## NeEdHAM Public Schools

OFFICE OF FINANCIAL OPERATIONS

January 27, 2020

## To: Needham School Committee <br> From: Anne Gulati, Assistant Superintendent for Finance and Operations <br> RE: FY21 School Operating Budget Recommendation

The Superintendent recommends your approval of an FY 2020/21 School Operating Budget request totaling $\$ 80,735,089$ a $\$ 4,729,324(6.2 \%)$ increase over the FY 2019/20 budget of $\$ 76,005,765$. This recommendation reduces the Superintendent's original budget proposal of $\$ 80,943,823$ by $\$ 208,733$ to better reflect potential available revenue for FY 2020/21.

## PROSPOSED REDUCTIONS TO THE FY21 BUDGET PLAN

| Level Service |  |  |
| :--- | ---: | :--- |
| Item | Cost | Notes |
| IPad Carts | 9,000 | Defer to FY22 |
| IPad Repairs | 12,376 | Defer to FY22 |
| Learning Ally | 2,000 | Defer to FY22 |
| Access Points | 11,300 | Defer to FY22 |
| EAP | 2,500 | Will be able to reallocate from existing HR funds |
| Salary/Contract | 4,243 | Adjustment to budget plan |
| Music Accompanist | 8,460 | Defer to FY22 |
| 1.0 FTE Teacher | 70,356 | Adjustment to budget plan |
| . FTE Pollard Teacher | 21,107 | Reduced request for Fine \& Performing Arts/Music |
| 1 FTE Pollard Teacher | 7.035 | Reduced request for Engineering |
| . FTE NHS Counselor | 7,035 | Reduced request |
| 1.0 FTE Perm. Sub | 22,342 | Adjustment to budget plan; cut elementary sub. |
| SUBTOTAL LEVEL: | $\mathbf{\$ 1 7 7 , 7 5 3}$ |  |
| Program Improvement |  |  |
| Item | Cost | Notes |
| Teacher Leader Stipend | 7,765 | Defer to FY22 |
| Budget Tool | 21,250 | Defer to FY22 |
| High Rock Materials | 1,000 | Defer to FY22 |
| WL Textbooks | 965 | Defer textbooks to FY22 |
| SUBTOTAL: | $\$ 30,980$ |  |
| TOTAL REDUCTIONS: | $\$ \mathbf{2 0 8 , 7 3 3}$ |  |

The $\mathbf{\$ 8 0 , 7 3 5 , 0 8 9}$ proposed budget request, and associated adjustments, are shown in the attached spreadsheet.
Please let me know if you have questions or need additional information.
Attachment(s)
ALG

| Req <br> Request <br> TL <br> FTE | Supt <br> Supt Rec <br> TL <br> FTE | SC SC Rec TL FTE | Portrait Goal | Portrait <br> Action | Description of Budgetary Increase | Department/ School | Total <br> Request | Total <br> Recomm | $\begin{gathered} \text { SC } \\ \text { Chg } \end{gathered}$ | sc <br> Proposed |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 794.19 | 794.19 | 794.19 |  |  | Approved FY20 Budget |  | 76,005,765 | 76,005,765 | - | 76,005,765 |
| 0.61 | 0.01 | (1.99) |  |  | Level Service Requests: Contractual Increases |  | 3,009,563 | 2,933,544 | $(96,941)$ | 2,836,603 |
|  | - | - |  |  | Level Service Requests: Elementary |  |  |  |  |  |
| - | - | - | 4.3 | 4.D | Shift Responsive Classroom Staff Development from Fees to 'Prob | Professional Development/ Elementary | 9,005 | - |  | - |
| 4.00 | - | - | 4.1 | 4.B | Elementary Full-Time Building Substitutes | Substitutes/ Elementary | 110,141 | - |  | - |
| - | - | - | 1.3 | $1 . \mathrm{E}$ | Second Step SEL Curriculum \& Bullying Prevention Units | Curriculum Development | 71,799 | - |  | - |
| 1.00 | - | - | 4.1 | 4.A | Broadmeadow Kindergarten Teacher for Enrollment | Broadmeadow | 91,906 | - |  | - |
| 1.00 | - | - | 4.1 | 4.A | Broadmeadow Kindergarten Teaching Assistant for Enrollme Bror | Broadmeadow | 25,685 | - |  | - |
| 2.00 | - | - | 4.1 | 4.A | Broadmeadow Teaching Assistants Grade 4 \& 5 for Class Size | Broadmeadow | 51,370 | - |  | - |
| 0.30 | 0.30 | 0.30 | 4.1 | 4.A | Expanded Eliot Assistant Principal | Eliot | 27,342 | 26,042 |  | 26,042 |
| 0.40 | 0.20 | 0.20 | 2.2 | $2 . \mathrm{B}$ | Expanded Williams Assistant Principal | Williams | 34,599 | 17,300 |  | 17,300 |
| 0.10 | 0.10 | 0.10 | 4.1 | 4.A | Expanded Mitchell Assistant Principal | Mitchell | 12,789 | 12,789 |  | 12,789 |
| - | - | - | 4.1 | 4.A | Newman Portable Sinks Art Rooms | Newman | 4,000 | - |  | - |
| 0.20 | - | - | 1.3 | 1.C | Expanded Broadmeadow Guidance Counseling | Guidance/Broadmeadow | 21,080 | - |  | - |
| 0.20 | - | - | 1.3 | 1.C | Expanded Williams Guidance Counselor | Guidance/Williams | 21,527 | - |  | - |
| 0.60 | 0.20 | 0.20 | 1.3 | 1.C | Expanded Mitchell Guidance Request | Guidance/Mitchell | 42,214 | 14,072 |  | 14,072 |
| 0.50 | 0.50 | 0.50 | 4.1 | 4.A | Expanded Elementary Connections Program Psychologist | Psychology/Broadmeadow | 51,814 | 50,514 |  | 50,514 |
| - | - | - | 4.1 | 4.A | Williams School AED Maintenance Plan | Nursing/ Williams | 980 | - |  | - |
| 0.50 | - | - | 4.1 | 4.8 | Broadmeadow Special Education Liaison | Special Education/Broadmeadow | 35,428 | 250 |  | 250 |
| 1.00 | 0.80 | 0.80 | 4.1 | 4.B | Eliot Special Education Liaison | Special Education/Eliot | 72,156 | 56,785 |  | 56,785 |
| 0.30 | 0.30 | 0.30 | 4.1 | 4.A | Expand Eliot Special Education Coordinator | Special Education/Eliot | 40,100 | 40,100 |  | 40,100 |
| 1.50 | 1.00 | 1.00 | 4.1 | 4.3 | Williams Special Education Liaisons | Special Education/Williams | 108,884 | 71,106 |  | 71,106 |
| 0.30 | 0.10 | 0.10 | 4.1 | 4.3 | Mitchell Special Education Liaison | Special Education/Mitchell | 31,159 | 10,553 |  | 10,553 |
| 1.50 | 1.00 | 1.00 | 4.1 | 4.8 | Newman Special Education Liaisons | Special Education/Newman | 117,610 | 81,132 |  | 81,132 |
| 1.00 | 1.00 | 1.00 | 4.1 | 4.A | Elementary Board Certified Behavior Analyst (BCBA) | Special Education/Brm, Eliot, Mitchell | 116,492 | 115,192 |  | 115,192 |
| 1.00 | - | - | 4.1 | 4.B | Newman/Williams Occupational Therapist | Special Education/Williams \& Newman | 71,656 | - |  | - |
| 0.50 | - | - | 4.1 | 4.8 | Part-Time Newman Speech Language Pathologist | Special Education/Newman | 36,978 | - |  | - |
| - | 0.20 | 0.20 | 4.1 | 4.8 | Expanded Newman Speech Language Pathology Assistant (SL Sp | Special Education/Newman | - | 9,668 |  | 9,668 |
| 0.59 | 0.59 | 0.59 | 4.1 | 4.8 | Full-Time Teaching Assistants/Elementary | Special Education/Broadmeadow, Williams | 15,458 | 15,458 |  | 15,458 |
| 0.16 | - | - | 4.1 | 4.8 | Expanded Adapted Physical Education Teacher/Elementary | Special Education/Elementary | 8,656 | - |  | - |
| 0.20 | 0.10 | 0.10 | 4.1 | 4.A | Expanded ELL Teacher Mitchell School | ELL/ Mitchell | 16,368 | 8,184 |  | 8,184 |
| - | - | - | 1.3 | $1 . \mathrm{B}$ | Kindergarten Literacy Screening/Benchmark System | K-8 Reading Instruction/Elementary | 2,500 | - |  | - |
| - | - | - | 1.3 | 1.A | Literacy Progress Monitoring System for Grades 1-5 | K-8 Reading Instruction/Elementary | 11,000 | 11,000 |  | 11,000 |
| - | - | - | 1.1 | 1.A | RAZ Kids Online Reading Support System | K-8 Reading Instruction/Elementary | 8,000 | - |  | - |
| 0.20 | - | - | 1.3 | 1.A | Shift Title 1 Teacher from Grant to Operating | K-8 Reading Instruction/Elementary | 21,166 | - |  | - |
| 0.10 | - | - | 1.3 | 1.A | Expanded Mitchell Literacy Specialist | K-8 Reading Instruction/Mitchell | 10,384 | - |  | - |
| - | - | - | 1.3 | $1 . \mathrm{B}$ | Literacy Materials for Full-Day Kindergarten Implementation K-8 | K-8 Reading Instruction/Elementary | 62,290 | 31,146 |  | 31,146 |
| 1.00 | 0.50 | 0.50 | 1.3 | 1.A | Newman Math Instructional Coach | Elementary Math Instruction/Newman | 71,656 | 35,178 |  | 35,178 |
| - | - | - | 3.1 | 3.4 | iPad and Chromebook Carts K-5 | Educational Technology/Elementary | 18,000 | 9,000 | $(9,000)$ | - |
| - | - | - | 3.2 | $3 . C$ | Williams Turf Field Maintenance | Physical Education/Elementary | 1,025 | - |  | - |
| 0.20 | 0.20 | 0.20 | 4.1 | 4.A | Part-Time Eliot Physical Education Teacher | Physical Education/ Eliot | 10,818 | 10,818 |  | 10,818 |
| 0.30 | 0.30 | - | 4.1 | 4.A | Performing Arts Elementary Curricular Musical Accompanists P | Perf Arts/ Brm \& Newman | 8,460 | 8,460 | $(8,460)$ | - |




| Req | Supt | SC |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Request TL | Supt Rec <br> TL | SC Rec TL | Portrait | Portrait |  |  | Total | Total | SC | SC |
| FTE | FTE | FTE | Goal | Action | Description of Budgetary Increase | Department/ School | Request | Recomm | Chg | Proposed |
| 0.50 | - | - | 2.2 | $2 . \mathrm{B}$ | Expanded High Rock Technology Interventionist | Media \& Digital Learning/High Rock | 27,045 | - |  | - |
| - | - | - | 1.3 | 1.D | STAMP Spanish Proficiency Test | World Languages/Middle School | 5,760 | - | - | - |
| 0.50 | - | - |  |  | Subtotal |  | 43,899 | 8,094 | $(1,000)$ | 7,094 |
|  |  |  |  |  | Program Improvement Requests: High School |  |  |  |  |  |
| 1.00 | - | - | 4.3 | 4.B | NHS 11-Month Academic Department Chairs Secretary | Needham High School | 39,959 | (0) |  | (0) |
| 0.50 | - | - | 2.3 | 2.D | NHS Part-Time Program Specialist for DaVinci Workshop | Needham High School | 23,037 | - |  | - |
| - | - | - | 1.2 | 1.C | NHS Student Equity Coordinator | Needham High School | - | - |  | - |
| - | - | - | 3.1 | 3.4 | NHS Summer Credit Recovery Teacher | Needham High School | - | - |  | - |
| - | - | - | 2.2 | 2.C | NHS Textbooks for Algebra 1 and 2 Classes | Needham High School | 60,000 | 20,000 |  | 20,000 |
| - | - | - | 1.1 | 1.C | NHS Latin Club Advisor Stipend | Needham High School | 1,791 | - |  | - |
| - | - | - | 1.1 | $1 . \mathrm{C}$ | NHS Math League Advisor Stipend | Needham High School | 894 | - |  | - |
| - | - | - | 1.1 | 1.C | NHS News Advisor Stipend | Needham High School | 1,791 | - |  | - |
| - | - | - | 1.1 | 1.C | NHS Best Buddies Advisor Stipend | Needham High School | 1,791 | - |  | - |
| - | - | - | 1.1 | 1.C | NHS Robotics Club Assistant Advisors Stipend | Needham High School | 1,791 | - |  | - |
| - | - | - | 1.1 | $1 . \mathrm{C}$ | NHS Yearbook Advisor Stipend Increase | Needham High School | 2,685 | - |  | - |
| - | - | - | 1.1 | $1 . \mathrm{C}$ | NHS Student Council Advisor Stipend | Needham High School | 2,687 | - |  | - |
| - | - | - | 1.1 | $1 . \mathrm{C}$ | Extra Curricular Music Performance Coordinator Stipend Incr | Needham High School | 2,685 | - |  | - |
| - | - | - | 1.2 | 1.C | Private Lesson Program Coordinator Stipend Increase | Needham High School | - | - |  | - |
| - | - | - | 4.1 | 4.A | Athletic User Fee Scholarships | Athletics | 20,000 | - |  | - |
| - | - | - | 4.1 | 4.A | NHS Unified Sports Assistant Coaching Stipends | Athletics | 4,224 | 4,224 |  | 4,224 |
| - | - | - | 4.1 | 4.A | NHS Club Hockey Coaching Stipend | Athletics | 1,610 | - |  | - |
| - | - | - | 4.1 | 4.A | Equity Adjustment to Varsity Coaching Stipend Tiers | Athletics | 12,602 | - |  | - |
| - | - | - | 3.1 | $3 . C$ | Computers for Portable World Language Lab | Educational Technology/NHS | 38,159 | - |  | - |
| - - | - | - | 1.3 | 1.A | French Textbooks | World Languages/NHS | 107,808 | 20,000 | $(20,000)$ | - |
| 1.50 | - | - |  |  | Subtotal |  | 323,514 | 44,224 | $(20,000)$ | 24,224 |
|  |  |  |  |  | Program Improvement Requests: District |  |  |  |  |  |
| - | - | - | 4.1 | 4.B | Upgrade Business Office Budgeting Tool | Financial Operations | 79,250 | 21,250 | $(21,250)$ | - |
| - | - | - | 4.1 | 4.B | Document Management Software | Financial Operations | 63,000 | - |  | - |
| - | - | - | 4.1 | 4.B | Accounts Receivable/ Billing Solution | Financial Operations | 30,000 | - |  | - |
| - | - | - | 4.1 | 4.8 | PowerSchool Hosting | Administrative Technology | 17,400 | 17,400 |  | 17,400 |
| - | - | - | 4.3 | $4 . C$ | Stipend for Certified Bus Driver Trainer | Transportation | 1,000 | 1,000 |  | 1,000 |
| 0.50 | - | - | 1.3 | 1.A | Expanded K-5 Math Coordinator | Elementary Math Instruction | 53,810 | - |  | - |
| 0.60 | - | - | 1.3 | 1.D | Fine \& Performing Arts Assistant Director | K-12 Fine \& Performing Arts Director | 59,908 | - |  | - |
| 0.60 | - | - | 1.3 | 1.D | World Language Assistant Director | K-12 World Languages Director | 59,908 | - | - | - |
| 1.70 | - | - |  |  | Subtotal |  | 364,276 | 39,650 | $(21,250)$ | 18,400 |
| 3.70 | - | - |  |  |  | Subtotal Program Improvement Requests | 790,674 | 100,633 | $(50,015)$ | 50,618 |
| 841.24 | 811.16 | 808.36 |  |  | GRAND TOTAL FY21 BUDGET |  | 83,537,468 | 80,943,823 | $(208,733)$ | 80,735,089 |
| 47.05 | 16.97 | 14.17 |  |  | \$ Increase/(Decrease) over FY20 |  | 7,531,703 | 4,938,058 |  | 4,729,324 |
| 5.9\% | 2.1\% | 1.8\% |  |  | \% Increase/(Decrease) over FY20 |  | 9.9\% | 6.5\% |  | 6.2\% |

