

WAYLAND PUBLIC SCHOOLS

Wayland, Massachusetts

FY2012 Budget Message

Overview

The School Committee requests that residents approve an operating appropriation of \$31,096,713 to educate an estimated 2,652 students for the 2011-2012 school year. In addition to this amount, the Committee plans to raise \$1,342,127 in fees and other offsets for a total FY12 operating budget of \$32,438,840. This requested appropriation meets the Finance Committee guideline. The Committee also requests that the Town approve a capital request of \$350,000 for the investment in and support of educational technology.

Operating Budget

The School Committee recognizes the ongoing financial challenges facing the Town and State. Since FY07, in response to declining enrollment and reduced state aid, structural changes have been made to the educational program that are reflected in the school budget, such as section reductions and school reconfiguration at the elementary level, cluster reductions at the Middle School, and staff reductions at the High School. The FY11-14 salary settlement for teachers, negotiated and approved this past fall, provides an element of stability to the FY12 and upcoming budgets, with a 1.175% annual increase to the base salary over the three-year period and modifications to the health care offerings.

This requested appropriation of \$31,096,713 represents a 1.63% increase from the FY11 appropriation, after last year's decrease, which represented the first nominal school budget decrease in over 25 years. This FY12 budget reflects negotiated salary adjustments for steps and lanes and increases in expenses for special education and a new bus contract, but also includes reductions for utility and fuel expenses due to recently negotiated fixed rate contracts. Since negotiations are ongoing for certain Town and School unions, cost of living

adjustments for all school employees are included on the Town side of the budget.

The FY12 operating budget also provides for 6.9 new positions to address specific identified needs of our students:

- At the Kindergarten level, a 0.3 FTE Guidance position and 0.25 FTE Reading Specialist;
- At the Elementary level, 2.0 FTE Math Teacher/Coach positions (similar to the Reading specialists we currently have);
- At the Middle School an additional 2.0 FTE for 6th grade teachers to address the larger class sizes projected at this level;
- At the High School, a 1.0 FTE Health and Wellness Coordinator position and a 0.5 FTE Response to Intervention (RTI) position;
- System-wide, an additional 0.5 FTE K-12 English Language Learner (ELL) Instructor and a 0.3 FTE Early Childhood Speech Therapist, as well as a stipend for a K-12 Health and Wellness Department Head.

These FTE's are on the FY12 WTA salary scale. For more detailed information regarding these positions, please go to:

[FY12 Proposed Additional Budget Needs](#)

In addition, offsets (revenue) will increase through additional transfers from the fee-based programs, SPED Circuit Breaker funds, Student Transportation and High School parking fees. There will be no increase in any of the fees charged to students and their families.

Capital Budget

The School Committee also recommends the approval of a capital request of \$350,000 for the investment in and support of educational technology. An additional \$100,000 will be funded through the operating budget

in FY12 for related educational technology. This technology request was formulated through the work of the Technology Task Force, a group of citizens who work with the Administration and our Technology Director to develop a comprehensive plan to upgrade and modernize the district's utilization of technology in the classroom and throughout the schools. Specifically, these funds will be used in the following ways:

- to update the infrastructure and network,
- to provide for additional computers in the classrooms at the Elementary and Middle School levels,
- to replace outdated computers as part of a 5 year replacement cycle, and
- to purchase peripheral devices and other educational technology.

Appropriate professional development expenses for teachers, along with general technology staffing, are also carried in the operating budget.

For more detailed information regarding this capital request, please go to:

http://www.wayland.k12.ma.us/district/district_info/departments/superintendent/reports.htm

Important Updates

The Abrahams Group has been hired by the Town to conduct an Operational Review and has made initial recommendations for implementing improvements in budget and expenditure reporting formats and procedures. Some of these measures had already been adopted by the new School Business Administrator, as he has been reformatting the entire School Department budget within the Town's accounting software platform (MUNIS). We expect to review and implement additional recommendations in the coming year.

The High School building project has been progressing rapidly since the groundbreaking this past summer. It continues to be managed by the High School Building Committee and remains comfortably within budget and on schedule. The current plan is to

begin moving into the new buildings in late fall 2011, and to complete the move over the winter break in the upcoming (2011-12) school year.

Lastly, after 17 years of service to our district, Dr. Gary Burton will be retiring at the end of the current school year. After a comprehensive search process, conducted with the guidance of Future Management Systems and with the participation of a large group of parents, community members, teachers, and administrators, the School Committee interviewed three finalists and selected Dr. Paul Stein, currently the Deputy Superintendent in Newton, as our next Superintendent of Schools in Wayland. We thank Dr. Burton for his many years of service and dedication to the Town and to our students, and we wish him the best in retirement.

Concluding Remarks

The School Committee strongly advocates for the recommended operating budget that will continue to deliver a high-quality educational program to the children in the Wayland Public Schools. Similarly, the requested capital budget represents the necessary investment in the schools' infrastructure to allow us to continue to meet the high standard of education the Town desires.

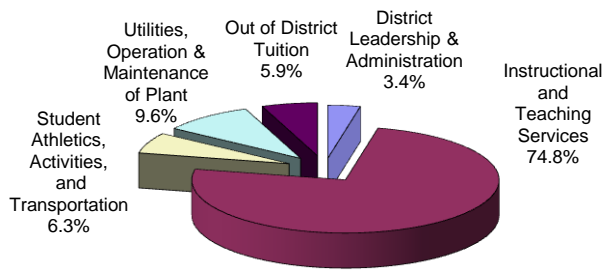
Wayland has a very dedicated and skilled group of professional educators and school employees. We thank them for the educational opportunities they provide for the students of Wayland Public Schools. We also thank the numerous organizations and individuals throughout the Town who play a vital role in our schools, and who have played a major role this year in planning for the future. We truly appreciate the partnership that exists between the schools and the Wayland community.

Thank you.

Wayland School Committee

Louis M. Jurist, MD, *Chair*
Barbara J. Fletcher, *Vice Chair*
Malcolm Astley
Elizabeth Butler, Esq.
Shawn Kinney

An Overview of the FY2012 Budget



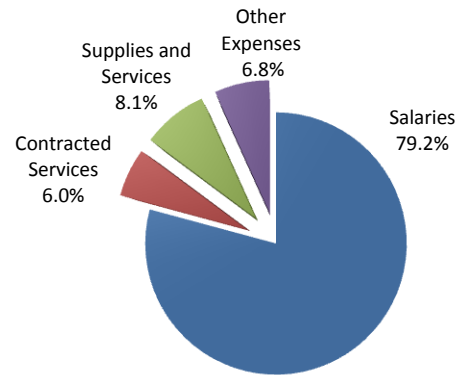
Wayland spends the largest share of its school budget on instructional programs. Of the \$32,438,840 budget requested for FY2012:

- \$26,173,766, or 80.7% is devoted to direct instructional services to students, including out of district special education tuition charges;
- \$2,053,255, or 6.3% is directed toward extra-curricular activities such as athletics and after-school clubs and student transportation;
- \$1,104,902 is focused on district wide leadership and administration, including oversight of curriculum and special education services, comprising 3.4% of the budget; and
- \$3,106,917 or 9.6% is set aside for operations and maintenance, including custodial services, equipment and building repair and utilities.

The majority of the district's budget -- \$25,686,160 or 79.2% is allocated to salary costs for all employees, including classroom teachers and specialists, teaching assistants, principals, curriculum leaders and department heads, district wide administration, clerical and other support staff, custodial and maintenance staff, coaches and co-curricular advisors.

Of the \$6,692,517 non-personnel budget, \$1,936,018 is allocated to Contract Services including regular and special education

transportation and building maintenance; \$2,624,473 for Supplies and Services including utilities and telecommunications; and \$2,192,189 to Other Expenses which includes out-of-district tuitions payable to private special education schools and collaboratives, with the balance allocated for supplies, equipment, and materials such as textbooks, diesel fuel, custodial supplies, classroom and office supplies.



Capital Budget Request for FY2012

The School Committee has three capital budget requests for FY2012.

1. \$350,000 for technology
 - \$200,000 for replacement of outdated computers
 - \$50,000 for network upgrades, including rewiring a Claypit Hill lab, Central Office, all 3 elementary offices and libraries, and HUB/switch replacements in classrooms
 - \$50,000 for data center upgrades/expansion for Virtual Desktop Integration
 - \$50,000 for peripherals, including whiteboards, projectors, mobile devices and interactive response clickers
2. \$50,000 to replace a 15 year old rack body truck that is used to move supplies and equipment between schools
3. \$100,000 for infrastructure improvements at Claypit Hill
 - \$45,000 to replace worn and damaged carpet and floor tiles
 - \$55,000 to rebuild the sidewalk and curbing and to repave the circle at the entrance to the school

Wayland Public Schools FY2012 Budget Function by State Function

GENERAL FUND	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	2012 <u>REQUEST</u>	PCT <u>CHANGE</u>
(0001) BUDGET OFFSET	\$ -	\$ -	\$ (1,342,127)	0.00%
1000 DISTRICT LEADERSHIP AND ADMINISTRATION				
(1110) SCHOOL COMMITTEE	\$ 34,073	\$ 25,900	\$ 18,500	-28.57%
(1210) SUPERINTENDENT	\$ 291,750	\$ 274,026	\$ 278,474	1.62%
(1220) ASST SUPERINTENDENT	\$ 140,792	\$ 142,015	\$ 189,065	33.13%
(1410) BUSINESS & FINANCE	\$ 251,387	\$ 249,208	\$ 185,520	-25.56%
(1420) HR & BENEFITS	\$ 83,750	\$ 78,748	\$ 132,567	68.34%
(1430) LEGAL SERVICES	\$ 32,876	\$ 40,000	\$ 18,500	-53.75%
(1450) DISTRICTWIDE IM & TECHNOLOGY	\$ 210,509	\$ 178,926	\$ 282,276	57.76%
2000 INSTRUCTIONAL SERVICES				
(2110) K-12 CURRICULUM DIRECTORS	\$ 501,147	\$ 538,955	\$ 540,767	0.34%
(2120) K-12 DEPARTMENT HEADS	\$ 7,416	\$ 44,240	\$ 60,969	37.81%
(2210) SCHOOL LEADERSHIP	\$ 1,283,823	\$ 1,308,127	\$ 1,317,646	0.73%
(2220) SCHOOL CURRICULUM LEADERS	\$ 153,555	\$ 255,217	\$ 278,861	9.26%
(2250) BUILDING TECHNOLOGY	\$ 190,666	\$ -	\$ -	0.00%
(2305) TEACHERS- CLASSROOM	\$ 13,488,953	\$ 13,324,864	\$ 13,930,962	4.55%
(2310) TEACHERS- SPECIALISTS	\$ 1,972,445	\$ 1,993,509	\$ 2,365,259	18.65%
(2315) INSTRUCTIONAL TEAM LEADERS	\$ 273,011	\$ 334,944	\$ 325,460	-2.83%
(2320) MEDICAL/THERAPEUTIC SERVICES	\$ 707,966	\$ 555,397	\$ 770,072	38.65%
(2325) SUBSTITUTE TEACHERS	\$ 267,881	\$ 150,000	\$ 250,000	66.67%
(2330) PARAPROFESSIONALS	\$ 1,711,886	\$ 1,738,490	\$ 1,766,629	1.62%
(2340) LIBRARIANS/MEDIA CENTER	\$ 340,192	\$ 292,896	\$ 325,886	11.26%
(2357) PROFESSIONAL DEVELOPMENT	\$ 185,176	\$ 287,264	\$ 268,757	-6.44%
(2410) TEXTBOOKS	\$ 182,078	\$ 203,355	\$ 190,254	-6.44%
(2415) OTHER INSTRUCTIONAL MATERIALS	\$ 58,375	\$ 79,880	\$ 73,558	-7.91%
(2420) INSTRUCTIONAL EQUIPMENT	\$ 133,392	\$ 69,582	\$ 82,791	18.98%
(2430) GENERAL SUPPLIES	\$ 196,962	\$ 208,065	\$ 232,734	11.86%
(2440) OTHER INSTRUCTIONAL SERVICES	\$ 33,630	\$ 23,791	\$ 15,356	-35.45%
(2451) CLASSROOM INSTRUCTIONAL TECHNOLOGY	\$ 32,922	\$ 111,394	\$ 84,593	-24.06%
(2453) OTHER INSTRUCTIONAL HARDWARE	\$ 781	\$ 10,486	\$ 3,786	-63.89%
(2455) INSTRUCTIONAL SOFTWARE	\$ 37,495	\$ 31,900	\$ 40,024	25.47%
(2710) GUIDANCE	\$ 742,677	\$ 652,097	\$ 647,067	-0.77%
(2720) TESTING AND ASSESSMENT	\$ 2,400	\$ -	\$ 3,141	0.00%
(2800) PSYCHOLOGICAL SERVICES	\$ 590,415	\$ 648,697	\$ 700,276	7.95%
3000 OTHER SCHOOL SERVICES				
(3200) MEDICAL & HEALTH SERVICES	\$ -	\$ -	\$ -	0.00%
(3300) TRANSPORTATION	\$ 902,714	\$ 1,214,977	\$ 1,155,965	-4.86%
(3400) FOOD SERVICE	\$ -	\$ -	\$ -	0.00%
(3510) ATHLETICS	\$ 613,340	\$ 474,930	\$ 731,597	54.04%
(3520) OTHER STUDENT ACTIVITIES	\$ 217,192	\$ 170,929	\$ 165,693	-3.06%
(3600) SCHOOL SECURITY	\$ 802	\$ -	\$ -	0.00%

4000 OPERATION AND MAINTENANCE OF PLANT

(4110) CUSTODIAL SERVICES	\$ 1,125,305	\$ 1,076,706	\$ 1,087,225	0.98%
(4120) HEATING OF BUILDINGS	\$ 376,192	\$ 525,000	\$ 475,000	-9.52%
(4130) UTILITY SERVICE	\$ 740,229	\$ 625,000	\$ 683,000	9.28%
(4210) MAINTENANCE OF GROUNDS	\$ 4,202	\$ 5,000	\$ 5,000	0.00%
(4220) MAINTENANCE OF BUILDINGS	\$ 444,613	\$ 501,853	\$ 481,872	-3.98%
(4230) MAINTENANCE OF EQUIPMENT	\$ 1,776	\$ 57,000	\$ 13,600	-76.14%
(4400) NETWORKING & TELECOMMUNICATIONS	\$ 187,201	\$ 240,790	\$ 201,067	-16.50%
(4450) TECHNOLOGY MAINTENANCE	\$ 136,361	\$ 164,714	\$ 160,153	-2.77%

5000 FIXED CHARGES

(5200) INSURANCE	\$ 3,328	\$ 3,600	\$ -	-100.00%
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6000 COMMUNITY SERVICES

(6200) CIVIC ACTIVITIES	\$ 2,946	\$ -	\$ -	0.00%
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9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS

(9100) TUITION TO MA SCHOOLS	\$ 1,136,001	\$ -	\$ 198,427	0.00%
(9300) TUITION - NON-PUBLIC SCHOOLS	\$ 90,426	\$ 1,122,438	\$ 1,473,627	31.29%
(9400) TUITION - COLLABORATIVES	\$ 315,919	\$ 561,803	\$ 226,864	-59.62%

GRAND TOTAL

	\$ 30,438,924	\$ 30,596,713	\$ 31,096,713	1.63%
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The FY2012 budget is formatted in conformance with the Massachusetts Department of Elementary and Secondary Education’s Criteria for Financial Reporting, and is organized into the following functional areas:

- *District Leadership and Administration* for the general administration of the school district that is system wide and not restricted to one school or school activity. (1000 series)
- *Instructional Services* for the activities involving teaching of students, supervision of staff, development and use of curriculum materials and related services, all of which can be reported on a school basis. (2000 series)
- *Other School Services* for non-instructional functions such as health services, transportation, athletics, and after-school activities. (3000 series)
- *Operation and Maintenance of Plant* for the physical maintenance and operation of school buildings and grounds, including custodial services, building repairs and utilities. (4000 series)
- *Fixed Charges* for retirement and insurance programs, rental of land and buildings, and debt service for loans, including principal and interest on current loans. (5000 series)
- *Community Services* for those services provided by the school district for the community as a whole or for some segment of the community. (6000 series)
- *Programs with Other School Districts* for the payment to other districts or to non-public schools for tuition and services for students residing in town. (9000 series)

Massachusetts Department of Education function codes for Acquisition, Improvement and Replacement of Fixed Assets (7000) and Debt Service and Retirement (8000) are not included above as there are no funds allocated in these two areas. FY12 represents a major change in methodology in how data is captured and presented. All budgets are now in the Town’s financial system MUNIS. Budget offsets are no longer embedded, thereby maintaining appropriation integrity, which will result in large variances in certain state function categories. Alignment and reallocation efforts are on-going.

FY2012 Budget by Location

Combined, the High School and Middle School represent 45.2% of the School Department’s requested FY2012 budget. Another 30.0% is allocated for the combined budgets of Claypit Hill, Happy Hollow, and Loker schools.

District-wide operations account for the remaining 24.8% of the school department’s budget. This includes in-district transportation, utilities and maintenance for all five schools, and out-of-district tuition and transportation costs for special education.

Wayland Public Schools Budget by Location

		<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>DELTA</u>	<u>% DELTA</u>
HS	Personnel	8,451,463	8,079,738	8,327,198	247,460	3.06%
	Non-Personnel	<u>723,342</u>	<u>623,495</u>	<u>652,839</u>	<u>29,344</u>	4.71%
	Total	\$ 9,174,805	\$ 8,703,233	\$ 8,980,037	\$ 276,804	3.18%
	Enrollment	896	869	839	(30)	-3.45%
	HS Per Pupil Cost	\$ 12,992	\$ 12,960	\$ 13,737	\$ 776	5.99%
MS	Personnel	5,662,048	5,302,402	5,477,163	174,761	3.30%
	Non-Personnel	<u>229,528</u>	<u>209,530</u>	<u>210,028</u>	<u>498</u>	0.24%
	Total	\$ 5,891,576	\$ 5,511,932	\$ 5,687,191	\$ 175,259	3.18%
	Enrollment	639	634	630	(4)	-0.63%
	MS Per Pupil Cost	\$ 9,220	\$ 8,694	\$ 9,027	\$ 333	3.83%
CH	Personnel	4,548,119	4,504,336	4,549,927	45,591	1.01%
	Non-Personnel	<u>211,320</u>	<u>201,320</u>	<u>182,000</u>	<u>(19,320)</u>	-9.60%
	Total	\$ 4,759,439	\$ 4,705,656	\$ 4,731,927	\$ 26,271	0.56%
	Enrollment	609	571	560	(11)	-1.93%
	CH Per Pupil Cost	\$ 7,815	\$ 8,241	\$ 8,450	\$ 209	2.53%
HH	Personnel	3,396,049	3,503,625	3,700,003	196,378	5.60%
	Non-Personnel	<u>149,253</u>	<u>144,251</u>	<u>143,000</u>	<u>(1,251)</u>	-0.87%
	Total	\$ 3,545,302	\$ 3,647,876	\$ 3,843,003	\$ 195,127	5.35%
	Enrollment	417	440	440	-	0.00%
	HH Per Pupil Cost	\$ 8,502	\$ 8,291	\$ 8,734	\$ 443	5.35%
LO	Personnel	947,963	892,721	1,108,665	215,944	24.19%
	Non-Personnel	<u>26,711</u>	<u>22,515</u>	<u>43,000</u>	<u>20,485</u>	90.98%
	Total	\$ 974,674	\$ 915,236	\$ 1,151,665	\$ 236,429	25.83%
	Enrollment	160	168	183	15	8.93%
	LO Per Pupil Cost	\$ 6,092	\$ 5,448	\$ 6,293	\$ 845	15.52%
SYS	Personnel	2,319,250	2,407,374	2,523,204	115,830	4.81%
	Non-Personnel	<u>5,170,217</u>	<u>5,491,406</u>	<u>5,521,813</u>	<u>30,407</u>	0.55%
	Total	\$ 7,489,467	\$ 7,898,780	\$ 8,045,017	\$ 146,237	1.85%
	Enrollment	2,721	2,682	2,652	(30)	-1.12%
	SYS Per Pupil Cost	\$ 2,752	\$ 2,945	\$ 3,034	\$ 88	3.00%
TOTAL	Personnel	25,324,892	24,690,196	25,686,160	995,964	4.03%
	Non-Personnel	<u>6,510,371</u>	<u>6,692,517</u>	<u>6,752,680</u>	<u>60,163</u>	0.90%
	Total	\$ 31,835,263	\$ 31,382,713	\$ 32,438,840	\$ 1,056,127	3.37%
	Offsets	<u>(723,500)</u>	<u>(786,000)</u>	<u>(1,342,127)</u>	<u>(556,127)</u>	70.75%
	APPROPRIATION	\$ 31,111,763	\$ 30,596,713	\$ 31,096,713	\$ 500,000	1.63%
	% Increase in Budget	3.79%	-1.42%	3.37%		
	% Increase in Offsets	24.21%	8.64%	70.75%		
	% Increase in Approp.	3.39%	-1.66%	1.63%		

Budget Offsets for FY2012

Budget offsets reduce the total amount of the budget appropriation that is requested at Town Meeting. Offsets come from a variety of sources: athletics fees and gate receipts, student transportation fees, state and/or federal grants, private gifts and grants, elementary instrumental music fees, and Wayland School Community Programs such as BASE, Pegasus and the Children's Way.

Offsets of \$1,342,127 for FY2012 will come from:

▪ Athletic Fees at HS and MS	\$258,500
▪ METCO Grant Transfer	\$150,000
▪ WSCP Occupancy Allocation	\$270,127
▪ Student Transportation Fees	\$117,000
▪ SPED Circuit Breaker Transfer	\$292,000
▪ Elem. Instrumental Music Fees	\$ 40,000
▪ Full Day Kindergarten	\$198,000
▪ HS Parking Fees	\$ 16,500

Additional information about the FY2012 School Department budget and its development is available on the web at <http://www.wayland.k12.ma.us> and www.waylandschoolcommittee.org, as well as in the Office of the Superintendent of Schools.

Enrollment Projections for 2011-2012

Each October, projections are developed for student enrollment for the following school year. These projections are then used as the basis for the Superintendent's budget request, particularly to plan for the number of classroom sections that will be needed for students expected in Grades K-5.

For the 2011-2012 school year, the district projects 2,652 students to be in attendance across the five schools, 30 fewer students than were enrolled on October 1, 2010, and the eighth consecutive year of enrollment decline across the district. This total does not include special needs students who attend classes outside of the district in collaboratives or private special needs programs.

Of the 2,652 students expected in Wayland schools in the fall, 839 will be enrolled at the High School,

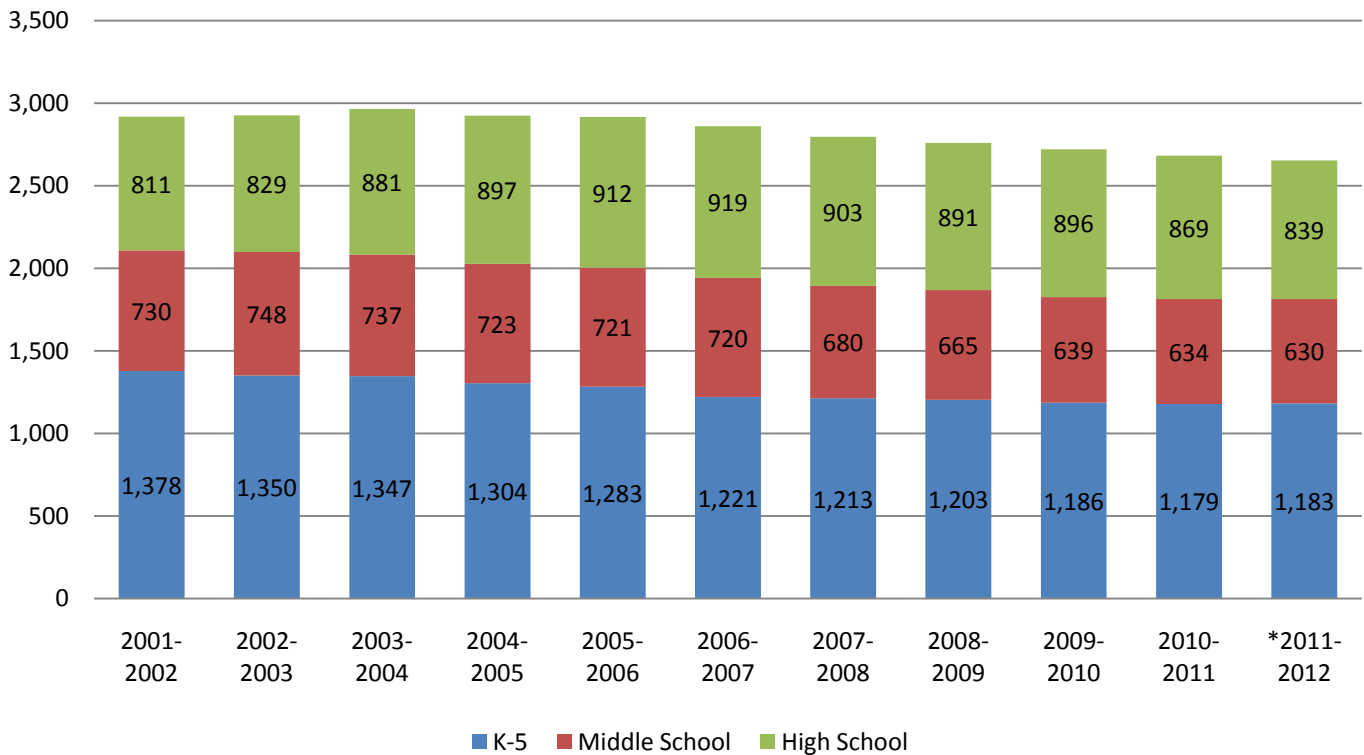
30 fewer than were reported to the State in October 2010.

The Middle School will see a decline of 4 students below the current year's official enrollment of 634.

The district's K-5 enrollment is expected to increase by 4 students to 1,183, the first increase after the tenth consecutive year of elementary enrollment decline, with 560 students expected at Claypit Hill (a decrease of 11 students), 440 students at Happy Hollow (the same as 2010), and 183 kindergarteners at Loker (an increase of 15 students). Distribution of these students across the six grades will result in the addition of one classroom section each Loker and no change in the number of classrooms at Claypit Hill and Happy Hollow, for a projected total of 26 classroom sections at Claypit Hill, 20 at Happy Hollow, and 9 at Loker.

Enrollment History

* Projected



FY2012 Budget Summary

The Wayland School Committee requests an operating budget of \$32,438,840, including \$1,342,127 in offsetting fees and transfers, for the 2011-2012 school year. Town Meeting will be asked to appropriate \$31,096,713, an increase of 1.63%, or \$500,000 (Finance Committee Guideline), above the current year's appropriation for the operation of the district's five schools.

The School Committee also requests a technology capital budget of \$350,000 for data center and network

upgrades, replacement of computers, and the enhancement of learning through other technology devices. Two other articles requested by the Town's Facilities Director for the school department will provide for the replacement of a 15 year old truck for \$50,000 and infrastructure improvements at the Claypit Hill School for \$100,000.

Wayland Annual Town Meeting begins Thursday, April 7, at 7:30 PM in the Wayland Middle School Gymnasium.

Wayland Public Schools Mission Statement

Personal and civic responsibility, love of learning, and empathy for others: these are the qualities that the Wayland Public Schools seeks to instill in its students. At its core, our mission is to provide a rigorous and stimulating academic environment that promotes the acquisition of knowledge and skills. Yet we deem it equally important to nurture self-confident, collaborative, and conscientious individuals. We strive to create a climate where risk-taking is safeguarded, open expression is encouraged, and free association is protected. Our goal is to advance our students' growth into principled, informed, and capable citizens who will help guide a democracy that follows humanitarian principles in the global forum, and shape a just society where individuals may reach their full potential.