



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

*FY17 Budget Recommendation
School Committee Presentation
January 21, 2016*

Prepared by:

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FY17 Budget

Superintendent's Recommendation

Level Service Budget

What Does “Level Service” Mean?

Level Service is a continuation of the current programs, services and staffing of the District.

For FY17, Level Service translates into a spending increase in our Gross Operating Expenses of \$823,421 or 2.81% over the FY16 Budget.



FY17 Budget

Superintendent's Recommendation

Why “Level Service” for FY17?

- *Continued focus on the successful implementation of Priority Initiatives previously approved by the SC*
 - *Middle School Teaming Model (FY16)*
 - *Full Day Kindergarten (FY15)*
 - *HS iPad 1 to 1 Initiative (FY15)*
 - *Elementary Math & ELA Coordinators (FY15)*
 - *District-wide Maintenance Team (FY15)*
- *Prioritize the implementation of the Master Plan in FY17*
 - *Finalizing detailed Plans regarding Programs and Facilities*
 - *Engaging a Design Firm to assist us in the development of these Plans*



FY17 Budget: Level Service

Key Assumptions

- **Salary Costs**
 - Incorporates a 2.5% COLA increase for all personnel.
 - Incorporates all other contractual obligations related to changes in compensation (e.g. STEP, Degree changes, and Pay Differentials).
 - No new positions.
 - Reduction in FTE's of ~4.0 versus FY16 Budget
 - Level funding of all Grants as compared to FY16, including SPED, Title I & II.
- **Operating Costs**
 - No new Services.
 - No new Programs.
 - Level funded the majority of operating account categories.
 - Exceptions to level funding include:
 - Transportation costs, including SPED.
 - Out-of-District Tuition Costs
 - Essex Retirement Pension Fund Appropriation
 - Facilities Special Projects



FY17 Budget – District Totals

Level Service Net Operating Expense Budget

General Fund Operating Expenses						
	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference	
Operating Expense - Gross, before offests & Overlays	\$ 28,420,061	\$ 28,481,864	\$ 29,343,112	\$ 30,166,532	\$ 823,421	2.81%
Expense Offsets						
	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference	
<i>Recurring Offsets</i>						
School Choice	\$ 550,000	\$ 546,819	\$ 425,000	\$ 375,000	\$ (50,000)	-11.8%
KDG Tuition	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Preschool Tuition	\$ 30,000	\$ 37,367	\$ 30,000	\$ 37,500	\$ 7,500	25.0%
Special Needs Tuition	\$ 30,200	\$ 30,017	\$ 69,010	\$ 35,000	\$ (34,010)	-49.3%
Facilities Rental	\$ 2,000	\$ 1,989	\$ 2,000	\$ 2,000	\$ -	0.0%
Circuit Breaker Offset	\$ 375,000	\$ 445,000	\$ 487,500	\$ 567,000	\$ 79,500	16.3%
	\$ 987,200	\$ 1,061,192	\$ 1,013,510	\$ 1,016,500	\$ 2,990	0.3%
<i>One-Time Offsets</i>						
Other Revolving Accounts	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total Offsets	\$ 987,200	\$ 1,061,192	\$ 1,013,510	\$ 1,016,500	\$ 2,990	0.3%
NET OPERATING BUDGET	\$ 27,432,861	\$ 27,420,672	\$ 28,329,602	\$ 29,150,032	\$ 820,431	2.90%



FY17 Budget – Primary Drivers

Level Service Gross Operating Expense Budget

Driver	Impact: FY17B vs FY16B	
	\$	%
All Staff COLAs	\$ 460,000	1.6%
Teacher STEPS	\$ 146,000	0.5%
Teacher Degree Changes	\$ 50,000	0.2%
Essex Retirement Pension Fund Appropriation	\$ 56,000	0.2%
OOD Tuition	\$ 81,000	0.3%
Transportation (Regular and Special Education)	\$ 115,000	0.4%
Facilities Special Projects	\$ 82,500	0.3%
Net All Other Operating Expenses	\$ 158,000	0.5%
Subtotal Increases:	\$ 1,148,500	3.9%
Staff Replacement Cost Savings	\$ (70,000)	-0.2%
FTE Savings	\$ (187,000)	-0.6%
Staff Retirement Replacement Savings	\$ (68,000)	-0.2%
Subtotal Decreases:	\$ (325,000)	-1.1%
TOTALS:	\$ 823,500	2.8%



FY17 Budget – By School & Support Program

Level Service Net Operating Budget

Summary By Site & Support Program	FY15	FY15	FY16	FY16	FY17	FY17	Change FY16 to FY17	
	FTE	Budget	FTE	Budget	FTE	Budget	\$	%
Buker Elementary School	33.78	\$ 2,111,457	33.16	\$ 2,156,495	32.62	\$ 2,167,398	\$ 10,902	0.51%
Cutler Elementary School	39.21	\$ 2,539,008	39.78	\$ 2,598,053	38.82	\$ 2,603,293	\$ 5,240	0.20%
Winthrop Elementary School	54.93	\$ 3,063,345	54.08	\$ 3,106,488	52.53	\$ 3,074,550	\$ (31,937)	-1.03%
Miles River Middle School	58.63	\$ 3,822,047	60.52	\$ 4,083,899	59.12	\$ 4,206,134	\$ 122,235	2.99%
Hamilton-Wenham RHS	76.76	\$ 5,858,576	76.79	\$ 6,046,714	75.29	\$ 6,110,037	\$ 63,323	1.05%
Athletics	1.75	\$ 335,236	1.75	\$ 333,342	1.75	\$ 351,555	\$ 18,213	5.46%
Central Office	13.35	\$ 2,589,146	13.35	\$ 2,645,805	12.35	\$ 2,807,402	\$ 161,597	6.11%
District Maintenance	4.38	\$ 689,708	4.77	\$ 678,052	4.77	\$ 717,134	\$ 39,082	5.76%
Fringe Benefits	0.00	\$ 3,758,517	0.00	\$ 3,592,913	0.00	\$ 3,666,742	\$ 73,829	2.05%
Special Education	5.48	\$ 2,758,803	6.98	\$ 3,147,437	9.99	\$ 3,561,314	\$ 413,876	13.15%
Technology	7.20	\$ 894,219	7.20	\$ 953,912	6.73	\$ 900,974	\$ (52,938)	-5.55%
District Totals	295.47	\$ 28,420,061	298.38	\$ 29,343,112	293.97	\$ 30,166,532	\$ 823,421	2.81%



FY17 Budget

Maintenance, Custodial & Facilities Recommendation

		FY15 Budget	FY16 Budget	FY17 Budget	Change \$	Change %
Salaries:						
Maintenance Director		\$ 85,000	\$ 80,000	\$ 84,050	\$ 4,050	5.1%
Maintenance Staff		\$ 126,673	\$ 161,032	\$ 160,461	\$ (571)	-0.4%
Custodial Staff		\$ 581,533	\$ 583,243	\$ 616,325	\$ 33,081	5.7%
Overtime (Maintenance & Custodial)		\$ 100,000	\$ 60,000	\$ 80,000	\$ 20,000	33.3%
Secretarial/Clerical		\$ 28,878	\$ 30,183	\$ 31,736	\$ 1,553	5.1%
Total Salaries:		\$ 922,084	\$ 914,458	\$ 972,572	\$ 58,114	6.4%
Operating:						
Buker Maintenance, Repairs & Projects		\$ 34,217	\$ 29,050	\$ 27,000	\$ (2,050)	-7.1%
Cutler Maintenance, Repairs & Projects		\$ 30,565	\$ 32,750	\$ 26,650	\$ (6,100)	-18.6%
Winthrop Maintenance, Repairs & Projects		\$ 32,442	\$ 30,100	\$ 32,200	\$ 2,100	7.0%
MRMS Maintenance, Repairs & Projects		\$ 44,185	\$ 56,350	\$ 113,250	\$ 56,900	101.0%
RHS Maintenance, Repairs & Projects		\$ 114,129	\$ 104,550	\$ 125,350	\$ 20,800	19.9%
Admin Maintenance & Repairs		\$ 11,097	\$ 4,300	\$ 7,600	\$ 3,300	76.7%
Distirct Maintenance & Repairs		\$ 240,173	\$ 247,750	\$ 255,500	\$ 7,750	3.1%
Custodial Supplies & Materials		\$ 74,161	\$ 74,161	\$ 73,000	\$ (1,161)	-1.6%
Clothing Allowances		\$ 4,925	\$ 6,200	\$ 6,200	\$ -	0.0%
Utilities		\$ 562,400	\$ 584,341	\$ 599,609	\$ 15,268	2.6%
Total Operating:		\$ 1,148,294	\$ 1,169,552	\$ 1,266,359	\$ 96,807	8.3%
Total Maintenance & Custodial:						
		\$ 2,070,378	\$ 2,084,011	\$ 2,238,931	\$ 154,920	7.4%
Total Gross Operating Budget:						
		\$ 28,420,061	\$ 29,343,112	\$ 30,166,532		
Maintenance & Custodial as % of Total:						
		7.3%	7.1%	7.4%		



FY17 Budget

Maintenance, Custodial & Facilities Recommendation

FY17 SPECIAL PROJECTS					
Cutler	Rekey Doors Interior/Exterior				\$ 2,500
Winthrop	Storage Shed				\$ 5,000
Buker	Rekey Doors Interior/Exterior				\$ 2,500
MRMS	Water Heater Replacement (50%)				\$ 50,000
MRMS	Floor Burnisher				\$ 10,000
MRMS	Storage Shed (50%)				\$ 2,500
MRMS	Rekey Doors Interior/Exterior				\$ 4,000
RHS	Water Heater Replacement (50%)				\$ 50,000
RHS	Storage Shed (50%)				\$ 2,500
RHS	Rekey Doors Interior/Exterior				\$ 6,000
District	IT Server Room Ductless Mini Split AC System				\$ 12,500
District	Maintenance Storage Shed				\$ 5,000
	Total Estimated Cost:				\$ 152,500
FY16 SPECIAL PROJECTS					
Cutler	Site Drainage				\$ 5,000
Cutler	Classroom Shades				\$ 5,000
Winthrop	Ceiling Fans for MultiPurpose Room				\$ 5,000
Winthrop	Paved Entryway and Sidewalk (rear or Bldg)				\$ 5,000
Buker	Site Drainage				\$ 7,500
MRMS	Replace Main Office Rugs				\$ 10,000
RHS	Replace Classroom (3) Flooring				\$ 15,000
RHS	Folding Tables and Chairs				\$ 7,500
RHS	Replace Office Rugs				\$ 10,000
	Total Estimated Cost:				\$ 70,000



FY17 Budget Technology Recommendation

		FY15 Budget	FY16 Budget	FY17 Budget	Change \$	Change %
Salaries:						
	IT Director	\$ 115,826	\$ 118,131	\$ 121,679	\$ 3,548	3.0%
	IT Staff	\$ 293,806	\$ 308,956	\$ 311,632	\$ 2,676	0.9%
	Secretarial/Clerical	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Total Salaries:	\$ 409,632	\$ 427,087	\$ 433,311	\$ 6,224	1.5%
Operating:						
	District Expendable Materials	\$ 950	\$ 950	\$ 950	\$ -	0.0%
	District Network	\$ 24,828	\$ 30,450	\$ 46,998	\$ 16,548	54.3%
	District Hardware	\$ 173,342	\$ 190,540	\$ 122,710	\$ (67,830)	-35.6%
	District IT Staff Professional Development & Training	\$ 10,900	\$ 10,900	\$ 13,600	\$ 2,700	24.8%
	District Contracted Services	\$ 104,880	\$ 97,380	\$ 81,040	\$ (16,340)	-16.8%
	District Software	\$ 169,687	\$ 196,605	\$ 202,365	\$ 5,760	2.9%
	School-based Technology Supplies & Materials	\$ 48,556	\$ 48,556	\$ 48,556	\$ -	0.0%
	Total Operating:	\$ 533,143	\$ 575,381	\$ 516,219	\$ (59,162)	-10.3%
	Total Technology:	\$ 942,775	\$ 1,002,468	\$ 949,530	\$ (55,614)	-5.5%
	Total Gross Operating Budget:	\$ 28,420,061	\$ 29,343,112	\$ 30,166,532		
	Technology as % of Total:	3.3%	3.4%	3.1%		



FY17 Budget Technology Recommendation

FY17 SPECIAL PROJECTS			
Network	Install new Wireless Access Points incl wiring (42 units)		\$ 46,998
Hardware	Replace SmartBoards and Projectors (13 units)		\$ 60,476
Hardware	iPads for Students on Scholarship and F&RL (25 units)		\$ 17,500
Total Estimated Cost:			\$ 124,974
FY16 SPECIAL PROJECTS			
Network	30 New Wireless Access Points		\$ 30,450
Hardware	iPads for 1 to 1 Initiative (15 HS Students Scholarship / FRL)		\$ 10,770
Hardware	Upgrade Wireless Master Controller & Licenses		\$ 25,000
Hardware	New Cutler Phone System		\$ 28,500
Hardware	New Winthrop Phone System		\$ 32,500
Hardware	MRMS 40 Teacher Laptop Upgrades		\$ 48,000
Total Estimated Cost:			\$ 175,220



FY17 Budget: *Timeline & Next Steps*

- December 17, 2015: Superintendent's FY17 Budget Recommendation
- December 21, 2015: Superintendent's FY17 Budget Recommendation Book Distributed
- January 7, 2016: FY17 Budget Discussion Continued
 - General Discussion including Revenue Sources, Expense Offsets, Primary Cost Drivers, etc.
 - Introduction to 5 Year Capital Improvement Plan
 - School Committee Adopts Tentative FY17 Budget
- January 8, 2016: Mail Tentative FY17 Budget to Towns
- January 21, 2016: Public Hearing on School Committee's FY17 Budget
- January 21, 2016: FY17 Budget Discussion Continued
 - Maintenance & Facilities
 - Technology
 - Master Plan
- January 28, 2016: FY17 Budget Meeting #2 with Town Officials
- February 4, 2016: FY17 Budget Discussion Continued
 - Special Education
 - Athletics
 - Healthcare Premiums
 - 5 Year Capital Improvement Plan
 - 3 Year Forecast Model (FY17 – FY19)
- February 11, 2016: FY17 Budget Discussion Concluded
- February 11, 2016: School Committee votes to Adopt FY17 Budget
- April 2, 2016: Hamilton and Wenham Annual Town Meetings