

**Committee of the Whole**  
Duluth Public Schools, ISD 709  
Agenda  
Monday, May 16, 2016  
District Services Center  
709 Portia Johnson Dr.  
Duluth, MN 55811  
4:00 PM

1. **Call to Order**
2. **Roll Call**
3. **FY17 Budget Planning**
4. **Adjournment**

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# FY 2017 Budget Planning

## General Fund/Unrestricted

# Planning Parameters

## **Reflect Community Vision & Priorities:**

- Prioritize General Fund Spending to Instruction and Support of Students

## **Maintain 2013 Education Levy Investments:**

- Class Size
- Curriculum Updates
- Strategies to support student achievement/close achievement gap

## **Work toward Goals associated with World's Best Workforce**

- Kindergarten Ready
- Reading Well by Grade 3
- Close the Achievement Gap
- Raise 4 Year, On-Time Graduation Rates
- College & Career Ready

# Planning Parameters

## **Support strategies associated with DWCIP/Worlds Best Workforce**

- MTSS
- Professional Learning Communities
- School culture and climate

## **Align with Supporting Plans:**

- Updated DWCIP/World's Best Workforce
- Reading Well by Grade 3 Literacy Plan
- ISD 709 Achievement & Integration Plan

# FY 2017 Plans

- ▶ Maintain current student to teacher ratio
- ▶ Maintain 2013 Education Levy investments: Class Size, Curriculum updates, achievement
- ▶ Maintain investment in primary achievement strategies

| <b>Investments</b>                              |                 |  |
|---|-----------------|--|
| <i>Area</i>                                     | <i>Estimate</i> | <i>Detail</i>  |
| Leadership Teams                                | \$75,000        | <i>Elementary, middle, high school planning time to continue efforts to raise student achievement &amp; close achievement gap.</i>   |
| Elementary Specialists                          | -0-             | <i>Restructure to support PLC efforts to raise student achievement &amp; close achievement gap. Increases music, art, media time – phy. Ed. decreases but still above pre-2015 levels. <b>Delete this item</b></i> |
| Ojibwe Immersion                                | -0-             | <b><i>Will utilize multi-age classrooms for grades K-2.</i></b>  |
| HR Clerical (temporary)                         | \$46,000        | <i>Provide support during software transition to more efficient system.</i>  |
| Technology                                      | \$65,000        | <i>Additional funds for hardware replacement.</i>  |
| CITS  | \$6,000         | <i>UMD billing change.</i>   |
| Health Insurance                                | \$40,000        | <i>To cover larger than anticipated premiums increase.</i>   |
| HRA   | \$145,000       | <i>Due to increases in out-of-pocket maximums.</i>   |
| <b>Adjustments/Reorganization</b>               |                 |  |
| <i>Area</i>                                     | <i>Estimate</i> | <i>Detail</i>  |
| District Level Administrative Expenditures      | \$973,500       | <i>(See presentation)</i>  |
| District Level Administration and Support Staff | \$1,546,962     | <i>(See presentation)</i>  |
| Educational Programming and Support Services    | \$573,100       | <i>(See presentation)</i>  |
| Extracurricular Activities                      | \$77,000        | <i>(See presentation)</i>  |

| <b>District Level Administrative Expenditures</b> |                 |   |                          |
|---|-----------------|---|--------------------------|
| <b>Area</b>                                       | <b>Estimate</b> | <b>Detail</b>   | <b>Department</b>        |
| Increase chargeback to funds 2 & 4                | \$20,000        | <i>GF used by Community Ed/Food Service for administrative services</i> | Business Services        |
| Unemployment budget                               | \$250,000       | <i>Adjust to reflect current data</i>                                   | Business Services        |
| Temporary Fire 1 Positions                        | \$40,000        | <i>Recognize tasks no longer performed</i>                              | Business Services        |
| IFAS conversion                                   | \$90,000        | <i>One time cost for transition</i>                                     | Business Services        |
| Lawn care, non-school property                    | \$10,000        | <i>Cost Reduction</i>   | Business Services        |
| Maintenance/Transportation                        | \$100,000       | <i>One time, postpone capital expenditure</i>                           | Business Services        |
| Title 1 Homeless                                  | \$45,000        | <i>Change funding source</i>  | Curriculum & Instruction |
| American Indian Education                         | \$50,000        | <i>Change Funding Source</i>  | Curriculum & Instruction |
| Canvas  | \$15,000        | <i>One time cost for transition</i>                                     | Curriculum & Instruction |
| Budget correction                                 | \$78,900        | <i>Accurate budget reflection</i>                                       | Curriculum & Instruction |
| Require 4 courses (w/o study hall)                | \$3,800         | <i>Revenue generation</i>   | Curriculum & Instruction |
| Supplies contract savings                         | \$20,000        | <i>Reduction</i>  | Special Services         |
| Monitor split classrooms                          | \$25,000        | <i>Cost reduction</i>   | Assistant Superintendent |
| Principal professional dev                        | \$7,800         | <i>Reduction</i>  | Assistant Superintendent |
| Climate budget                                    | \$30,000        | <i>Reduction</i>  | Assistant Superintendent |
| Summer school                                     | \$28,000        | <i>Change funding source</i>  | Assistant Superintendent |
| Facilities Fund Change                            | \$160,000       | <i>Add costs to LTFM Levy</i>   | Business Services        |

| <b>District Level Administration and Support Staff</b> |                 |   |                          |
|--|-----------------|---|--------------------------|
| <b>Area</b>  | <b>Estimate</b> | <b>Detail</b>   | <b>Department</b>        |
| Facilities maintenance position                        | \$55,000        | <i>Cost reduction</i>                                 | Business Services        |
| Delivery changes                                       | \$54,000        | <i>Realize efficiencies</i>                           | Business Services        |
| Facilities support                                     | \$57,000        | <i>Cost reduction</i>                                 | Business Services        |
| Instructional coaches                                  | \$384,000       | <i>Eliminate positions</i>                            | Curriculum & Instruction |
| AEO  | \$192,000       | <i>Adjust to enrollment</i>                           | Curriculum & Instruction |
| Innovation Specialists                                 | \$196,000       | <i>Reduce positions</i>                               | Curriculum & Instruction |
| Title I oversight                                      | \$70,000        | <i>Responsibility to principal</i>                    | Curriculum & Instruction |
| ELL  | \$57,000        | <i>Adjust to enrollment</i>                           | Curriculum & Instruction |
| .2 FTE Immersion Specialist                            | \$16,800        | <i>Reduce time</i>                                    | Curriculum & Instruction |
| Clerical support                                       | \$15,000        | <i>Reduce time</i>                                    | Assistant Superintendent |
| Paraprofessionals, Closed Lunch                        | -0-             | <i>Reduce positions <b>Delete</b></i>                 | Assistant Superintendent |
| .2 FTE SWOSA   | \$16,800        | <i>Eliminate positions, responsibility to others</i>  | Assistant Superintendent |
| .5 Climate Coordinator                                 | \$48,000        | <i>Reduce time</i>                                    | Assistant Superintendent |
| .6 FTE SWOSA Special Education                         | \$57,600        | <i>Reduction</i>                                      | Special Services         |
| .5 TOSA  | \$48,000        | <i>Responsibility to Assist Director</i>              | Special Services         |
| Sped Staffing  | \$96,000        | <i>Change in service model</i>                        | Special Services         |
| Innovation Dept. Reduction                             | \$37,000        | <i>Elim. extended contract &amp; budget reduction</i> | Curriculum & Instruction |
| Summer Curriculum                                      | \$125,000       |   | Curriculum & Instruction |
| Temp Director Reduction                                | \$21,762        | <i>One Time .15 fte Reduction</i>                     | Curriculum & Instruction |

## Educational Programs and Support

| <b>Area</b>                     | <b>Estimate</b> | <b>Detail</b>                                     | <b>Department</b>        |
|---------------------------------|-----------------|---|--------------------------|
| Credit recovery                 | \$192,000       | <i>Change funding source &amp; model</i>          | Curriculum & Instruction |
| Promise Fellows                 | \$83,500        | <i>Eliminate funding</i>                          | Curriculum & Instruction |
| Reduce zero hour allocation 1.0 | \$96,000        | <i>Reduce</i>                                     | Curriculum & Instruction |
| .3 FTE Habitat                  | \$28,800        | <i>Move to community based model</i>              | Assistant Superintendent |
| .5 FTE SLP                      | \$48,000        | <i>Adjust to enrollment</i>                       | Special Services         |
| Mental health professional      | \$100,000       | <i>Change in service model, Reduction</i>         | Special Services         |
| .3 FTE Shelter Services         | \$24,800        | <i>Adjust to enrollment, change service model</i> | Special Services         |

## Extracurricular Activities

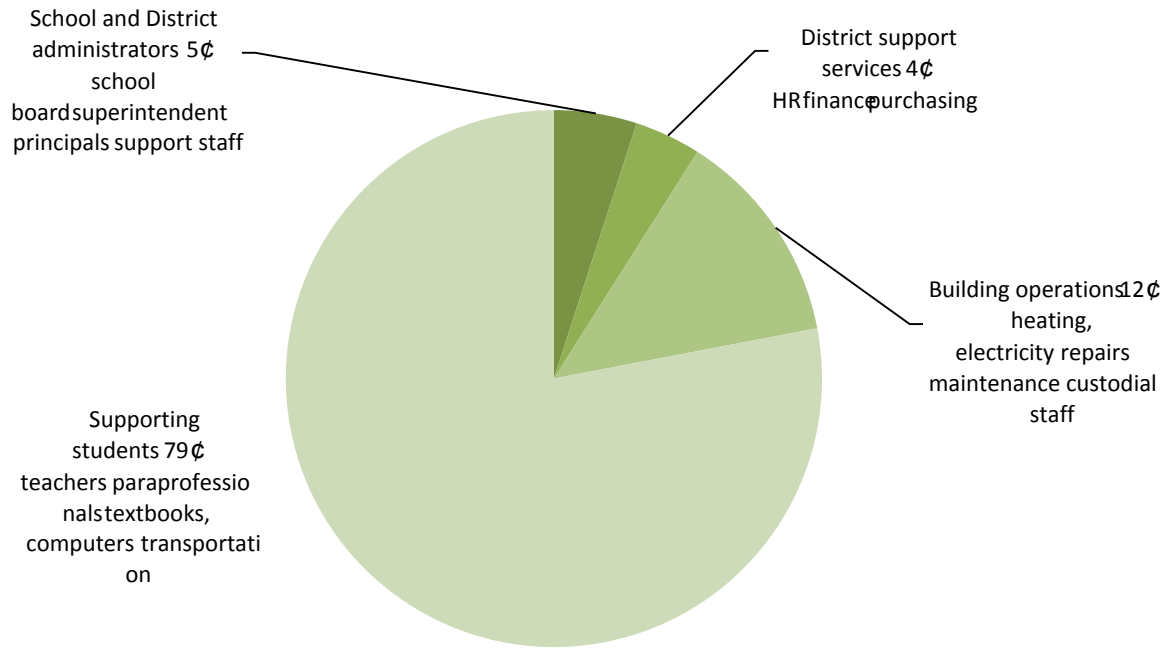
| <b>Area</b>       | <b>Estimate</b> | <b>Detail</b>                          | <b>Department</b>        |
|-------------------|-----------------|--|--------------------------|
| Athletic trainers | \$12,000        | <i>Cost reduction through Essentia</i> | Assistant Superintendent |
| Activities budget | \$65,000        | <i>Adjust to reflect current data</i>  | Assistant Superintendent |

## FY 2017 Budget Planning (to date)

|                                   |                    |
|-----------------------------------|--------------------|
| Original Difference               | (\$3,295,000)      |
| New Investments                   | (\$377,000)        |
| Enrollment Projection Improvement | \$400,000          |
| Adjustments/Reorganization        | \$3,170,562        |
| To be determined                  | <u>(\$101,438)</u> |
| Balance                           | 0                  |

| <b>General Fund Expenditures by MDE Category (to date)</b> |                               |                                 |
|--|-------------------------------|---------------------------------|
| <b>Category</b>  | <b><i>FY 2016 Adopted</i></b> | <b><i>FY 2017 Estimated</i></b> |
| Administration   | 4.9%                          | 4.7%                            |
| District Support Services                                  | 3.9%                          | 3.7%                            |
| Elementary & Secondary Regular                             | 40.1%                         | 40.5%                           |
| Vocational Education                                       | 1.2%                          | 1.2%                            |
| Special Education  | 20.9%                         | 21.3%                           |
| Instructional Support Services                             | 3.9%                          | 3.2%                            |
| Pupil Support Services                                     | 8.3%                          | 8.5%                            |
| Sites & Buildings  | 12.9%                         | 12.9%                           |
| Fiscal and other fixed costs                               | 3.9%                          | 4.0%                            |

### FY 2017 Estimated (to date):



# Next Steps

|               |  |
|---------------|--|
| <b>March:</b> | 2016-17 Staffing Allocation Begins     |
| <b>April:</b> | Work Continues on Final FY 2017 Budget |
| <b>May:</b>   | Work Continues on Final FY 2017 Budget |
| <b>June:</b>  | Final FY 2017 Budget Approval          |