



# Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

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15 November 2017

To: School Committee

Subj: FY2018 BUDGET STATUS UPDATE

Attached you will find the first FY18 Budget Status Update. It is a recap of our \$62,375,000 district operating budget as approved by Town Meeting. You will recall that this plan provided for a modest 3.26% increase over FY17.

The enclosed report retains the reporting format started in FY16 which expands the reportable categories from 11 to 19 while remaining to be a high-level, one page summary.

For context it is important to note that reported expenditures and encumbrances are as of 10/16/2017 which is approximately 30% of the way through our fiscal year but only 17% into the school year.

At this juncture, I would characterize the FY18 Budget as stable. I am projecting that we will exceed our budget in several payroll categories but realize a significant positive variance from our special education tuition accounts.

-Category A2, Unit A Teachers and Nurses is projected with a year-end surplus due to personnel changes and hiring salaries for replacement staff after the budget was finalized.

-Category A3, Aides, ABA, Paraprofessionals is heading towards year-end deficit due to additional unbudgeted staff hired to meet special education mandates. The year-end forecast accounts for additional ABA technicians and special education aides beyond budget for identified students. Several positions were unfilled at the outset of the year and a smaller number are yet to be filled as well so we will not experience the full impact of their wages this fiscal year.

-Category A4 Secretaries, Technology & Other Non-Represented Staff is projected with a year-end deficit primarily due to the need to hire an additional human resource support staffer to assist with the growing demand of compliance and staff reporting requirements to state agencies.

-Category A5, Substitutes is projected to end the year at \$875,000 given the existing trend. This is a highly variable category of budget contingent upon staff maternity/paternity leaves and other medical leaves or absences.

-Category C1, the forecast for special education out of district tuitions factors the use of \$3.4M in Circuit Breaker funding in addition to the General Fund appropriation of \$3.1M as shown in the attached budget summary. It is noted that the FY18 budget plan projected \$3.4M in

Circuit Breaker reimbursement based upon an estimated Net Claim of \$4.9M and a 69% reimbursement rate. However, the initial reimbursement published by MA DESE has our Net Claim at \$4.56M and a reimbursement rate of 66%. As a result, we need to back off our usage of funding from this account from \$3.9M budgeted to the \$3.4M amount in order to maintain adequate reserves for unexpected swings in either placements and/or fluctuations in state reimbursement. We are able to achieve this change as a result of fewer student out-placements and changes in placements from our budget plan.

-Category C2, Other Tuitions, is running very close to budget with 97 students budgeted and billed for Assabet Valley Regional Technical High School for the first half of the year according to October 1<sup>st</sup> enrollment. There are no students enrolled at Recovery High School (Worcester) at this point.

With respect to discretionary categories for supplies, materials, and professional development expenses, I have made year-end forecast assuming we will fully expend but not exceed those categories.

In sum, the current projection has us within 1.04% of our overall budget plan with a modest positive variance.

Finally, it is important to note that I will continue to closely monitor our expenditures as we progress through the year and I will make another report to the committee in early February. Of course, that report will reflect more months of experience behind us and be a refined estimate of total year-end projected expenditures.



**SHREWSBURY PUBLIC SCHOOLS**  
**FY18 BUDGET STATUS and PROJECTION REPORT**  
as of October 2017

School Committee Recap Sheet	Description	Total Budget	YTD Actual	Encumbrance	Remaining Balance	Year End Projection	Dollar Variance	Percent Variance	Notes
A1	Administrative Central Office, Principals & Unit B	\$ 2,964,117	\$ 897,822	\$ 2,036,082	\$ 30,213	\$ 2,962,384	\$ 1,733	0.1%	Tracking close to budget
A2	Unit A (Teachers & Nurses)	\$ 38,427,400	\$ 5,904,015	\$ 32,084,676	\$ 438,709	\$ 38,188,690	\$ 238,710	0.6%	Variance due to personnel transitions
A3	Aides/ABA/Paraprofessionals	\$ 6,395,369	\$ 954,502	\$ 575,764	\$ 4,865,103	\$ 6,469,952	\$ (74,583)	-1.2%	Added paras. but tracking close to budget
A4	Secretaries, Technology & Other Non-Represented	\$ 2,120,538	\$ 427,752	\$ 1,549,539	\$ 143,247	\$ 2,158,891	\$ (38,353)	-1.8%	Adding HR support staff
A5	Substitutes - Daily, Long Term & Sub Nurses	\$ 835,600	\$ 101,811	\$ -	\$ 733,789	\$ 875,000	\$ (39,400)	-4.7%	Variance based on current exp. rate
A6	Other Wages (See Note 1)	\$ 721,282	\$ 467,105	\$ 54,194	\$ 199,983	\$ 741,851	\$ (20,569)	-2.9%	Projecting over in stipends and cust. OT
A7	Employee Benefits	\$ 315,070	\$ 71,448	\$ -	\$ 243,622	\$ 311,448	\$ 3,622	1.1%	Tracking close to budget
B1	Regular Education & Voke Transportation	\$ 2,012,216	\$ 256,400	\$ 1,760,347	\$ (4,531)	\$ 2,020,197	\$ (7,981)	-0.4%	Tracking close to budget
B2	Special Education Transportation	\$ 531,000	\$ 15,858	\$ 246,989	\$ 268,153	\$ 527,280	\$ 3,720	0.7%	Tracking close to budget
C1	Special Education Tuitions (See Note 2)	\$ 3,107,534	\$ 1,297,242	\$ 672,722	\$ 1,137,570	\$ 2,568,534	\$ 539,000	17.3%	Fewer OOD placements than budget
C2	Other Tuitions: Vocational and Alternative High Schools	\$ 1,618,533	\$ -	\$ 1,564,080	\$ 54,453	\$ 1,607,783	\$ 10,750	0.7%	97 enrolled & budgeted at Assabet
D1	Administrative Contracted Services	\$ 525,911	\$ 277,140	\$ 176,805	\$ 71,966	\$ 516,161	\$ 9,750	1.9%	Tracking close to budget
D2	Educational Contracted Services	\$ 659,020	\$ 48,866	\$ 322,085	\$ 288,069	\$ 637,601	\$ 21,419	3.3%	Tracking close to budget
D3	Textbooks/Curriculum Materials	\$ 172,652	\$ 88,275	\$ 10,258	\$ 74,119	\$ 172,652	\$ -	0.0%	Projected as budgeted at this time
D4	Professional Development	\$ 230,987	\$ 84,744	\$ 10,471	\$ 135,772	\$ 230,987	\$ -	0.0%	Projected as budgeted at this time
D5	Educational Supplies & Materials	\$ 239,367	\$ 68,133	\$ 53,098	\$ 118,136	\$ 239,367	\$ -	0.0%	Projected as budgeted at this time
D6	Other Miscellaneous (i.e. Off. Supp., Ref. Mat.)	\$ 754,137	\$ 371,278	\$ 209,470	\$ 173,389	\$ 754,137	\$ -	0.0%	Projected as budgeted at this time
D7	Equipment	\$ 659,267	\$ 586,432	\$ -	\$ 72,835	\$ 659,267	\$ -	0.0%	Projected as budgeted at this time
D8	Utilities - Telephone Exp.	\$ 85,000	\$ 15,877	\$ 30,441	\$ 38,682	\$ 85,000	\$ -	0.0%	Projected as budgeted at this time

<b>Total FY18 Budget:</b>	<b>\$ 62,375,000</b>	<b>\$ 11,934,700</b>	<b>\$ 41,357,021</b>	<b>\$ 9,083,279</b>	<b>\$ 61,727,182</b>	<b>\$ 647,818</b>
<b>Percent</b>	<b>100%</b>	<b>19.1%</b>	<b>66.3%</b>	<b>14.6%</b>	<b>99.0%</b>	<b>1.04%</b>

Note 1 Other Wages includes clubs/activities stipends, custodian & police details, extra duty & mentoring stipends, Summer Special Education salaries, and crossing guards.

Note 2 SPED Tuition projection year ending is net \$3.4M Special Education Circuit Breaker Reimbursement funding.