,822,082	\$ 21,187	-3.84%	75.0%	\$ 1,311,904	\$ 54,662	\$ 1,366,566
FY03	FY04	89	\$ 4,556,061	\$ 150,504	\$ 4,405,557	\$ 2,536,163	\$ 1,894,747	\$ 21,289		31.2%	\$ 663,161	\$ (71,907)	\$ 591,254

Circuit Breaker Claim History compared to M.G.L. c. 71B, §5A

In FY05 through FY09 the reimbursement rates were over 70%, but due to a state and national recession, the rates dropped to the 40% level for FY10 and FY11. In FY12, the school district chose to budget a reimbursement at 40% due to continued fiscal uncertainty at the state level and the delay by the legislature in approving the governor's budget. The district is expected to receive 65% reimbursement, pending an audit for FY12. The FY13 reimbursement rate is based on DESE recommendation of 60%. The reimbursement rate

² A Primer on Financial Aspects of Special Education is available at http://finance1.doe.mass.edu/seduction/CB_finance.html



Lexington Public Schools
2013 School Committee Budget

still presents a funding gap as compared to the legislatively mandated 75% reimbursement rate as set forth in M.G.L. c. 71B, §5A.

Circuit Breaker Claim History compared to M.G.L. c. 71B, §5A

Claim Year	Reimb Year	Est. Students Claimed	% Reimb	Total Adjusted Reimb	Additional/(Unrealized) Revenue Compared to M.G.L. c. 71B, §5A					
					75% according to M.G.L. c. 71B, §5A	Additional/(Unrealized) Revenue	Revenue using Actual Prior Year %	Additional/(Unrealized) Revenue	Actual vs. Budget Projection	Additional/(Unrealized) Revenue
FY12*	FY13*	110	60%	\$ 2,318,438	\$ 2,898,048	\$ (579,610)	\$ 2,525,191	\$ (206,753)	\$ 2,318,438	\$ -
FY11	FY12	109	65.4%	\$ 2,811,709	\$ 3,226,871	\$ (415,162)	\$ 1,878,661	\$ 933,048	\$ 1,402,149	\$ 1,409,560
FY10	FY11	97	43.7%	\$ 1,483,705	\$ 2,548,477	\$ (1,064,772)	\$ 1,359,188	\$ 124,517	\$ 1,251,591	\$ 232,114
FY09	FY10	88	40.0%	\$ 1,117,880	\$ 2,096,025	\$ (978,145)	\$ 2,012,189	\$ (894,309)	\$ 1,720,001	\$ (602,121)
FY08	FY09	70	72.0%	\$ 1,914,856	\$ 1,994,637	\$ (79,781)	\$ 1,914,851	\$ 5	\$ 1,804,515	\$ 110,341
FY07	FY08	91	72.0%	\$ 2,047,607	\$ 2,132,924	\$ (85,317)	\$ 2,094,929	\$ (47,322)	\$ 1,954,739	\$ 92,868
FY06	FY07	80	73.7%	\$ 1,737,905	\$ 1,769,425	\$ (31,520)	\$ 1,769,425	\$ (31,520)	\$ 1,800,000	\$ (62,095)
FY05	FY06	66	75.0%	\$ 1,293,260	\$ 1,293,260	\$ 1	\$ 1,293,264	\$ (4)		
FY04	FY05	86	75.0%	\$ 1,366,566	\$ 1,366,562	\$ 5	\$ 568,579	\$ 797,987		
FY03	FY04	89	31.2%	\$ 591,254						

*projected

Circuit Breaker Claiming Timetable:

The state's Circuit Breaker Fund reimburses the school district at the rate of 35-75% for in-district and out-of-district student costs which exceed four times per pupil foundation amount. The state sets this amount annually as part of the annual state budget deliberations. The district does not know the actual reimbursement rate for the fiscal year until after it submits its annual claim in July. Eligible costs include instructional services, various types of therapies, and specialized equipment. Circuit Breaker specifically excludes transportation and building infrastructure costs.

At the end of the fiscal year, the school district submits a final claim form to the DESE (typically in July) for the prior fiscal year expenditures. During the next fiscal year, the school district receives quarterly progress payments based on the prior-year's approved claim submission. A fifth and final payment is made in August or September to fully fund the prior year obligations. (If the progress payments totaled less than the Fund's full obligation, that final adjustment is an additional payment; if the progress payments totaled more than the Fund's full obligation, the excess would be netted from the next-following progress payment.). All Circuit Breaker funds received go into the Circuit Breaker Revolving Account, and does not require further appropriation, and must be expended by the following June 30.

LABBB Credit

Lexington, Arlington, Burlington, Bedford, and Belmont (LABBB) Collaborative provides educational programming and support services for over 350 special needs students from over 60 districts. LABBB serves students with a variety of special needs including students on the autism spectrum, students with multi-handicaps, pervasive development disorders, developmental delays, language deficits and social/emotional challenges. The LABBB Collaborative Board of Directors is comprised of the Superintendents from Lexington, Arlington, Bedford, Burlington and Belmont districts.

The board has a long standing finance practice of apportioning fund balance credits to the founding districts. These credits are held by LABBB and available for future use against LABBB Collaborative Tuition bills. Documentation is submitted to the Collaborative signed by the Superintendent when these credits are applied to tuition invoices. The current LABBB Credit Balance for Lexington is approximately \$600,000.



Fee Programs

The Lexington School Committee provides students with books and other educational materials at taxpayers' expense. Students who do not return their books or other articles in satisfactory condition must pay for the replacement cost of the book(s) or other material. Parents and guardians will be held responsible for books and materials issued to their children. Students may be denied certain privileges for the loss or damage of school property.

Furthermore, the School Committee establishes fees³ for participants in certain activities to support these individual programs. The school committee sets these fees annually during the budget process or as information become available. Examples include, but are not limited to, field trips and community education, student transportation (grades seven through twelve and/or beyond 2.0 miles from the local school), kindergarten, preschool, student parking, and athletics. Unless qualified for financial assistance, all fees are due upon the schedule established by the individual program. If the payment is not received, the Superintendent or his/her designee may take one or more of the following actions, unless or until prohibited by state law or regulation:

1. Prohibit participation of the student in the program.
2. Prohibit participation of student or other students in the student's household from participating in any future fee-based program until or unless outstanding balances are resolved.
3. Prohibit student participation in senior activities or graduation exercises.
4. Referral to small claims court.

Financial reporting for all fees occur in three areas, General Fund, Special Revenue Funds known as Revolving Funds, and Agency Funds commonly referred to as Student Activities.

General Fund Fees

Program	FY12 Fee	FY13 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 transcript requests from post-graduates 	<ul style="list-style-type: none"> • \$6.00 per official transcript for each college application requested. • \$10.00 per official transcript for each transcript requests from post-graduates 	No Change	\$26,290 Three year average Offsets the cost of Asst. Registrar at High School
Student Parking Fees:	\$108 per semester	\$108 per semester	No Change	\$13,520 three year average Offsets the cost of campus monitor plowing, and traffic management.

³ Legal References:

M.G.L. Chapter 71: Section 47. Athletic programs; school organizations; student activity accounts
 M.G.L. Chapter 44: Section 69. Municipal or district services, fees or charges; insufficient funds checks; penalty
 M.G.L. Chapter 60: Section 57A. Payment by check not duly paid; penalty
 M.G.L. Chapter 93: Section 40A. Dishonored checks; demand for payment
 M.G.L. Chapter 71, Section 49 Purchase of textbooks by pupils
 DESE Full Day Kindergarten Regulations



Special Revenue Funds: Revolving Funds

Revolving Fund Summaries: The School Department receives fees and donations for various programs. A complete description of each revolving funds and a five year financial summary is available at http://lps.lexingtonma.org/cms/lib2/MA01001631/Centricity/Domain/365/12.FY13_Revolving_and_Donation_Funds_Summary.pdf. Below is a highlight of specific revolving funds that impact the calculation of the operating budget.

Avalon Bay Education Mitigation Trust Fund Escrow Agreement: Per the agreement dated May 31, 2006 the Avalon Bay Communities agreed to pay \$7,100 per student registered in the Lexington Public Schools over 111 students with a maximum payout of \$750,000. Commencement of the payments started upon occupancy of 290 units. The total amount received was \$797,205.59.

Year	Amount Received	Amount Appropriated	Balance
FY10	\$418,900.00		\$418,900.00
FY11	\$378,305.59		\$797,205.59
FY12		\$250,000.00	\$547,205.59
FY13		\$250,000.00	\$297,205.59
FY14 est.		\$250,000 or \$297,205.59	\$47,205.59 or 0.00

Revolving Fund Program Changes:

Full Day Kindergarten Fee Eliminated: The School Committee voted to eliminate the Kindergarten Fee. Funding to replace the fee revenue will come from three sources; tax levy/revenue allocation model, Kindergarten Grant, and increased FY14 Chapter 70 funds. The timing of when funding is received is complex. Chapter 70 aid is based on prior year October 1 enrollment, which means that in order for Chapter 70 funds to be impacted, students need to be reported as Full-Day Kindergarten one budget year prior to Chapter 70 funding increasing (FY13). The result of this will be a need to temporarily increase the appropriation for \$378,400 with no revenue offset in year one.

The final allocation of revenue for FY13 resulted in the School Committee only needing to request one-time funds of \$79,024. These funds will be replaced in FY14 by Chapter 70 funds anticipated to increase for FY14 by an estimated \$150,000 in new revenue. The increase in revenue from the revenue allocation model allowed the School Committee to fund the lost revenue. The program will still be dependent on the Kindergarten grant (\$230,000) currently awarded to the district. If the grant is discontinued, the operating budget would need to make up the lost revenue to continue the full-day program as it is currently offered.

Kindergarten Fee						
present fee	Number of students paying the full fee	Estimated revenue (FY13)	FY13 additional appropriation needed if there is no fee in FY13	Estimated FY14 Chapter 70 aid with no fee in FY13	Additional FY14 Appropriation if there is no fee	Net one-time revenue needed after applying FY13 revenue allocation model
1075	352	\$ 378,400	\$ 378,400	\$ 150,000	\$ 228,400	\$79,024

Details regarding the Kindergarten Fee program and the Kindergarten Grant program can be found in the School Revolving Fund and School Grant Fund Summary sections of the Superintendent's Budget Document.



Lexington Public Schools
2013 School Committee Budget

Transportation Fee: The school committee voted to reduce the transportation fee for Estabrook during construction. The School Committee requested \$150,000 each year for the next two years to reduce fees. The funds will not change the percentage the school department receives as part of the revenue allocation model. The School Department currently does not have a recommendation for a fee for FY13 until bids are received for a new five-year contract.

Details regarding the Transportation program can be found in the 3000 Other School Services section and the School Revolving Fund sections of the Budget Document.

Revolving Fund Summaries:

Program	FY12 Fee	FY13 Proposed Fee	Reason for Change	Revenue Collected
Preschool Tuition	10 Hr/week program: \$3,312 15 Hr/week program: \$4,860 Lunch Bunch: \$1,800 per year (1 hr – 4 day per week) Program will limit financial assistance slots available	10 Hr/week program: \$3,312 15 Hr/week program: \$4,860 Lunch Bunch: \$1,800 per year (1 hr – 4 day per week) Program will limit financial assistance slots available	No Change	\$100,000 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.
Athletics	High School: <ul style="list-style-type: none"> ▪ \$325.00 1st sport per student, ▪ \$300.00 2nd sport per student, ▪ 3rd sport free. ▪ \$625 maximum per high school only family (LHS Family Plan). ▪ Family/Athlete Passes: Discontinued – All home game admissions free except MIAA tournament games Middle School: <ul style="list-style-type: none"> ▪ \$150.00 per varsity sport. ▪ \$125.00 per junior varsity sport. ▪ \$75.00 per session for intramural programs ▪ \$825 maximum per family (LHS & MS Family Plan). Before School Sports: <ul style="list-style-type: none"> ▪ \$75 per session, or ▪ \$200 for three sessions ▪ FAMILY PLAN: discontinued. 	High School: <ul style="list-style-type: none"> ▪ \$325.00 1st sport per student, ▪ \$300.00 2nd sport per student, ▪ 3rd sport free. ▪ \$625 maximum per high school only family (LHS Family Plan). ▪ Family/Athlete Passes: Discontinued – All home game admissions free except MIAA tournament games Middle School: <ul style="list-style-type: none"> ▪ \$150.00 per varsity sport. ▪ \$125.00 per junior varsity sport. ▪ \$75.00 per session for intramural programs ▪ \$825 maximum per family (LHS & MS Family Plan). Before School Sports: <ul style="list-style-type: none"> ▪ \$75 per session, or ▪ \$200 for three sessions ▪ FAMILY PLAN: discontinued. 	No Change	\$450,000 Revolving Fund: Offsets the cost of staff, equipment, transportation, and other program needs



Lexington Public Schools
2013 School Committee Budget

Program	FY12 Fee	FY13 Proposed Fee	Reason for Change	Revenue Collected
Transportation	<ul style="list-style-type: none"> \$600 with a family cap of \$1,600 Early Bird Registration: \$550 with a family cap of \$1,600 Hayden Transportation: \$200 per seat; no cost for Fee rider Joint Custody: \$275 per seat/route 	<p>Fee Riders: \$TBD once Bid is analyzed</p> <p>Estabrook Riders: \$150,000 available to reduce Transportation Fee during construction</p>	No Change	<p>\$830,000</p> <p>Article 7: Establish And Continue Departmental Revolving Funds</p> <p>Revolving Fund: Offsets the cost of program staff and supplies and materials for riders not eligible for Town paid transportation.</p>
School Lunch	<ul style="list-style-type: none"> Breakfast: \$2.00 (all levels) Lunch: a maximum of \$3.50 (all levels) Currently \$3.25 Milk: a maximum of \$0.60 Sensible Sides are available at the Elementary schools from \$0.50- \$1.25. Middle and High Schools offer several a la carte options from \$ 0.50- \$1.25. Premium Lunches are available at the High School for \$4.50. 	<ul style="list-style-type: none"> Breakfast: \$2.00 (all levels) Lunch: a maximum of \$3.50 (all levels) Currently \$3.25 Milk: a maximum of \$0.60 Sensible Sides are available at the Elementary schools from \$0.50- \$1.25. Middle and High Schools offer several a la carte options from \$ 0.50- \$1.25. Premium Lunches are available at the High School for \$4.50. 	The cost of the program for food and delivery of products is often variable. The management services are bid every three years. Currently the School Wellness Policy and Nutrition Guidelines are embedded into the contract language.	<p>\$1,800,000</p> <p>Revolving Fund: All revenue is held by the School Department. We are installing a Point of Sale system to remove cash from our schools and improve our reporting of sales for meals and a la carte items.</p>



Agency Funds: Student Activities

Student Activities Fund Summaries: Five-year financial summaries are currently not available. In 1996, due to the enactment of a state law on student activity accounts as codified in Section 47 of Chapter 71 of the General Laws of Massachusetts (MGL), the Lexington Public Schools (LPS) prepared guidelines to assist Principals in properly safeguarding student funds. These guidelines and procedures which are currently undergoing extensive review and updates are necessary to achieve good accounting practices, and comply with the law.

The financial monitoring of these funds is undergoing an overhaul. The financial reporting is being moved from a paper-based record keeping system to a new module being added to MUNIS (Town's Financial Application). These funds are student funds and are restricted to the following formula

$$\text{Formula for determining costs: } \frac{\text{Total costs of all expenses (tickets, transportation, meals, etc)}}{\text{\# of Students Attending}}$$

The Number of Student attending is not reduced by any financial assistance students. These students are funded from other sources determined by the Principal. Funds can only be used to directly benefit students. Use of funds for curriculum supplies, materials, or personnel are prohibited by statute.

Program	FY12 Fee	FY13 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.

Other Revenue Sources

Grant Funds

The School Department receives federal, state, and local grant funds. A complete description of each grant and a five year financial summary is available at http://lps.lexingtonma.org/cms/lib2/MA01001631/Centricity/Domain/365/13.FY13_Grant_Summary.pdf

The Town is losing the following funds that were used to support the FY12 operating budget. These funds are being replaced with Chapter 70 and Circuit Breaker funds.

ARRA - State Fiscal Stabilization Fund (SFSF) \$37,654: ⁴The State Fiscal Stabilization Fund (SFSF) program, which is funded through the American Recovery and Reinvestment Act (ARRA) of 2009, is a one-time appropriation the U.S. Department of Education (ED) is awarding to Governors to help stabilize state and local budgets in order to minimize and avoid reductions in education and other essential services. While there is no requirement that districts spend a certain percentage of their SFSF funds on investment versus recovery activities, the Massachusetts Department of Elementary and Secondary Education (Department) is advising districts to split SFSF grant funds between saving jobs and strategic

⁴ <http://finance1.doe.mass.edu/grants/grants11/rfp/780.html>



Lexington Public Schools
2013 School Committee Budget

investment-that is, for program improvements that will provide enhanced educational opportunities and/or cost savings that will extend beyond the limited two-year life of this unprecedented grant program.

The Education Jobs Fund Program (Ed Jobs) \$548,918: The Education Jobs Fund Program (Ed Jobs) is a new, one-time appropriation the U.S. Department of Education (ED) is awarding to Governors to save or create education jobs for the 2010-2011 school year. Jobs funded under this program include those that provide educational and related services for early childhood, elementary, and secondary education.

A school district must use its funds only for compensation and benefits, and other expenses, such as support services, necessary to retain existing employees, to recall or rehire former employees, and to hire new employees, in order to provide early childhood, elementary, or secondary educational and related services. For purposes of this program, the phrase "compensation and benefits, and other expenses, such as support services" includes, among other things, salaries, performance bonuses, health insurance, retirement benefits, incentives for early retirement, pension fund contributions, tuition reimbursement, student loan repayment assistance, transportation subsidies, and reimbursement for childcare expenses.



Free Cash Contributions

The School Department has returned over \$8.1 million dollars over the last five years as a result of the development of in-district programs for special education, program efficiencies, and cost savings.⁵

	Year End Balances Released as of Jun 30	Carry Forward Balances Released at the Close of the Next Fiscal Year	Total	Fiscal Year Carry Forward Balances Corresponds to
FY07	\$464,106		\$464,106	
FY08	\$1,007,534	\$531,579	\$1,539,113	{FY07}
FY09	\$584,687	\$827,373	\$1,412,060	{FY07 & FY08}
FY10	\$1,940,856	\$1,071,958	\$3,012,814	{FY08 & FY09}
FY11	\$1,295,855	\$376,727	\$1,672,582	{FY09 & FY10}
Total	\$5,293,038	\$2,807,637	\$8,100,675	

Ongoing Annual Operating Budget Savings:

Description of Program Efficiencies and Savings	Amount of Annual Savings	Effort Began
Expanded Special Education Programs		
Augmented five special education programs	\$ 893,279	FY 08
Fiske Intensive Learning Program	\$ 172,532	FY 09
Initiated aggressive program to reduced energy and utility use:	\$ 580,648	FY 08
Outsourced cleaning services	\$ 44,532	FY 11
Led drive to create regional special education transportation system	\$ 408,798	FY 08-10
Eliminated private school transportation	\$ 65,000	FY 10
Reduced the number of benefits-eligible I.A. positions	\$ 233,173	FY 10
Reduced the number of benefits-eligible teacher positions	\$ 25,200	FY 10
Reduced the number of instructional assistants	\$ 115,920	FY 10
Collective Bargaining Savings	\$1,124,333	FY 10
Special Education Expenses, Tuitions, & Consulting Services	\$ 605,048	FY11
Unexpended Salaries and Wages ⁶	\$ 567,962	FY11
Unexpended Program Budgets	\$ 122,845	FY11

The Operating Budget closes every May 1. The district reviews reasons for unexpended funds from the prior year for anomalies or potential for “over budgeting” for accounts and programs that return over \$10,000 to the general fund.

⁵ Financial Reports are available at <http://lps.lexingtonma.org/Page/655>

⁶ Salary and Wages for staff are reset to actual payroll as of October 15 for projecting the next budget year.

School Committee



Fiscal Year 2013 Annual Town Meeting Budget Request

As voted: February 14, 2012

Salaries and Wages

PERSONNEL.....	1
PERSONNEL BY CATEGORY.....	2
PERSONNEL BUDGET BY "ROLL UP" DESCRIPTIONS DEFINED:.....	4



Lexington Public Schools
2013 Superintendent's Recommended Budget

Personnel

Personnel costs (exclusive of benefits) make up 84% of the school budget. The FY13 Salaries and Wages budget for the school department is based on staffing levels in the FY12 Annual Town Meeting School Committee request. During the school year, the FTE allocation levels were modified to reflect program needs of the district. Position changes are discussed and highlighted for the reader in the program area budgets. The net staffing increase from the budget voted by the FY12 Annual Town Meeting to the FY13 recommended budget is 13.20 positions. The net staffing increase from the current FY12 actual FTEs funded to the FY13 recommended level service budget is net 4.90 positions.

Annually staffing changes occur for the following reasons:

1. Each year, the Superintendent recommends the inclusion of unallocated teaching positions in anticipation of enrollment shifts and changes as forecasted by the Enrollment Report. Once enrollment of kindergarten and secondary course selections take place in May, these positions are allocated to each Principal to address enrollment needs that arise after the budget is approved.
2. At the secondary level, Principals must reallocate staff within their buildings to address student course selection and class size. This means that the FTEs for all subject areas are modified from one year to the next.
3. During the summer the school department continues to experience enrollment shifts and changes due to students who move after school ends in June. Therefore, additional staff over the budget allocation must be added. Generally the staff added are a result of Individual Education Plans (IEP), English Language Learners (ELL), and Kindergarten students, or if the unallocated teachers were not enough due to shifting enrollment in the middle schools.
4. Each year due to program requirements and enrollment that occurs during the year, additional staff is requested during the next budget cycle.

The chart below shows only the budget to budget shifts from FY11, FY12, and FY13. Included in the budget detail in the 2000 Instructional Services section are the shifts and changes that have occurred within each program area.

TYPE	LINE No	ROLL UP	FY10 FTE	FY11 FTE	FY12 FTE	FY12 Actual FTE	FY12 Budget to Actual	FY12 Actual to FY13 Budget	FY12 Budget to FY13 Budget	FY13 FTE	FY13 Level Service	FY13 \$ Change	% Increase	FY13 FTE	FY13 Supplemental \$	FY13 Request	% Increase
SALARIES & WAGES	1	UNIT A - LEA	612.03	619.80	615.49	619.83	4.34	2.46	6.80	622.29				8.75	\$ 466,592		
	2	UNIT A - STIPENDS	-	-	-	-	-	-	-	-							
	3	UNIT A - COACHES	-	-	-	-	-	-	-	-							
	4	LESA - SECRETARIES	67.46	68.86	69.74	68.08	(1.66)	(0.78)	(2.44)	67.30				2.96	\$ 110,794		
	5	NON-UNION DISTRICT SUPPORT/MGRS	7.00	16.00	16.50	16.50	0.00	2.00	2.00	18.50				0.50	\$ 56,358		
	7	UNIT C - INSTR ASST.	85.40	87.34	74.28	78.42	4.14	(1.89)	2.25	76.53							
	7.2	UNIT C - STUDENT SUPPORT INSTRUCTORS	24.00	11.33	25.76	27.04	1.28	2.72	4.00	29.76							
	7.1	NON-UNION PARAPROFESSIONALS	3.87	4.55	1.90	14.67	12.77	0.00	12.77	14.67							
	8	ABA/BCBA INSTRUCTORS	9.60	3.41	2.90	2.33	(0.57)	0.57	-	2.90							
	9	IT ASSISTANTS	3.33	3.00	3.00	3.00	0.00	(3.00)	(3.00)	-							
	10	SPECIAL CLASS AIDES	13.02	11.01	23.15	10.65	(12.50)	0.60	(11.90)	11.25							
	13	TECHNOLOGY UNIT	4.50	5.00	12.00	12.60	0.60	0.40	1.00	13.00				1.00	\$ 60,332		
	13.1	TECHNOLOGY NON-BARGAINING	4.00	-	-	-	-	-	-	-							
	13.2	TECHNOLOGY ADMINISTRATION	1.00	-	-	-	-	-	-	-							
	14	CENTRAL ADMINISTRATORS	6.30	6.50	6.50	6.40	(0.10)	0.10	-	6.50							
	15	PRINCIPALS	9.00	9.00	9.00	9.00	0.00	0.00	-	9.00							
	16	ALA - ASST PRINC/SUPERVISORS	17.00	25.00	24.38	24.38	0.00	1.72	1.72	26.10							
	17	NURSE SUBS									\$ 15,000	\$ -	0.00%		\$ 15,000		
		TEACHER SUBSTITUTES									\$ 569,086	\$ -	0.00%	\$ 22,100	\$ 591,186		
	18	SECRETARY SUBSTITUTES									\$ 50,000	\$ -	0.00%		\$ 50,000		
		PARAPROFESSIONAL SUBSTITUTES									\$ 35,000	\$ -	0.00%		\$ 35,000		
	20	SICK LEAVE BUY BACK															
		Sal Dif									\$ (500,000)	\$ -	0.00%		\$ (500,000)		
		TOWN SHARED EXPENSES															
SALARIES & WAGES Total			867.51	870.80	884.60	892.91	8.30	4.90	13.20	897.80	\$ 63,765,074	\$ 2,886,999		13.21	\$ 716,176	\$ 64,481,249	6.34%



Personnel by Category

Categorization of Positions and Work Year:

The School Department often receives questions about the number of staff. In the past, we have shown both head counts and full-time equivalencies (FTE).

In this budget, head counts are no longer shown in the operating budget document. Instead, the School Department has reviewed positions typically stated as head counts and moved them to a flat dollar appropriation. For example, Unit A- Stipends and Unit A-Coaches are both lines whereby there are no FTEs but a dollar amount based on head count filled. These are additional pay amounts for a specific function for a specific period of time. These positions are shown in the budget document under the various programs and the Athletics department.

The School Department has traditionally presented their Full-time Equivalency (FTE) summary by bargaining unit. However, this format does not allow the reader to know the basis of work year of 1.0 FTE. Table A, which follows, is the Line Number and Roll up for each category presented in the budget and the basis for a 1.0 FTE.



Lexington Public Schools
2013 Superintendent's Recommended Budget

TABLE A: 1.0 Full-time Equivalency (FTE)

NO	Roll Up	FTE Based in	
		Work Week/Day in Hours	Work Year (Days or Months)
1	Unit A – LEA Teachers	No set work day or week in hours	184 days
	Unit A – LEA Coordinators	No set work day or week in hours	196 days
2	Unit A - Stipends	No set work day or week in hours	Club/Organization
3	Unit A - Coaches	No set work day or week in hours	season
4	Unit D – Secretaries ¹	37.5 or 40 hours	12 month/260 Days
	Unit D – Secretaries ²	37.5 hours	214 Days
	Unit D – Secretaries ³	37.5 hours	203 Days
5	Central Office Support	40 hours	12 month/260 Days
7	Unit C - Instructional Assistants	7.5 hours per day	186 Days
	Unit C - Student Support Instructors (new FY10)	8 hours per day	224 Days
7.1	Paraprofessional	40 hours	10 month
	Autism Support Specialist	7.5 hours per day	184 days
8	ABA/BCBA Services	No set work day or week in hours	224 Days
9	Occupational Therapy Assistants	37.5 hours	10 month
10	School/Class Aides	7.5 hours per day	195 days
13	Technology Unit: Field Tech, IT Maint. Assoc. ,Tech Specialist	8 hours per day	194 Days
	Technology Unit: All others	40 hours	12 month/260 Days
14	Central Office Administration	40 hours	12 month/260 Days
15	Principals	40 hours	12 month/260 Days
16	ALA – HS Deans, MS Asst Principal, Dir. Guidance, HS Assoc Principal	40 hours	12 month/260 Days
	ALA – SPED Supervisors, Nurse Leader	8 hours per day	207 days
	ALA – Elem Asst Principal	40 Hours	184 days
	ALA – Evaluation Team Supervisor	40 Hours	196 days
17	Teacher/Nurse (Long -Term Substitutes)	No set work day or week in hours	On Call
18	Instructional Asst/Secretary Substitutes	No set work day or week in hours	On Call
20	Sick Leave		

¹ The above definitions require a recalculation of all FY12 full time equivalencies As a result, MUNIS payroll coding and salary table calculations will also need to be adjusted over the summer to align the definitions to the budget document as approved by School Committee. Unit D members work 12 months, 11 months, and 10 months depending on assignment.

² *Ibid.*,

³ *Ibid.*,



Personnel Budget by "Roll Up" descriptions defined:

Department of Education Function Codes: The Department of education promulgated account structure requirements in 2001 and updated them in 2008. The required guidelines for reporting functional categories of expenditures are provided and define the specific items that should be reported under the following categories. Lexington Public Schools has gone through a two year process to categorize all accounts and staffing. Below are the function codes defined for personnel expenditures. The School Department budget continues to be modified to address the reporting requirement.⁴

Object Code Expenditures⁵: This section defines the category of goods or services purchased under the functional categories defined below.

- 1 Salaries Professional: The full-time, part-time and prorated portions of payments to personnel services of a professional nature rendered to an education plan. Categories included as professional are Superintendents, Principals, Supervisors, Teachers, Librarians, Counselors, Psychologists and other professional educators.
 - *Supervisory refers to individuals responsible for a program/activity and for directing and evaluating personnel in that program/activity.*
 - *Non Supervisory refers to individuals responsible for a program/activity and for coordinating personnel working in that program/activity.*
- 2 Salaries Secretarial and Clerical: Payments for a grouping of assignments to perform the activities of preparing, transferring, transcribing, systematizing or preserving communications, records and transactions, regardless of the level of skills required.
- 3 Salaries Other: Payment for a grouping of assignments regardless of level of difficulty that relate to supportive services. Included as other salaries: Custodians, Aides, Substitutes, Paraprofessional, Food Service Personnel, School Bus Drivers, Cross Walk Guards and other classified salaries not identified as professional, secretarial and clerical.

⁴ <http://www.doe.mass.edu/lawsregs/603cmr10.html>

⁵ <http://finance1.doe.mass.edu/account/ChartOfAccounts.pdf>



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 1 Unit A – LEA Teachers: Unit A members are licensed teachers, department heads, and coordinators. They work either 184 or 196 days and have a salary table recognizing their level of education from bachelors to PhD and the number of years teaching. Also included in base compensation are funds for Department Heads, Department Chairs, and Team Leaders. Job Descriptions with no FTEs are extended year salaries and are not funded with dedicated FTEs.

DESE Function	Job Title	OPERATING						SPECIAL REVENUE					
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of VARIANCE ACTUAL TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of VARIANCE ACTUAL TO BUDGET
1100	LEA UNION PRESIDENT	1.00	-	1.00	1.00	-	-						
1100	Sum	1.00	-	1.00	1.00	-	-						
2110	COORDINATORS	2.40	-	2.40	2.40	-	-						
2110	Sum	2.40	-	2.40	2.40	-	-						
2120	COORDINATORS	4.80	-	4.80	4.80	-	-						
2120	Sum	4.80	-	4.80	4.80	-	-						
2220	DEPARTMENT HEAD	2.50	-	2.50	3.75	-	1.25						
2220	Sum	2.50	-	2.50	3.75	-	1.25						
2305	BUSINESS TEACHER	1.10	-	1.10	1.10	-	-						
	CLASSROOM TEACHER	3.00	(3.00)	-	3.80	0.80	3.80						
	DEBATE TEACHER	1.00	-	1.00	1.00	-	-						
	DEV LEARNING TEACHER	5.00	-	5.00	5.00	-	-						
	DRAMA TEACHER	3.55	0.25	3.80	3.80	0.25	-						
	EDBD TEACHER	5.50	-	5.50	5.00	(0.50)	(0.50)						
	ELEMENTARY SCHOOL TEACHER	108.00	2.00	110.00	110.00	2.00	-						
	ENGLISH TEACHER	40.00	2.00	42.00	41.00	1.00	(1.00)						
	HEALTH TEACHER	3.00	-	3.00	3.00	-	-						
	INSTRUCTIONAL TECHNOLOGY TEACHER	3.90	-	3.90	3.90	-	-						
	INTENSIVE LEARNING TEACHER	13.80	0.20	14.00	14.00	0.20	-	1.00	-	1.00	1.00	-	-
	KINDERGARTEN TEACHER	14.90	(0.40)	15.20	21.00	(0.40)	5.80	8.10	(2.30)	5.80	-	(8.10)	(5.80)
	LANG LEARNING TEACHER	8.00	1.00	9.00	9.00	1.00	-	1.00	-	1.00	1.00	-	-
	MATH TEACHER	41.95	0.40	42.35	42.35	0.40	-						
	MST TEACHER	5.00	-	5.00	4.00	(1.00)	(1.00)						
	MUSIC TEACHER	16.45	0.85	17.30	16.50	0.05	(0.80)						
	MUSIC TEACHER - ELEMENTARY INSTRUCTO	0.60	0.40	1.00	1.00	0.40	-						
	PE/ WELLNESS ASST COORD	0.50	-	0.50	0.50	-	-						
	PHYSED TEACHER	22.35	0.35	22.70	22.70	0.35	-						
	PHYSED TEACHER - A.P.E.	0.40	0.61	1.01	1.55	1.15	0.54	0.54	-	0.54	-	(0.54)	(0.54)
	PRESCHOOL TEACHER	2.00	-	2.00	2.00	-	-	1.30	-	1.30	1.30	-	-
	SCIENCE TEACHER	43.00	-	43.00	44.00	1.00	1.00						
	SOCIAL STUDIES TEACHER	39.30	(0.10)	39.20	39.20	(0.10)	-						
	SPECIAL EDUC TEACHER	37.90	(0.10)	37.80	35.40	(2.50)	(2.40)	2.00	-	2.00	2.00	-	-
	VISUAL ART TEACHER	17.18	0.22	17.40	17.40	0.22	-						
	WORLD LANGUAGE TEACHER	33.80	0.75	34.55	34.75	0.95	0.20						
2305	Sum	471.18	5.43	477.31	482.95	5.27	5.64	13.94	(2.30)	11.64	5.30	(8.64)	(6.34)
2310	ALPHA LEAD CLINICIAN	0.20	0.80	1.00	1.00	0.80	-	1.00	-	1.00	1.00	-	-
	ASSISTIVE TECHNOLOGY SPECLIST	-	-	-	-	-	-	0.80	-	0.80	0.50	(0.30)	(0.30)
	ENGLISH LANG LEARNING TEACHER	9.70	0.25	9.95	11.20	1.50	1.25	0.81	(0.14)	0.67	0.30	(0.51)	(0.37)
	MATH INSTRUCTION COACH	1.00	-	1.00	1.00	-	-	1.95	-	1.95	1.65	(0.30)	(0.30)
	MATH INSTRUCTION SPECIALIST	6.18	(0.85)	5.33	5.70	(0.48)	0.37						
	READING SPECIALIST	18.85	(0.75)	18.10	18.40	(0.45)	0.30						
	READING TEACHER	5.75	0.45	6.20	6.20	0.45	-						
	STUDY SKILLS	1.50	-	1.50	1.50	-	-						
2310	Sum	43.18	(0.10)	43.08	45.00	1.82	1.92	4.56	(0.14)	4.42	3.45	(1.11)	(0.97)
2320	AUGMENTATIVE COMMUNICATIONS	1.00	-	1.00	1.00	-	-						
	BEHAVIOR SPECIALIST	1.00	-	1.00	1.00	-	-						
	MST LEAD CLINICIAN	1.00	-	1.00	1.00	-	-	1.30	-	1.30	1.30	-	-
	OCCUPATIONAL THERAPIST	6.00	-	6.00	6.00	-	-						
	PHYSED TEACHER - A.P.E.	1.01	(0.61)	0.40	0.40	(0.61)	-						
	SPEECH/LANGUAGE PATHOLOGIST	19.10	1.10	20.20	20.20	1.10	-						
	VISION SPECIALIST	0.27	-	0.27	0.27	-	-	0.50	-	0.50	0.50	-	-
2320	Sum	29.38	0.49	29.87	29.87	0.49	-	1.80	-	1.80	1.80	-	-
2340	LIBRARIAN/MEDIA	10.00	-	10.00	10.00	-	-						
2340	Sum	10.00	-	10.00	10.00	-	-						
2357	INTEGRATION SPECIALIST - TECH	4.00	(0.08)	3.92	4.62	(0.08)	0.70						
	INTERVENTION SPECIALIST	-	0.50	0.50	1.00	1.00	0.50						
2357	Sum	4.00	0.42	4.42	5.62	0.92	1.20						
2710	GUIDANCE COUNSELORS	22.00	(1.00)	21.00	20.00	(2.00)	(1.00)	1.50	-	1.50	1.00	(0.50)	(0.50)
	PREVENTION SPECIALIST	0.50	0.50	1.00	1.00	0.50	-						
	SOCIAL WORKER	7.20	(2.10)	5.10	5.70	(1.50)	0.60	3.00	-	3.00	2.00	(1.00)	(1.00)
	TRANSITION TEACHER	-	-	-	-	-	-	2.00	-	2.00	2.00	-	-
2710	Sum	29.70	(2.60)	27.10	26.70	(3.00)	(0.40)	6.50	-	6.50	5.00	(1.50)	(1.50)
2800	PSYCHOLOGIST	7.35	(0.20)	7.15	7.15	(0.20)	-	1.15	-	1.15	1.15	-	-
2800	Sum	7.35	(0.20)	7.15	7.15	(0.20)	-	1.15	-	1.15	1.15	-	-
3200	NURSE	10.00	0.20	10.20	11.20	0.40	1.00	1.00	-	1.00	1.00	-	-
3200	Sum	10.00	0.20	10.20	11.20	0.40	1.00	1.00	-	1.00	1.00	-	-
total		615.49	3.64	619.83	630.44	5.70	10.61	28.95	(2.44)	26.51	17.70	(11.25)	(8.81)



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 2 Unit A - Stipends: Within the Unit A – LEA contract there are stipend positions for various academic, administrative, or extracurricular activities. These positions generally reflect work and activities that are completed outside of the traditional school day.

Unit A – LEA Teacher Stipends – Part A⁶						
	FY10	FY11	FY12	FY12 Midnight	Title	Number of Heads
Level 1	\$7,180	\$7,252	\$7,361	\$7,397	HS Science Team	Split up to 4
					HS Math Team	1
Level 2	\$5,203	\$5,255	\$5,334	\$5,361	Lincoln-Douglas Debate Director	1
					HS Music Director	1
					HS Drama Director	1
					Marching Band	1
					Policy Debate Director	1
Level 3	\$3,320	\$3,353	\$3,403	\$3,421	HS Yearbook	1
					College Testing	1
					Policy/Lincoln-Douglas Debate Coach	1
Level 4	\$1,977	\$1,997	\$2,027	\$2,037	MS Math Team	1
					MS Science Team	1
					Pit Orchestra	1
					HS Assistant Debate Coach	1
					HS Newspaper	1
					HS Science Fair	Split up to 9
					HS Drama Club (Fall and Spring)	2
					Assistant Lincoln-Douglas Debate Coach	1
					Assistant Policy/Lincoln-Douglas Debate Coach	1
					Model United Nations	1
Level 5	\$1,769	\$1,787	\$1,813	\$1,823	MS Drama Director	1 each school (2)
					MS Music Director	1 each school (2)
					Elementary Music/Drama	1 each school (6)
					MS Science Fair	1 each school (2)
					HS Class Advisor	1 per grade (4)
					MS Student Council	Split up to 4
					Foreign Exchange Hosting	Split up to 2
					Foreign Exchange Abroad	Split up to 2
					MS Study Skills	
					HS National Honor Society	1
					MS Team Leader	1 per subject per school
					MS Department Chair	Eliminated
					Facilitator of Professional Development & Department Activities for Library & Media Services	1
					SSD (Standardized Testing) Coordinator for Students with Special Needs	1
Level 6	\$884	\$893	\$906	\$911	MS Yearbook	1 each school (2)
					MS Publications	1 each school (2)
					Elementary Library Page Webmaster	1
Level 7	\$130	\$131	\$133	\$134	FL Exam Coordinator: per language	1

⁶ The dollar amounts listed are total of the yearly stipends for the Director of the activity and any Assistant Directors. The Director will determine the need for and number of any Assistants. Assistants must be paid minimally at level 6, but may receive more as determined by the Director of the activity.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Unit A - LEA Teacher Stipends- Part B
(Under Memorandum of Agreements)

Stipend:	\$503	\$508	\$516	\$518	Mentor/Coach Committee	(5-10)
Stipend:	\$1,005	\$1,015	\$1,030	\$1,035	Mentor Position (20-30), Content Coach	(20-30)
Stipend:	\$1,250	\$1,263	\$1,281	\$1,288	Building Technology Liaison	Eliminated FY11
Stipend:	\$1,400	\$1,414	\$1,435	\$1,442	Per Credit Hour stipend for Lexington Public Schools Academy	
Stipend:	\$4,020	\$4,060	\$4,121	\$4,142	Spring Drama Director	1
Stipend:	\$2,111	\$2,132	\$2,164	\$2,175	AIMS Web Data Manager	6 Elementary
					LHS Chemical Safety Officer	1
\$50 per hour/\$250 per day:					Professional Development/Curriculum Development Stipend	
Stipend:	\$4,422	\$4,466	\$4,533	\$4,556	METCO Extended Learning Program (MELP) Teacher	8
Stipend:	\$3,015	\$3,045	\$3,091	\$3,106	METCO Extended Learning Program (MELP) Coordinator	1
					Mentor Coach Coordinator	

Unit A – LEA Teacher Stipends under Article 23

2011-2012 SY Diamond	\$406	Year 1	Anime Club (Full Year)	1
2011-2012 SY Diamond	\$200	Year 1	Basketry Club (Spring)	1
2011-2012 SY Diamond	\$406	Year 1	Chess Club (Full Year)	1
2011-2012 SY Diamond	\$200	Year 1	Clay Club (Spring)	1
2011-2012 SY Diamond	\$200	Year 1	Community Service Club (Spring)	1
2011-2012 SY Diamond	\$406	Year 1	Diamond Mine Club (Full Year)	1
2010- 2011 SY Diamond	\$761	Year 2	D-Minors (Fall)	1
2011-2012 SY Diamond	\$406	Year 1	Drama Ensemble Club (new)	1
2010- 2011 SY High School	\$761	Year 2	Emerson Theatre Festival (LHS)	1
2011-2012 SY Diamond	\$200	Year 1	Fitness & Wellness Club (Spring)	1
2011-2012 SY Diamond	\$200	Year 1	French Cooking Club (Spring) up to 2x	1
2011-2012 SY Diamond	\$406	Year 1	Garden Club	1
2011-2012 SY Diamond	\$406	Year 1	Green Energy Toys	1
2011-2012 SY Diamond	\$200	Year 1	Homework Club (Fall & Spring)	1
2011-2012 SY Diamond	\$200	Year 1	Hook Up with a Craft Club (Spring)	1
2011-2012 SY Diamond	\$200	Year 1	Improv Club (Spring)	1
2011-2012 SY Diamond	\$200	Year 1	Knitting for Needy Kids Club (Spring)	1
2011-2012 SY Diamond	\$200	Year 1	Magazine Club (Spring)	1
2011-2012 SY Diamond	\$406	Year 1	METCO Homework Club	1
2011-2012 SY Clarke	\$406	Year 1	Middle C's	1
2011-2012 SY Diamond	\$200	Year 1	Stage Crew Club (Fall)	1
2010- 2011 SY Bridge	\$761	Year 2	Primary Drama	1
2010- 2011 SY Bridge	\$761	Year 2	Shakespeare Players	1

Non Union - Employee Stipends

Stipend:	\$8,000	\$8,080	\$8,201	\$8,242	Technical Director	1
Stipend:	\$18,000	\$18,180	\$18,453	\$18,545	LHS Scheduler Stipend	1

Stipend positions are added during the school year based on additional program improvements from faculty and staff. This may not be a complete list. Revisions are ongoing. Above are the positions that are funded in the FY13 budget as of this printing.



Line No. 3 Unit A – Coaches: Within the Unit A – LEA contract there are stipend positions for interscholastic athletic personnel. These positions generally reflect work and activities that are completed outside of the traditional school day with School Committee recognized sports teams.

COACHES SALARY GROUPS

Level I

Head Football

Level IA

Athletic Trainer (per season)

Level II

Head - Basketball

Head - Ice Hockey

Level III

Head - Soccer

Head - Volleyball

Head - Field Hockey

Head - Softball

Head - Outdoor Track

Head - Lacrosse

Head - Indoor Track

Head - Wrestling

Head - Baseball

Level IV

Assistant - Basketball

Assistant - Indoor Track

Assistant – Ice Hockey

Assistant – Football

Head Swimming

Head Cross Country

Head Golf

Head Tennis

Equipment Manager (three seasons)

Level V

Assistant Soccer

Assistant Field Hockey

Assistant Baseball

Assistant Softball

Assistant Lacrosse

Assistant Volleyball

Assistant Cross Country

Assistant Swimming

Assistant Tennis

Assistant Wrestling

Assistant Outdoor Track

Level VI

Head Cheerleading (Fall & Winter)

Head MS Softball

Head MS Field Hockey

Head MS Cross Country

Head MS Baseball

Head MS Basketball

Head MS Track/Field

Head MS Soccer

Assistant Golf Coach (HS)

Level VII

MS Assistant Athletic Director

Spring Ultimate Frisbee

Level VIIA

Assistant Trainer (per season)

Level VIII

Assistant MS Soccer

Assistant MS Field Hockey

Assistant MS Baseball

Assistant MS Softball

PT MS Assistant Cross-Country

PT MS Assistant Outdoor Track

PT MS Assistant Field Hockey

PT MS Assistant Basketball

PT MS Assistant Ice Hockey

PT MS Assistant Baseball

PT MS Assistant Softball

PT MS Assistant Lacrosse

PT MS Assistant Cross-Country

PT MS Assistant Soccer

PT MS Assistant Cheerleading

(Fall & Winter)

Level IX

MS Intramural Coach

Level X

MS Clinician

Level XI

Assistant Athletic Director at LHS

Level XII

Elementary Before/After School Sports

Fall Ultimate Frisbee

HS Intramural Coach

Summer Fitness Center

Level XIII

Locker Room Manager

Coaching positions are added during the school year based on additional program improvements from faculty and staff. This may not be a complete list. Revisions are ongoing. Above are the positions that are funded in the FY13 budget as of this printing.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 4 Unit D - Secretaries (formerly LESA-Lexington Educational Secretaries Association): Recently this unit voted to become part of the Lexington Education Association and will be referred to as Unit-D in the future. Unit D provides the administrative support function. The positions in this unit are both 12-month, 11 month, and 10-month positions, both full-time and part-time. While most positions are 37.5 hours per week, there are a number at 40 hours per week. In order to make this unit have an accurate measure of a Full-time Equivalent we are continuing to propose to transition the calculation of an FTE to be based on a 12 month employee. Employees who work in our "10 month positions" will have their FTE based on 260 work days x 7.5 hours. Thus, an individual who works 184 school days, with 10 holidays for 7.5 hours will be a 0.74 FTE.

DESE Function	Job Title	OPERATING					SPECIAL REVENUE				
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
1110	RECEPTIONIST-12 MONTH	0.80	0.07	0.87	0.87	0.07					
1220	ADMIN ASSISTANT -CO	2.00	(1.00)	1.00	1.00	(1.00)					
1230	ADMIN ASST DIR ST. SERV	0.50	(0.50)	0.00		(0.50)					
	RECEPTIONIST-12 MONTH	1.00	0.00	1.00	1.00	0.00					
1410	ACCOUNTS PAYABLE CLERK	1.96	0.00	1.96	1.96	0.00					
	BUSINESS OFFICE SECRETARY	1.00	0.00	1.00	1.00	0.00					
	CLASSIFIED PAYROLL CLERK	0.52	(0.03)	0.49	1.00	0.48					
1420	ADMIN ASSISTANT -CO	1.00	0.00	1.00	1.00	0.00					
	SECRETARY- DEPARTMENT HEAD	0.43	0.08	0.51	0.51	0.08					
2110	ADMIN ASSISTANT -CO	0.92	0.00	0.92	0.92	0.00					
	SECRETARY- COORDINATOR	3.69	(0.69)	3.00	2.62	(1.07)	1.93	0.28	2.20	1.93	0.00
	SECRETARY- EVALUATION TEAM	0.92	0.00	0.92	0.92	0.00					
2120	SECRETARY- COORDINATOR	0.44	(0.02)	0.42	0.42	(0.02)					
	SECRETARY- DEPARTMENT HEAD	3.52	0.01	3.53	3.53	0.01					
	TECHNICIAN - LANGUAGE LAB	1.00	0.00	1.00	1.00	0.00					
2210	ADMIN ASSISTANT -PRINCIPAL	9.00	0.00	9.00	9.00	0.00					
	ASSISTANT TO REGISTRAR	1.00	(0.53)	0.47	0.47	(0.53)					
	COMMUNITY SERV SECY	0.14	0.00	0.14	0.14	0.00					
	RECEPTIONIST - 10 MONTH	1.00	0.00	1.00	1.00	0.00					
	REGISTRAR	1.00	0.00	1.00	1.00	0.00					
	SCH SUPPORT PERS K-8	20.98	0.65	21.43	24.34	3.36					
	SECRETARIAL & CLERICAL (METCO)						6.00	(0.43)	5.57	5.57	(0.43)
	SECRETARY - ASSIST PRINC	6.00	0.00	6.00	6.00	0.00					
2340	LIBRARY SUPPORT PERS K-12	4.52	0.00	4.52	4.52	0.00					
2710	SECRETARY- GUIDANCE	4.41	(0.02)	4.39	4.41	(0.00)					
3510	SECRETARY- COORDINATOR	1.00	0.00	1.00	1.00	0.00					
3520	FUNDS MANAGER	1.00	0.00	1.00	1.00	0.00					
Grand Total		69.74	(1.99)	67.56	70.61	0.87	7.93	(0.15)	7.78	7.50	(0.43)

- 2.00 positions were reclassified from this unit and appear in Line 5.
- 0.09 FTE reduction is the net result of FTE reallocation across the unit.
- Reclassification of Positions,
- Additional Dept Secretary Time in Science and Social Studies(Debate),
- School Support Personnel (2 x.37) for each Estabrook, Harrington, Hastings, and System Wide



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 5 Non-Union District Support/Managers (formerly Central Office Support): This category of employees who are equivalent to executive administrative assistants, confidential employees (those that handle confidential personnel information and labor negotiations materials), non-teacher junior level managers, and non-union central office employees. We have added the following employees to this group as they match the definition of the newly defined group.

- **Technology Non-Bargaining:** The grouping contains the technology department staff that are under individual employment agreements and are not covered by the Technology Unit Agreement. The positions are School Database Administrator, Training Specialist, System Administrator, and Technical Specialist.
- **Technology Administration:** The individuals in the positions of director or assistant director of information technology department will be included in the summary total of this line.
- **Department Head:** K-5 Math and K-5 Literacy positions were removed from the Unit A – LEA in FY11
- Asst to the Curriculum Office and Executive Administrative Assistant to Director of Student Services were transferred from Unit D during FY12.

DESE Function	Job Title	OPERATING					SPECIAL REVENUE				
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO
1100	RECORDING SECRETARY	0.25	0.00	0.25	0.25	0.00					
1110	CENTRAL OFFICE SECRETARY	1.00	0.00	1.00	1.00	0.00					
1220	ASST TO THE CURR OFFICE	0.00	1.00	1.00	1.00	1.00					
1230	EXEC ADMIN ASST - DIR ST SERV	0.00	1.00	1.00	1.00	1.00					
	SPED FIN & OP MANAGER	1.00	0.00	1.00	1.00	0.00					
1410	ACCOUNTING MANAGER						1.00	0.00	1.00	1.00	0.00
	ASST TO THE BUSINESS OFFICE	1.00	0.00	1.00	1.00	0.00					
	PAYROLL SUPERVISOR	1.00	0.00	1.00	1.00	0.00					
	PRINT SHOP LEAD TECHNICIAN	1.00	0.00	1.00	1.00	0.00					
	SCHOOL FINANCE MANAGER	1.00	0.00	1.00	1.00	0.00					
	SPECIAL REVENUE FUND MGR	1.00	0.00	1.00	1.00	0.00					
1420	CENTRAL OFFICE SECRETARY	2.00	0.00	2.00	2.00	0.00					
1450	IIT DIRECTOR	1.00	0.00	1.00	1.00	0.00					
	SCHOOL DATABASE ADMINISTRATOR	1.00	0.00	1.00	1.00	0.00					
2120	ADULT EDUCATION - STAFF						1.00	0.00	1.00	1.00	0.00
	K-12 METCO DIRECTOR						1.00	0.00	1.00	1.00	0.00
2220	ADULT EDUCATION - STAFF						1.00	0.00	1.00	1.00	0.00
	NONB- DEPARTMENT HEAD	2.00	0.00	2.00	2.00	0.00					
2357	IIT TRAINING SPECIALIST	1.00	0.00	1.00	1.00	0.00					
	K-12 PROF DEV COORDINATOR	0.50	0.00	0.50	0.50	0.00					
2710	ASST DIR OF GUIDANCE				0.50	0.50					
3300	TRANSPORTATION COORDINATOR	0.75	0.00	0.75	0.75	0.00	0.25	0.00	0.25	0.25	0.00
3510	ATHLETIC DIRECTOR K12	1.00	0.00	1.00	1.00	0.00					
		16.50	2.00	18.50	19.00	2.50	4.25	0.00	4.25	4.25	0.00

Line No. 6: Formerly assigned to Facilities employees.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 7 Unit C – Instructional Assistants: Members of this bargaining unit provide classroom support and instruction to students. The majority of students served are special education students. Previously these individuals were referred to as “tutors.” However, under No Child Left Behind, a tutor has a new definition, which does not fit this class of employee. {Full Time equivalency is based on using 186 days x 7.5 hours (183 school days, 1 training day, plus 3 contract days).}

In FY10, a new category of employee is being added by converting Unit C Instructional Assistants into Student Support Instructors. These positions are directly related to the Early Childhood and Fiske ILP (Intensive Learning Program). The Student Support Instructor position will work 37.5 to 40 hours per week on a flexible, less traditional, workweek for up to 224 days. These positions will address the recurring home-based services and consistency of services for special education students. The staff in these positions will be trained and higher level of instructional skills providing consistency of services beyond the school year. They will be providing services on site and home-based and other higher-level instructional responsibilities than our Special Class Aides or Instructional Assistants provide.

Group	DESE Function	Job Title	OPERATING					SPECIAL REVENUE							
			Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of Variance Actual to Budget	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of Variance Actual to Budget	Sum of VARIANCE BUDGET TO BUDGET	
SLEX	2330	5th Grade Overnight Field Trip													
		EARLY CHILD INSTR AIDE	0.78	1.18	1.96	0.78	(1.18)	0.00	3.19	(0.35)	2.84	2.84	0.00	(0.35)	
		METCO INSTR ASSISTANT					0.00		2.25	0.12	2.37	2.37	0.00	0.12	
		SPEL INSTR ASSISTANT	73.52	2.95	76.47	75.75	(0.71)	2.24	0.85	0.00	0.85	0.85	0.00	0.00	
		STUDENT SUPPORT INSTRUCT	25.76	1.28	27.04	29.76	2.72	4.00					0.00		
SLEX Total			100.05	5.41	105.46	106.29	0.82	6.24	6.29	(0.23)	6.06	6.07	0.00	(0.23)	



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 7.1 Paraprofessionals (formerly Non-B Instruct Paraprofessionals): This group consists of FTEs (Campus Monitor, Kindergarten Assistants, Home Tutors and on-call Print Shop employees) and Head Counts (temporarily for adult education instructors - revolving fund). Eventually we will provide the flat dollar amount under the program summary for Home Tutors, Adult Education Instructors, Summer School Instructional Assistants, and other seasonal, intermittent, or temporary employees. With the introduction of the Student Support Instructor position, hiring employees who will work 37.5 to 40 hours per week on a flexible, less traditional, workweek will address the recurring home-based services and consistency of services for special education students. Thus, leaving infrequent, non-recurring, tutoring designated under the category of Home/Hospital services. Home/Hospital services will be budgeted at a flat dollar amount since it will be difficult to budget for an unknown demand or requirement for services.

DESE Function	Group	Job Title	OPERATING					SPECIAL REVENUE				
			Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
2320	SNON	PHYSICAL THERAPIST	1.00	-	1.00	1.00	-					
		SNON Total	1.00	-	1.00	1.00	-					
2330	SMON	CAMPUS MONITOR	0.87	-	0.87	0.87	-					
		SMON Total	0.87	-	0.87	0.87	-					
	SNON	AUTISM SUPPORT ASSISTANT	12.80	-	12.80	12.80	-					
		HOME/HOSPITAL TUTOR	-	-	-	-	-					
		HOME/HOSPITAL TUTOR CERTIFIED	-	-	-	-	-					
		KINDERGARTEN ASSISTANT	-	-	-	-	-	8.80	-	8.80	8.80	-
		LANGUAGE TRANSLATOR	-	-	-	-	-	-	-	-	-	-
		OVER MAX AIDE	-	-	-	-	-	-	-	-	-	-
		SPEC ASST TO SUPERINTENDENT	-	-	-	-	-	1.00	-	1.00	1.00	-
		TECHNICAL SUPPORT SUMMER	-	-	-	-	-	-	-	-	-	-
		SNON Total	12.80	-	12.80	12.80	-	9.80	-	9.80	9.80	-
	SSUM	SUMMER SCHOOL - IA										
		SUMMER SCHOOL DIRECTOR										
		SUMMER SCHOOL TEACHER										
		SSUM Total										
3200	SNON	SCHOOL DOCTOR										
		SNON Total										
Grand Total			14.67	-	14.67	14.67	-	9.80	-	9.80	9.80	-

- In FY12 the Autism Support Instructors were budgeted in Line 10. Due to classification determination that is ongoing, the Autism Support Instructors are included in Line 7.1 until a determination is made.

Line No. 8 ABA/BCBA Services (Applied Behavior Analyst/Board Certified Behavior Analyst): These positions provide behavioral assessments and assist in the development and implementation of positive behavior intervention plans, along with providing consultation to staff and parents.

Group	Job Title	OPERATING					SPECIAL REVENUE				
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
SABA	BEHAVIOR ANALYST-BRD CERT	2.30	(0.55)	1.75	2.30	(0.00)	2.00	(0.20)	1.80	1.80	(0.20)
	PK-12 ABA COORD & DATA SPEC	0.60	(0.01)	0.59	0.60	0.00					
	SABA Total	2.90	(0.57)	2.33	2.90	(0.00)	2.00	(0.20)	1.80	1.80	(0.20)
Grand Total		2.90	(0.57)	2.33	2.90	(0.00)	2.00	(0.20)	1.80	1.80	(0.20)



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 9 Occupational Therapy Assistants: These employees provide direct services to students to develop skills in fine motor, gross motor, visual motor, and visual perceptual development, as well as in sensory processing. This group works under the direction of an Occupational Therapist (Unit A). These positions are being eliminated and partially replaced with Occupational Therapists (Unit A).

Job Title	OPERATING				
	Sum of	Sum of	Sum of	Sum of	Sum of
OCCU THER ASSISTANT - NONB	3.00	0.00	3.00	2.60	(0.40)
	3.00	0.00	3.00	2.60	(0.40)
	3.00	0.00	3.00	2.60	(0.40)

- 0.40 FTE is a budget correction. One employee was coded as 1.0 but only worked 0.60 FTE.

Line No. 10 Class Aides (Special Class Teaching Assistants): These employees are specialized instructional assistants in our highly involved or intensive district-wide special education programs. Their compensation is above that of an instructional assistant due to the personal care and behavioral support they provide to our more involved students.

Group	Job Title	OPERATING					SPECIAL REVENUE				
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
SSCA	NONB SPECIAL CLASS AIDE	11.25	(0.60)	10.65	11.25	0.00	0.56	0.00	0.56	0.56	0.00
SSCA Total		11.25	(0.60)	10.65	11.25	0.00	0.56	0.00	0.56	0.56	0.00
Grand Total		11.25	(0.60)	10.65	11.25	0.00	0.56	0.00	0.56	0.56	0.00

- In FY12 the Autism Support Instructors were budgeted in Line 10. Due to classification determination that is ongoing, the Autism Support Instructors are included in Line 7.1 until a determination is made.

Line No. 11: Formerly assigned to Facilities employees.

Line No. 12: Formerly assigned to Facilities employees.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 13 Technology Unit: This particular categorization was a hybrid, but has been broken out by employee group to be in line with the methodology of categorization. It now only contains the members of the Technology Unit. In the past it contained all other Technology Department employees who work under individual employment agreements with the School District listed below in lines 13.1 and 13.2.

DESE Function	Group	Job Title	OPERATING				Sum of VARIANCE BUDGET TO BUDGET
			Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	
1450	STEC	IIT STUDNT DATA COORDINAT	3.00	0.00	3.00	3.00	0.00
		STEC Total	3.00	0.00	3.00	3.00	0.00
2210	SLEA	IIT LHS MASTER SCHEDULER	0.60	0.00	0.60	1.00	0.40
		SLEA Total	0.60	0.00	0.60	1.00	0.40
4400	STEC	IIT NETWORK ADMINISTRATOR	1.00	0.00	1.00	1.00	0.00
		STEC Total	1.00	0.00	1.00	1.00	0.00
4450	SNON	IIT MAINTENANCE ASSOCIATE	2.00	0.00	2.00	2.00	0.00
		SNON Total	2.00	0.00	2.00	2.00	0.00
	STEC	IIT FIELD TECHNICIAN	4.00	0.00	4.00	4.00	0.00
		IIT SYSTEM ADMIN	1.00	0.00	1.00	1.00	0.00
		TECH SERVICES SPECIALIST	2.00	(1.00)	1.00	1.00	(1.00)
		STEC Total	7.00	(1.00)	6.00	6.00	(1.00)
Grand Total			13.60	(1.00)	12.60	13.00	(0.60)

- The LHS Data Coordinator is the same as the LHS Master Scheduler. This position is being converted from a 0.60 Teaching position to a 1.0 Technology position for the same dollars.
- The 1.0 Tech Services Specialist Position was filled under Unit A and removed from this budget.
- \$20,521 added to fund additional summer days for 194 day employees in this unit.

Line No. 13.1 Technology Non-Bargaining: moved to Line No. 5

Line No. 13.2 Technology Administration: moved to Line No. 5

Line No. 14 Central Administrators (formerly CO-Administration) This categorization includes Superintendent, Assistant Superintendents, Directors, and Assistant Directors working under the Superintendent who have individual employment contracts and are not in a functional area of any other classification of employee.

Group	Job Title	OPERATING				Sum of VARIANCE BUDGET TO BUDGET
		Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	
SCO-ADMIN	ASSISTANT DIR SPECIAL EDUC	0.50	(0.10)	0.40	0.50	0.00
	ASST SUPT - CURR & INSTRUC	1.00	0.00	1.00	1.00	0.00
	ASST SUPT - HUMAN RESOURCES	1.00	0.00	1.00	1.00	0.00
	ASST SUPT FINANCE & OPERATIONS	1.00	0.00	1.00	1.00	0.00
	DIRECTOR EDUC TECHNOLOGY	1.00	0.00	1.00	1.00	0.00
	DIRECTOR OF STUDENT SERVICES	1.00	0.00	1.00	1.00	0.00
	SUPERINTENDENT	1.00	0.00	1.00	1.00	0.00
	SCO-ADMIN Total	6.50	(0.10)	6.40	6.50	0.00
Grand Total		6.50	(0.10)	6.40	6.50	0.00



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No. 15 Principal: Contains all nine building principals.

		OPERATING				
Group	Job Title	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
SPRI	PRINCIPAL	9.00	0.00	9.00	9.00	0.00
SPRI Total		9.00	0.00	9.00	9.00	0.00
Grand Total		9.00	0.00	9.00	9.00	0.00

Line No. 16 ALA – Assistant Principal/Supervisors: Reflects the number of Assistant/Associate Principals, Supervisors, and administrators without teaching responsibilities who are part of the Association of Lexington Administrators bargaining contract. Changes in this contract include the elimination of the MST Coordinator from this unit and the addition of the Nurse Lead and the Lexington Children’s Place Director. In addition, one Supervisor of Special Education K-8 position has been transferred from grant funded to the operating budget.

Group	DESE Function	Job Title	OPERATING					SPECIAL REVENUE				
			Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET	Sum of FY12 Budget FTE	Sum of FY12 Variance	Sum of FY12 FTE	Sum of FY13 FTE	Sum of VARIANCE BUDGET TO BUDGET
SALA	2110	9-12 SUPERVISOR OF STUDENT SERVICES	1.00	-	1.00	1.00	-					
		EARLY CHILDHOOD SUPERVISOR	1.00	-	1.00	1.00	-					
		EVALUATION TEAM SUPERVISOR	5.00	-	5.00	6.72	1.72	2.72	-	2.72	1.00	(1.72)
		EVALUATION TEAM SUPERVISOR-K-8 SUPERVISOR OF STUDENT SERVICES	0.28	-	0.28	0.28	-					
		OUT OF DISTRICT SUPERVISOR	2.00	-	2.00	2.00	-					
	2210	ASSISTANT PRINCIPAL	1.00	-	1.00	1.00	-					
		ASSOCIATE PRINCIPAL	1.00	-	1.00	1.00	-					
		HS DEAN	4.00	-	4.00	4.00	-					
	2710	DIRECTOR OF GUIDANCE	1.00	-	1.00	1.00	-					
	3200	NURSE COORDINATOR	1.00	-	1.00	1.00	-					
SALA Total			24.38	-	24.38	26.10	1.72	2.72	-	2.72	1.00	(1.72)

- Due to reductions in federal special education grants and the built –in increases in personnel contracts, the district is moving 1.72 Evaluation Team Supervisor FTEs from the federal special education grants.



Lexington Public Schools
2013 Superintendent's Recommended Budget

Line No 17 & 18 Substitutes: There are no FTEs budgeted under substitutes. However, the budget for substitutes is now no longer split into two categories, Payroll and Contracted Services. The district budgets a lump sum for these services and can have two sources of funding, operating budget or grants. The Personal Services for Substitutes cover the estimated cost of the following short-term employees:

1. A permanent substitute for the high school (This is an individual on daily call to fill in for teachers on short or day of notice);
2. Long-Term Teacher Substitutes, who are individuals who are hired for ten or more continuous days to cover a classroom for a teacher who is on a short-term leave of absence.
3. Nurse Substitutes: All of our school nurses are provided by contract sick days, personal days and professional development opportunities. If the building nurse should leave the building for a planned period, the district must have a nurse on site to respond to student emergencies. We have combined these expenses with the Teacher substitute line for reporting purposes.
4. Instructional Assistant Substitutes: The district has not been budgeting for these substitutes. These costs have been shown against the Unit C: Instructional Assistant Line.
5. Secretary Substitutes: a secretary substitute is hired if an administrative assistant will be absent for an extended period of time. However, this category has been used also to pay for other temporary or seasonal employees such as the recording secretary for school committee and a part-time, on-call employee for the School District's print shop.

Line #	DESE Function	Job Title	OPERATING
17	2325	LONG TERM SUBSTITUTE	\$ -
		REGULAR TEACHER SUBSTITUTE	\$ 569,086
	3200	NURSE SUBSTITUTE	\$ 15,000
17 Sum			\$ 584,086
18	2210	SECRETARY SUBSTITUTE	\$ 35,000
	2330	INSTR ASSISTANT SUBSTITUTE	\$ 50,000
18 Sum			\$ 85,000
Grand Total			\$ 669,086

Line No. 19: Formerly assigned to Crossing Guards employees. Crossing Guards now reside in the Police Department budget.

Line No. 20 Sick Leave: While there are no FTEs associated with this category, the district has periodically paid under a grandfather clause in the Unit A contract which includes a Sick Leave buyback payment. This line will eventually go away when eligible employees retire.

School Committee



Fiscal Year 2013 Annual Town Meeting Budget Request

As voted: February 14, 2012

Expense Summary

Table of Contents

EXPENSE SUMMARY	1
EXPENSES BY PROGRAM.....	2
FY13 EXPENSE CHANGES	3
1000 DISTRICT LEADERSHIP & ADMINISTRATION	3
2000 INSTRUCTIONAL SERVICES	3
3000 OTHER SCHOOL SERVICES.....	6
4000 OPERATION and MAINTENANCE OF PLANT.....	10
5000 FIXED CHARGES.....	11
6000 COMMUNITY SERVICES.....	11
7000 ACQUISITION, IMPROVEMENT AND REPLACEMENT OF FIXED ASSETS	11
8000 DEBT RETIREMENT AND SERVICE:	11
9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS.....	11



Lexington Public Schools
2013 School Committee Budget Request



EXPENSE SUMMARY

An overview of the Expense Budget changes is provided on the following pages. Additional detail regarding expense budgets in general and specific line items are highlighted in the program section of the budget document located at <http://lexingtonps.schoolwires.net/Page/1457> .



Lexington Public Schools
2013 School Committee Budget Request

Expenses by Program

The School Department shows all financial reports in a program budget format. The line numbers below represent curriculum, instruction, services, and general expenses for operating the Pre-K through Grade 12 school system. More detail for each line item is available under each program expense budget.

TYPE	LINE No	ROLL UP	FY10 Actual	FY11 Actual	FY12 ATM	FY13 Request	Change	% Increase
1000	48	ADMINISTRATION	\$ 944,284	\$ 286,557	\$ 391,566	\$ 429,397	\$ 37,831	9.66%
1000	46	LEGAL SERVICES	\$ 197,206	\$ 316,622	\$ 218,000	\$ 222,360	\$ 4,360	2.00%
2000	29	K-12 CURRICULUM	\$ 339,251	\$ 498,337	\$ 711,867	\$ 748,685	\$ 36,818	5.17%
2000	30	K-12 LIBRARY/MEDIA	\$ 156,121	\$ 158,314	\$ 160,981	\$ 164,510	\$ 3,529	2.19%
2000	31	TECHNOLOGY	\$ 319,676	\$ 437,887	\$ 348,452	\$ 353,285	\$ 4,833	1.39%
2000	32	ENGLISH LANGUAGE LEARNERS	\$ 10,491	\$ 10,608	\$ 13,723	\$ 14,125	\$ 402	2.93%
2000	33	K-12 PE/WELLNESS	\$ 76,078	\$ 55,726	\$ 58,975	\$ 60,268	\$ 1,293	2.19%
2000	34	K-12 VISUAL ARTS	\$ 66,077	\$ 63,114	\$ 75,059	\$ 76,704	\$ 1,645	2.19%
2000	35	K-12 PERFORMING ARTS	\$ 104,172	\$ 74,752	\$ 80,420	\$ 82,183	\$ 1,763	2.19%
2000	40.4	K-12 STUDENT SERVICES	\$ 173,887	\$ 123,329	\$ 231,802	\$ 262,124	\$ 30,322	13.08%
2000	40.4	K-12 GUIDANCE					\$ -	
2000	43	SPECIAL EDUCATION CONSULTANTS	\$ 801,241	\$ 407,825	\$ 560,000	\$ 571,200	\$ 11,200	2.00%
2000	37	EARLY CHILDHOOD PROGRAM	\$ 17,061	\$ 39,616	\$ 65,875	\$ 67,193	\$ 1,318	2.00%
2000	40.1	K-5 STUDENT SERVICES	\$ 20,239	\$ 55,425	\$ 32,308	\$ 32,290	\$ (18)	-0.06%
2000	40.1	K-5 GUIDANCE					\$ -	
2000	40.2	6-8 Student Services	\$ 42,026	\$ 37,230	\$ 75,434	\$ 128,500	\$ 53,066	70.35%
2000	40.2	6-8 GUIDANCE					\$ -	
2000	40.3	9-12 Student Services	\$ 14,681	\$ 16,133	\$ 29,332	\$ 29,360	\$ 28	0.10%
2000	45	PRINT CENTER	\$ 225,965	\$ 216,939	\$ 278,100	\$ 283,662	\$ 5,562	2.00%
2000	47	TEACHER SUBSTITUTES	\$ -	\$ 26,779			\$ -	
2000	58	PRIOR YEAR EXPENSES	\$ 64,454	\$ 49,998			\$ -	
2000	1	BOWMAN	\$ 36,173	\$ 25,753	\$ 28,674	\$ 28,201	\$ (473)	-1.65%
2000	2	BRIDGE	\$ 42,052	\$ 23,120	\$ 27,972	\$ 28,311	\$ 339	1.21%
2000	3	ESTABROOK	\$ 29,146	\$ 40,026	\$ 24,300	\$ 25,282	\$ 982	4.04%
2000	4	FISKE	\$ 28,063	\$ 30,920	\$ 25,488	\$ 26,879	\$ 1,391	5.46%
2000	5	HARRINGTON	\$ 25,596	\$ 21,347	\$ 24,948	\$ 25,337	\$ 389	1.56%
2000	6	HASTINGS	\$ 26,234	\$ 13,645	\$ 23,922	\$ 24,311	\$ 389	1.63%
2000	10	K-5 LITERACY	\$ 125,997	\$ 87,279	\$ 95,388	\$ 95,335	\$ (53)	-0.06%
2000	11	K-5 MATH	\$ 78,327	\$ 64,480	\$ 69,957	\$ 69,918	\$ (39)	-0.06%
2000	12	K-5 SCIENCE	\$ 28,989	\$ 29,648	\$ 32,547	\$ 32,529	\$ (18)	-0.06%
2000	13	K-5 SOCIAL STUDIES	\$ 7,940	\$ 23,617	\$ 26,653	\$ 26,638	\$ (15)	-0.06%
2000	7	CLARKE	\$ 36,494	\$ 27,079	\$ 23,967	\$ 26,398	\$ 2,431	10.14%
2000	8	DIAMOND	\$ 38,720	\$ 23,119	\$ 23,277	\$ 25,054	\$ 1,777	7.63%
2000	14	6-8 ENG/LANG ARTS	\$ 32,559	\$ 30,084	\$ 31,526	\$ 34,334	\$ 2,808	8.91%
2000	16	6-8 FOREIGN LANGUAGE	\$ 114,331	\$ 31,492	\$ 27,168	\$ 29,588	\$ 2,420	8.91%
2000	17	6-8 MATH	\$ 79,367	\$ 27,052	\$ 25,196	\$ 27,441	\$ 2,245	8.91%
2000	18	6-8 SCIENCE	\$ 149,213	\$ 49,397	\$ 56,512	\$ 60,299	\$ 3,787	6.70%
2000	19	6-8 SOCIAL STUDIES	\$ 22,484	\$ 29,183	\$ 24,561	\$ 26,749	\$ 2,188	8.91%
2000	9	LEXINGTON HIGH SCHOOL	\$ 100,780	\$ 110,649	\$ 128,413	\$ 128,870	\$ 457	0.36%
2000	21	9-12 ENG/LANG ARTS	\$ 30,835	\$ 40,026	\$ 28,706	\$ 28,808	\$ 102	0.36%
2000	22	9-12 FOREIGN LANGUAGE	\$ 33,538	\$ 33,916	\$ 34,997	\$ 35,121	\$ 124	0.35%
2000	23	9-12 MATH	\$ 73,172	\$ 25,156	\$ 23,750	\$ 23,834	\$ 84	0.35%
2000	24	9-12 SCIENCE	\$ 85,752	\$ 90,848	\$ 85,669	\$ 85,973	\$ 304	0.35%
2000	25	9-12 SOCIAL STUDIES	\$ 51,324	\$ 39,440	\$ 35,625	\$ 35,751	\$ 126	0.35%
2000	26	9-12 COMPETITIVE SPEECH	\$ 2,259	\$ 2,009	\$ 4,130	\$ 4,145	\$ 15	0.36%
2000	28	9-12 GUIDANCE	\$ 10,056	\$ 8,192	\$ 7,228	\$ 7,254	\$ 26	0.36%
3000	36	ATHLETICS	\$ 75,067	\$ 57,516	\$ 116,124	\$ 118,670	\$ 2,546	2.19%
3000	38	HEALTH SERVICES	\$ 12,437	\$ 15,226	\$ 13,112	\$ 13,399	\$ 287	2.19%
3000	42	TRANSPORTATION SPECIAL EDUCATION	\$ 998,726	\$ 943,362	\$ 999,100	\$ 1,015,000	\$ 15,900	1.59%
3000	44	TRANSPORTATION	\$ 417,640	\$ 602,759	\$ 725,464	\$ 889,973	\$ 164,509	22.68%
4000	56	TELEPHONE/Cell Phone/Pagers	\$ 21,140	\$ 15,657	\$ 32,261	\$ 32,906	\$ 645	2.00%
7000	59	REVOLVING FUND PROGRAMS	\$ 29,870				\$ -	
9000	41	TUITION * Net Circuit Breaker Offset	\$ 5,071,287	\$ 5,350,451	\$ 6,350,303	\$ 5,588,952	\$ (761,351)	-11.99%
		EXPENSES Total	\$ 11,488,476	\$ 10,787,639	\$ 12,508,832	\$ 12,147,107	\$ (361,725)	-2.89%



FY13 Expense Changes

1000 DISTRICT LEADERSHIP & ADMINISTRATION

Administration

Administration: 2% increase to supplies and services \$7,831

Human Resources: Wellness Program \$30,000

Expanded Employee Assistance Program (EAP) Services town-wide including but not limited to: On-site educational seminars, counseling and referral services, management consultation services, training and promotional activities, crisis management, employee and supervisor education, internet based services, and work-life resources.

Legal Services

Legal Services: Special Education \$4,360

The Legal Services budget is being increased 2% to support ongoing litigation for special education disputes and case filings.

2000 INSTRUCTIONAL SERVICES

K-12 Curriculum, Instruction and Professional Development \$36,818

The Professional Development budget for the district will be increasing \$6,818 (2%) to the materials budget to support ongoing district capacity building in our teaching and administrative staff. The professional development program continues our commitment to building professional learning communities among our teachers and our use of common formative assessments to assist our work in closing the achievement gap and advancing overall student achievement.

The district is implementing a district new classroom budget line into the K-12 Curriculum, Instruction, and Professional Development department. \$30,000 will be used to fund furniture, equipment, and classroom instruction materials for new or shifting classrooms in the district.

K-12 Student Services \$24,940

Equipment (an additional \$24,940) is needed for specialized equipment and travel expenses. Each year the district receives requests for additional FM systems or sound field systems that are unanticipated for hearing impaired students. These who either move into Lexington or who require updated systems. The expense budget needs to increase from \$32,209 for equipment to \$56,149 and from \$6,906 for travel to \$10,906. The student services department has many itinerant staff who travel to and from the various buildings within a given day to provide services to students. The current budget is insufficient to cover the cost of mileage reimbursement. A \$4,000 increase is requested. In addition, two students with visual impairments are in need of various devices in order to access the curriculum. Augmentative communication (speech generating) devices are also needed for students to communicate effectively, participate in school, and for the district to comply with their IEP requirements



Lexington Public Schools
2013 School Committee Budget Request

Supplies and Materials that are allocated per pupil \$63,647

Per Pupil Allocation:¹ The amount of money per student that is allocated to each program area for the acquisition of curriculum specific materials, supplies and equipment for the benefit of the students enrolled in the specific program. The per pupil allocations are determined for each program classification (i.e., K-5 Math, 6-8 Math, 9-12 Math, Special Education, English Language Learners), based on the official October 1 enrollment reported to the Department of Elementary and Secondary Education.

Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
Instructional Supplies	\$ 2,172,510	6,131	\$ 354.35	\$ 4,594	\$ 2,254,365	6,367	\$ 354.07	\$ 81,855	\$ 2,318,011	6,425	\$ 360.78	\$ 63,647
	0.21%	0.25%	-0.03%		3.77%	3.85%	-0.08%		2.82%	0.91%	1.90%	

K-12 Department Expense Budget

(general education budget only)

Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line No.	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
29	K-12 Curriculum	\$ 299,463	6,131	\$ 48.84	\$ 733	\$ 310,990	6,367	\$ 48.84	\$ 11,527	\$ 320,099	6,425	\$ 49.82	\$ 9,109
30	K-12 Library Media	\$ 155,014	6,131	\$ 25.28	\$ 379	\$ 160,981	6,367	\$ 25.28	\$ 5,967	\$ 165,697	6,425	\$ 25.79	\$ 4,715
31	Technology	\$ 212,281	6,131	\$ 34.62	\$ 519	\$ 220,453	6,367	\$ 34.62	\$ 8,171	\$ 226,910	6,425	\$ 35.32	\$ 6,457
32	English Language Learners	\$ 10,325	6,131	\$ 1.68	\$ 25	\$ 13,723	6,367	\$ 1.68	\$ 3,397	\$ 14,125	6,425	\$ 2.20	\$ 402
33	K-12 PE/Wellness	\$ 56,789	6,131	\$ 9.26	\$ 139	\$ 58,975	6,367	\$ 9.26	\$ 2,186	\$ 60,702	6,425	\$ 9.45	\$ 1,727
34	K-12 Visual Arts	\$ 72,277	6,131	\$ 11.79	\$ 177	\$ 75,059	6,367	\$ 11.79	\$ 2,782	\$ 77,258	6,425	\$ 12.02	\$ 2,199
35	K-12 Performing Arts	\$ 77,439	6,131	\$ 12.63	\$ 189	\$ 80,420	6,367	\$ 12.63	\$ 2,981	\$ 82,776	6,425	\$ 12.88	\$ 2,356
36	Athletics	\$ 111,820	6,131	\$ 18.24	\$ 274	\$ 116,124	6,367	\$ 18.24	\$ 4,304	\$ 119,525	6,425	\$ 18.60	\$ 3,401
		\$ 995,408	6,131	\$ 162.36	\$ 2,435	\$ 1,036,725	6,367	\$ 162.36	\$ 41,316	\$ 1,067,092	6,425	\$ 166.08	\$ 30,367
		0.25%	0.25%	0.00%		4.15%	3.85%	0.00%		2.93%	0.91%	2.30%	

Line No.	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
37	Early Childhood Program	\$ 65,875	90	\$ 731.94	\$ -	\$ 65,875	90	\$ 731.94	\$ -	\$ 67,193	90	\$ 746.58	\$ 1,318
38	Health Services	\$ 12,626	6,131	\$ 2.06	\$ 31	\$ 13,112	6,367	\$ 2.06	\$ 486	\$ 13,496	6,425	\$ 2.10	\$ 384
39	Psychologist	\$ 86,647	6,131	\$ 14.13	\$ 212	\$ 89,982	6,367	\$ 14.13	\$ 3,335	\$ 92,618	6,425	\$ 14.42	\$ 2,636
40.1	K-5 Student Services	\$ 30,050	2,675	\$ 11.23	\$ 550	\$ 32,308	2,876	\$ 11.23	\$ 2,258	\$ 32,817	2,864	\$ 11.46	\$ 509
	K-5 Guidance	\$ -	2,675	\$ -	\$ -	\$ -	2,876	\$ -	\$ -	\$ -	2,864	\$ -	\$ -
40.2	6-8 Student Services	\$ 18,635	1,486	\$ 12.54	\$ (301)	\$ 18,886	1,506	\$ 12.54	\$ 251	\$ 20,568	1,608	\$ 12.79	\$ 1,682
	6-8 Guidance	\$ -	1,486	\$ -	\$ -	\$ -	1,506	\$ -	\$ -	\$ -	1,608	\$ -	\$ -
40.3	9-12 Student Services	\$ 7,817	1,970	\$ 3.97	\$ (40)	\$ 7,877	1,985	\$ 3.97	\$ 60	\$ 7,905	1,953	\$ 4.05	\$ 28
40.4	K-12 Student Services	\$ 60,690	6,131	\$ 9.90	\$ 148	\$ 63,027	6,367	\$ 9.90	\$ 2,336	\$ 64,873	6,425	\$ 10.10	\$ 1,846
	K-12 Guidance	\$ -	6,131	\$ -	\$ -	\$ -	6,367	\$ -	\$ -	\$ -	6,425	\$ -	\$ -
		\$ 282,341	6,131	\$ 785.78	\$ 601	\$ 291,067	6,367	\$ 785.78	\$ 8,726	\$ 299,470	6,425	\$ 801.49	\$ 8,403
		0.21%	0.25%	0.00%		3.09%	3.85%	0.00%		2.89%	0.91%	2.00%	

Elementary School Expense Budget

(general education budget only)

Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
1	Bowman	\$ 26,082	483	\$ 54.00	\$ 378	\$ 28,674	531	\$ 54.00	\$ 2,592	\$ 28,201	512	\$ 55.08	\$ (473)
2	Bridge	\$ 27,000	500	\$ 54.00	\$ 3,726	\$ 27,972	518	\$ 54.00	\$ 972	\$ 28,311	514	\$ 55.08	\$ 339
3	Estabrook	\$ 23,706	439	\$ 54.00	\$ 1,674	\$ 24,300	450	\$ 54.00	\$ 594	\$ 25,282	459	\$ 55.08	\$ 982
4	Fiske	\$ 23,652	438	\$ 54.00	\$ (3,240)	\$ 25,488	472	\$ 54.00	\$ 1,836	\$ 26,879	488	\$ 55.08	\$ 1,391
5	Harrington	\$ 21,168	392	\$ 54.00	\$ (810)	\$ 24,948	462	\$ 54.00	\$ 3,780	\$ 25,337	460	\$ 55.08	\$ 389
6	Hastings	\$ 22,842	423	\$ 54.00	\$ 918	\$ 23,922	443	\$ 54.00	\$ 1,080	\$ 23,739	431	\$ 55.08	\$ (183)
		\$ 144,450	2,675	\$ 54.00	\$ 2,646	\$ 155,304	2,876	\$ 54.00	\$ 10,854	\$ 157,749	2,864	\$ 55.08	\$ 2,445
10	K-5 Literacy	\$ 88,721	2,675	\$ 33.17	\$ 1,625	\$ 95,388	2,876	\$ 33.17	\$ 6,667	\$ 96,889	2,864	\$ 33.83	\$ 1,502
11	K-5 Math	\$ 65,068	2,675	\$ 24.32	\$ 1,192	\$ 69,957	2,876	\$ 24.32	\$ 4,889	\$ 71,059	2,864	\$ 24.81	\$ 1,101
12	K-5 Science	\$ 30,272	2,675	\$ 11.32	\$ 555	\$ 32,547	2,876	\$ 11.32	\$ 2,275	\$ 33,059	2,864	\$ 11.54	\$ 512
13	K-5 Social Studies	\$ 24,791	2,675	\$ 9.27	\$ 454	\$ 26,653	2,876	\$ 9.27	\$ 1,863	\$ 27,073	2,864	\$ 9.45	\$ 420
		\$ 208,852	2,675	\$ 78.08	\$ 3,826	\$ 224,545	2,876	\$ 78.08	\$ 15,693	\$ 228,081	2,864	\$ 79.64	\$ 3,535
	Elementary Total	\$ 353,302	2,675	\$ 132.08	\$ 6,472	\$ 379,849	2,876	\$ 132.08	\$ 26,547	\$ 385,830	2,864	\$ 134.72	\$ 5,980
		\$ 6,472	1.87%	0.00%		\$ 26,547	7.51%	0.00%		\$ 5,980	-0.42%	2.00%	

¹ \$10,352 from salaries and wages will need to be transferred to Expense accounts to ensure that programs receive their full Per Pupil Allocation for FY13.



Lexington Public Schools

2013 School Committee Budget Request

Middle School Expense Budget
(general education budget only)

Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
7	Clarke	\$ 23,622	753	\$ 31.37	\$ 31	\$ 23,967	764	\$ 31.37	\$ 345	\$ 26,398	825	\$ 32.00	\$ 2,431
8	Diamond	\$ 22,994	733	\$ 31.37	\$ (784)	\$ 23,277	742	\$ 31.37	\$ 282	\$ 25,054	783	\$ 32.00	\$ 1,777
		\$ 46,616	1,486	\$ 31.37	\$ (753)	\$ 47,243	1,506	\$ 31.37	\$ 627	\$ 51,452	1,608	\$ 32.00	\$ 4,209
14	6-8 Eng/Lang Arts	\$ 15,763	753	\$ 20.93	\$ 21	\$ 15,993	764	\$ 20.93	\$ 230	\$ 17,615	825	\$ 21.35	\$ 1,622
		\$ 15,344	733	\$ 20.93	\$ (523)	\$ 15,533	742	\$ 20.93	\$ 188	\$ 16,719	783	\$ 21.35	\$ 1,186
		\$ 31,107	1,486	\$ 20.93	\$ (502)	\$ 31,526	1,506	\$ 20.93	\$ 419	\$ 34,334	1,608	\$ 21.35	\$ 2,808
16	6-8 Foreign Language	\$ 13,584	753	\$ 18.04	\$ 18	\$ 13,783	764	\$ 18.04	\$ 198	\$ 15,181	825	\$ 18.40	\$ 1,398
		\$ 13,223	733	\$ 18.04	\$ (451)	\$ 13,386	742	\$ 18.04	\$ 162	\$ 14,408	783	\$ 18.40	\$ 1,022
		\$ 26,807	1,486	\$ 18.04	\$ (433)	\$ 27,168	1,506	\$ 18.04	\$ 361	\$ 29,588	1,608	\$ 18.40	\$ 2,420
17	6-8 Math	\$ 12,598	753	\$ 16.73	\$ 17	\$ 12,782	764	\$ 16.73	\$ 184	\$ 14,078	825	\$ 17.06	\$ 1,297
		\$ 12,263	733	\$ 16.73	\$ (418)	\$ 12,414	742	\$ 16.73	\$ 151	\$ 13,362	783	\$ 17.06	\$ 948
		\$ 24,861	1,486	\$ 16.73	\$ (402)	\$ 25,196	1,506	\$ 16.73	\$ 335	\$ 27,440	1,608	\$ 17.06	\$ 2,245
18	6-8 Science	\$ 18,599	753	\$ 24.70	\$ 25	\$ 18,871	764	\$ 24.70	\$ 272	\$ 20,785	825	\$ 25.19	\$ 1,914
20	6-8 Info Tech/Business	\$ 2,655	753	\$ 3.53	\$ 2,655	\$ 2,694	764	\$ 3.53	\$ 39	\$ 2,967	825	\$ 3.60	\$ 273
	6-8 Science	\$ 18,105	733	\$ 24.70	\$ (618)	\$ 18,328	742	\$ 24.70	\$ 222	\$ 19,727	783	\$ 25.19	\$ 1,400
	6-8 Info Tech/Business	\$ 2,038	733	\$ 3.53	\$ (2,283)	\$ 2,619	742	\$ 3.53	\$ 581	\$ 2,819	783	\$ 3.60	\$ 200
		\$ 41,397	1,486	\$ 27.56	\$ 2,062	\$ 42,512	1,506	\$ 28.23	\$ 1,114	\$ 46,299	1,608	\$ 28.79	\$ 3,787
19	6-8 Social Studies	\$ 10,645	753	\$ 14.14	\$ 14	\$ 10,800	764	\$ 14.14	\$ 156	\$ 11,896	825	\$ 14.42	\$ 1,096
20	6-8 Info Tech/Business	\$ 1,637	753	\$ 2.17	\$ 1,637	\$ 1,661	764	\$ 2.17	\$ 24	\$ 1,829	825	\$ 2.22	\$ 168
	6-8 Social Studies	\$ 10,362	733	\$ 14.14	\$ (353)	\$ 10,489	742	\$ 14.14	\$ 127	\$ 11,290	783	\$ 14.42	\$ 801
	6-8 Info Tech/Business	\$ 2,140	733	\$ 2.17	\$ 2,140	\$ 1,610	742	\$ 2.17	\$ (530)	\$ 1,733	783	\$ 2.21	\$ 123
		\$ 24,784	1,486	\$ 14.14	\$ 1,298	\$ 24,561	2,270	\$ 10.82	\$ (223)	\$ 26,749	2,433	\$ 10.99	\$ 2,188
20	6-8 Info Tech/Business	\$ 0	753	\$ 5.70	\$ (4,286)		764	\$ 5.70	\$ (0)		825	\$ 5.81	
		\$ 0	733	\$ 5.70	\$ (4,321)		742	\$ 5.70	\$ (0)		783	\$ 5.81	
		\$ 0	1,486	\$ 5.70	\$ (8,607)		1,506	\$ -	\$ (0)		1,608	\$ -	
		\$ 195,573	1,486	\$ 131.61	\$ (7,337)	\$ 198,205	1,506	\$ 131.61	\$ 2,632	\$ 215,862	1,608	\$ 134.24	\$ 17,657
	Clarke	\$ 99,103	753	\$ 131.61	\$ 132	\$ 100,550	764	\$ 131.61	\$ 1,447	\$ 110,750	825	\$ 134.24	\$ 10,200
	Diamond	\$ 96,471	733	\$ 131.61	\$ (3,290)	\$ 97,655	742	\$ 131.61	\$ 1,184	\$ 105,112	783	\$ 134.24	\$ 7,457
	Total Middle School	\$ 195,573	1,486	\$ 131.61	\$ (3,159)	\$ 198,205	1,506	\$ 131.61	\$ 2,632	\$ 215,862	1,608	\$ 134.24	\$ 17,657
		-1.59%	-1.59%	0.00%		1.35%	1.35%	0.00%		8.91%	6.77%	2.00%	

High School Expense Budget
(general education budget only)

Level Service Per Pupil at Current Enrollment and Budget Allocation adjusted by # of students as of official October 1, 2011 enrollment

Line Number	Roll Up	FY11	# of Students	Per Pupil Allocation	Change	FY12	# of Students	Per Pupil Allocation	Change	FY13	# of Students	Per Pupil Allocation (+2%)	Change
9	Lexington High School	\$ 127,443	1970	\$ 64.69	\$ (647)	\$ 128,413	1985	\$ 64.69	\$ 970	\$ 128,870	1953	\$ 65.99	\$ 457
21	Eng/Lang Arts	\$ 28,489	1970	\$ 14.46	\$ (145)	\$ 28,706	1985	\$ 14.46	\$ 217	\$ 28,808	1953	\$ 14.75	\$ 102
22	Foreign Language	\$ 34,733	1970	\$ 17.63	\$ (176)	\$ 34,997	1985	\$ 17.63	\$ 264	\$ 35,122	1953	\$ 17.98	\$ 124
23	Math	\$ 23,570	1970	\$ 11.96	\$ (120)	\$ 23,750	1985	\$ 11.96	\$ 179	\$ 23,834	1953	\$ 12.20	\$ 84
24	Science	\$ 85,021	1970	\$ 43.16	\$ (432)	\$ 85,669	1985	\$ 43.16	\$ 647	\$ 85,973	1953	\$ 44.02	\$ 305
25	Social Studies	\$ 35,356	1970	\$ 17.95	\$ (179)	\$ 35,625	1985	\$ 17.95	\$ 269	\$ 35,751	1953	\$ 18.31	\$ 127
26	competitive Speech	\$ 4,099	1970	\$ 2.08	\$ (21)	\$ 4,130	1985	\$ 2.08	\$ 31	\$ 4,145	1953	\$ 2.12	\$ 15
27	Info Tech/Business	\$ -	1970	\$ -	\$ -	\$ -	1985	\$ -	\$ -	\$ -	1953	\$ -	\$ -
28	Guidance	\$ 7,174	1970	\$ 3.64	\$ (36)	\$ 7,228	1985	\$ 3.64	\$ 55	\$ 7,254	1953	\$ 3.71	\$ 26
		\$ 345,885	1,970	\$ 175.58	\$ (1,756)	\$ 348,519	1,985	\$ 175.58	\$ 2,634	\$ 349,758	1,953	\$ 179.09	\$ 1,240
		-0.51%	-0.51%	0.00%		0.76%	0.76%	0.00%		0.36%	-1.61%	2.00%	



3000 OTHER SCHOOL SERVICES

Athletics \$2,546

Per Pupil Allocation: The amount of money per student that is allocated to each program area for the acquisition of curriculum specific materials, supplies and equipment for the benefit of the students enrolled in the specific program. The per pupil allocations are determined for each program classification (i.e., K-5 Math, 6-8 Math, 9-12 Math, Special Education, English Language Learners), based on the official October 1 enrollment reported to the Department of Elementary and Secondary Education.

Health Services \$287

Per Pupil Allocation: The amount of money per student that is allocated to each program area for the acquisition of curriculum specific materials, supplies and equipment for the benefit of the students enrolled in the specific program. The per pupil allocations are determined for each program classification (i.e., K-5 Math, 6-8 Math, 9-12 Math, Special Education, English Language Learners), based on the official October 1 enrollment reported to the Department of Elementary and Secondary Education.

Transportation: Special Education \$15,900

Special education transportation is a required on a limited basis related service for students in order to provide access to the educational program. The vast majority of special education students do not require transportation in order to receive services.

Out-of-district transportation is budgeted based on known student placements and IEPs. As in the case of tuition, the transportation budget can be affected by a number of different factors, including change in placement, the need for 1:1 monitor/aide for a student, or a student moving in or out of district. The school district participates in a regional procurement for special education transportation services. The program is supported by the Transportation Coordinator in the Business Office as 50% of the position. The consolidation allows the Transportation Coordinator to manage and coordinate services with LABBB/EDCO, parents and the four Special Education Supervisors.

Transportation	FY11 Students	FY11 Actual	FY12 Students	FY12 Budget	FY12 Actual Students	FY12 Projected	FY13 Projected Students	FY13 Budget Request
In District	74	\$ 259,872	60	\$ 275,000	59	\$ 285,000	59	\$ 290,000
Out-of-District	67	\$ 570,939	68	\$ 600,000	47	\$ 580,000	47	\$ 585,000
Summer Transportation		\$ 94,054		\$ 100,000		\$ 85,000		\$ 90,000
Parent Reimbursements/Settlements		\$ 16,252		\$ 24,100		\$ 20,000		\$ 20,000
Potential Placements			15			\$ 29,100	15	\$ 30,000
Contingency for Route Reconfiguration			15					
McKinney Vento (Homeless)		\$ 2,245						
	141	\$ 943,362	158	\$ 999,100	106	\$ 999,100	121	\$ 1,015,000

Regional Procurement of Transportation:

Lexington participates in the LABBB Transportation Program (Arlington, Burlington, Belmont, Lexington, Watertown and Waltham). Continued collaboration of member districts and the administrative support from LABBB/EDCO is essential to keep this efficiency effort going. It is delicately balanced and as long as all parties remain consistent and motivated, we should be able to maintain some level of cost containment and efficiency for this program. Collaboration began with a pilot in FY08 and FY09, formal adoption FY10, Belmont joining in FY11, and Waltham joining in FY12. Service to parents and students has improved and each district has saved over and average of \$65,000 each year by participating in this program.



Lexington Public Schools
2013 School Committee Budget Request

Transportation: Regular Education

\$164,509

The Transportation Program provides yellow school bus transportation for students who live over two miles from school who are in grades K through 6 and for a fee will provide students living under two miles from school or in grades 7 through 12 transportation to school. Ridership continues to be a concern at the high school level. Ridership is up in comparison to the same time last year. While we projected ridership to remain the same with approximately 1925 riders, as of November we have 2013 riders. Over the course of the year we will likely add more new students to our routes.

Table 1: Projected Riders

Results from a survey done in conjunction with Safe Routes to School, Sidewalk Committee, and Lexpress highlighted some of the challenges we face providing transportation for our students. We have incorporated some of the suggested action items from the report into our program this year.

- A pilot program with Lexpress was started in September, 2011. We had 138 High school students that purchased a LPS Flex pass who added an option for late afternoon rides on Lexpress for an additional \$10.00/year. Review to continue this partnership program is underway. All proceeds from the additional revenue was transferred to the Lexpress Program budget.
- The school department purchased a new badge printer and sturdy plastic bus passes for students to attach to their backpacks. This is helping us to more easily identify students that have not registered for the bus. We still need to work on drivers and students viewing and showing passes every day.
- Article 17 on the Town Meeting Warrant is requesting a subsidy for fee riders. An economic study is being done in order to help us calculate the most reasonable fee while helping us increase ridership.
- We will continue not to budget for a reserve bus given the decline in ridership. This year the cost for each bus is approximately \$74,438.

Program Changes:

The district will soon be awarding a new five year contract for bus services. The district has restructured the contract to allow for more flexibility in the number of buses we contract. The current contract price for each bus is \$409.00 per day and required three tier (3 routes morning/3 routes afternoon—Elementary,



Lexington Public Schools
2013 School Committee Budget Request

Middle, High) whether we needed them or not. Area communities for this FY12 contract year are paying the following:

Arlington	\$268	(during	Lexington	\$409
construction only)			Woburn	\$248
Belmont	\$299		Waltham	\$375.49
Lincoln	\$297		Winchester	\$245

These communities are not the same as we use to compare our teachers contracts as those communities are not in the same economic zone as Lexington for attracting bus drivers and providing services.

Table 2: Total Program Costs split by funding source²

Our goal for FY 13 is to find a way to reduce the current fee (*\$600 per rider with a family cap of \$1,650/\$550 early bird with a family cap of \$1,600*). In order to achieve this we are maintaining the following support as in FY12:

- The Transportation Budget currently funds \$278,863 to subsidize fee riders to \$600 per seat and family cap of \$1600. The budget also supports \$148,876 in financial assistance for up to 300 families per year.

² Article 7: Establish And Continue Departmental Revolving Funds



Lexington Public Schools
2013 School Committee Budget Request

- We will continue to advertise our bus stops at the time of registration to reduce the need for bus stop change requests. Since the families will know where the stops will be, routes should be more efficient with fewer stops. Seats will be available on a first come first serve basis and will enable us to control the number of buses.

FY13 program efforts to reduce the fee include implementing the following:

- \$150,000 added to the budget to reduce the fee for Estabrook families during construction. This is a two-year request and does not adjust the School Department's base budget under the revenue allocation model (see Revenue Offset section). We do not know how many students to expect as we are just beginning the education process of the traffic changes that will be taking place during construction.
- The School Department is participating in a number of surveys to gather more customer data and price point information using the theory that more riders will reduce the fee. But we need to measure at which price point families will consider changing from their cars to putting their child on the school bus.
- Combination effort of increasing ridership and reducing operating costs through the expansion of the FlexPass and the restructuring of the pricing of six of our buses into 2 tier (2 routes) pricing rather than the current 3 tier pricing. In order to impact the fee, we need more High School riders, as these are the routes that are the least efficient and cost effective.
- Once the vendor is awarded the new five-year transportation contract, we will jointly investigate and plan for a full fleet audio and video monitoring systems to be installed on all buses as they are added to the fleet. It is our intent to be more proactive in monitoring and responding to parent concerns about behavior on our buses. Discipline will still be the responsibility of the Principal, as the school bus is an extension of the school day.



4000 OPERATION and MAINTENANCE OF PLANT

Telephone/Cell Phone/Pagers \$645

The district provides cell phones for various employees for emergency contact in our buildings and shares a contract with the Town. The individuals being provided phones and the services are currently under review and will be modified in FY13. In addition, we also have contracts with a company to assist in the application for the Schools and Libraries Program of the Universal Service Fund. The fund makes discounts available to eligible schools and libraries for telecommunication services, Internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services. The company files E-Rate reimbursement applications on the behalf of the schools and library landlines, school and library technology networks, cell phones, and pager for the School Department, Library, and Department of Public Facilities. The revenue from this collection effort provides approximately \$30,000 to \$40,000 to the general fund each year (see Revenue Offset section). Prior to FY10 this revenue source was used to offset the cost of the telephone lines and often created a surplus of funds. Beginning in FY10, the revenue moved to its appropriate location in the general fund revenue section and the telephone budget will reflect the actual cost of providing services.

Special Town Meeting 2008 removed \$134,050 from the school department budget and transferred it to the Department of Public Facilities. The Department of Public Facilities has successfully consolidated telephone services under single provider service agreements. Article 12, Appropriate for Municipal Capital Projects and Equipment, proposes moving the town to a Voice over IP (VOIP) system. The School Department supports this effort and believes that once the project is completed the Town will realize additional savings and improvement in telephone services.

Department of Public Facilities - Schools \$82,850

See the [FY2013 Recommended Budget and Financing Plan](#), Section IV: Program 2400: Shared Expenses, for information regarding the increases requested to support school building maintenance.

Technology Department \$4,833

The Lexington Public Schools' technology program supports all district technology needs: administration and management, and curriculum and instruction. Virtually everyone in the district from the Superintendent, to the School Principals, to custodians, and our approximately 6,300 students all have appropriate access to computer hardware, communication tools, software applications and the Internet. This includes district-wide administrative and management hardware and software such as budget, payroll, administrative databases, and student information system programs. It also includes the hardware and software needs of teachers, staff and students. To support the end-user's technology needs the technology program includes: the wide-area network (WAN), shared with the municipality, which connects our nine schools and the central office to each other and to the Internet, building-level local area networks (LANs) connecting the 2,800 plus end-user computers, network servers, printers, wireless devices, and peripherals such as scanners, electronic interactive whiteboards and computer projection systems.

For FY13, we will continue to build on our incorporation of technology as outlined in a new district technology plan. The operating budget request reflects funds needed to sustain the district's investment in educational technology. In FY13, we will focus on improving and significantly widening the use of instructional technology in our classrooms to support our curriculum goals and to improve student



achievement. There will be the expectation in FY13 that all teachers in Grades 1 through 12 utilize technology in their instructional practices. Key to accomplishing this goal will be (1) providing the necessary technical support for equipment and software and (2) providing our educators and staff with coaching/mentoring on how to incorporate technology into their instructional practices. Instructional technology specialists employed by the school district will serve as coaches/mentors for this educator training. In addition, we will continue to improve our communications to our community constituencies through regular updates of our school and district web sites and through on-line access to student progress reports and report cards using our parent portals. The introduction of additional interactive whiteboards and tablet (iPad) technology will also make a significant imprint on our classrooms.

See also Capital Section for Technology request.

5000 FIXED CHARGES

The Town of Lexington budgets for school related retirement and insurance programs, rental of land and buildings, debt service for current loans, and other recurring items as shared expenses. See the [FY2013 Recommended Budget and Financing Plan](#), Section IV: Program 2100: Shared Expenses.

6000 COMMUNITY SERVICES

Services provided by the school district for the community as a whole, or some segment of the community.

7000 ACQUISITION, IMPROVEMENT AND REPLACEMENT OF FIXED ASSETS

Acquisition of land or existing buildings, improvements of grounds, construction of buildings, additions to buildings, remodeling of buildings, or acquisition of initial or additional *non-instructional* equipment exceeding the \$5,000 unit cost and \$100,000 extraordinary maintenance cost as defined in 603 CMR 10.00. Costs corresponding to revenue received as a lump sum or progress payment revenue receipt from MSBA whether or not outstanding BANs exist. Costs directly related to a school construction project supported through local appropriation.

8000 DEBT RETIREMENT AND SERVICE:

School related debt services costs are reported by the Town and are located at <http://www.lexingtonma.gov/budget.cfm> in the document labeled [FY 2013 Recommended Budget & Financing Plan](#). Section IV: Program 2200- Shared Expenses.

9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS:

See Next Tab for more detailed information about Programs with other school districts.



9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS

REGULAR EDUCATION OUT OF DISTRICT TUITIONS.....	1
<i>Innovation Schools</i>	1
<i>Cherry Sheet Tuition Assessments:</i>	2
SPECIAL EDUCATION OUT-OF-DISTRICT BUDGET COORDINATOR: BARBARA BENNETT-FORTIER.....	4



Lexington Public Schools
2013 Superintendent's Recommended Budget



9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS

9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS: Transfers of payments to other school districts or to non-public schools for services provided to students residing in the sending city or town.

9100 Tuition to Mass. Schools Tuition or transfer payments to other public school districts in Massachusetts for resident students, Tuition to non member Collaboratives, Tuition to non member Regional School Districts.

9110 School Choice Tuition Transfers made by the state from the sending school district's State Aid to the receiving school district or municipality.

9120 Tuition to Commonwealth Charter Schools Transfers made by the state from the sending school district's State Aid to the Charter School.

9200 Tuition to Out-of-State Schools Tuition or transfer payments to school districts in other states for resident students

9300 Tuition to Non-Public Schools Tuition or transfer payments to non-public schools for resident students

9400 Tuition to Collaboratives Payments of assessments to member Collaboratives for administrative and instructional services in accordance with collaborative agreements.

Regular Education Out of District Tuitions

In FY11, the Lexington Public Schools were faced with monitoring a new regular education tuition budget line item to be established due to Governor Patrick signing education reform legislation that formed the Innovation Schools Initiative. This legislation added to the already available School Choice program, Charter School Initiatives, and regional agricultural, vocational and technical Schools to the educational options for students and parents. Below is an overview of the programs in which Lexington resident students have taken advantage of in the past. Due to the small numbers of students who attend these programs (less than 4 per year), reporting is not provided on a regular basis and only is only in this format. Below is a five-year history of the tuition assessments received by the Town of Lexington through the Cherry Sheet. FY12 and FY13 updates should include Innovation Schools as an additional line item.

TUITION ASSESSMENTS:	FY07	FY08	FY09	FY10	FY11	FY12 est
1. School Choice Sending Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	\$ 9,912	\$ 10,000	\$ 5,000		\$ 7,600	\$ 10,000
2. Charter School Sending Tuition <i>Ch. 71, s. 89</i>	\$ 14,579		\$ 14,975	\$ 14,743	\$ 28,047	
3. Essex County Technical Institute Sending Tuition <i>1998, Ch. 300, s. 21</i>					\$ 12,290	
	\$ 24,491	\$ 10,000	\$ 19,975	\$ 14,743	\$ 47,937	\$ 10,000

It is unknown at this time what if any impact there will be for the FY13 budget. The school district will not have confirmed FY12 enrollment until mid-January 2012. This section will be updated as information becomes available.

Innovation Schools¹

In January 2010, Governor Patrick signed education reform legislation forming “The Innovation School” model.² It is projected to be cost-neutral with regard to the longer-term operation of school department. However, the school district must create a new line item appropriation as the tuition is not charged against the Cherry Sheet as other state education initiatives are funded. The Town of Lexington after year one will receive \$6,800 in tuition dollars through Chapter 70 formula calculations. The first year there is not reimbursement. The school department will have to annually budget for these expenses. The Innovation

¹ Chapter 12 of the Acts of 2010, An Act Relative to the Achievement Gap, was signed into law on January 18, 2010, and took effect immediately. Among other things, this legislation created a new statute, M.G.L. c. 71, § 92, establishing and governing innovation schools. At its July 21, 2010, meeting, the Board of Elementary and Secondary Education (Board) adopted new regulations, 603 CMR 48.00, to implement this statute.

² Innovation Schools Statute: http://www.mass.gov/Eoedu/docs/innovation_schools/20101020_faq.pdf



Schools receive their tuition dollars directly from the school district in the form of tuition payments. The tuition payments are not treated as an expense offset like Charter Schools.³

Cherry Sheet Tuition Assessments:

The Town receives three types of tuition assessment for educating Lexington resident students. These are School Choice, Charter Schools and Essex Agricultural and Technical High School. While these amounts are not shown or reported in the School Department's appropriation, the Town is responsible for the education of these students. The Schools are required to submit actual enrollment reports to Department of Elementary and Secondary Education in October and March of the current year. These figures are used to calculate tuition rates for the current year. Any changes to enrollment figures and tuition rates will alter a district's remaining assessments.

Schools Choice⁴

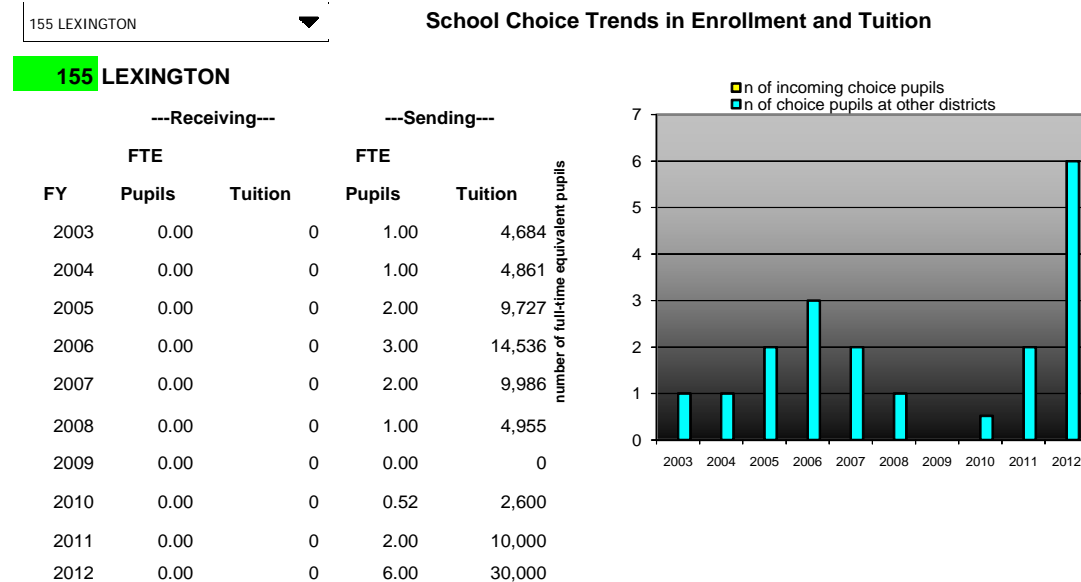
"The school choice program allows parents to send their children to schools in communities other than the city or town in which they reside. Tuition is paid by the sending district to the receiving district. Districts may elect not to enroll school choice students if no space is available."

Students have attended the following school districts, whereby we have received assessments from:

- Hudson Public Schools
- Triton Regional High School
- Chelmsford Public Schools

Lexington Public Schools
*School Choice Enrollment Trends*⁵

Massachusetts Department of Elementary and Secondary Education
 Office of School Finance



³ Innovation Schools FAQ: http://www.mass.gov/Eoedu/docs/innovation_schools/20101020_faq.pdf

⁴ Ch. 76, §12B, 1993, Ch. 71 and <http://finance1.doe.mass.edu/schoice/>

⁵ Source: <http://finance1.doe.mass.edu/schoice/choicehist.xls>



Lexington Public Schools
2013 Superintendent's Recommended Budget

Charter Schools⁶

“Charter schools are independent public schools designed to encourage innovative educational practices. Charter schools are funded by tuition charges assessed against the school districts where the students reside. The state provides partial reimbursement to the sending districts for the tuition costs incurred.”

We have had students attending the following school districts whereby we have received assessments:⁷

Massachusetts Department of Elementary and Secondary Education
Charter School Office

2010-2011 Commonwealth Charter School Pre-Enrollment by Sending District (April 1, 2010)

Sending District	Sending LEA Code	Commonwealth Charter School Name	Charter LEA Code	Students Pre-Enrolled from Sending District by Grade												Pre-Enrolled Total	Wait Listed Total			
				PK	K	1	2	3	4	5	6	7	8	9	10			11	12	
Lexington	155	Advanced Math and Science Academy Charter	430														1			
Lexington	155	Benjamin Banneker Charter Public	420			1												1		
Lexington	155	Innovation Academy Charter	435																1	
DISTRICT SUBTOTAL				0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	2	1

The following are Charter School Placements:

FY10	Advanced Math and Science Academy Charter	Pre-enrolled	8 th Grade
FY09	Codman Academy Charter	Pre-enrolled	11 th Grade
FY08	Atlantis Charter	waitlisted	
FY07	Atlantis Charter	waitlisted	
FY06	Advanced Math and Science Academy Charter	Pre-enrolled	6 th Grade
	Francis W. Parker Charter Essential	waitlisted	

Essex Agricultural and Technical High School⁸

“The primary purpose of an agricultural high school is to prepare students for occupations or additional education related to agriculture, agriscience, agribusiness, the care and management of animals, horticulture, forestry, and environmental science. While agricultural high schools may offer other forms of vocational-technical education, as defined in M.G.L. c. 74, § 1, they shall avoid duplication of programs offered in vocational schools located within a 20-mile radius of the school.” Periodically, students who are interested in programs that are not available at Minuteman Regional Vocational Technical School enroll. The district is responsible for tuition and transportation expenses. The Regular Education Transportation Budget is impacted by any student who attends, as transportation is not reimbursed under the Chapter 70 aid on the Cherry Sheet, only tuition.

⁶ Ch. 71, §89, 2004, Ch. 352, §31 and <http://www.doe.mass.edu/charter/finance/>

⁷ http://www.doe.mass.edu/charter/enrollment/FY11_dist.xls

⁸ 1998, Ch. 300, §21 and <http://www.doe.mass.edu/lawsregs/603cmr45.html>



Special Education Out-of-District Budget

Coordinator: Barbara Bennett-Fortier

Students with disabilities ages 2 years and 9 months to 22 who are unable to be educated within the public schools are entitled to a free and appropriate public education. When a student cannot receive appropriate services within LPS, services are provided in other settings including collaborative and private schools. There are associated transportation costs and specialized care for some of our most needy students. The Department of Education has developed a form of reimbursement, Circuit-breaker, which provides some fiscal support for high cost students.

Tuition is monitored by the Out-of-District Coordinator who reports to the Director of Student Services. As a student's intensive needs become identified and services within the district cannot provide for that student then the Out-of-District Coordinator is called to meet with the team and parents to plan for the student's placement in the least restrictive placement/environment.

The Out-of-District Coordinator is the liaison for the student's IEP and provides case management of all aspects of the student's program. Costs are monitored through the Director of Student Services.

The out-of-district budget is based on the placement information contained in the table on the next page. The total tuition amount is projected to increase from \$7,890,419 in the FY12 budget to \$8,157,380 in FY13 which is a 3.38% increase. However, the operating budget portion of the tuition account is projected to decrease by almost 12% due to the increase in circuit breaker and use of the LABBB credit. The tuition line item includes a 2.13% increase for private special education schools, an increase for private schools that have requested program reconstruction or extraordinary relief, and a 4% increase for collaborative tuitions.

The appropriation to the School Department Budget for Tuitions is \$5,588,952. This amount is derived by the following:

	FY12 Budget	FY13 Budget	\$ Change	% Change
Total Estimated Tuition	\$ 7,890,419.00	\$ 8,157,380.00	\$ 266,961.00	3.38%
Less LABBB Credit	\$ (138,000.00)	\$ (250,000.00)	\$ (112,000.00)	81.16%
Less Projected Circuit Breaker Reimbursement:				65.35%
	<u>\$(1,402,149.00)</u>	<u>\$(2,318,428.00)</u>	<u>\$(916,279.00)</u>	
Total Tuition Request from the Operating Budget	\$ 6,350,270.00	\$ 5,588,952.00	\$ (761,318.00)	- 11.99%



Lexington Public Schools
2013 Superintendent's Recommended Budget

DOE Function Code	Status	DOE Function Title	Sum of FY12 ATM Budget Head Count	Sum of FY 12 ATM Budget	Sum of FY12 Projected Tuition Costs w/ cost increase	Sum of Delta of Budget to actual	Sum of FY13 ATM Budget Head Count	Sum of FY 13 ATM Budget
9100	High Risk Placement	Tuition to Mass. Schools			\$ 35,224.00	\$ (35,224.00)	1	\$ 36,633
	Personnel	Tuition to Mass. Schools			\$ 16,765.20	\$ (16,765.20)		
	Tuition	Tuition to Mass. Schools	4	\$231,258	\$ 404,501.50	\$ (173,243.16)	6	\$ 314,618
9100 Total			4	\$231,258	\$ 456,490.70	\$ (225,232.36)	7	\$ 351,251
9200	Personnel	Tuition to Out-of-State Schools		\$37,926	\$ 37,972.00	\$ (46.11)		\$ 39,491
	Tuition	Tuition to Out-of-State Schools	2	\$274,460	\$ 290,928.26	\$ (16,467.86)	1	\$ 264,431
	Unilateral Placement - High Risk	Tuition to Out-of-State Schools	1	\$15,254	\$ 15,253.50	\$ 15,253.50	1	\$ 21,416
9200 Total			3	\$327,640	\$ 328,900.26	\$ (1,260.47)	2	\$ 325,338
9300	High Risk Placement	Tuition to Non-Public Schools	13	\$717,843	\$ 653,437.95	\$ 214,325.42	10	\$ 626,830
	Personnel	Tuition to Non-Public Schools	1	\$31,856	\$ 99,685.92	\$ (67,830.00)	1	\$ 102,405
	Summer Program	Tuition to Non-Public Schools	2	\$18,093	\$ 10,262.55	\$ 7,830.13	2	\$ 18,771
	Tuition	Tuition to Non-Public Schools	49	\$5,050,280	\$ 4,962,560.35	\$ 107,719.57	53	\$ 4,609,200
	Unilateral Placement - High Risk	Tuition to Non-Public Schools	8	\$290,316	\$ 210,804.15	\$ 79,511.88	7	\$ 221,040
	8 week extended eval	Tuition to Non-Public Schools		\$68,937	\$ 81,671.00	\$ (12,733.74)		\$ 56,066
9300 Total			73	\$6,177,325	\$ 6,018,421.92	\$ 328,823.26	73	\$ 5,634,313
9400	High Risk Placement	Tuition to Collaboratives			\$ 133,295.60	\$ (94,910.32)	2	\$ 106,814
	Personnel	Tuition to Collaboratives		\$69,153	\$ 71,116.17	\$ (1,963.62)		\$ 123,461
	Tuition	Tuition to Collaboratives	21	\$1,075,616	\$ 1,082,309.27	\$ (6,693.31)	32	\$ 1,607,883
	8 week extended eval	Tuition to Collaboratives		\$9,428	\$ 9,427.50	\$ -		\$ 8,320
9400 Total			21	\$1,154,196	\$ 1,296,148.54	\$ (103,567.25)	34	\$ 1,846,478
Grand Total			101	\$7,890,419	\$ 8,099,961.42	\$ (1,236.82)	116	\$ 8,157,380

	Total of all funds available	Revised	Total of all funds available	Variance	Projected	Balance of all funds available
FY12 Operating Budget	\$ 6,350,303		\$ 6,350,303	\$ -	\$ 5,165,339	\$ 1,184,964
LABBB CREDIT	\$ 138,000		\$ 138,000	\$ -	138,000	\$ -
FY12 estimated Circuit Breaker (40%)	\$ 1,402,149	65%	\$ 2,796,622	\$ 1,394,473	2,796,622	\$ -
Projecte FY12 Level Fund	\$ 7,890,452		\$ 9,284,925	\$ 1,394,473	\$ 8,099,961	\$ 1,184,964

	Total of all funds available	Revised	Total of all funds available	Variance	Projected	Balance of all funds available
FY13 Operating Budget	\$ 5,588,952		\$ 5,588,952	\$ -	\$ 5,588,952	\$ (0)
LABBB CREDIT	\$ 250,000		\$ 250,000	\$ -	250,000	\$ -
**FY13 estimated Circuit Breaker (60%)	\$ 2,318,428	60%	\$ 2,318,428	\$ -	2,318,428	\$ -
Projected FY13 Level Fund	\$ 8,157,380		\$ 8,157,380	\$ 0	\$ 8,157,380	\$ -

- Tuition rates for private day and residential schools are set by the Operational Services Division (OSD) of the Commonwealth of Massachusetts Executive Office of Administration and Finance. These rates can increase anytime along with an across the board increase annually.
- Many private schools request additional increase after the school year begins. The State approves all rate increases including schools that reconstructed their programs. In some cases, a single school in any given year, at any time, can receive an increase of as much as 25%-40% above a state wide tuition increase which can range from 1% to 7%.
- Collaborative tuition increases are recommended to the Collaborative Board of Directors based on program costs and budget presentations. The Collaborative Board of Directors is made up of member district Superintendents.
- Collaborative programs also tuition-in students from non-member districts. Non-member districts pay a higher tuition than member districts. Lexington has tuitioned-in students to three area collaboratives as a non-member community.
- Our historic practice is to build in a 5% into the budget unless we have information for
 - private day and residential schools tuitions as approved or recommended by OSD; or
 - received the Board of Directors' vote for collaborative placements
- The circuit breaker is always an estimate. The estimate is based on the number of students who are in school until graduation or turn 22 prior to the end of the school year. The estimate reflects only the time actually spent in the program and thus do not always meet the circuit breaker threshold resulting in ineligibility for reimbursement.

School Committee



Fiscal Year 2013 Annual Town Meeting Budget Request

As voted: February 14, 2012

Capital Improvement Plan

Table of Contents

SCHOOL DEPARTMENT CAPITAL REQUESTS	1
PUBLIC FACILITIES PROJECTS BENEFITING SCHOOLS	3
MUNICIPAL CAPITAL REQUESTS BENEFITING SCHOOLS	6
ARTICLE 2: APPROPRIATE FOR NEW ESTABROOK SCHOOL	7

See also FY2013 Recommended Budget and Financing Plan, Section XI: Capital Investment



Lexington Public Schools
2013 School Committee Capital Budget



School Department Capital Requests

Classroom Furniture - \$83,000: Many buildings have not been renovated and need to have classroom furnishings replaced. The schools need cafeteria tables, desks, age appropriate chairs, and teacher desks and chairs, filing cabinets, whiteboards, swing and fitness center equipment as well as funds to dispose of the old furniture for the district. This is an annual request for replacement of furniture that has reached the end of its useful life.

Bowman	Health Office, Library Furniture, Teacher Desks, White Boards, Administrative Offices
Bridge	Administrative Offices, Health Office, Library Furniture
Estabrook	Cafeteria Tables
Clarke	Replacing Bookshelves, Purchase New Lunch Tables
Diamond	Mobile Library Shelving, File Cabinets, Student Furniture, Teacher Desks and Teacher/Staff Chairs
Harrington	Furniture & Whiteboards
Hastings	Whiteboard Addition and Replacement
LHS	Furniture for 2 Additional Classroom Spaces, Office Furniture for Administrative Assistants, Replacement Furniture for Classrooms/Teacher Workspaces

Food Service Equipment - \$0: The School Committee has no request for Food Service equipment from Town Meeting. It is the obligation of the school district to provide working commercial kitchens to our food service management company. The primary source of funds should be the School Lunch Revolving Fund. All revenue collected is deposited to this fund and the district works with the management company to manage budget and cash flow of the program. The program will be self-funding replacement kitchen equipment from the revolving fund. The quantity of food served from the High School has grown steadily over the last few years due to Town Meeting’s support for replacing equipment allowing the management company address safety concerns and implement efficient cooking strategies to meet demand. In the past, these types of repairs and replacements would either be a transfer request to the School Committee or a larger capital request to Town Meeting. In the future, Town Meeting may see replacement of Food Service Equipment when large refrigeration or freezer units need to be replaced.

System wide Technology - \$1,002,000 (\$833,676 general fund debt and \$168,324tax levy): The request supports the District’s Strategic Goal for enhancing the District’s capacity to utilize technology as an instructional and administrative tool. This technology equipment includes desktop and laptop computers, printers/peripherals, projection systems, network head-end equipment, and wireless network delivery systems.

This capital improvement project would provide the funding for

- replacement of the District’s oldest computers
- increasing the number of student workstations at the high school and middle school
- replacement of a limited number of printers and peripherals
- maintaining and updating the school’s LAN network



Lexington Public Schools
2013 School Committee Capital Budget

- installation of a managed wireless network in two of our elementary schools
- providing interactive whiteboards with integrated projection systems in sixty-five of the Gr. 3-12 classrooms.

Desktop and Laptop Computers- \$510,000: Nearly all of the request, \$430,000, would be utilized to replace aging computers that will be 6 years old during FY13. We plan on replacing approximately 480 computers during FY13 that will be of this vintage. Among these replacements will be a significant number of student and teacher workstations purchased during the building projects at Fiske and Harrington Schools. In addition approximately \$80,000 of this request will be used to increase the number of student workstations at the High School and middle schools where we need additional computers to meet different instructional needs in our general education and special education classrooms.

Printers and Peripherals \$22,000: To purchase and replace old shared printers through the district as the building needs arise and to purchase additional printers to support the laptop computer carts and classroom areas where printers are not readily accessible.

Maintaining and Updating the schools' LAN networks - \$82,000: Funds are needed to replace end of life switches (\$41,000), to upgrade our administrative servers (\$17,000), and to provide needed backup and recovery hardware (\$24,000) for our District's computer system. The District has a planned five year network upgrade to provide increased (gigabit) service to our computers from current 10/100 mBps throughput. In addition, additional capacity and upgrades are needed for our administrative servers.

Installation of a Managed Wireless Networks for the Elementary Schools - \$154,600: This cost will represent the third stage to provide for managed wireless networks for each of the District's schools. In this stage, a wireless building network will be installed at the Hastings and Harrington Elementary Schools. The last stage in this sequence of wireless network installations will be in FY14 when a request for wireless installations at Bridge and Bowman Schools will be made. This will coincide with the completion of a currently planned building renovation of these two schools. Fiske School already has a wireless network and the Estabrook School wireless network will be incorporated into their building project. The estimated budget cost is \$63,600 for Hastings and \$91,000 for Harrington. The first stage for the District's wireless building plan was the High School which was completed through capital funding in FY11. The second stage for the Clarke and Diamond Middle Schools was completed in FY12. The proposed design is based on augmenting the two elementary schools' current wired network and providing wireless access points throughout the schools. Access points will be energized using power over the Ethernet.

Interactive Whiteboards Units - \$233,400: The School District is requesting over three years, that all school classrooms Grades 3-12 be equipped with an interactive whiteboard (SMART Board) with an integrated projection system. This FY13 request represents the first stage and will allow the District to purchase and install interactive whiteboards with integrated projection units in 65 of our classrooms Grades 3-12. Presently we have 81 interactive whiteboards (SMART or Promethean) installed in our 360 plus classrooms. This represents a 22% deployment of this technology in our classrooms. The percentage of interactive whiteboards in the United States classrooms is around 35% and in Canada around 25%. Almost all of the Lexington interactive whiteboards to date have been purchased as a result of Lexington Education Foundation grants. We have been able through these purchases to have core teachers trained in each of our schools who would serve as coaches/mentors for others. In addition, all six of our instructional technology specialists that service our 9 schools have received formal certification as SMART trainers for the instructional uses of their interactive whiteboards.



Public Facilities Projects benefiting Schools

Grounds Vehicle (\$80,000): This request is to fund the replacement of one of two existing vehicles used to maintain the grounds around school buildings and transport items among the schools. The vehicles have been used beyond their useful lives and require increasingly expensive repairs that result in excessive downtime affecting operations. It is proposed to replace the 2000 GMC Sierra in FY 2013 and a request will be made for FY 2014 to replace the 2000 Chevy GMT400. The vehicles will be replaced with Ford F350 4x4 trucks equipped with plows, spreaders, lift gates, and heavy duty platform bodies with stake sides.

Extraordinary School Repair Projects - \$610,000 (\$322,316 from free cash and \$287,685 from general fund debt): This request is to fund multiple projects that are characterized as extraordinary repairs. They include:

- **School Building Flooring Program (\$125,000):** This is a multi-year project that will replace carpet, vinyl tile, and ceramic tile flooring systems that have failed or are beyond their useful life and exceed \$25,000 in cost. Flooring systems must be replaced periodically to insure the surfaces are safe and cleanable. Worn or broken flooring creates a tripping hazard, can provide harborage for bacteria and water, and is difficult to clean. Smaller repairs of flooring components are funded through the operating budget.
- **School Window Treatments Extraordinary Repair - \$50,000:** The majority of Lexington's school buildings have inoperable horizontal blinds that were installed when the buildings were constructed. This multi-year project will replace these window treatments with low maintenance solar shades to increase energy efficiency, control sun glare, and improve overall lighting control in the educational space.
- **School Locker Replacement Program - \$150,000:** Student and athletic lockers provide a safe and secure means for students to protect their personal belongings while in school. Due to constant use they are subject to wear and tear. This project will replace student lockers at Diamond Middle School that cannot be repaired because replacement parts are no longer available. These lockers are the original lockers from the last school construction project. Once replaced, they will be maintained through the Public Facilities annual operating budget. This is the last year of a multi-year project as the need for school lockers has been addressed.
- **Hastings Elementary School Improvements - \$87,000:** This request is for design and construction funds for various improvements to the Hastings Elementary School. At present, the lower level of the school does not have adult restrooms, which is a problem for staff. In addition, the upper level corridor's suspended ceiling experiences significant solar gain from the roof mounted skylights that bring daylight into the corridor, which makes for uncomfortable conditions due to overheating. This project will construct two adult restrooms. This will also have the ancillary benefit of creating improved circulation into the cafeteria space and freeing up space for the construction of two needed offices in the lower entrance area. To address the overheating in the upper level corridor, exhaust fans and controls will be installed in the ceiling plenum allowing the venting of excess heat to the outside.
- **Clarke Gymnasium Storage Area (\$28,000):** This request is for funds to remove the gymnasium sliding wall system at Clarke and construct a storage area in the vacated space. The sliding wall system has not been used for several years and is not in an operable condition. In addition, bleachers and ductwork have been installed that prevent the wall from being fully utilized. The gymnasium has built in storage that does not meet the needs for the program. Removing the wall system and constructing a storage area will make the space available for use.



- **Convert Space for Pre-Kindergarten Occupational Therapy - \$60,000:** This request is for funding for the renovation of existing space at Harrington School so that the Pre-Kindergarten Occupational Therapy program can return from temporary space at the Old Harrington School. The renovation includes removing the computer lab and relocating the literacy specialist and “leveled literacy” library.
- **Convert Computer Lab to Classroom – Fiske School - \$60,000:** This request is to convert the computer lab at Fiske School into a general classroom. Projections for the coming year indicate the need for an additional classroom. The computer-related educational requirements at the school can be met with laptop computers in carts utilizing the wireless network.
- **Sound Proofing of Classroom spaces for hearing impaired program Diamond Middle - \$50,000:** The Diamond Middle School currently has one set of classrooms engineered to address the needs of hearing impaired students. With hearing impaired students at each grade level there is the need to soundproof a second set of classrooms to meet program demands. This request is for funding to install soundproofing systems within 4 classrooms including HVAC adjustments ceiling and wall treatments, and other related modifications.

Lexington High School (LHS) Overcrowding - Phase II Renovations - \$400,000: This project is the continuation of \$175,000 of funding authorized at the 2011 Annual Town Meeting for designer services and renovation costs to improve space utilization at LHS and reduce overcrowding, where feasible. The PreK - 12 Master Plan identified overcrowding at LHS as an issue that affects student and faculty programs. Phase II will consolidate information technology staff at the central office and return LHS space to educational use. In addition, the 2012 -2013 school year will require additional classrooms. Opportunities for relocating functions not critical to the LHS education program are being reviewed for relocation in order to free up additional space for renovation as classrooms.

School Paving Program - \$100,000: This project requests funds for design and construction to maintain school parking and paved pedestrian surfaces in a condition suitable for public use. In the last four years paving improvements have been implemented at Estabrook, Bridge, Bowman, Hastings and Diamond. The Department of Public Facilities and the Department of Public Works Engineering partner on these projects to utilize the DPW paving bids.

School Building Envelope and Systems - \$215,000 (free cash): This project involves performing annual prioritized design, repairs and modifications to prevent deterioration of school building exteriors and building systems. Proper maintenance of school buildings requires continual investment in the building envelope and building systems. This includes repair of damaged panels and siding, re-caulking and weatherproofing windows and doors, repainting the wood exterior, and extraordinary repairs to mechanical systems. Small, individual items such as failure of a specific door or window or small painting projects will continue to be funded through the operating budget. FY 2013 priorities may include making extraordinary repairs as required to school buildings including educational space modifications from enrollment changes, concrete repairs to spalled concrete at the Diamond roofline, and construction of a loading dock at the Central Office building. Engineering design and preparation of bid documents are included in the request for funding.

Evaluation of Middle School Science Labs and Performing Arts Spaces - \$35,000 (free cash): The two middle schools were renovated approximately 10 years ago. There are concerns from the school administrators that science labs and performing arts spaces no longer adequately support these programs, and that the systems, equipment, and the space plan should be evaluated for alignment with the educational program. This request is for funding to evaluate the adequacy of existing science laboratories, performing arts spaces and associated systems and equipment to meet programmatic needs and make recommendations for enhancements to meet those needs.



Lexington Public Schools
2013 School Committee Capital Budget

Diamond Energy Improvements - \$25,000 (free cash): The Diamond Middle School is second to the High School with the highest energy use per square foot. Low cost energy audits have been conducted by the Massachusetts Department of Energy Resources and National GRID, without realizing identifiable projects to improve efficiencies. This project is requesting funds to perform a more in depth audit of major mechanical systems that will result in a Mechanical Master Plan anticipated to be implemented over a five-year period.

Public Facilities Bid Documents - \$75,000 (free cash): This request is for funds for professional services to produce design development, construction documents, and/or bid administration services for smaller school projects in anticipation of requests for construction funding at town meeting that that have a high probability of approval. This will insure that the projects can be completed in the then-current construction season, which is particularly important for the timely completion of such projects given the short window between the end of school in June and the beginning of school the following August.

Hastings School Natural Gas Conversion - \$45,000 (free cash): This request is for funding to convert the boiler at the Hastings School from oil to natural gas and to remove the existing buried oil tank. It is projected that this conversion will save an estimated \$9,400 per year in fuel costs.



Municipal Capital Requests benefiting schools

Telephone System Replacements Town wide (\$591,000): This is a request for Year 1 of a multi-year program to replace phone systems in town and school buildings as the systems reach their end of useful life. At the 2008 Annual Town Meeting, \$30,000 was appropriated to fund an assessment of existing phone systems in town and school buildings. This assessment, which was completed in the summer of 2011, recommends that upon reaching end of useful life, existing systems be replaced with voice over internet protocol (VOIP) systems that will operate on the Town's wide area fiber network connected to each town and school building. The FY2013 request includes funding for the deployment of "core devices" that will support all new VOIP systems proposed for replacement in this year and in future years. Systems proposed for replacement in FY2013 include Lexington High School, Cary Memorial Building, Westview Cemetery, the sewer pump station, and the recycling building. Included in the capital requests for the Bridge, Bowman and Estabrook schools is funding for the installation of VOIP systems in calendar year 2013 (Bridge and Bowman) and calendar year 2014 (Estabrook) that will be supported by the "core devices" referenced above.

Town Wide Electronic Document Management System - \$145,000 (free cash): At the 2011 annual town meeting, an appropriation was approved to fund a joint effort of municipal departments and the school department to expand both the capability and capacity of our existing document management system (Laserfiche) to include school documentation and file management and to expand archive storage capacity. This FY2013 request is for additional funding for scanning of documents in the ongoing effort to populate the document management system and to create the baseline database. Additionally, FY2013 includes some funding to maximize the utilization of the new acquired modules and apply them to School and Municipal department needs. It includes some custom programming and additional training funding. It is anticipated that additional funding will be requested in FY2014 for additional scanning services.

Sidewalk Improvements and Easements - \$300,000: This is an annual request to rebuild and/or repave existing asphalt sidewalks that are deteriorated and to construct new sidewalks with bituminous and granite or asphalt curbing. Sidewalk improvements will support and enhance pedestrian safety and the Safe Routes to School Program. Sidewalk projects will be chosen from the Sidewalk Committee's Master Plan and all work will be ADA compliant.

Off-Site Street Improvements Related to the Estabrook School (\$TBD): This request is for funding design, engineering and possibly construction of street improvements to reduce queuing on Grove Street resulting from pick-ups/drop-offs at the Estabrook School. The work proposed is likely to include sight distance improvements and signalization at the existing Estabrook School driveway, and intersection realignment and sight distance improvements at the intersection of Grove Street and Robinson Road. Improvements along Robinson Road include minor widening, sight distance improvements, drainage installation related to increased impervious area, and potential sidewalk installation. These improvements are based on recommendations from the Estabrook School access ad-hoc task force, and public safety Departments.

Park Improvements – Hard Court Resurfacing - \$120,000: This is a request for funding to begin a multi-year program of hard court resurfacing including neighborhood Basketball Courts, the Center Track and the Tennis Courts at the Center Complex and Clarke Middle School. The FY2013 request of \$120,000 is for the resurfacing and striping of the Center Track. The track is made of an all weather resilient track surface that was installed in 1982. The track was resurfaced in 2000, but is beginning to show significant signs of wear. This is the last resurfacing that the track can undergo and should give the track 5 to 6 more years of life before it needs to be totally reconstructed.



Park Improvements – Athletic Fields - \$60,000: The Recreation Department and the Public Works Department oversee the maintenance of the school and town athletic facilities. The Town of Lexington athletic fields see excessive use and irrigation improvements are critical to maintaining turf grass and providing a quality facility. This is a request for funding of a multi-year project of improvements to town athletic fields. The FY2013 request of \$60,000 is for the installation of a new in-ground irrigation system at Garfield Park for the baseball field area, and additional irrigation lines at the Clarke and Diamond School playfields for the baseball and softball fields to provide complete coverage of these areas.

Center Playfields Drainage Implementation - Phase III - \$605,718 (CPA funds): The Center Playfields Complex is the most heavily used Recreation complex in the Town. It is used by the schools, adult and youth leagues and the general public. The entire 23-acre area has very poor drainage conditions resulting in standing water, soft field areas, and reduced turf cover and quality that leads to unsafe and unplayable conditions. Funds requested for FY13 are the third phase of a three-year project costing \$2.39 million at completion. Work to be done in Phase III includes drainage improvements on the practice field area along Worthen Road, the little league baseball/JV softball field, the parking area, and the Center Track area. The work will involve installing new drain systems and grading in an effort to move water off of the fields and collect it so that flooding and standing water conditions do not occur. This will allow the fields to dry faster and improve playability and safety. This project will be overseen by the Town Engineer.

<p>Article 2: Appropriate for New Estabrook School</p>

Estabrook School Reconstruction - \$38,894,133 - \$42,783,456 (The Permanent Building Committee will provide a revised cost estimate in March, 2012): Subsequent to the discovery of polychlorinated biphenyls (PCB's) at the Estabrook School, an Emergency Statement of Interest (SOI) was submitted to the Massachusetts School Building Authority (MSBA) to determine if the replacement of the Estabrook School qualified for support from the MSBA. The MSBA invited Lexington to participate in a Feasibility Study to determine the most economical solution to meet the educational requirements of the school. The Feasibility Study and Schematic Design, funded by the 2011 Annual Town Meeting, is in progress. The Feasibility Study, completed in December, determined that a new three-story school is the Lexington preferred design that satisfies educational/programmatic needs. The estimated project cost for the school ranges from \$38,894,133 - \$42,783,456. The Schematic Design was submitted to MSBA in February, after voter approval on January 24th to fund the project outside the limits of Proposition 2 ½. It is anticipated that the MSBA will agree to a reimbursement of approximately 32% of the project cost and will vote the project scope and budget agreement at its March 28th Board meeting. Site work would begin in the summer of 2012 with construction beginning in the fall 2012 and the new school opening for August 2014.