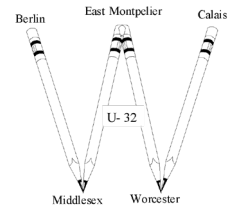


Washington Central Unified Union School District

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



WCUUSD Finance Committee Meeting Agenda 12.15.20 8:00 – 9:30 a.m.

Via Video Conference*

<https://tinyurl.com/y24ptjub>

Meeting ID: 830 9217 5168

Password: 463961

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

1. Call to Order
2. Approve Minutes of 12.1.20 – pg. 2
3. Discussion/Action
 - 3.1. Approve issuing a dental premium refund and fund balance transfer to the General Fund – pg. 3
 - 3.2. Review recommended changes to the Health Reimbursement Account Budget FY 21-22 – pg. 6
 - 3.3. Review Tax and Comparative Information
 - 3.3.1. Tax Commissioner Letter – pg. 9
 - 3.3.2. Tax Rate Projections – pg. 16
 - 3.3.3. Comparative Information – pg. 19
 - 3.4. Review Budget Draft 2
 - 3.4.1. Draft 2 Budget – pg. 22
 - 3.4.2. Fund Balance Reservations – pg. 30
 - 3.5. Review Town Meeting Items
 - 3.5.1. Town Meeting Warnings – Draft – pg. 31
 - 3.5.2. School Board Member Vacancies – pg. 33
 - 3.5.3. Town Report/Annual Report Format – pg. 34
4. Next Meeting Date and Future Agenda Items
 - Energy Project Consultant
5. Adjourn

***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.

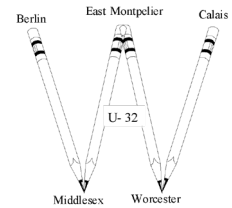
Our building will not be open for meetings. All are welcome to attend virtually.

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Bryan Olkowski
Superintendent



WCUUSD Finance Committee Meeting Minutes Unapproved 12.1.20 8:00 – 8:45 a.m.

Committee Members Present: Flor Diaz-Smith, Scott Thompson, Chris McVeigh, and Kari Bradley
Administrators Present: Bryan Olkowski and Lori Bibeau

1. Call to Order – **Ms. Diaz-Smith called the meeting to order at 8:03 am.**
2. Approve Minutes of 11.17.20 – **Mr. Thompson motioned to approve the minutes of 11.17.20. Mr. McVeigh seconded. The motion carried.**
3. Discussion/Action
 - 3.1. Discuss Curriculum Review Bid – pg. 5 **Mr. McVeigh motioned to accept the curriculum review bid and recommend it to the board to approve. Mr. Thompson seconded.** Ms. Bibeau started the conversation stating that this is the first time they have ever done something like this, and after finding nine vendors nationwide and advertising locally, three bids were received. Each of the three companies offered a different type of review and Curriculum Management Solutions, Inc. most closely aligned with the district's needs. She reviewed all three bids with the committee members stating each specialty and cost. She then began a discussion on price difference with Curriculum Management Solutions, Inc. between remote and in-person work. They discussed the turn around time of approximately four months, the use of 'external experts', and interviews with board members. Mr. Olkowski read several recommendations he received from other districts who have used Curriculum Management Solutions, Inc. **The motion carried unanimously.**
 - 3.2. Discuss Presentation – Committee members briefly discussed the process and expectations for the presentation that was to occur on December 2.
4. Next Meeting Date and Future Agenda Items
 - Energy Project Consultant
 - Business Administrator Position – January
 - Facilities Position
 - Environmental Consultant Projects
5. Adjourn - **Meeting adjourned at 8:53 pm.**

Respectfully Submitted,

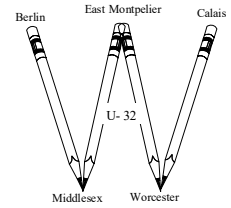
Tiffany Miller, Board Recording Secretary

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Self-funded Dental Insurance Refunds
DATE: December 10, 2020

In Vermont, the Dental Office's were closed to services beginning on March 17, 2020 due to the Governor's Orders. They re-opened on June 1, 2020 and there was a backlog of prior claims for the Dental Offices to process. When the School Board approved the Self-Funded Dental Budget for FY 21-22 this Fall, it was reviewed there was the possibility for a one-time refund for both employees and the District. It has taken several months for the information to be verified and for the Dental Offices to process the backlog in claims.

Using the latest information, we are recommending a one-time refund to employees who could not access dental services during that time but had payroll deductions. The affected employees had 5 payroll deductions for their share of the dental premiums. This also saved the District money and generated a surplus in the Dental Fund. In making a recommendation, we have considered the board request regarding whether or not terminated employees would receive the refund.

After conferring with the Senior Payroll Accountant, we recommend only current active employees receive the refund. This would result in a refund issued to 144 active employees. There are 13 employees who have left the district and have the status as terminated/inactivated in the system. When issuing other payments, the past practice has been to issue payments ONLY to active employees. It should be noted it would also result in much more additional work to process a refund to terminated/inactivated employees.

At the December 16th meeting, we will review the following:

Employee Information

The District pays a single plan coverage for all eligible full-time employees.

- Employees who work less than full-time pay a prorated share of the full cost of insurance. There are 15 employees in this category.
- Employees pay 100% for a two person and family coverage. There are 129 employees in this category.
- The combined total of the refund to staff would be \$23,870.

District Information

The Dental Fund has a reserve for future claims greater than is needed. We recommend the fund maintain a balance equal to six months of estimated claims. This is because, this would provide a reserve for a 6 month time period for Dental Offices to submit claims. Therefore, the second recommendation is to transfer a refund in the amount of \$125,000 to the WCUUSD general fund.

Attached is an updated Dental Budget showing the projected impact of these recommendations.

Recommended Board Action:

- 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.**
- 2) Authorize a Dental Fund transfer to the General Fund in the amount of \$125,000.**

Washington Central Unified Union School District
Self Funded Dental Insurance Budget FY 2021-22
Finance Committee & Board Meeting-December 16, 2020

Revised Projections

Board Action Needed:

To set the CY21 Dental Insurance rates as follows:

	Jan-19	Jan-20	Jan-21
Single Plan	\$552	\$552	\$552
2Person Plan	\$1,080	\$1,080	\$1,080
Family Plan	\$1,512	\$1,512	\$1,512

	<u>ACTUAL</u> <u>FY 2020</u>	<u>BUDGET</u> <u>FY 2021</u>	<u>PROJECTED</u> <u>FY 2021</u>	<u>BUDGET</u> <u>FY 2022</u>
<u>Revenues:</u>				
Interest Income	\$3,580	\$3,860	\$3,300	\$3,300
Employee Participation	\$124,501	\$127,146	\$124,501	\$124,501
District Share	\$154,861	\$152,372	\$154,861	\$154,861
Total Revenues	\$282,942	\$283,378	\$282,662	\$282,662
<u>Program Costs:</u>				
Employee Claims	\$178,119	\$222,480	\$200,232	\$222,698
Benefit Coordination	\$37,358	\$39,599	\$39,599	\$42,371
Monthly Administrative Fees	\$12,758	\$13,390	\$13,500	\$14,193
Tax Reporting & Compliance	\$1,927	\$2,200	\$2,200	\$2,300
Processing Materials & Communication	\$1,000	\$1,000	\$1,100	\$1,100
Refund to Employees-Pending BOD Action			\$19,105	
Refund to District-Pending BOD Action			\$125,000	
Total	\$231,162	\$278,669	\$400,736	\$282,662
Surplus/(Deficit)	\$51,780	\$4,709	-\$118,074	\$0
Carryover-Beginning Balance	\$179,613	\$231,393	\$231,393	\$113,319
Carryover-Ending Balance**	\$231,393	\$236,102	\$113,319	\$113,319

**Note: This carryover is reserved for future claims and to maintain level pricing.

OTHER NOTES:

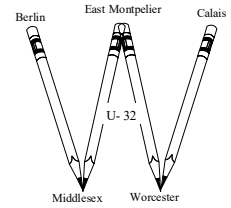
- 1) EBPA/CBA Blue is the agent for this self-insured program.
- 2) WCUUSD employees complete the employee enrollment and benefit coordination and receive additional compensation for hours worked beyond contract hours.
- 3) There have been 9 insurance premium increases in 26 years.
- 4) Any surplus or deficit is undetermined at this time and cannot be calculated until April 2021.

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Health Insurance Reimbursement Account
DATE: December 10, 2020

When the School Board approved the Self-Funded Health Reimbursement Account FY 21-22 Budget this Fall, it was reviewed there was the possibility for budget savings that would be identified in December. The Health Reimbursement Account was established in 2018. In setting rates used for budgeting purposes for FY21-22, the amounts were established as estimates.

Since 2018, we have included an amount in the budget which would build up a fund for possible claims. The program has now been in place for three years and we have reviewed historical claims to make an updated budget recommendation. Here is a summary of the Health Reimbursement information:

District Liability:

- a. Calendar year 2020, the maximum liability for the District is \$2,500/\$5,000 per employee taking the health insurance.
- b. Calendar year 2021, the maximum liability is:
 - i. Teachers and related: \$2,100/\$4,200
 - ii. ESP and related: \$2,200/\$4,400
- c. Calendar year 2022, the maximum liability is currently in negotiations.

District Budget Information:

- a. The WCUUSD budget draft #1 included \$2,050/\$4,100.
- b. The above-mentioned reduction in liability, combined with a favorable claim experience, provides an opportunity to reduce the budget.
- c. Using the prior 2 years of actual claims experience, the budget can be reduced to \$1,500/\$3,000 versus \$2,050/\$4,100.
- d. We have updated the HRA budget for this change.
- e. The total budget reduction included in the WCUUSD Draft #2 budget reflects a savings of \$231k.

Attached is an updated HRA Budget showing the projected impact of this recommendation.

Recommended Board Action:

- 1) Authorize the revised Health Reimbursement Account Budget using the rates of \$1,500/\$3,000.**

Washington Central Unified Union School District
 Health Reimbursement & Flex Spending Accounts Budget 2021-2022
 Finance Committee & Board Meeting-December 16, 2020

Board Action Needed:

To approve the REVISED Health Reimbursement and Flexible Spending Accounts Budget for FY21-22.

Rates per eligible participant:
 # Participating

\$70	\$70
331	336

	ACTUAL FY 2020	BUDGET FY 2021	PROJECTED FY 2021	BUDGET FY 2022
Revenues:				
Interest Income	\$16,820	\$7,380	\$10,000	\$10,000
Employee Ded-Reserved for FSA Claims	\$105,726	\$135,696	\$106,000	\$85,390
Employee Ded-Reserved for Dep Care Claims	\$80,203	\$93,000	\$82,000	\$65,500
District Cost for HRA Claims & Admin	\$841,303	\$841,160	\$841,160	\$631,800
District Cost For Flex Plan	\$22,791	\$23,170	\$23,170	\$23,520
Total Revenues	\$1,066,843	\$1,100,406	\$1,062,330	\$816,210
Expenses:				
Enrollment & Benefit Coordination-EST HRA	\$47,730	\$49,639	\$49,639	\$51,625
Enrollment & Benefit Coordination-S125	\$23,670	\$24,617	\$24,617	\$25,601
Monthly Admin. Fees, Tax Reporting	\$22,485	\$37,295	\$37,295	\$37,295
Processing Materials	<u>\$1,100</u>	<u>\$1,100</u>	<u>\$1,100</u>	<u>\$1,100</u>
Subtotal District Costs	\$94,985	\$112,651	\$112,651	\$115,621
Employee Reimbursement-FSA	\$77,348	\$135,696	\$106,000	\$85,390
Employee Reimbursement-Dependent Care	\$76,598	\$93,000	\$82,000	\$65,500
Claims-Health Reimbursement	\$609,489	\$759,059	\$709,518	\$631,800
Surplus/(Deficit) Claims	\$0	\$0	\$0	\$0
Total	\$858,420	\$1,100,406	\$1,010,169	\$898,311
Surplus/(Deficit)	\$208,423	\$0	\$52,161	-\$82,101
Prior Year-Reserve for Claims	\$390,257	\$598,680	\$598,680	\$650,841
Carryover-Reserve for Claims	\$598,680	\$598,680	\$650,841	\$568,740

NOTES:

- 1) Health Reimbursement Account began January 2018. The Program Agent was Future Planning(Jan-April)
- 2) WCUUSD employees complete the employee enrollment and benefit coordination and receive additional compensation for hours worked beyond contract hours.
- 3) Any surplus or deficit is undetermined at this time and cannot be calculated until April 2021

Amount Employees are saving taxes on CY2020 \$1,019,976
 FICA Savings to the District **\$78,028**



State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

For Immediate Release

Contact: Kate Strousse
Executive Assistant
Vermont Department of Taxes
(802) 828-3763 or Kate.Strousse@vermont.gov

Commissioner of Taxes Releases FY2022 Education Yield Letter

Montpelier, Vt.,— Commissioner of Taxes Craig Bolio has released his December 1 education tax rate letter which forecasts the education tax yields for resident homeowners and the non-homestead tax rate for the upcoming fiscal year (FY) 2022. Using statutorily prescribed calculations, the Agency of Education, Department of Taxes, Department of Finance and Management, and Joint Fiscal Office collaborate to project the yields and rate based on these statutory assumptions.

The forecasted FY22 homestead yield is \$10,763 compared to \$10,998 for FY21 (the current property tax year). The forecasted FY22 income yield is \$12,825 compared to \$13,535 for FY21. The average homestead tax rate is forecasted to increase by 9.5 cents over FY21. The statewide base non-homestead tax rate is forecasted to increase by 10 cents. This represents about a 9 percent education tax increase, on average, for all property taxpayers.

“It is important for Vermonters to know this is a forecast put together according on statutorily prescribed parameters,” said Secretary of Administration Susanne Young. “For fiscal year 2019, the forecast was similar, but due to the hard work of school districts as well as spending decisions made between the Administration and the Legislature, the average homestead rate did not increase at all and the nonhomestead rate increased about 4 cents. Just like we did then, the Administration is committed to mitigating the impact of these uncertainties on property taxpayers, to the greatest extent possible,” Young added.

There are two significant elements impacting the rate forecast this year. First, the economic downturn due to the COVID-19 pandemic has significantly reduced the forecast for non-property tax revenues that go to the Education Fund. In August of this year, the FY2022 forecast for these funding sources was reduced from \$590.9 million to \$552.1 million. These revenue sources include 100% of Sales and Use Tax, 25% of Meals and Rooms Tax, 33% of Purchase and Use Tax, and lottery proceeds. This downgrade in the revenue forecasts alone accounts for over 4 cents on the property tax rate. Additionally, due to calculations from the State Treasurer, this year the projected cost of teachers’ retirement to the Education Fund is \$38.9 million, up from \$6.9 million last year. This accounts for approximately 3.5 cents on the forecasted rate. Importantly though, as in all years, changes in each district’s per pupil spending will result in very different property tax impacts across the state, as locally voted spending amounts are still the primary determinant of a town’s homestead education tax rate.

While there is always an element of uncertainty in forecasting rates, this year the COVID-19 pandemic has created

extra uncertainty, meaning these forecasted rates are not inevitable. While the forecasts of non-property tax revenue sources were reduced due to the pandemic, the future path of the virus could require further adjustments to those forecasts. It is also unknown what future federal stimulus may look like, or how that stimulus could impact property tax rates. Changes in these areas would lead to changes in the ultimate rates for FY22.

Additional resources for understanding education tax rates are available on the department's website at <http://tax.vermont.gov/property-owners/understanding-property-taxes/education-tax-rates> and from the Vermont school boards association at <http://www.vtvsba.org>.





State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

December 1, 2020

Rep. Johnson, Speaker of the House
Sen. Ashe, President Pro Tempore
Vermont State House
115 State Street
Montpelier, VT 05633-0004

Dear Speaker Johnson and President Pro Tempore Ashe:

The Commissioner of the Vermont Department of Taxes, after consultation with the Agency of Education, the Secretary of Administration and the Joint Fiscal Office, is required by 32 V.S.A. § 5402b to calculate and forecast a property dollar equivalent yield, an income dollar equivalent yield, and a non-homestead tax rate by December 1. This letter is submitted in fulfillment of the statutory obligation. The Department of Taxes, Department of Finance and Management, Agency of Education, and the Joint Fiscal Office prepared consensus forecasts on various components of the Education Fund Operating Statement for Fiscal Year (FY)2022 so that the required analysis could be performed. Many thanks go to the gifted staff who performed this important work.

Key Considerations from the Administration's Point of View

It is important to note that this forecast is calculated as prescribed in statute with the information available to date. There are always variables, concerns and opportunities that lead to uncertainty in the forecast. These uncertainties are significantly amplified this year and Governor Scott and the Administration are committed to mitigating the impact of these uncertainties on property taxpayers, to the greatest extent possible. Absent any intervention, **this forecast predicts education property tax bills will increase 9 percent**, on average, for all payers. The Governor and Administration do not believe this is a tenable tax increase for Vermonters who are working hard to recover from the pandemic, nor for the Vermont economy which continues to struggle due to the pandemic-related disruption.

Non-property tax revenue forecasts, for example, are impacted by the local and national path of the virus, and potential for recovery is contingent on positive outcomes with a vaccine, treatments, and prevention efforts moving into next year. It is unclear if, and when, additional



federal stimulus may arrive, and what shape that stimulus may take to help alleviate pressures in the Education Fund to offset what the Administration views as the unacceptably high burden these pressures would impose on taxpayers. All of this will make for a very difficult landscape in FY22, and we look forward to working collaboratively and creatively with the Legislature to address these challenges.

Additionally, while this forecast is specific to our K-12 schools, we must not forget that our state, to be more competitive and provide better outcomes for children, must build a comprehensive cradle to career education system. To this end, we will need to grapple this year with substantial funding requests from our public higher education institutions totaling \$138 million, as well as the need to continue to invest in expanding early care and learning programs. While student enrollment trends downward in our K-12 schools, and in our state colleges, our education system as a whole continues to require unsustainable increases in spending, year after year. The Administration would welcome opportunities to collaborate with the Legislature on reforms to strengthen and transform the system, so more money is going directly to students and into classrooms, instead of underutilized overhead.

Here are a few key items impacting property tax rates and general thoughts for consideration:

- Despite the trend of stagnant or declining enrollments, and some districts reducing programs and services that benefit children, district budgets continue to increase – in the aggregate – by between 3 and 5 percent every year. While this structural imbalance existed prior to the pandemic, it has continued this year. The rate of growth in total cost of education is outpacing growth in property values, which is the primary contributor to why Vermonters face tax rate pressure every year.
- Due to the economic downturn from COVID-19, the FY22 forecasts for non-property tax revenue sources to the Education Fund were downgraded from \$590.9 million to \$552.1 million earlier this year. Non-property tax revenue sources include: 100% of Sales and Use Tax, 25% of Meals and Rooms Tax, 33% of Purchase and Use Tax, and lottery proceeds. This downgrade alone accounts for over 4 cents on the forecasted rate below.
- This year the projected cost of teachers' retirement to the Education Fund is \$38.9m, up from \$6.9 million, or more than 5 times the amount from last year. This unprecedented increase accounts for approximately 3.5 cents of the forecasted tax rate increase.
- These rates do not include consideration of the \$58 million deficit in the Education Fund for FY21 because Act 154 of 2020, Sec. E.111.1 directed the Department to disregard the deficit. The Legislature had previously outlined, in Act 122, a variety of options to address this deficit that avoid a spike in property taxes. We look forward to the continued work with the Legislature to help address that deficit in a way that is affordable for Vermonters.

- Per pupil spending is what determines homestead tax rates, not total spending. Locally voted spending amounts are still the primary determinant of a town's tax rate. The more per pupil spending goes up, the more tax rates will go up.
- The Tax Department is planning to publish a calculator on our website in February that districts and individuals can use to calculate how different per pupil spending amounts will impact tax rates at a variety of income and property value levels. We hope that this calculator helps illuminate the ways in which local spending decisions impact a district's and individual's education property taxes.
- Most taxpayers in a town will experience an increase on their FY22 bills if the town's education property tax rates go up versus the current year. Even taxpayers who receive a property tax credit the following year would experience property tax rate increases from higher school spending because an increase in per pupil spending increases the income percentage taxpayers are expected to pay before a property tax credit is applied.
- Penny rule of thumb for FY22: One penny on the tax rate translates to \$20 on a \$200,000 house and one penny on both homestead and non-homestead rates raises about \$9M. Roughly 2/3rds of residents pay based on income, and absent intervention, their rates move proportionally with property rates.
- Short-term relief: while we do not know what Congress will do regarding additional stimulus funding, school districts have received considerable federal funds through the Elementary and Secondary School Emergency Relief Fund (ESSER), Governor's Emergency Education Relief Fund (GEER), as well as state allocated Coronavirus Relief Funds (CRF) to help with managing the variables of this virus on their operations. We expect many schools will carry a budget surplus from FY20 and FY21 into the coming fiscal year, which could be used to offset the property tax impacts forecasted below.

The forecasts in this letter prove to be quite serious for Vermont's affordability. This letter forecasts one of the largest single year increases in the average homestead rate in the last decade. And, as noted above, Governor Scott and the Administration are committed to mitigating the impact of these uncertainties on property taxpayers, to the greatest extent possible.

Clearly, there is still a lot of challenging work ahead as we continue to navigate the effects of this pandemic on Vermont, our students, and our taxpayers. We look forward to working with the Legislature to meet these challenges and ensure we are all doing our best to both serve our students and manage Vermont's ability to meet these rising costs.

5402b(a)(2) Mandated Forecast

In the statutorily mandated calculation and recommendation under 32 V.S.A. 5402b, the Commissioner must assume the following:

1. The homestead base tax rate is \$1.00 per \$100.00 of equalized education property value;
2. The applicable percentage under 32 V.S.A. 6066(a)(2) is 2.0;
3. The statutory reserves under 16 V.S.A. §4026 are maintained at five percent¹; and
4. The percentage change in the average education tax bill applied to homestead property, non-homestead property, and taxpayers who claim a property tax credit is the same.

Applying these statutory assumptions, the yields and non-homestead rate in the table below would support all forecasted FY22 education fund uses and maintain the statutory reserves under 16 V.S.A. §4026 at the FY21 level. Additionally, the percentage change in the average bills for non-homestead property, homestead property, and those who claim a credit² under 32 V.S.A. §6066(a) are projected to be equal under these yields and non-homestead rate.

Homestead Yields and NH Rate	FY2021 (for comparison)	FY2022
Homestead Property	\$10,998	\$10,763
Income	\$13,535	\$12,825
Non-homestead Property	\$1.63	\$1.73

Average Rates

If the forecasted yields and rate in this letter were adopted by the Legislature the average 2021-2022 (FY2022) equalized property tax rates would be as follows:

	FY2021 (for comparison)	FY2022
Homestead Property	\$1.54	\$1.635
Income	2.51%	2.74%
Non-homestead Property	\$1.63	\$1.73

¹ Except for FY22, “the Commissioner shall assume the stabilization reserve... is maintained at the FY21 amount” (Act 154,2020)

² Those who claim a credit will pay FY22 taxes based on their 2021 household income

These rate increases, in conjunction with forecasted appreciation in property value, would lead to an average increase of roughly 9% in education property taxes for all payers.

Education Spending Growth

On a per-pupil basis, the expected growth in spending is forecast to be 3.75% on average.

	FY2021 (for comparison)	FY2022	Rate of Growth
Total Education Spending (\$Millions) ³	\$1,482.0	\$1,538.1	3.79%
Equalized Pupil Count ⁴	87,304	87,332 ⁵	0.03%
Average Equalized Per Pupil Spending	\$16,975	\$17,612	3.75%

In closing, I would like to thank everybody who plays a role in the education of Vermont's students. While all areas of life have been impacted by COVID-19, public education has had a unique spotlight on it, due to how critical in-person learning is to children and families. School boards, teachers, school support staff, and students have all worked hard, learning to be nimble and innovative, while ensuring the safety and health of kids throughout this year.

I'd also like to thank the teams at the Department of Taxes, Agency of Education, Department of Finance and Management, and the Joint Fiscal Office for the extensive and thoughtful collaborative work it takes to gather and analyze the data necessary to publish this forecast.

Sincerely,



Craig Bolio
Commissioner, Department of Taxes

cc: Susanne Young, Secretary, Agency of Administration
Daniel French, Secretary, Agency of Education
Adam Greshin, Commissioner, Department of Finance and Management
Rep. Jill Krowinski
Sen. Becca Balint
Rep. Janet Ancel
Sen. Ann Cummings
Rep. Kathryn Webb
Sen. Philip Baruth
Stephen Klein, Joint Fiscal Office
Luke Martland, Legislative Council

³ Projected total education spending for property tax rate purposes as defined by 16 V.S.A. § 4001 (6)

⁴ "Equalized pupils" is a weighted number. Actual student enrollment is lower

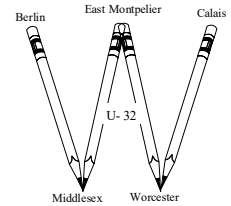
⁵ FY22 equalized pupils are calculated in accordance with Act 154 (2020) limitation on average daily membership (ADM) declines

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Tax Information
DATE: December 10, 2020

Local Tax Information

At the time of writing this report we have not received a draft of the Washington Central Unified Union School District Equalized pupils. The state timeline is to have this information available on December 15th. There continues to be issues with the Agency of Education software used to collect this data.

We have done our best to estimate this information and considered the legislative change to use the FY 19-20 Average Daily Membership and to NOT use the FY 20-21 Average Daily Membership information. There are still other state-wide considerations in this formula so please consider the following information as estimates:

- FINAL Equalized Pupils FY 20-21 1440.65
- ESTIMATED Equalized Pupils FY 21-22 1422.30(Decline of 18.35 or 1.27%)

NOTE: If the legislators had not changed the formula our estimate is:

1401.04(Decline of 39.61 or 2.75%)

The new Common Level of Appraisal for each of the 5 towns is due December 31, 2020. We have used current Common Level of Appraisal information in preparing the tax calculations. These estimates will need to be updated when the final information is received in the coming weeks.

State-wide Tax Information

The December 1 letter from the Tax Commissioner stated that the average homestead tax rate would increase by 9.5 cents. This is due to a projected decline in state revenues of 4 cents and a projected cost for the Teachers Retirement system of 3.5 cents. These two factors represent a total increase of 7.5cents. School Districts cannot control or change this state-wide tax increase. The Press release and letter are attached to this memo.

The following projections were also included in the state calculations:

State Projections: Education Spending Growth Projected State Average 3.79%

Washington Central Unified Union

Budget Draft #1A 4.66%

Budget Draft #2 -1.26%

State Projections: Average Education Spending Increase per Equalized Pupil 3.75%

Budget Draft #1A 6.01%

Budget Draft #2 .02%

State Projections: Average Equalized homestead tax rate increase 9.5 cents

Budget Draft #1A 14.8 cents

Budget Draft #2 3.9 cents

Washington Central Unified Union School District
Budget 2021-2022

Uses AOE Final Tax Information June & November 2020

How to Calculate Tax Rates

Draft #2

Final Information FY 20-21	Incr % Budget 22 vs Budget 21
\$35,430,502	-1.89%
\$283,755	
\$1,094,291	
\$315,117	
\$772,664	
\$4,826,785	
\$7,292,612	-4.33%
\$28,137,890	-1.26%
1440.65	-1.27%
	Incr % Per Eq Pupil
\$19,531	0.02%
\$10,998	-2.14%
TAX INCR (DECR)	
177.59%	
\$1.776	\$0.039
FY20-21Tax Rate W/ CLA	Increase/ (Decrease)
\$1.723	\$0.038
\$1.857	\$0.041
\$1.893	\$0.042
\$1.795	\$0.039
\$1.770	\$0.039

TOTAL BUDGETED EXPENDITURES -Date to finalized- January 2021		
	\$34,760,225	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	\$801,530	
Special Education Reimbursements	\$4,719,541	
TOTAL OFFSETTING REVENUES	\$6,976,712	B
LOCAL EDUCATION SPENDING	\$27,783,513	A-B=C
EQUALIZED PUPILS-per state report June 2020 AOE Two year average, HS weighted, .94931 state wtd- Information received Dec 15		
	1422.30	D
LOCAL SPENDING PER EQ PUPIL		
Property Yield Per \$1.00 Tax Rate-Draft December 1	\$10,763	C/D=E
Spending Adjustment	181.49%	F
		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	103.09%	\$1.761
Calais	95.61%	\$1.898
East Montpelier	93.82%	\$1.934
Middlesex	98.93%	\$1.835
Worcester	100.35%	\$1.809

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	\$18,117	E-I=J
State Excess Spending Amount Per Eq Pupil-Dec 15th	\$18,789	K
Amount away from Threshold Per Equalized Pupil	\$672	K-I=L
Amount away from Threshold (cut needed)	\$955,474	L*D=M

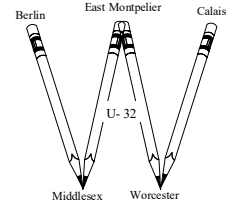
\$1,129,505
\$0
\$62,119
\$72,384
\$1,264,008
\$877
\$18,654
\$18,756
\$102
\$147,504

Washington Central Unified Union School District

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



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Comparative Information
DATE: December 10, 2020

Comparative Information

The Finance Committee and School Board requested comparative information with other school districts. Here is a summary of the information readily available from the Agency of Education at the time of printing this report. This information was considered in developing the Budget Draft#2.

Budget FY 20	Education Spending Per Eq Pupil	WCUUSD Amount Above per EQ Pupil	Equalized Pupils
Washington Central	\$18,657		1452
Twinfield	\$18,261	\$396	349
Hazen	\$18,301	\$356	330
Harwood	\$17,957	\$700	1808
Orange SW/Randolph	\$17,154	\$1,503	873
Lamoille North	\$16,623	\$2,035	1466
Montpelier Roxbury	\$16,350	\$2,307	1241
Lamoille South	\$15,491	\$3,166	1645
Echo Valley/Central VT	\$15,347	\$3,310	289
Barre	\$13,560	\$5,097	2411

Comparative Information for Special Education

The Finance Committee and School Board requested comparative information with other school districts for Special Education. The only information readily available from the Agency of Education was outdated (FY 2017-2018). We expect information in the near future.

Here is a summary of the staffing and student historical trends information using the Budget Draft#2.

Total for WCUUSD K-12	# of students on IEPs	Total weight	Total average weight per caseload	Unweighted Caseload	FTE of special educators	SLP K-12	Paras	PCA	BI	Contracted BI's	IEP Student to Staff
Budget FY 22	229	621	28	10	22	4.4	25.66	3	16	14	2.7
Projected FY 21	229	626	26	10	24	4	25.66	1	10	14	2.9
Budget FY 21	244	637	26	10	24.5	3.9	27.7	1	11	23	2.7
FY20	256	623	27	11	22.9	4.1	27.85	2	10	27	2.7

The following page is a summary of the historical spending trends information using the Budget Draft #2.

WCUUSD Special Education Program
 Spending Trends Report
 Budget 21-22-DRAFT #2
 December 10 2020

	Actual FY 19-20	Budget FY 20-21	Projected FY 20-21	Budget FY 21-22	Expense change	Revenue Change	Net Impact on Taxes
Total State Placed Student Costs	\$422,437	\$534,868	\$355,508	\$373,790	-\$161,078	-\$161,078	\$0
Total Extraordinary Student Costs over \$60k	\$1,395,064	\$1,602,182	\$1,465,147	\$1,559,252	-\$42,930	-\$40,784	-\$2,147
Total SPED Program Costs Incl 504	\$4,453,376	\$5,097,402	\$4,804,689	\$5,123,880	\$26,479	\$67,633	-\$41,154
Total Administration Costs	\$381,752	\$363,566	\$414,679	\$411,752	\$48,186	\$26,984	\$21,202

Total Special Education Costs	\$6,652,628	\$7,598,017	\$7,040,023	\$7,468,674	-\$129,343	-\$107,244	-\$22,099
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Students on IEP's	256	244	229	229
Average Cost Per Pupil	\$25,987	\$31,139	\$30,742	\$32,614
Incremental Increase per pupil		\$5,153	-\$397	\$1,872
% Increase Per Pupil		20%	-1%	6%
% Increase Per Pupil FY 20 to FY 22(2 Year)				26%
Increase per pupil Budget 22 to Budget 21				\$1,475
Percentage Increase Per Pupil Budget 22 to Budget 21				4.74%

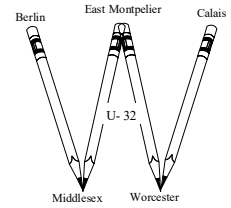
Special Education Student % to All Students	16.3%	16.4%	15.4%	15.8%
Special Education Costs % to Total Budget	20.3%	21.4%	19.9%	21.5%

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Budget Draft #2
DATE: December 10, 2020

On November 18, 2020, the School Board established parameters for the second draft of the budget. The parameters are:

- 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".

We have considered the above parameters along with, the following considerations:

- Minimize the tax impact.
- The cost per equalized pupil.

In preparing the Draft #2 budget, we have met several times with the Principal's and Central Office Administrator's to work through ideas and areas for budget reductions. This year we have a unique opportunity to utilize the Early Retirement program to reduce and restructure staffing for the 15 positions which are available. In our meetings, we reviewed the projected enrollments, staffing and class size minimums/maximums with each Administrator. We also discussed the comparative information included in this packet. Through creative planning, we have identified numerous areas to achieve budget reductions.

Here is a summary of our work:

- The Draft #2 budget for Board consideration, reflects a DECREASE to the Net Impact on Taxes of -\$354,377 or -1.00%.

- For reference purposes, the Draft #1 budget had a Net Impact on Taxes increase of \$1,310,356 or 3.7%.
- Using the Draft #1 budget as a starting point, the Net Impact on Taxes was REDUCED by -\$1,664,733 or -4.70%.
- This reduction was accomplished by the following themes:
 - Take out one-time expenses and utilize fund balance as appropriate.
 - Update spending to reflect the declining enrollment and review actual spending for prior years.
 - Utilize the Early Retirement Program to reduce and restructure staffing.

Included in this packet is more information about the budget reductions and plans to utilize fund balance. These will be reviewed in more detail at the Board meeting.

Equalized Pupil Hold Harmless provision and Small Schools Grant

In preparing this budget draft, we learned that only Schools who voluntarily merged were eligible for the Equalized Pupil Hold Harmless provision of a 3.5% decline and the continuation of Small Schools Grants. Lori Bibeau requested that Janet Ancel (a representative for the district) check on this to see if there was a way to keep these same provisions for schools who did not voluntarily merge. Janet Ancel notified us she is working on this and more information will be forthcoming.

Fund Balance

The Fund Balance provides an opportunity for one-time expenses or for unknown items. Included in this packet is more information about plans to utilize the fund balance for budget reductions. While we have made every attempt to project costs not included in the budget, it should be noted there are several items with an amount a TBD (To Be Determined). We will need more time to prepare estimates. The fund balance sheet will be updated for the January 6, 2021 board meeting to include the latest information available.

Budget Next Steps

We would appreciate feedback and guidance regarding the Draft #2 budget so we can consider the School Boards input as we complete the next version of the budget. There will also be new revenue and tax information for the Draft #3 budget. The next meeting scheduled to review the budget again is January 6, 2021.

WCUUSD Budget FY2021-2022 CHANGE SUMMARY

16-Dec-20

Draft 2

	ADJUSTED BUDGET 2021	INCREASE (DECREASE)	BUDGET % CHANGE	BUDGET 2022
SALARIES AND BENEFITS				
<u>Negotiated Items</u>				
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%	
<u>Other Staffing Changes</u>				
Staffing Changes-Includes Early Retirement & Unfilled Vacant Positions		-\$786,629	-2.22%	
Staffing Transferred to Grant Funding		-\$164,336	-0.46%	
Administrative Reductions		-\$390,422	-1.10%	
Covid Coordinator and Full-time Nurses at all schools-Grant/Fund Balance		\$0	0.00%	
Special Education Programs-Addl. Staffing 6.71 FTE's ESP		\$272,163	0.77% *See Revenues Below	
Academic & Operation of Plant Programs-Staffing Changes		\$181,690	0.51%	
SUBTOTAL OTHER STAFFING CHANGES		-\$887,534	-2.50%	
TOTAL SALARY & BENEFITS	\$24,928,979	-\$202,895	-0.57%	\$24,726,084
<u>NONSALARY ITEMS</u>				
Fund Transfer Food Program-Draft #2		\$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-Tuition & Prof Svcs		-\$404,970	-1.14% *See Revenues Below	
TOTAL NONSALARY-w/o OTHER ITEMS	\$8,553,677	-\$467,696	-1.32%	\$8,085,981
SUBTOTAL BASE BUDGET INCREASE	\$33,482,656	-\$670,591	-1.89%	\$32,812,065
<u>OTHER ITEMS</u>				
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	-\$670,277	-1.89%	\$34,760,225
<u>Revenues that Offset Expense Increases(Decreases):</u>				
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		-\$107,244	-0.30% *See Expenses Above	
Transportation Aid-COVID		\$0	0.00%	
Subtotal Revenues		-\$315,900	-0.89%	
Net Impact on Taxes		-\$354,377	-1.00%	

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 2

BUDGET 2021-2022 VS BUDGET 2020-2021

%

Budget22/
Budget 21**DESCRIPTION**
REVENUES

	Actual 2020	BUDGET 2021	PROJECTED 2021	BUDGET 2022	Increase(Decrease)
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	\$326,618	\$263,440	-\$51,679
EDUC. SPENDING REVENUES	\$27,091,430	\$28,137,890	\$28,137,890	\$27,783,513	-\$354,377
MISC STATE REIMBURSEMENTS	\$909,141	\$772,663	\$2,727,246	\$801,529	\$28,866
SPED EXPENDITURE REIMBURSEMENT	\$4,321,332	\$4,826,765	\$4,521,877	\$4,719,520	-\$107,245

SUBTOTAL REVENUES	\$34,063,585	\$35,430,502	\$36,955,309	\$34,760,225	-\$670,277
FUND BALANCE	\$1,941,291	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$36,004,876	\$35,430,502	\$36,955,309	\$34,760,225	-\$670,277

-1.89%

EXPENSES**INSTRUCTIONAL SERVICES**

SALARIES	\$7,885,465	\$8,540,110	\$8,369,876	\$8,379,023	-\$161,087
MISCELLANEOUS BENEFITS	\$2,318,701	\$2,629,714	\$2,540,085	\$2,452,228	-\$177,486
TUITION REIMBURSEMENT	\$160,237	\$197,042	\$197,042	\$193,962	-\$3,080
PROFESSIONAL EDUCATION SVC	\$43,746	\$169,132	\$73,263	\$62,795	-\$106,337
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	\$11,125,665	\$12,481,764	\$12,126,329	\$11,966,996	-\$514,768

-4.12%

PRESCHOOL PROGRAM

SALARIES	\$375,148	\$366,368	\$351,002	\$322,470	-\$43,898
MISCELLANEOUS BENEFITS	\$109,184	\$100,318	\$117,464	\$99,987	-\$331
TUITION REIMBURSEMENT	\$1,675	\$4,331	\$4,331	\$0	-\$4,331
PROFESSIONAL EDUCATION SVC	\$50,727	\$112,927	\$110,952	\$40,338	-\$72,589
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	\$736,354	\$619,022	-\$121,162

-16.37%

GUIDANCE SERVICES

SALARIES	\$745,719	\$773,088	\$723,423	\$766,750	-\$6,338
MISCELLANEOUS BENEFITS	\$245,850	\$270,590	\$264,474	\$271,074	\$484
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	\$1,072,509	-\$11,204

-1.03%

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

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 2

BUDGET 2021-2022 VS BUDGET 2020-2021

DESCRIPTION	Actual 2020	BUDGET 2021	PROJECTED 2021	BUDGET 2022	Increase(Decrease)	% Budget22/ Budget 21
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						
PROGRAM COSTS	\$157,084	\$253,501	\$193,145	\$317,292	\$63,791	
TOTAL CURRICULUM SERVICES	\$157,084	\$253,501	\$193,145	\$317,292	\$63,791	25.16%
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%
BOARD OF EDUCATION SVCS.						
SALARIES	\$20,282	\$27,964	\$27,964	\$28,155	\$191	
MISCELLANEOUS BENEFITS	\$2,071	\$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	\$10,200	\$7,600	-\$3,100	
GENERAL SUPPLIES	\$18,233	\$17,200	\$17,700	\$25,500	\$8,300	
DUES AND FEES	\$225	\$23,765	\$23,765	\$15,765	-\$8,000	
COVID-19 EXPENSES	\$111,847	\$0	\$1,925,717	\$0	\$0	
TOTAL BOARD OF EDUCATION SVCS.	\$305,641	\$207,935	\$2,133,652	\$207,338	-\$597	-0.29%
SUPERINTENDENT SERVICES						
PROGRAM COSTS	\$522,037	\$554,668	\$545,812	\$555,796	\$1,128	
TOTAL SUPERINTENDENT SERVICES	\$522,037	\$554,668	\$545,812	\$555,796	\$1,128	0.20%

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 2

BUDGET 2021-2022 VS BUDGET 2020-2021

DESCRIPTION	Actual 2020	BUDGET 2021	PROJECTED 2021	BUDGET 2022	Increase(Decrease)	% Budget22/ Budget 21
OFFICE OF THE PRINCIPAL						
SALARIES	\$1,332,445	\$1,417,005	\$1,415,271	\$1,244,637	-\$172,368	
MISCELLANEOUS BENEFITS	\$447,018	\$492,589	\$516,096	\$437,214	-\$55,375	
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	\$3,969	\$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	\$1,894,247	\$2,022,364	\$2,044,137	\$1,789,471	-\$232,893	-11.52%
FISCAL SERVICES						
INTEREST ON SHORT-TERM DEBT	\$262,925	\$260,640	\$209,145	\$262,925	\$2,285	
PROGRAM COSTS	\$546,236	\$541,583	\$551,295	\$523,162	-\$18,421	
TOTAL FISCAL SERVICES	\$809,161	\$802,223	\$760,440	\$786,087	-\$16,136	-2.01%
OPERATION AND MAINT.PLANT						
SALARIES	\$1,173,957	\$1,216,820	\$1,225,261	\$1,359,061	\$142,241	
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	
SHARED SERVICES	\$2,604	\$0	\$0	\$0	\$0	
GENERAL SUPPLIES	\$176,042	\$143,294	\$129,294	\$131,794	-\$11,500	
ELECTRICITY	\$256,081	\$314,220	\$300,090	\$276,190	-\$38,030	
OIL	\$97,408	\$111,440	\$93,406	\$117,406	\$5,966	
OTHER ENERGY-WOOD CHIPS / WOOD PELLETS	\$100,385	\$121,129	\$166,129	\$145,129	\$24,000	
EQUIPMENT	\$16,990	\$20,600	\$20,600	\$23,600	\$3,000	
TOTAL OPER. AND MAINT.PLANT	\$2,496,742	\$2,672,105	\$2,711,510	\$2,966,630	\$294,525	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%

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Draft 2

BUDGET 2021-2022 VS BUDGET 2020-2021

DESCRIPTION	Actual 2020	BUDGET 2021	PROJECTED 2021	BUDGET 2022	Increase(Decrease)	% Budget22/ Budget 21
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-SP ED						
SALARIES	\$1,047,892	\$1,081,228	\$1,013,772	\$1,256,884	\$175,656	
MISCELLANEOUS BENEFITS	\$465,323	\$592,323	\$542,958	\$737,731	\$145,408	
PROGRAM COSTS	\$5,139,438	\$5,924,466	\$5,505,793	\$5,458,152	-\$466,314	
TOTAL SUPPORT PROGRAMS	\$6,652,653	\$7,598,017	\$7,062,523	\$7,452,767	-\$145,250	-1.91%
ENGLISH LANGUAGE LEARNER						
PROGRAM COSTS	\$74,235	\$83,408	\$94,873	\$88,417	\$5,009	
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	\$36,358,634	\$34,760,225	-\$670,277	-1.89%

SUMMARY OF WHAT CHANGED FROM DRAFT #1 BUDGET TO DRAFT #2 BUDGET
Budget Reductions since Draft #1 total \$1,664,733. Here is more information:

- **Negotiated Items-Reduced by \$325,288:**
 - Update the Salary Estimate for the final horizontal salary signups due December 1. Reduction: \$68k
 - Use Fund Balance for one year of Early Retiree Health Insurance Reduction: \$67k
 - Update the Health Insurance Reimbursement budget for projected claims experience. Reduction: \$231k
 - Update Health insurance benefits to reflect current staff elections, inflation (10% to 9.6%) Increase: 61k
 - Other Miscellaneous Benefits Reduction: \$20k
- **Other Staffing Changes-Reduced by \$1,142,229:**
 - Utilize grant funds where available Reduction: \$164k
 - Review Early Retiree/open positions- not fill positions and updated projected position costs for those recently vacated/filled. Reduction: \$563k
 - Take out COVID Staff Reduction: \$206k reserve Fund Balance(updated cost)
 - Reduce Administrative Costs Reduction: \$390k
 - Add 1.0 FTE Facility Director Increase: \$115k
 - Add .5 FTE Health Instruction Increase: \$39k
 - Add .25 FTE Early Education Coordinator Increase: \$27k
- **Nonsalary Item-Reduced by \$423,126**
 - Reduce Technology WAN Costs for estimated reimbursements (See Revenue reduction of equal amount.) Reduction: 45k
 - Reduce Technical Education estimate. Reduction: \$20k
 - Reduce spending to reflect a review of actual spending for prior years and a declining enrollment. Reduction: \$77k
 - Increase ACT 166 Pre-k Tuition Increase: \$16k
 - Reduce Special Education for latest information for contract service. Reduction: \$34k
 - Reduce U-32 Repair and Maintenance to reflect a one-time adjustment. Reduction \$263k-Amount to reserve fund balance-TBD
 - Utilize Fund Balance for other one-time needs.
- **Other Items-Increased by \$18,478**
 - Increase Capital Fund Transfer for the amount of the decrease in the bond payments. Increase: \$18.5k
- **Revenue Changes-Decrease by \$207,432:**
 - Miscellaneous Income-Reduce Erate and other income. Reduction: \$51k
 - Reduce Special Education for expense changes. Reduction: \$210k
 - Transportation Aid-Level budget and use Fund Balance for expected reduction. Increase: \$54k

- **Other Information**

- What remains is to finalize revenue and tax information prior to the January 2021 draft #3 budget.

FUND BALANCE-Reserve for Budget 21-22 items-a total of \$456k TBD

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 \$212k

- 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 (\$145k) would occur in Budget FY 2023 versus Budget FY 2024.

Anticipated Transportation Aid Revenue reduction-Reserve \$54k-Amount TBD:

- We are projecting a reduction in Transportation Aid next year. The amount is yet to be determined and is due to savings in Transportation Services expenses last year.
- We are estimating \$54k MAY be needed for this one-time revenue shortfall and reserving the Fund balance would be appropriate. We should have more information in January 2021.

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 #2 budget (please note the cost estimates have changed using the latest information).

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

**WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT
WARNING – Draft #1**

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 10:00 AM in Berlin; 8:00 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 \$_____ 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 \$_____ per equalized pupil. This projected spending per equalized pupil is _____% 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?

ARTICLE 9. Shall the School District authorize a capital improvement/replacement reserve fund, pursuant to the provisions of 24 V.S.A. §2804 for the purpose of the funding necessary for capital improvements and replacement projects?

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

Rumney Memorial School in Middlesex – 7:00 AM – 7:00 PM

Doty Memorial School 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 Elementary School 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)

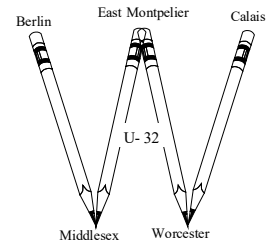
Jonathan Goddard (Berlin)

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



MEMORANDUM

TO: WCUUSD School Board
FROM: Bryan Olkowski, WCUUSD Superintendent
DATE: December 10, 2020
RE: School Board Member Vacancies

WCUUSD has the following school board member vacancies for election this year. The board members who are in these seats have been notified and given the information on how to be on the ballot this year.

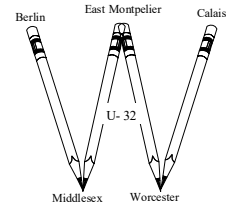
Berlin	One (1) School Director	One (1) Year of a Two (2) Year Term
	One (1) School Director	Three (3) Year Term
Calais	One (1) School Director	Three (3) Year Term
East Montpelier	One (1) School Director	Three (3) Year Term
Middlesex	One (1) School Director	Two (2) Years of a Three (3) Year Term
	One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

Washington Central Unified Union School District

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Bryan Olkowski
Superintendent



TO: WCUUSD Finance Committee & School Board
FROM: Bryan Olkowski, Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Annual/Town Report Format
DATE: December 10, 2020

The Washington Central Unified Union School District developed an annual report for the newly merged district for the first time for Budget 20-21. Prior to last year, each Town requested a variety of formats and reports for each School District and the Supervisory Union. Last year, two town's requested the Board consider modifications to include payroll information in the annual report.

We were asked to provide the Board with more information about the school reports and town reports. Lori Bibeau has collected information regarding the historical information and here is a summary:

- All five town's printed different reports and variations in some reports.
- Some town reports use the standard size of 8.5" by 11" and others use 6" by 9".
- Over the years, complying with the different sizes, formats and specific requests has been a challenge.
- Here are examples of historical Town Reports along with the number of printed pages:
 - Berlin-95 pages
 - Calais-29 pages
 - East Montpelier-40 pages
 - Middlesex-27 pages
 - Worcester-26 pages
 - U32 Annual Report-16 pages
 - School Reports –page length TBD
 - The new WCUUSD Annual Report is 28 pages (including more student pictures and School Report Information).

In developing the new report, the Board considered prior reports and options for the newly merged district. The new WCUUSD Annual Report was designed to include the information, in a common format, previously included in the individual Town Reports. The following items were not included in the Annual Report but were previously included in the Town Reports:

- Detailed Historical tax Information by Town-
 - Rationale: This was included in all town reports when the tax rate was separate for each school district and was unique to each Town.
- Employee Salary information
 - Rationale: This was previously included in some Town Reports in a variety of formats. It was included in 3 Town Reports –not included in 2 Town/1 School report.

The Town of Berlin and Town of East Montpelier requested the School Board reconsider printing the salary information in the Annual Report this year. Should the School Board agree to the request, we recommend printing it in a standard format that would be the easiest to produce. The School Board might want to consider having it available on the website, like we do for the auditor's report, with a note in the annual report on how to access the information.

A decision needs to be made at the December 16, 2020 meeting so we can notify our service providers who design and prepare the report.