

WESTON PUBLIC SCHOOLS

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CYNTHIA D. MAHR
DIRECTOR OF
FINANCE AND OPERATIONS

TO: Cheryl Maloney
Weston School Committee

FROM: Cynthia D. Mahr

DATE: October 11, 2011

RE: FY'13 "Budget A"

I have prepared the preliminary FY'13 budget projection – "Budget A" – as a starting point for the budget development process. Budget A incorporates the School Committee's Budget Guidelines and the Long Range Plan items identified for work in FY'13.

Salaries

Budget A includes anticipated step increase for all staff based on the collective bargaining agreements. The district has two significant positions to fill in FY'13; the anticipated incremental costs are included in the projection.

Supplies and Expenses

No inflation adjustment has been applied to the general classroom supplies and expenses. Budget A includes the reduction of one-time expenses including:

- \$9,000 Grade 5 Math curriculum update;
- \$21,000 Elementary Curriculum Specialist for Science and Social Studies;
- \$10,000 Middle School classroom furniture replacement;
- \$7,500 High School classroom furniture replacement; and
- \$30,000 General maintenance.

We are currently locked into electricity through June 2012 and natural gas contract through October 2011. Gasoline, diesel and heating oil are bid annually as part of a collaborative. In discussing utilities with the Town, we are not including an adjustment at this time. We will be looking at these more closely as we approach a final budget recommendation.

Special Education

The FY'13 projection is based on our current costs, with anticipated rate increases for tuitions and transportation and continued Circuit Breaker funding at the FY'12 level. The Circuit Breaker revenue is budgeted a year in arrears to ensure we are not over-state our revenue. Although the legislation allow for reimbursement up to 75%, the reimbursement rates hit a low of 42% (FY'09) and have begun climbing to 65% (FY'11). Weston's reimbursement file is still under review, but I expect additional offsets will be available in FY'13. We will continue to monitor this variable area.

Anticipated Program Changes

Since Budget "A" is expected to demonstrate a 'level service' budget, we have added items below the line that are beyond a level funded budget but are expected changes to FY'13. These changes include enrollment shifts and offset changes.

Enrollment changes are based on the SY'12-'13 enrollment projection. Enrollment shifts in Grades 3 through 6 will result in an overall reduction to staffing.

With the unpredictability of Metco funding, coupled with the steady decline of funds over the past four years, the district utilized \$30,000 from the Metco fundraising account to offset teacher instructional salaries and maintain level Metco staff. In FY'13, the offset will be eliminated.

Capital Budget

I have also included a copy of the list of Capital Projects for FY'12-FY'16 as well as the school bus replacement schedule for your reference.

If you have any questions about these projections I would be happy to review them with you.

Thank you.

Attachments

cc: Amber Bock

Weston Public Schools
Weston, Massachusetts

Projection of FY'13 Operating Budget Changes
Budget A

	Item Amounts	Sub Totals	Total Budget	Percent of FY'12 Base	Sub Total Percent Change
FY'12 Budget Voted by School Committee and Town Meeting			\$33,347,661		
Salaries					
Step Increases/Benefits per Collective Bargaining Agreements	\$1,111,971			3.33%	
Vacant Elementary Curriculum Specialist (Science and Social Studies)	\$86,000			0.26%	
Vacant Director of Student Services	\$46,000			0.14%	
		\$1,243,971			3.73%
Supplies and Expenses					
Reduction of One-Time FY'12 Expenses	-\$77,506			-0.23%	
		-\$77,506			-0.23%
Mandated Programs: Special Education					
Tuition & Transp. Increases Estimated at 2.5%	\$41,656			0.12%	
		\$41,656			0.12%
FY'13 Projected Change		\$1,208,121			3.62%
FY'13 Projected Budget			\$34,555,782		
Anticipated Program Changes					
	FTE	Est. Cost			
Enrollment - Grade 3	(1.20)	(\$70,465)			
Enrollment - Grade 4	1.23	\$71,933			
Enrollment - Grade 5	(1.23)	(\$71,933)			
Enrollment - Grade 6	1.55	\$91,018			
Enrollment - Grade 7	(1.55)	(\$91,018)			
	(1.20)	(70,465)			
Reduction to Metco Fundraising Offset		\$30,000			
		(40,465)			
FY'13 Projected Change with Anticipated Program Changes		\$1,167,656			3.50%
FY'13 Projected Budget with Anticipated Program Changes			\$34,515,317		

Weston Public Schools
Superintendent's Recommended FY'12 Budget
Town's Continuing Balance Account (Anticipated School Expenses)

Program Name	Program	Item Description	Price	Total	Priority 1	Priority 2	Priority 3
Country School	Exterior	Extend generator exhaust above roof line	3,000				3,000
	Electric	Fire alarm master box replacement	4,000		4,000		
	HVAC	Kiln room exhaust	3,000		3,000		
	Construction	Exterior window repair (construction defects)	30,000				30,000
	Electric	Relocate stage controls	8,000				8,000
	Site	Drainage around septic tank	5,000		5,000		
	Plumbing	Mixing valve rebuild	4,000				4,000
	Preschool	Install fixed A/C unit in each classroom	16,000				16,000
	Carpentry	Chair rails rear service entry	1,000				1,000
	Paint	Paint interior	5,000	79,000			5,000
Woodland School	Site	Widen rear asphalt sidewalk for plowing/winter maintenance	8,000		8,000		
	Electric	Fire alarm master box replacement	4,000		4,000		
	Preschool	Install fixed A/C unit in each classroom	16,000				16,000
	Plumbing	Mixing valve rebuild	4,000				4,000
	Carpentry	Replace front office administration windows	20,000				20,000
	HVAC	Kiln room exhaust	4,000		4,000		
	Carpentry	Replace exterior windows (Rooms 107, 106, adj, counselor)	30,000				30,000
	Electric	Ceiling fans (5)	5,000		2,000	2,000	1,000
	Paint	Paint	4,000		4,000		
	Site	Install RipRap in rear	1,000			1,000	
	Site	Install drainage at playground	3,000			3,000	
	Carpentry	Install ceramic tile on ramp wall to cafeteria	4,200	103,200			4,200
Field School	Paint	Paint	2,000			2,000	
	Roof	Seam repair	2,000		2,000		
	Electric	Fire alarm master box replacement	4,000		4,000		
	HVAC	Heating vent 1 damper controls	2,500			2,500	
	HVAC	Boiler valve replacement	7,000			7,000	
	HVAC	Fan coil motor	2,000			2,000	
	Handicap access	Ramp and sidewalk repair	6,000				6,000
	Windows	Window glazing	14,000	39,500	3,000	5,000	6,000

Weston Public Schools
Superintendent's Recommended FY'12 Budget
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Program Name	Program	Item Description	Price	Total	Priority 1	Priority 2	Priority 3
Middle	Repairs	Exterior door frames - repair	2,000		2,000		
		Window screens	1,000			1,000	
		Fire alarm master box replacement	4,000		4,000		
		Library - re-carpet	7,000			7,000	
		Painting general	10,000		5,000		5,000
		Cafeteria floor repair	3,000			3,000	
		Roof replacement Middle School Gym Roof (Town Meeting/MSBA)	-				
		Boiler valve/fan assist exhaust repair	5,000			5,000	
	Locker Room	Locker room repaint partitions	30,000			30,000	
		Girl's Locker Room - repaint floors	10,000				10,000
		Locker room lockers - repair/repaint	10,000			10,000	
		Roof at rear portico, abutting Middle School pool	10,000				10,000
		Roof stabilization	5,000	97,000	5,000		
	Pool	Rebuild mixing valves	10,000				10,000
		Repair interior door frames	5,000				5,000
		Update chemical control feeder panel	5,000				5,000
		Install fiberglass tank cover	3,000				3,000
		Rebuild mixing valves (boiler room, eyewash station)	3,000				3,000
		Safety matting	4,000		4,000		
		Pool engineering	20,000		20,000		
		Replace shower valves	40,000				40,000
		Remove moisture damaged sheet rock wall and replace w/glazed block	30,000				30,000
		Pool heater – heat exchanger	15,000		15,000		
		Electric hot water booster heater at pool	3,000	138,000			3,000
	Classroom 201	Epoxy paint floor	3,000				3,000
		Computer lab floor	3,000				3,000
		Window screens library and various area	2,000				2,000
		Window blinds repair/replace	2,000				2,000
	Science Labs	Demolition and new furniture	150,000			150,000	
	Library	Tile traffic area	10,000			10,000	
	Cafeteria	Tile floor repair	5,000			5,000	
	Gym	Re-surface repair	3,000			3,000	
		Re-surface repair entire floor	80,000				80,000
Install internal water meters		5,000				5,000	
HVAC	Perform drain line testing waste lines/roof drains	4,000				4,000	
	Duct cleaning	2,000				2,000	
	Boiler controls software	15,000		15,000			
	Duct insulation	10,000				5,000	
	Rooftop unit protections	8,000	302,000	8,000		5,000	

Weston Public Schools
Superintendent's Recommended FY'12 Budget
Town's Continuing Balance Account (Anticipated School Expenses)

Program Name	Program	Item Description	Price	Total	Priority 1	Priority 2	Priority 3		
High School Exterior	Repairs	Concrete repair front walk	15,000			15,000			
		Test Oil Fuel Tank	4,000		2,000		2,000		
		Insulate exterior duct work	20,000		10,000	10,000			
		Gym storage heater	5,000				5,000		
		Fire alarm master box replacement	4,000		4,000				
		Boiler replacement (Town Meeting / MSBA)							
		Roof repair/reseam	2,000		2,000				
		Fuel tank replacement (25 years)	20,000				20,000		
	Skylight replacement	16,000	86,000			16,000			
	Room 230 air conditioning	21,000					21,000		
	HVAC	Mixing valve rebuild - 3 locations	6,000				6,000		
		Scenery room vent fan controls	500	27,500			500		
	General	Paint	10,000		5,000	5,000			
		Carpet library	20,000				20,000		
		Basement, remove old duct work and create exterior access	4,000		2,000	2,000			
		Replace plumbing valves	2,000				2,000		
		Media hallway tile repair	5,000					5,000	
		Repair fans, weather-stripping, upgrade electric	2,000				2,000		
		Exterior door/courtyard near room 23	2,000				2,000		
		Ceiling fans (16 total)	16,000				16,000		
		Install window E wing second floor back office	4,000		4,000				
		Wall flashing loading dock	15,000		15,000				
		Security hardware	15,000				15,000		
		Emergency light	8,000		8,000				
		Boiler room door access	10,000		10,000				
		Art room separation	6,000					6,000	
		E Wing	Upgrade acid waste tank (art department request)	1,000				1,000	
			Upgrade energy efficient lights	8,000					8,000
			Library roof engineering for replacement	2,000					2,000
			Room 36 door to the exterior	30,000					30,000
	Gym	<i>Remodel weight room (PE department request) - WEEFC</i>	70,000						
<i>Cardio vascular office install window 3x8 (PE department request) - WEEFC</i>		6,000	236,000						
Fields		Fence at Alphabet Lane	10,000			10,000			
		Parking lot painting	4,000			4,000			
		Mosquito control clean drainage	30,000		10,000	10,000	10,000		
		Fibar all playgrounds	5,000			5,000			
		Tree removal Middle School wildcat	5,000		5,000				
		Install drainage Woodland School playground	3,000	57,000		3,000			

Weston Public Schools
Superintendent's Recommended FY'12 Budget
Town's Continuing Balance Account (Anticipated School Expenses)

Program Name	Program	Item Description	Price	Total	Priority 1	Priority 2	Priority 3
HS Grounds Garage	Repairs	New roof (plywood shingle)	10,000			10,000	
	Repairs	Garage door	2,500			2,500	
	Repairs	New foundation wall/block wall façade	10,000			10,000	
	Repairs	Rack storage	2,000				2,000
	Site	New asphalt floor	1,000			1,000	
	Site	Concrete slab	4,000	29,500		4,000	
Bus Garage	Repairs	Replace wood door (garage)	10,000			10,000	
	Electric	Fire alarm master box replacement	4,000		4,000		
	Electric	Door motor replacement	1,000			1,000	
	Electric	Fan Coil Replacement Motors	4,000			2,000	2,000
	Electric	Electric upgrade	2,000				2,000
	Plumbing	Sewer pump replacement FY 2014	5,000				5,000
	Paint	Paint exterior	5,000	31,000		5,000	
Case House	Repair	Reconfigure electric total	20,000		10,000		10,000
	Electric	Reconfigure data	8,000				8,000
	Site	Repair brick patio	3,000				3,000
	Site	Drainage	2,000			2,000	
	Masonry	Chimney	6,000			6,000	
	Plumbing	Plumbing repair	4,000			4,000	
	Carpentry	Roof	15,000				15,000
	Electric	Fire alarm master box replacement	4,000		4,000		
	Carpentry	Handicap access entrance (2)	20,000				20,000
	HVAC	HVAC Heat Zone Third Floor	4,000		4,000		
	HVAC	Boiler replacement	20,000				20,000
	Engineer	Study of Case House (Engineering)	6,000		6,000		
	HVAC	Air to air exchanger (energy savings)	7,000			7,000	
	HVAC	A/C 3rd floor	12,000				12,000
	HVAC	A/C 2nd floor	12,000				12,000
	HVAC	A/C 1st floor	12,000				12,000
	Carpentry	Office upgrade - carpentry	4,000	159,000	4,000		
Grand Total:				1,384,700	230,000	583,700	495,000

**Weston Public Schools
 Superintendent's Recommended FY'12 Budget
 Town's Continuing Balance Account (Anticipated School Expenses)**

Large Capital (Potential Bond)						
Field School		Roof	400,000			
		Window Wall	1,200,000			
		Masonry	750,000	<u>2,350,000</u>		
Middle School		Roof Replacement	300,000	<u>300,000</u>		
WWTF¹	Repairs	Equipment replacement parts - ACO	20,000	<u>20,000</u>	20,000	
High School		Replace Boiler	500,000			
		Remove Oil Tank	200,000	<u>700,000</u>		
Paving		Alphabet Lane Overlay	77,000			
		Alphabet Lane Reconstruction	220,000	<u>297,000</u>		
Security	Door Locks	Country	14,000			
		Woodland	14,000			
		Field	14,000			
		Middle	30,000			
		High	3,000			
		District Wide Exterior	20,000			
	District Wide Swipe Card	25,000	<u>120,000</u>			
Grand Total:				3,787,000	20,000	

¹ The WWTF has an existing capital appropriation that will be used in FY'12 to purchase these required items.

WESTON CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN			<i>If existing asset is being replaced</i>		
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Project Title: School Bus Replacement	Department: School	Division: Transportation	Yr. Acquired	Est. Value	Disposition
Contact: Cynthia D. Mahr	Notes:		2000/2001	\$3,000	Trade

Prior Year(s) Requested:	Present Status of Project:
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Description, Justification and Life Expectency:
 The School Bus Replacement would replace three (3) 71-passenger school buses. National guidelines recommend replacement of vehicles that are either 10 years old or have reached 130,000 miles. These three vehicles meet or exceed the recommended replacement schedules for age and/or mileage.



Impact on Future Operating Budgets, and/or Impact on other Departments:

The new school buses have enhanced emission diesel engines and will replace gasoline powered vehicles.

RECOMMENDED FINANCING PLAN	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					Five Yr. TTL FY12-16
			FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	
A. Planning, Design, Engineering								
B. Land, ROW, Site Improvements								
C. Construction								
D. Equipment		231,525	226,399	284,654	249,327	85,187	-	845,567
E. Other Costs								
TOTAL		\$231,525	\$226,399	\$284,654	\$249,327	\$85,187		\$845,567
F. Est. Add'l Annual Maint. & Repair								\$0

TOWN MANAGER USE ONLY			
<u>Recommendation</u>	<u>Next FY Amt.</u>	<u>Funding Source:</u>	<u>Priority Category (1-6):</u>
APPROVED DEFERRED DENIED TO FY___	\$	(1) G.O. Bond - G.F. (2) G.O. Bond - Ent. (3) Cash / Dept. Ops.	(1) Correct threat to health and safety (2) Improve to avoid costly repair (3) Replace to maintain service levels (4) Meet legal requirement (5) Improve productivity (6) Address overburdened situation
<u>NOTES:</u>			