

Better Together For Children



ELMER THIENS - MARY HALL SCHOOL

Superintendent's Proposed Budget 2022-23

Marlborough Public Schools, January 27, 2022

Budget Development

Guiding Principles

- Maintain commitment to class size guidelines
- Maintain support for programs that show demonstrable results
- Support for programs and services that are part of the branding of Marlborough Elementary School
- Reduction in force is best accomplished through retirements or resignations
- Any reductions should always be furthest from classroom whenever possible
- New programs will be considered after completing a feasibility study and community input

Budget Development

Guiding Principles, cont'd

- Benchmark with comparable high-performing schools to guide decisions
- Efforts to find additional funding sources through grants should be on-going
- Seek to extend shared services with Town and Regional District No. 8
- Be fiscally responsive to all constituents in decision making
- Work closely with the Board of Finance and Selectmen in the budget development process

Budget Development Action Steps

- Project enrollment and calculate number of sections in association with class size guidelines and learner needs
- Determine special education requirements per IEPs, including out-of-district placement(s)
- Determine staffing needs
- Review and prioritize initiatives, mandates, and any new contract requirements
- Incorporate contractual obligations, e.g. salary, benefits, services
- Review requests of departments and grade levels with school administration
- Consult with Town regarding fiscal condition and resources
- Analyze line items based on historical expenditures and projected needs

Budget Quick Facts

The budget:

- Funds the *MES Strategic Continuous Improvement Plan (SCIP)* priorities slated for implementation in FY23
- Fulfills contractual obligations in salaries, benefits, services, transportation, fuel, and electricity
- Maintains health benefits plan
- Maintains supplies, materials, equipment line items (Classroom supplies flat at \$300)
- Supports building maintenance
- Employs effective use of alternative funding sources (COVID-related federal funds are not anticipated to be available except for the ESSERII Special Education Recovery Grant)

Budget Quick Facts, cont'd

- Student enrollment is projected to stabilize at approximately 450 PreK-6 students for the next two school years
- Kindergarten enrollment is projected to decrease (72->64), yet still requiring 4 sections to stay within class size guidelines, particularly during pandemic recovery
- 24 K-6 class sections are projected (vs. 25 in FY22) in association with enrollment and class size guidelines
- With teacher retirements (2) and one less class section, there is no reduction-in-force and favorable class size is maintained (projected at 17.7).
- Special education out-of-district placements is anticipated to be 1 (1 less than FY22)
- One less bus is needed (was reduced at the start of FY22)
- There is a pilot partnership underway with the Town providing maintenance support services to MES

Enrollment Projections

Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	K-6	PK-6
2016	52		2021-22	25	72	56	65	57	51	60	60	421	446
2017	49		2022-23	25	64	72	56	65	57	51	60	425	450
2018	49		2023-24	25	64	64	72	56	65	57	51	429	454
2019	49		2024-25	25	64	64	64	72	56	65	57	442	467
2020	70		2025-26	25	92	64	64	64	72	56	65	477	502
2021	59		2026-27	25	70	92	64	64	64	72	56	482	507
2022	54	(est.)	2027-28	25	71	70	92	64	64	64	72	497	522
2023	55	(est.)	2028-29	25	72	71	70	92	64	64	64	497	522
2024	57	(est.)	2029-30	25	74	72	71	70	92	64	64	507	532
2025	58	(est.)	2030-31	25	76	74	72	71	70	92	64	519	544
2026	56	(est.)	2031-32	25	73	76	74	72	71	70	92	528	553

Note: NESDEC Enrollment Projections used for pre-K & incoming K;
current actual K-5 enrollment rolled forward

K-6 Class Size

2021-22 & Projected 2022-23

Grade	2021-22 Enrollment	2021-22 # Sections	2021-22 Class Size	2022-23 Enrollment	2022-23 # Sections	2022-23 Class Size	Diff.
K	72	4	18	64	4	16	-
1	56	3	18.7	72	4	18	+1
2	65	4	16.3	56	3	18.7	-1
3	57	3	19	65	4	16.3	+1
4	51	3	17	57	3	19	-
5	60	4	15	51	3	17	-1
6	60	4	15	60	3	20	-1
TOTAL	421	25	16.8	425	24	17.7	-1

Class Size Guidelines

Grades K-1 15-18 students; Grades 2-4 18-23 students; Grades 5-6 20-25 students

Proposed Budget Summary

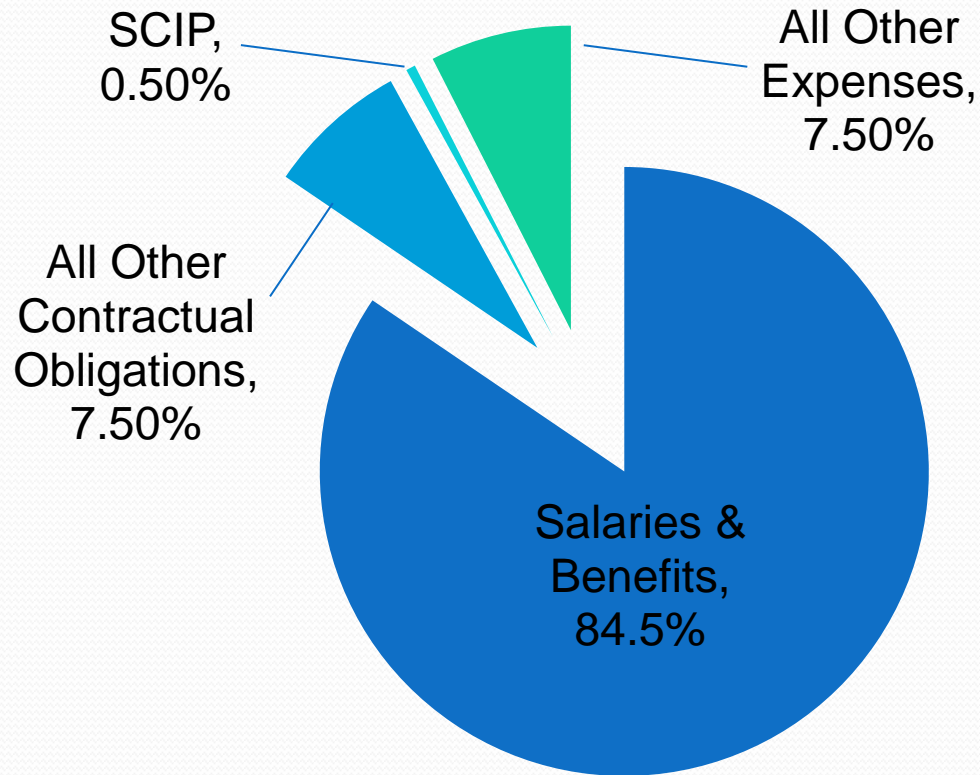
Current FY 2021-22	Budget:	\$7,829,221
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Proposed FY 2022-23	Budget:	\$8,063,315
	Increase	\$234,094
	% Impact	2.99%

Six Year Budget History

FISCAL YEAR	% Increase
2017-18	0.89%
2018-19	0.10%
2019-20	1.60%
2020-21	2.50%
2021-22	3.08%
2022-23	2.99% (Proposed)
Average	1.86%

FY23 Proposed Budget



Total budget \$8,063,315; 2.99% increase
92% of budget is salaries, benefits, and contractual obligations

Budget Increase Containment

- In combination, increases in contractual obligations (salaries, benefits, utilities, transportation, magnet school tuition, diesel, gasoline, propane & heating oil) alone would have amounted to a 3.23% increase, however...
- We were able to contain the budget increase by way of a set of fortunate fiscal conditions (“budget softeners”) as well as informed reductions to present a 2.99% total increase in the operating budget.

Proposed Budget Supports MES Mission, Vision & Goals

- The challenges associated with the pandemic present an opportunity, as well as urgency, for us to focus upon what we can do to ensure student learning and growth.
- This budget contains the necessary investments in staffing, curriculum, instruction, professional development and operations as outlined in the **MES Strategic Continuous Improvement Plan (SCIP)** to meet learners where they are and lead them to gains in the acquisition of fundamental knowledge and skills.

MES Vision & Mission

- **MES Vision:** *To inspire wonder, awe, and curiosity and to motivate young minds to embrace learning*
- **MES Mission Statement:** *In a partnership of family, school, and community, our mission is to educate, challenge and inspire each individual to excel and become a contributing member of society.*
- We aim to provide an educational experience that affords every student with opportunities to develop the knowledge, skills and dispositions to think critically, communicate effectively, and contribute productively while demonstrating respect for and kindness towards one another.

Strategic Focus Areas 2021-2024

- Provide students with access to grade level curriculum and reinforce their knowledge and skills as needed
- Refine and define our K-3 Literacy Program so that it is aligned to research and implemented through evidence-based methods
- Support the social and emotional wellbeing of students so they can feel great about themselves and school while persevering in their learning
- Implement the *EnVision Math* program with fidelity and closely monitor the progress of each student towards grade level learning outcomes
- Implement a well-rounded educational program through essential arts-affording children with opportunities to express themselves and explore their talents and interests

Strategic Investments FY23

- Retain highly qualified and caring staff
- Support curriculum, instruction and professional development for K-3 Literacy
- Enhance early intervention and pandemic recovery by expanding PreK for 4 -year-olds from four to five days per week and increasing School Psychologist/BCBA from .8 to 1.0FTE
- Enhance intervention, pandemic recovery, and enrichment by increasing Math Specialists from 1.5 to 2.0 FTE (*.5 addition was grant funded in Fy22 and funding necessary in FY23 operating budget to maintain staffing at this level*)

Strategic Investments FY23, cont'd

- Increase paraprofessional staffing (from 19.5 to 23; 2.0 operating budget/1.5 grant funded) to support student needs per IEPs (promoting least restrictive environment and reduce out-of-district placements as appropriate)
- Maintain SEL and critical student supports: School Psychologists/BCBA (2) Social Worker (1), Speech & Language Pathologist(1), and occupational and physical therapy services
- Maintain up-to-date instructional technology throughout the school including 1:1 student devices
- Upgrade technological solutions (online employment application and student data management)

Notable Budget Drivers: Summary

- Negotiated bargaining unit settlements (Teachers, Administrators, Paras, Custodians)
 - Market adjustments to non-certified salaries due to inflation/cost of living/comps. to retain and attract staff
- Added staff in operating budget (0.5 FTE Math Specialist, 2.0 FTE paras)
- Increase to textbook line to fund material resources for K-2 Reading Program associated with *The Science of Reading*

Contractual Obligations

	2021-22 Budget	2022-23 Budget	Difference
Salaries	\$5,428,324	\$5,685,072	\$256,748
Benefits	\$1,122,065	\$1,130,513*	\$8,448*
Utilities	\$145,596	\$137,321	\$8,275
Transportation	\$378,904	\$346,750	-\$32,154
Magnet School Tuition	\$27,363	\$29,423	\$2,060
Diesel, Gasoline, Propane & Heating Oil	\$80,741	\$90,155	\$9,374

Salaries

Percent of FY 2022-23 Proposed Budget.....	70.5%
General wage increase in MES teacher salaries 2022-23.....	2.0%

Benefits

Percent of FY 2022-23 Proposed Budget.....	14.0%*
Average % increase in health insurances over last 5 years.....	4.9%
Highest increase was 8.0% and lowest increase was 1.4%	
Estimate is a 0% increase for 2022-23*	

Five Year Average % Increase In Salaries

FISCAL YEAR	TOTAL SALARY ACCOUNT	% INCREASE
2018-19	\$5,011,884	-1.8%
2019-20	\$5,032,715	0.4%
2020-21	\$5,170,865	2.7%
2021-22	\$5,428,324	5.0%
2022-23	\$5,685,072	4.52%

Five Year Average % Increase in Health Insurance Renewal Rate

FISCAL YEAR	% INCREASE
2017-18	6.8%
2018-19	8.0%
2019-20	5.0%
2020-21	3.3%
2021-22	1.4%
Five Year Average	4.9%
2022-23	0.0%*

(*Estimated in Region 8 Insurance Consortium as of 12/21/2021)

Budget “Softeners” Which Help Contain Budget Increase

- 0.0%* increase health insurance renewal rate
- 2 teacher retirements (1 class section reduced per enrollment and 1 section replaced by a teacher at a lower salary)
- Consolidation of school office staffing (from 2.5 to 2.0 FTE)
- Reduction in staffing and transportation costs by reducing school year calendar (from 183 to 180 days)
- Reduced transportation costs due to the elimination of 1 bus.
- 1 less out-of-district special education placement anticipated

What This Proposal Does Not Fund

- No reserve* staffing if enrollment were to unexpectedly exceed projections (grade 1 on cusp)
- No reserve* if special education out-of-district placements were to increase
- No direct staffing for Maintenance or Facilities (relying on efficacy of partnership with Town)
- No direct staffing for Pupil Services Administration (continues to be part of Building Administrators' responsibility)

*2% Reserve Account has been established

FY 2022-23 Budget Proposal

	Adopted Budget 2021-22	Proposed Budget 2022-23	% Change
111 PERSONNEL - CERTIFIED STAFF Contractual salaries for administrators, teachers and other support activities	\$4,208,447	\$4,304,142	2.27%
112 PERSONNEL - NON-CERTIFIED STAFF Salaries for office and technology support, paraprofessionals, nurse, custodians, occupational/physical therapy	\$1,219,877	\$1,380,930	13.20%
200 EMPLOYEE BENEFITS Group health insurances, social security, pensions, workers comp, unemployment	\$1,122,065	\$1,130,513	0.75%
300 PURCHASED PROFESSIONAL SERVICES AHM Youth Services, legal and audit fees, consultants	\$100,540	\$105,921	5.35%
400 PURCHASED PROPERTY SERVICE Electricity, sewer fees, contracts for facility maintenance	\$297,006	\$305,521	2.87%

FY 2022-23 Budget Proposal

	Adopted Budget 2021-22	Proposed Budget 2022-23	% Change
500 OTHER PURCHASED SERVICES Bus contract, liability insurance, magnet school tuition, phone/email, postage	\$627,673	\$546,837	-12.88%
600 SUPPLIES AND MATERIALS Curriculum/custodial/office supplies, textbooks, heating oil, diesel/gasoline	\$237,768	\$275,606	15.91%
700 CAPITAL OUTLAY New or replacement furniture/equipment	\$0	\$0	0.00%
800 OTHER OBJECTS Membership fees, meetings/conferences	\$15,845	\$13,845	-12.62%
TOTAL	\$7,829,221	\$8,063,315	2.99%

Grants Which Support District Needs

FUNDING SOURCE (Approx. Amount)	EXAMPLES OF USE
Title I (\$17,525)	20% of curriculum specialist's salary
Title II (\$6,306)	Purchased professional and technical services (professional development and training)
Title IV (\$10,000)	Decodable Texts K-2
IDEA Section 611 (\$103,685)	Salary off-sets IEP Direct(on-line) FM/DM units
IDEA Section 619 (Pre-School) (\$4,615)	Salary off-sets Supplies/technology/assessment
ESSER II Special Education Recovery Activities (\$56,300)	Expansion of Pre-K (0.2 FTE) Expanded paraprofessional support (0.8 FTE) Expansion of BCBA FTE (0.2 FTE)
REAP (\$42,250)	Instructional Technology: iPads and Chrome Books Lexia Learning

Other Funding/Revenue Sources Which Support District Needs

FUNDING SOURCE (Approx. Amount)	EXAMPLES OF USE
School Safety Grants (est. \$1,700)	Cameras/Outside intercoms/Prepared App
MECCA Rental Income (\$42,000)	Classroom air conditioning units Technology infrastructure Community Room / Gym walls painting Community Room stage refinished Gym Floor Refinished
Medicaid reimbursement (est. \$2,000)	Supplemental curriculum resources
State Special Education Excess Cost Grant (est. \$70,000)	Reimbursement for expenses in excess of 4.5X Per Pupil Expenditure

Shared Services And Cost Saving Measures

- Insurance Consortium and self-funding
- Bus contract cooperative bid with Andover, Hebron and RHAM
- Cooperative bidding on fuel/oil with RHAM
- Share custodial weekend overtime costs with long-term users
- Lunch program funds
- MECCA rental income
- Lighting cost savings over time
- Maintenance support through Town partnership

Net Current Expenditure Per Pupil (NCEP) 2020-21

Marlborough Per Pupil Expenditure	\$18,617
Hebron Per Pupil Expenditure	\$19,478
Andover Per Pupil Expenditure.....	\$22,448
State Average Per Pupil Expenditure.....	\$19,011

Source: CSDE <https://portal.ct.gov/SDE/Fiscal-Services/Net-Current-Expenditures-per-Pupil-used-for-Excess-Cost-Grant-Basic-Contributions/Documents>

FY 2021-22 Budget Development Timeline

September 23, 2021	Board of Education receives and adopts budget guiding principles and timeline
October 4, 2021	Department budget requests process begins
October 12, 2021	Principal presents budget guiding principles and timeline to MES faculty/staff at October staff meeting
October 22, 2021	Department budget requests submitted to building administrators
November-December 2021	Community outreach and opportunities for public input on budget through website, email address, newspaper, public forum
November 3-5 2021	Building administrators review budget requests with Finance Assistant
November 15, 2021	Building Principal submits budget to Superintendent based on budget assumptions adopted by the Board
November 29 –December 3, 2021	Building administrators review budget with Superintendent and Finance Assistant and prepare Superintendent’s budget to present to the Board
December 16, 2021	Board Public Forum for community input
January 27, 2022	Board of Education receives Superintendent’s <i>proposed</i> budget and posts budget on website and solicits public comments; Board conducts line item analysis of the Superintendent’s proposed budget
February 10, 2022 6:00 PM	Special Meeting as Board of Education continues line item budget analysis, as needed, and reviews the Capital Plan; Board of Education adopts the FY 2022-23 Board of Education budget
February 16, 2022 7:00 PM	Superintendent and Board present the Board’s adopted budget to the Board of Finance
March 16, 2022	Board of Education transmits the FY 2022-23 budget, including Capital Plan, to the Board of Finance
March (date TBD), 2022	Board of Finance reviews and adopts town and school budgets
Date TBD	Board of Education meets to discuss and make decisions following Board of Finance budget action
April 18, 2022	Town of Marlborough Public Hearing on FY 2022-23 budgets
May 2, 2022	Second Town of Marlborough Public Hearing on FY 2022-23 budgets
May 3, 2022	Town of Marlborough Referendum on FY 2022-23 budget
Date TBD	Board of Education votes to adopt final FY 2022-23 budget

Board Budget Review/Adoption

STEP I Superintendent Presentation and Board Review – January 27, 2022

- Superintendent presents Proposed Operating Budget overview
- Superintendent reviews line items
- Board Members request additional information via email to Superintendent by February 4th
- Administration responds to Board requests on February 10, 2022

STEP II Superintendent Presentation/Board Review /Adoption - February 10, 2022

- Superintendent responds to questions/information requested by Board Members
- Superintendent completes line item discussion, as needed
- Board reviews and discusses line items
- Superintendent presents Capital Budget request and Board discusses
- Board members make motion(s) for budget approval or amendment(s)
- Motion(s) seconded for discussion
- Board votes on motion(s)
- When all motions are voted upon, Board moves to adopt final budgets
- Operation and Capital Budgets become the BOE budgets and are submitted to Board of Finance

STEP III - February 16, 2021

- BOE Operating and Capital Budgets are presented to Board Of Finance