



ARLINGTON FINANCE COMMITTEE
 MINUTES OF MEETING
 COMMUNITY SAFETY BUILDING
 O'NEILL ROOM
 7:30 PM 3/21/18

ATTENDEES:

Deyst*	White*	Caccavaro	Kellar*	McKenna*
DeCoursey*	Wallach*	Harmer*	Gibian*	
Tosti*	Foskett	Bayer	Duvadie	
Hansberry*	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	Fanning	Levy	Diggins*

*Indicates present **Indicates present electronically

VISITORS: APS Administers: Superintendent Kathy Bodie, Chief Financial Officer John Danizio, School Committee Members Bill Hayner, Kirsi Allison-Ampe, Len Kardon, Jeff Thielman; Andre DeGrignio

MINUTES of 3/19/18 accepted as corrected. Unanimous.

BUD SCHOOLS: Bodie, assisted by Danizio presented the FY19 APS budget (Ref 1). She started by introducing the attendees and by reviewing progress on the school expansion building at Hardy and Gibbs. All work is expected to complete by the coming December. The AHS feasibility study is under way. Decisions on the options is expected this summer. Building plans will follow with a debt exclusion override in spring 2019. Enrollment continues to increase, by 170 this year. Projections based on these numbers are beginning to exceed the McKibben estimates. She still expects the total to be less than 7000. Bodie stated a 4 point vision which includes graduate readiness, continuous staff improvement, cost effective education and collaboration with the rest of the town. She reviewed the budget development and listed as priorities SPED & high needs students, mitigation of growth, organizing Gibbs for 6th graders, and staff compensation. She will hire 5.4 FTE at AHS, 4 at middle school and 3 FTE at the elementary schools plus other support staff. The budget is \$71,785,331 with the Town appropriation \$65,860,321 This is a 7.34% growth and is consistent with the long range plan. It assumes no increase in Chap 70 state aid. Danizio provided details. (The FinCom received the APS budget as presented to the School Committee by email some time ago.)

VOTED \$65,860,321 + \$241,998 (contingent on House Ways & Means approval of the Governor's recommendation) = \$66,102,319. Unanimous

BUD RETIREMENT: Fiscal SubCom White recommended the budget as printed. The increase was within the 5.5% as agreed several years ago. The offset is from Water & Sewer.

VOTED \$10,765,545 Unanimous

ART 29 RECLASSIFICATION: Fiscal SubCom White recommended \$54,429 as shown on her handout, Ref 2. No applicants for reclassification were turned down, though 2 appealed. The members noted that information was missing. She will inquire.

COMMITTEE: The Chair hopes to wrap up next Monday. ACAC is scheduled to return. The Deputy Town Manager will present the Parking District budget. The remaining budgets will be considered.

RESERVE FUND Balance: \$1,436,230.17

Peter Howard 3/22/18 Revised 3/26/18

NOTE: For consistency, the article numbers are as listed in the draft warrant.

Ref 1 APS FY19 Budget Presentation

Ref 2 Positions Reclassification

ARLINGTON PUBLIC SCHOOLS

FY19 BUDGET PRESENTATION

WITH FINANCE COMMITTEE

Dr. Kathleen Bodie

March 21, 2018



AGENDA

- School Committee Members
- FY18 Update
- Budget Development
 - Key Contributors
 - Budget Process and Timeline
 - Budget Drivers and Priorities
- FY19 Budget Information
 - Revenue Increase Summary
 - Expense Increase Summary
 - Totals and Historical Data
- Planning for the Future
- Discussion and Deliberation



ARLINGTON SCHOOL COMMITTEE

- Jeff Thielman, *Chair*
- Kirsi C. Allison-Ampe*, *Vice - Chair*
- William Hayner*, *Secretary*
- Len Kardon*
- Paul Schlichtman
- Jennifer Susse
- Cindy Starks

*Budget Subcommittee Member

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CURRENT YEAR HIGHLIGHTS

Building Project Status

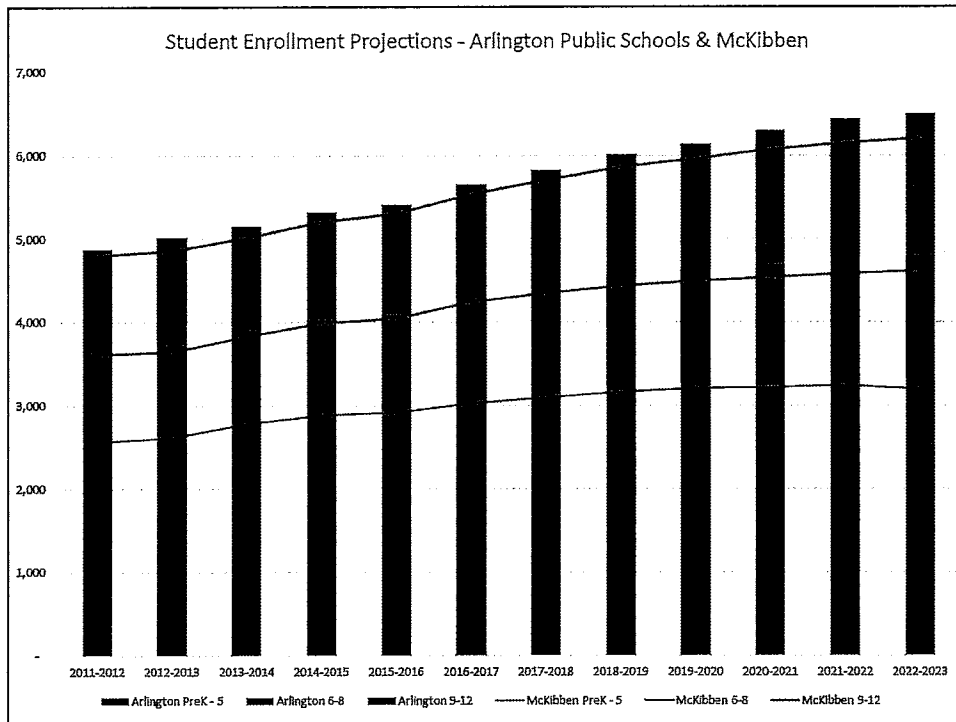
- Stratton School
 - Opened September 2017
- Thompson School
 - Opened November 2017
- Gibbs
 - Projected to open September 2018
- Hardy
 - Projected to open December 2018
- Arlington High School
 - Feasibility Study on-going

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CURRENT YEAR HIGHLIGHTS

- Cultural Competency and SEL Initiatives
- Youth Mental Health First Aid (AEF Grant) *- 300 this yr
AYCC?*
- Enrollment Growth *170 this yr (10/1/17)*
- FY18 is projected to be on budget with no deficit

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VISION FOR THE ARLINGTON PUBLIC SCHOOLS

- Every APS graduate will be ready for college, career and active citizenship
- APS will build staff capacity, fostering continuous improvement
- APS will provide a cost effective education supporting optimal teaching and learning
- In partnership with all town departments, APS will engage in effective collaboration and communication with all stakeholders



ARLINGTON PUBLIC SCHOOLS MISSION STATEMENT

The mission of the Arlington Public Schools is to educate students by promoting academic excellence, by empowering students to achieve their maximum potential, and by preparing students for responsible participation in an ever-changing world. The Arlington Public Schools are committed to helping every student achieve emotional, social, vocational, and academic success.



BUDGET DEVELOPMENT KEY CONTRIBUTORS

Central Office Administration

- o Dr. Kathleen Bodie, Superintendent
- o Rod MacNeal, Asst Superintendent
- o Robert Spiegel, HR Director
- o Alison Elmer, Director of Special Ed
- o David Good, CTO
- o John Danizio, CFO

Principals

- o Dr. Matthew Janger, AHS
- o Dr. Eileen Woods, OMS
- o Mark McAneny, Bishop
- o Stephanie Zerchykov, Brackett
- o Thad Dingman, Dallin
- o Kristin DeFrancisco, Hardy
- o Karen Hartley, Peirce
- o Dr. Michael Hanna, Stratton
- o Karen Donato, Thompson



BUDGET DEVELOPMENT KEY CONTRIBUTORS

Leadership Team

- o David Ardito, Visual Arts
- o Cindy Bouvier, Health
- o Carla Bruzzese, ELL
- o Sara Burd, Counseling and Wellness
- o Dawn Carney, World Languages
- o Matthew Coleman, Mathematics
- o Denny Conklin, Social Studies
- o Bill Pappazisis, Performing Arts
- o Deb Perry, English Language Arts
- o Larry Weathers, Science

Contributors

- o Julie Dunn, Grants
- o Lizz Montes, Business Office
- o Connie Russell, Payroll
- o Claudia Bertoli, Technology

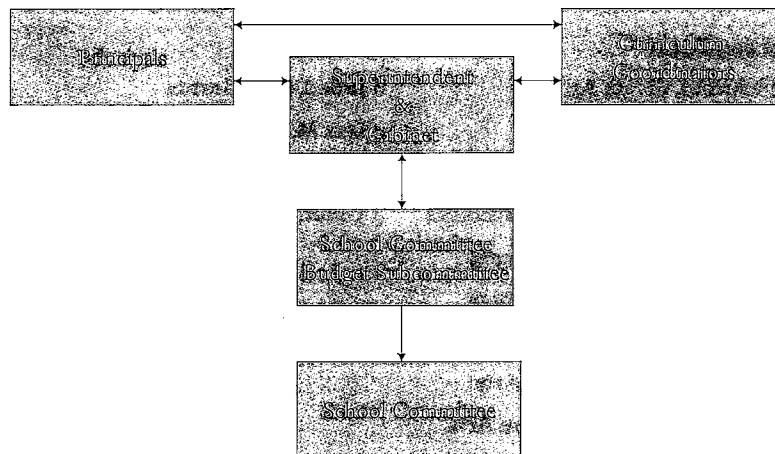


BUDGET DEVELOPMENT TIMELINE

- September 2017 – Superintendent begins discussions on FY19 budget priorities with Leadership Team
- October 2017 – School Committee Budget Sub-Committee begins meetings with Administrative Team
- December 2017 – Leadership Team presents initial budget plans to School Committee
- December 2017 – Long Range Planning Committee sets the budget target for FY19
- January 2018 – Initial budget estimates shared with School Committee, and budget plan begins to take shape
- January 2018 – School Committee votes to accept the Town Manager budget estimate for FY19
- February 2018 – Superintendent FY19 Proposed Budget details presented to School Committee
- March 2018 – Public hearing and School Committee vote final budget

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APS BUDGET DEVELOPMENT PROCESS



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BUDGET DEVELOPMENT TIMELINE

NEXT STEPS

- March 21, 2018 – Finance Committee reviews school budget

- April/May 2018 - Town Meeting votes School Department final FY19 budget

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BUDGET PRIORITIES AND DRIVERS

- Special Education Mandates
- Support for High Needs Students
- Enrollment Growth and Class Size Mitigation
- Gibbs School Implementation
- Staff Retention and Compensation

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FY19

BUDGET PRIORITIES

- Special Education Mandates
 - Additional funding for Out of District Tuition
 - Additional funding for SE Transportation
 - Additional funding for SE Services

- Support for high needs students
 - 1.0 FTE Social Worker
 - 1.0 FTE Literacy Coach
 - 4.0 FTE elementary Teacher Assistants

- Enrollment growth & class size mitigation
 - AHS 5.4 FTE additional staff
 - Ottoson Middle School 4.0 FTE
 - Elementary level 3.0 FTE teachers

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BUDGET PRIORITIES

- Gibbs School Implementation
 - Fund first year costs for opening a new school
 - Includes new positions

- Retention and Compensation of Faculty and Staff
 - Include adequate funds to cover potential contract agreements consistent with existing contracts

- Other Additions
 - Full time TA's at Kindergarten level
 - Additional funding for course reimbursement
 - Establish a budget for mandated translation services
 - 1.0 FTE Custodian
 - Additional funding for facility operations and utilities

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FY19 BUDGET INFORMATION

Revenues

➤ **Total FY18 Budget** **\$66,876,084**

☐ Town Appropriation	\$60,928,485
☐ Grants	\$ 2,474,010
☐ Revolving & Reimbursements	\$ 3,473,589

➤ **Total FY19 Revenues** **\$71,785,331**

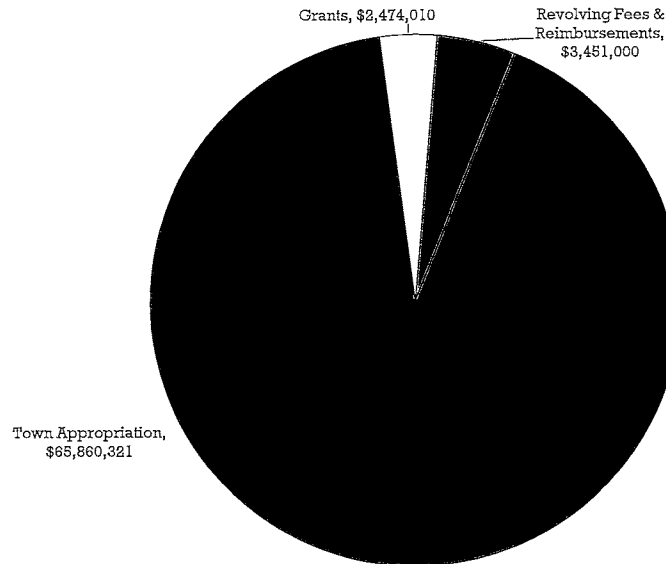
☐ Town Appropriation	\$65,860,321
☐ Grants	\$ 2,474,010
☐ Revolving & Reimbursements	\$ 3,451,000

➤ **Total 7.34% Increase in Revenue \$4,909,247**

* Additional Chapter 70 funding not included in this total as amount is unknown

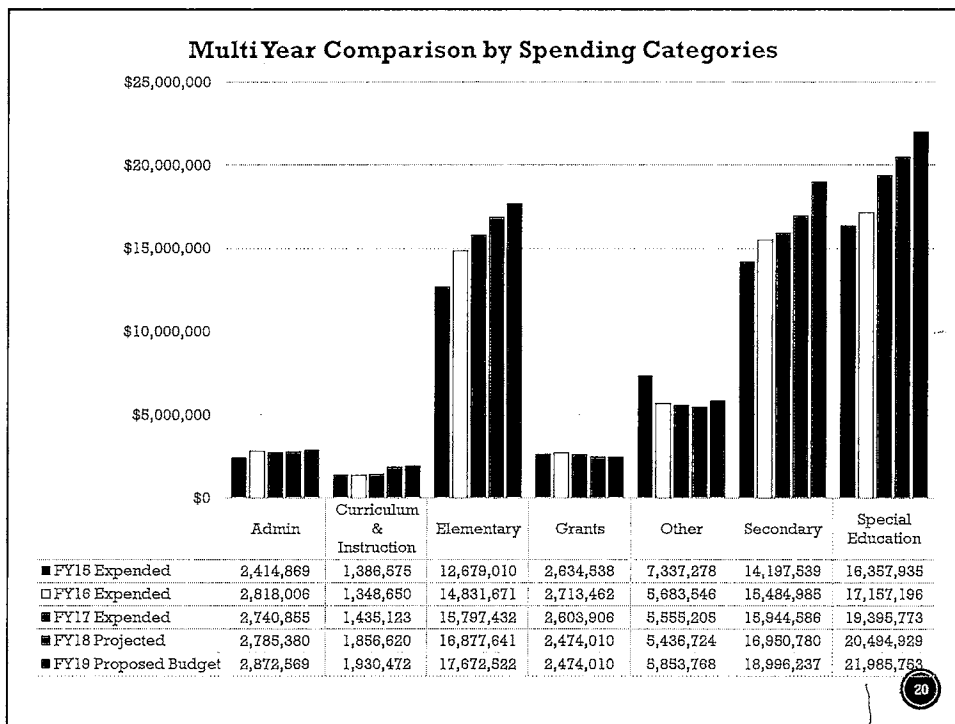
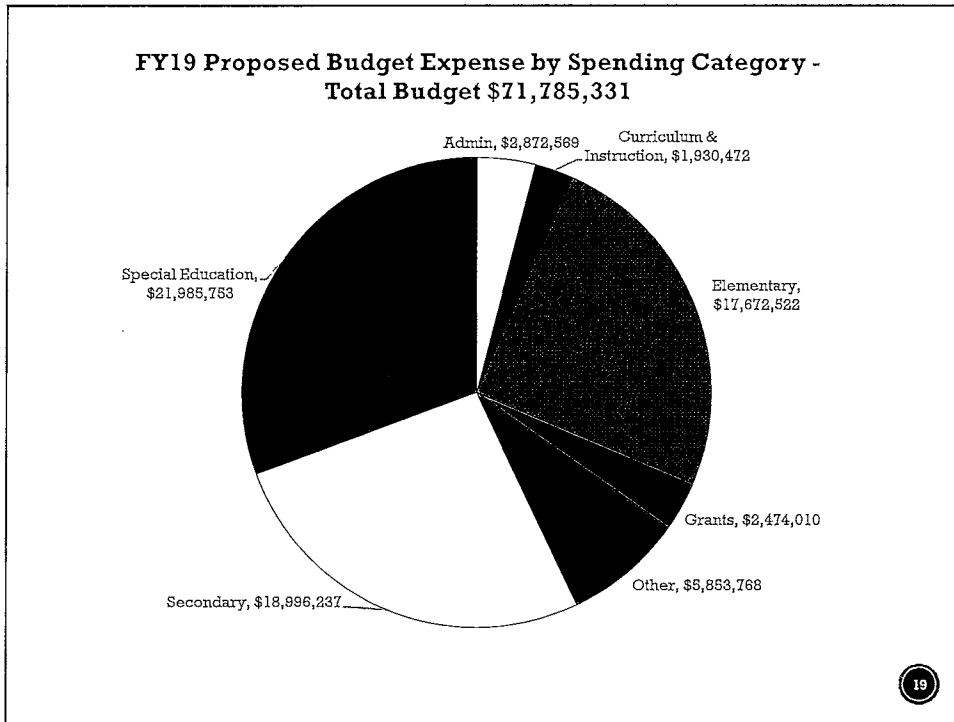
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FY19 Proposed Budget Funding Summary
Total Funding \$71,785,331

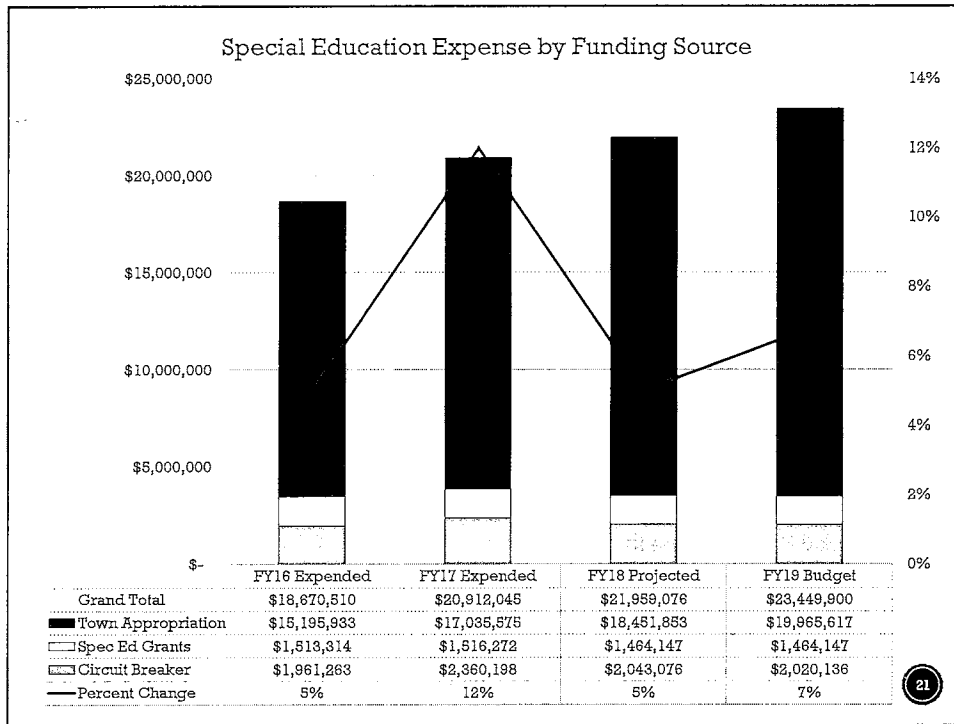


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John



Let's increase more than # students



SUMMARY FY19 PROPOSED BUDGET CHANGES

- Net increase in Revenue \$4,909,247
- Gibbs School Implementation \$1,300,000
- Total Salary/Longevity \$1,955,000
- Fixed and Mandated Costs \$ 586,593
- Other Increases \$1,067,654

For greater detail visit: FY19 Superintendent's Proposed Budget
Section 1 Superintendent's Budget Message

ADDITIONAL CHAPTER 70 FUNDING

- Priority A - \$242k
 - 1.0 FTE - Preschool Classroom Teacher
 - 1.0 FTE - Preschool Classroom TA
 - 2.0 FTE - Reserve Teacher Positions (K-12)
 - 1.0 FTE - Large Class Size TA (Elementary)
 - 0.5 FTE - Math Coach (Elementary)
 - Increase Summer PD Budget to meet needs
- Priority B - \$308k
 - 2.0 FTE - Assistant Principals
 - 0.5 FTE - School Nurse
 - 0.5 FTE - Counselor OMS
 - 1.0 FTE - Math Interventionist (elementary)
 - Curriculum Supplies and Materials

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PLANNING FOR THE FUTURE

- Enrollment Growth
 - Continue to monitor APS projects vs McKibben forecasts
 - Update the enrollment study (McKibben)
- Financial Planning
 - New budget book format
 - Multi-year financial plan
- Technology Planning
 - Update the district technology plan
- Curriculum Changes
 - Social Studies framework
 - Computer Science

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April 23, 2018

2018 Town Meeting Request -- Positions Reclassification

1. By reclassifying the following positions:

A. Board Administrator Board of Selectmen	FTE1	\$7,771
B. Principal Account Clerk Bookkeeper I OA4 to OA5 Comptroller	FTE1	\$2,210
C. Principal Account Clerk Bookkeeper II OA4 to OA6 Comptroller	FTE1	\$6,063
D. Director of Youth Services – AYCC ATP11 to ATP13 Health and Human Services	FTE1	\$13,569
E. Clinical Director – AYCC ATP9 to ATP10 Health and Human Services	FTE1	\$2,783
F. Assistant Clinical Director - AYCC ATP7 to ATP8 Health and Human Services	FTE.6	\$1,560
G. HHS Clerk OA4 to OA6 Health and Human Services	FTE1	\$6,063
H. MUNIS Analyst and Project Manager ATP11 to ATP12 Information Technology	FTE1	\$6,975
I. Senior Clerk & Typist (Accounts Payable) – OA3 to OA4 Recreation	FTE1	\$710
J. Senior Clerk & Typist (Payroll) - OA3 to OA4 Recreation	FTE1	\$2119
K. Principal Clerk & Typist – Community Safety OA3 to OA5 Police	FTE1	
L. Working Foreman Tree Climber MC7 to MC8 Public Works	FTE1	
M. Assistant Town Engineer ATP 10 to ATP11 Public Works	FTE1	\$4,606

54,429

2. By adding the following positions:

- A. Senior Accountant – OA6
Comptroller
- B. HVAC Technician, II – MC8
Facilities
- C. Director of Public Health ATP11
Health and Human Services
- D. Receptionist – HHS OA2
Health and Human Services
- E. Office Manager – Health and Human Services
Health and Human Services
- F. Assistant Director of IT ATP13
Information Technology
- G. Environmental Planner/Conservation Agent ATP6
Planning and Community Development
- H. Assistant Director of Planning & Community Development ATP12
Planning and Community Development
- I. Recreation Administrative Assistant – Payroll OA4
Recreation
- J. Recreation Administrative Assistant – Accounts Payable OA4
Recreation
- K. Pre-School Instructor ATP1
Recreation

3. By deleting the following positions:

- A. Junior Accountant OA5
Comptroller
- B. Principal Account Clerk II OA4
Comptroller
- C. Project Manager -- HHS ATP7
Health and Human Services
- D. HHS Clerk OA4
Health and Human Services
- E. Conservation Administrator ATP6
Planning and Community Development
- F. Assistant Director of Planning & Community Development /
Housing Director ATP12
Planning & Community Development
- G. Senior Clerk & Typist -- Recreation OA3
Recreation