



# 2020 GMSD BUDGET REPORT

Approved by the Board of Education  
on 05.20.2019 and by the Board of  
Mayor and Alderman on 06.24.19

KEVIN JONES,  
CHIEF FINANCIAL OFFICER

JASON MANUEL,  
SUPERINTENDENT

REBECCA LUTER,  
SCHOOL BOARD CHAIR





# GERMANTOWN MUNICIPAL SCHOOL DISTRICT

## BOARD OF EDUCATION

Rebecca Luter	Chair
Amy Eoff	Vice-Chair
Linda Fisher	Board member
Angela Griffith	Board member
Betsy Landers	Board member

## ADMINISTRATION

Jason Manuel	Superintendent
Dan Haddow	Assistant Superintendent, Human Resources
Chauncey Bland	Executive Director of Student Services
Josh Cathey	Chief of Operations
Mason Grace	Director of Curriculum Technology and Communications
Sarah Huffman	Executive Director of Exceptional Student Education
Kevin Jones	Chief Financial Officer
Dr. Meredith Park	Executive Director of Academic Education
John Pierce	Director of Information Systems

# SCHOOL DISTRICT PROFILE

The Germantown Board of Education and the Germantown Municipal School District (GMSD) were established by the City of Germantown, TN in 2013. The first year of service to students began July 1, 2014. The 2019-20 budget represents expectations for GMSD in its sixth year of operation. This budget presents projected revenues and expenditures for GMSD based on current student enrollment and projected changes for the coming year.

GMSD is comprised of six schools; three K-5 (Dogwood, Farmington and Forest Hill), one K-8 (Riverdale), one 6-8 (Houston Middle), and one 9-12 (Houston High). Forest Hill Elementary School will begin its operations in the 2019-20 year.

GMSD fosters a healthy learning environment for all students and offers a variety of extracurricular activities that promotes academics, arts, athletics, and citizenship in our students.

## BUDGET HIGHLIGHTS

### FUNDS

This budget includes the General Purpose Fund, which is the primary operating fund of the school system and accounts for financial resources of the District.

### ENROLLMENT

The District's enrollment projections for 2019-20 are estimated using 2018-19 enrollment data and enrollment applications made during open enrollment for the 2019-20 school year. Projected enrollment for FY2019-20 is 6,140.

### REVENUES AND RESERVES

Changes in revenue for 2019-20 are as follows:

- The net increase in County funds is projected at \$667,000 for property taxes based upon the 2017-18 collections and an increase in the weighted-average ADA percentage; and \$324,000 for sales tax revenues based upon 2017-18 collections. The weighted-average ADA percentage for GMSD increased from 4.16% to 4.24% during the 2018-19 year.
- State funds consist primarily of Basic Education Plan (BEP) funds and are estimated to increase by 3%, or \$815,000, for 2019-20.
- The Maintenance of Effort payment from the City of Germantown increased by \$10,690 after a property tax reassessment.
- Mixed Drink Tax revenues are projected to increase by \$53,000. An additional \$75,000 is al budgeted for interest income.
- Approximately \$3.9 million in reserves are earmarked for capital project funding in the 2019-20 budget. Should sufficient capital project funding from the Shelby County Commission be received in 2019-20, County funds may be used rather than reserves.



# BUDGET HIGHLIGHTS

## EXPENDITURE REDUCTIONS

With the following expenditure reductions, \$1,403,000 in available funds were used to fund the 2019-20 budget:

- \$296,000 technology loan from the City of Germantown will be paid off in June 2019
- \$380,000 reduction in needs for 1:1 technology initiative
- \$150,000 in judgments
- \$250,000 in supplies and materials for FHES start-up
- \$117,000 in removal of leasing costs for the district offices
- \$114,000 in supplies and equipment – Technology budget
- \$96,000 in equipment – Regular Education Support budget

## EXPENDITURES

The following are highlights of the major changes in the FY 2020 budget.

### HUMAN RESOURCES – \$503,400

- Required increase in TCRS certified retirement contribution rate from 10.46% to 10.63% – \$43,000
- Step increase in compensation for eligible employees – \$400,400
- Regular Education substitutes – \$60,000

### FOREST HILL ELEMENTARY SCHOOL STAFFING AND OPERATING COSTS– \$2,322,000

- 8.5 Teachers for MAPS/Strings/PreK/RTI/0.50 Gifted
- 2 Regular Educational Assistants
- 1 Librarian
- 1 CTT
- 1 Library Assistant
- 3 SPED Teachers
- 2 SPED Educational Assistants
- 1 Speech Pathologist
- 1 SPED clerical
- 1 Certified Occupational Therapy Assistant (COTA)
- 1 Nurse
- 1 STS
- 1 Guidance Counselor
- 1 Assistant Principal
- 1 Financial Secretary
- 1 Medical Records Clerk
- 1 Attendance Clerk
- 1 Lunch Room Monitor
- 1 Plant Manager
- Increase in operational costs for custodial services (\$110,000), utilities (\$100,000), transportation (\$120,000), and property and casualty insurance (\$72,000)

# BUDGET HIGHLIGHTS

## **OTHER STAFFING – \$972,000:**

- 5 Regular Education Teachers for growth
- 1 Social Emotional Teacher
- 0.50 Gifted Teacher at RES
- 1 Health Sciences Teacher at HHS
- 1 SPED Teacher at RES due to increased need
- 1 Social Worker
- 0.5 EIS Analyst
- 1 Inventory Clerk shared by Technology and Finance
- 0.5 Academy Registrar and Whole-child Coordinator
- 1 Maintenance Technician

## **OTHER COSTS:**

- \$250,000 increase in textbook purchases for English Language Arts (k-12 and AP classes)
- \$30,000 increase in OPEB contributions
- \$50,000 (8%) increase in custodial services contract
- \$60,000 in regular education substitute costs
- \$308,000 in bond payments for the new district office

## **DEPARTMENTAL CHANGES:**

- Instructional Technology costs have moved from the Technology budget to the Regular Education Support and Student Services budgets
- The Special Services departmental budget has been eliminated with costs transferred to the Human Resources and Superintendent budgets



# CONTENTS

7

18

## GENERAL FUND REVENUES

State Education Funds, County Taxes, City Taxes, Other State Revenue, Other Local Revenue, Charges for Services, Other Sources, Other Govt. & Citizens

## GENERAL FUND EXPENDITURES

21

### STUDENT SERVICES

Attendance & Planning, Health Services, Other Student Support, School Safety

31

### OPERATIONS

Operation of Plant, Maintenance of Plant, Transportation, Regular Capital Outlay

41

### HUMAN RESOURCES

Office of the Principal, Human Resources

47

### FINANCE

Fiscal Services, Cafeteria Transfer

53

### TECHNOLOGY

Technology

57

### EXCEPTIONAL STUDENTS

Special Education Instruction, Support: Spec. Education

63

### ACADEMIC EDUCATION

Regular Instruction, Alternative Education, Technical Education, Support: Reg. Education, Support: Alt. Education, Support: Tech. Education,

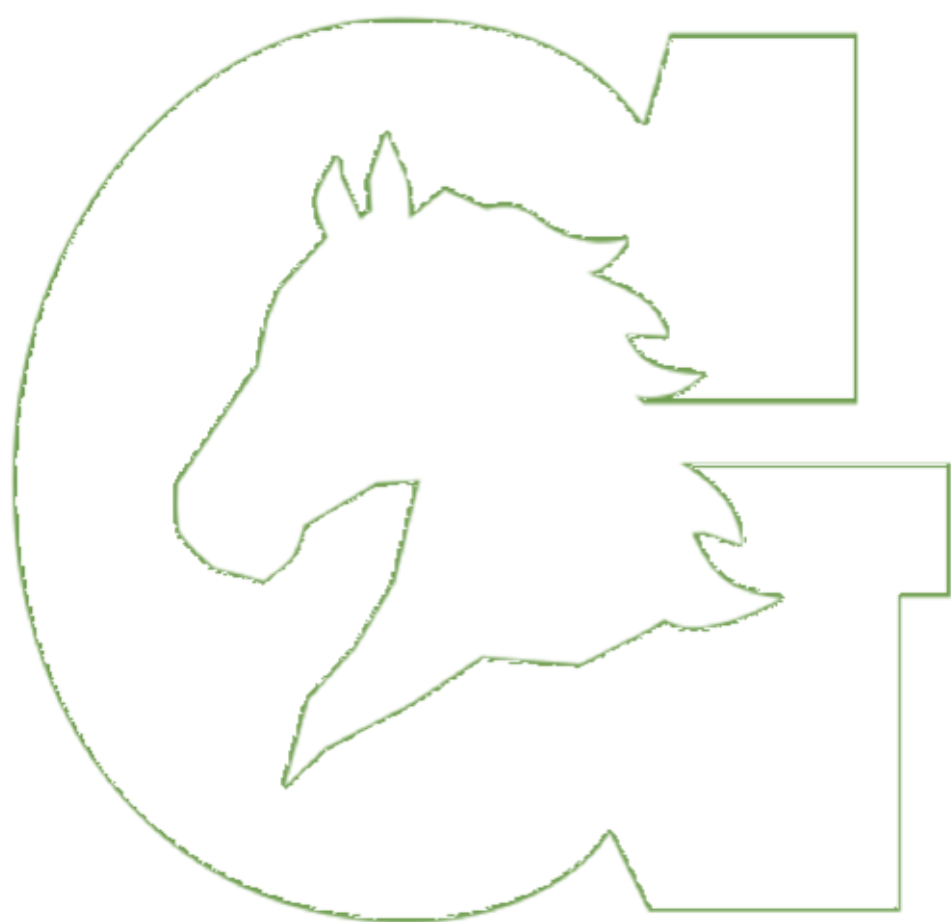
77

### SUPERINTENDENT & BOARD OF ED

Office of the Superintendent, Board of Ed. Services

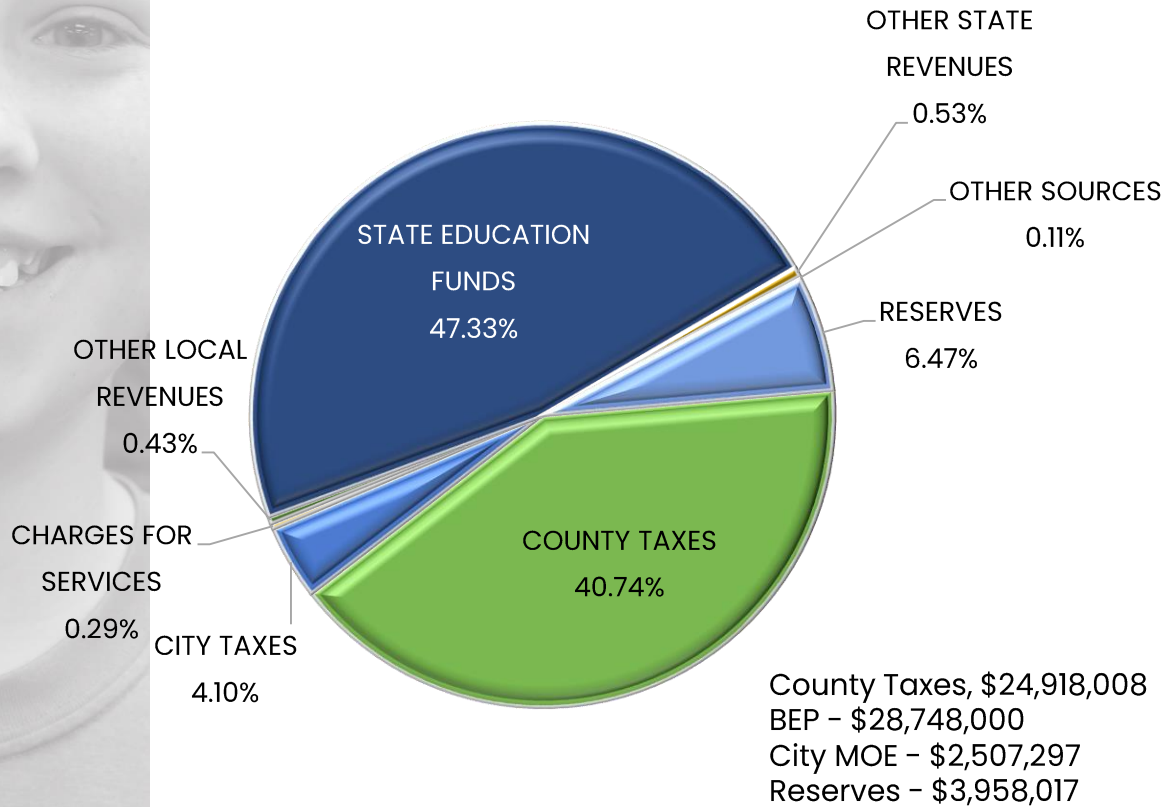
## Excellence. Always.

Our Germantown Municipal School District's focus is: to place students at the forefront of all our decisions; to respect our state department of education's plan and ambitions with Tennessee Succeeds; and to focus on developing a local public school system that excels in all academic and non-academic areas.



# GENERAL FUND REVENUES

2019-2020 Projections



## Overview

The three major sources of revenues for GMSD are from the State of Tennessee, Shelby County, and the City of Germantown.

## Subcategories

- State Education Funds
- County Taxes
- City Taxes
- Other State Revenues
- Other Local Revenues
- Charges for Services
- Other Sources
- Other Govt. & Citizens



# GENERAL FUND REVENUES

## Subcategories

- State Education Funds
- County Taxes
- City Taxes
- Other State Revenues
- Other Local Revenues
- Charges for Services
- Other Sources
- Other Govt. & Citizens

**\$61,168,343**

## Revenue Sources

The three major sources of revenues for GMSD are from the State of Tennessee, Shelby County, and the City of Germantown.

The City of Germantown provides a \$2.47 million maintenance of effort payment to GMSD.

County funds come from two primary sources, property and sales taxes. The County assesses a property tax rate that is earmarked for education. Educational revenues from the property tax distribution is shared between the municipal school districts and Shelby County Schools based on the weighted full-time equivalent average daily attendance (WFTEADA) formula developed by the Tennessee Department of Education. The WFTEADA percentage varies each year between school districts according to their share of the total enrollment in the County. Half of all local sales tax revenues collections is given to education and is distributed in the same manner as property taxes. For FY 2020, the District's share is 4.24 percent. The net increase in County funds is projected at \$667,000 for property taxes and \$324,000 for sales tax revenues.

State funds consist primarily of Basic Education Plan (BEP) funds and are projected to increase by \$815,000 for FY 2020. The Basic Education Plan (BEP) portion of State funds represents a preliminary estimate from the State based upon the FY 2019 average daily membership (ADM).

Funding is based on ADM weighted on the 2nd, 3rd, 6th, and 7th attendance periods. Formulas used to determine funding are total weighted student count multiplied by the per pupil allocation, per teacher allocation, staffing formulas and salary allocations, maintenance and operations square foot calculations, plus transportation allowances.

## GENERAL FUND REVENUES

		FY 2020	FY 2019	FY 2018
	<u>Description</u>	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>
40400	COUNTY TAXES	24,918,008	23,927,073	24,585,538
40800	CITY TAXES	2,507,297	2,496,607	2,474,721
43000	CHARGES FOR SERVICES	174,500	170,961	131,064
44000	OTHER LOCAL REVENUES	264,000	199,000	403,149
46000	STATE EDUCATION FUNDS	28,953,000	28,126,290	27,263,656
46800	OTHER STATE REVENUES	323,521	414,628	401,558
48000	OTHER GOVERNMENTS & CITIZENS	-	-	-
49000	OTHER SOURCES	70,000	98,747	112,156
	RESERVES	<u>3,958,017</u>	<u>5,324,838</u>	<u>-</u>
	<b>REVENUES GRAND TOTAL:</b>	<b>61,168,343</b>	<b>60,758,144</b>	<b>55,371,842</b>

## STATE EDUCATION FUNDS

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
46511	Basic Education Program	28,748,000	27,933,000	27,041,381
46591	Coordinated School Health Grant	90,000	90,000	90,000
46592	Internet Connectivity	-	-	15,546
46610	Career Ladder Program	115,000	103,290	116,729
<b>STATE EDUCATION FUNDS TOTAL:</b>		<b>28,953,000</b>	<b>28,126,290</b>	<b>27,263,656</b>

*Includes Germantown Municipal School District's share of the Basic Education Program (BEP) Funds, grants, and other flow-through state funds, such as Career Ladder.*

## COUNTY TAXES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
40110	Current County Property Tax	16,147,023	15,147,277	15,850,616
40120	Trustee Collection – Prior Year	272,330	295,124	267,331
40130	Chancery & Circuit Court – Prior Year	113,922	193,652	111,831
40162	PILOT – Utility	127,707	152,750	125,363
40163	PILOT – Other	148,296	173,087	145,574
40210	Local Option Sales Tax	6,806,386	6,482,400	6,806,386
40240	Wheel Tax	1,283,397	1,372,383	1,259,838
40290	Other Tax	18,947	110,400	18,599

### COUNTY TAXES TOTAL:

**24,918,008      23,927,073      24,585,538**

*Includes Germantown Municipal School District's share of Shelby County property taxes, local option sales taxes, and wheel taxes based on the prior-year weighted average daily attendance (ADA) for schools in the Germantown Municipal School District.*

## CITY TAXES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
40610	Municipal Property Taxes	<u>2,507,297</u>	<u>2,496,607</u>	<u>2,474,721</u>
<b>CITY TAXES TOTAL:</b>		<b>2,507,297</b>	<b>2,496,607</b>	<b>2,474,721</b>

*City of Germantown's contribution to the School District.*

# OTHER STATE REVENUE

		FY 2020	FY 2019	FY 2018
ACCT	Description	Budget	Budget	Actual
46850	Mixed Drink Tax	167,521	114,878	167,521
46980	Other State/Local Revenue - SPED State Grant	97,000	100,164	79,007
46981	Safe Schools Grant	59,000	57,906	29,699
46982	School Safety Grant	-	141,680	-
46990	Other State Revenues - CTE Equipment Grant	-	-	125,331
	OTHER STATE REVENUE TOTAL:	323,521	414,628	401,558

*Includes Germantown Municipal School District's share of one-half of the tax assessed on the seating capacity of establishments serving mixed drinks based on the average daily attendance (ADA) distribution for Germantown Municipal Schools.*

## OTHER LOCAL REVENUE

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
44110	Interest Earned	100,000	25,000	155,115
44120	Lease/Rentals	-	-	36,444
44160	PEG Funding	164,000	174,000	173,729
44170	Miscellaneous Refunds	-	-	9,569
44520	Insurance Recoveries	-	-	4,502
44570	Contributions & Gifts	-	-	23,790
<b>RECURRING LOCAL REVENUE TOTAL:</b>		<b>264,000</b>	<b>199,000</b>	<b>403,149</b>

*Includes PEG funding from cable companies for the Houston High School TV studio.*

## CHARGES FOR SERVICES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
43101	Laptop Insurance	146,070	138,660	80,964
43512	Tuition - Out of County	28,430	32,301	50,050
43990	Other Charges for Services	—	—	50
<b>CHARGES FOR SERVICES TOTAL:</b>		<b>174,500</b>	<b>170,961</b>	<b>131,064</b>

*Includes revenue for laptop/iPad insurance and tuition for out-of-county residents.*

## FEDERAL FUNDS RECEIVED THROUGH STATE

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
47590	Other Federal Through State	-	38,747	-
OTHER GOVERNMENT & CITIZENS TOTAL:		-	38,747	-

*Includes funds for financial assistance for "high cost" special education students.*

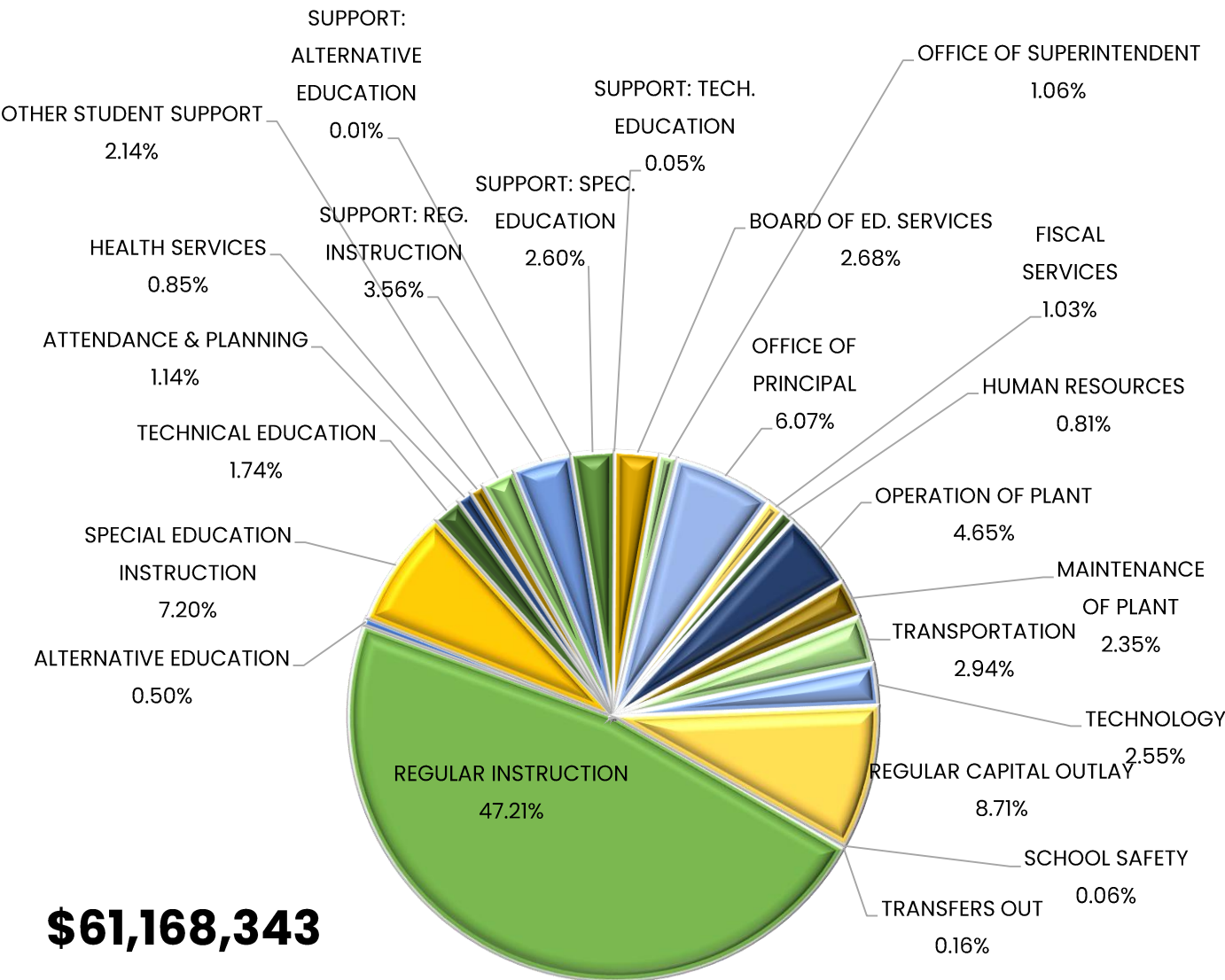
## OTHER SOURCES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
49800	Transfers In - Indirect Costs	70,000	60,000	112,156
<b>OTHER SOURCES TOTAL:</b>		<b>70,000</b>	<b>60,000</b>	<b>112,156</b>

*Includes reimbursement from the federal projects to cover a portion of the costs of administering programs.*

TOTAL OF ESTIMATED REVENUE:	<u>57,210,326</u>	<u>55,433,306</u>	<u>55,371,842</u>
<b>RESERVES TOTAL:</b>	<u>3,958,017</u>	<u>5,324,838</u>	<u>-</u>
<b>TOTAL AVAILABLE FUNDS:</b>	<b>61,168,343</b>	<b>60,758,144</b>	<b>55,371,842</b>

# GENERAL FUND EXPENDITURES



## Overview

General Fund expenditures outline Germantown Municipal School District's commitment to its Strategic Plan and is organized in this document by departments.

## Departments

Student Services.....	21
Operations.....	31
Human Resources.....	41
Finance.....	47
Technology.....	53
Exceptional Students.....	57
Academic Education.....	63
Superintendent.....	76

## GENERAL FUND EXPENDITURES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Personnel</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
71100	REGULAR INSTRUCTION	349.25	28,951,814	28,142,307	26,512,163
71150	ALTERNATIVE EDUCATION	4.00	303,027	306,275	247,593
71200	SPECIAL EDUCATION INSTRUCTION	75.00	4,405,799	3,822,089	3,480,852
71300	TECHNICAL EDUCATION	14.75	1,066,384	1,037,528	962,757
72110	ATTENDANCE & PLANNING	6.50	697,719	431,995	395,232
72120	HEALTH SERVICES	7.75	516,827	432,664	369,059
72130	OTHER STUDENT SUPPORT	15.00	1,239,298	1,155,745	1,090,426
72210	SUPPORT: REG. INSTRUCTION	24.04	2,178,905	1,984,060	1,539,765
72215	SUPPORT: ALTERNATIVE EDUCATION	0.00	8,405	8,405	1,301
72220	SUPPORT: SPEC. EDUCATION	18.61	1,590,106	1,438,579	1,087,244
72230	SUPPORT: TECH. EDUCATION	0.20	28,886	25,549	25,548
72310	BOARD OF ED. SERVICES	5.00	1,640,390	1,751,181	1,667,322
72320	OFFICE OF SUPERINTENDENT	3.75	648,979	690,035	501,256
72410	OFFICE OF PRINCIPAL	45.50	3,714,085	3,378,893	3,156,156
72510	FISCAL SERVICES	5.75	631,126	542,803	502,868
72520	HUMAN RESOURCES	4.00	495,537	268,732	311,006
72610	OPERATION OF PLANT	6.00	2,787,556	2,308,003	2,228,463
72620	MAINTENANCE OF PLANT	6.00	1,438,779	1,329,834	1,094,756
72710	TRANSPORTATION	0.00	1,799,351	1,679,351	1,474,260
72810	SPECIAL SERVICES	0.00	-	288,577	255,249
72820	TECHNOLOGY	9.00	1,561,336	2,222,825	1,872,478
76100	REGULAR CAPITAL OUTLAY	0.00	5,327,706	7,378,220	3,398,624
72830	SCHOOL SAFETY	0.00	36,328	32,050	13,773
99100	TRANSFERS OUT	0.00	100,000	102,444	-
<b>EXPENDITURES GRAND TOTAL:</b>		<b>600.35</b>	<b>61,168,343</b>	<b>60,758,144</b>	<b>\$52,188,151</b>





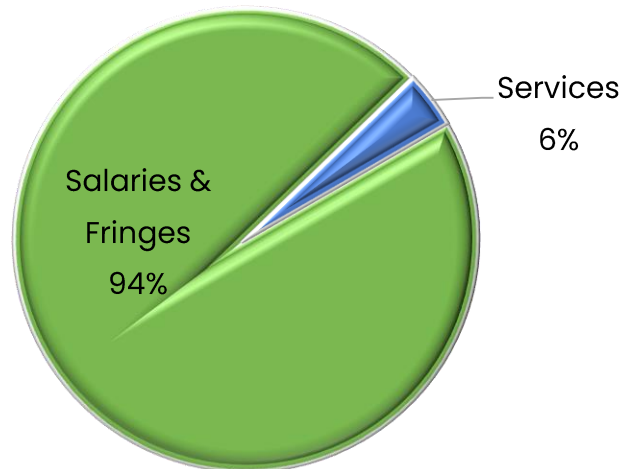
# DEPARTMENT OF STUDENT SERVICES

**Chauncey Bland**

Executive Director

## Subcategories

- Attendance & Planning
- Other Student Support
- Health Services
- School Safety



**\$2,490,172**

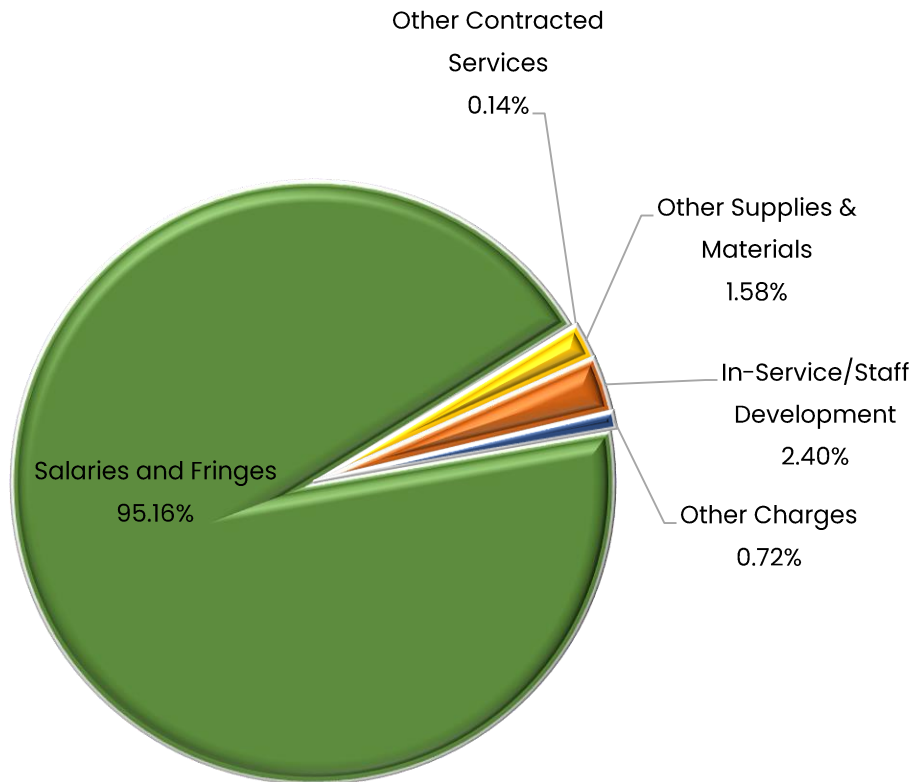
## The Department of Student Services

The Germantown Municipal School District Student Services Department is responsible for the management of student affairs including, but not limited to, attendance, discipline, health-related services, counseling and social emotional needs, student enrollment, school and student safety.

We strive to support students, parents, and school administration while promoting a safe and structured environment.

# ATTENDANCE & PLANNING

## Department of Student Services



**\$697,719**

## Overview

The GMSD Attendance and Planning (Student Services) department takes pride in monitoring and responding to new and trending student issues. We attend local and state level professional development to assist us in providing the best products and programs. We understand that student success is the focus of the district and we strive to give them the tools to be productive students and citizens in the community.

## ATTENDANCE & PLANNING

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Director/Supervisor	2	208,560	203,636	196,304
130	Social Worker	2	138,370	68,500	58,516
162	Clerical Personnel	1	57,222	56,100	49,614
189	Other Salaries	1.5	121,000	-	-
201	Social Security		32,559	20,350	17,880
204	State Retirement		51,518	32,850	27,806
206	Life Insurance		1,625	1,000	716
207	Medical Insurance		45,500	24,800	24,281
212	Medicare		7,615	4,759	4,182
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>6.5</b>	<b>663,969</b>	<b>411,995</b>	<b>379,299</b>

*Includes salaries and benefits for personnel working in the Student Services department which provides support services for the schools in the areas of attendance, safety, discipline, suspensions, etc.*

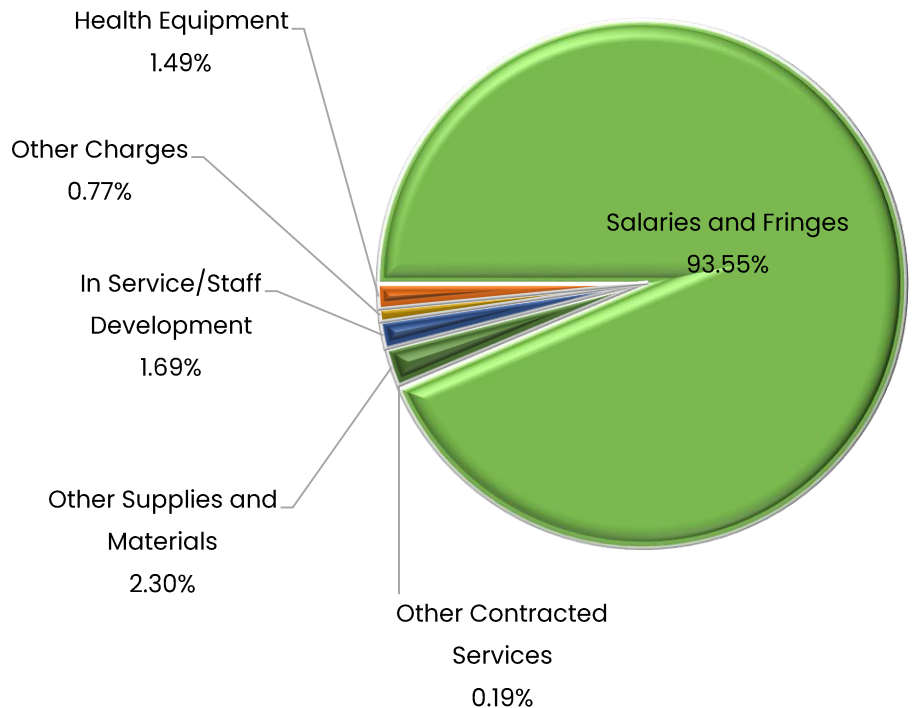
399	Other Contracted Services		1,000	1,000	-
499	Other Supplies & Materials		11,000	2,000	1,463
524	In-Service/Staff Development		16,750	12,000	9,493
599	Other Charges		5,000	5,000	4,977
<b>Subtotal – Services:</b>			<b>33,750</b>	<b>20,000</b>	<b>15,933</b>

**STUDENT SERVICES TOTAL: 697,719 431,995 395,232**

*Includes costs for employee local mileage as well as funds for some school personnel to receive specialized training in appropriate areas of school discipline.*

# HEALTH SERVICES

## Department of Student Services



**\$516,827**

## Overview

GMSD is dedicated to improving the overall health of our students to assure academic and personal success. GMSD demonstrates its dedication by providing funding to support Tennessee's Coordinated School Health initiative by employing a School Health Supervisor. The School Health Supervisor works to develop programs to improve health conscious opportunities such as; 9<sup>th</sup>/ 11<sup>th</sup> grade CPR/AED certification, in and out of class physical activity, nutritional education, safe educational environments for all, increasing staff wellness, student health screenings, and community partnerships though out the city. In addition, GMSD provides funding for a full-time nurse at each school and a district lead nurse for additional medical support.

## HEALTH SERVICES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020</u> <u>PERS</u>	<u>FY 2020</u> <u>Budget</u>	<u>FY 2019</u> <u>Budget</u>	<u>FY 2018</u> <u>Actual</u>
105	Student Health Supervisor	0.75	72,393	74,270	69,772
131	School Nurses	7	290,237	228,346	201,007
189	Other Salaries & Wages		4,500	4,500	4,500
201	Social Security		22,762	19,041	15,723
204	State Retirement		35,017	29,354	25,168
206	Life Insurance		1,356	1,181	611
207	Medical Insurance		51,925	44,070	24,386
212	Medicare		5,323	4,328	3,672
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>7.75</b>	<b>483,513</b>	<b>405,090</b>	<b>344,839</b>

*Includes salaries and benefits for school nurses and a School Health Supervisor.*

355	Travel – Local Mileage		–	7,000	6,000
399	Other Contracted Services		1,000	1,500	1,085
499	Other Supplies and Materials		11,874	11,874	10,830
524	In Service/Staff Development		8,750	1,700	–
599	Other Charges		4,000	4,000	5,209
735	Health Equipment		7,690	1,500	1,096
<b>Subtotal – Services:</b>			<b>33,314</b>	<b>27,574</b>	<b>24,220</b>

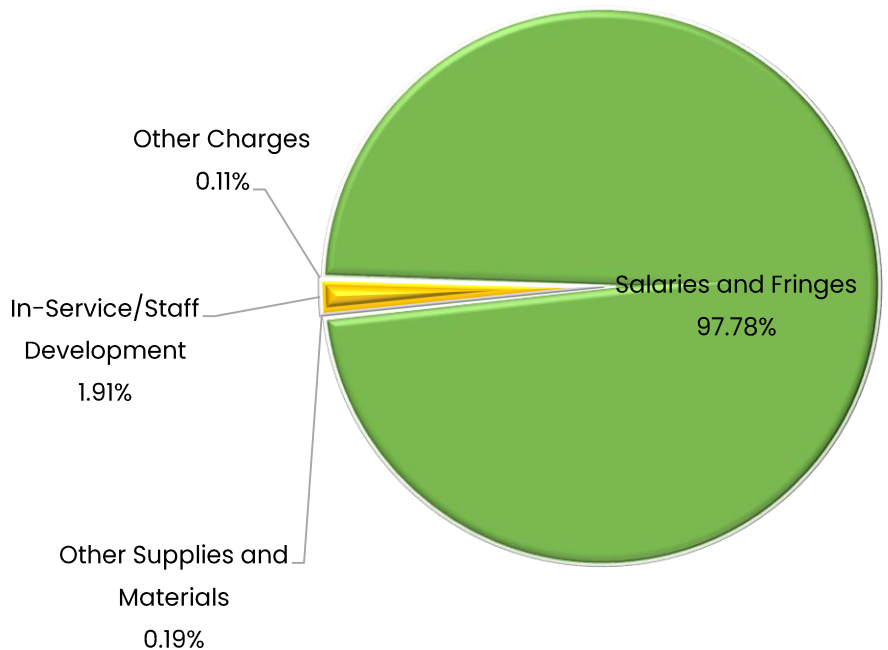
### HEALTH SERVICES TOTAL:

**516,827      432,664      369,059**

*Includes cost of supplies and other support costs for school nurses.*

# OTHER STUDENT SUPPORT/ GUIDANCE

Department of Student Services



**\$1,239,298**

## Overview

The GMSD Other Student Support department is comprised of 14 School Counselors and 1 Counseling Intervention Specialist. Our school counselors receive local, state, and national professional development, to stay current with new programs that support student development. Houston Middle has received the Recognized ASCA Model Program (RAMP) designation and was honored at the American School Counselors Association conference in New Orleans, LA.

## OTHER STUDENT SUPPORT/GUIDANCE

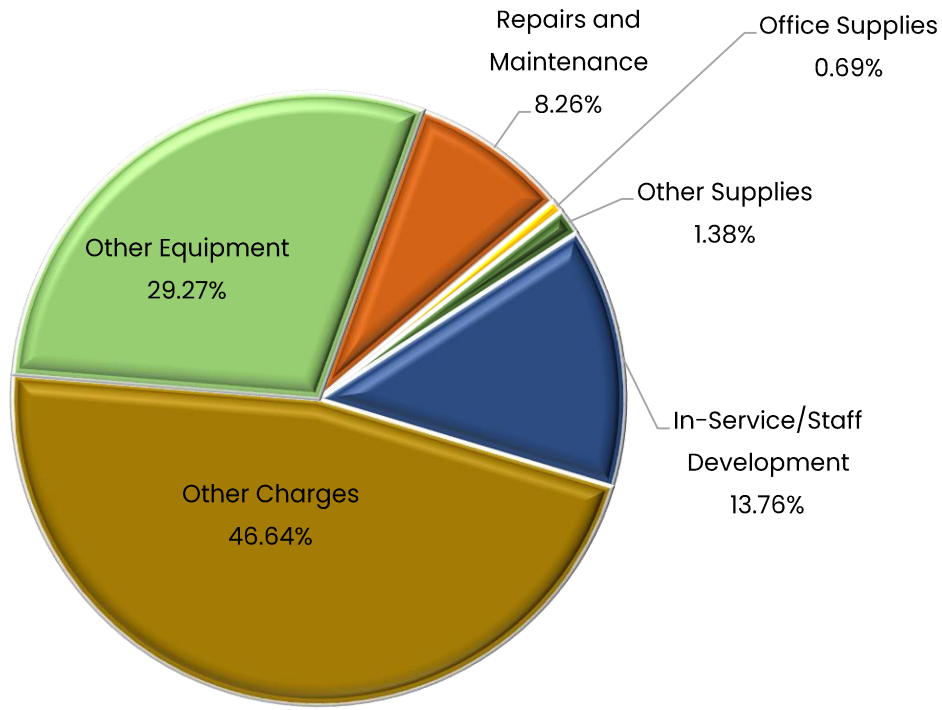
<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
117	Career Ladder Program		3,000	3,000	3,000
123	Guidance Personnel	14	884,991	890,234	863,024
188	Instructional Responsibility		1,500	1,500	-
189	Other Salaries and Wages	1	59,513	-	-
201	Social Security		58,838	55,473	50,754
204	State Retirement		100,070	93,589	79,102
206	Life Insurance		2,625	2,275	1,939
207	Medical Insurance		86,000	76,700	60,723
212	Medicare		13,761	12,974	11,870
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>16</b>	<b>1,210,298</b>	<b>1,135,745</b>	<b>1,070,412</b>

*Includes salaries and benefits for School Counselors in Elementary, Middle and High Schools to meet accreditation standards and Strategic Plan goals.*

499	Other Supplies and Materials		2,500	3,500	3,093
524	In-Service/Staff Development		25,000	15,000	16,921
599	Other Charges		1,500	1,500	-
<b>Subtotal – Services:</b>			<b>29,000</b>	<b>20,000</b>	<b>20,014</b>
<b>OTHER STUDENT SUPPORT TOTAL:</b>			<b>1,239,298</b>	<b>1,155,745</b>	<b>1,090,426</b>

# SCHOOL SAFETY

## Department of Student Services



**\$36,328**

## Overview

Each year school districts across the state are awarded Safe Schools Grants. These monies are used to increase school safety awareness as well as to purchase equipment to help GMSD students, faculties, and stakeholders feel safe while on campus. In recent years, we have used a portion of the grant to upgrade and/or replace the security cameras on the exterior and interior of each campus. We have recognized that cell phone coverage is inconsistent on our campuses and realize that phone communications are an essential part of any emergency plan. So, in addition to adding emergency radios at each school, we have also begun adding amplified cell phone boosters to each campus. Each year our School Resource Officer Supervisor attends a national conference where school systems across the nation listen to real life emergency preparedness events and participate in round table discussions to identify programs and procedures that we may be able to implement in GMSD.

## SCHOOL SAFETY

		FY 2020	FY 2019	FY 2018
<u>ACCT</u>	<u>Description</u>	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>
336	Repairs and Maintenance	3,000	3,000	3,000
355	Travel – Local Mileage	–	–	–
435	Office Supplies	250	250	249
499	Other Supplies	500	500	462
524	In-Service/Staff Development	5,000	5,000	1,126
599	Other Charges	16,944	13,300	5,070
790	Other Equipment	10,634	10,000	3,866
<b>SCHOOL SAFETY TOTAL:</b>		<b>36,328</b>	<b>32,050</b>	<b>13,773</b>

*Includes cost of employee badges and visitor identification system for all schools.*



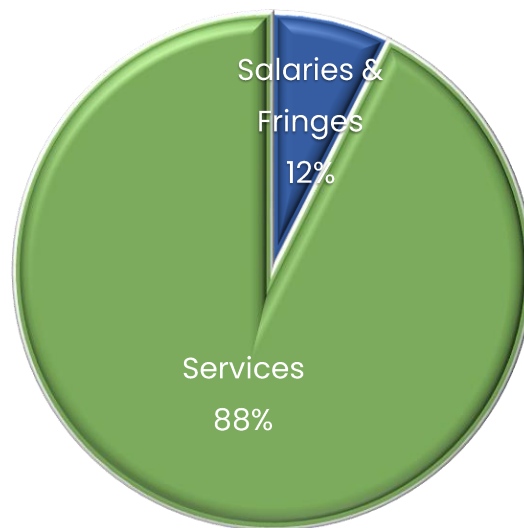
# DEPARTMENT OF OPERATIONS

**Josh Cathey**

Chief of Operations

## Subcategories

- Operation of Plant
- Maintenance of Plant
- Transportation
- Regular Capital Outlay



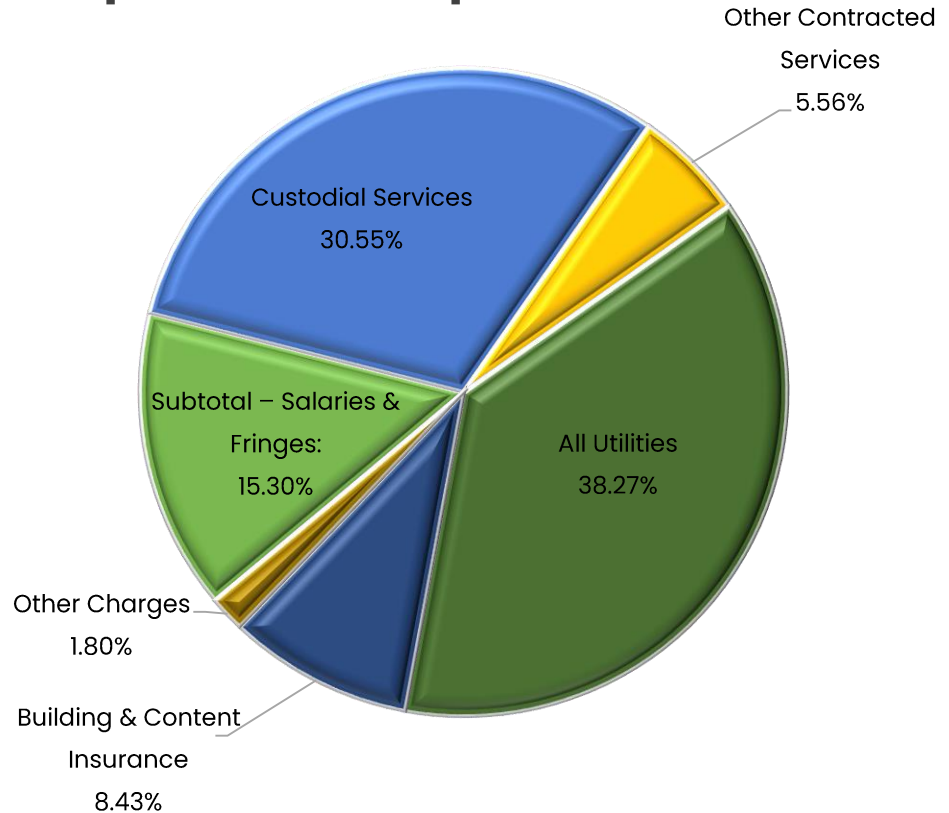
**\$11,353,392**

## The Department of Operations

The Operations Department oversees all of our facilities and several aspects of business operations for the Germantown Municipal School District, including maintenance, custodial, capital improvement projects, energy management, land acquisition, transportation, planning, components of emergency preparedness, risk management and insurance. The department has also been involved in committee work that has led to major decisions for the district, including the start time committee, zoning committee, site selection committee, design review committee, custodial RFP committee, and the facilities master plan committee.

# OPERATION OF PLANT

## Department of Operations



**\$2,787,556**

## Overview

Included in this budget are plant manager salaries and fringes, custodial contract, daily trash and recycling collection, monthly elevator maintenance and inspection, security and monitoring contract, TOSHA/OSHA inspections, landscaping contract, light gas and water utility payments, property insurance, monthly water treatment for the Riverdale chiller, pest control contract, and weed control/fertilization.

## OPERATION OF PLANT

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
167	Plant Managers	6	315,354	262,426	254,184
201	Social Security		19,552	16,270	14,347
204	State Retirement		29,233	24,327	23,246
206	Life Insurance		900	875	577
207	Medical Insurance		55,998	40,000	38,058
212	Medicare		4,573	3,805	3,355
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>6</b>	<b>425,610</b>	<b>347,703</b>	<b>333,767</b>

*Includes salaries and benefits for personnel in Plant Operations.*

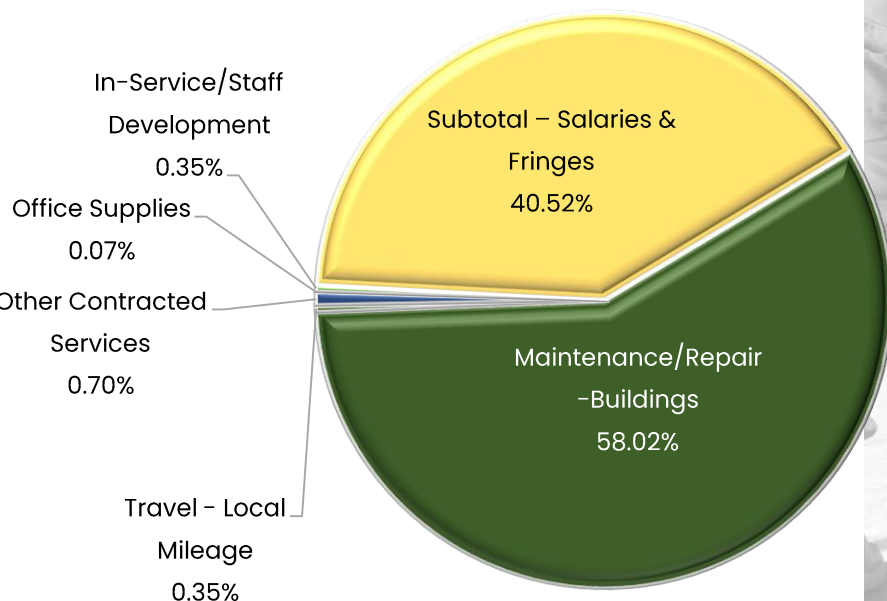
328	Custodial Services		850,000	690,000	703,767
399	Other Contracted Services		157,300	107,300	130,292
415	All Utilities		1,065,000	935,000	855,749
502	Building & Content Insurance		234,646	188,000	171,441
599	Other Charges		50,000	40,000	33,447
720	Plant Operation Equipment		5,000	–	–
<b>Subtotal – Services:</b>			<b>2,361,946</b>	<b>1,960,300</b>	<b>1,894,696</b>

**OPERATION OF PLANT TOTAL:                      2,787,556      2,308,003      2,228,463**

*Includes costs for all utilities, trash pickup, out-sourcing cleaning, materials and supplies, environmental monitoring, security system maintenance, elevator maintenance, building insurance, and equipment needed to maintain cleanliness of buildings and grounds.*

# MAINTENANCE OF PLANT

## Department of Operations



**\$1,438,779**

## Overview

Included in this budget are Operations department salaries and fringes, all maintenance of buildings including plumbing, electrical, roofing, HVAC, carpentry, locksmith, grease trap cleanings, security alarm system maintenance/inspections, fire alarm system maintenance/inspections, fire extinguisher maintenance/inspections, fire sprinkler system maintenance/inspections, AHERA asbestos plans, and many other trades, including SchoolDude maintenance software.

This budget allows the district to stay operational on a day to day basis. Since the district's inception back in 2014, there have been over 10,000 maintenance work orders put in the system from its five schools. The system flows as follows:

- A work order is entered in SchoolDude.
- The work order is assigned to the appropriate trade.
- The tradesman prioritizes and responds to work orders, including the purchase of necessary parts/materials, to complete repairs.
- Invoices are matched to work orders for quality control.

This system allows the department to see problem areas, maintenance staffing needs, and to prioritize capital improvement projects by providing data on the number of work orders received from a specific building or priority area.

## MAINTENANCE OF PLANT

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Director	1	118,431	118,385	114,712
161	Secretaries	1	48,396	48,871	47,697
167	Maintenance Personnel	4	278,632	212,652	147,871
201	Social Security		27,618	23,554	17,670
204	State Retirement		42,904	36,626	28,185
206	Life Insurance		1,500	1,250	726
207	Medical Insurance		59,109	49,257	38,404
212	Medicare		6,459	5,509	4,132
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>6</b>	<b>583,049</b>	<b>496,104</b>	<b>399,397</b>

*Includes salaries and benefits for personnel in the School Plant Maintenance Department (building repairs, heating and air conditioning, plumbing, electrical, glass, roof, door locks and hardware, ground maintenance, etc.)*

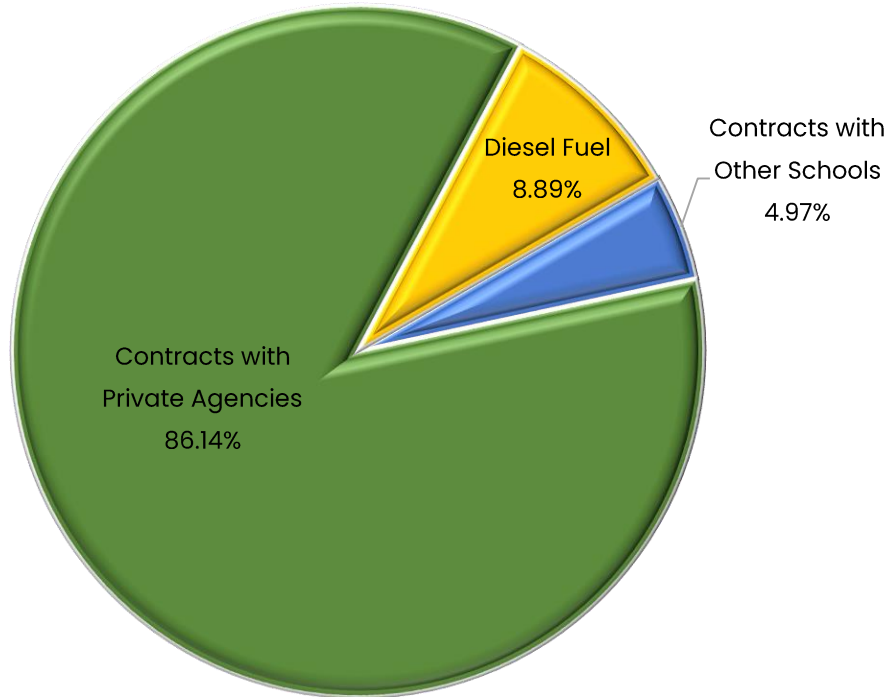
320	Dues and Memberships		-	3,000	-
335	Maintenance/Repair-Buildings		834,730	809,730	685,033
355	Travel – Local Mileage		5,000	5,000	3,170
399	Other Contracted Services		10,000	10,000	6,091
435	Office Supplies		1,000	1,000	630
524	In-Service/Staff Development		5,000	5,000	435
701	Administrative Equipment		-	-	-
<b>Subtotal – Services:</b>			<b>855,730</b>	<b>833,730</b>	<b>695,359</b>

**MAINTENANCE OF PLANT TOTAL: 1,438,779 1,329,834 1,094,756**

*Includes costs for materials and supplies to repair and maintain facilities and equipment necessary to perform such functions.*

# TRANSPORTATION

## Department of Operations



**\$1,799,351**

## Overview

Included in this budget are all costs associated with transportation, including our transportation contract with Durham, diesel fuel, software, and personnel.

One of the highlights of this budget is the addition of operating dollars to fund a change in start times. When our district formed in 2014, the start times were as follows: Houston High School 7:00 AM, Houston Middle School 7:00 AM, Farmington Elementary 8:00 AM, Riverdale 8:00 AM, and Dogwood 9:00 AM. After year long meetings that involved committee work, community surveys, and many considerations involving cost, penalty to Collierville, health benefits to students, after school activities, and many others, the board voted to fund a change in start times that resulted in our schools starting at the following times: Houston High School 7:45 AM, Houston Middle School 8:00 AM, Farmington 8:30 AM, Riverdale 8:30 AM, and Dogwood 8:45 AM.

This decision to change the start times costs \$300,000 annually.

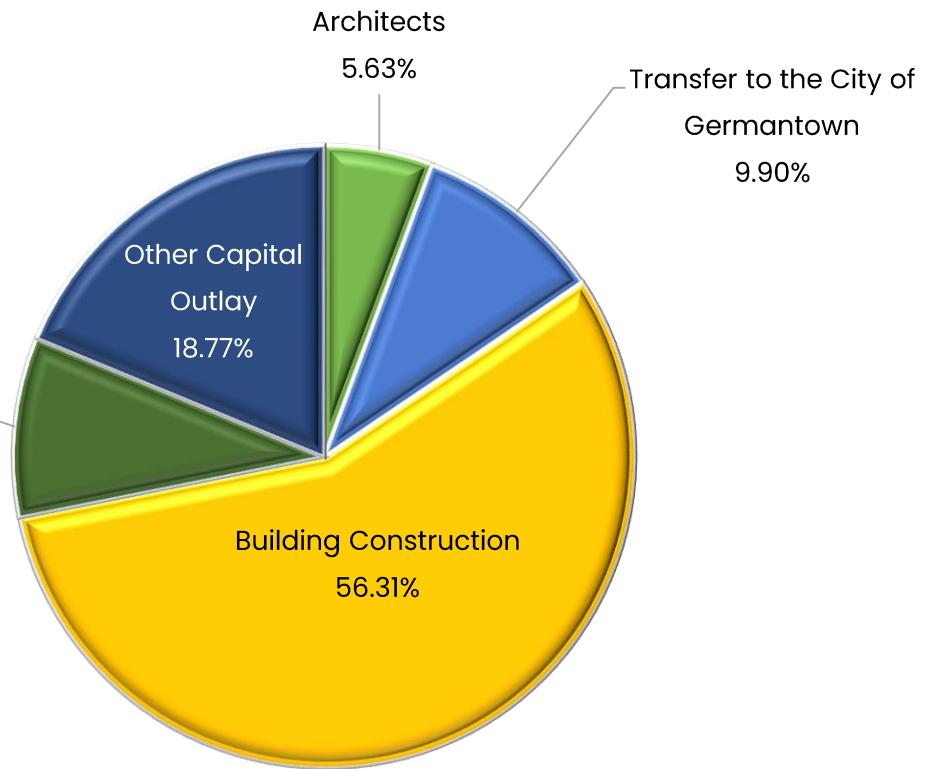
## TRANSPORTATION

		FY 2020	FY 2019	FY 2018
<u>ACCT</u>	<u>Description</u>	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>
31100	Contracts with Other Schools	89,351	79,351	56,625
31200	Contracts with Private Agencies	1,550,000	1,450,000	1,269,786
41200	Diesel Fuel	160,000	150,000	147,849
	<b>Subtotal – Services:</b>	<b>1,799,351</b>	<b>1,679,351</b>	<b>1,474,260</b>
	<b>TRANSPORTATION TOTAL:</b>	<b>1,799,351</b>	<b>1,679,351</b>	<b>1,474,260</b>

*Includes bus transportation support costs for contracted transportation services, shared overhead services, and fuel costs.*

# REGULAR CAPITAL OUTLAY

## Department of Operations



**\$5,327,706**

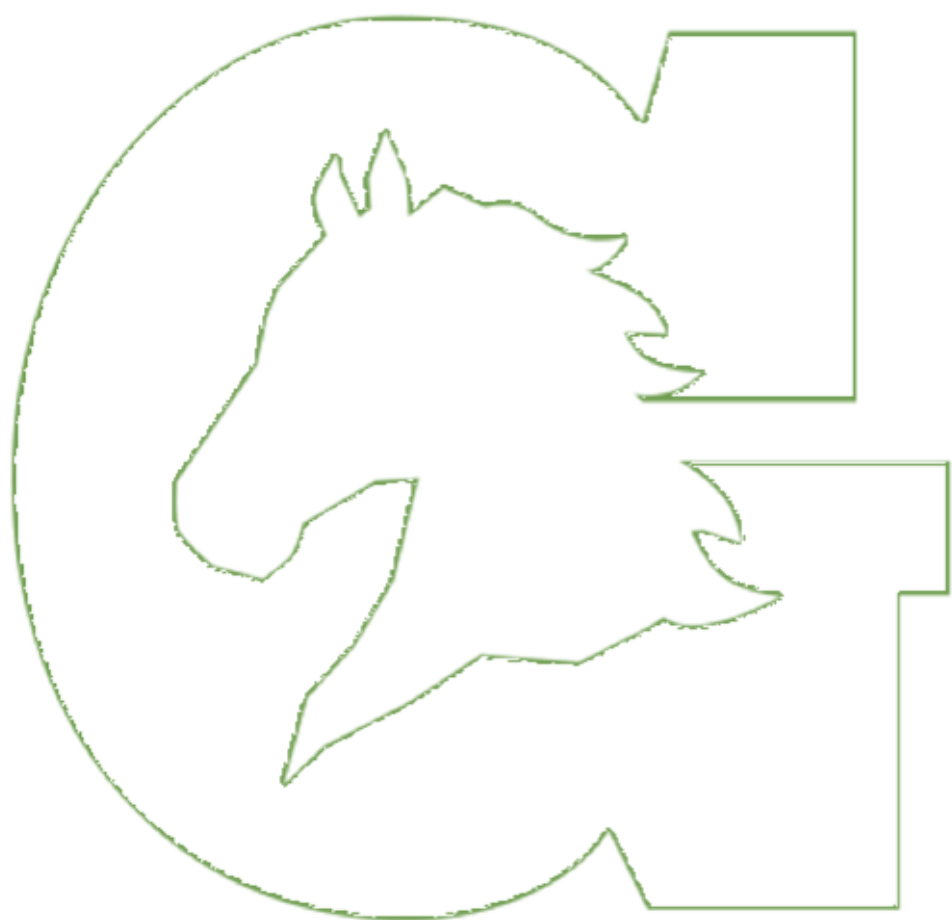
## Overview

Including in this budget are architect and engineering fees, payments to the City of Germantown for the district portion of bond debt for Riverdale and the new district office, and all operating dollars to address capital improvement projects large and small throughout the district.

## REGULAR CAPITAL OUTLAY

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
304	Architects	300,000	440,000	471,886
321	Engineering Services	-	10,000	-
590	Transfer to the City of Germantown	527,706	219,434	219,067
706	Building Construction	3,000,000	4,223,786	1,345,855
707	Building Improvements	500,000	1,445,000	408,494
715	Land	-	-	59,989
724	Site Development	-	40,000	-
799	Other Capital Outlay	1,000,000	1,000,000	893,333
<b>REGULAR CAPITAL OUTLAY TOTAL:</b>		<b>5,327,706</b>	<b>7,378,220</b>	<b>3,398,624</b>

*Includes costs for projects of a long term nature to maintain or improve school facilities, as well as the architect, consultant, and engineering costs associated with larger projects and projects where code enforcement requires professional architecture or engineering plans.*





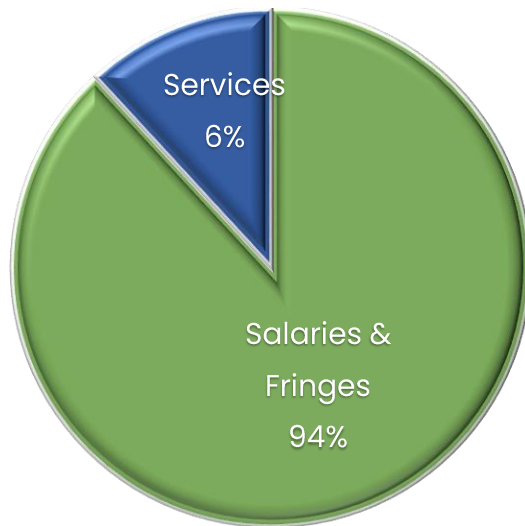
# DEPARTMENT OF HUMAN RESOURCES

**Dan Haddow**

Assistant Superintendent, Human Resources

## Subcategories

- Office of the Principal
- Human Resources



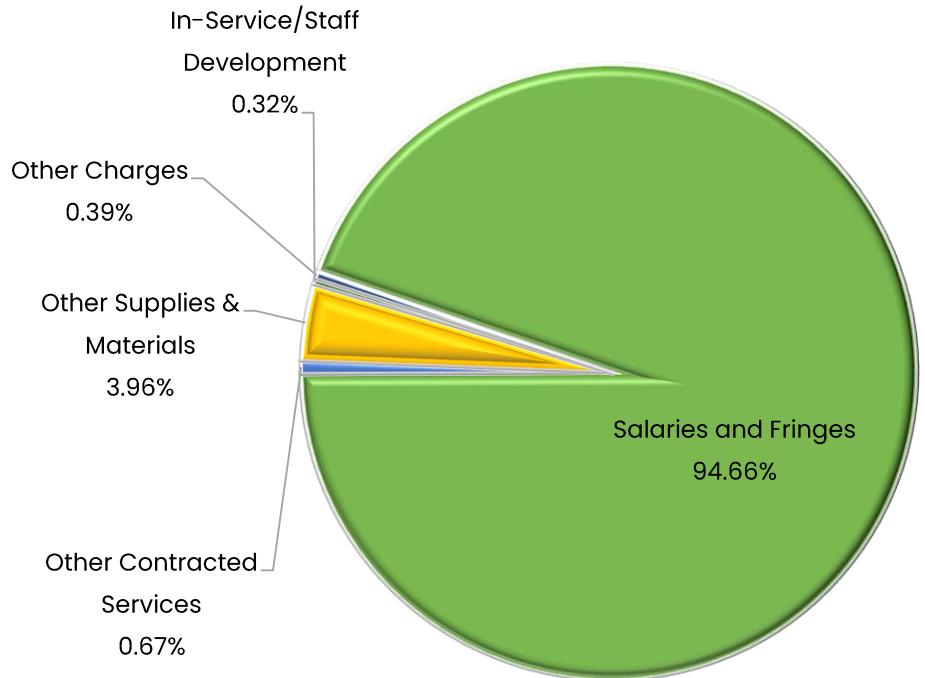
**\$4,209,622**

## Department Overview

The Department of Human Resources recruits, retains, and develops exemplary staff through employee relations programs. The department also works to develop a competitive, comprehensive benefits package and works with staff in selecting benefits that best meet their differentiated needs during the open enrollment process. Germantown Municipal School District ensures that contractual obligations of certificated staff are in compliance with the TN State Department of Education's licensing requirements. In addition, the department provides communication to educate staff about GMSD policies to the betterment of the organization. The district has been named a *Top Work Place* by the Commercial Appeal.

# OFFICE OF THE PRINCIPAL

## Department of Human Resources



**\$3,714,085**

## Overview

Germantown Municipal Schools recognizes that the achievement of the district's strategic plan can only be accomplished through school leadership who shape school-level culture that supports GMUSD's visions and missions.

The majority of this budget encompasses the salaries of principals, assistant principals, and office staff at each school campus.

There are some monies allocated for professional development training sessions and for travel expenses.

## OFFICE OF PRINCIPAL

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
104	Principals & Vice Principals	7.0	765,363	718,914	650,826
117	Career Ladder		11,000	11,000	11,000
139	Assistant Principals	14.0	1,210,914	1,145,671	1,113,464
161	School Secretaries	7.5	247,191	213,833	206,373
162	Clerical Personnel	16.0	475,312	389,393	381,872
189	Other Salaries- Lunch Room Monitors	3	18,481	9,286	7,781
201	Social Security		169,152	154,262	138,649
204	State Retirement		279,937	252,965	214,048
206	Life Insurance		11,125	10,050	5,377
207	Medical Insurance		287,550	234,871	207,386
212	Medicare		39,560	36,048	32,426
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>47.5</b>	<b>3,515,585</b>	<b>3,176,293</b>	<b>2,969,202</b>

*Includes salaries and benefits for school principals, school administration, school clerical and school lunchroom monitors.*

355	Travel – Local Mileage		-	-	-
399	Other Contracted Services		25,000	25,000	24,000
499	Other Supplies & Materials		147,000	147,000	147,000
524	In-Service/Staff Development		12,000	17,350	2,954
599	Other Charges		14,500	13,250	13,000
<b>Subtotal – Services:</b>			<b>198,500</b>	<b>202,600</b>	<b>186,954</b>

**OFFICE OF PRINCIPAL TOTAL:** **3,714,085** **3,378,893** **3,156,156**

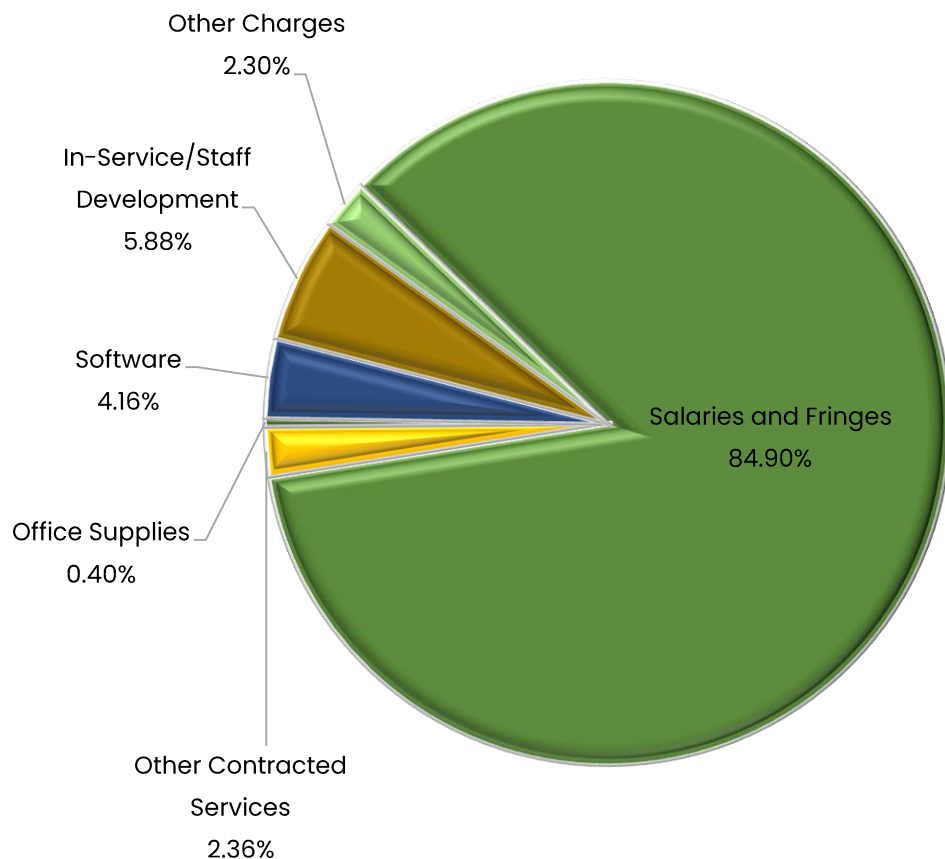
*Includes costs associated with operation of schools including BEP funds allocated to individual school operations.*





# HUMAN RESOURCES

## Department of Human Resources



## Overview

The Department of Human Resources Budget includes the salaries of an Executive Director, a Human Resources Supervisor, and Human Resources and Benefits Specialists. This department recruits, retains, and develops exemplary staff through employee relations programs. Human Resources also works to develop a competitive, comprehensive benefits package and works with staff in selecting benefits that best meet their differentiated needs during the open enrollment process.

## HUMAN RESOURCES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Directors/Supervisors	2	196,248	95,217	91,805
161	Human Resources Specialist	1	66,273	-	-
162	Benefits Specialist	1	64,974	55,000	41,995
189	Other Salaries & Wages		-	-	85,577
201	Social Security		20,305	9,313	12,587
204	State Retirement		33,028	15,059	20,101
206	Life Insurance		1,000	500	511
207	Medical Insurance		28,000	14,000	19,769
212	Medicare		4,749	2,178	2,944
299	Other Fringe Benefits		6,120	6,075	446
<b>Subtotal - Salaries &amp; Fringes:</b>		<b>4</b>	<b>420,697</b>	<b>197,342</b>	<b>275,735</b>

*Includes salaries and benefits for Human Resources. Other fringe benefits include costs for employee assistant program, physicals, drug testing, and other pre-employment costs.*

355	Travel - Local Mileage		-	1,500	157
399	Other Contracted Services		11,700	16,150	15,704
435	Office Supplies		2,000	-	-
471	Software		20,600	21,000	-
499	Other Supplies & Materials		-	3,600	3,600
524	In-Service/Staff Development		29,140	29,140	15,810
599	Other Charges		11,400	-	-
<b>Subtotal - Services:</b>			<b>74,840</b>	<b>71,390</b>	<b>35,271</b>
<b>HUMAN RESOURCES TOTAL:</b>			<b>495,537</b>	<b>268,732</b>	<b>311,006</b>

*Includes costs associated with Human Resource department.*



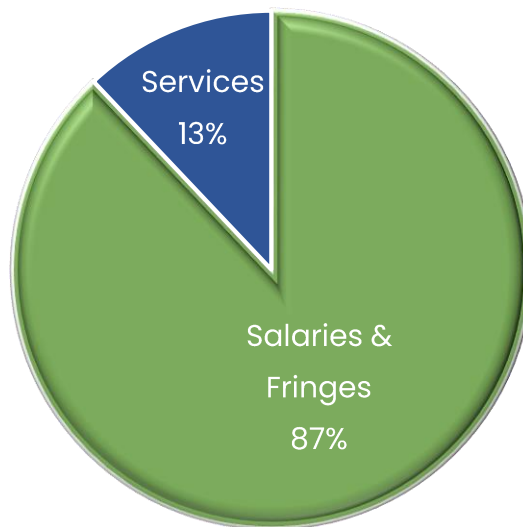
# DEPARTMENT OF FINANCE

**Kevin Jones**

Chief Financial Officer

## Subcategories

- Fiscal Services
- Cafeteria (Transfers)



**\$731,126**

## Department Overview

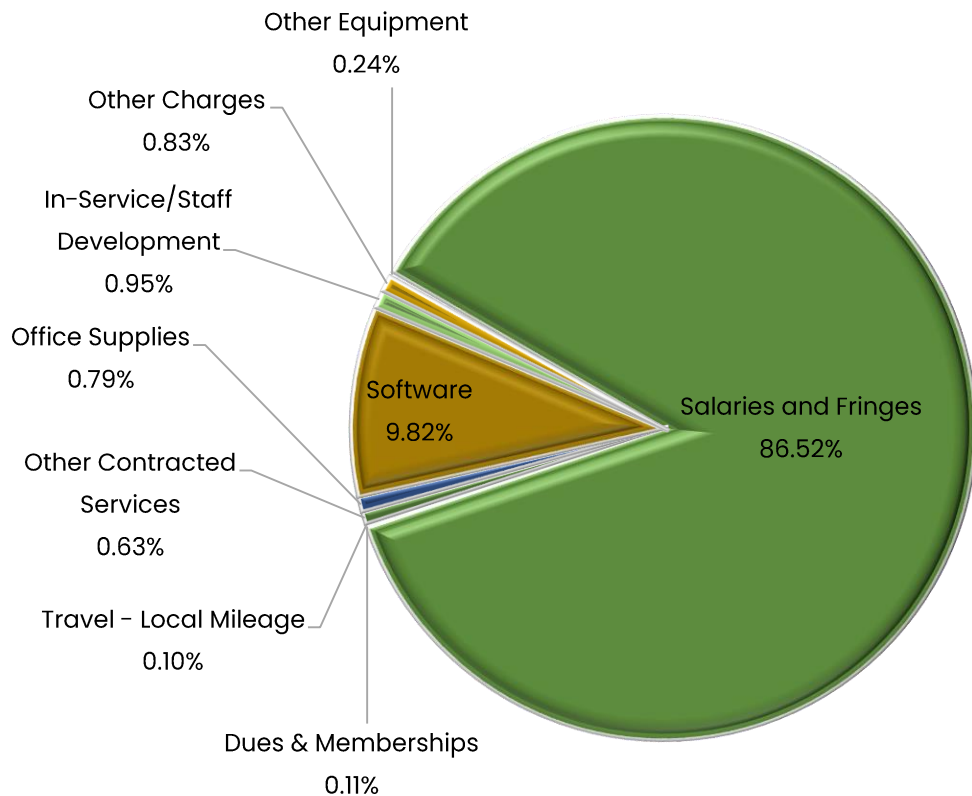
The Germantown Municipal School District Finance Department is responsible for management of the District's fiscal affairs, which include budgeting, financial reporting, fixed asset control, payroll, school finance oversight, accounts receivable and accounts payable.

Each year the financial records of the school-based activity funds are audited by an independent audit firm approved by the Board of Education. The District's financial records are audited by an independent audit firm approved by the City of Germantown.



# FISCAL SERVICES

## Department of Finance



**\$631,126**

## Overview

The Finance Department is responsible for processing payroll, paying vendors, preparing financial reports for the Board and for the TN Department of Education, developing budgets, processing grant and federal program reimbursements and cash receipts, accounting for fixed assets and construction projects, assisting staff with procuring goods and services, assisting school financial secretaries with financial reporting processes and compliance, providing staff technical assistance with Skyward systems development, and working with Aramark who administers the school nutrition program. The Finance Department processes annually approximately 15,000 vendor payments and payroll direct deposits.

## FISCAL SERVICES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Directors/Specialists	1	118,431	115,527	109,839
119	Accounting Specialists	3	197,521	183,379	134,460
122	Purchasing Personnel	0.75	49,705	58,344	56,350
161	Assistant	1	56,100	-	-
201	Social Security		26,149	22,150	16,104
204	State Retirement		39,097	33,117	26,032
206	Life Insurance		1,438	1,250	672
207	Medical Insurance		51,520	44,800	35,309
212	Medicare		6,115	5,180	3,766
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>5.75</b>	<b>546,076</b>	<b>463,747</b>	<b>382,532</b>

*Includes salaries and benefits for CFO, School Accounting, Purchasing, Accounts Payable and Payroll personnel.*

320	Dues & Memberships		700	706	219
355	Travel – Local Mileage		600	500	532
399	Other Contracted Services		4,000	5,000	2,336
435	Office Supplies		5,000	4,000	3,338
471	Software		62,000	56,500	85,211
524	In-Service/Staff Development		6,000	5,600	8,872
599	Other Charges		5,250	5,250	17,400
790	Other Equipment		1,500	1,500	2,428
<b>Subtotal – Services:</b>			<b>85,050</b>	<b>79,056</b>	<b>120,336</b>

### FISCAL SERVICES TOTAL:

**631,126      542,803      502,868**

*Includes costs for the new business software implemented.*

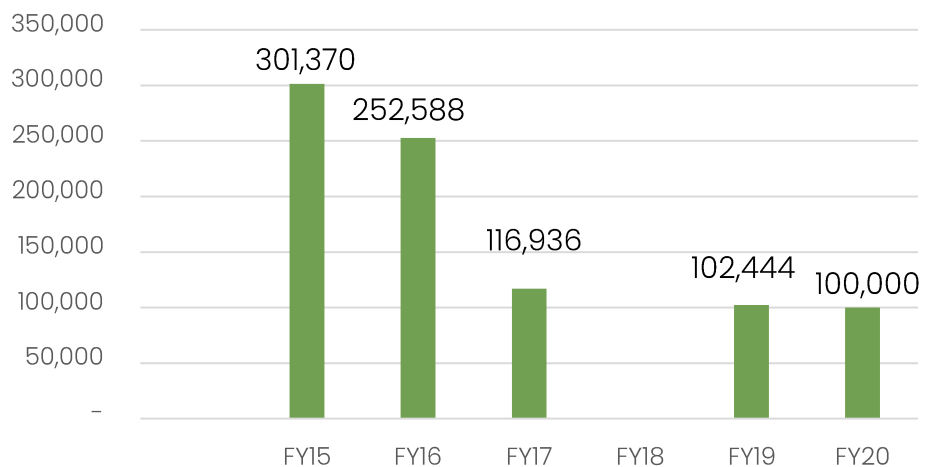


# CAFETERIA (TRANSFERS)

## Department of Finance

In October of 2015, Germantown Municipal School District outsourced its cafeteria operations. The transition has resulted in the cafeteria operations steadily moving towards a financially self-sustaining program.

Decrease in Cafeteria Transfers



**\$100,000**

## Overview

This budget category, labeled as 'Transfers Out', accounts for the total transfers from the district to the cafeteria fund.

**From FY 15 to FY18, Aramark has reduced these amounts by \$301,370, with a net income to cover district costs.**

## TRANSFERS OUT

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
590	Transfers to Other Funds	100,000	102,444	-
<b>TRANSFERS OUT TOTAL:</b>		<b>100,000</b>	<b>102,444</b>	<b>-</b>

*Includes transfers made to the Cafeteria Fund to compensate for any shortfall.*



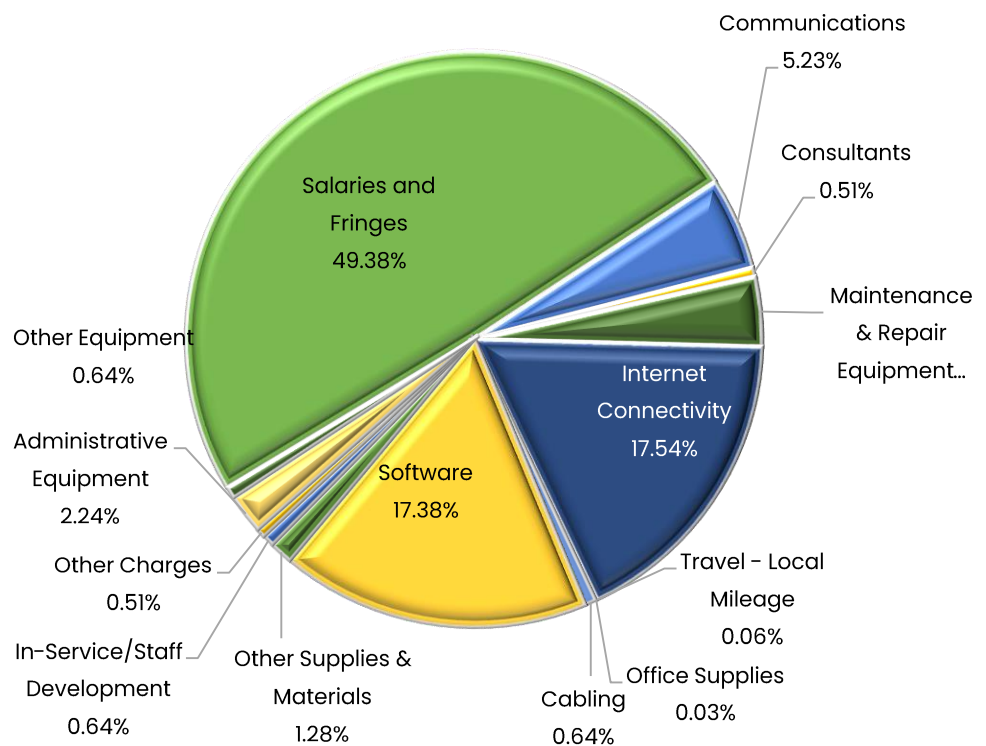
# DEPARTMENT OF TECHNOLOGY

**John Pierce**

Director of Information Technology

## Subcategory

- Technology



**\$1,561,336**

## Department Overview

The Germantown Municipal School District is committed to providing students with a 21st Century Classroom environment to better prepare them for their future careers in a technology rich society. The Technology Department provides and supports communication tools that connect students and teachers in digital platforms and also give parents up to date information on classroom assignments, grades, attendance, etc. These tools include the district's student information system (Skyward), the district's notification system (Skylert), the learning management system (Schoology) and the district website. In addition to communication tools, our department provides and supports devices that enhance digital learning, improves computer skills, and helps make instruction seamless from school to home.

## TECHNOLOGY

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Directors/Specialists	1	105,582	205,945	198,524
120	Computer Programmers	6	357,666	307,770	301,749
162	Clerical Personnel	1	40,061	55,000	46,767
189	Other Salaries & Wages	1	75,000	220,304	154,026
201	Social Security		35,855	48,920	39,263
204	State Retirement		53,609	73,225	63,054
206	Life Insurance		2,250	2,750	1,562
207	Medical Insurance		92,628	96,799	83,186
212	Medicare		8,385	11,442	9,182
<b>Subtotal – Salaries &amp; Fringes</b>		<b>9.0</b>	<b>771,036</b>	<b>1,022,155</b>	<b>897,313</b>

*Includes salaries and benefits for administrative and instructional support technology positions.*

307	Communications		81,600	74,400	66,174
308	Consultants		8,000	13,000	3,000
336	Maintenance & Repair Equipment		61,000	43,613	196,975
350	Internet Connectivity		273,900	213,800	162,768
355	Travel – Local Mileage		1,000	1,200	627
435	Office Supplies		500	500	469
470	Cabling		10,000	105,600	35,000
435	Software		271,400	268,900	232,555
499	Other Supplies & Materials		20,000	34,500	41,647
524	In-Service/Staff Development		10,000	17,252	15,806
599	Other Charges		7,900	7,900	47,510
612	Loan Principal Payment		-	292,876	-
613	Loan Interest Payment		-	2,929	5,829
701	Administrative Equipment		35,000	80,800	82,378
790	Other Equipment		10,000	43,400	84,427
<b>Subtotal – Services:</b>			<b>790,300</b>	<b>1,200,670</b>	<b>975,165</b>
<b>TECHNOLOGY TOTAL:</b>			<b>1,561,336</b>	<b>2,222,825</b>	<b>1,872,478</b>

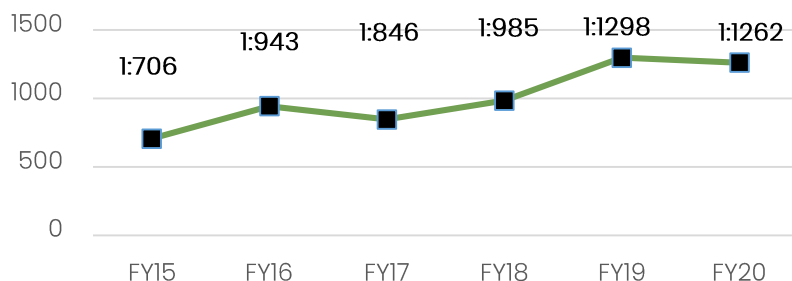
*Includes costs for all telephone and internet charges, computers, software, and equipment.*



# BLENDLED LEARNING PROGRAM

	Devices	Personnel
FY15	2,119	3
FY16	2,829	3
FY17	4,229	5
FY18	5,910	6
FY19	7,790	6
FY20	8,838	7

Technology Staff to Device Ratio



## Program Overview

Goal Four of GMSD's Strategic Plan is to establish 21<sup>st</sup> Century classrooms and schools. The Germantown Municipal School District strives to develop students, who are responsible in their use of technology, can use technology advantageously as a communication and presentation device, and can stay current with creative opportunities. In accordance with this, schools will transition to blended classrooms and the use of 1:1 devices for all students grades 6-12 (3,300 devices). This also includes adding devices to the elementary schools each year and providing laptops to staff. Blended Learning is an aggressive initiative that has required a substantial financial investment. It has also required a substantial infrastructure investment around capacity and cybersecurity.

The district continues to place a large emphasis on cybersecurity and students' digital safety by incorporating an active student email monitoring system which scans files in students' web-based OneDrive storage. This system scans for inappropriate material, instances of cyberbullying, and incorporates an instant alert reporting system that students can use to share their own concerns about school safety (including bullying, planned fights, students in crisis, threats of violence, weapons brought to school, etc.). Trained professionals monitor this system 24/7/365 and alert district-appointed personnel.



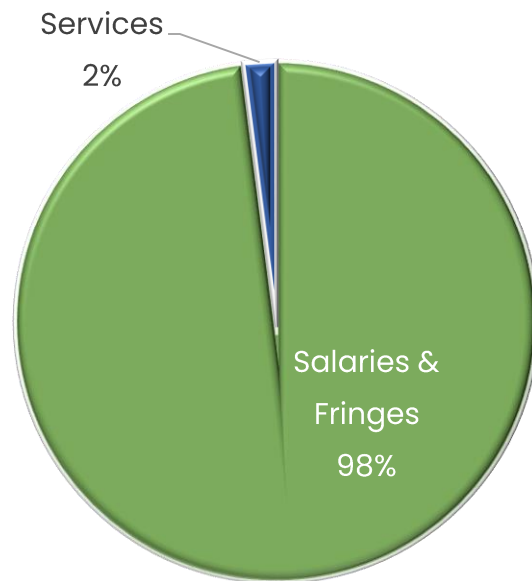
# DEPARTMENT OF EXCEPTIONAL STUDENT EDUCATION

**Sarah Huffman**

Executive Director of Exceptional Student Education

## Subcategories

- Special Education Instruction
- Support: Spec. Education



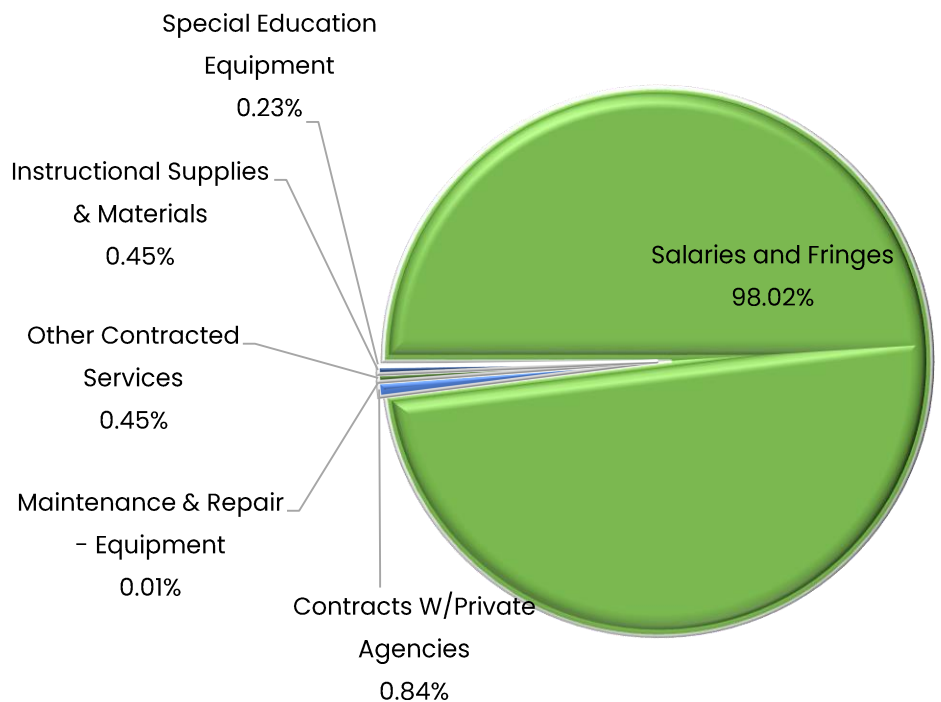
**\$5,995,905**

## Department Overview

The Exceptional Student Education department facilitates educational opportunities based on best practices through collaborating with all stakeholders to develop a plan, monitoring progress of the plan and celebrating the steps each student makes in reaching his/her fullest potential.

# SPECIAL EDUCATION INSTRUCTION

## Department of Exceptional Student Education



**\$4,405,799**

## Overview

This function holds all SPED teachers, assistants, speech language pathologists, and contracting services for vision, speech and Board Certified Behavior Analysts. This past year ESE purchased new curriculum for Math for our students with the most significant needs. Special education equipment purchases ranged from standers to assistive technology devices.

## SPECIAL EDUCATION PROGRAM

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
116	Teachers	36	2,075,459	1,746,349	1,636,712
117	Career Ladder Program		10,000	10,000	3,500
127	Extended Contracts		-	-	724
128	Homebound Teachers	1	61,921	61,303	60,957
163	Educational Assistants	30	697,610	632,296	561,305
171	Therapists (Speech)	8	439,229	375,474	314,669
188	Instructional Responsibility- Bonus		40,000	40,000	62,134
201	Social Security		206,102	177,656	151,872
204	State Retirement		343,877	292,199	237,449
206	Life Insurance		13,125	11,550	5,987
207	Medical Insurance		375,000	330,000	291,035
212	Medicare		56,176	48,362	35,518
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>75</b>	<b>4,318,499</b>	<b>3,725,189</b>	<b>3,361,862</b>

*Includes salaries and benefits for teachers, speech therapists, and classroom assistants used in Special Education classes. Includes homebound teachers who go to individual students' homes if they are unable to attend school because of illness or hospitalization.*

312	Contracts w/ Private Agencies		37,000	37,000	49,908
336	Maintenance & Repair – Equipment		300	-	-
399	Other Contracted Services		20,000	18,900	22,092
429	Instructional Supplies & Materials		20,000	27,000	30,009
725	Special Education Equipment		10,000	14,000	16,981
<b>Subtotal – Services:</b>			<b>87,300</b>	<b>96,900</b>	<b>118,990</b>

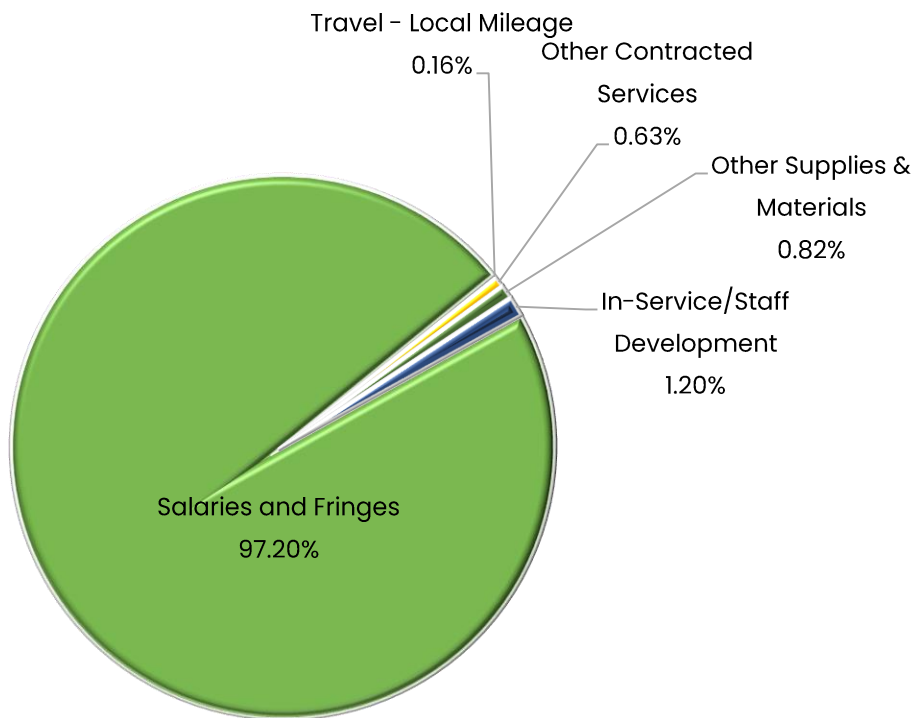
**SPECIAL EDUCATION TOTAL:** **4,405,799** **3,822,089** **3,480,852**

*Includes contracts for services provided by private agencies for services (such as hearing impaired and visually impaired) that cannot be provided in a cost efficient manner by the District and the cost of instructional materials and supplies and equipment used to provide Special Education services.*



# SPECIAL EDUCATION SUPPORT

## Department of Exceptional Student Education



**\$1,590,106**

## Overview

This budget includes positions that are not common in many systems across the state: clericals assigned specifically to SPED only. These clericals work to schedule meetings, keep paperwork in compliance and assist in parent communication. Occupational and physical therapists and testing, evaluation materials are also included.

## SUPPORT: SPECIAL EDUCATION

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Supervisors/Coordinators	2.61	251,963	256,969	157,887
117	Career Ladder Program		1,000	1,000	1,000
124	Psychological Personnel	3	230,384	227,580	155,397
161	Assistant	1	57,222	56,100	49,614
162	Clerical Personnel	6	201,260	168,476	160,905
189	Other Salaries (OT/PT Therapists)	8	468,268	391,661	318,101
201	Social Security		75,026	68,310	48,430
204	State Retirement		115,510	105,101	71,861
206	Life Insurance		5,328	4,375	2,056
207	Medical Insurance		121,599	99,120	67,160
212	Medicare		17,546	13,140	11,553
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>20.61</b>	<b>1,545,106</b>	<b>1,391,832</b>	<b>1,043,964</b>

*Includes salaries and benefits for directors, supervisors, psychologists, occupational and physical therapists, Central Office clerical personnel as well as clerical personnel located at every elementary, middle, and high school.*

308	Consultants		–	–	–
355	Travel – Local Mileage		2,500	3,500	2,387
399	Other Contracted Services		10,000	25,247	17,201
471	Software		–	–	–
499	Other Supplies & Materials		13,000	5,500	14,978
524	In-Service/Staff Development		19,000	12,000	8,714
599	Other Charges		500	500	–
<b>Subtotal – Services:</b>			<b>45,000</b>	<b>46,747</b>	<b>43,280</b>

### SUPPORT: SPECIAL EDUCATION TOTAL:

**1,590,106      1,438,579      1,087,244**

*Includes support for Special Education Department for consultation, travel – local mileage for special education personnel using personal vehicles in the performance of their job, in-service and staff development. Includes specialized supplies, materials, and evaluations used with special populations.*



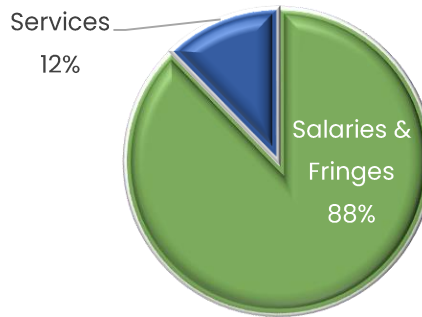
# DEPARTMENT OF ACADEMIC EDUCATION

**Dr. Meredith Park**

Executive Director of Academic Education

## Subcategories

- Regular Instruction
- Technical Education
- Alternative Education
- Support: Reg. Instruction
- Support: Tech. Education
- Support: Alt. Education



**\$32,537,421**

## Department Overview

The work of the Academic Education Department is directed by the district's mission: "To prepare, inspire, and empower students to become life-long learners and socially responsible citizens."

The Academic Education team provides district leadership that supports the development, implementation, and evaluation of rigorous, relevant academic programs.

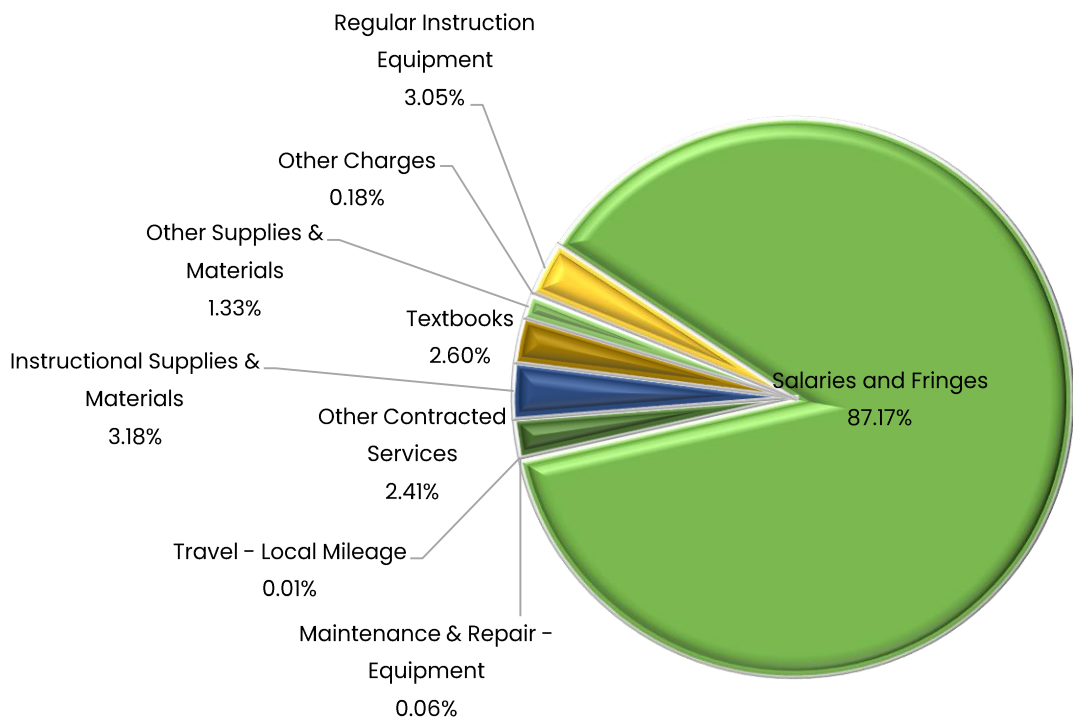
Our goal is to provide a guaranteed, viable curriculum which meets the diverse needs of all students while preparing them for postsecondary success. The department analyzes and reports the accountability results of our schools' TNReady assessments, directs curriculum alignment and pacing, and supports schools with data interpretation.

The team also provides professional development opportunities throughout the year for teachers and administrators that include examining existing curriculum, lesson design, content alignment, research-based instructional methods, and school improvement strategies.

# REGULAR INSTRUCTION PROGRAM

Department of Academic Education

**\$28,951,814**



## Overview

The Regular Education Program includes activities that provide students in grades K through 12 with learning experiences to prepare them to maximize student potential through academics, fine arts, athletics, and service learning opportunities. Within this budget, salaries, textbooks, equipment, instructional supplies and materials, TV and media equipment, and other costs are used to ensure academic programming that differentiates to meet the various learning styles of our students. GMSD is recognized as a TN Advancing District where the focus is on the instructional needs of all students. GMSD teachers are highly effective and successfully implement curriculum such as Wit and Wisdom, Expeditionary Learning, Eureka Math, Saxon Phonics, and Project Lead the Way. The district offers strings instruction from elementary to high school and have a state-of-the-art television studio. Students are able to take advantage of a technology-rich environment, which includes the blended learning initiative for all students in grades 6-12 in 2019-2020.

## REGULAR INSTRUCTION PROGRAM

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
116	Teachers	322.25	18,922,091	18,272,230	17,556,773
117	Career Ladder		69,000	78,000	78,000
127	Extended Contracts		25,000	25,000	2,875
140	Coaching and Other Supplements		169,700	166,700	-
163	Educational Assistants	27	525,813	484,812	444,022
188	Instructional Responsibility		55,800	55,800	42,250
201	Social Security		1,225,579	1,183,118	1,059,890
204	State Retirement		2,094,124	1,990,265	1,657,949
206	Life Insurance		61,119	58,844	41,505
207	Medical Insurance		1,810,954	1,681,250	1,681,994
212	Medicare		286,627	276,697	246,991
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>349.25</b>	<b>25,245,807</b>	<b>24,272,716</b>	<b>22,812,249</b>

*Includes personnel and benefits for teachers and classroom assistants. Career Ladder is a state-funded initiative for veteran teachers and administrators.*

336	Maintenance & Repair – Equipment		16,000	16,000	8,053
355	Travel – Local Mileage		3,000	3,000	262
399	Other Contracted Services		697,430	640,000	617,655
429	Instructional Supplies & Materials		921,873	931,700	574,142
449	Textbooks		750,000	603,247	269,811
499	Other Supplies & Materials		384,000	165,000	195,501
524	Inservice/Staff Development		-	-	3,262
599	Other Charges		53,134	114,411	40,596
722	Regular Instruction Equipment		880,570	1,396,233	1,990,632
<b>Subtotal – Services:</b>			<b>3,706,007</b>	<b>3,869,591</b>	<b>3,699,914</b>

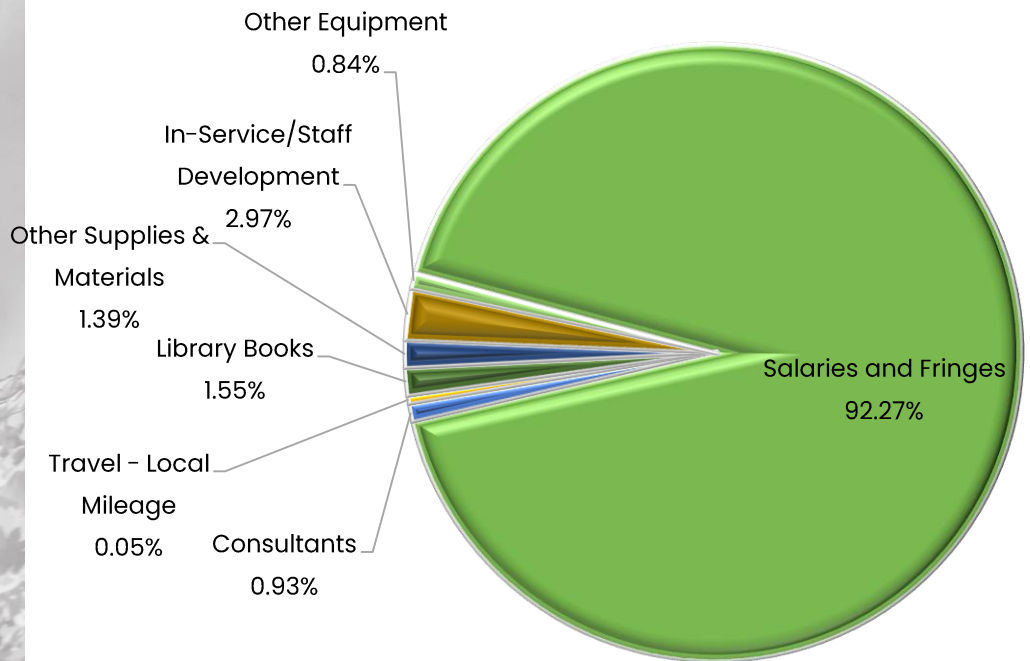
**REGULAR INSTRUCTION TOTAL: 28,951,814 28,142,307 26,512,163**

*Includes costs for textbooks, materials and supplies and instructional equipment provided to the schools.*



# REGULAR INSTRUCTION SUPPORT

Department of Academic  
Education



**\$2,178,905**

## Overview

Regular Education Instructional Support includes activities primarily for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students. These activities include curriculum development, techniques of instruction, in-service/professional learning, etc. Within this budget, personnel includes instructional supervisors, a Director of Academic Education, Librarians, Audiovisual Personnel, Education Media Personnel, Instructional Computer Personnel, Clerical Personnel, Educational Assistants, and in-service training.

## SUPPORT: REGULAR INSTRUCTION

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Directors/Supervisors	7.04	671,659	540,823	427,515
117	Career Ladder Program		3,000	3,000	3,000
129	Librarians	7	418,633	350,603	316,687
136	Audiovisual Personnel	1	70,358	70,331	67,876
137	Education Media Personnel	1	69,838	69,811	67,376
138	Instructional Computer Personnel	4	234,864	175,282	183,186
161	Secretary	1	57,222	56,100	46,314
163	Ed/Library Assistant	3	55,234	36,289	34,768
188	Instructional Responsibility		1,500	1,500	-
189	Other Salaries & Wages		-	58,347	23,045
201	Social Security		98,103	84,450	68,923
204	State Retirement		155,855	132,599	105,247
206	Life Insurance		6,010	5,363	2,703
207	Medical Insurance		120,015	116,206	91,051
212	Medicare		22,943	19,750	16,119
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>24.04</b>	<b>1,985,234</b>	<b>1,720,454</b>	<b>1,453,810</b>

*Includes salaries and benefits for the Director and Supervisors as well as clerical staff at the Central Office and individual school librarians and library assistants.*

308	Consultants		20,000	10,000	-
355	Travel – Local Mileage		1,000	1,000	-
432	Library Books		33,370	81,000	31,000
499	Other Supplies & Materials		30,000	10,000	2,583
524	In-Service/Staff Development		64,000	47,871	27,437
599	Other Charges		27,301	-	-
790	Other Equipment		18,000	113,735	24,935
<b>Subtotal – Services:</b>			<b>193,671</b>	<b>263,606</b>	<b>85,955</b>

### SUPPORT: REGULAR INSTRUCTION TOTAL:

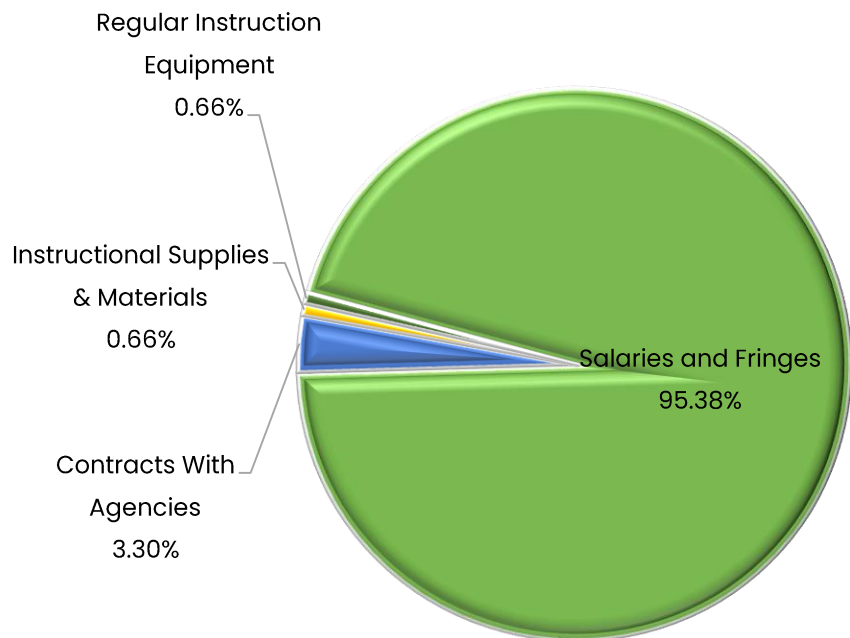
**2,178,905      1,984,060      1,539,765**

*Includes costs for library books used in schools for replacement and additional books to address enrollment growth and meet educational standards. Includes costs for mileage for Central Office personnel using personal vehicles in the performance of their job and travel to conferences.*



# ALTERNATIVE SCHOOLS PROGRAM

Department of Academic  
Education



**\$303,027**

## Overview

Alternative Schools Program is an instruction program designated for students who consistently exhibit behavior that is disruptive to the learning process. This program may also serve at-risk youth or students who have a medical need for an alternative learning environment. Included in this budget are the activities of aides or classroom assistants, teachers, or social workers. The major expenditures for GMSD include teachers, a social worker, homebound instruction, contracts with local agencies for healthcare, and supplies and materials.

## ALTERNATIVE EDUCATION PROGRAM

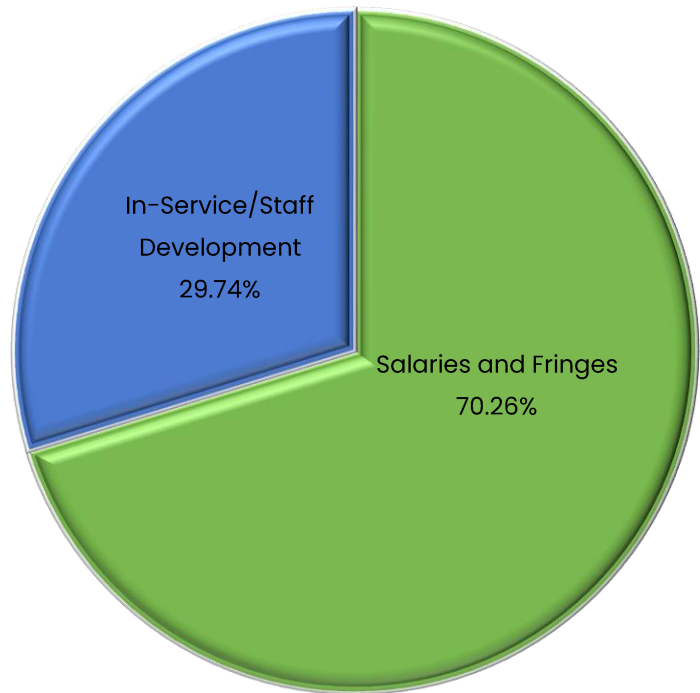
<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
116	Teachers	2	115,652	118,190	115,394
117	Career Ladder		1,000	1,000	1,000
128	Homebound Teachers	-	25,000	25,000	8,785
130	Social Worker	1	60,620	60,597	58,516
163	Educational Assistants	1	22,497	22,941	12,262
201	Social Security		13,936	14,119	11,721
204	State Retirement		22,763	22,826	17,931
206	Life Insurance		700	700	435
207	Medical Insurance		23,600	23,600	13,412
212	Medicare		3,259	3,302	2,741
<b>Subtotal - Salaries &amp; Fringes:</b>		<b>4</b>	<b>289,027</b>	<b>292,275</b>	<b>242,197</b>
312	Contracts With Agencies		10,000	10,000	4,214
429	Instructional Supplies & Materials		2,000	2,000	-
722	Regular Instruction Equipment		2,000	2,000	1,182
<b>Subtotal - Services:</b>			<b>14,000</b>	<b>14,000</b>	<b>5,396</b>
<b>ALTERNATIVE EDUCATION TOTAL:</b>			<b>303,027</b>	<b>306,275</b>	<b>247,593</b>

*Includes salaries and fringe benefits for teachers and contracts with outside providers for alternative school academic and counseling programs.*



# ALTERNATIVE SCHOOL SUPPORT

Department of Academic  
Education



**\$8,405**

## Overview

Alternative School Instructional Support includes activities for primarily assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students in the alternative learning environment.

## SUPPORT: ALTERNATIVE EDUCATION PROGRAM

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
189	Other Salaries		5,000	5,000	-
201	Social Security		310	310	-
204	State Retirement		464	464	-
206	Life Insurance		58	58	-
212	Medicare		73	73	-
<b>Subtotal – Salaries &amp; Fringes:</b>			<b>5,905</b>	<b>5,905</b>	<b>-</b>

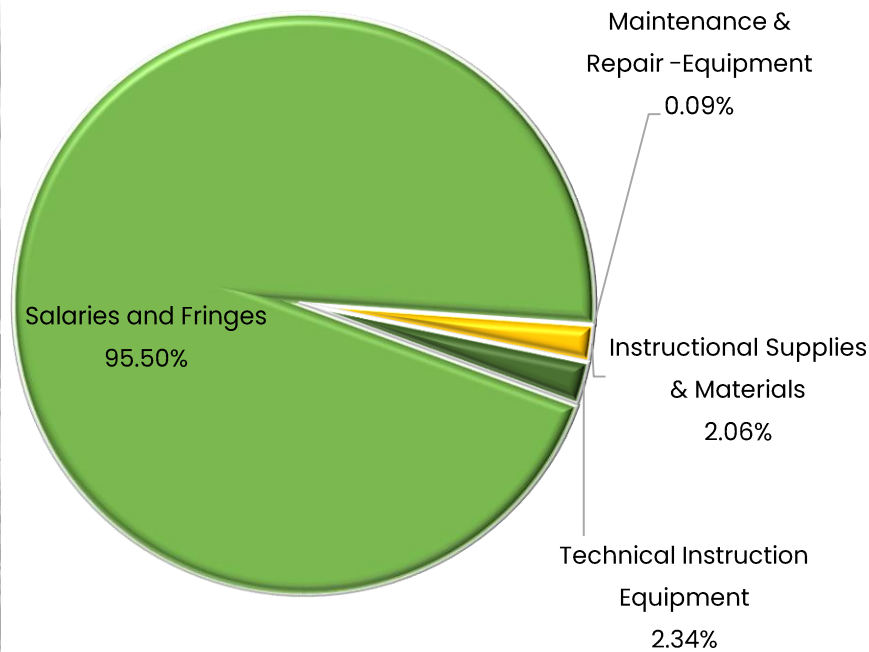
*Includes salaries and benefits for the personnel of the support alternative education program.*

524	In-Service/Staff Development		2,500	2,500	1,301
<b>Subtotal – Services:</b>			<b>2,500</b>	<b>2,500</b>	<b>1,301</b>
<b>SUPPORT: ALTERNATIVE EDUCATION TOTAL:</b>			<b>8,405</b>	<b>8,405</b>	<b>1,301</b>

*Includes costs to support alternative education program.*

# VOCATIONAL EDUCATION INSTRUCTION

Department of Academic  
Education



**\$1,066,384**

## Overview

The Vocational Education Instructional Program includes instructional activities that provide students with the opportunity to develop knowledge, skills, and attitudes needed for employment in an occupational area. Activities include training both in the classroom and in a supervised work environment. Our Career and Technical Education (CTE) offers programs that align with our area high-demand occupations and provide Early Postsecondary Opportunities for our students who are on the college or career pathway.

## CAREER AND TECHNICAL EDUCATION PROGRAM

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
116	Teachers	14.75	758,049	741,632	639,888
117	Career Ladder Program		1,000	1,000	-
201	Social Security		47,061	46,043	35,817
204	State Retirement		80,687	77,679	58,476
206	Life Insurance		2,581	2,406	1,477
207	Medical Insurance		118,000	110,000	85,160
212	Medicare		11,006	10,768	8,377
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>14.75</b>	<b>1,018,384</b>	<b>989,528</b>	<b>829,195</b>

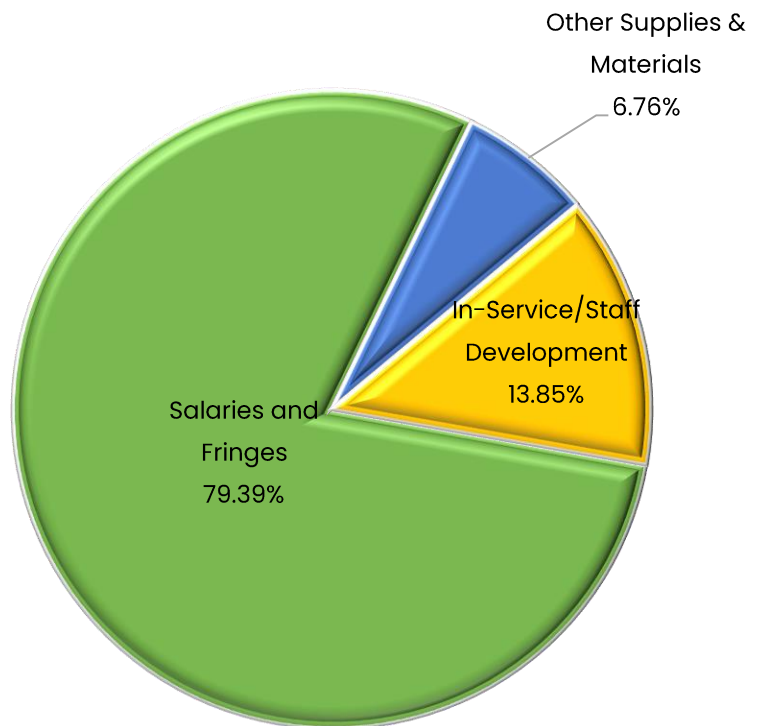
*Includes salaries and benefits for teachers in the Career and Technical Education programs provided at Houston High School.*

336	Maintenance & Repair -Equipment		1,000	3,000	-
429	Instructional Supplies & Materials		22,000	20,000	11,750
730	Technical Instruction Equipment		25,000	25,000	121,812
<b>Subtotal – Services:</b>			<b>48,000</b>	<b>48,000</b>	<b>133,562</b>
<b>TECHNICAL EDUCATION TOTAL:</b>			<b>1,066,384</b>	<b>1,037,528</b>	<b>962,757</b>

*Includes textbooks, materials and supplies, and equipment in Career and Technical Education programs at Houston High School.*

# VOCATIONAL EDUCATION SUPPORT

Department of Academic  
Education



**\$28,886**

## Overview

Vocational Education Instructional Staff Support includes activities primarily for assisting CTE instructional staff in planning, developing, and evaluating the process of providing learning experiences that give students the opportunity to develop the knowledge, skills and attitudes, and possibly industry certification needed for employment in an occupational area.

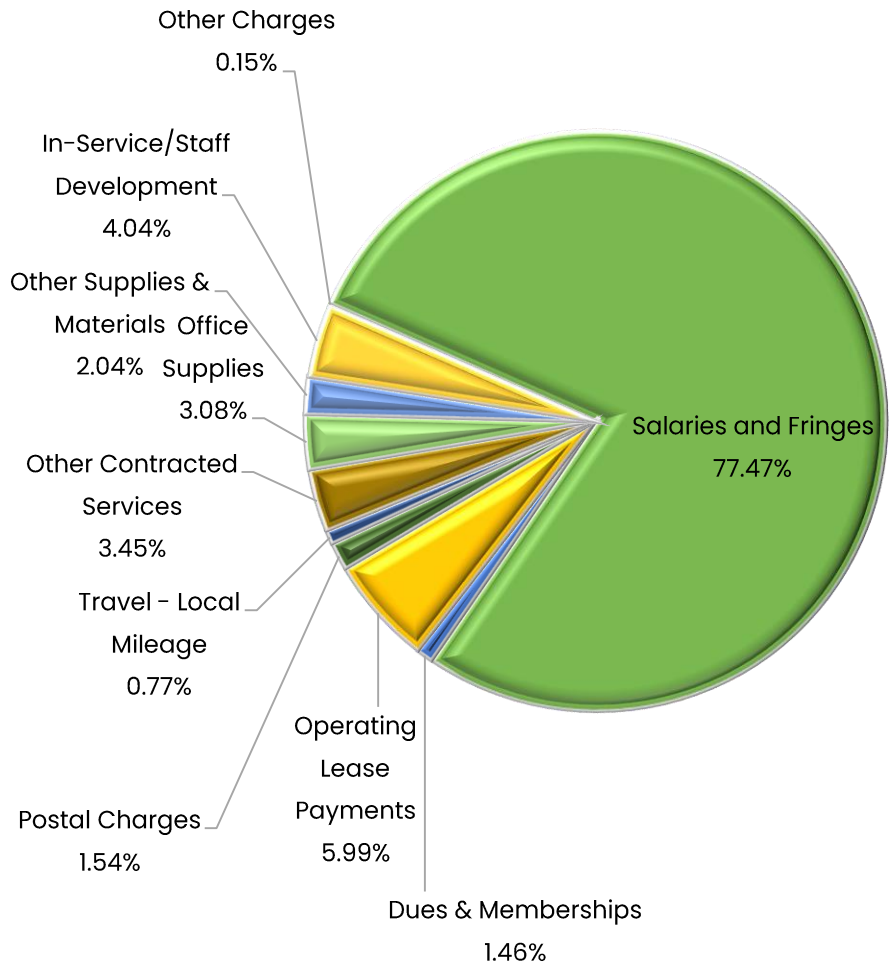
## SUPPORT: CAREER AND TECHNICAL EDUCATION

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 Pers</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
105	Director/Supervisor	0.20	17,952	17,765	-
201	Social Security		1,113	1,101	-
204	State Retirement		1,908	1,858	-
206	Life Insurance		50	50	-
207	Medical Insurance		1,650	1,180	-
212	Medicare		260	258	-
<b>Subtotal – Salaries &amp; Fringes:</b>		<b>0.20</b>	<b>22,933</b>	<b>22,212</b>	<b>-</b>
308	Consultants		-	-	25,548
499	Other Supplies & Materials		1,953	1,337	-
524	In-Service/Staff Development		4,000	2,000	-
<b>Subtotal – Services:</b>			<b>5,953</b>	<b>3,337</b>	<b>25,548</b>
<b>SUPPORT: TECHNICAL EDUCATION TOTAL:</b>			<b>28,886</b>	<b>25,549</b>	<b>25,548</b>

*Includes funds for support staff in the Career and Technical Education Department.*

# SUPERINTENDENT

## Office of the Superintendent



**\$648,979**

## Overview

This budget includes salaries for the Superintendent, academy registrar and whole-child coordinator, communications coordinator, executive secretary, and front desk receptionist. It also includes lease payments for the central office space.

## OFFICE OF SUPERINTENDENT

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
101	Superintendent	1	169,793	173,123	166,714
103	Deputy/Other	0.5	74,500	-	-
117	Career Ladder		1,000	1,000	1,000
161	Secretaries	1.25	53,384	90,658	76,352
189	Other Salaries & Wages	1	103,071	88,740	-
201	Social Security		24,908	22,104	12,326
204	State Retirement		35,336	36,166	22,721
206	Life Insurance		1,500	1,600	617
207	Medical Insurance		26,250	30,000	19,788
212	Medicare		5,825	5,169	3,423
299	Other Fringe Benefits		7,200	7,200	7,200
<b>Subtotal – Salaries &amp; Fringes</b>		<b>3.75</b>	<b>502,767</b>	<b>455,760</b>	<b>310,141</b>

*Includes salaries and benefits for the Superintendent, academy registrar and whole-child coordinator, communications coordinator, executive secretary and a receptionist.*

320	Dues & Memberships		9,500	5,000	3,595
330	Operating Lease Payments		38,862	164,775	155,448
348	Postal Charges		10,000	8,000	8,648
355	Travel – Local Mileage		5,000	5,000	890
399	Other Contracted Services		22,400	18,000	10,800
435	Office Supplies		20,000	15,000	(780)
499	Other Supplies & Materials		13,250	-	-
524	In-Service/Staff Development		26,200	18,000	11,314
599	Other Charges		1,000	500	1,200
<b>Subtotal – Services:</b>			<b>146,212</b>	<b>234,275</b>	<b>191,115</b>

### OFFICE OF SUPERINTENDENT TOTAL:

**648,979**

**690,035**

**501,256**

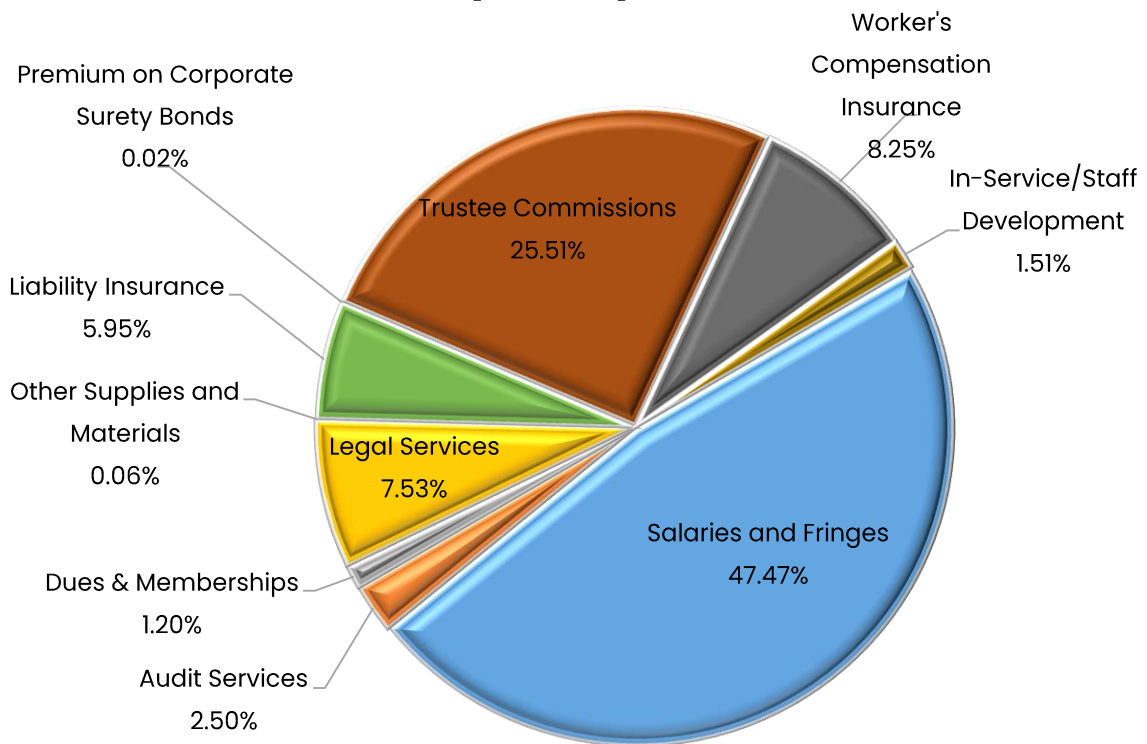
*Includes costs associated with the Office of the Superintendent and leasing costs for the District Office.*





## SCHOOL BOARD

### Board of Education Services \$1,640,390



## Overview

This budget includes salaries for school board members, travel, workers' compensation insurance, liability insurance, legal services, and audit services.

The School Board has made a commitment to fully fund retiree health benefits (OPEB) since FY15. The total investment to the district's OPEB trust account is \$2.4 million. The budgeted contribution for FY19 is \$780,000. This district initiative annually requires a commitment of approximately \$500,000.

## BOARD OF EDUCATION SERVICES

<u>ACCT</u>	<u>Description</u>	<u>FY 2020 PERS</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
189	Other Salaries & Wages	5	21,500	21,500	21,500
201	Social Security		1,333	1,333	1,333
204	State Retirement			-	-
206	Life Insurance - Retirees		35,000	32,259	36,755
207	Health Insurance - Retirees		720,000	693,208	736,377
210	Unemployment Compensation		10,000	4,533	1,411
212	Medicare		312	312	312
<b>Subtotal - Salaries &amp; Fringes:</b>		<b>5</b>	<b>788,145</b>	<b>753,145</b>	<b>797,688</b>

*Includes salaries and benefits for members of the Board of Education. Includes employee benefits related to OPEB contributions.*

305	Audit Services		41,500	38,600	29,500
320	Dues & Memberships		20,000	20,000	14,723
331	Legal Services		125,000	125,000	66,086
355	Travel - Local Mileage		-	-	-
499	Other Supplies and Materials		1,000	1,000	90
505	Judgments		-	150,000	175,000
506	Liability Insurance		98,750	89,307	78,879
508	Premium on Corporate Surety Bonds		300	300	300
510	Trustee Commissions		423,560	411,954	396,979
513	Workers' Compensation Insurance		117,135	136,875	95,730
524	In-Service/Staff Development		25,000	25,000	12,347
599	Other Charges		-	-	-
<b>Subtotal - Services:</b>			<b>852,245</b>	<b>998,036</b>	<b>869,634</b>

### BOARD OF EDUCATION SERVICES TOTAL:

**1,640,390      1,751,181      1,667,322**

*Includes costs related to operation of the Board of Education, including audit services, legal services and Shelby County Trustee commissions on property and sales tax collections.*



