

FY25 Budget Presentation

Information Technology & Library Services and Non-Instructional Areas

School Committee
March 27, 2024



Agenda

- **Information Technology and Library Services**
- **Non-Instructional Areas**

Information Technology and Library Media Services

Information Technology and Library Media Services

Major Changes

- Allocation in IT software budget lines to support continued use of Parent Square and Thought Exchange
- Modest restoration of budget lines for summer work and professional learning
- Increase in instructional hardware to support replacement of aging teacher devices

Impact

- Improved communications and community engagement
- Professionals up-to-date with current edtech/library practices
- Stable teacher devices for supporting teaching and learning (400 staff laptops at 6 years old)

Continued Challenges

- Aging network infrastructure and classroom technology requiring \$700K addition to base budget



Information Technology and Library Media Services Department Overview

INSTRUCTIONAL & COACHING

Library Teachers

Instructional
Technology
Specialists

TECH SOLUTIONS & SERVICES

Technical Support
Services

Network / Media
Team

Database
Management
Team

SOFTWARE, HARDWARE & RELATED SERVICES

- Network Infrastructure & Equipment
- Phone Systems
- Classroom a/v equipment
- Computer Equipment
- Software Licensing
- Repair and Maintenance

Information Technology - Budget Additions

Parent Square & Thought Exchange in support of communication and community engagement
(\$123,000)

➤ **Parent Square**



- Used district-wide and in three schools during a pilot phase in the Spring '24
- Provides one dashboard for communications between schools and families
- Puts the communication tools in the hands of educators/staff
- Incorporates translations, texting abilities, and emergency notifications

➤ **Thought Exchange**



- Community engagement platform allowing for more accurate identification of district/community priorities and sharing of community opinions
- This was purchased in FY24 from the Superintendent's budget line and will come out of IT software line in FY25

Information Technology - Budget Additions



- **Increased budget for device replacements (\$60,000)**
 - Ensures staff have well-functioning devices in support of teaching and learning
 - Over 400 staff devices need to be replaced in FY25
 - Staff devices are on a 6-year replacement cycle

- **Restoration of Summer Stipends (\$5,000)**
 - Supports the hiring of interns and/or 10-month staff to assist in preparing devices for the first day of school

- **Restoration of In-State Conferences (\$5,000)**
 - Supports professional learning opportunities for IT/Library Department staff

Grants/State Programs Supporting Initiatives

➤ Cybersecurity

- FY24
 - Massachusetts Municipal Cybersecurity Awareness Training Program
 - IBM Cybersecurity Grant
- FY25
 - Massachusetts Municipal Cybersecurity Awareness Training Program
 - *Applied* for funding from the Municipal Local Cybersecurity Grant Program

➤ Panorama Software - Grant Funded (FY24 & FY25)

- SEL measurement/survey tool
- Components for student and family surveys

➤ Digital Citizenship

- *Applied* for Newton Schools Foundation funding for K-5 resources piloted in FY24



Information Technology Savings & Challenges

Seeking Efficiencies

Condensing 4 internet service providers to 3 while also increasing our total bandwidth (savings about \$7,500).

- Maintains sufficient redundancy across the district
- Increases overall capacity

Pilot of Touchscreen Chromebooks in Grade 2 to check the feasibility of a lower cost Chromebook vs. iPad deployment.

Yearly Challenges

- Inflationary pressures on software licensing (0%-12% in FY24)
- Student device repair costs (FY24 YTD: \$142,384)
- Fewer staff with more to do (we have lost staffing in each of the last 4 years)

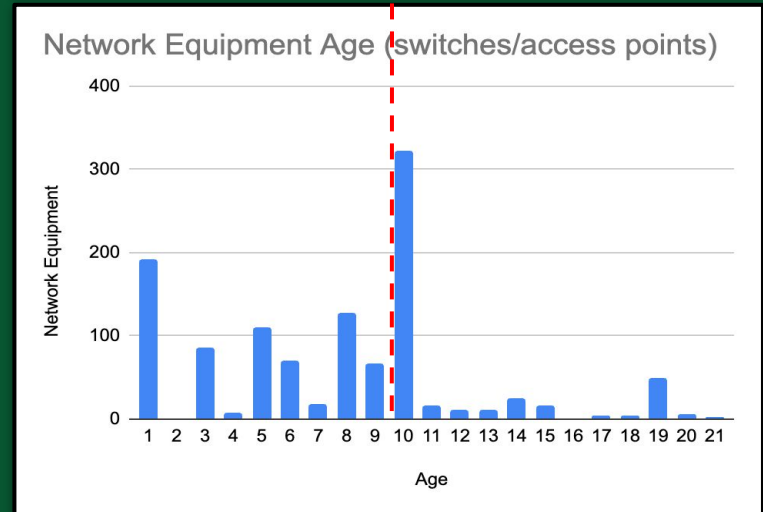
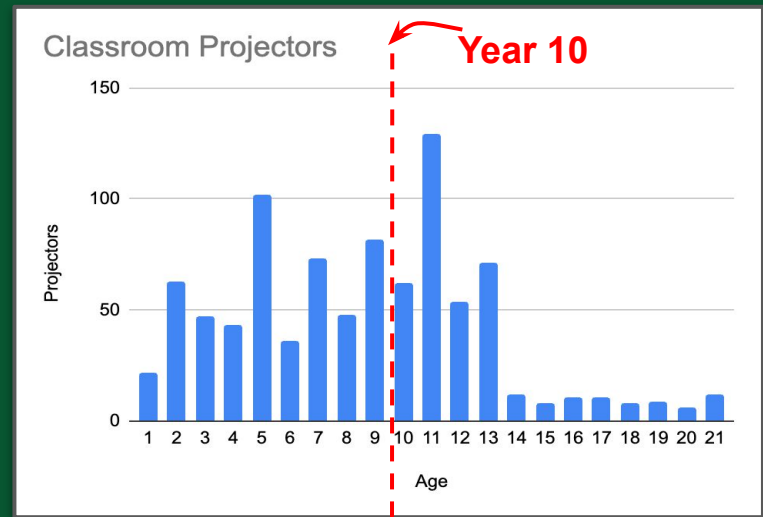
Information Technology Challenges

NEED (Thrive budget): about **\$700,000** added to the base ITLS budget in support of a technology sustainability plan for:

- Classroom Technology
- Network Infrastructure
- Student/Staff Devices

“New” Buildings are Aging

NNHS Opened: 2010 (14 years)
Angier Opened: 2016 (8 years)
Zervas Opened: 2018 (6 years)



Information Technology Challenges

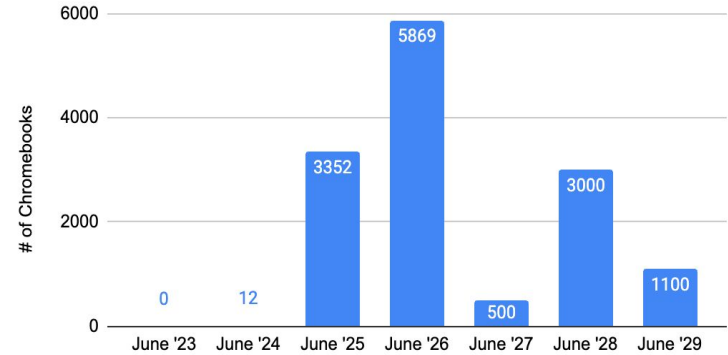
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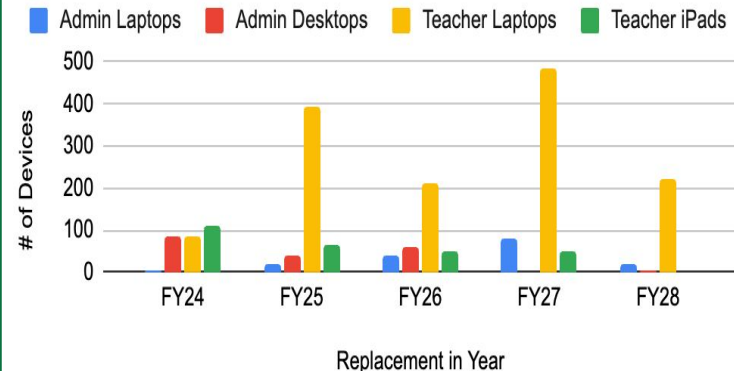
“New” Buildings are Aging

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Chromebooks to replace based on Auto Update Expiration Date



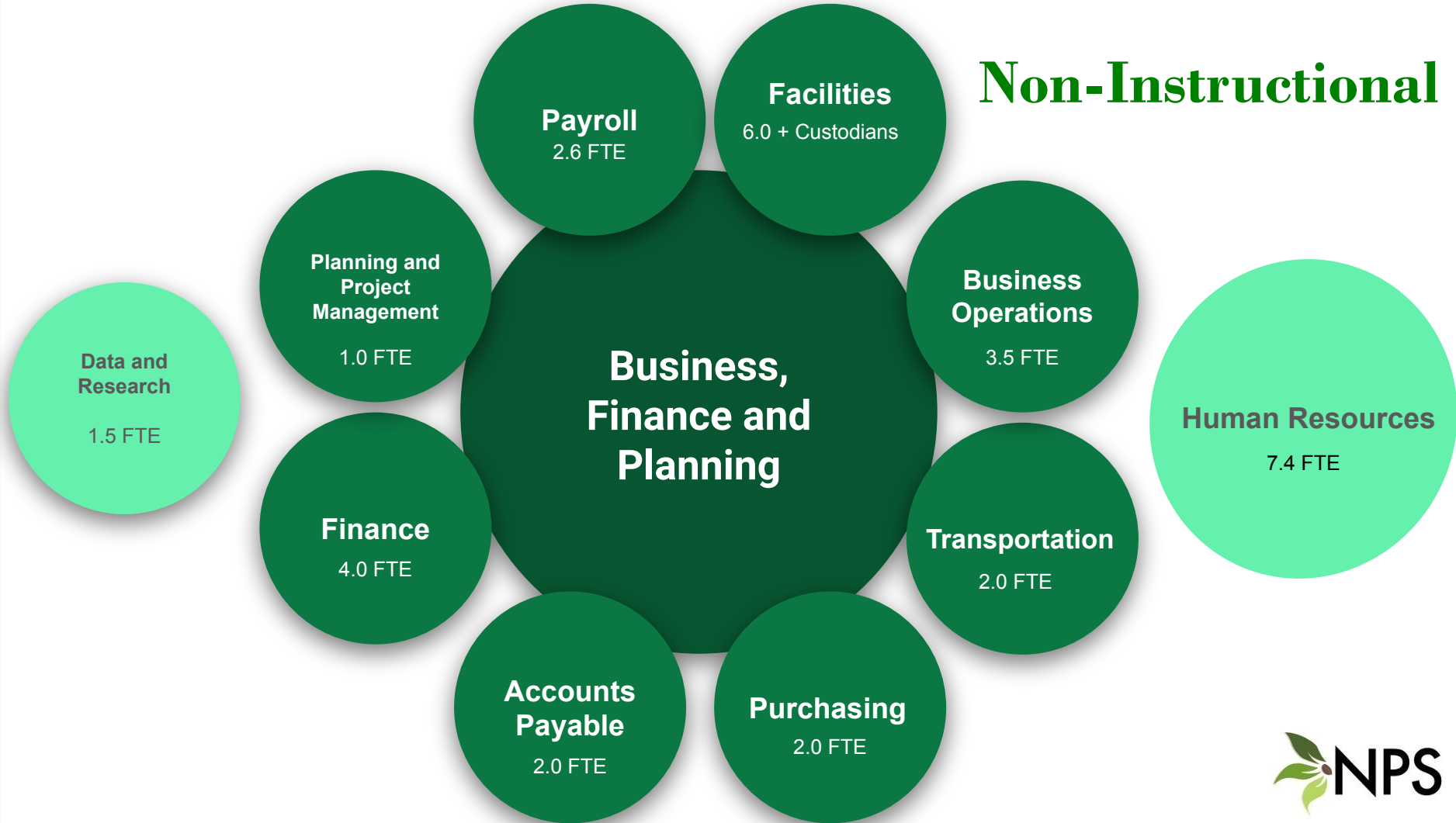
Staff Device Replacement Years



Questions

Non-Instructional Areas

Non-Instructional



Business, Finance & Planning

	MAJOR CHANGES	IMPACT
01	Facilities - Significantly Increase Facilities Budget, less reliance on one time funding.	Move from reactive to stewardship model and provide flexibility to respond to building based needs. Exploring cooling centers at older elementary schools. Plus - \$5.3 M of City funding for capital projects.
02	Operational Infrastructure - Supporting SC Guidelines and investing in our future	Funds for Secondary Schools building conditions & utilization study, bus routing software implementation, support new food service management contract
03	Tools to operationalize district vision to increase community engagement, data and strategic plan for better student outcomes	Support for a data-driven approach to clarifying the NPS' vision for student achievement and success beyond graduation. BFP will submit for Meritorious Budget Award to national board (ASBO)

Non-Instructional Areas

Business, Finance & Planning

Manages the non-instructional areas of the district.

- Fiscal management
 - Budgeting and fiscal projections, payroll, accounts payable, purchasing, grants, revolving accounts, fee management, legal compliance with state reporting requirements and audits
- Planning
 - School facility planning, enrollment analysis and projections, long range planning
- Support services for schools
 - Facility maintenance and sustainability, food services, transportation

Non-Instructional Areas

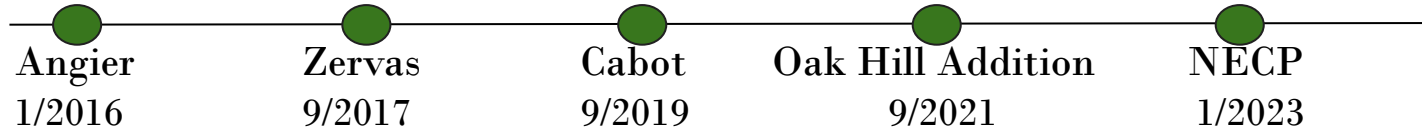
Human Resources

Manages the recruitment, retention, and hiring of all staff by providing personalized human resources related services to the highly skilled and dedicated staff of the Newton Public Schools.

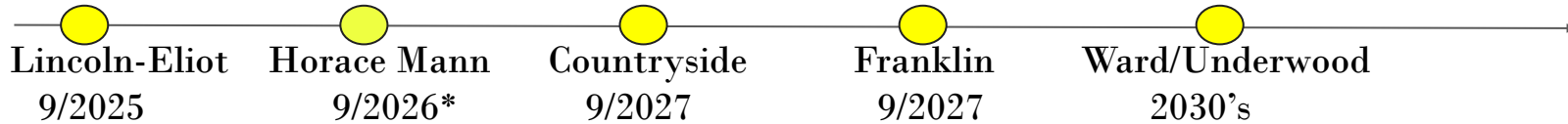
- Collaborates regularly all collective bargaining units
- Provides guidance and support to district and building leaders
- District Title IX Coordinator for staff
- Provides district civil rights, annual back-to-school training, and ethics support
- Focus on increasing district diversity and recruitment
- Manages benefits administration for NPS staff and retirees
- Ensures license compliance for educators and staff
- Administers staff leaves of absence including Family Medical Leaves (FMLAs), childcare, and personal leaves
- Assists employees with accommodations requests

Updating Our School Buildings

Completed



In-Progress



Reports (1)NPS Enrollment Report (February 2024), (2)McKibben Demographic Report (February 2024), (3)Perkins Eastman 8 Elementary Schools Utilization and Conditions Report (2024)

* Horace Mann timing will depend on final design and phasing logistics needed to complete the work.

Graph is illustrative and timeline is subject to change and no warranty or representation is made of this timeline or sequence and will depend upon funding availability.





**Countryside and Franklin, Horace Mann,
Lincoln-Eliot Elementary Schools**



No Proposed Fee Increases in FY25

Fee Program	FY23 Fee	FY 24 Approved Fee
All City Chorus, Band Orchestra	\$150	\$200
Bus Transportation	\$350/ \$700 Cap	\$400/\$800 Cap & Elementary Bus Fee
Elementary Band & Orchestra	\$150	\$200
Elementary Early Morning Program	\$12/day	\$16/day
Early Instrumental Music (4th grade lessons)	\$150	\$200
HS Athletics	\$325/\$425 and \$975 Cap	\$375/\$475 and \$1,200 Cap
High School Drama	\$150/\$450/year	\$200/\$600/year
MS Athletics	\$180 Per Sport	\$230 Per Sport
MS Student Activities	\$60 Per Student	\$100 Per Student
Newton South Parking	\$175 Per Semester	\$200 Per Semester
Family Super Cap	\$1,500	\$2,000

Fee Revenue Comparison (FY23 and FY24)

Fee Program	FY23 Revenue	FY 24 Projected Revenue	Increase
Elementary Band & Orchestra, All City	\$144,368	\$171,656	\$27,288
Bus Transportation	\$659,373	\$965,182	\$305,809
Elementary Early Morning Program	\$149,388	\$165,748	\$16,360
HS Athletics	\$893,212	\$1,095,290	\$202,078
High School Drama	\$40,570	\$41,358	\$788
MS Athletics	\$215,939	\$221,310	\$5,371
MS Student Activities	\$67,744	\$70,535	\$2,791
Newton South Parking	\$50,925	\$56,600	\$5,675
Total	\$2,221,519	\$2,789,679	\$566,160

Review of Major Non-Personnel Expenses

- Utilities
- Maintenance
- Contract Services
- Tuition
- Transportation
- Supplies
- Equipment & Software
- Athletics

Major non-personnel expense categories

Category	FY25 Budget	Change from FY24 Adjusted Budget	% Change
Utilities	\$6,358,974	\$57,455	0.9%
Maintenance	\$5,009,546	\$723,515	16.9%
Contract Services	\$2,388,812	-\$369,869	-13.4%
Tuition	\$7,270,348	\$72,998	1.0%
Transportation	\$8,801,751	-\$93,768	-1.1%
Supplies	\$2,268,849	\$5,111	0.2%
Equipment & Software	\$2,019,120	\$128,111	6.8%
Athletics	\$1,459,250	\$200,000	15.9%
<u>Total</u>	<u>\$35,576,650</u>	<u>\$723,553</u>	<u>2.1%</u>



Major non-personnel expense budgets FY20-25

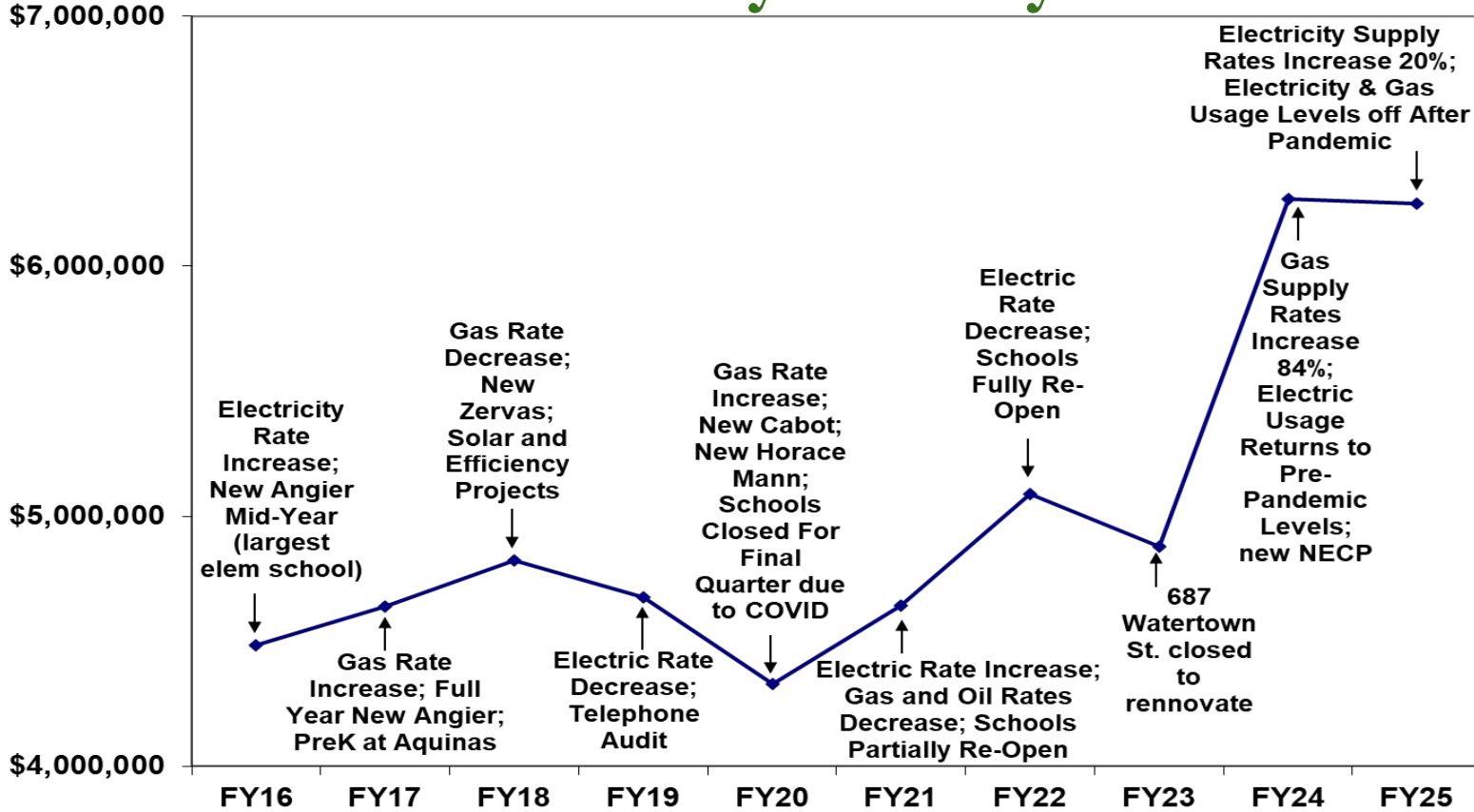
Category	FY20 Budget	FY21 Budget	FY22 Budget	FY23 Budget	FY24 Budget	FY25 Budget
Utilities	\$4,865,168	\$4,880,604	\$5,087,626	\$5,034,756	\$6,301,519	\$6,358,974
Maintenance	\$4,120,005	\$4,228,480	\$4,721,033	\$4,235,647	\$4,286,031	\$5,009,546
Contract Services	\$1,993,068	\$2,021,212	\$1,590,535	\$2,124,578	\$2,758,681	\$2,388,812
Tuition	\$7,358,850	\$5,321,460	\$8,328,941	\$4,275,820	\$7,197,350	\$7,270,348
Transportation	\$8,265,446	\$8,282,885	\$6,772,871	\$8,279,743	\$8,895,519	\$8,801,751
Supplies	\$2,506,254	\$2,489,549	\$1,603,820	\$2,466,030	\$2,263,738	\$2,268,849
Equipment & Software	\$1,664,336	\$1,646,427	\$1,461,925	\$1,613,803	\$1,891,009	\$2,019,120
Athletics	\$1,093,078	\$1,125,870	\$1,560,000	\$1,250,000	\$1,259,250	\$1,459,250
Total	<u>\$31,866,205</u>	<u>\$29,996,487</u>	<u>\$31,126,751</u>	<u>\$29,280,377</u>	<u>\$34,853,097</u>	<u>\$35,576,650</u>

Utilities \$6,358,974

- Utilities budget increases by \$75,181 (1.2%) - from FY24 adjusted budget
- Natural Gas is increasing by \$25,709, or 1.1%, from the FY24 adjusted budget. Supply rates increased in November 2023 and will remain steady in FY25. Additional delivery rates are projected to increase by 5%. Usage will remain level.
- Electricity is projected to increase by \$59,015, of 1.7%, from the FY24 adjusted budget. Supply rates are projected to increase by 20% as of November 2024, but this is mostly offset by leveling usage at the schools and not rising as initially projected in FY24.
- City still has future solar projects planned, but due to the high cost of materials these projects will be cost neutral (no additional savings) but still responsive to climate action goals
- The City and NPS continue to be committed to green initiatives by lowering energy usage through installation of rooftop solar panels & solar canopies, and conversion to all electric buildings



Utility History



Maintenance \$5,009,546

Broad category of maintenance including Charter Maintenance, IT maintenance of equipment and software, equipment maintenance (not IT), cleaning & custodial supplies, vehicle maintenance, etc.

- Facilities maintenance budget is increased by \$564,000 in FY25 to address increases in costs of maintenance services and large unanticipated equipment failures.
- City had contributed \$410,000 in FY23 & FY24.
- Plan to spend approximately \$400,000 in summer projects, which is reduced by \$250,000, due to investment from the City for infrastructure projects.
- Facility Charter Maintenance covers three broad areas
 - Custodial Supplies and Equipment
 - Mechanical, Electrical and Plumbing (MEP) Repairs and Maintenance
 - Summer Projects



\$6.2 M Supplemental Funding for Curriculum and Facility Improvements

In addition to the Educational Stabilization Account of \$22 Million, the city has also set aside \$6.2 M for the following Curriculum and Facility Investments.

- \$925,000 - District Wide Instructional and Curriculum Materials
 - Total new curriculum funding - last 12 months (\$ 2M from City, plus \$1 M Grant + new \$925,00 from the City = \$3,925,000)
- \$425,000 - North High pool air handling unit replacement
- \$1,200,000 - Peirce roof replacement
- \$1,100,000 - Mason Rice roof replacement
- \$350,000 - Newton South H Building chiller replacement
- \$325,000 - Williams auditorium ceiling, restroom, and playground improvements
- \$300,000 - Bigelow and Brown PA system upgrades
- \$1,275,000 - Restroom upgrades at Day, Mason Rice, Bowen, Memorial Spaulding, and Peirce
- \$300,000 - Repave the parking lot at the Brown Middle School



Contracted Services \$2,388,812

Contract services covers a broad range of services including: student services contractors, outside substitute vendor, training expenses, auditors, tutoring services, legal services, professional development conferences, claims/settlements etc.

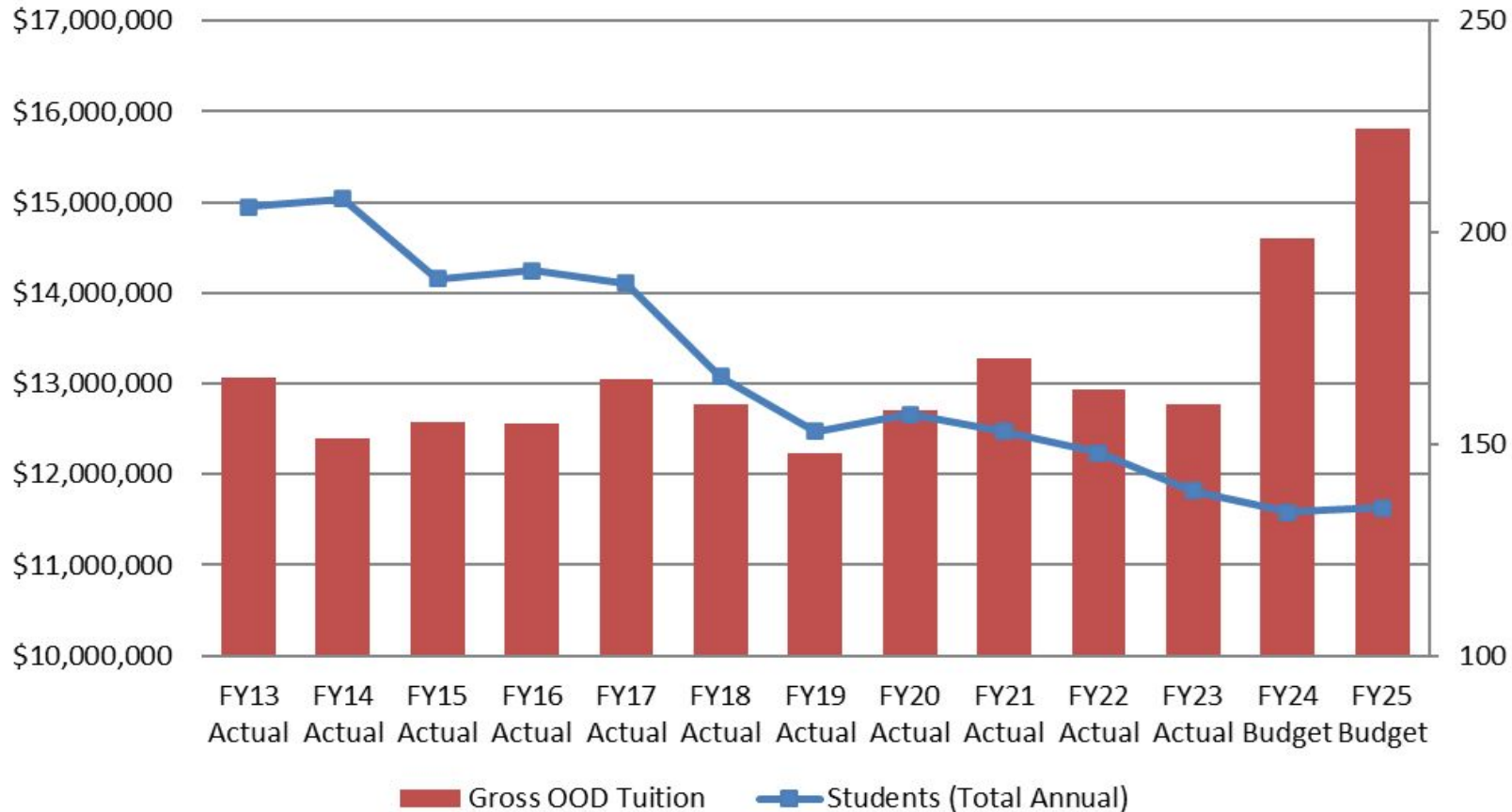
- \$785,000 is attributed to contracted services supporting the needs of special education students. This is a \$225,000 reduction from FY24 due to lower than anticipated need for contracted Behavioral Therapists given our staffing investments.
- \$690,000 is for our outside substitute vendor due to daily staffing absences. This is an increase of \$15,000 from FY24.
- \$100,000 is for legal services. This is a \$105,000 reduction from FY24 budget
- Overall net reductions in Contracted Services are \$365,000



Tuition \$7,270,348

- Gross out of district tuition is \$15.8 M projected with 135 annual students
- This is “offset” by \$8.8M including \$5.8M in expected FY25 Circuit Breaker funding, plus \$3.0M in Circuit Breaker carry forward from FY24, minus the \$700,000 in a one-time Circuit Breaker bridge credit from the City in FY24 to help alleviate the 14% OSD rate increase.
- Final Net out of district tuition for FY25 \$6,998,848.
- Other tuition expenses include contractual Tuition Assistance for staff (\$171,500), Career and Technical Vocational Tuition (\$110,000) and Summer Tuitions (\$10,000).

Out of District Tuition Expenses and Students



Circuit Breaker Carryforward Reliance

In FY23, the budget included \$3,470,000 in carryforward funding

In FY24, the budget included \$2,283,200 in carryforward funding.

In order to build a sustainable budget over time, we will need to reduce our reliance on one-time funding, but are still using \$3,000,000 of one time funding through Circuit Breaker Carry Forward to balance our budget in FY 25.

The new Education Stabilization Account will help Newton greatly over the next five years as the district deals with increasing staffing needs and educational costs; however, the district anticipates its dependence on one-time carryforward funds to continue but we will pursue other revenue opportunities and look for any savings or efficiencies where possible.



Transportation \$8,801,751

Yellow Bus Transportation \$3.1M

- 4.2% contract rate increase in year 3 of a 5 year bus contract
- Net cost of \$3.3 million (fee revenue offsets 23% of the cost)
- Additional McKinney Vento & Foster Care transportation costs & reimbursements
- 34 in-district buses, 2 of these buses used for private schools within Newton
- Newton's Boston families use 8 buses which are paid by the METCO grant
 - 6 out of the total 42 buses are shared with In-City and Boston routes to maximize efficiency

Special Education Transportation \$5.2 M

- 3.0% contract rate increase in year 2 of a 5 year bus contract and a \$950,000 transportation circuit breaker credit
- Shared ridership and reduced driver availability has resulted in a small projected savings in FY25

Other Transportation Considerations

- Providing only state mandated transportation services
- Funds to explore and implement transportation routing software
- Advantages of providing land for a bus depot



Supplies \$2,268,849

Includes a large basket of consumable materials spread across the district including: instructional supplies (\$1.3M), textbooks, dues and subscriptions, postage, printing, medical supplies, paper goods, library supplies, office supplies, etc.

Supplies increased by a net of \$5,000 due by inflationary costs of books and instructional supplies

Per Pupil Expenditures: Net increase of \$50 K to restore Elementary Per Pupil cuts in FY23 and FY24. Level funding at Middle School level. High School level has increased by \$8,000 to the FY23 funding level.



Equipment & Software \$2,019,120

All departments and schools use of equipment including: PC Hardware, software, instructional, office equipment, classroom furniture, facilities equipment, and instructional equipment.

- Overall increase of \$128 K in equipment, mainly attributable to new Administrative software costs including ParentSquare and Thought Exchange.

Athletics \$1,459,250

Funding to support the Athletic programs at both highs schools. Program costs include coaches salaries, transportation, league fees, rentals, uniforms and equipment etc.

Increased Athletics by \$200k due to increased program cost for new contractual costs, additional staffing, and have partially restore programs cut in FY24.

Other Non-Instructional Programs, Benefits and Key Issues to Monitor

Grants

Food Services

Benefits

Key Issues to Monitor

Budget Calendar

Grants

FY24 grants total \$10.181M

\$6.1M = federal

\$3.7M = state

\$ 1.4K = trust

\$ 2.6K = local (Newton Schools Foundation = \$260,000)

- The majority of Newton's grant awards are based upon entitlement grants
- For FY24, the district applied for and was awarded 14 competitive grants totaling \$1.577M.
- FY25 federal entitlement grants - IDEA and Title (I, II, III, IV) are expected to remain relatively stable. We anticipate a small decrease in Title I funding.
- ESSER III Expiration (-\$250,000)
- METCO Grants - expected to be level funded in FY25



Food Services

Newton is currently in the final stages of the procurement process to identify a Food Service Management Company (FSMC) that expires on 6/30/24.

3/14/24 = Proposals are due from interested FSMCs

3/20/24 = FSMCs will be interviewed by a five-member evaluation committee

3/21/24 = Non-price evaluations (18 Comparative Criteria) are due to the City Chief Procurement Officer (CPO)

3/26/24 = City CPO will review the price proposals for FSMCs that receive a Highly Advantageous rating of their non-price proposals and provide a recommendation for NPS review.

4/1/24 = NPS will make a final recommendation for School Committee approval

4/5/24 = NPS will submit an unsigned contract to DESE for approval

7/1/24 = Successor 5-year (1 year w/4 optional renewals) FSMC Contract starts



Benefits

Category	FY25 Budget	Change from FY24 Adjusted Budget	% Change
Health Insurance	\$38,201,392	\$1,581,311	4.3%
Medicare Payroll Tax	\$2,897,946	\$214,348	8.0%
Dental Insurance	\$620,894	\$24,459	4.1%
Workers Compensation	\$400,000	\$0	
Medicare Part B Reimbursement	\$357,371	-\$326,083	-47.7%
Unemployment	\$250,00	-\$100,000	-28.6%

Key Issues to Monitor

- Are we supporting our educational values to move towards a thriving budget
- Supporting ongoing student behavioral, social-emotional and academic needs
- Rates of special education referrals and reliance on special education resources
- Educator well-being, retention and diversity hiring
- Continued Long Range Planning for our aging school buildings
- Impact of inflationary pressures on costs
- Unanticipated student needs due to new enrollments
- Continued fiscal monitoring and multi-year analysis

FY25 Budget Meeting Timeline

Wednesday, March 20 - 6:30 p.m.	Superintendent Budget Presentation & Budget Review: Instructional Areas (Elementary and Secondary)
Monday, March 25 - 6:30 p.m.	Budget Review: Instructional Areas (Student Services and Teaching and Learning)
Wednesday, March 27 - 6:30 p.m.	Budget Review: IT and Non-Instructional Areas
Monday, April 1 - 6:30 p.m.	Public Hearing on the Budget
Thursday, April 4 - 6:30 p.m.	SC Discussion of budget and straw vote
Tuesday, April 9 - 6:30 p.m.	SC Discussion of budget and final vote
Wednesday, April 24 - 7:00 p.m.	Budget presentation to City Council

Questions