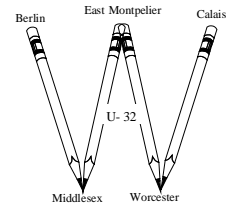


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



Washington Central Unified Union School District Board Meeting Agenda

1.6.2021 6:00 PM – 9:00 PM

Virtual Meeting Information:

<https://tinyurl.com/y6a9umz9>

Meeting ID: 921 1531 6948

Password: 016334

Dial by Your Location: 1- 929- 205- 6099

Open Meeting Law temporary changes as of 3/30/20: Boards are not required to designate a **physical** meeting location. Board members and staff are not required to be present at a designated meeting location.

**Our building will not be open for meetings.
All are welcome to attend virtually.**

- | | |
|--|-------------|
| 1. Call to Order | 4 minutes |
| 2. Welcome | 10 minutes |
| 2.1. Reception of Guests | |
| 2.2. Agenda Revisions | |
| 3. Reports (Discussion/Action) | 105 minutes |
| 3.1. Student Reports | |
| 3.2. Superintendent | |
| 3.2.1. COVID -19 Update | |
| 3.2.2. Administrative Searches Update – pg. 3 | |
| 3.2.3. Class Size Update – pg. 5 | |
| 3.3. Finance Committee (Discussion/Action) | |
| 3.3.1. Leadership Team Budget Support Letter – pg. 6 | |
| 3.3.2. Review Budget – Draft 3 – pg. 8 | |
| 3.3.3. Review Cares Relief Fund Grants – pg. 10 | |
| 3.3.4. Review Reserved Fund Balance – pg. 11 | |
| 3.3.5. Review Draft 2 Warning – pg. 20 | |
| 4. Board Operations (Discussion/Action) | 15 minutes |
| 4.1. Diversifying Educator Work Force | |
| 5. Consent Agenda (Action) | 10 minutes |
| 5.1. Approve Minutes of 12.16.20 – pg. 22 | |
| 5.2. Approve Board Orders | |
| 6. Personnel (Action) | 10 minutes |
| 6.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and Changes in FTE – pg. 28 | |
| 7. Public Comments | 20 minutes |

8. Future Agenda Items
 - 8.1. WCUUSD Name
 - 8.2. Assessment Needs for Building Bright Futures
 - 8.3. Board Retreat
9. Board Reflection
10. Adjourn

WCUUSD Board Norms - Adopted November 18, 2020

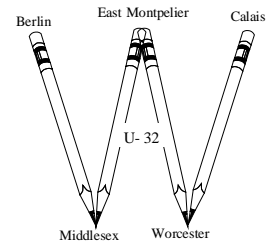
- **Public input** –Notify the community about public forums and opportunities for public comment at board meetings.
- **Community involvement during regular meetings of the board** – Every meeting will include at least one opportunity for public comment. Public comment is an opportunity for board members to listen and ask clarifying questions. If a board member feels a concern raised in public comment warrants further board discussion, they may request that the issue be added to a future agenda.
- **Community dialogue** – The board may periodically schedule community forums that allow for dialogue, questions and answers from the board or the district leadership team.
- **Stay on time** – Start and end on time. The chair may appoint a time-keeper.
- **All voices will be heard** – Every board member gets a chance to speak. Some topics warrant having each board member speak in turn to ensure full representation.
- **Reflection** –To allow time for reflection, the chair and agenda steering committee will plan time for complex or contentious issues to be discussed at more than one meeting before the board votes, except where a decision is urgent.
- **Announcements in reports** – Announcements from the administration will appear in the reports and not as discussion items.
- **Role of the board** – At the end of each board meeting reflect on whether the board remained focused on its policy-making and oversight role during the meeting, rather than operational details that are the responsibility of leadership team.
- **Respect each other** – Listen, allow others to be heard, share concerns, assume positive intentions, be present, celebrate successes.

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Bryan Olkowski
Superintendent



MEMORANDUM

TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Carla Messier, HR Coordinator
DATE: December 30, 2020
RE: Update on Administrative Searches – Business Administrator and Director of IT

This memo is to provide you with an update regarding the search and recruiting process for the following positions:

- Business Administrator (currently filled by Lori Bibeau, Business Administrator)
- Director of IT (currently filled on a temporary month to month basis by IT Consultant, Jim Garrity of Diamond Technologies)

Business Administrator Search Timeline

1. Job posted – December 2020 (Closes at the end of January 2021)
 - SchoolSpring
 - Education Week/Top School Jobs
 - Association of Latino Administrators and Superintendents
 - National Alliance of Black School Educators
 - Burlington Free Press (includes their online cohorts)
2. Prescreen Applicants – February 2021
3. Establish Interview Committee – February 2021
4. Interview Candidates, Reference Check, and Select Candidate – February/March 2021
5. Determine Amount of Training/Cross Over Between Business Administrators – April – June 2021
6. New Business Administrator Takes Over – July 2021

Director of IT Timeline

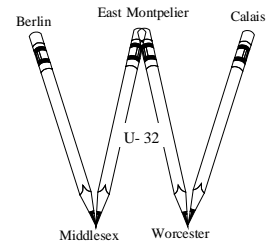
1. Job Posted – November 2020 (Closes at the end of December 2020).
 - SchoolSpring
 - Education Week/Top School Jobs
 - Association of Latino Administrators and Superintendents
 - National Alliance of Black School Educators
2. Prescreen Applicants – January 2021
3. Establish Interview Committee – January 2021
4. Interview Candidates, Reference Check, and Select Candidate – January/February 2021
5. Determine Amount of Training/Cross Over Between Director of IT – March – June 2021
6. New Director of IT Takes Over – July 2021

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Bryan Olkowski
Superintendent



MEMORANDUM

TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
DATE: December 30, 2020
RE: Class Size Guidelines

Pursuant to the Washington Central Unified Union School District's Board policy entitled, "Class Size", which complies with Sections 15 and 16 of Act 153 of 2010, I met with the Leadership Team on November 23, 2020 to develop school district wide class minimum and optimum average class size guidelines that take into account the instructional needs of specific elementary grade intervals and required and elective courses at the secondary level. We determined the following:

1. WCUUSD will strive to have between 14 and 18 students per classroom in Grades K-3 with no more than two grades per classroom.
2. WCUUSD will strive to have between 16 and 22 students per classroom in Grades 4-6 with no more than two grades per classroom.
3. WCUUSD will strive to have between 18 and 24 students per classroom in Grades 7-12.
4. WCUUSD will strive to keep class sizes greater than 10 unless there are specific needs.

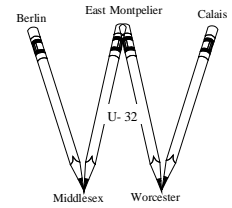
*** Please be advised that the guidelines may be subject to change due to the fluctuating enrollment numbers resulting from the families who have selected home study, remote learning, and in-person instruction.***

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Bryan Olkowski
Superintendent



December 30, 2020

To WCUUSD School Board,

This budget tells a story of planning for a future with unknown needs while understanding the real financial hardship that exists in our towns. The school can only control some of the factors that go into the tax rate. We have reduced our overall budget from the 2020-2021 budget by 1.26% which helps reduce the tax burden for our towns.

During the school year 20-21, in order to best meet the needs of children and families, WCUUSD made the commitment to prioritize in-person learning for our preK-8 students. The district was one of five in the state that offered full-time, in person instruction for all students through 8th grade. The district was able to do this by leveraging Covid funds received so that we were able to stay within the current year's budget.

In order to develop this budget, a number of meetings were held on both the building and the district levels. We kept our mission statement front and center in our minds in order to focus our work and decisions:

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

We also considered student needs, class sizes, enrollment, and previous years' budgets as we developed our current draft(s). The leadership team unanimously feels that this third draft of the budget aligns with the mission statement and meets the school board objectives.

The School Board Objectives:

- Establish a budget that is less than 3% Net Impact on Taxes"
- Find ways to pay for the three initiatives: Strategic Planning process, Facility Director and Health Instructors (Using Fund Balances where appropriate).
- Prepare a list of contingencies if needed.
- Establish a budget that is less than the "Excess Spending Threshold Amount per equalized pupil".
- Establish a budget that will move toward supporting a strong multi-tiered system of support in all schools".

The budget development went through three drafts:

- Draft #1 - Level Service
- Draft #2 - Rightsizing through retirements, resignations, etc.
- Draft #3 - Tightening the belt, reallocation

Draft Three of the budget:

- Meets needs of students
- Preserves programs that meet the needs of all students
- Right sizes school personnel - through early retirement, resignations, reassignments, minimal staff reductions
- Reduces expenses - supplies, contracts

The Leadership Team realizes that current challenges in budgeting will more than likely persist in the coming years. We will continue to mitigate the budgetary impacts to our schools and community by:

- Evaluating programs and structures for effectiveness, effectiveness and need.
- Using the findings from the upcoming curriculum review to ensure that we are meeting student needs in the most efficient way possible.
- Planning for steady decline in enrollment or developing ways to market our schools to new families.
- Addressing growing needs of families and students and forming strategic partnerships with community agencies.

The Leadership Team has worked together with the Superintendent to create a budget that is fiscally responsible and adheres to the vision of our district. Further cuts to the budget could lead to reductions in programs or services. In the event of further cuts, we will need to prioritize our programs and services. Decisions will need to be about what is required vs. what is wanted. This will be a need vs. want discussion. Additional substantial cuts could necessitate RIFs.

The leadership team unanimously feels that this third draft of the budget aligns with the mission statement and meets the school board objectives.

Sincerely,

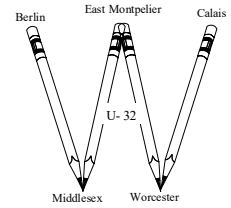
Bryan Olkowski, Superintendent
Lori Bibeau, Business Administrator
Kelly Bushey, Director of Student Services
Jen Miller-Arsenault, Director of Curriculum, Instruction and Assessment;
Aaron Boynton, Berlin Principal
Cat Fair, Calais Principal
Gillian Fuqua, Doty Principal
Alicia Lyford, East Montpelier Principal
Casey Provost, Rumney Principal
Steven Dellinger-Pate, U-32 Principal
Jody Emerson, U-32 Associate Principal

Washington Central Unified Union School District

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Budget Draft #3 FY 21-22 and Financial Update
DATE: December 30, 2020

Budget Draft #3 Summary

Here are the budget highlights for the Draft #3 budget:

- Draft #3 expense budget is \$445,553 (1.26%) less than the FY 20-21 budget.
- Net impact on taxes is \$355,404 less than the FY 20-21 budget.
- Projected local education spending per equalized pupil is \$19,533.
- Projected local education spending per equalized pupil is an increase of 0.01% as compared to the FY 21 amount of \$19,531.
- Using the property yield provided by the Tax Commissioner, the equalized tax rate is projected to increase by 3.9 cents. The State-wide average is projected to increase by 9.5 cents. This budget draft is 5.6 cents lower than the projected state-wide average.
- The Common Level of Appraisal (CLA) (December 2020) effects the local tax rates. Using the Draft #3 budget (3.9 cents) and new CLA information, here is the projected tax rate increase(decrease) by town:
 - Berlin (5.4) cents
 - Calais 7.5 cents
 - East Montpelier 3.4 cents
 - Middlesex 9.8 cents
 - Worcester 5.3 cents
- We realize the information provided by the Tax Commissioner includes estimates that are subject to change. We hope the Legislature will share more accurate information prior to Town Meeting. Due to timing, we will need to include the current information in the Annual Report.

Changes from Draft #2

The draft #2 budget included a \$300k Administrative budget reduction contingency to attain a projected 3.9 cent equalized tax increase. The \$300k amount was an estimate that equals 2 cents on the tax rate. The draft #2 budget would have been 5.9 cents without the \$300k reduction.

Since the December 16th meeting, all Principals and Central Office Administrators met separately with the Superintendent to generate ideas for the \$300k reduction included in the draft #2 budget. All ideas were collated and the Leadership Team met as a group on December 22nd to finalize the draft #3 budget recommendation. It should be noted that this budget draft includes the unanimous recommendation by the Washington Central Leadership Team. A separate Leadership Team memo to the Board is included in this packet.

The \$300k budget reduction was attained by:

- Not filling two vacant positions.
- Restructuring special education services to include a full-time Social Worker that is considered eligible for reimbursements.
- Utilize fund balance as revenue to cover the cost of the early retirement expenses included in the budget for FY 21-22.
- Include additional revenue for Transportation Reimbursement from the Agency of Education. NOTE: This also means the fund balance does not need to be reserved for Transportation Aid.

The Superintendent, Principals and Central Office Administrators used the projected student census for next year throughout the budget process and in making the latest staffing recommendations. We also considered the policy for class size minimums and maximums, student needs and common scheduling for the elementary schools. Using this information, we believe this budget accurately reflects the staffing needs for next year. Should there be a large influx or departure of students, we will apprise the board prior to the April 1 2021 contract notification date.

Per the board's request, we have included more information regarding FTE's on the budget summary page. Using the feedback we have received so far, we have also provided more clarity on the summary page and in the detailed report. Please see the separate section in this packet regarding the fund balance reservations.

We will discuss the budget in more detail at the Finance Committee and School Board meetings next week.

Cares Relief Fund(CRF) Grants

Lori Bibeau has been busy writing Cares Relief Fund grants to support the Washington Central unanticipated costs due to the pandemic. Lori has not yet applied for the ESSER grant as it will support expenses beyond December 30, 2020. All of these grants were awarded retroactive to March 2020. This means that last year's financial reports were reopened to account for the final grant awards. The auditors are working with us to finalize last year with this new information. This has resulted in delays in the audit report.

Based on this work, we have been awarded the following grants which end on December 30, 2020:

| | |
|-------------------------------|----------------|
| • Summer Food Program-CRF | \$ 50,626.00 |
| • Food Service Equipment –CRF | \$ 80,900.66 |
| • Efficiency Vermont-CRF | \$ 906,512.00 |
| • Cares Relief Fund | \$3,045,220.14 |
| ○ Combined Total | \$4,083,258.80 |

We have until January-February 2021 to submit final invoices and reports to the various agencies. Once this work is complete, we anticipate sharing a final accounting with the board in February 2021.

FUND BALANCE-Reserve for Budget 21-22 items-a total of \$689k so far

In summary, we recommend utilizing the fund balance for one-time items or for items that may receive future Cares Relief Grant Funds.

Early Retirement-Reserve \$499k

- Pay the first installment of the Early Retirement expense using fund balance in FY 20-21. The District has used this strategy before which involves moving the payments from September to June for the following reasons:
 - To save a one-time health insurance expense (\$67k) in next year's budget.
 - The final year savings (\$144k) would occur in Budget FY 2023 versus Budget FY 2024.
 - Utilize fund balance to support the Budget 21-22 in the amount of \$144k.
 - Utilize fund balance to support the Budget 22-23 in the amount of \$144k.
 - Budget FY 23-24-Both the expense and Fund Balance will be removed from the budget for a net effect of \$0.

COVID-19 Related Expenses-Reserve \$190k.

- At this time, we do not know if there will be additional COVID-19(Cares Relief) Funds for eligible expenses. Based on this year, if expenses are budgeted for, they are not eligible for reimbursement using Federal funds. Therefore, we recommend Fund Balance be reserved for new expenses related to COVID-19. Please note: estimates still need to be prepared for sanitation and Personal Protective Equipment (PPE).
- 2.0 FTE (Nurses and the COVID Coordinator) are no longer included in the Draft #3 budget.

Building Repair and Maintenance Expenses-Reserve Amount TBD

Strategic planning process-Reserve Amount TBD

Curriculum Management Review Recommendations-Reserve Amount TBD

Capital Fund Transfer-Transfer Amount TBD

Tuition Refund to Sending Towns(Unknown) -Reserve Amount TBD

Fund Balance and Budget Next Steps

The Fund Balance provides an opportunity for one-time expenses or for unknown items. The above noted items with a TBD (To Be Determined) will need more time to prepare estimates. The updated fund balance sheet that follows reflects the reservations above and the latest information available.

WCUUSD Budget FY2021-2022 CHANGE SUMMARY

Draft 3

| | 30-Dec-20 | ADJUSTED | INCREASE (DECREASE) | BUDGET % CHANGE | BUDGET 2022 |
|---|-------------|---------------------|------------------------|----------------------------|---------------------|
| Yellow= Updated Information | BUDGET 2021 | | | | |
| SALARIES AND BENEFITS | | | | | |
| Negotiated Items | | | | | |
| Salary Estimate | | | \$565,877 | 1.60% | |
| Benefits Related to Salary Estimate | | | \$56,588 | 0.16% | |
| Health Insurance @ 9.6% Increase with current coverage, HRA Adjustment | | | \$81,626 | 0.23% | |
| Miscellaneous Benefit Changes | | | -\$19,452 | -0.05% | |
| SUBTOTAL NEGOTIATED ITEMS | | | \$684,639 | 1.93% | |
| Other Staffing Changes | | | | | |
| Staffing Changes-Includes Unfilled Early Retirement 4.4FTE's | | | -\$390,518 | -1.10% | |
| Staffing Changes FY 21-Primarily Unfilled positions due to attrition 6.3FTE's | | | -\$476,165 | -1.34% | |
| Staffing Transferred to Grant Funding 2.3 FTE's | | | -\$164,336 | -0.46% | |
| Salary and Benefit Savings FY 21-Primarily Health and Staff Turnover | | | -\$149,086 | -0.42% | |
| Covid Coordinator & Full-time Nurses-Grant/Fund Balance 1.9 FTE's | | | \$0 | 0.00% | |
| Special Education Programs-Addl. Staffing 6.71 FTE's ESP | | | \$272,163 | 0.77% *See Revenues Below | |
| Academic, SPED & Operation of Plant Programs-New Staffing 2.75 FTE's | | | \$281,476 | 0.79% | |
| SUBTOTAL OTHER STAFFING CHANGES | | | -\$626,466 | -1.77% | |
| TOTAL SALARY & BENEFITS | | \$24,928,979 | \$58,173 | 0.16% | \$24,987,152 |
| NONSALARY ITEMS | | | | | |
| Fund Transfer Food Program-Draft #3 | | | \$0 | 0.00% | |
| Technology Services-Erate Income | | | -\$44,679 | -0.13% | |
| Operation of Plant-Repair and Maintenance(Previously Capital) | | | \$100,000 | 0.28% | |
| Technical Education Tuition(Using current year +2%) | | | \$10,125 | 0.03% | |
| Transportation Services | | | \$44,842 | 0.13% | |
| School-wide Budget update | | | -\$76,909 | -0.22% | |
| School-wide Expenses-Prek Services | | | -\$96,105 | -0.27% | |
| Special Education Programs-State Placed/504 Students(without Case Mgmt) | | | -\$238,303 | -0.67% *See Revenues Below | |
| Special Education Programs-Tuition & Prof Svcs | | | -\$203,011 | -0.57% *See Revenues Below | |
| TOTAL NONSALARY-w/o OTHER ITEMS | | \$8,553,677 | -\$504,040 | -1.42% | \$8,049,637 |
| SUBTOTAL BASE BUDGET INCREASE | | \$33,482,656 | -\$445,867 | -1.26% | \$33,036,789 |
| OTHER ITEMS | | | | | |
| Debt Service-Bond Payment | | \$1,241,324 | -\$18,164 | -0.05% | \$1,223,160 |
| Capital Fund -Transfer | | \$706,522 | \$18,478 | 0.05% | \$725,000 |
| TOTAL OTHER ITEMS | | \$1,947,846 | \$314 | 0.00% | \$1,948,160 |
| Combined Total WCUUSD Expenses | | \$35,430,502 | -\$445,553 | -1.26% | \$34,984,949 |
| Revenues that Offset Expense Increases(Decreases): | | | | | |
| Tuition Income-Level Budget @9 Less Students(4 FY21, 5 FY22) | | | -\$185,843 | -0.52% | |
| Small Schools Grant | | | \$28,866 | 0.08% | |
| Miscellaneous Income-ERATE See Exp | | | -\$44,679 | -0.13% | |
| Miscellaneous Income-u32 | | | -\$7,000 | -0.02% | |
| Special Education Reimbursements | | | -\$37,004 | -0.10% *See Expenses Above | |
| Transportation Aid-COVID | | | \$11,511 | 0.03% | |
| Fund Balance to Support Early Retirement for Budget FY 22 | | | \$144,000 | 0.41% | |
| Subtotal Revenues | | | -\$90,149 | -0.25% | |
| Net Impact on Taxes | | | -\$355,404 | -1.00% | |

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 3

BUDGET 2021-2022 VS BUDGET 2020-2021

| | | | | | | % |
|--|---------------------|---------------------|-----------------------|---------------------|---------------------------|--------------------------------|
| <u>DESCRIPTION</u> | <u>Actual 2020</u> | <u>BUDGET 2021</u> | <u>PROJECTED 2021</u> | <u>BUDGET 2022</u> | <u>Increase(Decrease)</u> | <u>Budget22/ Budget 21</u> |
| REVENUES | | | | | | |
| TUITION-SCHOOL DISTRICTS & INDIVIDUALS | \$1,081,930 | \$1,094,311 | \$1,011,703 | \$908,468 | -\$185,843 | |
| INVESTMENT EARNINGS INTEREST | \$354,463 | \$283,755 | \$229,975 | \$283,755 | \$0 | |
| MISCELLANEOUS INCOME-OTHER | \$305,289 | \$315,118 | \$451,618 | \$263,440 | -\$51,679 | |
| EDUC. SPENDING REVENUES | \$27,091,430 | \$28,137,890 | \$28,137,890 | \$27,782,486 | -\$355,404 | |
| MISC STATE REIMBURSEMENTS | \$909,141 | \$772,663 | \$3,119,005 | \$813,040 | \$40,377 | |
| SPED EXPENDITURE REIMBURSEMENT | \$4,321,332 | \$4,826,765 | \$4,487,765 | \$4,789,761 | -\$37,005 | |
| SUBTOTAL REVENUES | \$34,063,585 | \$35,430,502 | \$37,437,956 | \$34,840,949 | -\$589,553 | |
| FUND BALANCE | \$1,941,291 | \$0 | \$0 | \$144,000 | \$144,000 | |
| TOTAL REVENUES | \$36,004,876 | \$35,430,502 | \$37,437,956 | \$34,984,949 | -\$445,553 | -1.26% |
| EXPENSES | | | | | | |
| INSTRUCTIONAL SERVICES | | | | | | |
| SALARIES | \$7,868,446 | \$8,494,048 | \$8,323,814 | \$8,257,994 | -\$236,054 | |
| MISCELLANEOUS BENEFITS | \$2,317,170 | \$2,625,939 | \$2,536,310 | \$2,432,828 | -\$193,111 | |
| TUITION REIMBURSEMENT | \$160,237 | \$197,042 | \$197,042 | \$193,962 | -\$3,080 | |
| PROFESSIONAL EDUCATION SVC | \$43,746 | \$73,263 | \$73,263 | \$62,795 | -\$10,468 | |
| TUITION TO OTHER SCHOOL DISTRICTS | \$475,755 | \$506,668 | \$506,268 | \$516,390 | \$9,722 | |
| TRAVEL | \$10,585 | \$14,700 | \$15,100 | \$14,100 | -\$600 | |
| GENERAL SUPPLIES | \$195,450 | \$276,105 | \$285,605 | \$240,913 | -\$35,192 | |
| BOOKS AND PERIODICALS | \$26,504 | \$83,593 | \$74,390 | \$56,484 | -\$27,109 | |
| EQUIPMENT | \$6,223 | \$64,000 | \$64,000 | \$49,901 | -\$14,099 | |
| DUES AND FEES | \$2,999 | \$700 | \$700 | \$1,200 | \$500 | |
| TOTAL INSTRUCTIONAL SERVICES | \$11,107,115 | \$12,336,058 | \$12,076,492 | \$11,826,567 | -\$509,491 | -4.13% |
| PRESCHOOL PROGRAM | | | | | | |
| SALARIES | \$375,148 | \$366,368 | \$351,002 | \$341,908 | -\$24,460 | |
| MISCELLANEOUS BENEFITS | \$109,184 | \$100,318 | \$117,464 | \$107,887 | \$7,569 | |
| TUITION REIMBURSEMENT | \$1,675 | \$4,331 | \$4,331 | \$0 | -\$4,331 | |
| PROFESSIONAL EDUCATION SVC | \$50,727 | \$112,927 | \$120,952 | \$13,000 | -\$99,927 | |
| TUITION TO PRIVATE SCHOOLS | \$180,066 | \$148,325 | \$144,690 | \$148,512 | \$187 | |
| GENERAL SUPPLIES | \$11,932 | \$7,915 | \$7,915 | \$7,715 | -\$200 | |
| TOTAL PRESCHOOL PROGRAM | \$728,732 | \$740,184 | \$746,354 | \$619,022 | -\$121,162 | -16.37% |
| GUIDANCE SERVICES | | | | | | |
| SALARIES | \$745,719 | \$773,088 | \$723,423 | \$722,337 | -\$50,751 | |
| MISCELLANEOUS BENEFITS | \$245,850 | \$270,590 | \$264,474 | \$255,213 | -\$15,377 | |
| TUITION REIMBURSEMENT | \$2,739 | \$3,575 | \$3,575 | \$1,125 | -\$2,450 | |
| GENERAL SUPPLIES | \$26,954 | \$34,200 | \$34,200 | \$32,550 | -\$1,650 | |
| BOOKS AND PERIODICALS | \$450 | \$2,260 | \$2,260 | \$1,010 | -\$1,250 | |
| TOTAL GUIDANCE SERVICES | \$1,021,712 | \$1,083,713 | \$1,027,932 | \$1,012,235 | -\$71,478 | -6.60% |

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 3

BUDGET 2021-2022 VS BUDGET 2020-2021

%

Budget22/
Budget 21

DESCRIPTION

Actual 2020

BUDGET 2021

PROJECTED 2021

BUDGET 2022 | Increase(Decrease)

HEALTH SERVICES

| | | | | | |
|------------------------------|------------------|------------------|------------------|------------------|-----------------|
| SALARIES | \$323,018 | \$340,061 | \$335,365 | \$348,269 | \$8,208 |
| MISCELLANEOUS BENEFITS | \$128,100 | \$139,871 | \$149,070 | \$149,455 | \$9,584 |
| TUITION REIMBURSEMENT | \$4,100 | \$2,300 | \$2,300 | \$0 | -\$2,300 |
| TECHNICAL SERVICES | \$120 | \$550 | \$562 | \$550 | \$0 |
| GENERAL SUPPLIES | \$3,993 | \$6,535 | \$6,535 | \$7,135 | \$600 |
| BOOKS AND PERIODICALS | \$496 | \$933 | \$933 | \$845 | -\$88 |
| TOTAL HEALTH SERVICES | \$459,827 | \$490,250 | \$494,765 | \$506,254 | \$16,004 |

3.26%

LIBRARY SERVICES

| | | | | | |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| SALARIES | \$336,130 | \$350,669 | \$341,951 | \$328,725 | -\$21,944 |
| MISCELLANEOUS BENEFITS | \$106,714 | \$116,849 | \$112,084 | \$106,774 | -\$10,075 |
| TUITION REIMBURSEMENT | \$2,968 | \$5,400 | \$5,400 | \$1,300 | -\$4,100 |
| GENERAL SUPPLIES | \$10,895 | \$19,901 | \$19,901 | \$15,895 | -\$4,006 |
| BOOKS AND PERIODICALS | \$43,545 | \$50,658 | \$50,658 | \$52,108 | \$1,450 |
| TOTAL LIBRARY SERVICES | \$500,252 | \$543,477 | \$529,994 | \$504,802 | -\$38,675 |

-7.12%

CURRICULUM SERVICES

| | | | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| SALARIES | \$151,657 | \$305,499 | \$195,212 | \$295,465 | -\$10,034 |
| MISCELLANEOUS BENEFITS | \$14,129 | \$76,007 | \$17,894 | \$50,446 | -\$25,561 |
| TUITION REIMBURSEMENT | \$4,602 | \$8,000 | \$12,500 | \$13,000 | \$5,000 |
| PURCHASED PROF & TECHNICAL SERVICES | \$583 | \$0 | \$0 | \$0 | \$0 |
| TRAVEL | \$988 | \$2,500 | \$2,500 | \$2,500 | \$0 |
| GENERAL SUPPLIES | \$461 | \$5,000 | \$12,676 | \$5,000 | \$0 |
| BOOKS AND PERIODICALS | \$685 | \$1,200 | \$1,200 | \$1,200 | \$0 |
| DUES AND FEES | \$2,529 | \$1,000 | \$1,000 | \$1,000 | \$0 |
| TOTAL CURRICULUM SERVICES | \$175,634 | \$399,206 | \$242,982 | \$368,611 | -\$30,595 |

-7.66%

INSTRUCTIONAL -RELATED TECHNOLOGY SVCS

| | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|
| SALARIES | \$467,477 | \$518,692 | \$524,145 | \$530,764 | \$12,072 |
| MISCELLANEOUS BENEFITS | \$97,058 | \$104,089 | \$96,072 | \$111,723 | \$7,634 |
| TUITION REIMBURSEMENT | \$0 | \$8,600 | \$6,100 | \$7,500 | -\$1,100 |
| TECHNOLOGY RELATED R&M | \$39,421 | \$32,516 | \$32,516 | \$32,516 | \$0 |
| RENTALS AND LEASES-COPIER | \$31,742 | \$50,700 | \$55,200 | \$50,700 | \$0 |
| COMMUNICATIONS | \$111,555 | \$136,400 | \$134,400 | \$131,500 | -\$4,900 |
| SUPPLIES-TECHN RELATED | \$28,331 | \$36,300 | \$36,300 | \$36,300 | \$0 |
| SUPPLIES-TECHN RELATED-SOFTWARE | \$49,110 | \$234,324 | \$240,014 | \$300,000 | \$65,676 |
| EQUIPMENT/FINANCIAL SOFTWARE | \$403,684 | \$324,250 | \$324,250 | \$280,000 | -\$44,250 |
| TOTAL INSTR REL-TECHNOLOGY SVCS | \$1,228,378 | \$1,445,871 | \$1,448,997 | \$1,481,003 | \$35,132 |

2.43%

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 3

BUDGET 2021-2022 VS BUDGET 2020-2021

%

Budget22/
Budget 21

| DESCRIPTION | Actual 2020 | BUDGET 2021 | PROJECTED 2021 | BUDGET 2022 | Increase(Decrease) | |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------|
| BOARD OF EDUCATION SVCS. | | | | | | |
| SALARIES | \$19,985 | \$27,964 | \$27,964 | \$28,155 | \$191 | |
| MISCELLANEOUS BENEFITS | \$1,956 | \$2,624 | \$2,624 | \$2,639 | \$15 | |
| OFFICIAL SVC TAX COLLECT. | \$10,639 | \$0 | \$0 | \$0 | \$0 | |
| LEGAL SERVICES | \$42,815 | \$25,850 | \$25,850 | \$25,850 | \$0 | |
| INSURANCE | \$95,651 | \$99,832 | \$99,832 | \$101,829 | \$1,997 | |
| ADVERTISING | \$3,878 | \$10,700 | \$10,700 | \$7,900 | -\$2,800 | |
| GENERAL SUPPLIES | \$17,870 | \$25,200 | \$24,964 | \$25,200 | \$0 | |
| DUES AND FEES | \$225 | \$15,765 | \$15,765 | \$15,765 | \$0 | |
| COVID-19 EXPENSES | \$111,847 | \$0 | \$2,317,476 | \$0 | \$0 | |
| TOTAL BOARD OF EDUCATION SVCS. | \$304,866 | \$207,935 | \$2,525,175 | \$207,338 | -\$597 | -0.29% |
| SUPERINTENDENT SERVICES | | | | | | |
| SALARIES | \$347,704 | \$343,935 | \$336,891 | \$319,097 | -\$24,838 | |
| MISCELLANEOUS BENEFITS | \$126,552 | \$133,876 | \$132,064 | \$113,522 | -\$20,354 | |
| TUITION REIMBURSEMENT | \$3,528 | \$16,000 | \$16,000 | \$11,000 | -\$5,000 | |
| PURCHASED PROF & TECHNICAL SERVICES | \$9,049 | \$21,200 | \$21,200 | \$21,200 | \$0 | |
| COMMUNICATIONS-POSTAGE | \$4,444 | \$5,500 | \$5,500 | \$5,500 | \$0 | |
| PRINTING AND BINDING | \$0 | \$1,500 | \$1,500 | \$1,500 | \$0 | |
| TRAVEL | \$6,309 | \$4,000 | \$4,000 | \$4,000 | \$0 | |
| GENERAL SUPPLIES | \$18,618 | \$19,857 | \$19,857 | \$19,857 | \$0 | |
| BOOKS AND PERIODICALS | \$683 | \$1,800 | \$1,800 | \$1,800 | \$0 | |
| DUES AND FEES | \$5,150 | \$7,000 | \$7,000 | \$7,000 | \$0 | |
| TOTAL SUPERINTENDENT SERVICES | \$522,037 | \$554,668 | \$545,812 | \$504,476 | -\$50,192 | -9.05% |
| OFFICE OF THE PRINCIPAL | | | | | | |
| SALARIES | \$1,332,742 | \$1,417,005 | \$1,415,271 | \$1,454,637 | \$37,632 | |
| MISCELLANEOUS BENEFITS | \$447,133 | \$492,589 | \$516,096 | \$527,214 | \$34,625 | |
| TUITION REIMBURSEMENT | \$11,764 | \$21,200 | \$21,200 | \$22,000 | \$800 | |
| PURCHASED PROF & TECHNICAL SERVICES | \$27,705 | \$17,625 | \$17,625 | \$11,800 | -\$5,825 | |
| COMMUNICATIONS-POSTAGE | \$14,181 | \$17,960 | \$17,960 | \$17,460 | -\$500 | |
| TRAVEL | \$4,332 | \$5,100 | \$5,100 | \$4,800 | -\$300 | |
| GENERAL SUPPLIES | \$44,473 | \$43,410 | \$43,410 | \$43,410 | \$0 | |
| DUES AND FEES | \$12,692 | \$7,475 | \$7,475 | \$8,150 | \$675 | |
| TOTAL OFFICE OF THE PRINCIPAL | \$1,895,022 | \$2,022,364 | \$2,044,137 | \$2,089,471 | \$67,107 | 3.32% |
| FISCAL SERVICES | | | | | | |
| SALARIES | \$368,142 | \$369,901 | \$380,805 | \$359,558 | -\$10,343 | |
| MISCELLANEOUS BENEFITS | \$114,456 | \$117,047 | \$118,140 | \$111,254 | -\$5,793 | |
| TUITION REIMBURSEMENT | \$4,855 | \$6,000 | \$6,000 | \$6,000 | \$0 | |
| PURCHASED PROF & TECHNICAL SERVICES | \$30 | \$5,500 | \$5,500 | \$5,500 | \$0 | |
| COMMUNICATIONS-POSTAGE | \$47,300 | \$36,800 | \$36,800 | \$36,800 | \$0 | |
| TRAVEL | \$3,148 | \$2,000 | \$2,000 | \$2,000 | \$0 | |
| GENERAL SUPPLIES | \$4,255 | \$1,300 | \$1,300 | \$1,300 | \$0 | |
| DUES AND FEES | \$489 | \$750 | \$750 | \$750 | \$0 | |
| INTEREST ON SHORT-TERM DEBT | \$266,486 | \$262,925 | \$209,145 | \$262,925 | \$0 | |
| TOTAL FISCAL SERVICES | \$809,161 | \$802,223 | \$760,440 | \$786,087 | -\$16,136 | -2.01% |

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 3

BUDGET 2021-2022 VS BUDGET 2020-2021

| DESCRIPTION | Actual 2020 | BUDGET 2021 | PROJECTED 2021 | BUDGET 2022 | Increase(Decrease) | % Budget22/ Budget 21 |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------------------|
| OPERATION AND MAINT.PLANT | | | | | | |
| SALARIES | \$1,173,957 | \$1,216,821 | \$1,225,261 | \$1,359,061 | \$142,240 | |
| MISCELLANEOUS BENEFITS | \$365,771 | \$414,365 | \$445,841 | \$493,111 | \$78,746 | |
| UTILITY SERVICES | \$56,344 | \$42,350 | \$44,500 | \$44,950 | \$2,600 | |
| CLEANING SERVICES | \$77,753 | \$87,355 | \$81,580 | \$77,580 | -\$9,775 | |
| REPAIR AND MAINTENANCE SERVICES &PROP | \$169,605 | \$189,892 | \$193,005 | \$289,005 | \$99,113 | |
| TRAVEL/GAS &BOTTLED GAS | \$3,802 | \$10,640 | \$11,804 | \$8,804 | -\$1,836 | |
| GENERAL SUPPLIES | \$178,646 | \$143,294 | \$143,294 | \$145,794 | \$2,500 | |
| ELECTRICITY | \$256,081 | \$314,220 | \$314,600 | \$290,700 | -\$23,520 | |
| OIL | \$97,408 | \$111,440 | \$109,896 | \$123,896 | \$12,456 | |
| OTHER ENERGY-WOOD CHIPS / WOOD PELLETS | \$100,385 | \$121,129 | \$121,129 | \$110,129 | -\$11,000 | |
| EQUIPMENT | \$16,990 | \$20,600 | \$20,600 | \$23,600 | \$3,000 | |
| TOTAL OPER. AND MAINT.PLANT | \$2,496,742 | \$2,672,106 | \$2,711,510 | \$2,966,630 | \$294,524 | 11.02% |
| STUDENT TRANSPORTATION SV | | | | | | |
| STUDENT TRANSPORTATION SV | \$1,285,046 | \$1,494,718 | \$1,494,718 | \$1,539,560 | \$44,841 | |
| TOTAL STUDENT TRANSPORTATION SV | \$1,285,046 | \$1,494,718 | \$1,494,718 | \$1,539,560 | \$44,841 | 3.00% |
| STUDENT TRANS-OTHER | | | | | | |
| STUDENT TRANS-FIELD TRIPS | \$37,522 | \$44,805 | \$44,805 | \$45,105 | \$300 | |
| TOTAL STUDENT TRANS-OTHER | \$37,522 | \$44,805 | \$44,805 | \$45,105 | \$300 | 0.67% |
| DEBT SERVICE | | | | | | |
| REDEMPTION OF PRINCIPAL | \$1,376,690 | \$926,910 | \$926,910 | \$927,136 | \$226 | |
| INTEREST LONG TERM DEBT | \$288,507 | \$314,414 | \$314,414 | \$296,024 | -\$18,390 | |
| TOTAL DEBT SERVICE | \$1,665,197 | \$1,241,324 | \$1,241,324 | \$1,223,160 | -\$18,164 | -1.46% |
| FUND TRANSFER OUT | | | | | | |
| FUND TRANSFER-CAPITAL | \$1,116,012 | \$706,522 | \$706,522 | \$725,000 | \$18,478 | |
| FUND TRANSFER-FOOD SERVICE | \$109,403 | \$149,115 | \$149,115 | \$149,115 | \$0 | |
| FUND TRANSFER-COMMUNITY CONNECTIONS | \$0 | \$40,000 | \$40,000 | \$40,000 | \$0 | |
| TOTAL TRANSFER TO OTHER FUNDS | \$1,225,415 | \$895,637 | \$895,637 | \$914,115 | \$18,478 | 2.06% |
| SUPPORT PROGRAMS-SPECIAL EDUCATION | | | | | | |
| STATE PLACED STUDENT COSTS INCLUDES 504 | \$363,250 | \$508,303 | \$247,069 | \$270,000 | -\$238,303 | |
| SPECIAL EDUCATION PROGRAMS | \$3,646,400 | \$4,131,241 | \$3,911,438 | \$4,301,233 | \$169,992 | |
| EXTRAORDINARY PROGRAM | \$1,266,998 | \$1,477,928 | \$1,452,735 | \$1,529,214 | \$51,286 | |
| SUMMER PROGRAM | \$120,405 | \$124,418 | \$43,220 | \$110,146 | -\$14,272 | |
| ZENITH(WITHOUT CLASSROOM TEACHERS) | \$164,727 | \$196,056 | \$173,078 | \$167,080 | -\$28,976 | |
| PSYCHOLOGICAL SERVICES(INCL SUMMER PROG) | \$144,308 | \$158,653 | \$166,444 | \$168,526 | \$9,873 | |
| SLP SERVICES | \$506,571 | \$536,681 | \$531,802 | \$534,706 | -\$1,975 | |
| OT SERVICES | \$26,894 | \$33,492 | \$31,878 | \$28,780 | -\$4,712 | |
| PT SERVICES | \$0 | \$10,500 | \$10,500 | \$10,500 | \$0 | |
| TRANSPORTATION(NOT SUMMER) | \$54,961 | \$69,179 | \$69,179 | \$58,179 | -\$11,000 | |
| TOTAL SUPPORT PROGRAMS-SPECIAL EDUCATION | \$6,294,514 | \$7,246,451 | \$6,637,343 | \$7,178,364 | -\$68,087 | -0.94% |

BUDGET 2021-2022 VS BUDGET 2020-2021

| DESCRIPTION | Actual 2020 | BUDGET 2021 | PROJECTED 2021 | BUDGET 2022 | Increase(Decrease) | % Budget22/ Budget 21 |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|-----------------------------|
| SPED ADMINISTRATION | | | | | | |
| SALARIES | \$256,087 | \$240,447 | \$292,529 | \$298,730 | \$58,283 | |
| MISCELLANEOUS BENEFITS | \$77,744 | \$82,194 | \$69,613 | \$71,785 | -\$10,409 | |
| TUITION REIMBURSEMENT | \$4,561 | \$7,000 | \$7,000 | \$7,000 | \$0 | |
| INSURANCE | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$0 | |
| COMMUNICATIONS | \$4,775 | \$4,775 | \$4,775 | \$4,775 | \$0 | |
| ADVERTISING | \$243 | \$500 | \$500 | \$500 | \$0 | |
| TRAVEL | \$1,117 | \$2,450 | \$2,450 | \$2,450 | \$0 | |
| SUPPLIES | \$3,848 | \$5,300 | \$5,300 | \$4,446 | -\$854 | |
| SUPPLIES-SOFTWARE | \$5,654 | \$4,800 | \$4,800 | \$6,000 | \$1,200 | |
| DUES AND FEES | \$610 | \$600 | \$600 | \$645 | \$45 | |
| TOTAL SPED ADMINISTRATION | \$358,139 | \$351,566 | \$391,067 | \$399,831 | \$48,265 | 13.73% |
| SUBTOTAL SPECIAL EDUCATION PROGRAMS | \$6,652,653 | \$7,598,017 | \$7,028,410 | \$7,578,195 | -\$19,822 | -0.26% |
| ENGLISH LANGUAGE LEARNER | | | | | | |
| SALARIES | \$56,769 | \$57,550 | \$57,550 | \$59,277 | \$1,727 | |
| MISCELLANEOUS BENEFITS | \$16,093 | \$24,925 | \$35,323 | \$27,140 | \$2,215 | |
| TUITION REIMBURSEMENT | \$0 | \$0 | \$1,000 | \$1,000 | \$1,000 | |
| TRAVEL | \$1,373 | \$933 | \$1,000 | \$1,000 | \$67 | |
| TOTAL ENGLISH LANGUAGE LEARNER | \$74,235 | \$83,408 | \$94,873 | \$88,417 | \$5,009 | 6.01% |
| CO-CURRICULAR ACTIVITIES | | | | | | |
| MISCELLANEOUS EXPENSES | \$637,875 | \$774,537 | \$771,687 | \$723,902 | -\$50,635 | |
| TOTAL COCURRICULAR ACTIVITIES | \$637,875 | \$774,537 | \$771,687 | \$723,902 | -\$50,635 | -6.54% |
| TOTAL EXPENSES | \$32,827,421 | \$35,430,502 | \$36,726,044 | \$34,984,949 | -\$445,553 | -1.26% |

**Washington Central Unified Union School District
FUND BALANCE SUMMARY
Fiscal Year 2020-2021**

**COVID-Cares Relief Fund(CRF)-To Be Determined
Illustration Using Budget FY 21-22 Draft #3**

NOTE: Fund Balance available to the School Board is the "After Audit Beginning Balance". The Projected Ending Fund Balance is an estimate using the current information. This amount becomes final after the school year ends and the audit is completed.

KEY: Increase (Decrease) to Fund Balance

GENERAL FUND (1)

| Beginning Fund Balance-Reserved for Operations: | | Month of Update |
|--|-----------|--------------------|
| Reserved for Operations | July 2020 | \$2,510,525 |
| Total Beginning Fund Balance-Reserved for Operations(A) | | \$2,510,525 |

| Revenues Changes: | | BUDGET 2021 | CHANGE | PROJECTED 2021 |
|---|-----------------|-------------|--------------------|----------------------|
| Interest Income | Sept 2020 | | -\$53,780 | * See Expenses Below |
| Miscellaneous Income-Rumney Outdoor Learning | Sept & Nov 2020 | | \$11,500 | * See Expenses Below |
| Tuition Income(4 less Full-time students than budgeted) | Oct 2020 | | -\$82,608 | |
| Small Schools Grant | Oct 2020 | | \$28,866 | |
| Special Education Reimbursements | Nov 2020 | | -\$304,888 | * See Expenses Below |
| Miscellaneous Income-Dental Transfer-Per Board Action December 16 | Dec 2020 | | \$125,000 | |
| Special Education Reimbursements | Dec 2020 | | -\$34,112 | * See Expenses Below |
| Education Spending-Repurposed using CRF | Dec 2020 | | \$0 | |
| CARES RELIEF FUND-COVID Reimbursement-AOE | Dec 2020 | | \$1,410,964 | * See Expenses Below |
| CARES RELIEF FUND-COVID Reimbursement-Efficiency Vermont | Dec 2020 | | \$906,512 | * See Expenses Below |

| | | | |
|--------------------------|---------------------|--------------------|---------------------|
| TOTAL REVENUES(B) | \$35,430,502 | \$2,007,454 | \$37,437,956 |
|--------------------------|---------------------|--------------------|---------------------|

| Expense Changes: | | BUDGET 2021 | CHANGE | PROJECTED 2021 |
|--|-----------------|-------------|---------------------|---------------------|
| Interest Expense | Sept 2020 | | \$53,780 | *See Revenues Above |
| Program Costs-Rumney Outdoor Learning | Sept & Nov 2020 | | -\$11,500 | *See Revenues Above |
| School-wide Payroll Update-Unfilled Positions | Oct 2020 | | \$221,629 | |
| School-wide Payroll Update-Budgeted Position Charged to Grant | Oct 2020 | | \$37,340 | |
| School-wide Payroll Update-Health Insurance Savings | Oct 2020 | | \$74,365 | |
| School-wide Payroll Update-Staffing Turnover Savings | Oct 2020 | | \$77,227 | |
| Special Education Programs | Nov 2020 | | \$539,135 | *See Revenues Above |
| Special Education Programs | Nov 2020 | | \$29,958 | *See Revenues Above |
| CARES COVID Instructional, Support and Related Expenses-AOE | Dec 2020 | | -\$1,410,964 | *See Revenues Above |
| CARES COVID Air quality, Isolation Rooms-Efficiency Vermont | Dec 2020 | | -\$906,512 | *See Revenues Above |

| | | | |
|--------------------------|---------------------|---------------------|---------------------|
| TOTAL EXPENSES(C) | \$35,430,502 | -\$1,295,542 | \$36,726,044 |
|--------------------------|---------------------|---------------------|---------------------|

| | |
|--|--------------------|
| CURRENT YEAR OPERATIONS-REVENUE LESS EXPENSES (B-C)=D | \$711,912 |
| BEGINNING BALANCE + CURRENT YEAR OPERATIONS(A+D)=E | \$3,222,437 |

Other board considerations for Fund Balance(F):

| | |
|---|------------|
| Possible reserve for Transportation Aid -Budget FY 21-22-Not Needed | \$0 |
| Early Retirement First Installment and Health Insurance-June 2021 | -\$211,136 |
| Reserve for Budget Items-FY 21-22-Early Retirement | -\$144,000 |
| Reserve for Budget Items-FY 22-23-Early Retirement | -\$144,000 |
| Reserve for COVID-19 Coordinator and FT Nurses(2.0FTE) | -\$190,004 |
| Reserve COVID-19-Sanitation and PPE-Amt TBD | \$0 |
| Reserve for Operation of Plant-U-32 Maintenance-Amt TBD | \$0 |
| Reserve Strategic Plan & Curriculum Management Review-Amt TBD | \$0 |
| Possible transfer to Capital Fund-Amount TBD | \$0 |
| Possible Tuition Refund-Amount TBD | \$0 |

Subtotal Board Considerations **-\$689,140**

PROJECTED ENDING BALANCE-Reserved For Operations(E+F)=G **\$2,533,297**

Note: Target Fund Balance at 2% of current year budget **\$708,610**

Amount Available Beyond the 2% Target **\$1,824,687**

Other Reserved Items:

| | |
|---|------------------|
| Reserved for Technology Equipment | \$357,928 |
| Reserved for Fiscal Software & Related Costs-Includes Interest Income | \$309,000 |
| | \$0 |
| Subtotal Reserved Items (G) | \$666,928 |

Washington Central Unified Union School District
Budget 2021-2022

Uses AOE Final Tax Information June & November 2020

How to Calculate Tax Rates

Draft #3

| Final Information FY 20-21 | Incr % Budget 22 vs Budget 21 |
|-------------------------------|--|
| \$35,430,502 | -1.26% |
| \$283,755 | |
| \$1,094,291 | |
| \$315,117 | |
| \$772,664 | |
| \$4,826,785 | |
| \$0 | |
| \$7,292,612 | -1.24% |
| \$28,137,890 | -1.26% |
| 1440.65 | -1.27% |
| | Incr % Per Eq Pupil |
| \$19,531 | 0.01% |
| \$10,998 | -2.14% |
| TAX INCR (DECR) | |
| 177.59% | |
| \$1.776 | \$0.039 |
| | |
| FY20-21Tax Rate W/ CLA | Increase/ (Decrease) |
| \$1.723 | -\$0.054 |
| \$1.857 | \$0.075 |
| \$1.893 | \$0.034 |
| \$1.795 | \$0.098 |
| \$1.770 | \$0.053 |

| | | | | |
|---|--|-----------------------------------|--------------|---|
| TOTAL BUDGETED EXPENDITURES -Date to finalized- January 2021 | | | \$34,984,949 | A |
| LESS OFFSETTING REVENUES-per State formula: | | | | |
| Interest Income | | \$283,755 | | |
| Tuition-School Districts and Individuals | | \$908,448 | | |
| Miscellaneous Income -Other | | \$263,438 | | |
| Miscellaneous State Reimbursements | | \$813,041 | | |
| Special Education Reimbursements | | \$4,789,781 | | |
| Fund Balance | | \$144,000 | | |
| TOTAL OFFSETTING REVENUES | | \$7,202,463 | B | |
| LOCAL EDUCATION SPENDING | | \$27,782,486 | A-B=C | |
| EQUALIZED PUPILS-per state report June 2020 AOE | | 1422.30 | D | |
| Two year average, HS weighted, .94931 state wtd- Information received Dec 15 | | | | |
| LOCAL SPENDING PER EQ PUPIL | | \$19,533 | C/D=E | |
| Property Yield Per \$1.00 Tax Rate-Draft December 1 | | \$10,763 | F | |
| Spending Adjustment | | 181.49% | E/F=G | |
| Equalized Tax Rate \$1.00 | | \$1.8149 | | |
| | | | | |
| Using Equalized Tax Rate Divide By Common Level of Appraisal | Common Level Of Appraisal(CLA)- December 31 | FY21-22Tax Rate W/ CLA | | |
| Berlin | 108.77% | \$1.669 | | |
| Calais | 93.93% | \$1.932 | | |
| East Montpelier | 94.18% | \$1.927 | | |
| Middlesex | 95.89% | \$1.893 | | |
| Worcester | 99.55% | \$1.823 | | |

How to Calculate the Excess Spending Formula

| | | |
|--|--------------------|--------------|
| Excess Spending Formula | | |
| Debt Allocation-per formula | \$1,116,994 | |
| Capital Fund Transfer pending AOE | \$725,000 | |
| Special Education over \$60k-@10% | \$43,506 | |
| New Teachers Retirement Assessment | \$129,892 | |
| Subtotal Reductions per Excess Spending Formula | \$2,015,392 | H |
| Reduction Per Equalized Pupil | \$1,417 | H/D=I |
| WCUUSD Excess Spending Per Equalized Pupil | \$18,116 | E-I=J |
| State Excess Spending Amount Per Eq Pupil-Dec 15th | \$18,789 | K |
| Amount away from Threshold Per Equalized Pupil | \$673 | K-I=L |
| Amount away from Threshold (cut needed) | \$956,501 | L*D=M |

| |
|--------------------|
| \$1,129,505 |
| \$0 |
| \$62,119 |
| \$72,384 |
| \$1,264,008 |
| \$877 |
| \$18,654 |
| \$18,756 |
| \$102 |
| \$147,504 |

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT
WARNING – Draft #2

The legal voters of the Washington Central Unified Union School District, a municipal corporation consisting of the Towns of Berlin, Calais, East Montpelier, Middlesex, and Worcester, Vermont, are hereby notified and warned to meet in their respective towns at the polling places hereinafter named on Tuesday, March 2, 2021, to vote by Australian ballot on Articles 1 through 9 as outlined below. The polls will open beginning at 8:00 AM in Berlin; 7:00 AM in Calais; 7:00 AM in East Montpelier; 7:00 AM in Middlesex; and 10:00 AM in Worcester. The polls will close in all towns at 7:00 PM.

ARTICLE 1. To elect a Clerk for a term of one (1) year.

ARTICLE 2. To elect a Treasurer for a term of one (1) year.

ARTICLE 3. To elect a Moderator for a term of one (1) year.

ARTICLE 4. To elect the following School Directors:

| | | |
|-----------------|-------------------------|--|
| Berlin | One (1) School Director | One (1) Year of a Two (2) Year Term |
| | One (1) School Director | Three (3) Year Term |
| Calais | One (1) School Director | Three (3) Year Term |
| East Montpelier | One (1) School Director | Three (3) Year Term |
| Middlesex | One (1) School Director | Two (2) Years of a Three (3) Year Term |
| | One (1) School Director | Three (3) Year Term |
| Worcester | One (1) School Director | Two (2) Years of a Three (3) Year Term |
| | One (1) School Director | Three (3) Year Term |

ARTICLE 5. To fix the annual compensation of the Union School District officers.

| | |
|-----------|-----------------|
| Clerk | \$500.00 |
| Treasurer | \$6,600.00 |
| Directors | \$1,000.00 each |

ARTICLE 6. Shall the voters of the Washington Central Unified Union School District approve the school board to expend \$34,984,949 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$19,533 per equalized pupil. This projected spending per equalized pupil is 0.01% higher than spending for the current year.

ARTICLE 7. Shall the School District authorize the Board of School Directors of Washington Central Unified Union School District to hold any audited fund balance as of June 30, 2021 in a reserve fund to be expended under the control and direction of the Board of School Directors for the purpose of operating the school?

ARTICLE 8. Shall the School District authorize the Board of School Directors to borrow money in anticipation of the receipt of revenues for the 2021-2022 school year?

Polling Places and Times:

Berlin Municipal Office in Berlin Corners – 8:00 AM - 7:00 PM

Calais Town Hall in Calais – 7:00 AM - 7:00 PM

East Montpelier Elementary School in East Montpelier – 7:00 AM – 7:00 PM

Middlesex Town Office in Middlesex – 7:00 AM – 7:00 PM

Worcester Town Hall in Worcester – 10:00 AM – 7:00 PM

A virtual public hearing will take place at 6:30 PM on March 1, 2021 to provide information on the articles to be voted by Australian Ballot at the municipalities' respective Town Meetings on Tuesday, March 2, 2021.

Upon closing of the polls, the ballots shall be transported and delivered to the Berlin Municipal Office in the Town of Berlin and comingled and counted by members of the Boards of Civil Authority of several towns under the supervision of the Clerk of the Washington Central Unified Union School District.

The legal voters of Washington Central Unified Union School District are further notified that voter qualification, registration, and absentee voting relative to said annual meeting shall be as provided in Sections 553 and 706(u) of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

SCHOOL DIRECTORS

Mary Ormsby, Clerk

C. Scott Thompson, Chair (Calais)

George Gross (Berlin)

Flor Diaz Smith, Vice-Chair (East Montpelier)

Dorothy Naylor (Calais)

Jonas Eno-Van Fleet, Clerk (Worcester)

Jaiel Pulskamp (Worcester)

Diane Nichols-Fleming (Berlin)

Malinda (Lindy) Johnson (East Montpelier)

Karoline May (Middlesex)

Chris McVeigh (Middlesex)

Jill Olson (Middlesex)

Kari Bradley (Calais)

Stephen Looke (East Montpelier)

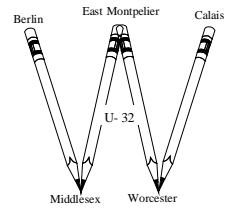
Jonathan Goddard (Berlin)

Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



Washington Central Unified Union School District Board Meeting Minutes Unapproved 12.16.20 5:00 PM – 9:30 PM

Board Members: Flor Diaz Smith, Lindy Johnson, Scott Thompson, Diane Nichols-Fleming, Kari Bradley, Jonas Eno-Van Fleet, Jaiel Pulskamp, Karoline May, Townes DeGroot, Anna Farber, Stephen Looke, Chris McVeigh, Dorothy Naylor, Jill Olson, Jonathan Goddard

Administrators: Superintendent Bryan Olkowski, Technology Consultant Jim Garrity, Business Administrator Lori Bibeau, Principal Alicia Lyford, Curriculum Director Jen Miller-Arsenault, Principal Gillian Fuqua, Student Services Director Kelly Bushey, Principal Cat Fair, Associate Principal Jody Emerson, Principal Casey Provost, Principal Steven Dellinger-Pate, Amy Molina, Principal Aaron Boynton, Student Services Director Lisa LaPlante

Others/Public: ORCA Media, Elizabeth Wirth, Ellen Dorsey, David Delcore, Sonya Rhodes, Pat Fair, Lisa Hanna, Kelly MacMartin, Julia Pritchard, Hollis St. Peter, DHann, Janine G, Michael Sherwin, Susan, Amanda Morse

1. **Call to Order:** Scott Thompson called the meeting to order at 5:04 p.m.
2. **Executive Session for Superintendent Evaluation:**
At 5:04, Flor Diaz Smith moved to go into Executive Session for the purpose of Superintendent Evaluation; seconded by Dorothy Naylor. Discussion: Superintendent Olkowski had invited Carla Messier to join the Executive Session. This motion carried unanimously.
The board came out of Executive Session at 5:53 p.m. **Stephen Looke moved to approve the superintendent evaluation process as discussed during Executive Session, incorporating the three question protocol as presented by Kari Bradley. Seconded by Karoline May, this motion carried unanimously.**
3. **Welcome**
 - 3.1. **Reception of Guests:** Scott Thompson welcomed those present.
 - 3.2. **Agenda Revisions:** None
4. **Reports**
 - 4.1. **Student Reports:** Townes DeGroot and Anna Farber reported on student happenings, for example, senior college application deadlines and decisions. They also shared that students have been submitting journalism pieces for the U-32 Chronicle as well as to VT Digger.

4.2. Superintendent

4.2.1. COVID –Update: Superintendent Olkowski shared that the monthly COVID19 testing of staff has resulted in no new cases, which is a celebration for WCUUSD.

4.2.2. Coordinator of Early Education and Expanded Learning Opportunities: **Lindy Johnson moved to authorize the creation of the Coordinator of Early Education and Expanded Learning Opportunities position. Seconded by Kari Bradley.** Superintendent Olkowski explained that this position would be overseeing Community Connections programs as well as supporting and growing a more robust pre-K program. Discussion: Diane Nichols-Fleming stated that this is indeed a need, and has been for years, but she wonders whether now is the time to build this into the budget, given the unique circumstances of this year. Some discussion followed around this position. Superintendent Olkowski indicated that this would not be considered an administrative position; however it requires a teaching license. **This motion carried with 10 in favor; 1 against.**

4.2.3. Winooski Valley High School Choice Agreement: **Chris McVeigh moved to accept this agreement and to authorize the superintendent to sign on the board’s behalf. Seconded by Flor Diaz Smith. This motion carried unanimously.**

4.3. Leadership Team Report: A written report had been submitted. Questions or comments from board members were invited. Lindy Johnson thanked administrators for providing information so that board members could see activities that were going on across the district. Board members expressed appreciation for the links to weekly newsletters for each school.

4.4. Education Quality: Kari Bradley shared the most recent work from the Education Quality Committee, around “transferable skills.” The committee had shared the presentation slides from the meeting.

4.4.1. Presentation of Transferable Skills Student Learning Outcomes: Jen Miller-Arsenault provided a brief overview of the presentation that the Education Quality Committee had studied. Kari Bradley shared some key points that the committee had discussed after processing this information at the meeting. The board discussed the topic of “ethical behavior” and leadership skills as transferable skills. Kari Bradley and Jen Miller-Arsenault responded that the work is thought of as “iterative” and ongoing; the transferable skills may evolve as the needs of students change. Jonas Eno-Van Fleet stated that he believes an important goal is to develop engaged citizens as well as scholars. He stated that the data that is shared indicates that we are working toward those outcomes.

4.5. Finance Committee

4.5.1. Approve issuing a dental premium refund and fund balance transfer to the General Fund: **Flor Diaz Smith moved to 1) Authorize a Dental Fund Refund to active employees for the amount of their 5 payroll dental premium deductions in the amount of \$23,870., and to 2) Authorize a Dental Fund transfer to the General Fund in the amount of \$125,000. Seconded by Chris McVeigh, this motion carried unanimously.**

4.5.2. Review recommended changes to the Health Reimbursement Account Budget FY21-22: **Flor Diaz Smith moved to authorize the revised Health Reimbursement Account Budget using the rates of \$1,500/\$3,000. Seconded by Kari Bradley. This motion carried unanimously.**

4.5.3. Review Tax and Comparative Information: Board members had received the following documents for review:

4.5.3.1. Tax Commissioner Letter

4.5.3.2. Tax Rate Projections

4.5.3.3. Comparative Information

4.5.4. Review Budget Draft 2

4.5.4.1. Draft 2 Budget: Superintendent Olkowski shared this draft. He reminded the board of the parameters that had been provided: 1) Establish a budget that is less than 3%” Net Impact on Taxes.” 2) Find ways to pay for the three initiatives: Strategic Planning process, Facility Director and Health Instructors (Using Fund Balances where appropriate). 3) Prepare a list of contingencies if needed. 4) Establish a budget that is less than the “Excess Spending Threshold Amount per equalized pupil”. 5) Establish a budget that will move toward supporting a strong multi-tiered system of support in all schools”. Superintendent Olkowski and Lori Bibeau presented and shared details related to the second draft of the budget. Superintendent Olkowski noted that the early retirement offerings that the board had approved were helpful in creating this budget; he thanked the board for this action.

Flor Diaz Smith, on behalf of the Finance Committee, invited questions or

comments from board members.

Karoline May understands the budget but is still unclear about the impact.

It is hard to know whether she can support the budget without knowing the impact.

Unfilled vacancies: would we have to move staff from one school to another to fill some vacancies that are not being filled? Superintendent Olkowski stated that this may be the case. Are we considering sharing positions between schools for any under the “administrative” category? Superintendent Olkowski indicated that this is possible.

Chris McVeigh is having a hard time understanding how we are cutting the budget by over \$600K and yet not having a reduction in the level of services. He would like to have a better understanding. Jill Olson “It is hard to understand some of the implications of positions in this budget without being able to discuss due to personnel confidentiality.

Lindy Johnson expressed concern about reducing administrative positions. She wants building administrators to be able to continue to focus their attention on being instructional leaders. She would want more information about position reductions before being able to support this budget draft.

Diane Nichols-Fleming echoed the concern that she would like a better understanding of administrative positions that are proposed to be reduced and would like to understand the collaboration that went into this proposal and would like to know what this will look like in daily practice at the schools.

Jaiel Pulskamp would like to understand using more real-life examples, how this budget will impact practice. She asked, how

does the funding mechanism work, regarding, for example, stimulus payments or student enrollment increases.

Dorothy Naylor spoke about the unprecedented challenges we are facing; she spoke about the Great Depression. We are faced with making some uncomfortable decisions when considering the budget. Jonas Eno-Van Fleet commended the schools and communities for the safety measures around COVID19. He would like to know total impact on FTE positions across the district. Will services remain level? Would like to understand what the down side “may” be, even if we don’t know for certain.

Stephen Looke indicated that this budget has met the parameters that were set and that he supports this budget.

Scott Thompson stated that he can support this budget but that he suggests being prepared and having contingencies.

Kari Bradley indicated that this draft meets the parameters that were set. He supports this draft. He suggested that, when considering reductions, carefully consider savings versus impact and be clear with the board so that we can have a sense of the impact. He stated that he believes next year will be as hard, or worse, in budget development, and that reductions made in the short term could also benefit in the long term.

Flor Diaz Smith shared her worry - did we set an unrealistic parameter? We need to keep instructional leaders; she worries about reducing administrative positions. She stated that if there was ever a time when our community understands what schools do for our families, it is now.

Jonathan Goddard stated that he believes declining student enrollment does not translate directly to declining student needs. He feels that teachers and all who directly support students are the framework of our schools. He would have a hard time supporting cuts to these critical positions.

4.5.4.2. Fund Balance Reservations

4.5.5. Review Town Meeting Items

4.5.5.1. Town Meeting Warnings – Draft: Lori Bibeau stated that, typically, the Board takes action and approves the warning at the same time that they approve the budget amount (in January.) This is a draft for the board to review at this time. Any questions or issues can be directed to Michelle Ksepka. Scott Thompson reminded board members of the plan for March 1, 2021, Virtual Public Hearing. Chris McVeigh asked, if Congress passes a stimulus package that includes aid to states, will there be an impact on this budget? This is unknown at this time. Townes DeGroot asked the board to consider increasing compensation that board members receive. He feels that being a board member should be accessible to all members of the public; in an effort to make it more accessible and to increase community interest, he would like the board to consider this. Scott Thompson stated that this might be a good discussion item for a future board meeting.

4.5.5.2. School Board Member Vacancies: Flor Diaz Smith reviewed this information and reminded school board members of these vacancies.

4.5.5.3. Town Report/Annual Report Format: Lindy Johnson shared that East Montpelier has always planned to include information in their annual book. Last year there was some confusion and the information was not received in time to be included. She suggests that there be direct communication with the Town Administrator. Karoline May stated that what she heard last year was dissatisfaction that salaries were not shared as they have been in the past. Scott Thompson stated that salaries are public information and could be shared in other venues. Chris McVeigh stated that it is a frequent request, every year, and that he believes we should make it easily available. He suggested providing a link to an electronic file.

Dorothy Naylor indicated that she has always objected to printing salaries in the annual report, even though it is public information.

Jonas Eno-Van Fleet shared feedback from last year that the annual report should not be a glossy publication but a more traditional, cardstock, informational publication.

5. Board Operations

5.1. Community Engagement during the Pandemic: Scott Thompson had shared information with the board and hoped to have discussion around community engagement. Diane Nichols-Fleming shared her desire, too, to engage the community as we look toward a virtual town meeting which will be an opportunity to do things differently, but also bridge a gap for those who may not be comfortable with this (online/ virtual) way of meeting.

6. Consent Agenda

6.1. Approve Minutes of 12.2.20: Jonas Eno-Van Fleet moved to approve the minutes of December 2, 2020. Seconded by Chris McVeigh, this motion carried unanimously.

6.2. Approve Board Orders: Lindy Johnson moved to approve board orders in the grand total amount: \$374,899.60. Seconded by Karoline May, this motion carried unanimously.

7. Personnel: none tonight

7.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and changes in FTE

8. Public Comments:

Daisy Scarzello: Shared with the board what early release on Wednesdays has meant for teaching staff. She stated that she is worried about this valuable opportunity going away after the New Year.

Elizabeth Marks: Spoke as a middle school teacher to echo Daisy's experiences with using the half-days on Wednesdays for collaboration and planning.

Ellen Dorsey: Shared that she values the Wednesday opportunities as well.

Scott Thompson wished everyone a happy holiday season.

9. Executive Session about Personnel and Negotiations: At 8:39, Jonas Eno-Van Fleet moved to go into Executive Session for the purpose of discussing personnel and negotiations. Seconded by Flor Diaz Smith, this motion carried unanimously.

At 10:00 Jaiel Pulskamp moved to come out of Executive Session. Seconded by Stephen Looke, this motion carried unanimously.

During Executive Session the Board discussed personnel issues and negotiations.

10. Future Agenda Items

- 10.1.** WCUUSD Name
- 10.2.** Assessment Needs for Building Bright Futures
- 10.3.** Diversifying Educator Work Force
- 10.4.** Board Compensation
- 10.5.** Extension of half-day Wednesdays

11. Board Reflection

Scott Thompson said estimates for the duration of Executive Sessions are too low. Lindy Johnson addressed the length of the meeting. Karoline May said the use of discussion protocol during the budget discussion was valuable and may be useful moving forward.

12. Adjourn: The board adjourned by consensus at 10:05 pm.

Respectfully submitted,
Lisa Stoudt, Board Recording Secretary
Jonas Eno-Van Fleet, Board Clerk

WCUUSD School Board
Superintendent Personnel Summary and Recommendations
January 6, 2021
(as of 12/30/2020)

1. New Teacher Nominations (for 21-22 school year)
Recommend Approval

2. Retirement

Recommend Approval

3. Resignations

Recommend Approval

4. Leave of Absence Request (Remainder of the 20-21 school year)

Caitlin Morgan, Rumney Kindergarten Teacher

Recommend Approval

5. Change in FTE