

FY24 Budget Presentation

Information Technology & Library Services and Non-Instructional Areas

School Committee
April 10th, 2023



Agenda

- FY24 Budget Goal
- A review of Budget Drivers
- Overview of Budget Highlights
- Information Technology and Library Services
- Non-Instructional Areas



FY24 Budget Goal

Maintain the current level of service provided to students and build a sustainable budget over time.

FY24 Budget Drivers

**Growing
Student
Needs**



**Rising Costs
and
Expenses**



**Using
One-Time
Funds**



**Failed
Operational
Override**



Impact of Increase in Operating Budget

FY23 Operating Budget Allocation	\$262,060,208
One time funds and carry forward	\$4,590,000
Total Available Funding	\$266,650,200

**\$9.7 M (3.73%)
Increase in City of
Newton School
Funding**

FY24 Operating Budget Allocation	\$271,842,665
One time carry forward	\$2,000,000
Circuit Breaker Bridge Credit from the City	\$1,400,000
Total Available Funding	\$275,242,665

Funds Needed for Level Service Budget	\$280,159,630
Reductions Necessary for Balanced Budget	\$4,916,965



What does the FY24 budget support?

- Well-rounded curriculum with opportunities for academic support and advancement
- Extracurricular programs
- Counseling and therapeutic supports
- Curriculum review/revisions, professional development for staff, coaching support
- Meaningful, inclusive education with programming for students with disabilities
- Support to foster development of social-emotional skills and competencies
- Ongoing support of culturally-responsive instruction and inclusion practices and protocols
- Integration of technology into classroom instruction including funding for 1:1 program
- Reliable and secure network services and operations
- Ongoing support for building projects, maintenance, food services and transportation programs



Information Technology and Library Media Services

Information Technology and Library Media Services

Major Changes

- Elementary Library Teacher adjustment due to enrollment
- Reduce High School Library Teachers
- Increase budget for existing 1:1 Program
- Adjustments to software licensing including Data Analytics

Impact

- Decreased student and class access to library resources and research skill development
- Continued use of classroom technology to enhance teaching and learning
- Support for the use of data to analyze student learning



Information Technology and Library Media Services Department Overview

INSTRUCTIONAL & COACHING

Library Teachers

Instructional
Technology
Specialists

TECH SOLUTIONS & SERVICES

Technical
Support
Services

Network / Media
Team

Database
Management
Team

SOFTWARE, HARDWARE & RELATED SERVICES

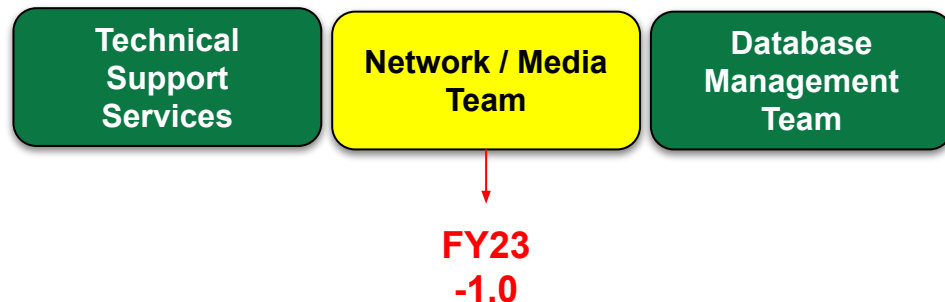
- Network Infrastructure & Equipment
- Phone Systems
- Classroom a/v equipment
- Computer Equipment
- Software Licensing
- Repair and Maintenance

Information Technology and Library Media Services Department Overview

INSTRUCTIONAL & COACHING



TECH SOLUTIONS & SERVICES



SOFTWARE, HARDWARE & RELATED SERVICES

- Network Infrastructure & Equipment
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Information Technology and Library Media Services Department Overview

INSTRUCTIONAL & COACHING

FY24
-0.8

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SOFTWARE, HARDWARE & RELATED SERVICES

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Library Teacher Allocation Adjustments

Enrollment Adjustments: -0.1 FTE Library Teacher

- Elementary Library Teachers allocations are determined by the number of elementary classrooms at a school.
- A particular FTE corresponds to a range of elementary classes (for example, 19-21 classes corresponds to a .8 FTE allocation)

Budget Adjustments: -0.7 FTE Library Teacher serving the High Schools

- Eliminate Central High School Library Teacher by 0.1 FTE
- Reduce both high school libraries to 2.0 FTE each:
 - 0.4 FTE Reduction at NNHS
 - 0.2 FTE Reduction at NSHS



Library Teacher Adjustments - Impact

- Library Teachers at the high school:
 - Teach classes in collaboration with classroom teachers on research, presentations skills, etc.
 - Consult and instruct small groups of students and individual students
 - Manage the library collection and non-print resources
 - Act as resources for teachers as teachers plan class activities and projects
 - Supervise students using the library spaces
- The decrease in staffing will result in less of the above, and, in particular, the number of classes and students that can be instructed by the library teachers on a given day.

Information Technology - Budget Reductions

- **Eliminate funding for Seesaw licenses (\$10,000)**
 - Impact: Grades 1-2 will lose use of the paid product (the free, more limited edition will still be available); teachers will need to adapt lessons to the free version or to other products.
- **Reduce licensing for WeVideo (\$4,000)**
 - Impact: Minimal as we have more licenses than we currently need.
- **Reduce Zoom licensing (\$4,000)**
 - Impact: Minimal as our reliance on Zoom has decreased in recent years; we will only be able to support one webinar formatted event on a particular day / time.
- **Eliminate summer stipends (\$15,000)**
 - Impacts: We will not be able to hire a summer intern to help process student device returns and new purchases over the summer; decrease funding available for teacher professional development on technology integration.

Information Technology - Budget Additions

One-to-One Technology Program (\$190,000)

The 1-to-1 program began in the high schools during the 2018-2019 School Year. The program expanded to K-8 during the pandemic. Teachers use technology to:

- Increase student access to and engagement with learning
- Assess student understanding
- Teach digital literacy skills

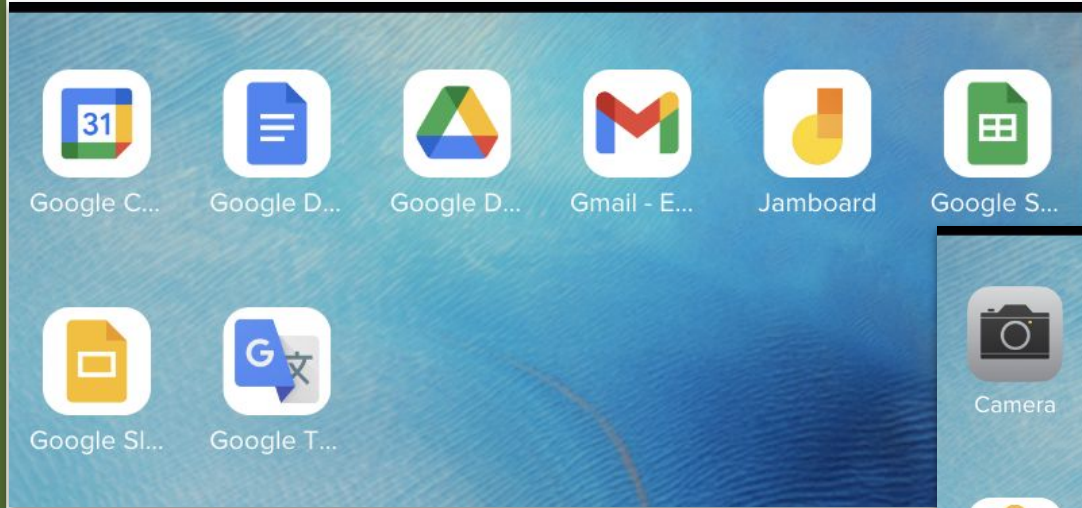


Impact of the additional funding:

- Increases total funding for the 1-to-1 Program to \$390,000
- Adjust high school 1-to-1 Program to a Bring-Your-Own-Device model in grades 11 & 12; providing a device to all grade 9 & 10 students and grade 11 & 12 students that need one
- Total needed funding to maintain the program: about \$600,000 annually

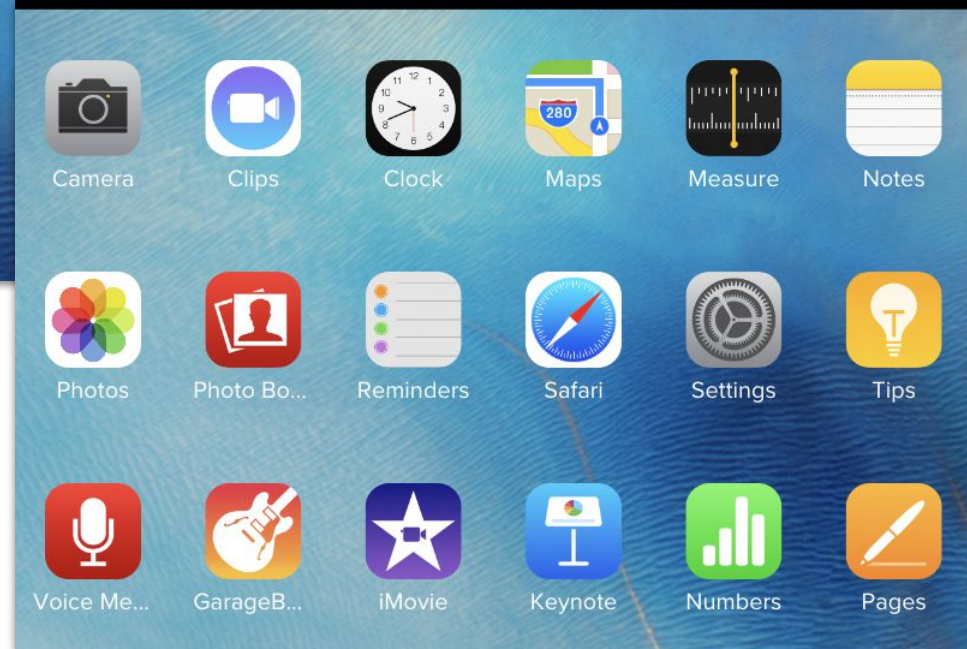


What technology tools will teachers and students still have access to?



Google for Workspace for Education Core Apps

iOS Apps from Apple

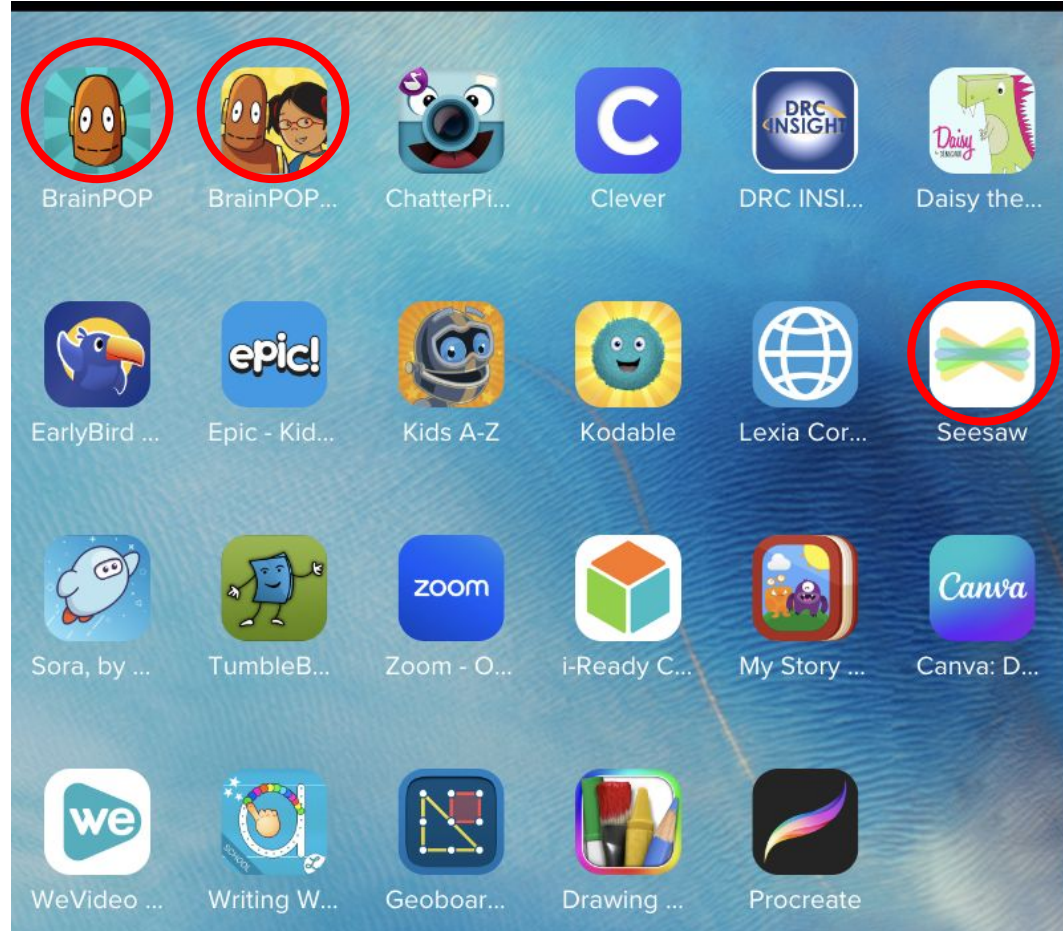


What technology tools will teachers and students still have access to?

Third Party Apps

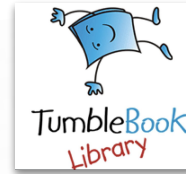
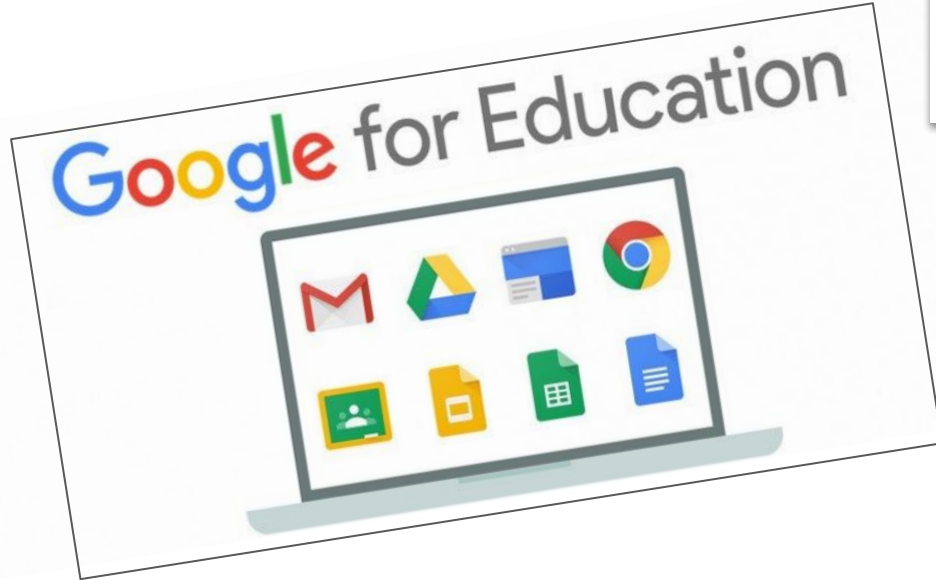
- Some are free
- Some are one-time paid apps
- Some are subscription

Also, other EdTech Tools are available via the Web-browser, again, some free and paid.



What technology tools will teachers and students still have access to?

Chromebooks are Web-Based devices. The EdTech tools they use are almost exclusively via the web.



Schoology



Canva



iReady



WeVideo



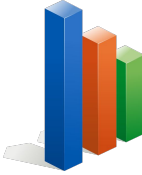
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Information Technology - Budget Additions

Data Analytics (\$50,000)

- Impact: Supports the purchase of a Data Analytics platform to provide administrators and teachers easier access to district, school, and student level data (attendance, academic performance, SEL, etc.).



Cybersecurity (\$10,000)

- Impact: Provides funding for cybersecurity consulting and training of NPS IT professionals while expanding current initiatives (training of staff, implementation of security procedures and policies such as 2-step authentication, etc.)



Information Technology - Continued Work

The FY24 Budget will also continue to support:

- Legacy Phone System Upgrades to VoIP
- Maintenance and Repair of Network Infrastructure
- Staff device upgrades

Continued challenges include funding infrastructure in a sustainable and predictable manner including:

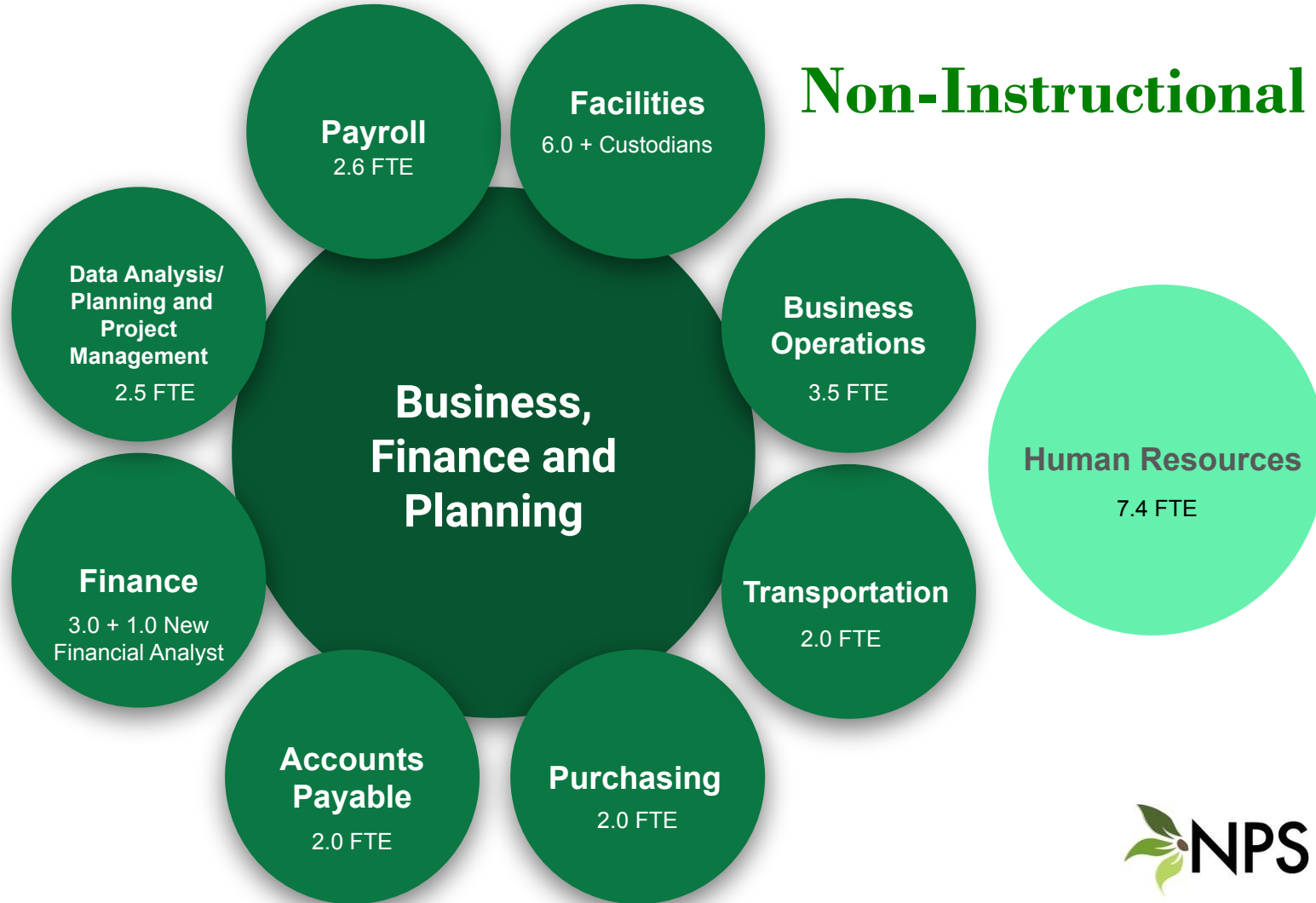
- Classroom instructional equipment (projectors, digital displays, document cameras, sound systems, etc.) outside of capital building projects and PTO funding
- Replacing network equipment at a comfortable rate



Questions

Non-Instructional Areas

Non-Instructional



Non-Instructional Areas

Business, Finance & Planning

Manages the non-instructional areas of the district.

- Fiscal management
 - Budgeting and fiscal projections, payroll, accounts payable, purchasing, grants, revolving accounts, fee management, legal compliance with state reporting requirements and audits
- Planning
 - School facility planning, enrollment analysis and projections, long range planning
- Support services for schools
 - Facility maintenance and sustainability, food services, transportation

Non-Instructional Areas

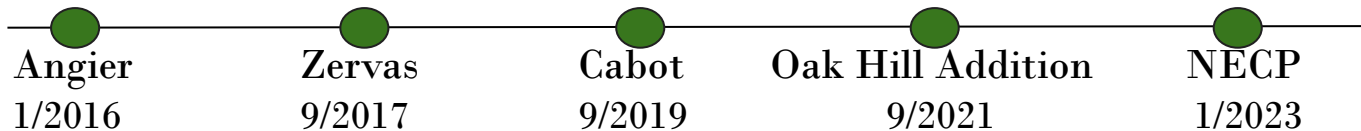
Human Resources

Manages the recruitment, retention, and hiring of all staff by providing personalized human resources related services to the highly skilled and dedicated staff of the Newton Public Schools.

- Collaborates regularly all collective bargaining units
- Provides guidance and support to district and building leaders
- District Title IX Coordinator for staff
- Provides district civil rights, annual back-to-school training, and ethics support
- Focus on increasing district diversity and recruitment
- Manages benefits administration for NPS staff and retirees
- Ensures license compliance for educators and staff
- Administers staff leaves of absence including Family Medical Leaves (FMLAs), childcare, and personal leaves
- Assists employees with accommodations requests

Updating Our School Buildings

Completed



In-Progress



* Horace Mann timing will depend on funding availability, final design and any phasing needed to complete the work.

** Underwood/Ward Working Group to kick-off with Consultant in April, with recommendation(s) in December 2023.

Graph is illustrative and timeline is subject to change and no warranty or representation is made of this timeline or sequence and will depend upon funding availability.



Business, Finance & Planning

	MAJOR CHANGES	IMPACT
01	Facilities - Reduction of 2.0 Custodians. Restore Charter Maintenance, Increase Utilities Budget for higher rates and usage	Less frequent cleaning duties at HS', Restoring Charter Maintenance provides flexibility to respond to building based needs.
02	Administrative - Reduce 1.4 Administrative Assistants, Add 1.0 Financial Analyst	Restructuring will provide less administrative support in AP/Purchasing/Payroll but fulfill need for greater analytical support
03	Tools to operationalize district vision to increase community engagement, data and strategic plan for better student outcomes	Support for a data-driven approach to clarifying the NPS' vision for student achievement and success beyond graduation
04	Increase All User Fees with SC Approval to offset expenses	Higher fee burden on families may impact participation. Generous financial assistance is always available.

Proposed Fee Increases (\$650,000)

Fee Program	Current Fee	Proposed Fee	Increase
All City Chorus, Band Orchestra	\$150	\$200	\$50
Bus Transportation	\$350/ \$700 Cap	\$400/\$800 Cap & Elementary Bus Fee	\$50
Elementary Band & Orchestra	\$150	\$200	\$50
Elementary Early Morning Program	\$12/day	\$16/day	\$4/day
Early Instrumental Music (4th grade lessons)	\$150	\$200	\$50
HS Athletics	\$325/\$425 and \$975 Cap	\$375/\$475 and \$1,200 Cap	\$50
High School Drama	\$150/\$450/year	\$200/\$600/year	\$50
MS Athletics	\$180 Per Sport	\$230 Per Sport	\$50
MS Student Activities	\$60 Per Student	\$100 Per Student	\$40
Newton South Parking	\$175 Per Semester	\$200 Per Semester	\$25 per semester
Family Super Cap	\$1,500	\$2,000	\$500

Review of Major Non-Personnel Expenses

- Utilities
- Maintenance
- Contract Services
- Tuition
- Transportation
- Supplies
- Equipment
- Athletics

Major non-personnel expense categories

Category	FY24 Budget	Change from FY23 Adjusted Budget	% Change
Utilities	\$6,301,519	\$1,266,763	25.2%
Maintenance	\$4,620,871	\$385,224	9.1%
Contract Services	\$2,028,426	-\$96,152	-4.5%
Tuition	\$7,320,590	\$3,044,770	71.2%
Transportation	\$8,881,819	\$602,076	7.3%
Supplies	\$2,309,079	-\$156,951	-6.4%
Equipment	\$1,870,284	\$256,481	15.9%
Athletics	\$1,259,250	\$9,250	0.7%
<u>Total</u>	<u>\$34,591,838</u>	<u>\$5,311,462</u>	<u>18.1%</u>



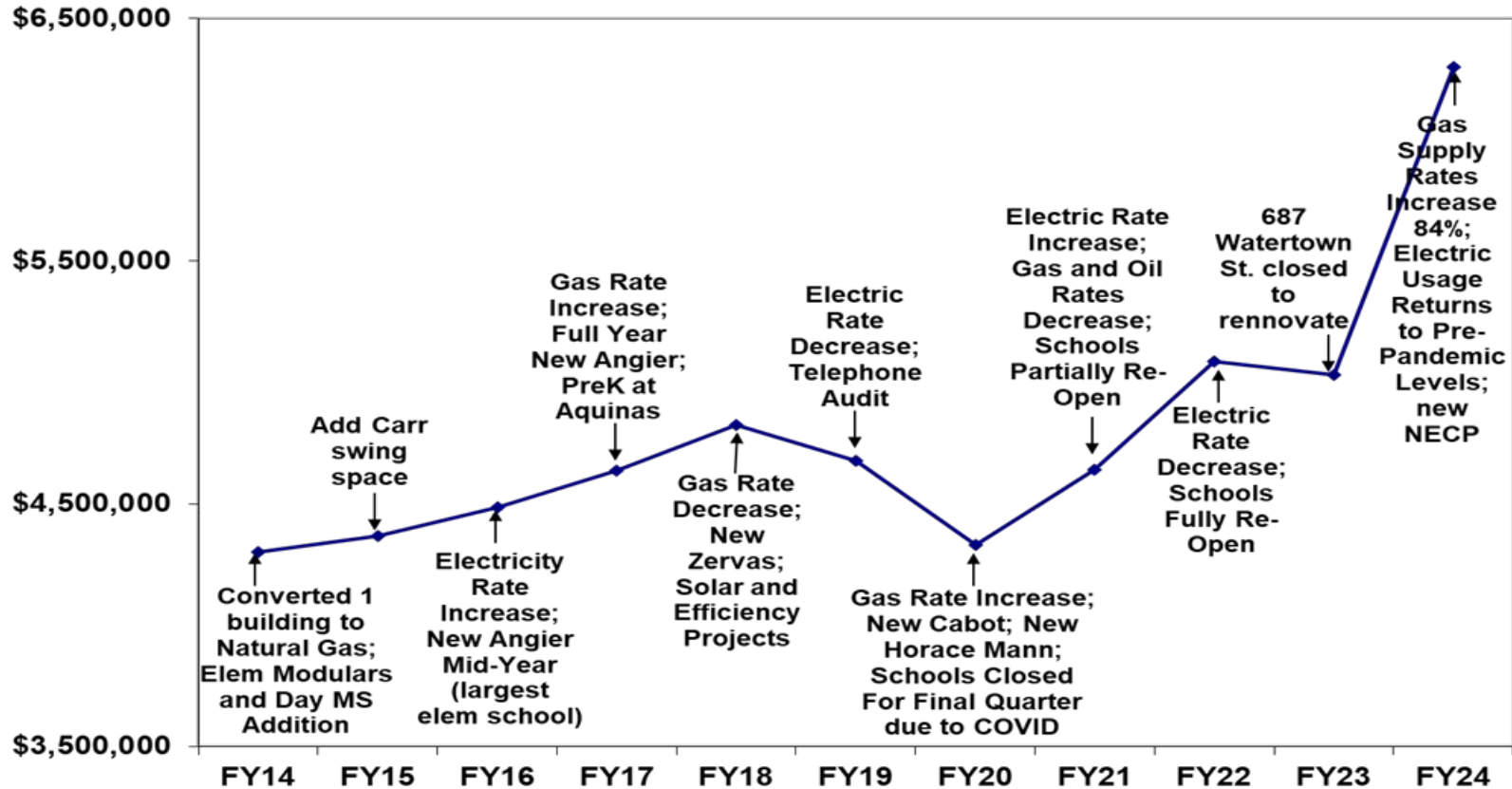
Major non-personnel expense budgets FY19-24

Category	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget	FY23 Budget	FY24 Budget
Utilities	\$4,723,370	\$4,865,168	\$4,880,604	\$5,087,626	\$5,034,756	\$6,301,519
Maintenance	\$4,043,098	\$4,120,005	\$4,228,480	\$4,721,033	\$4,235,647	\$4,620,871
Contract Services	\$1,403,994	\$1,993,068	\$2,021,212	\$1,590,535	\$2,124,578	\$2,028,426
Tuition	\$8,918,437	\$7,358,850	\$5,321,460	\$8,328,941	\$4,275,820	\$7,320,590
Transportation	\$7,096,402	\$8,265,446	\$8,282,885	\$6,772,871	\$8,279,743	\$8,881,819
Supplies	\$2,444,614	\$2,506,254	\$2,489,549	\$1,603,820	\$2,466,030	\$2,309,079
Equipment	\$1,709,948	\$1,664,336	\$1,646,427	\$1,461,925	\$1,613,803	\$1,870,284
Athletics	\$1,093,078	\$1,093,078	\$1,125,870	\$1,560,000	\$1,250,000	\$1,259,250
Total	<u>\$31,432,941</u>	<u>\$31,866,205</u>	<u>\$29,996,487</u>	<u>\$31,126,751</u>	<u>\$29,280,376</u>	<u>\$34,591,838</u>

Utilities \$6,301,519

- Utilities budget increase by \$1.27M (25.2%) - from FY23 adjusted budget
- Natural Gas is responsible for almost \$800,000 of this increase, a 50.1% increase from FY23 adjusted budget. This is largely due to a 84% increase in the FY24 supply rate.
- Electricity is projected to increase by \$455,000, or 14.6%, from FY23 adjusted budget due to the district returning to pre-pandemic usage.
- City still has future solar projects planned, but due to the high cost of materials these projects will be cost neutral (no additional savings) but still responsive to climate action goals
- The City and NPS continue to be committed to green initiatives by lowering energy usage through LED lighting upgrades and installation of rooftop solar panels & solar canopies, and conversion to all electric buildings

Utility History



Maintenance \$4,620,871

Broad category of maintenance including Charter Maintenance, IT maintenance of equipment and software, equipment maintenance (not IT), cleaning & custodial supplies, vehicle maintenance, etc.

- Charter Maintenance budget was reduced on a one-time basis in FY23 due to City covering \$410,000 in expenses. Budget is restored in FY24
- \$3.5M in Charter Maintenance covers three broad areas
 - Custodial Supplies and Equipment
 - Mechanical, Electrical and Plumbing (MEP) Repairs and Maintenance
 - Summer Projects

Contracted Services \$2,028,426

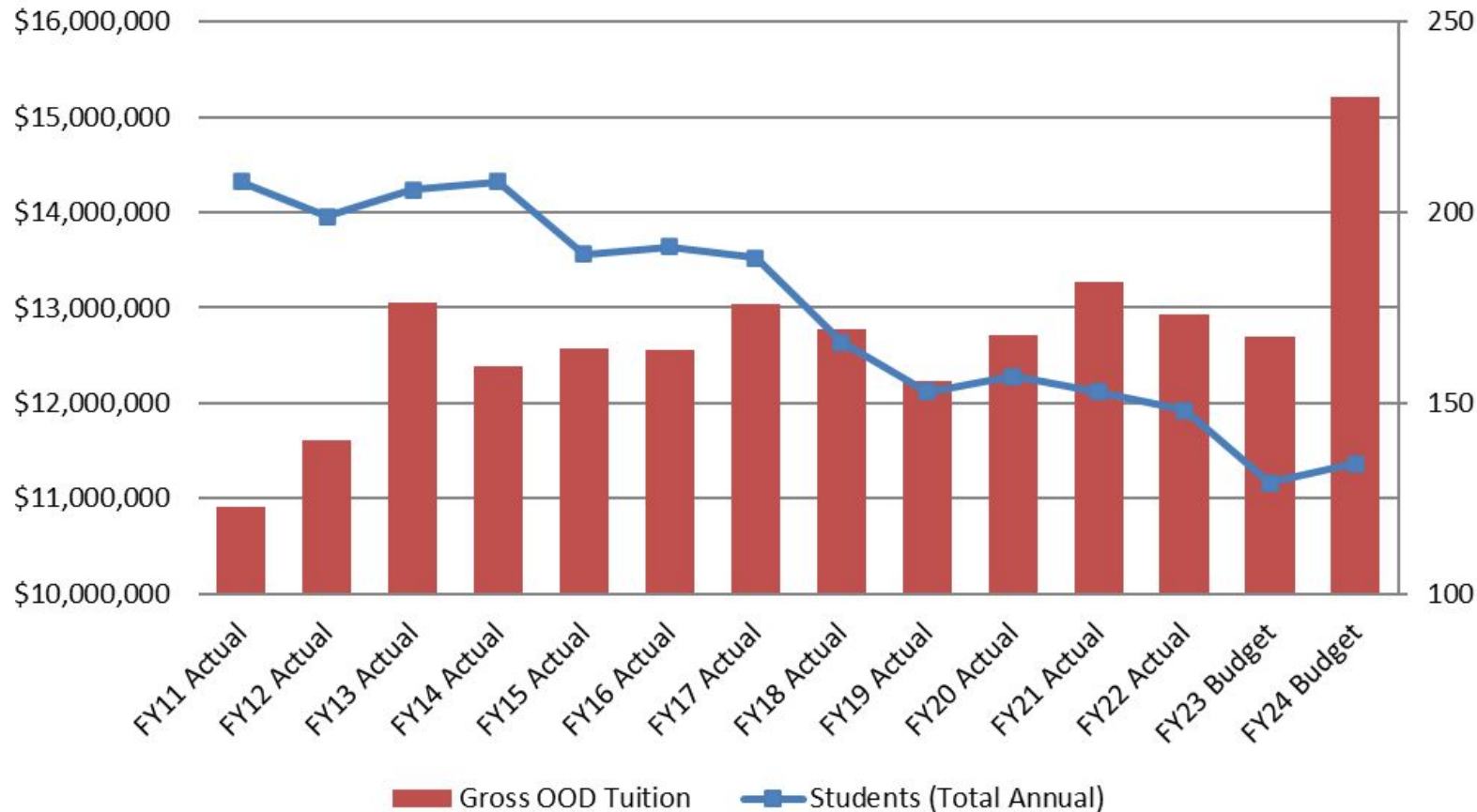
Contract services covers a broad range of services including: student services contractors, outside substitute vendor, training expenses, auditors, tutoring services, legal services, professional development conferences, claims/settlements etc.

- \$572,000 is attributed to contracted services supporting the needs of special education students. This is a reduction \$95,000 in FY24
- \$675,000 is for our outside substitute vendor due. This is level-funded from FY23
- There is a net increase of \$41,000 in School Committee Contracted Services for districtwide data analysis tools.
- Overall net reductions in Contracted Services are \$96,000

Tuition \$7,320,590

- Gross out of district tuition is \$15.2 M projected with 134 annual students
- This is “offset” by \$8.2M including \$4.8M in expected FY24 Circuit Breaker funding, plus \$2.0M in Circuit Breaker carry forward from FY23, and \$1.4M in additional Circuit Breaker bridge credit from the City to help alleviate the 14% OSD rate increase.
- Final Net out of district tuition for FY23 of \$7,320,590.
- Other tuition expenses include contractual Tuition Assistance for staff (\$171,500), Career and Technical Vocational Tuition (\$110,000) and Summer Tuitions (\$15,000).

Out of District Tuition Expenses and Students



Circuit Breaker Carryforward and building a sustainable budget

In FY23, the budget included \$4,590,000 in one-time funding.

In order to build a sustainable budget over time, we will need to reduce our reliance on one-time funding, but are still using \$2,000,000 of one time funding through Circuit Breaker Carry Forward to balance our budget in FY 24.

Additionally, we would like to build some reserves to give us some protection in the event of unforeseen expenses into the future.

- Build a reserve for legal settlements
- Build a reserve for unanticipated Out-of-District tuitions
- Continue to build up our Charter Maintenance account

Transportation \$8,881,819

Yellow Bus Transportation \$3.1M

- 3.5% contract rate increase in year 2 of a 5 year bus contract
- Net cost of \$3.1 million (fee revenue offsets 24% of the cost)
- Additional McKinney Vento & Foster Care transportation costs & reimbursements
- 34 in-district buses, 2 of these buses used for private schools within Newton
- Newton's Boston families use 8 buses which are paid by the METCO grant
 - 6 out of the total 42 buses are shared with In-City and Boston routes to maximize efficiency

Special Education Transportation \$5.5 M

- New three year contract renewal with a 20% rate increase, which results in a \$900,000 budget increase over FY23

Other Transportation Considerations

- Continue to explore electric bus opportunities with our vendors
- Bus Depot would provide benefits to NPS
- Providing only state mandated transportation services would provide significant savings, however, would create other challenges for families, traffic, and possible safety concerns



Supplies \$2,309,079

Includes a large basket of consumable materials spread across the district including: instructional supplies (\$1.4 M), textbooks, dues and subscriptions, postage, printing, medical supplies, paper goods, library supplies, office supplies, etc.

Overall reductions in supplies of - \$157 K, which is mainly attributable to Teaching & Learning (-\$96,000) and Student Services (-\$22,000).

Equipment \$1,870,284

All departments and schools use of equipment including: PC Hardware, software, instructional, office equipment, classroom furniture, facilities equipment, and instructional equipment.

- Overall increase of \$256 K in equipment, mainly attributable to the IT 1:1 technology program

Per Pupil Expenditures: Net increase of \$50 K to restore Elementary Per Pupil cuts in FY23. Level funding at Middle and High School levels.

Athletics \$1,259,250

Funding to support the Athletic programs at both highs schools. Program costs include coaches salaries, transportation, league fees, rentals, uniforms and equipment etc.

Increase Athletics by \$9,250 due to increased program cost for transportation and contractual salaries that are offset by \$200 K reductions due to budget constraints.

Other Non-Instructional Programs, Benefits and Key Issues to Monitor

Grants

Food Services

Benefits

Key Issues to Monitor

Final Net Reductions

Budget Calendar



Grants

FY23 grants total \$8.7M

\$4.7M = federal

\$3.7M = state

\$.3M = local (Newton Schools Foundation = \$250,000)

- The majority of Newton's grant awards are based upon entitlement grants
- For FY23, the district applied for and was awarded nine competitive grants totaling \$515,679
- FY24 federal entitlement grants - IDEA and Title (I, II, III, IV) are expected to remain relatively stable



Food Services

NPS has benefited from the state-funded, universally-free meal program for FY23. Governor Healy has included continued funding for this program for FY24 in a supplemental budget request, which requires final approval.

The Keep Kids Fed Act will provide additional reimbursement funding in excess of \$300K for FY23 with higher federal reimbursement rates - +\$.40 for lunch and +\$.15 for breakfast. However, this Act expires this year, which will be crippling financially if not extended.

US Representative Jim McGovern (MA) has introduced HR1269 - Healthy Meals Help Kids Learn Act to “permanently increase the federal reimbursement level for all free, reduced-price, and paid-rate school meals by 45 cents for every lunch served and 28 cents for every breakfast served, with a yearly adjustment.”



Benefits

Category	FY24 Budget	Change from FY23 Adjusted Budget	% Change
Health Insurance	\$36,414,521	\$1,490,107	4.1%
Medicare Payroll Tax	\$2,664,278	\$129,301	5.1%
OPEB	\$3,187,252	\$193,853	6.5%
Medicare Part B Reimbursement	\$1,363,454	\$13,500	1.0%
Dental Insurance	\$589,995	-\$747	-0.1%
Workers Compensation	\$400,000	\$0	
Unemployment	\$400,000	-\$50,000	-12.5%

Net Budget Adjustments by Program Area

Program Area	Original Reduction Targets	Proposed Reductions & Additions
Elementary Education	(\$1,222,178)	(\$1,247,350)
Secondary Education	(\$1,831,462)	(\$1,515,187)
Student Services	(\$2,102,126)	(\$1,111,390)
Teaching and Learning and ELL	(\$248,272)	(\$259,792)
IT and Library	(\$201,006)	\$164,430
Facilities		(\$45,000)
Systemwide Expenses & Benefits	(\$394,956)	(\$245,717)
Fee Increases		(\$656,959)
Total Reductions to Balance Budget	(\$6,000,000)	(\$4,916,965)



Key Issues to Monitor

- Impact of over-extended remaining resources
- Supporting ongoing student behavioral, social-emotional and academic needs
- Rates of special education referrals and reliance on special education resources
- District capacity to continue systemic improvement work
- Educator well-being and retention
- Recommendation of Ward/Underwood planning process
 - Scheduled for December 2023
- Possible changes to Health Insurance providers in FY24
- Impact of inflationary pressures on costs
- Unanticipated student needs due to new enrollments

FY24 Budget Meeting Timeline

Wednesday, March 29 - 8:30 a.m.	Superintendent Budget Presentation
Monday, April 3 - 6:30 p.m.	Budget Review: Instructional Areas (Elementary and Secondary)
Thursday, April 6 - 6:30 p.m.	Budget Review: Instructional Areas (Student Services and Teaching and Learning)
Monday, April 10 - 6:30 p.m.	Budget Review: IT and Non-Instructional Areas
Wednesday, April 12 - 6:30 p.m.	Public Hearing on the Budget
Monday, April 24 - 6:30 p.m.	SC Discussion of budget and straw vote
Thursday, April 27 - 6:30 p.m.	SC Discussion of budget and final vote
May 9 and 10	Budget presentation to City Council

Questions