

# **NEWTON PUBLIC SCHOOLS**

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**TO:** David Fleishman, Superintendent

**FROM:** Sandra Guryan, Deputy Superintendent/Chief Administrative Officer  
Susan Dzikowski, Director of Finance  
Sean Mannion, Senior Budget Analyst

**DATE:** October 26, 2015

**RE:** FY16 Fiscal and Operational Update

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This is the first FY16 update on the status of the fiscal and operational aspects of the school district. The financial impact of programs and expenses will be evaluated monthly to give an overview of district management and to indicate trends that impact spending. As of October 1, 2015, after the first quarter of the fiscal year, the overall condition of the system is good, both operationally and financially. There is a projected year-end balance of \$32,000 after analyzing all available spending information. New contracts are being administered for all NTA members and budget transfers have been made to reflect changes in salaries. As of the end of September 2015, two areas of spending are projecting deficits including utilities, specifically electricity (\$190,000) and tuition (\$134,000). These variances are more than offset by favorable variances in salaries and benefits (\$183,000), contracted services (\$59,000), maintenance (\$37,000) and supplies and equipment (\$77,000).

Included in the fiscal and operational update this month are brief recaps on seven key areas. The fiscal, utilities, and cover memo of the personnel report are attached. Available via links are the Student Services report, the Operations report, the annual Staffing Reconciliation report, and the full personnel report. Additional detail can be provided upon request.

Status of Key Areas:

**1. Financial**

As of September 28, 2015, the district has spent \$42.5 million, or 21% of the annual budget. The financial forecast includes projections of all areas of spending for the year, with a year-end positive balance of \$32,000. Overall staffing and benefits are within 0.1% of budget; nearly all staffing needs have been met, and vacancies have been taken into account. The attached Staffing Reconciliation Report, described on the next page, compares in detail the FY16 budgeted FTE to actual staffing as of the start of the school year. Budget transfers are in place this month to reflect actual spending projections in salaries and other accounts.

Utilities have a projected deficit of \$190,000, most of which is due to higher than budgeted electricity supply rates. In order to ameliorate part of the utilities deficit, the Operations Department has set aside \$200,000 of the annual charter maintenance budget to use for electricity while reducing planned maintenance spending. If not for the budget transfer to electricity, the utilities variance would be \$390,000. The Operations Department, not including utilities, is showing a surplus of \$17,000 which is expected to continue depending on maintenance needs during the year. Student Services costs are projected to be favorable to budget by \$19,000, with an overage in out-of-district tuition more than offset by savings in other accounts. All other major spending areas including supplies, equipment and athletics are close to the FY16 budget. Refer to Appendix A for the current FY16 detailed budget forecast by account.

**2. Benefits**

All benefits have a small projected surplus of \$21,000. Health insurance is on plan after a budget adjustment was made to account for a higher than anticipated rate increase for Tufts plans, while the final rate increase of 0% for Harvard plans was as budgeted. Plan enrollment shows that employees have migrated away from Tufts plans to Harvard plans since the end of FY15, serving to help lower the deficit. The current projection has a contingency for 61 new plans to be added throughout the year. Dental insurance plans and rates are in line with what was budgeted, with a small shift away from family plans leading to the current surplus of \$17,000. Unemployment claims have been evaluated through the month of August 2015 and the annual expense is expected to be as budgeted. Twenty-seven claims have been made thus far this fiscal year versus 26 one year ago.

**3. Human Resources**

A complete review of the current actual staffing of the school system has been completed and is accessible via the link below. The report shows that the current year staffing of 2,097.8 FTE is under the FY16 adjusted budget by 1.1 FTE; an overage of 0.1 supervision FTE is offset by 1.2 instructional FTE savings. The Staffing Reconciliation report is shown by type of position and department.

The Personnel Report with detail by employee name can also be accessed via the link below and provides an overview of hiring patterns over time; the cover memo for the report, including summary tables, is attached to this memo. The Personnel Report details the FY16 appointments of teachers, aides, interns, administrators, secretaries, long term substitutes, ISS, and non-aligned staff members since those listed in the last report. It also includes information about resignations, retirements, leaves of absence, teachers who received Professional Teacher Status and teachers who earned transfers to higher training, also known as lane changes.

The link is as follows: [http://www3.newton.k12.ma.us/schoolcommittee/documents/linked\\_resources](http://www3.newton.k12.ma.us/schoolcommittee/documents/linked_resources)

**4. Student Services/Special Education**

The current status of key budget areas in Student Services is summarized in Appendix A. The full Student Services Report is accessible via the following link:

[http://www3.newton.k12.ma.us/schoolcommittee/documents/linked\\_resources](http://www3.newton.k12.ma.us/schoolcommittee/documents/linked_resources)

The projected annual surplus for Student Services is \$19,000. An overage in out-of-district tuition (\$152,000) is offset by surpluses in salaries (\$118,000), contracted services (\$48,000) and other expenses (\$5,000). Special education aides are as budgeted; the forecast assumes 12.0 FTE vacancies. The unfavorable variance in out-of-district tuition stems from the state circuit breaker reimbursement which was \$250,000 less than projected due to final FY15 claims coming in lower than projected in February. In addition, reduced claims were partially offset by a 1% increase in the final circuit breaker reimbursement rate. This month's tuition variance of -\$152,000 projects actual tuition costs will be \$100,000 below plan, due to fewer placements, offsetting the \$250,000 circuit breaker variance.

As of September 30, 162 students are placed out-of-district, including 34 agreements with parents as compared to 163 students, with 35 agreements with parents one year ago. A total of 417 students are receiving special education transportation; 309 students are transported within the district, and 108 are transported to private school placements. The cost of special education transportation is recalculated each month as changes to student placements occur. The contracted services account is expected to be favorable to budget and will be revisited monthly as well.

The Newton Early Childhood Program currently serves 185 students within twelve classrooms. One preschool classroom remains at Lincoln-Eliot, while 11 are at the Education Center including the third floor. The program includes 69 students with special needs enrolled in preschool classrooms, 68 students who are typically developing enrolled in preschool classrooms, and 48 students with special needs receiving related

services only. Evaluation of preschool student needs is ongoing, with 36 children currently receiving evaluations.

Central High School has begun the seventh full year of operation with 12 students enrolled as of October 2015 as compared to 16 students one year ago. The students continue to meet the established eligibility criteria and benefit from in-district placement rather than being placed in a more restrictive environment outside the district.

#### **5. Circuit Breaker**

The Department of Elementary and Secondary Education posted the initial FY16 circuit breaker reimbursements in September 2015. Newton's FY16 amount is \$4,931,922 based on a 73% reimbursement rate as compared to the FY16 budget which was based on a rate of 72%. However, the final claims costs were lower than expected, partially offsetting the increase in the reimbursement rate, for a net difference of \$250,000. The current forecast assumes full spending of the \$4.9 million circuit breaker reimbursement for Student Services expenses including out-of-district tuition, aides and contracted services.

#### **6. Operations and Facilities**

The current status of key budget areas in the Operations Department is summarized in Appendix A. The full Operations Report including information on summer 2014 projects is attached to this memo and is also accessible via the following link:

[http://www3.newton.k12.ma.us/schoolcommittee/documents/linked\\_resources](http://www3.newton.k12.ma.us/schoolcommittee/documents/linked_resources)

As of the first monthly forecast, the Operations Department is under budget by \$17,000 not including the deficit in utilities. It is expected that maintenance costs will be managed throughout the year to yield a savings of \$200,000 which has currently been allocated to electricity to alleviate half of the projected deficit. The School Operations Department, City Public Buildings, and the Inspectional Services Department collaborated this summer to complete over 200 summer projects including renovation of interior spaces, installing IT data drops, paving of exterior surfaces, painting, and the refinishing of gymnasium floors. Contractors were hired to do the larger projects such as floor covering, space renovations, locker installation and lighting.

#### **7. Utilities**

As previously mentioned, \$200,000 was transferred to the electricity budget from charter maintenance; if not for the transfer, the deficit would be \$407,000. The electricity deficit stems from a 45% increase in the final electricity supply rate as compared to the FY15 rate; the rate increase used in the FY16 budget was 5%. In addition, overall usage for electricity is projected to be over plan based on final FY15 usage and the fact that electricity usage has steadily increased over the last three years. When the new Angier School opens in January 2016, it will be the largest elementary school at 74,900 square feet, and is projected to use more electricity than any other elementary school. The usage used in the current forecast assumes the January opening date for Angier and the closing date for Zervas. The natural gas deficit of \$64,000 is based in part on usage from last winter, combined with a downward adjustment to assume a more average winter. Supply rates for natural gas were locked in at a favorable rate which was used in the FY16 budget. There is no spending projected within heating oil as reserves from prior years remain available. Please see Appendix B for detailed information on utilities usage and cost.

Thank you to the many individuals and departments that contributed to this report. Their conscientious work is represented by the range of information presented and is truly appreciated. Please see the attachments and links for more detailed information; call or send questions to 617-559-9025.

cc: David Wilkinson, Comptroller  
Maureen Lemieux, Chief of Staff/Chief Financial Officer  
Dori Zaleznik, Chief Administrative Officer  
Josh Morse, Commissioner of Public Buildings

**FY16 School Expenses by Account**

**Appendix A**

	<b>SC Approved Budget (April 2015)</b>	<b>Adjusted Budget*</b>	<b>Period 3 Exp. a/o 9/28/15</b>	<b>YTD Encumb. + Exp.</b>	<b>Forecast Rest of Year</b>	<b>FY16 Final</b>	<b>Surplus (Deficit)</b>
<b>Salaries Summary</b>							
SALARIES	\$142,779,463	\$143,897,788	\$11,589,214	\$15,701,373	\$128,034,299	\$143,735,672	\$162,116
BENEFITS	\$31,302,381	\$31,722,847	\$1,959,383	\$3,816,456	\$27,885,206	\$31,701,662	\$21,185
SUSPENSE (salaries to be charged to grants)			\$1,943	\$36,980	(\$36,980)		
<b>SUBTOTAL</b>	<b>\$174,081,844</b>	<b>\$175,620,635</b>	<b>\$13,550,541</b>	<b>\$19,554,810</b>	<b>\$155,882,525</b>	<b>\$175,437,334</b>	<b>\$183,301</b>
<b>Expenses Summary</b>							
UTILITIES	\$4,389,282	\$4,589,282	\$284,482	\$534,262	\$4,245,369	\$4,779,631	(\$190,349)
MAINTENANCE	\$3,816,544	\$3,615,694	\$571,288	\$2,313,014	\$1,265,793	\$3,578,807	\$36,887
CONTRACT SERVICES	\$1,498,838	\$1,498,438	\$66,081	\$257,952	\$1,181,844	\$1,439,796	\$58,642
TUITION	\$9,066,014	\$7,515,223	\$1,048,597	\$12,221,141	(\$4,572,083)	\$7,649,058	(\$133,835)
TRANSPORTATION	\$5,706,062	\$5,706,062		\$5,169,125	\$536,237	\$5,705,362	\$700
SUPPLIES	\$2,541,275	\$2,541,458	\$168,378	\$1,193,232	\$1,308,879	\$2,502,111	\$39,347
EQUIPMENT	\$1,661,053	\$1,662,120	\$285,566	\$879,113	\$745,408	\$1,624,521	\$37,599
ATHLETICS	\$950,000	\$962,000		\$400,000	\$562,000	\$962,000	
<b>SUBTOTAL</b>	<b>\$29,629,068</b>	<b>\$28,090,277</b>	<b>\$2,424,392</b>	<b>\$22,967,839</b>	<b>\$5,273,447</b>	<b>\$28,241,286</b>	<b>(\$151,009)</b>
<b>TOTAL FY16 Appropriation</b>	<b>\$203,710,912</b>	<b>\$203,710,912</b>	<b>\$15,974,932</b>	<b>\$42,522,649</b>	<b>\$161,155,971</b>	<b>\$203,678,620</b>	<b>\$32,292</b>

As of 9/28/15 Percent of Total Budget Expended and Encumbered	<b>21%</b>
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<b>Prior Years Funds:</b>						
	<b>Budget</b>	<b>YTD Enc.+ Expenses</b>	<b>Forecast Rest of Year</b>	<b>FY15 Final</b>	<b>Surplus (Deficit)</b>	
FY15 Encumbrances Brought Forward	\$616,366	\$607,015	\$9,352	\$616,366	\$0	
FY15 01D301 Accounts Payable	\$182,921	\$131,468	\$51,453	\$182,921	\$0	

\*Note the FY16 report has two columns including the School Committee budget approved in April 2015, and an adjusted budget which includes budget transfers made throughout the year to reflect actual salary and benefits costs.

**FY16 School Expenses by Account**

**Appendix A**

Account name	Account #	SC Approved Budget (April 2015)	Adjusted Budget	Period 3 Exp. a/o 9/28/15	YTD Encumb. + Exp.	Fcast Rest of Year	FY16 Final	Surplus (Deficit)
Salaries:								
Teacher Salaries	510101	\$84,460,320	\$85,552,694	\$6,890,259	\$6,892,765	\$78,654,954	\$85,547,719	\$4,975
Coordinator Salaries	510103	\$1,593,540	\$1,616,357	\$124,356	\$157,165	\$1,458,937	\$1,616,102	\$255
Music/Drama Salaries	510104	\$108,488	\$108,488			\$109,819	\$109,819	(\$1,331)
Psychologist Salaries	510105	\$2,382,359	\$2,333,278	\$187,329	\$187,329	\$2,145,949	\$2,333,278	\$0
Guidance Counselor Salaries	510106	\$3,073,430	\$3,120,628	\$251,957	\$251,957	\$2,868,671	\$3,120,628	
Counselors Non-Guidance	510107	\$954,171	\$938,869	\$75,393	\$75,393	\$863,476	\$938,869	
Grants Mgr Salaries	510108	\$114,578	\$114,578	\$9,462	\$28,386	\$83,468	\$111,854	\$2,724
School Legal Salaries	510109	\$81,645	\$81,645	\$6,804	\$20,411	\$61,234	\$81,645	
Principal Salaries	510110	\$2,820,468	\$2,848,844	\$243,708	\$724,655	\$2,124,189	\$2,848,844	
Asst Principal Salaries	510111	\$1,323,505	\$1,363,004	\$105,068	\$105,068	\$1,257,936	\$1,363,004	
Schl Dept Head Salaries	510112	\$1,464,591	\$1,514,128	\$121,674	\$139,098	\$1,372,150	\$1,511,248	\$2,880
Computer Salaries	510113	\$94,114	\$11,659		\$11,659	\$0	\$11,659	
Admin Support Salaries	510114	\$2,824,887	\$2,395,837	\$195,826	\$613,813	\$1,781,211	\$2,395,024	\$813
Central Staff Salaries	510115	\$1,005,989	\$1,023,648	\$83,840	\$269,092	\$754,556	\$1,023,648	
Supervisory Salaries	510116	\$354,439	\$379,020	\$30,863	\$62,117	\$316,903	\$379,020	
Specialist Salaries	510117	\$1,897,294	\$1,917,755	\$158,136	\$171,696	\$1,746,059	\$1,917,755	
Housemaster Salaries	510118	\$676,917	\$686,969	\$55,257	\$55,257	\$631,712	\$686,969	
Asst. Directors Salaries	510119	\$51,348	\$52,692	\$4,203	\$4,203	\$48,489	\$52,692	
Directors Salaries	510120	\$637,426	\$646,138	\$53,330	\$140,643	\$505,495	\$646,138	
Tech Support Assist.Salaries	510121	\$176,557	\$610,527	\$54,632	\$99,291	\$511,236	\$610,527	
Admin Assistant Salaries	510122	\$119,198	\$122,744	\$10,231	\$30,693	\$92,051	\$122,744	
Vice Principals Salaries	510123	\$224,314	\$210,994	\$18,182	\$35,033	\$175,961	\$210,994	
Medical Salaries	510133	\$821,668	\$806,021	\$66,771	\$66,771	\$739,250	\$806,021	
Summer Day Salaries	510136	\$283,723	\$283,723		\$4,173	\$279,551	\$283,724	(\$1)
Librarian Salaries	510138	\$1,738,310	\$1,738,310	\$142,283	\$142,283	\$1,592,392	\$1,734,675	\$3,635
Social Worker Salaries	510140	\$1,353,547	\$1,263,953	\$102,413	\$103,808	\$1,160,145	\$1,263,953	
Secretarial Salaries	510221	\$4,121,843	\$4,121,843	\$351,830	\$854,787	\$3,266,554	\$4,121,341	\$502
Summer Aide-Timesheets	510311	\$732,608	\$724,816	\$935	\$730,755	(\$31,856)	\$698,899	\$25,917
Aide-Timesheets	510312	\$380,500	\$380,500	\$7,458	\$7,745	\$369,502	\$377,247	\$3,253
Aide Salaries-30 Hrs	510313	\$5,195,518	\$1,600,196	\$188,086	\$188,590	\$1,389,327	\$1,577,917	\$22,279
Aide Salaries-32 Hrs	510314	\$1,915,657	\$1,688,901	\$165,752	\$165,752	\$1,501,262	\$1,667,014	\$21,887
Aide Salaries-35 Hrs	510315	\$2,494,663	\$2,756,196	\$278,404	\$278,444	\$2,504,690	\$2,783,134	(\$26,938)
Aide Salaries-40 Hrs	510316	\$411,625	\$422,644	\$41,216	\$43,240	\$379,404	\$422,644	
Aide Specialist-35 Hrs	510317	\$4,279,378	\$4,436,191	\$427,542	\$427,662	\$4,008,529	\$4,436,191	
Aide Specialist-40 Hrs	510318	\$1,628,577	\$1,852,063	\$185,756	\$185,756	\$1,666,307	\$1,852,063	
Aide Salaries-30.83 Hrs	510319		\$3,494,187	\$321,603	\$321,603	\$3,182,294	\$3,503,897	(\$9,710)
ISS Salaries	510320	\$739,284	\$809,884	\$26,454	\$26,454	\$790,000	\$816,454	(\$6,570)
Custodial/Maint Salaries	510331	\$4,303,793	\$4,303,793	\$223,798	\$891,233	\$3,325,076	\$4,216,309	\$87,484
Non-Aligned Salaries	510340	\$585,350	\$635,230	\$50,679	\$141,741	\$493,489	\$635,230	
Timesheet Salaries	510342	\$26,000	\$26,000	\$850	\$769	\$25,231	\$26,000	\$0
Elected Offcl W/Benefits	511103	\$39,000	\$39,000	\$3,250	\$9,750	\$29,250	\$39,000	(\$0)
Work Study Wages	512003	\$49,103	\$49,103	\$1,354	\$12,174	\$48,949	\$61,123	(\$12,020)
Coaches & Officials Wages	512004	\$35,592	\$35,592			\$39,560	\$39,560	(\$3,968)
Substitute Clerical Wages	512005	\$95,000	\$95,000	\$4,622	\$5,870	\$70,830	\$76,700	\$18,300
Substitute Teachers	512006	\$1,050,000	\$1,050,000	\$70,460	\$68,822	\$1,020,000	\$1,088,822	(\$38,822)
School Tutors	512007	\$56,160	\$56,160	\$3,396	\$6,008	\$40,000	\$46,008	\$10,152
Interns	512008	\$420,215	\$360,215	\$33,717	\$37,394	\$275,025	\$312,419	\$47,796
Music Accompanists	512009	\$48,522	\$48,522			\$46,080	\$46,080	\$2,442
School Chaperones	512010	\$8,500	\$8,500	\$250	\$250	\$8,250	\$8,500	
Regular Overtime	513001	\$177,500	\$177,500	\$54,941	\$137,317	\$20,000	\$157,317	\$20,183
Work By Other Depts.	513004	\$63,663	\$63,663	\$2,273	\$3,307	\$138,743	\$142,050	(\$78,387)
Longevity	514001	\$791,467	\$791,467	\$39,030	\$72,523	\$712,180	\$784,703	\$6,764
Education Incentive Pay	514003	\$550,000	\$150,000			\$150,000	\$150,000	
Shift Differential	514004	\$214,835	\$214,835	\$11,328	\$44,775	\$169,520	\$214,295	\$540
Firing License	514305	\$9,000	\$9,000	\$496	\$1,936	\$6,480	\$8,416	\$584
Other Stipends	514309	\$467,956	\$467,956	\$87,931	\$112,646	\$347,431	\$460,077	\$7,879
School Extra Assignments	514310	\$420,957	\$455,957	\$2,557	\$3,026	\$472,612	\$475,638	(\$19,681)
Summer Other Stipends	514319	\$533,000	\$533,000	\$2,214	\$444,363	\$30,385	\$474,748	\$58,252
Other Compensation	5150	\$17,000	\$17,000			\$17,000	\$17,000	
Retirement Incentive	515001	\$95,000	\$95,000			\$95,000	\$95,000	
Sick Leave Buy Back	515004	\$85,000	\$85,000	\$2,000	\$4,000	\$70,000	\$74,000	\$11,000
Vacation Buy Back	515006	\$22,000	\$22,000	\$5,956	\$8,790	\$13,210	\$22,000	(\$0)

**FY16 School Expenses by Account**

**Appendix A**

Account name	Account #	SC Approved Budget (April 2015)	Adjusted Budget	Period 3 Exp. a/o 9/28/15	YTD Encumb. + Exp.	Fcast Rest of Year	FY16 Final	Surplus (Deficit)
Incentive-Sick Leave	515010	\$11,730	\$11,730		\$12,682		\$12,682	(\$952)
Clothing Allowance	515101	\$46,750	\$46,750	\$1,100	\$43,450	\$3,300	\$46,750	
Non-Elective 403B Contrib.	515204	\$19,891	\$19,891		\$15,000	\$4,891	\$19,891	
<b>SUBTOTAL SALARIES</b>		<b>\$142,779,463</b>	<b>\$143,897,788</b>	<b>\$11,589,214</b>	<b>\$15,701,373</b>	<b>\$128,034,299</b>	<b>\$143,735,672</b>	<b>\$162,116</b>
<b><u>Suspense - To be transferred:</u></b>								
Schl Fund 01 Suspense	510A			\$1,943	\$36,980	(\$36,980)		
Refund Payroll Deduc Susp.	510N							
<b>SUBTOTAL SUSPENSE, ETC.</b>				<b>\$1,943</b>	<b>\$36,980</b>	<b>(\$36,980)</b>		
<b><u>Benefits:</u></b>								
Unemployment Benefits	5702	\$270,000	\$270,000	\$24,260	\$57,958	\$212,042	\$270,000	(\$0)
Vehicle Use Reimbursement	5710	\$125,792	\$125,792	\$6,088	\$19,858	\$105,934	\$125,792	\$1
Claims/Settlements	5725	\$5,000	\$5,000	\$532	\$532	\$3,500	\$4,032	\$968
Workers Comp Insurance	575007	\$350,000	\$350,000		\$250,000	\$100,000	\$350,000	
Dental Insurance	L	\$566,272	\$566,272	\$45,839	\$56,625	\$492,481	\$549,106	\$17,166
Disability Insurance	57DIS	\$14,395	\$14,395			\$14,395	\$14,395	
Health Insurance	57HLTH	\$25,854,091	\$26,274,557	\$1,647,754	\$3,126,393	\$23,146,075	\$26,272,468	\$2,089
Basic Life Insurance	57LIFE	\$52,000	\$52,000	\$2,204	\$6,294	\$44,900	\$51,193	\$807
Medicare Payroll Tax	57MEDA	\$1,963,540	\$1,963,540	\$154,835	\$204,539	\$1,759,001	\$1,963,540	(\$0)
Medicare Part B Reimb	57MEDB	\$1,146,620	\$1,146,620		\$3,316	\$1,143,304	\$1,146,620	(\$0)
Other Post Employment Benef	57OPEB	\$954,671	\$954,671	\$77,872	\$90,941	\$863,575	\$954,516	\$155
<b>SUBTOTAL BENEFITS</b>		<b>\$31,302,381</b>	<b>\$31,722,847</b>	<b>\$1,959,383</b>	<b>\$3,816,456</b>	<b>\$27,885,206</b>	<b>\$31,701,662</b>	<b>\$21,185</b>
<b><u>Utilities:</u></b>								
Electricity	5210	\$2,480,716	\$2,680,716	\$262,050	\$485,393	\$2,402,159	\$2,887,552	(\$206,836)
Natural Gas	5211	\$1,546,417	\$1,546,417	\$3,114	\$10,697	\$1,600,061	\$1,610,758	(\$64,341)
Heating Oil	5412	\$67,149	\$67,149					\$67,149
Telephone	53401	\$200,000	\$200,000	\$14,869	\$15,310	\$184,690	\$200,000	(\$0)
Cellular Telephones	53402	\$68,000	\$68,000	\$4,450	\$9,320	\$45,000	\$54,320	\$13,680
Internet Access Charges	53404	\$27,000	\$27,000		\$13,541	\$13,459	\$27,000	(\$0)
<b>SUBTOTAL UTILITIES</b>		<b>\$4,389,282</b>	<b>\$4,589,282</b>	<b>\$284,482</b>	<b>\$534,262</b>	<b>\$4,245,369</b>	<b>\$4,779,631</b>	<b>(\$190,349)</b>
<b><u>Maintenance:</u></b>								
Rental - Vehicles	5273	\$4,000	\$4,000			\$2,000	\$2,000	\$2,000
Rental - Equipment	5274	\$23,384	\$23,384		\$5,107	\$16,600	\$21,707	\$1,677
Rental/Lease - Property	5275	\$600	\$600		\$1,586	\$348	\$1,934	(\$1,334)
Solid Waste Coll/Disposal	5292	\$5,000	\$5,000		\$1,204	\$3,700	\$4,904	\$96
Motor Vehicle Inspections	5303	\$250	\$250			\$250	\$250	
Building Maint Supplies	5430	\$264,640	\$264,640	\$27,182	\$69,110	\$195,000	\$264,110	\$530
Cleaning/Custodial Supplies	5450	\$185,033	\$185,033	\$444	\$2,419	\$182,614	\$185,033	\$0
Gasoline	5480	\$8,300	\$8,300	\$428	\$1,180	\$7,120	\$8,300	(\$0)
Diesel Fuel	5481	\$4,600	\$4,600		\$343	\$4,257	\$4,600	\$0
Tires & Tire Supplies	5482	\$480	\$480			\$480	\$480	
Auto Repair Parts	5484	\$2,400	\$2,400		\$217	\$2,183	\$2,400	(\$0)
Chemicals	5597	\$14,780	\$14,780	\$1,707	\$6,190	\$8,590	\$14,780	(\$0)
Office Equipment R&M	52401	\$290,007	\$275,917	\$3,612	\$39,934	\$204,224	\$244,158	\$31,759
Motor Vehicle R&M	52403	\$1,500	\$1,500			\$1,500	\$1,500	
Computer Equipment R&M	52405	\$185,510	\$185,510	\$16,797	\$121,071	\$62,500	\$183,571	\$1,939
Communications Equip R&M	52406	\$7,500	\$7,500		\$4,996	\$2,500	\$7,496	\$4
Public Building R&M	52407	\$2,507,738	\$2,307,738	\$487,453	\$1,982,169	\$325,569	\$2,307,738	(\$0)
Departmental Equip R&M	52408		\$11,890	\$3,349	\$11,890		\$11,890	
Software Maintenance	52410	\$278,822	\$278,822	\$28,232	\$43,604	\$235,000	\$278,604	\$218
Instructional Equipment R & M	52414	\$32,000	\$33,350	\$2,084	\$21,992	\$11,358	\$33,350	
<b>SUBTOTAL MAINTENANCE</b>		<b>\$3,816,544</b>	<b>\$3,615,694</b>	<b>\$571,288</b>	<b>\$2,313,014</b>	<b>\$1,265,793</b>	<b>\$3,578,807</b>	<b>\$36,887</b>
<b><u>Contract Services + Travel:</u></b>								
Consultants	5301	\$1,068,875	\$1,068,875	\$51,815	\$228,363	\$785,020	\$1,013,383	\$55,492
Auditing Services	530201	\$27,500	\$27,500			\$27,500	\$27,500	
Banking Services	530210							
Tutoring Services	530215	\$41,000	\$41,000	\$3,895	\$4,605	\$36,395	\$41,000	
Document Preservation	5304	\$2,100	\$2,100			\$2,100	\$2,100	
Photographic Services	5306			\$385	\$440		\$440	(\$440)
Legal Services	5309	\$91,248	\$91,248			\$91,248	\$91,248	
Clerical Services	5313	\$52,000	\$52,000	\$4,405	\$9,259	\$42,741	\$52,000	(\$0)
Training Expenses	5319	\$49,620	\$49,620	\$3,295	\$3,295	\$44,150	\$47,445	\$2,175
Public Safety Academy CGS	5322	\$1,000	\$1,000			\$1,000	\$1,000	
Fee Instructors	5350	\$1,500	\$1,500			\$1,500	\$1,500	
Fee Umpires/Officials	5351	\$16,400	\$16,400	\$159	\$878	\$15,522	\$16,400	
In-State Conferences	5711	\$116,445	\$116,445	\$1,960	\$8,670	\$107,284	\$115,954	\$491
Out-Of-State Travel	5720	\$29,050	\$28,650	\$166	\$341	\$27,384	\$27,725	\$925
Employee Honesty Bonds	575005	\$2,100	\$2,100		\$2,100		\$2,100	
<b>SUBTOTAL CONTRACT SVCS.</b>		<b>\$1,498,838</b>	<b>\$1,498,438</b>	<b>\$66,081</b>	<b>\$257,952</b>	<b>\$1,181,844</b>	<b>\$1,439,796</b>	<b>\$58,642</b>

**FY16 School Expenses by Account**

**Appendix A**

Account name	Account #	SC Approved Budget (April 2015)	Adjusted Budget	Period 3 Exp. a/o 9/28/15	YTD Encumb. + Exp.	Fcast Rest of Year	FY16 Final	Surplus (Deficit)
<b><u>Tuition:</u></b>								
Tuition Assistance	5321	\$125,000	\$125,000	\$11,349	(\$2,371)	\$127,371	\$125,000	
In-District Tuitions	532201	\$105,475	\$105,475			\$87,500	\$87,500	\$17,975
Out-Of-District Tuitions	532202	\$8,740,539	\$7,189,748	\$1,020,048	\$12,171,563	(\$4,830,005)	\$7,341,558	(\$151,810)
Summer Tuitions	532203	\$95,000	\$95,000	\$17,200	\$51,949	\$43,051	\$95,000	(\$0)
<b>SUBTOTAL TUITION</b>		<b>\$9,066,014</b>	<b>\$7,515,223</b>	<b>\$1,048,597</b>	<b>\$12,221,141</b>	<b>(\$4,572,083)</b>	<b>\$7,649,058</b>	<b>(\$133,835)</b>
<b><u>Transportation:</u></b>								
Pupil Transportation	538301	\$1,757,560	\$1,757,560		\$1,757,560		\$1,757,560	
Field Trip Transportation	538302	\$49,210	\$49,210		\$1,005	\$48,205	\$49,210	
Private School Transportation	538303	\$160,560	\$160,560		\$160,560		\$160,560	
Special Ed. Transportation	538304	\$3,738,732	\$3,738,732		\$3,250,000	\$488,032	\$3,738,032	\$700
<b>SUBTOTAL TRANSPORTATION</b>		<b>\$5,706,062</b>	<b>\$5,706,062</b>		<b>\$5,169,125</b>	<b>\$536,237</b>	<b>\$5,705,362</b>	<b>\$700</b>
<b><u>Supplies, etc.</u></b>								
Postage	5341	\$66,040	\$66,590	\$294	\$4,194	\$61,626	\$65,820	\$770
Printing	5342	\$30,745	\$30,145	\$2,213	\$4,118	\$21,654	\$25,772	\$4,373
Advertising/Publications	5343	\$78,000	\$78,000			\$45,000	\$45,000	\$33,000
Office Supplies	5420	\$118,701	\$119,315	\$9,863	\$41,341	\$73,096	\$114,437	\$4,878
Instructional Supplies	5422	\$1,353,858	\$1,360,365	\$99,196	\$744,702	\$608,833	\$1,353,535	\$6,830
Communications Supplies	5434	\$5,500	\$5,500			\$5,500	\$5,500	
Medical Supplies	5500	\$20,000	\$20,000	\$418	\$3,418	\$16,582	\$20,000	\$0
Printing Supplies	5501	\$57,253	\$57,253	\$5,402	\$23,027	\$34,227	\$57,254	(\$1)
Paper Goods & Supplies	5523	\$85,321	\$85,321		\$111,295		\$111,295	(\$25,974)
Public Safety Supplies	5580	\$2,000	\$2,000			\$2,000	\$2,000	
Library Supplies	5583	\$50,950	\$49,950		\$16,779	\$32,499	\$49,278	\$672
Computer Supplies	5585	\$57,324	\$56,324	\$1,971	\$13,510	\$42,394	\$55,904	\$420
Books/Manuals/Periodicals	5592	\$44,637	\$45,292	\$3,030	\$9,115	\$33,944	\$43,059	\$2,233
Textbooks	559201	\$339,942	\$343,133	\$18,048	\$150,243	\$191,832	\$342,075	\$1,058
Replacement Textbooks	559201R	\$13,900	\$13,900			\$5,450	\$5,450	\$8,450
Awards & Trophies	5593	\$2,000	\$1,145			\$1,145	\$1,145	
Refreshments/Meals	5712	\$27,875	\$27,875	\$2,780	\$4,721	\$21,773	\$26,494	\$1,381
Special Event Expenses	5716	\$8,212	\$8,212	\$76	\$76	\$8,050	\$8,126	\$86
Scholarships/Awards	5718	\$5,900	\$4,900		\$2,200	\$2,700	\$4,900	
Moving Expenses	5727	\$7,500	\$7,500	\$2,130	\$2,400	\$5,100	\$7,500	
Dues & Subscriptions	5730	\$165,617	\$158,738	\$22,958	\$62,095	\$95,474	\$157,569	\$1,169
<b>SUBTOTAL SUPPLIES</b>		<b>\$2,541,275</b>	<b>\$2,541,458</b>	<b>\$168,378</b>	<b>\$1,193,232</b>	<b>\$1,308,879</b>	<b>\$2,502,111</b>	<b>\$39,347</b>
<b><u>Equipment:</u></b>								
Printing Equipment	58510	\$60	\$60			\$60	\$60	
Pc Hardware-Admin	585111	\$248,987	\$253,484	\$73,158	\$192,416	\$56,570	\$248,986	\$4,498
Pc Hardware-Instructional	585111I	\$681,468	\$677,168	\$130,128	\$434,550	\$238,850	\$673,400	\$3,768
Pc Software-Admin	585121	\$139,741	\$139,541	\$10,731	\$20,509	\$117,845	\$138,354	\$1,187
Pc Software-Instructional	585121I	\$151,817	\$152,967	\$39,630	\$100,110	\$52,218	\$152,328	\$639
Audio-Visual Equipment	58513	\$1,113	\$1,113			\$1,113	\$1,113	
Office Equipment	58514	\$65,263	\$65,263		\$5,376	\$53,887	\$59,263	\$6,000
Minor Office Equipment	585141	\$3,000	\$3,000				\$3,000	
Office Furniture	58515	\$14,600	\$14,600		\$2,500	\$8,100	\$10,600	\$4,000
Classroom Furniture	58516	\$129,892	\$130,648	\$24,570	\$73,223	\$43,323	\$116,546	\$14,102
Housekeeping Equipment	585171	\$80,511	\$80,511	\$4,636	\$11,118	\$69,393	\$80,511	\$0
Radio Communic Equipment	58519	\$1,000	\$1,000			\$1,000	\$1,000	
Telephone Comm Equipment	58520	\$4,604	\$4,604	\$1,050	\$2,855	\$1,700	\$4,555	\$49
Instructional Equipment	58521	\$138,997	\$138,161	\$1,663	\$36,456	\$101,349	\$137,805	\$356
<b>SUBTOTAL EQUIPMENT</b>		<b>\$1,661,053</b>	<b>\$1,662,120</b>	<b>\$285,566</b>	<b>\$879,113</b>	<b>\$745,408</b>	<b>\$1,624,521</b>	<b>\$37,599</b>
<b><u>Athletic Revolving Account:</u></b>								
Transf-Schl Revl Fund	5913S	\$950,000	\$962,000		\$400,000	\$562,000	\$962,000	
<b>SUBTOTAL ATHLETIC</b>		<b>\$950,000</b>	<b>\$962,000</b>		<b>\$400,000</b>	<b>\$562,000</b>	<b>\$962,000</b>	
<b>Grand Total</b>		<b>\$203,710,912</b>	<b>\$203,710,912</b>	<b>\$15,974,932</b>	<b>\$42,522,649</b>	<b>\$161,155,971</b>	<b>\$203,678,620</b>	<b>\$32,292</b>
<b>FY16 Total Appropriation</b>								<b>\$32,292</b>

**FY16 Student Services Expenses by Account**

Appendix A

	FY16 Adjusted Budget	Period 3 Exp. a/o 9/28/15	YTD Encumb. + Exp.	Forecast Rest of Year	FY16 Final	FY16 Balance
Special Education Staff (including Guidance)	\$31,016,510	\$2,454,827	\$3,044,228	\$27,856,241	\$30,900,470	\$116,040
Aide Salaries	\$14,627,272	\$1,359,021	\$2,089,935	\$12,534,889	\$14,624,825	\$2,447
<b>SUBTOTAL SALARIES</b>	<b>\$45,643,782</b>	<b>\$3,813,848</b>	<b>\$5,134,164</b>	<b>\$40,391,131</b>	<b>\$45,525,295</b>	<b>\$118,487</b>
<b>SUBTOTAL BENEFITS</b>	<b>\$8,964,556</b>	<b>\$744,310</b>	<b>\$778,607</b>	<b>\$8,185,948</b>	<b>\$8,964,556</b>	<b>\$0</b>
Contracted Services (including Tutoring)	\$815,270	\$45,276	\$114,291	\$653,391	\$767,682	\$47,588
Tuition (Out-of-District and Summer)	\$7,284,748	\$1,037,248	\$12,223,512	-\$4,786,954	\$7,436,559	-\$151,811
Transportation	\$3,738,732	\$0	\$3,250,000	\$488,032	\$3,738,032	\$700
All Other Expenses	\$320,486	\$47,203	\$139,465	\$176,895	\$316,360	\$4,126
<b>SUBTOTAL EXPENSES</b>	<b>\$12,159,236</b>	<b>\$1,129,727</b>	<b>\$15,727,269</b>	<b>-\$3,468,636</b>	<b>\$12,258,633</b>	<b>-\$99,397</b>
<b>Total All Student Services</b>	<b>\$66,767,574</b>	<b>\$5,687,885</b>	<b>\$21,640,040</b>	<b>\$45,108,442</b>	<b>\$66,748,483</b>	<b>\$19,091</b>



**FY16 Operations Expenses by Account**

**Appendix A**

	<b>FY16 Adjusted Budget</b>	<b>Period 3 Exp. a/o 9/28/15</b>	<b>YTD Encumb. + Exp.</b>	<b>Forecast Rest of Year</b>	<b>FY16 Final</b>	<b>FY16 Balance</b>
Operations Salaries without Custodial	\$497,179	\$41,915	\$125,745	\$371,336	\$497,081	\$98
Custodial Salaries and Overtime	\$4,869,308	\$302,785	\$1,159,726	\$3,613,619	\$4,773,345	\$95,963
Work By Other Departments*	\$40,000	\$2,273	\$3,307	\$116,693	\$120,000	-\$80,000
Work Study Wages	\$0	\$1,250	\$12,020	\$0	\$12,020	-\$12,020
<b>SUBTOTAL SALARIES</b>	<b>\$5,406,487</b>	<b>\$348,222</b>	<b>\$1,300,798</b>	<b>\$4,101,648</b>	<b>\$5,402,446</b>	<b>\$4,041</b>
<b>SUBTOTAL BENEFITS</b>	<b>\$815,975</b>	<b>\$60,497</b>	<b>\$246,977</b>	<b>\$568,998</b>	<b>\$815,975</b>	<b>\$0</b>
Utilities (not including Internet Access)	\$4,562,282	\$284,482	\$520,720	\$4,231,910	\$4,752,630	-\$190,348
Maintenance	\$2,768,860	\$516,770	\$2,063,210	\$676,356	\$2,739,566	\$29,294
Cleaning/Custodial Supplies	\$185,033	\$444	\$2,419	\$182,614	\$185,033	\$0
Equipment	\$110,576	\$5,686	\$20,147	\$90,379	\$110,526	\$50
All Other Expenses	\$115,064	\$2,382	\$115,309	\$16,606	\$131,915	-\$16,851
<b>SUBTOTAL EXPENSES</b>	<b>\$7,741,815</b>	<b>\$809,763</b>	<b>\$2,721,806</b>	<b>\$5,197,865</b>	<b>\$7,919,671</b>	<b>-\$177,856</b>
<b>Total All Operations (with Utilities)</b>	<b>\$13,964,277</b>	<b>\$1,218,482</b>	<b>\$4,269,581</b>	<b>\$9,868,511</b>	<b>\$14,138,092</b>	<b>-\$173,815</b>
Utilities	\$4,562,282	\$284,482	\$520,720	\$4,231,910	\$4,752,630	-\$190,348
<b>Total Operations (without Utilities)</b>	<b>\$9,401,995</b>	<b>\$934,001</b>	<b>\$3,748,860</b>	<b>\$5,636,601</b>	<b>\$9,385,462</b>	<b>\$16,533</b>
<b>Charter Maintenance (Subset of Above)</b>						
Public Building Repair & Maintenance	\$2,278,056	\$487,453	\$1,982,169	\$229,318	\$2,211,487	\$66,569
Office Equipment Repair & Maintenance	\$126,632	\$0	\$0	\$124,787	\$99,967	\$26,665
Building Maintenance Supplies	\$159,500	\$1,632	\$10,000	\$148,970	\$158,970	\$530
Housekeeping Equipment	\$80,511	\$4,636	\$11,118	\$69,393	\$80,511	\$0
Work by Other Departments*	\$40,000	\$2,273	\$3,307	\$116,693	\$120,000	-\$80,000
PC Software - Administrative	\$20,091	\$0	\$5,945	\$14,145	\$20,090	\$1
Consultants	\$10,000	\$0	\$0	\$3,000	\$3,000	\$7,000
Chemicals	\$10,000	\$1,707	\$2,990	\$7,010	\$10,000	\$0
Training Expenses	\$4,123	\$0	\$0	\$2,000	\$2,000	\$2,123
Solid Waste Collections/Disposal	\$5,000	\$0	\$1,204	\$3,700	\$4,904	\$96
Work Study Wages	\$0	\$1,250	\$12,020	\$0	\$12,020	-\$12,020
<b>Total Charter Maintenance</b>	<b>\$2,733,913</b>	<b>\$498,951</b>	<b>\$2,028,753</b>	<b>\$719,016</b>	<b>\$2,722,949</b>	<b>\$10,964</b>

\*Work by Other Departments is made up of payments to the City for maintenance work completed by City staff and budgeted under the category of Charter Maintenance.

**FY16 Electricity, Natural Gas and Heating Oil  
Cost Summary**

**APPENDIX B**

School	Sq. Ft.	FY15 Actual		FY16 Budget					FY16 Projected				
		Total	Cost/Sq. Ft.	Electric	Gas	Oil	Total	Cost/Sq. Ft.	Electric	Gas	Oil	Total	Cost/Sq. Ft.
Angier*	74,900	-\$407		\$38,706	\$13,584	\$0	\$52,290	\$1.20	\$45,234	\$13,897	\$0	\$59,131	\$1.36
Bowen	69,535	\$101,049	\$1.45	\$39,598	\$72,582	\$0	\$112,180	\$1.61	\$46,948	\$51,812	\$0	\$98,760	\$1.42
Burr	55,399	\$56,818	\$1.03	\$25,766	\$26,466	\$0	\$52,232	\$0.94	\$35,186	\$30,015	\$0	\$65,201	\$1.18
Cabot	43,584	\$100,533	\$2.31	\$48,061	\$50,026	\$0	\$98,087	\$2.25	\$57,479	\$62,321	\$0	\$119,800	\$2.75
Carr**	51,400	\$72,519	\$1.41	\$44,614	\$39,850	\$0	\$84,464	\$1.64	\$54,544	\$26,809	\$0	\$81,352	\$1.58
Countryside	65,000	\$131,284	\$2.02	\$75,157	\$53,262	\$0	\$128,419	\$1.98	\$82,821	\$63,213	\$0	\$146,034	\$2.25
Franklin	56,764	\$116,974	\$2.06	\$39,685	\$76,760	\$0	\$116,445	\$2.05	\$48,566	\$78,695	\$0	\$127,261	\$2.24
Horace Mann	40,600	\$65,379	\$1.61	\$39,574	\$25,043	\$0	\$64,617	\$1.59	\$49,891	\$27,872	\$0	\$77,763	\$1.92
Lincoln-Eliot	51,074	\$109,578	\$2.15	\$41,611	\$55,710	\$0	\$97,321	\$1.91	\$49,527	\$57,649	\$0	\$107,176	\$2.10
Mason-Rice	42,400	\$71,878	\$1.70	\$37,483	\$34,895	\$0	\$72,378	\$1.71	\$43,522	\$34,598	\$0	\$78,120	\$1.84
Memorial-Spaulling	68,775	\$129,808	\$1.89	\$60,771	\$67,880	\$0	\$128,651	\$1.87	\$69,202	\$69,771	\$0	\$138,973	\$2.02
Peirce	36,050	\$26,501	\$0.74	\$24,141	\$3,540	\$67,149	\$94,830	\$2.63	\$29,471	\$3,292	\$0	\$32,763	\$0.91
Underwood	43,300	\$96,125	\$2.22	\$26,496	\$72,237	\$0	\$98,733	\$2.28	\$32,936	\$70,878	\$0	\$103,814	\$2.40
Ward	38,000	\$74,796	\$1.97	\$21,156	\$44,875	\$0	\$66,031	\$1.74	\$26,941	\$53,459	\$0	\$80,399	\$2.12
Williams	41,700	\$85,305	\$2.05	\$30,972	\$48,604	\$0	\$79,576	\$1.91	\$39,047	\$56,180	\$0	\$95,227	\$2.28
Zervas***	35,002	\$82,655	\$2.36	\$12,409	\$10,017	\$0	\$22,426	\$1.53	\$18,204	\$18,148	\$0	\$36,352	\$2.47
Bigelow	92,500	\$154,317	\$1.67	\$116,668	\$78,056	\$0	\$194,724	\$2.11	\$115,758	\$82,161	\$0	\$197,919	\$2.14
Brown	146,000	\$278,677	\$1.91	\$107,619	\$159,125	\$0	\$266,744	\$1.83	\$106,090	\$162,584	\$0	\$268,674	\$1.84
Day	152,990	\$269,847	\$1.76	\$212,136	\$80,465	\$0	\$292,601	\$1.91	\$211,794	\$82,014	\$0	\$293,808	\$1.92
Oak Hill	96,200	\$165,905	\$1.72	\$110,899	\$66,114	\$0	\$177,013	\$1.84	\$113,531	\$68,733	\$0	\$182,264	\$1.89
Newton North	410,000	\$930,094	\$2.27	\$805,056	\$155,136	\$0	\$960,192	\$2.34	\$844,638	\$178,765	\$0	\$1,023,403	\$2.50
South High	383,000	\$758,428	\$1.98	\$588,480	\$222,989	\$0	\$811,469	\$2.12	\$617,778	\$222,024	\$0	\$839,802	\$2.19
Ed Center	70,000	\$211,312	\$3.02	\$133,658	\$89,201	\$0	\$222,859	\$3.18	\$148,446	\$95,869	\$0	\$244,315	\$3.49
<b>Total</b>	<b>2,164,173</b>	<b>\$4,089,372</b>	<b>\$1.96</b>	<b>\$2,680,716</b>	<b>\$1,546,417</b>	<b>\$67,149</b>	<b>\$4,294,282</b>	<b>\$2.03</b>	<b>\$2,887,552</b>	<b>\$1,610,758</b>	<b>\$0</b>	<b>\$4,498,310</b>	<b>\$2.13</b>

**FY16 Budget minus Actual**

**-\$206,836    -\$64,341    \$67,149    -\$204,028**

\*The new Angier School will open in January 2016. FY16 usage for Angier includes January through June 2016.

\*\*Carr School will support Angier students from July through December 2015 and Zervas students in January through June 2016.

\*\*\*Zervas School will be in construction starting January 2016. FY16 usage for Zervas includes July through December 2015.

FY16 Electricity, Natural Gas and Heating Oil  
Usage Summary

APPENDIX B

School	Sq. Ft.	Electricity (KWH)				Natural Gas (Therms)				Heating Oil (Gallons)			
		FY14 Actual	FY15 Actual	FY16 Budget	FY16 Projected	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Projected	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Projected
Angier*	74,900	150,391	0	239,854	239,854	40,647	0	9,888	9,888	0	0	0	0
Bowen	69,535	247,442	240,132	245,381	238,680	55,650	48,124	54,349	48,099	0	0	0	0
Burr	55,399	155,724	171,845	159,666	173,768	21,546	22,120	19,227	21,976	0	0	0	0
Cabot	43,584	267,681	281,159	266,842	301,647	34,944	46,866	37,264	46,843	0	0	0	0
Carr**	51,400	0	236,037	245,480	262,000	0	19,813	29,474	19,793	0	0	0	0
Countryside	65,000	380,762	391,277	388,379	382,322	42,732	50,519	40,553	45,227	0	0	0	0
Franklin	56,764	246,243	253,923	245,920	252,396	57,528	59,284	57,563	59,270	0	0	0	0
Horace Mann	40,600	241,104	251,531	245,232	253,600	18,109	20,242	18,143	20,252	0	0	0	0
Lincoln-Eliot	51,074	221,041	252,345	226,867	249,252	46,812	57,202	41,629	50,560	0	0	0	0
Mason-Rice	42,400	228,760	221,468	232,280	220,800	32,050	26,079	25,656	26,078	0	0	0	0
Memorial-Spaulding	68,775	301,181	287,476	295,611	286,680	51,150	58,091	49,873	51,593	0	0	0	0
Peirce	36,050	152,864	146,489	149,592	146,320	2,088	1,983	2,298	1,940	3,008	0	20,000	0
Underwood	43,300	166,683	168,507	164,189	170,294	59,921	53,322	54,116	53,335	0	0	0	0
Ward	38,000	132,393	133,719	131,097	133,120	35,569	39,941	33,264	39,943	0	0	0	0
Williams	41,700	190,692	196,290	191,926	199,520	37,831	42,057	36,095	42,014	0	0	0	0
Zervas***	35,002	213,301	199,377	76,896	82,876	37,880	37,159	7,043	12,727	0	0	0	0
Bigelow	92,500	517,360	483,400	506,080	473,600	63,627	61,789	58,559	61,833	0	0	0	0
Brown	146,000	470,867	504,960	478,076	500,724	124,130	136,328	119,938	123,441	0	0	0	0
Day	152,990	1,099,797	1,150,221	1,116,271	1,157,292	60,074	61,775	57,141	61,258	0	0	0	0
Oak Hill	96,200	695,212	643,534	687,226	634,600	55,642	51,651	49,439	51,592	0	0	0	0
Newton North	410,000	4,343,917	4,544,468	4,388,779	4,583,940	116,643	192,503	113,979	140,104	0	0	0	0
South High	383,000	3,477,319	3,404,300	3,473,195	3,416,483	177,446	193,677	164,400	173,085	0	0	0	0
Ed Center	70,000	751,003	757,916	741,507	768,763	68,888	72,539	67,048	72,550	0	0	0	0
<b>Total</b>	<b>2,164,173</b>	<b>14,651,737</b>	<b>14,920,374</b>	<b>14,896,341</b>	<b>15,128,531</b>	<b>1,240,907</b>	<b>1,353,064</b>	<b>1,146,938</b>	<b>1,233,401</b>	<b>3,008</b>	<b>0</b>	<b>20,000</b>	<b>0</b>

\*The new Angier School will open in January 2016. FY16 usage for Angier includes January through June 2016.

\*\*Carr School will support Angier students from July through December 2015 and Zervas students in January through June 2016.

\*\*\*Zervas School will be in construction starting January 2016. FY16 usage for Zervas includes July through December 2015.

# NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

## Memorandum

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**TO:** David Fleishman, Superintendent  
**FROM:** Sandra Guryan, Deputy Superintendent/Chief Administrative Officer  
 Heather Richards, Director of Human Resources  
**DATE:** October 26, 2015  
**RE:** October 2015 Personnel Report

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The attached report details the appointments of teachers, aides, interns, administrators, secretaries, long-term substitutes, ISS, and non-aligned staff members as of September 2015. It also includes information about resignations, retirements, leaves of absence, teachers who received Professional Teacher Status, and teachers who earned Transfers to Higher Training.

The table below is a summary of data from the attached report, showing total FTE's for each movement/category by type of position. The table includes employees paid by the General Fund, grants and revolving funds.

Category	2015-2016 School Year - FTE's as of September 1, 2015					
	Unit A	Unit B	Unit C	Unit E	Non-Aligned, NESA & Custodians	Total
New Hires / Appointments	112.90	3.55	574.22	1.00	4.40	696.07
Retirements	16.70	1.00	2.00	1.00	6.00	26.70
Resignations/Released	55.98	2.90	94.94	.30	5.40	159.51
Changes of Assignments	166.47	10.70	2.50	2.00	1.60	183.27
Leaves of Absence	64.40	2.00	5.91	0.00	0.40	72.71
Lane Changes	85.65	4.90	N/A	N/A	N/A	90.55
Professional Teacher Status	95.82	N/A	N/A	N/A	N/A	95.82

In addition to the FTE's listed above, all Unit D, Co-Ops, Interns, Substitutes and Part-time retired staff are annual employees and are reappointed/appointed each year and may not be hired as an FTE.

The following table is a summary of total employees for each movement/category by type of positions.

Category	2015-2016 School Year - Number of Employee's as of 9/1/2015							
	Unit A	Unit B	Unit C	Unit E	Non-Aligned, NESAs & Custodians	Unit D	Interns/ Co-Ops/ Subs/ P-T Retired Staff	Total
New Hires / Appointments	130	4	656	1	5	61	83	940
Retirements	19	1	2	1	6	0	0	29
Resignations/Released	68	4	103	1	6	0	0	182
Changes of Assignments	190	15	3	2	2	0	2	214
Leaves of Absence	96	4	6	0	1	0	0	107
Lane Changes	89	6	N/A	N/A	N/A	N/A	N/A	95
Professional Teacher Status	102	N/A	N/A	N/A	N/A	N/A	N/A	102
<b>Totals</b>	<b>694</b>	<b>34</b>	<b>770</b>	<b>5</b>	<b>20</b>	<b>61</b>	<b>83</b>	<b>1,669</b>

The following table is a summary of Unit A Appointments for the current year as well as 2014-15. The appointments are listed by grade level as well as Regular Education and Student Services. The Ed Center/Citywide category includes teachers assigned to the Ed Center or multiple school buildings including citywide programs.

### Summary of Unit A Appointments

Department	2015-2016 School Year					
	Elem	Middle	High	Pre-K	Ed Center/ Citywide	Total
Regular Education	57.06	11.66	20.25	0	2.00	90.97
Student Services	22.80	8.43	7.90	1.90	3.70	44.73
<b>Total</b>	<b>79.86</b>	<b>20.09</b>	<b>28.15</b>	<b>1.90</b>	<b>5.70</b>	<b>135.70</b>

Department	2014-2015 School Year					
	Elem	Middle	High	Pre-K	Ed Center/ Citywide	Total
Regular Education	33.0	25.24	24.25	0	16.75	99.24
Student Services	15.75	10.40	6.34	2.25	2.30	37.04
<b>Total</b>	<b>48.75</b>	<b>35.64</b>	<b>30.59</b>	<b>2.25</b>	<b>19.05</b>	<b>136.28</b>

If there are additional questions, please feel free to call Heather Richards at (617) 559-6005 or Sandra Guryan at (617) 559-9025.