

Westwood Public Schools FY'23 Proposed Budget

January 13, 2022

Topics

FY'22 Context

Operating Budget

- ❑ FY'23 proposal
- ❑ Looking ahead to upcoming budget cycles

Capital Budget

Next Steps

What has happened
in FY'22?

FY'22 Budget Highlights

Special Education

- ❑ Tuition expenses are within budget
- ❑ Expanded special education ESY summer programming - Recently received \$200K in grant funding that can be applied to this expense.
- ❑ Contractors filling vacancies in Student Services support positions caused by post-COVID job market disruption (-\$105K)
- ❑ Flexible-use American Rescue Plan Special Education Grants (+\$215K)
- ❑ Balances in Special Education Reserve accounts not impacted

Covid Costs

- ❑ Tents, PPE, and nurses on WPS COVID Team (-\$160K)

FY'22 Budget Highlights

Grants

- ❑ METCO Expansion leads to dedicated additional funding (+\$250K)
 - ❑ Ongoing, annual increase to our grant
- ❑ Teacher Diversification Grant (+\$67K)
 - ❑ One-time funding

External Funds and Other Programs

- ❑ School Lunch participation is strong (above pre-pandemic levels)
- ❑ Bus and Athletic fee revenue is back to pre-pandemic levels
- ❑ Extended Day and Prodigy participation is back to pre-pandemic levels

Turning to FY'23

Budget Assumptions

Assumptions	Offset Changes
Chapter 70 level funded Circuit Breaker funded at 70%	Circuit Breaker (-\$74K) IDEA Grant level-funded with FY'22 (+\$78K) Pre-School Tuition (+\$25K) Extended Day and Building Use (+\$20K) ESSER III Grant (+\$85K) Solar Power Purchasing Agreement (+\$25K)

Factors considered in budget priorities

Contractual salary obligations and other fixed costs

- Collective bargaining with 3 units this spring, significant unknown

Enrollment trends

- Not a significant driver in the FY'23 budget

Current student needs

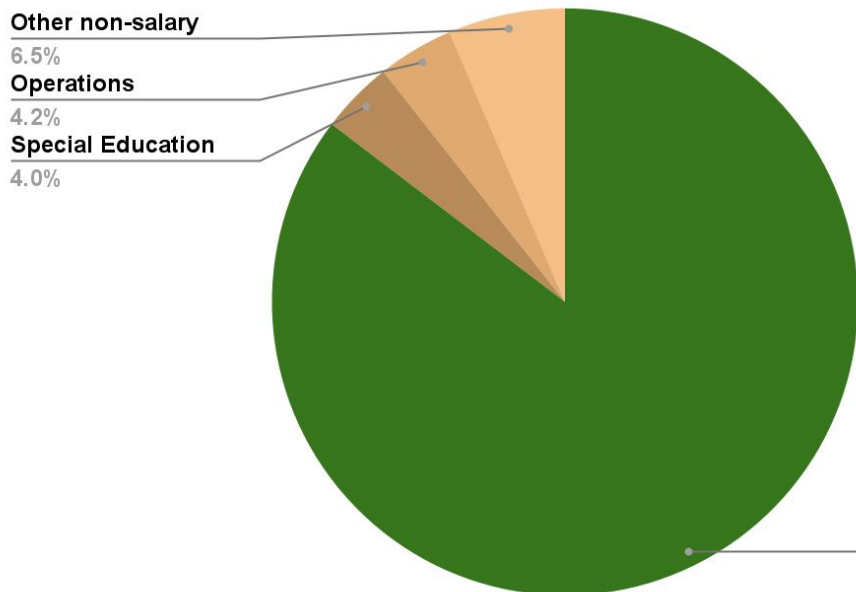
- Focus on stabilization and long-term recovery from pandemic, academically and emotionally

WPS Strategy for District Improvement

- Continue to make progress in priority areas and goals

School budgets are largely about people

Major Budget Categories



84% of District employees in the budget belong to bargaining units and are subject to collective bargaining agreements:

- Teachers
- Instructional Assistants
- Custodians
- Administrative Assistants
- Food Services

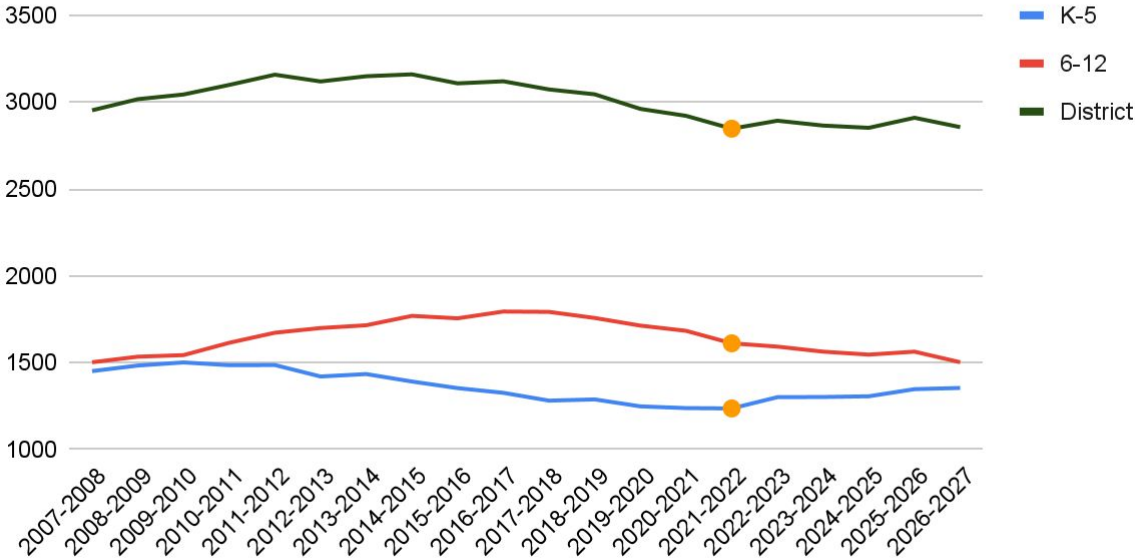
10% of instructional staff are outside the bargaining units (e.g.. OTs, ABA Tutors, Literacy Paras, PTs, Tech Support, building-based substitutes, etc.)

6% of staff are on individual contracts (e.g. school administrators, building use coordinator, etc.)

Enrollment Trends

WPS Elementary and Secondary Enrollment

Historic and Projected



Staffing for enrollment trends

TMS enrollment: After several years of significant increases, peaked in FY'18 and began to decline

- ❑ Staffing cuts made in FY'20
- ❑ No significant change in enrollment projected for next 5 years
- ❑ **Current staffing level in general education is sufficient**

WHS enrollment peaked in FY'19 and started a projected gradual decline in FY'21

- ❑ Decline not significant enough to warrant cuts in FY'21, but 5.4 FTE had to be made during Spring, 2020 budget adjustments to respond to pandemic needs at elementary level
- ❑ Analyzed impact, budget priorities, and enrollment trends and memorialized cuts in FY'22
- ❑ **Current staffing level in general education is sufficient**

Staffing for enrollment trends

As staff has been cut at the secondary levels, the FTE has been reallocated to elementary to support enrollment numbers and class sizes.

- The Spring, 2020 adjustment significantly increased elementary general education staffing to support in-person learning for our youngest learners while in the hybrid model
- The FY'22 budget returned elementary staffing to typical levels, and added 3.0 FTE general education teachers to support our priority of keeping class sizes favorable (current average class size: 17.8)
- **The FY'23 budget proposes to keep elementary general education staffing at current levels (70 class sections)**

Anticipated Elementary Enrollment

	Deerfield	Downey	Hanlon	Martha Jones	Sheehan
Kindergarten*	22	39	24	45	41
Grade 1	37	49	32	39	44
Grade 2	31	47	32	53	50
Grade 3	26	46	28	35	41
Grade 4	27	65	28	40	58
Grade 5	29	51	40	54	44
Total Students	172	297	184	266	278

Reflects kindergarten students who are currently "visible" in Town census data. This number will likely increase. The budget proposal plans for that scenario.

Anticipated Elementary Enrollment

FY'22 Elementary Enrollment Anticipated vs Actual By Grade

K	20
1	8
2	9
3	-1
4	0
5	0
Total	39

FY'22 Elementary Enrollment Anticipated vs Actual By School

Deerfield	3
Downey	21
Hanlon	-4
Martha Jones	9
Sheehan	10
Total	39

Proposed FY'23 budget allows for effective response to spring/summer enrollments.

Staff allocations to schools will be made late spring after kindergarten enrollment process.

Student Needs and Strategic Priorities

FY'23 budget continues robust funding in curriculum and instruction.

- Annual prioritization of these funds to support goals

FY'23 Budget continues to be about stabilization and long-term recovery.

- Academic support: Strong foundation in last 3 budgets
(e.g. Elementary gen ed teachers, Elementary math specialists, TMS math and literacy specialists, TMS department heads, HS academic support)
- Social Emotional/Behavioral/Mental Health: Top priority for FY'23 staffing requests

FY'23 Proposed Operating Budget

FY'22 Final Budget	\$50,012,588
Proposed FY'23 Budget	\$51,762,397
Increase (\$)	\$1,749,809
Increase (%)	3.5%

FY'23 Budget in Context

WPS Operating Budget Increases							
FY'16	FY'17	FY'18	FY'19	FY'20	FY'21	FY'22	FY'23
5.4%	6.0%	3.3%	3.4%	3.5%	3.6%	3.4%	3.5%

Major Budget Categories

Category	FY'22 Budget	Proposed FY'23 Budget	Incremental Change before adjusting for IDEA grant	Incremental Change after adjusting for IDEA grant
Total salaries	\$43,392,352	\$44,177,983	\$ 1,630,134	\$785,631
Non-Salary				Accounting Shift: \$844,503
SPED	\$1,242,828	\$2,074,331	(\$13,000)	\$831,503
Utilities	\$1,200,000	\$1,200,000	\$0	\$0
Operations & Maint.	\$1,020,335	\$970,335	(\$50,000)	(\$50,000)
All other	\$3,168,823	\$3,339,748	\$182,675	\$182,675
TOTAL	\$50,012,588	\$51,762,397	\$1,749,809	\$1,749,809

Meaningful, non-accounting, change:

3.7% increase in Salaries (steps, lanes, and existing or collective bargaining contracts & reserve) including \$326K in new positions.

\$70K in non-salary additions to Town budget.

FY'23 Proposed Budget

FY'22 Budget		\$50,012,588
Increase salaries for existing personnel (contractual)		\$326,225
Faculty/Professional Position Additions	3.8 FTE	\$215,000
Support Staff Positions Additions	7.5 FTE	\$233,648
Net increase to various non-salary accounts		\$69,682
Net increase to non-salary line due to impacts of changes to Offsets and Grants or transfers		\$905,254
Total Change	11.3 FTE	\$1,749,809
TOTAL FY'23 RECOMMENDED BUDGET		\$51,762,397

Salary

Faculty/Professional Positions

- ❑ **Add 1.0 FTE HS Adjustment Counselor: \$75K**
Support counseling needs for Grade 9 students and leveraging S-Block and the new schedule
- ❑ **Add 1.2 FTE Elementary Adjustment Counselors: ESSER III funding**
Currently full time psychologists in all elementary schools
Increase .4FTE adjustment counselor in 3 largest elementary schools
- ❑ **Add 1.0 FTE MS Dean of Students: \$90K**
Allow for proactive and positive responses to student behavioral needs and assist the leadership team, following the model at WHS

Social Emotional Student Supports

High School (~920 students)	Middle School (~670 students)	Elementary School (~170-300 students per building)
Principal Assistant Principal Dean of Students	Principal Assistant Principal Dean of Students	Principal
FLEX Program (2.0 FTE Teachers)	TLC Program (2.0 FTE Teachers)	STAR Program (2.0 FTE Teachers) <i>(Program serves all five schools)</i>
2.0 FTE Psychologists 1.0 FTE Adjustment Counselor/Social Worker 1.0 FTE Adjustment Counselor 5.5 FTE Guidance Counselors <i>(Includes college counseling)</i>	1.0 FTE Psychologist 1.0 FTE Adjustment Counselor/Social Worker 3.0 FTE Guidance Counselors	1.0 FTE Psychologist 0.4 FTE Adjustment Counselor (Martha Jones, Downey, Sheehan)

Faculty/Professional Positions

- ❑ **Add 0.4 FTE High School Social Studies Teacher: \$30K**

To meet the new State mandate for civics instruction by restructuring current public speaking course to an interdisciplinary course between English and Social Studies

Strategic Priority 1: Meaningful Learning Experiences

Strategic Priority 2: Coherent Connect Curriculum

- ❑ **Increase 0.2 FTE Director of Safety and Security: \$20K**

Increase position from .2 FTE to .4 FTE (approved in FY'21, but cut due to pandemic needs)

Strategic Priority 4: Infrastructure for the Future

Support Staff Positions

- ❑ **1.0 FTE Special Education Building Substitute: \$25K**
To cover staff who attend Special Education IEP Team meetings and provide skilled supervision for students and reduce interruption to learning
- ❑ **2.0 FTE ABA Tutors: \$90K**
To meet IEP needs that call for Applied Behavioral Analysis
- ❑ **2.0 FTE Instructional Assistants: \$54K**
To meet IEP requirements of students
- ❑ **1.0 FTE METCO Advisor in Elementary (grant funded)**
To support elementary students transitioning to Westwood, coordinate with families, and support with safe student transportation

Support Staff Positions

- ❑ **0.5 FTE High School Specialized Program Transition Coach: \$30K**

To identify and develop community-based internships and employment, college access, and instruction in home and community life skills for students age 18-22 in HS Transition Program.

Strategic Priority 1: Meaningful Learning Experiences

- ❑ **0.5 FTE Administrative Assistant for Facilities Department: \$33K**

To improve service and free up the technical and supervisory expertise of Director and Assistant Director for maintenance projects, custodial supervision, and Hanlon-Deerfield Building Project

- ❑ **0.5 FTE Administrative Assistant in Business Office (no budget impact)**

Funded by external programs for tracking and reconciliation of fees collected from Extended Day, Prodigy, Preschool, etc.

Strategic Priority 4: Infrastructure for the Future

Non-Salary

Non-Salary

Significant increases include:

Operations:

- ❑ Increase in Regular Transportation costs per contract (typically 3%)
- ❑ Increase in legal services and other expenses for attorney fees and School Committee policy review (\$20K)

General Education:

- ❑ Increase in Technology equipment and maintenance budget (\$34K) to fund Google Workspace, iPad management platform, Verizon hotspots, and dedicated internet service
- ❑ Increase in subscriptions in Curriculum & Instruction to support classroom teachers with individualized intervention and to align with assessment tools (\$10K)

Special Education

- ❑ Escalation for anticipated tuitions and anticipated placements (\$27K)
- ❑ Increase to Special Education contracted services (\$10K)
 - ❑ “Pause” of multi-year plan to adjust contracted services; applying one-time increase in IDEA grant

Special Education Funding Sources

Town funds

- ❑ Money appropriated to the school operating budget through the Town Meeting process
- ❑ Special Education Reserve for unanticipated costs, to which the Town has dedicated additional funds in recent years

Federal IDEA Grant

- ❑ Amount of grant varies from year to year and has to be estimated during the budget process
- ❑ We are likely to have unspent funds from an additional FY'22 American Rescue Plan allocation of \$215K for this grant and these funds would carry into fall FY'23

Circuit Breaker Offset

- ❑ State funding that provides partial reimbursement of very high cost special education placements
- ❑ When expensive tuitions drop, this typically drops
- ❑ Involves a claiming process
- ❑ Paid in arrears: In a given fiscal year, the district must be able to cover tuition expenses, but can apply circuit breaker funding in subsequent years as an offset to the budget

The FY'23 proposed budget account for known SPED needs based on current IEPs. Volatility in the SPED budget will rely on these sources in FY'23.

Special Education Focus

The WPS continues to educate nearly all of our special education students in-district

- .5% of students learning in out-of-district placements

Focus for FY'23

- Maintaining current programming and service levels
- Meeting our legal and regulatory responsibilities
- Continue to provide robust ESY program
- Increasing mental health supports during the period of recovery from COVID impacts

Looking Beyond FY'23

What priorities do we anticipate in upcoming budget cycles?

- Increase in English Language Learner (ELL) staffing
- Open an additional Preschool classroom
- Restore library staffing
- Expand Elementary specials offerings
- Expand the PEER Program for students with moderate Autism Spectrum Disorder
- Add Human Resources Director

FY'23 Capital Budget

Five Years of Annual Capital Budgets

Description	FY'19	FY'20	FY'21	FY'22	FY'23
Technology	\$225,000	\$150,000	\$130,000	\$130,000	\$130,000
FF&E	\$129,500	\$111,797	\$111,797	\$100,000	\$30,000
HVAC	\$96,000	\$192,400	\$192,400	\$217,000	\$200,000
Roofing	\$100,000	\$100,000	\$100,000	\$100,000	\$150,000
Improvements	\$256,500	\$402,803	\$402,803	\$400,000	\$487,000
Copiers	\$60,000	\$60,000	\$20,000	\$20,000	\$20,000
Vehicles	\$0	\$0	\$60,000	\$50,000	\$0
TOTAL	\$867,000	\$1,017,000	\$1,017,000	\$1,017,000	\$1,017,000

Multi-year plans
&
Rolling balances



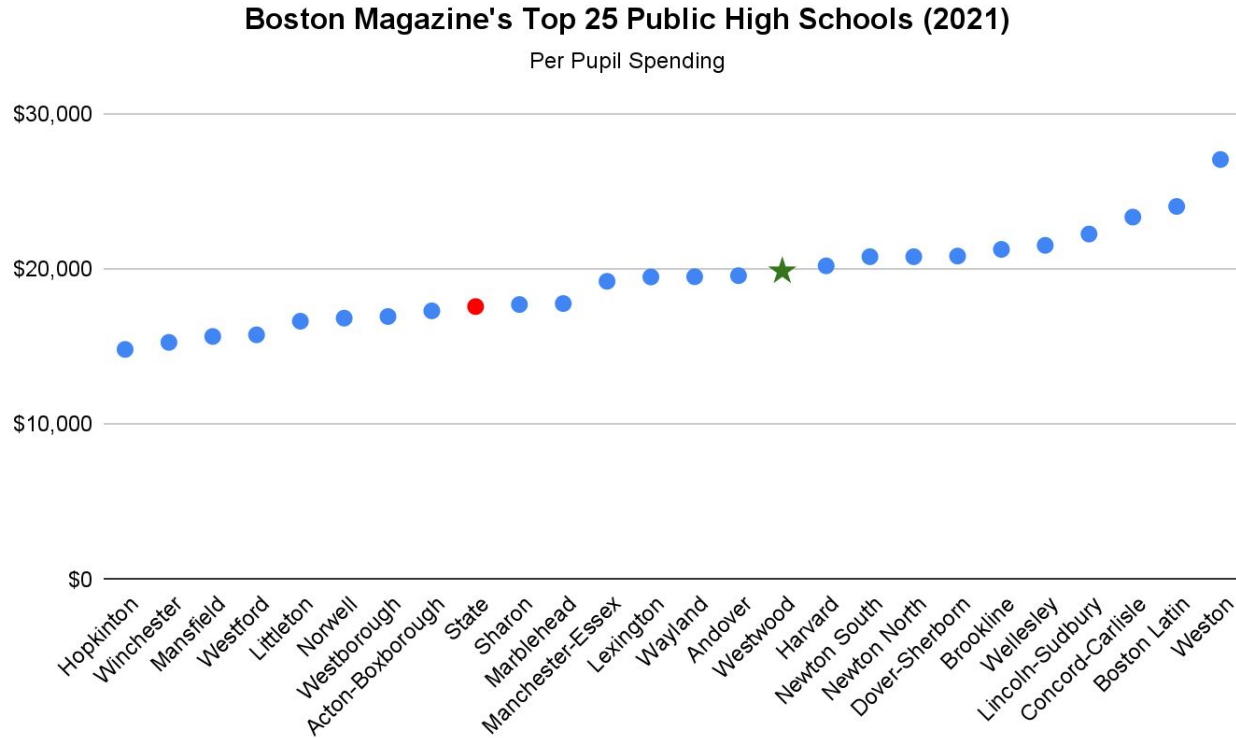
Anticipated work:
roofs / HVAC /
building
improvements

FY'23 Potential Capital Projects

Examples of capital projects that may be undertaken in the near-term:

- ❑ Roof replacements in select areas at Sheehan, Martha Jones, or Middle School
- ❑ Rooftop HVAC units at Middle School
- ❑ Targeted AC unit installation at Sheehan to address student need
- ❑ Other building improvements at Sheehan depending on engineering assessment and long-term plan
- ❑ Districtwide building improvements that improve safety
- ❑ High School and Middle School library circulation desk replacement
- ❑ Kiln for the ceramic program
- ❑ Chromebook replacements in Grades 6 and 9, iPads for Elementary technology packs, and High School Language lab
- ❑ Setting aside Technology funds for significant one-to-one device refresh in FY'26

How does Westwood's per pupil spending compare?



Next steps

Presentation to Finance and Warrant Commission (FinCom): **February 8**

School Committee Budget Hearing: **February 10**

Meeting with FinCom Education Subcommittee (anticipated): **Feb 14-Feb 28**

FinCom Budget Hearings: **Throughout March**

Annual Town Meeting: **May 2**