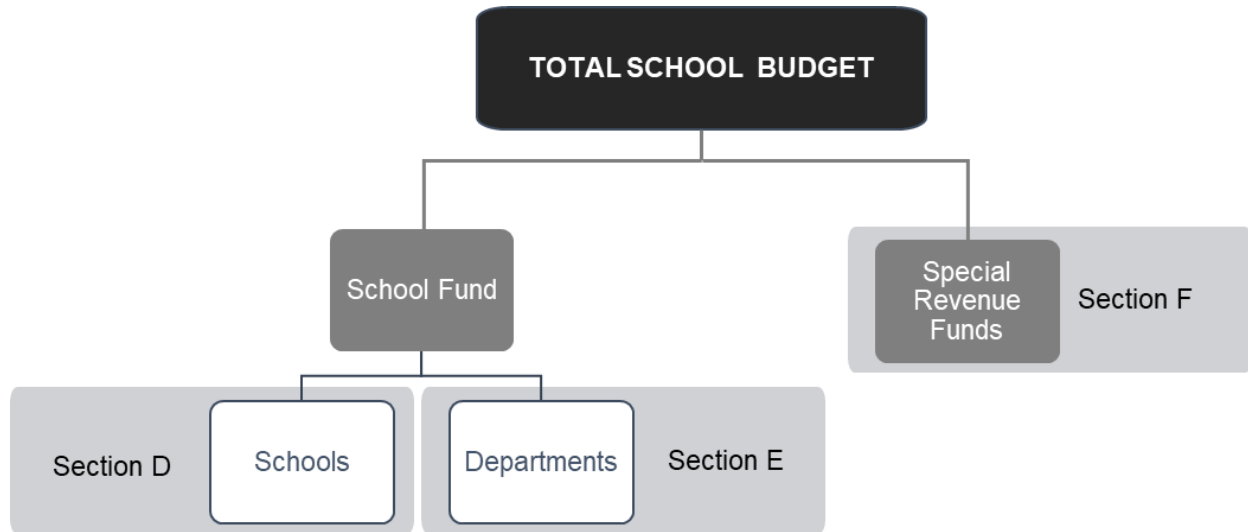


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## Expenditures Overview



The total ACPS budget consists of the School Fund and Special Revenue Funds.

Expenditures in the **School Fund** are funded by revenues as detailed in Section B. They primarily comprise the transfer from Albemarle County's General Fund (funded by general property taxes and other local taxes) and state aid. Within the School Fund, the budget is broken out between school-based and department-based expenditures. School-based expenditures are tied directly to individual schools, while department-based expenditures benefit schools across the Division and serve the school system as a whole.

Additionally, **Special Revenue Funds** are reported separately. They fund programs whereby the revenue budgeted will be sufficient to cover all expenditures associated with the program. Examples of revenue types include transfers from the School Fund, fees, and grants.

The table on the next page provides a list of all budgets and where they fall within the organizational structure.

		Executive Services	Student Learning	Org. Dev. & Human Resource Leadership	Community Engagement	Strategic Planning & Communications	Operations	Technology	
School Operating Fund	School Budgets	Schools	x				x	x	
	Department Budgets	<b>Executive Services</b>							
		Office of the Sup. & School Board	x						
		Division Support	x						
		<b>Student Learning</b>							
		Instruction		x					
		Vocational Education		x					
		Federal Programs		x					
		Media Services		x					
		<b>ESOL</b>		x					
		<b>Special Education &amp; Student Services</b>		x					
		<b>Org. Dev. &amp; HR Leadership</b>							
		Professional Development			x				
		Human Resources			x				
		<b>Community Engagement</b>				x			
		<b>Strategic Planning &amp; Communic.</b>					x		
		<b>Fiscal Services</b>						x	
		<b>Transportation Services</b>						x	
		<b>Building Services</b>						x	
		<b>Technology</b>							x
Special Revenue Funds	Departments (Fee-Based Services)	<b>Child Nutrition</b>							
		Child Nutrition					x		
		Summer Feeding Program					x		
		<b>Community Engagement</b>							
		Community Education				x			
		Drivers Safety				x			
		<b>Extended Day Enrichment Program</b>				x			
		<b>Building Services</b>							
		CFA Institute - Summer Rental						x	
		<b>Transportation Services</b>							
	Vehicle Maintenance Fund						x		
	Federal Entitlement Programs	Carl Perkins		x					
		Families in Crisis		x					
		Pre-School Special Education		x					
		Title I / Title II / Title III		x					
	Local, State & Federal Grants	Algebra Readiness Programs		x					
		Alternative Education		x					
		Blue Ridge Juv. Det. Center Program		x					
		Community Public Charter School		x					
		Economically Dislocated Workers		x					
English Literacy and Civics Education			x						
Foundation for Excellence			x						
McIntire Trust							x		
Migrant			x						
Migrant Consortium Incentive Grant			x						
Project Graduation			x						
Special Education Jail Program			x						
Summer School			x						
Teacher Mentoring Program			x						
Miscellaneous Grants			x						
Int. Serv. Fund	Computer Equipment Replacement							x	
	Learning Resources		x						

## **State Categories**

State reporting requires each division to maintain a financial structure in compliance with state coding structures. These coding structures define primary functions and services that school divisions provide and are used throughout the budget document.

### *Instruction*

Instruction includes the activities that provide interaction between principals, teachers, teaching assistants, or classroom assistants and students/families. Instruction may be provided for students in a school classroom, in another location such as a home or hospital, or in other learning situations such as those involving co-curricular activities. Instruction may also be provided through another approved medium including television, internet, radio, telephone, or correspondence. The activities teaching assistants of any type (clerks, graders, etc.) that assist in the instructional process are included in this category. This functional category includes teaching, school counseling, library/media, school social work, assessment, staff development, and school level administration (principal and school office staff).

### *Administration, Attendance & Health*

The area includes activities concerned with establishing and implementing policy for administration, attendance, and health. This area includes a number of services typically delivered at schools to students including school nursing, psychology, speech services, hearing services, and other mental/medical services. It also includes typical administrative services such as School Board, fiscal, human resources, media, planning, and community contact services.

### *Technology*

This function captures all technology-related expenditures. Any services involving the use of technology for instructional, public information, administration, or any other use are part of this function.

### *Building Services*

This includes activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in effective working condition. This includes custodial, maintenance, and management services in support of the grounds and physical plant of our division.

### *Facilities*

This includes activities concerned with acquiring land and buildings, remodeling buildings, constructing buildings and additions to buildings, installing or extending service systems and other built-in equipment, and improving sites.

### *Transportation*

This includes activities concerned with transporting students to and from school, as required by state and federal law. This includes trips between home and school, and trips to and from school activities. This includes bus operations, maintenance, and management services in support of transporting students.

### *Transfers*

A number of outlays of governmental funds are not properly classified as expenditures, but still require budgetary or accounting control. These include transfers from one fund to another or to another related entity.

## School Fund Expenditures Summary by State Category

Expenditures	Actual 18-19	Adopted 19-20	Proposed 20-21	Increase	% lcr
<b>Instruction</b>					
Staffing	\$126,455,776	\$132,491,412	\$146,091,462	\$13,600,050	10.3%
Operating	\$10,676,594	\$12,784,829	\$11,070,040	(\$1,714,789)	-13.4%
Capital Outlay	\$396,615	\$440,406	\$520,853	\$80,447	18.3%
SB Reserve	\$0	\$57,862	\$57,862	\$0	0.0%
<b>Total</b>	<b>\$137,528,985</b>	<b>\$145,774,509</b>	<b>\$157,740,217</b>	<b>\$11,965,708</b>	<b>8.2%</b>
<b>Admin, Attend &amp; Health</b>					
Staffing	\$7,472,076	\$8,668,179	\$9,144,657	\$476,478	5.5%
Operating	\$696,790	\$865,040	\$868,615	\$3,575	0.4%
Capital Outlay	\$40,664	\$41,992	\$54,106	\$12,114	28.8%
<b>Total</b>	<b>\$8,209,531</b>	<b>\$9,575,211</b>	<b>\$10,067,378</b>	<b>\$492,167</b>	<b>5.1%</b>
<b>Technology</b>					
Staffing	\$4,513,757	\$5,146,205	\$5,243,412	\$97,207	1.9%
Operating	\$723,591	\$1,023,741	\$1,032,383	\$8,642	0.8%
Capital Outlay	\$118,334	\$222,200	\$183,700	(\$38,500)	-17.3%
<b>Total</b>	<b>\$5,355,682</b>	<b>\$6,392,146</b>	<b>\$6,459,495</b>	<b>\$67,349</b>	<b>1.1%</b>
<b>Building Services</b>					
Staffing	\$9,433,569	\$10,278,882	\$10,728,878	\$449,996	4.4%
Operating	\$6,442,707	\$6,276,889	\$5,475,632	(\$801,257)	-12.8%
Capital Outlay	\$780,586	\$774,577	\$1,766,180	\$991,603	128.0%
<b>Total</b>	<b>\$16,656,862</b>	<b>\$17,330,348</b>	<b>\$17,970,690</b>	<b>\$640,342</b>	<b>3.7%</b>
<b>Facilities</b>					
Staffing	\$31,030	\$31,642	\$31,642	\$0	0.0%
Operating	\$1,900	\$0	\$0	\$0	N/A
Capital Outlay	\$959,238	\$498,000	\$495,000	(\$3,000)	-0.6%
<b>Total</b>	<b>\$992,167</b>	<b>\$529,642</b>	<b>\$526,642</b>	<b>(\$3,000)</b>	<b>-0.6%</b>
<b>Transportation</b>					
Staffing	\$9,544,610	\$10,159,373	\$10,255,263	\$95,890	0.9%
Operating	\$1,617,479	\$1,395,025	\$2,127,702	\$732,677	52.5%
Capital Outlay	\$450,133	\$0	\$10,000	\$10,000	N/A
<b>Total</b>	<b>\$11,612,222</b>	<b>\$11,554,398</b>	<b>\$12,392,965</b>	<b>\$838,567</b>	<b>7.3%</b>
<b>Transfers</b>					
Transfers	\$5,122,672	\$4,322,351	\$4,143,052	(\$179,299)	-4.1%
<b>Expenditures Grand Total</b>	<b>\$185,478,122</b>	<b>\$195,478,605</b>	<b>\$209,300,439</b>	<b>\$13,821,834</b>	<b>7.1%</b>

**Staffing** is the cost of all compensation, which includes salaries, overtime wages, part-time and substitute wages, stipends, and benefits.

**Operating** includes a wide range of operating costs in support of School Division programs and services. Major expenditures in this category include educational supplies, fuel, utilities, contracted services, Ivy Creek School tuition, and staff development funds.

**Capital Outlay** includes budgets for lighting, furniture, machinery and equipment (including technology equipment), and software.

**Transfers** includes the transfer to the Children's Services Act (CSA) fund, transfer to Local Government for School Resource Officers, and transfers to Special Revenue Funds.

The tables below break out School Fund expenditures between Schools and Departments. Department budgets comprise resources that benefit schools across the division and serve the school system as a whole.

Full-Time Equivalents (FTEs) who are assigned to specific schools are reported in the Schools section. FTEs who are not assigned to a specific school are reported separately in the Departments section. These are staff who serve multiple schools (e.g., bus drivers and maintenance workers).

	Actual	Adopted	19-20	Proposed	20-21	% of	Proposed v. Adopted	
	18-19	19-20	FTE	20-21	FTE	Total	Increase	% lcr
<b>School-Based</b>								
Instruction	\$127,084,973	\$134,478,463	1,690.97	\$145,742,175	1,801.57	93.4%	11,263,712	8.4%
Admin, Attend & Health	\$2,132,115	\$2,257,829	39.39	\$2,505,343	38.42	1.6%	\$247,514	11.0%
Technology	\$2,119,439	\$2,234,162	27.29	\$2,292,021	28.00	1.5%	\$57,859	2.6%
Building Services	\$5,426,114	\$5,657,001	121.76	\$5,466,302	122.47	3.5%	(\$190,699)	-3.4%
Facilities	\$0	\$0	0.00	\$0	0.00	0.0%	\$0	N/A
Transportation	\$0	\$0	0.00	\$0	0.00	0.0%	\$0	N/A
Transfers	\$0	\$0	0.00	\$0	0.00	0.0%	\$0	N/A
<b>School-Based Total</b>	<b>\$136,762,640</b>	<b>\$144,627,455</b>	<b>1,879.41</b>	<b>\$156,005,841</b>	<b>1,990.46</b>	<b>100.0%</b>	<b>\$11,378,386</b>	<b>7.9%</b>
<b>Department-Based</b>								
Instruction	\$10,444,012	\$11,296,046	40.60	\$11,998,042	43.98	22.5%	701,996	6.2%
Admin, Attend & Health	\$6,077,416	\$7,317,382	56.72	\$7,562,035	57.22	14.2%	\$244,653	3.3%
Technology	\$3,236,244	\$4,157,984	27.70	\$4,167,474	27.00	7.8%	\$9,490	0.2%
Building Services	\$11,230,748	\$11,673,347	62.68	\$12,504,388	63.22	23.5%	\$831,041	7.1%
Facilities	\$992,167	\$529,642	0.00	\$526,642	0.00	1.0%	(\$3,000)	-0.6%
Transportation	\$11,612,222	\$11,554,398	204.13	\$12,392,965	220.13	23.3%	\$838,567	7.3%
Transfers	\$5,122,672	\$4,322,351	0.00	\$4,143,052	0.00	7.8%	(\$179,299)	-4.1%
<b>Department-Based Total</b>	<b>\$48,715,482</b>	<b>\$50,851,150</b>	<b>391.83</b>	<b>\$53,294,598</b>	<b>411.55</b>	<b>100.0%</b>	<b>\$2,443,448</b>	<b>4.8%</b>
<b>Grand Total</b>	<b>\$185,478,122</b>	<b>\$195,478,605</b>	<b>2,271.24</b>	<b>\$209,300,439</b>	<b>2,402.01</b>	<b>100.0%</b>	<b>\$13,821,834</b>	<b>7.07%</b>

During FY 2018/19, a reorganization of departments and staff was conducted, which has resulted in changes between categories. Staff and associated costs have been moved between categories, which has resulted in changes between School and Department budget summaries. These changes were made in order to appropriately classify positions and expenses in the financial system. The FY 2019/20 budget may vary significantly from FY 2018/19 actuals for this reason.

## Compensation Assumptions

The information presented in this budget is based on the following assumptions in FY 2020/21.

### Salaries

Salary increases are based upon guidance from the Joint Boards; teachers scale is based upon market and School Board direction.

	Classified Employees	Teachers
2015-16	<ul style="list-style-type: none"> <li>2.3% market increase + merit (half year)</li> </ul>	<ul style="list-style-type: none"> <li>Average increase of 2.0% (half year)</li> </ul>
2016-17	<ul style="list-style-type: none"> <li>2.0% market increase</li> <li>Address compression</li> </ul>	<ul style="list-style-type: none"> <li>Average increase of 2.0%</li> </ul>
2017-18	<ul style="list-style-type: none"> <li>2.0% market increase</li> </ul>	<ul style="list-style-type: none"> <li>Average increase of 2.0%</li> </ul>
2018-19	<ul style="list-style-type: none"> <li>2.0% market increase + merit</li> </ul>	<ul style="list-style-type: none"> <li>Average increase of 2.0% and 2.0% increase to change teacher pay adjustment methodology</li> <li>Total average increase is 4.0%</li> </ul>
2019-20	<ul style="list-style-type: none"> <li>2.3% market increase + merit</li> <li>Increased compensation for bus driver reclassification</li> </ul>	<ul style="list-style-type: none"> <li>Increase of 3.0%<sup>1</sup></li> </ul>
2020-21	<ul style="list-style-type: none"> <li>No less than 1.50% increase</li> <li>Minimum pay rate of \$13.50 - \$15.00/hour and compression adjustments through Pay Grade 12</li> </ul>	<ul style="list-style-type: none"> <li>Increase of 2.5% to 3.0%</li> </ul>

<sup>1</sup> After the teacher pay scale was straightened, all teachers now receive the same increase with the exception of those who are at the top of the scale.



### Adopted Market

Compensation targets are guided by the data gathered from the school divisions in our Joint Board Adopted Market, as well as projections from WorldatWork. For classified employees, the target compensation level is the market median. For teachers, the target compensation level is the 75% percentile of the market.

Market Group	
Augusta County Schools	Loudoun County Schools
City of Charlottesville Schools	Louisa County Schools
City of Chesapeake Schools	Madison County Schools
City of Danville Schools	Montgomery County Schools
City of Harrisonburg Schools	Nelson County Schools
City of Lynchburg Schools	Orange County Schools
City of Roanoke Schools	Prince William County Schools
City of Staunton Schools	Roanoke County Schools
City of Virginia Beach Schools	Rockingham County Schools
Buckingham County Schools	Spotsylvania County Schools
Chesterfield County Schools	Williamsburg/James City County Schools
Fauquier County Schools	Albemarle County Service Authority*
Fluvanna County Schools	Martha Jefferson Hospital*
Greene County Schools	UVA Health Systems*
Hanover County Schools	<i>*if applicable</i>

## Benefits

The Virginia Retirement System (VRS), an independent state agency, administers ACPS' retirement benefits and sets the annual rates. Health and dental insurance is administered by Albemarle County. Rates are determined based on local historical information, industry data, and projected expenses for the health care fund.

	2017/18	2018/19	2019/20	2020/21
The following benefit rates apply to employee salaries:				
Social Security (FICA) <i>For all employees</i>	7.65%	7.65%	7.65%	7.65%
Virginia Retirement System (VRS) <i>Eligible Salaries</i>	17.55%	16.88%	16.88%	17.83%
VRS Non-Professional Rate <i>Eligible Salaries</i>	9.40%	9.40%	9.40%	6.52%
VRS Group Life Insurance <i>Eligible Salaries</i>	1.31%	1.31%	1.31%	1.34%

## Health Care

During FY 2019/20, the School Board funded portion of health insurance rates was changed to better reflect the actual costs of employees based on their type of coverage. Previously, employees on the County's health insurance plan were budgeted at one consolidated rate. Beginning in FY 2020/21, employees are budgeted in the following tiers.

	2017/18	2018/19	2019/20	2020/21
Insured Only				\$5,126
Insured and Spouse				\$11,277
Insured and One Dependent				\$7,690
Insured and Children				\$11,021
Family				\$15,378
Consolidated Rate*	\$9,962	\$8,280	\$8,615	\$8,618
Dental Insurance	\$282	\$296	\$311	\$311

\*The consolidated rate applies to Retirees, and Part-time employees 0.50 to 0.69 FTE. Part-time employees 0.70 to 0.99 FTE receive health care benefits at the Full-time employee rate.

The health care plan year (PY) runs from January to December, so fiscal year budgets are adjusted accordingly. PY 2020 was budgeted for a 5.4% rate increase, but realized no actual increase. PY 2021 is budgeted for a 7.0% increase over current rates.