


Fiscal Year  
2020 Budget  
Request  
for the 2019  
Annual Town  
Meeting



March 28, 2019 School Committee Meeting

**The memorandum contains the following actions.**

- 1) Approve Fiscal Year 2020 Budget Request for the 2019 Annual Town Meeting**
- 2) Establish School Committee Expenditure Reporting Requirement – *voted Feb 28, 2019*
- 3) Approve Non-Aligned Pay Rates – *Summer Rates Approved March 14, 2019*
- 4) School Committee votes and authorizes Fiscal Year 2020 Revenue Sources**
- 5) Approve/Authorize FY19 + FY20 transfer to Public Health for Youth Services Substance Abuse Counselor**
- 6) Authorize Grant Applications and Anticipated Awards**
- 7) Approve Revolving Fund Program Budgets – *Presentations Scheduled for Apr 25, 2019*
- 8) Approve FY 20 Student Fees, Fines, and Charges**
- 9) Submit 2019 Annual Town Meeting Warrant Articles
  - a) Transportation Revolving Funds {Chapter 44 Section 53 ½} – *voted Feb 28, 2019*
  - b) Special Education Stabilization Fund {Section 24 of Chapter 218 of the Acts of 2016} - *tabled*

**1. Approve Fiscal Year 2020 Budget Request for the 2019 Annual Town meeting**

**Motion:** The School Committee votes the following budget of \$119,841,548 for Fiscal Year 2020, with an allocation of \$104,014,289 for personnel and \$15,827,259 for Expenses.

Vote changes the internal control and transfer requirements of the Budget Managers..

**1. Approve Fiscal Year 2020 Budget Request for the 2019 Annual Town meeting**

**FY 20 Budget Request**

Program	Exp.	FY18 ACTUAL		FY19 Budget STM		FY20 BUDGET PRELIMINARY		FY20 PRELIM Bud - FY19 Bud Variance	
		FTE	EXP.	FTE	EXP.	FTE	EXP.	FTE	EXP.
<b>Gross School Dept. Budget</b>	Personnel	1,240.49	\$94,622,356	1,276.72	\$ 98,478,447	1,313.60	\$ 104,014,289	36.88	\$ 5,535,841
<b><u>Expenditures</u></b>	Services		\$9,741,002		\$ 10,542,721		\$ 11,699,864		\$ 1,157,142
	Supplies		\$1,922,502		\$ 2,051,297		\$ 1,833,497		\$ (217,800)
	Other		\$593,018		\$ 1,288,570		\$ 1,102,213		\$ (186,357)
	Capital		\$1,140,010		\$ 1,364,723		\$ 1,191,685		\$ (173,038)
	<b>Total</b>		<b>\$ 108,018,889</b>		<b>\$ 113,725,760</b>		<b>\$ 119,841,548</b>	<b>5.38%</b>	<b>\$ 6,115,788</b>

**2.**

**Establish School Committee Expenditure Reporting  
Requirement**

*Voted February 28, 2019*

**3. Approve FY 20 – FY23 Non-Aligned Pay Rates**

*Summer Rates Approved March 14, 2019*

*Non-Aligned Classification Plan FY 21 Goal*

## 4. School Committee votes and authorizes Fiscal Year 2020 Revenue Sources

**Motion:** The School Committee votes the following revenue allocation of \$119,841,548 for Fiscal Year 2020.

<b>Town Meeting</b>	<b>Levy/Town Financial Plan</b>	<b>Town/School Partnership</b>	<b>\$117,354,211</b>
<del>BHS Fee Based Busing</del>	<del>Levy/Town Financial Plan</del>	<del>Warrant Article for Revolving Fund</del>	
<b>School Department</b>	<b>Tuition and Fees</b>	<b>Materials Fee/International</b>	<b>\$717,523</b>
	<del>Facility Rental</del>	<del>FY 19 moved to Revolving Fund</del>	
	<b>Circuit Breaker</b>	<b>Circuit Breaker Reimbursement</b>	<b>\$1,769,814</b>
	<del>Revolving Fund Reimbursement</del>	<del>Eliminated FY 20</del>	
	<del>Other Revenue</del>	<del>Eliminated FY 20</del>	

# 4. School Committee votes and authorizes Fiscal Year 2020 Revenue Sources

Program	Exp.	FY18 ACTUAL		FY19 Budget STM		FY20 BUDGET PRELIMINARY		FY20 PRELIM Bud - FY19 Bud Variance	
		FTE	EXP.	FTE	EXP.	FTE	EXP.	FTE	EXP.
<b>School Dept. Revenues</b>									
General Fund Appropriation			\$ 104,758,343		\$ 110,583,255		\$ 117,354,211	6.12%	\$ 6,770,956
BHS Fee Based Busing					\$ 75,000		\$ -	-100.00%	\$ (75,000)
Town/School Partnership Revenue					\$ 110,658,255		\$ 117,354,211	6.06%	\$ 6,695,956
Tuition and Fees			\$ 696,016		\$ 696,016		\$ 717,523	28.68%	\$ 21,507
Facility Rental			\$ 225,000		\$ -		\$ -	*	\$ -
Circuit Breaker Funding			\$ 1,873,044		\$ 1,688,705		\$ 1,769,814	4.80%	\$ 81,109
Revolving Fund Reimbursement			\$ 50,680		\$ 150,680		\$ -	-100.00%	\$ (150,680)
Other Revenue			\$ -		\$ 358,680		\$ -	-100.00%	\$ (358,680)
<b>Total Revenue:</b>			<b>\$ 107,603,083</b>		<b>\$ 113,552,336</b>		<b>\$ 119,841,548</b>	<b>5.54%</b>	<b>\$ 6,289,212</b>
<b>Surplus/Deficit:</b>			<b>\$ (415,806)</b>		<b>\$ (173,424)</b>		<b>\$ 0</b>		
					*STM Budget Reduction to fund FY18 deficit				



# **5. Approve and Authorize FY 20 transfer to Public Health for Youth Services Substance Abuse Counselor**

**Referred to School Committee Finance Sub Committee for presentation from**

**Dr. Swannie Jett, Director of Public Health**

**Anthony Meyer, BHS Headmaster**

**Casey Ngo- Miller, Interim Deputy Superintendent for Student Services**

Partnership history, service and support provided, reason for transfer.

## **6. Planned FY 2020 Grant Submittals/Applications**

Annually the School Department submits grant applications for both entitlement and competitive grants. Federal and state grants, gifts, and donations to the School Committee shall be processed as specified by statute and donor requirements. These Special Revenue Funds are reported in the Grant Section of the School Committee Budget Book.

## **6. Planned FY 2020 Grant Submittals/Applications**

*The Operating Budget does not assume any ongoing or future subsidy for any Federal, State, or Local Grant. Grants will have to reduce expenditures and not assume the operating budget will have funding available to cover the over expenditure due to reductions in grant awards.*

## 6. Planned FY 2020 Grant Submittals/Applications

### Federal Grants

<u>Source</u>	<u>Grant</u>	<u>Anticipated Award</u>	<u>Notes</u>	<u>FY 20 Projected Balance/Deficit</u>
Federal	Title I	\$434,715	Level funded	\$0
Federal	Title IIA	\$115,974	Level funded	\$(17,343)
Federal	Title III	\$117,197	Level funded	\$0
Federal	Title IV	\$30,853	Level funded	\$0
Federal	Perkins	\$51,168	Level funded	\$0
Federal	Individuals with Disabilities Education Act (IDEA)	\$2,114,396	Level funded	\$(152,436)

## 6. Planned FY 2020 Grant Submittals/Applications

### State Grants

<u>Source</u>	<u>Grant</u>	<u>Anticipated Award</u>	<u>Notes</u>	<u>FY 20 Projected Balance/Deficit</u>
State	Coordinated Family & Community Engagement (CFCE)	\$125,850	Level Funded	\$0
State	Early Childhood Special Education	\$33,078	Level funded	\$11,758
State	Inclusive Preschool Learning Environments (IPLE)	\$45,000	Cut from \$67,168 in FY19	\$(32,338)
State	Metropolitan Council for Educational Opportunity (METCO)	\$1,605,301	Level funded	\$(72,707)
State	Enhanced School Health Services	\$0	Most likely phased out and replaced	\$(106,600)

## 6. Planned FY 2020 Grant Submittals/Applications

### Local Grants

<u>Source</u>	<u>Grant</u>	<u>Anticipated Award</u>	<u>Notes</u>	<u>FY 20 Projected Balance/Deficit</u>
Local	Brookline Education Foundation (BEF)	\$170,671	Dependent on teacher submittals	\$0
Local	Boston University Consortium	\$5,000	Varies widely, based on teacher submittals	\$0
Local	Brookline Innovation Fund	\$186,806	Current-year salaries escalated	\$0
Local	Kraft Family Foundation Opportunity Fund	\$0	Original grant award carried forward	\$40,000

## **6. Planned FY 2020 Grant Submittals/Applications**

Motion to be scheduled:

Vote to approve the grant application and subsequent award for Federal and State entitlement grants.

7.

**FY20 Revolving Fund Program Budgets**

*Presentations Scheduled*

*for Apr 4 & 25, 2019*

*– Athletics, BEEP, Food Service*



## **8. FY20 Student Fees, Fines, and Charges**

The School Department receives fees and donations for various programs. A complete description of each revolving funds and a five year financial summary is available in the Revolving Funds section of the budget book. Below is a highlight of specific revolving funds that impact the calculation of the operating budget and required vote to assess a fee for services.

## 8.

# FY20 Student Fees, Fines, and Charges

Program	FY19 Fee	FY20 Fee	Reason for Change	Estimated Revenue
<b>Athletics</b>	<ul style="list-style-type: none"> <li>▪ High School Sport: \$300</li> <li>▪ 7/8 Grade Basketball: \$100</li> <li>▪ 7/8 Grade Volleyball: \$85</li> <li>▪ 7/8 Grade Indoor Soccer: \$85</li> </ul>	<ul style="list-style-type: none"> <li>▪ High School Sport: \$300</li> <li>▪ 7/8 Grade Basketball: \$100</li> <li>▪ 7/8 Grade Volleyball: \$85</li> <li>▪ 7/8 Grade Indoor Soccer: \$85</li> </ul>	No Change	
<b>Materials fee</b> Need to verify numbers	Materials Fee: \$2,888 Discount Per Add. Child: \$288.80	Materials Fee: \$2,974.64 Discount Per Add. Child: \$297.46	3% increase	\$750,000
<b>International Tuition (SEVIS) 1 year Exchange</b>	\$20,632 per student plus Lunch, Breakfast, other student fees, fines, and charges.	\$21,230 per student plus Lunch, Breakfast, other student fees, fines, and charges.	2.9% increase	Unknown Number of students for FY 20.
<b>S. Brookline Bus Transportation</b>	<b>User Fee</b> <ul style="list-style-type: none"> <li>▪ Cost per Day/Fee: \$400</li> <li>▪ Days/payers: 120</li> </ul>	<b>User Fee</b> <ul style="list-style-type: none"> <li>▪ Cost per Day/Fee: \$400</li> <li>▪ Days/payers: 120</li> </ul>		<b>\$48,000</b>

# 8.

## FY20 Student Fees, Fines, and Charges

Program	FY19 Fee	FY20 Fee	Reason for Change	Estimated Revenue
<b>Beep Tuition</b>	<b>Preschool</b> \$10,488  <b>Pre-K</b> \$10,488  <b>Pre-K Extended Days</b> <b>2 Days</b> Until 3:00PM \$2,667 Until 5:45PM \$4,461 <b>3 Days</b> Until 3:00PM \$4,001 Until 5:45PM \$6,691 <b>5 Days</b> Until 3:00PM \$6,669 Until 5:45PM \$11,153  <b>Launch Summer Program</b>	<b>Preschool</b> \$10,7008  <b>Pre-K</b> \$10,700  <b>Pre-K Extended Days</b> <b>2 Days</b> Until 3:00PM \$2,702 Until 5:45PM \$4,552 <b>3 Days</b> Until 3:00PM \$4,080 Until 5:45PM \$6,828 <b>5 Days</b> Until 3:00PM \$6,800 Until 5:45PM \$11,380  <b>Launch Summer Program</b> \$550/week	2% increase	
<b>Lost Books</b>	Replacement cost if in print. Last known cost if not, funds then used to buy updated version	Replacement cost if in print. Last known cost if not, funds then used to buy updated version	No Change	At Cost

# 8.

## FY20 Student Fees, Fines, and Charges

Program	FY19 Fee	FY20 Fee	Reason for Change	Estimated Revenue
School Lunch	<b>K-8</b> Breakfast \$1.75 Lunch \$3.25 Premium Lunch \$-	<b>K-8</b> Breakfast \$2.00 Lunch \$3.05 Premium Lunch \$4.50-\$10.00	Increased by \$0.25  Differential pricing	\$2.5m
	<b>High School</b> Breakfast \$1.75 Lunch \$3.50 Premium Lunch \$4.25 Dairy/Lactaid Milk \$0.75 Soy Milk \$1.50 100% Juice \$0.50	<b>High School</b> Breakfast \$2.00 Lunch \$3.75 Premium Lunch \$4.50-\$10.00 Dairy/Lactaid Milk \$0.75 Soy Milk \$1.50 100% Juice \$0.50	Increased by \$0.25	
	<b>Reduced Price</b> Breakfast \$0.30 Lunch \$0.40	<b>Reduced Price</b> Breakfast \$0.30 Lunch \$0.40	Set by State	
	<b>Adult Meals</b> \$4.25	<b>Adult meals</b> \$4.50 -\$10.00	Differential pricing	
	<b>Summer Lunch</b> \$3.25	<b>Summer Lunch</b> \$4.00	Breakeven  Labor and last Price change 2015	

## 8.

# FY20 Student Fees, Fines, and Charges

Program	FY19 Fee	FY20 Fee	Reason for Change	Estimated Revenue
<b>Summer school Programs (BHS)</b>	<p><b>2 Hour Class:</b> Brookline Resident \$310 Non-resident \$350 Financial Aid \$60</p> <p><b>4 Hour Class:</b> Brookline Resident \$575 Non-resident \$625 Financial Aid \$120</p>	<p><b>2 Hour Class:</b> Brookline Resident \$310 Non-resident \$350 Financial Aid \$60</p> <p><b>4 Hour Class:</b> Brookline Resident \$575 Non-resident \$625 Financial Aid \$120</p>	No Change	
<b>Summer school Programs (elementary) Project Achieve Discovery and Explore</b>	<ul style="list-style-type: none"> <li>▪ Project Achieve \$400</li> <li>▪ Project Discovery \$400</li> <li>▪ Project Explore \$400</li> </ul>	<ul style="list-style-type: none"> <li>▪ No Fee</li> </ul>	Proposal to Eliminate Fee and charge to operating budget	<b>\$0</b>
<b>BACE</b>	Adult Programs \$6-\$324 Children's Programs \$50-\$350 Music Lessons \$459-\$718	Adult Programs \$6-\$324 Children's Programs \$50-\$350 Music Lessons \$459-\$718	No Change	

## 8.

# FY20 Student Fees, Fines, and Charges

Program	FY19 Fee	FY20 Fee	Reason for Change	Estimated Revenue
<b>Performing Arts</b> (non-club based extracurricular)	Costs are calculated for total cost of providing experience divided by the number of students	Costs are calculated for total cost of providing experience divided by the number of students	No Change	At Cost
<b>Visual Arts</b>	<b>Photography</b> \$45 per course <b>Ceramics</b> \$40 per course <b>Metals</b> \$40 per course <b>Sculpture</b> \$20 per course	<b>Photography</b> \$45 per course <b>Ceramics</b> \$40 per course <b>Metals</b> \$40 per course <b>Sculpture</b> \$20 per course	No Change	
<b>Extracurricular Activities</b> (non-club based)	Costs are calculated for total cost of providing experience divided by the number of students	Costs are calculated for total cost of providing experience divided by the number of students	No Change	At Cost

## **8. FY20 Student Fees, Fines, and Charges**

Motion to be scheduled:

Vote to approve all fees as presented.

**9. FY 20 Warrant Article Proposals: School Bus  
Transportation Revolving Funds {Chapter 44: Section 53 ½}**

a) Transportation Revolving Funds {Chapter 44 Section 53 ½}  
– *Voted February 28, 2019*

b) Special Education Stabilization Fund {Section 24 of  
Chapter 218 of the Acts of 2016}  
- *Tabled to FY21 or November 2019 Special Town Meeting*