

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUPERINTENDENT'S ESTIMATE OF NEEDS**  
**FY 2025/26**

**School Board**

**Kathleen J. Brown, Chair**

District 10

**Carolyn D. Weems, Vice Chair**

District 9

**Mark D. Bohienstiel**

District 3 – Rose Hall

**Michael R. Callan**

District 6

**David C. Culpepper**

District 8

**Matt W. Cummings**

District 7

**Rose M. Dwyer**

District 1 - Centerville

**Sharon R. Felton**

At-Large

**Dr. Alveta J. Green**

District 4

**Kimberly A. Melnyk**

District 2

**Melinda J. Rogers**

District 5

**Senior Staff**

**Donald Robertson, Jr., Ph.D.**

Superintendent

**Cheryl Woodhouse**

Chief of Staff

**Lisa Banicky, Ph.D.**

Executive Director of Planning, Innovation and Accountability

**Walter Brower Jr., Ed.D.**

Senior Executive Director of High Schools

**Danielle Colucci**

Chief Academic Officer

**Matthew Delaney**

Chief Schools Officer

**David Din**

Chief Information Officer

**Jack Freeman**

Chief Operations Officer

**Melanie Hamblin, Ed.D.**

Senior Executive Director of Elementary Schools

**Ty Harris**

Director of Diversity, Equity and Inclusion

**Nicole Livas**

Chief Communications and Community Engagement Officer

**Crystal Pate**

Chief Financial Officer

**James Smith, Ed.D.**

Senior Executive Director of Middle Schools

**Darnita Troutman, Ed.D.**

Chief Human Resources Officer



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
CHARTING THE COURSE

This page intentionally left blank

# TABLE OF CONTENTS

<b>SUPERINTENDENT’S BUDGET MESSAGE</b> .....	<b>2</b>
<b>OVERVIEW AND DIVISION STRUCTURE</b> .....	<b>6</b>
Overview .....	6
School Board Members .....	6
Senior Staff .....	6
Organizational Chart .....	7
<b>SCHOOL BOARD STRATEGIC FRAMEWORK</b> .....	<b>8</b>
Mission .....	8
Vision .....	8
Core Values .....	8
Goals .....	9
<b>GUIDE TO UNDERSTANDING THE BUDGET</b> .....	<b>10</b>
Budget Development .....	10
Budget Management .....	11
Supplemental Appropriations .....	11
Fund Descriptions .....	12
Factors Impacting Future Budgets .....	14
Staff and Citizens in the Budget Process .....	17
Budget Calendar .....	17
<b>BUDGET AT A GLANCE</b> .....	<b>18</b>
Total Budget Summary .....	18
Governmental Funds .....	19
Revenues by Major Source .....	19
Expenditures by Type .....	19
Net Budget of All Funds .....	19
<b>GENERAL FUND</b> .....	<b>20</b>
School Operating Fund Revenue Sources .....	20
School Operating Fund by Major Category Classification .....	22
School Operating Fund Expenditures by Type .....	23
Budget Balancing and Expenditure Highlights .....	24
General Fund Revenue Budget Comparison .....	25
General Fund Expenditures Budget Comparison .....	26
Expenditures by Major Category Classification and Type .....	27
<b>SPECIAL REVENUE FUNDS</b> .....	<b>28</b>
Categorical Grants .....	28
Other Funds .....	28
Categorical Grants and Other Funds Revenue .....	29
Categorical Grants and Other Funds Expenditures .....	30
<b>PERSONNEL RESOURCE ALLOCATIONS</b> .....	<b>31</b>
Staffing Process and Timeline .....	31
Budgeted Positions for All School Board Funds .....	31
General Fund Budgeted Positions .....	32
Categorical Grants and Other Funds Budgeted Positions .....	33
<b>OPERATING COSTS OF AVERAGE DAILY MEMBERSHIP</b> .....	<b>34</b>
Student Enrollment .....	34
Per-Pupil Expenditure .....	35
<b>APPENDIX</b> .....	<b>36</b>
Compass to 2030: Learning Today, Leading Tomorrow .....	37
Staffing Standards and Guidelines .....	39
Revenue Sharing Policy .....	51
Budget Manager and Signature Authority .....	56



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

February 11, 2025

Chairwoman Brown, Vice Chair Weems and School Board Members,

I am pleased to present the Superintendent's Estimate of Needs (SEON) for the 2025-26 school year, marking an important step in the budget development process. This document reflects months of collaborative discussions and presentations focused on our shared priorities as a school division.

The upcoming school year marks the launch of our new strategic framework, *Compass to 2030*, which emphasizes our commitment to valuing and investing in a high-quality workforce. With this in mind, the SEON outlines a plan to attract and retain talented staff through a competitive compensation package, which is a critical component of our mission to ensure every student is future ready.

This SEON contains federal revenues of \$14.7 million. This represents no increase from last year; state revenues of \$481.8 million, an increase of \$9.7 million; revenue sharing formula revenues of \$493.9 million, an increase of \$20.4 million; and other local revenues of \$4.5 million, no increase from last year — for a total budget of \$994,914,560. The result is an increase of \$30.1 million from last fiscal year.

Our \$994.9 million proposed operating budget supports the diverse needs of running our school system daily. Beyond covering the essentials for students and staff, we are committed to providing the resources and compensation that reflect our community values. In the SEON, we have strategically allocated funds to address rising costs due to inflation, ensure staff are fully equipped to meet student needs, and offer a competitive compensation package that reflects the exceptional contributions of our team. For the School Board and for this administration, compensation remains a top priority for the next fiscal year. We must be more competitive in the job market, not only for our educators, but for the support staff who provide essential functions like keeping our students fed, driving them to and from school, keeping them safe while in our care, and many other essential day-to-day operations. We must plan for and embrace new revenue streams that provide for better compensation if we are to effectively compete for qualified individuals to fill critical positions.

As always, VBCPS remains committed to ongoing capital improvements across the division, ensuring every student and staff member can learn and work in a learning environment designed and maintained for excellence. To support this goal, the proposed Capital Improvement Program (CIP) allocates funding for the health, safety, maintenance and replacement of our facilities and sites. However, decades of funding constraints have led to the deferral of numerous projects, including system upgrades and building replacements. Recent economic conditions, marked by higher inflation,

have further exacerbated the challenges posed by historically inadequate CIP funding, which struggles to meet the needs of maintaining approximately 11 million square feet of facilities and 1,900 acres of property.

The FY25-FY30 CIP places a strong emphasis on maintenance projects, with increased funding for HVAC and reroofing to address deferred needs in these critical areas. Although overall CIP funding remains steady over the six-year program, allocations for all maintenance projects have been adjusted annually to account for inflation. Additional funding and an increase in debt service will be required to support the modernization program. The FY25-FY30 CIP is designed to help VBCPS address the demands of its aging buildings and systems effectively.

Despite the challenges we face, we remain confident in our ability to build a final budget that will continue to deliver exceptional support to our students and staff. This is made possible thanks to the dedication of our award-winning budget and finance team and the steadfast support of you, our School Board. I am deeply grateful to serve a school division that consistently prioritizes the needs of students and staff, regardless of the circumstances.

With a committed focus on educational excellence, your guidance, the dedication of our staff and a supportive community, we have achieved remarkable milestones. Here are just a few of the many accomplishments from an outstanding year:

- VBCPS has continued to lead the region and a prestigious group of comparable, high-performing divisions in student performance on the state Standards of Learning Tests.
- Eight of our schools earned the Highest Achievement Award from the Virginia Board of Education for the most recent award year: Princess Anne Elementary, Shelton Park Elementary, Tallwood Elementary, Old Donation School, Frank W. Cox High, Green Run Collegiate, Ocean Lakes High and Tallwood High. To reach this designation, schools must be accredited and meet state benchmarks in reading, math and science. Additionally, Green Run High was recognized with the Continuous Improvement Award for increasing achievement in mathematics and reading.
- For the 15<sup>th</sup> consecutive year, VBCPS reached a record-high On-Time Graduation (OTG) rate, which now stands at 96.1%. In addition, the division's dropout rate remained at 2.1% outperforming Virginia's rates of 92.8% for OTG and 4.5% for dropouts.
- Green Run Collegiate (GRC) was named a 2024 National Blue Ribbon School by the U.S. Department of Education, receiving the distinction of Exemplary High Performing School. The Blue Ribbon Schools Program honors schools that excel in academic performance or make significant strides in closing achievement gaps

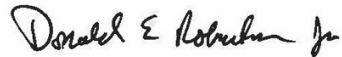
among different student groups. GRC was one of only eight schools in the state to earn this distinction.

- For the 15<sup>th</sup> straight year, we have been named one of the Best Communities for Music Education by the National Association of Music Merchants (NAMM) Foundation for outstanding commitment to music education.
- Nearly all VBCPS schools have earned the VDOE Purple Star Designation. This year alone, 24 of our schools earned this distinction. The Purple Star is awarded to military-friendly schools that have demonstrated their commitment to meeting the needs of military families. There are nearly 12,000 military-connected students in VBCPS.
- Our Office for Diversity, Equity and Inclusion (DEI) recently hosted the first-ever “Power of We” Workshop, a student leadership event designed to promote collaboration and inclusivity. Each high school sent a delegation of student leaders from various clubs and organizations. This event was a partnership with the Virginia Center for Inclusive Communities (VCIC).
- Since the industry credential program began in 2002, nearly 168,000 industry credentials have been earned by VBCPS students. Each year, students have access to over 134 different credentials that link to career fields free of charge. Students build their resume by collecting stackable credentials that prove the professional skills they can demonstrate. During the 2023-24 school year, high school students earned over 14,000 industry credentials.
- The Office of Career and Technical Education has established the FIELD-X program for work-based learning (WBL). Through this initiative, WBL implementation is thriving at all high schools. Over the last two school years, student economic impact via WBL at the high school level grew more than 150%, from about \$400,000 to over \$1 million. Participation in high school service learning rose more than 600%, with over 4,200 students completing projects. FIELD-X continues to innovate field experience programming through mutually beneficial partnerships.
- VBCPS recently opened a second welding lab and classroom, effectively doubling the size of the dual-enrollment welding program targeted at supporting the Regional Maritime Training System. This new training facility represents a more than \$2-million investment by the U.S. Navy and the Hampton Roads Workforce Council into VBCPS facilities. Enrolled students earn a career studies certificate through Tidewater Community College.
- Nine of the 11 VBCPS comprehensive high schools earned the National Gold Council of Excellence Award from the National Association of Student Councils (NASC) in 2024. This award recognizes student councils for their records of leadership, service and activities that improve the school and community.

- The Office of Transportation and Fleet Management Services is nearly complete installing stop-arm cameras on our entire fleet of school buses. This critical task will help ensure the safety of all students getting to and from school.
- VBCPS continues to lead the Virginia Beach School Safety Task Force and partner with the Virginia Beach Police Department for the School Resource Officer (SRO) program.
- We are consistently recognized for excellence in financial reporting from the Government Finance Officers Association and the Association of School Business Officials International.

I am confident that the collective efforts of our leadership, teachers, support staff and you — our School Board — will ensure continued success in the 2025-26 school year. I look forward to working with you on a budget that will provide the necessary resources to support VBCPS as the premiere school division in the Commonwealth of Virginia.

Respectfully,



Donald E. Robertson Jr., Ph.D.  
Superintendent

# OVERVIEW AND DIVISION STRUCTURE

## OVERVIEW

The School Board is responsible for preK-12 education within the city of Virginia Beach. The elected, eleven-member School Board, is vested with legislative powers, appoints the Superintendent, who serves as the executive and administrative head of the school division. The City Council approves the School Board's operating budget, levies the necessary taxes to finance their portion of the operations, and approves the borrowing of money and issuance of bonds when necessary. The City Council is prohibited from exercising any control over specific appropriations within the operating budget of the School Board. However, the City Council may exercise control in total by major categories (e.g., Instruction; Administration, Attendance and Health; Pupil Transportation; Operations and Maintenance; Technology) as prescribed by the Code of Virginia, as amended.

The School Board is fiscally dependent (i.e., it does not have taxing or levying authority or borrowing authority) and derives most of its funding from allocations from the City and the Commonwealth of Virginia. Virginia Beach City Public Schools is the fifth largest school division in the Commonwealth. Leadership is provided by the School Board working in concert with the Superintendent. The School Board is responsible for setting policy, while the Superintendent and his administrative staff are charged with managing the school division's operations. The administrative structure is divided into eight operational areas, as follows: Chief of Staff; School Leadership; School Division Services; Technology; Budget and Finance; Teaching and Learning; Human Resources; and Communications and Community Engagement.

## SCHOOL BOARD MEMBERS

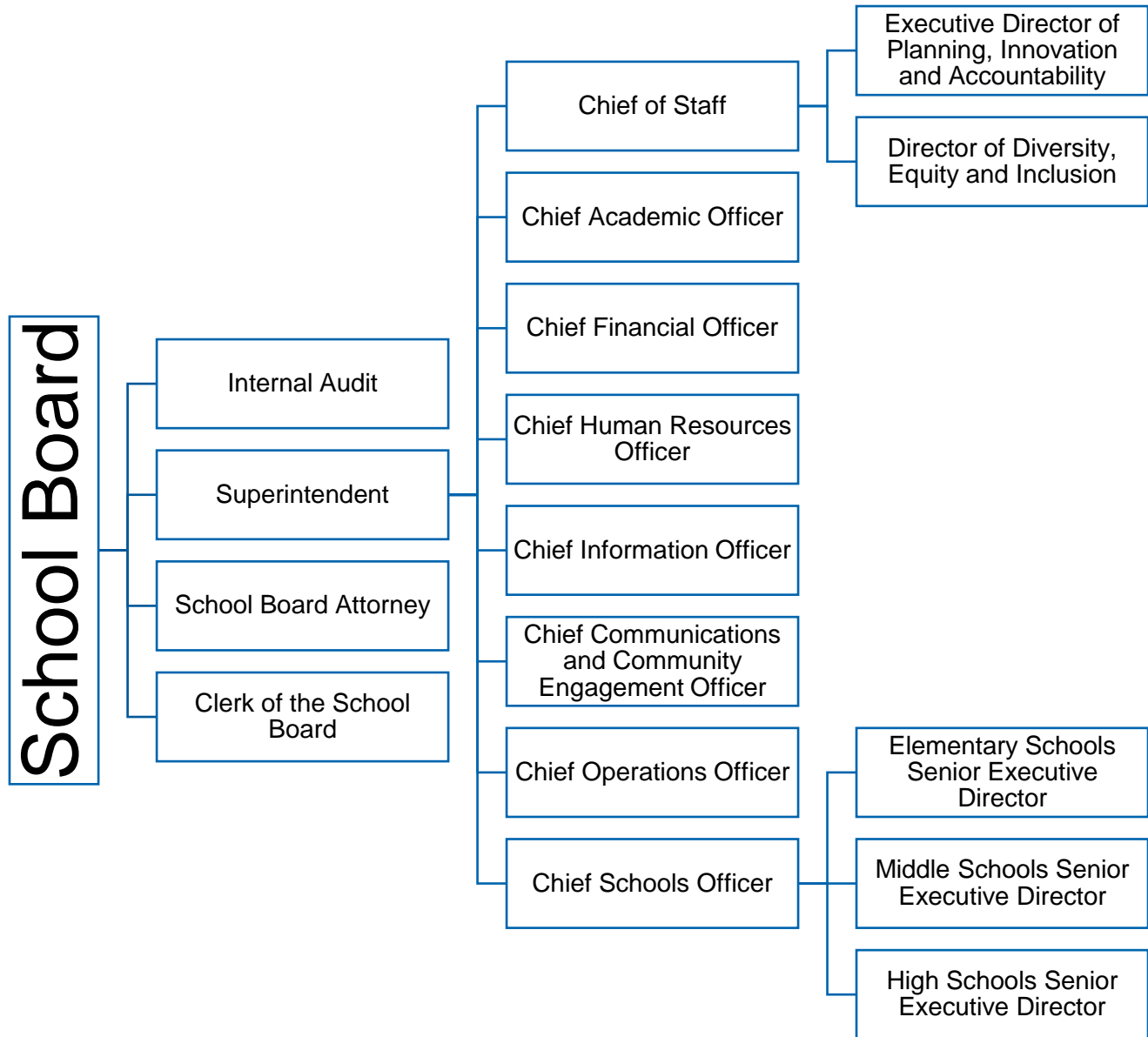
Kathleen J. Brown, Chair	District 10
Carolyn D. Weems, Vice Chair	District 9
Mark D. Bohensiel	District 3 – Rose Hall
Michael R. Callan	District 6
David C. Culpepper	District 8
Matt W. Cummings	District 7
Rose M. Dwyer	District 1 - Centerville
Sharon R. Felton	At-Large
Dr. Alveta J. Green	District 4
Kimberly A. Melnyk	District 2
Melinda J. Rogers	District 5

## SENIOR STAFF

Donald Robertson, Jr., Ph.D.	Superintendent
Cheryl Woodhouse	Chief of Staff
Lisa Banicky, Ph.D.	Executive Director of Planning, Innovation and Accountability
Walter Brower Jr., Ed.D.	Senior Executive Director of High Schools
Danielle Colucci	Chief Academic Officer
Matthew Delaney	Chief Schools Officer
David Din	Chief Information Officer
Jack Freeman	Chief Operations Officer
Melanie Hamblin, Ed.D.	Senior Executive Director of Elementary Schools
Ty Harris	Director of Diversity, Equity and Inclusion
Nicole Livas	Chief Communications and Community Engagement Officer
Crystal Pate	Chief Financial Officer
James Smith, Ed.D.	Senior Executive Director of Middle Schools
Darnita Troutman, Ed.D.	Chief Human Resources Officer



ORGANIZATIONAL CHART



# SCHOOL BOARD STRATEGIC FRAMEWORK

The strategic framework, *Compass to 2030*, charts the course for teaching and learning across the school division with the focus of ensuring that every student is challenged and supported to reach his or her full potential.

## **MISSION**

The Virginia Beach City Public Schools, in partnership with the entire community, will empower every student to become a life-long learner who is a responsible, productive and engaged citizen within the global community.

## **VISION**

Every student is achieving at his or her maximum potential in an engaging, inspiring and challenging learning environment.

## **CORE VALUES**

VBCPS is committed to creating a culture of growth and excellence for our students, staff and community. We strive to make this culture evident to all by actively reflecting on and engaging in behaviors that demonstrate our core values.

## Our Core Values

	<b>STUDENT-CENTERED DECISION MAKING</b> Choosing actions that, above all else, benefit and support student learning, growth, and safety.
	<b>CONTINUOUS LEARNING</b> Pursuing formal and informal learning opportunities to foster personal growth and improvement for all.
	<b>INNOVATION</b> Encouraging new ideas or improved ways of teaching, learning, and working to achieve our mission.
	<b>COLLABORATION</b> Working together and building partnerships that will benefit our students, division, and community.
	<b>RESPECT</b> Fostering a trusting, open, ethical, honest, and inclusive environment where diversity of thought and individual contributions are prized.

## GOALS

The division's current strategic framework, *Compass to 2030*, was adopted by the School Board at its November 26, 2024, meeting and sets the course for the next five years. Developed through a collaborative process, *Compass to 2030* reflects the voices of parents, students, educators, military representatives, local businesses, higher education partners, and other community stakeholders. The strategic planning committee gathered insights through community meetings, a virtual town hall, focus groups, and surveys to shape the framework's overarching goals. Central support teams then worked to develop strategies that aligned with these goals, ensuring a clear path for continuous improvement in student achievement, workforce development, and organizational success.

The goals of *Compass to 2030* are to:

- Challenge and support each student to excel and be future-ready
- Enhance student well-being, resilience, and responsibility
- Value and invest in staff
- Partner with families and the community to support students
- Advance organizational excellence

The framework, which takes effect on July 1, 2025, builds upon *Compass to 2025*, strengthening the division's commitment to preparing students for success beyond graduation. As part of its development, the division also articulated a Future Ready Profile, defining the skills students need to thrive in an ever-changing world. This profile emphasizes developing lifelong learners, critical thinkers, resilient individuals, culturally competent citizens, responsible leaders, and collaborative communicators—ensuring graduates are prepared not only for their future careers but also to make meaningful contributions to their communities.

Through *Compass to 2030*, the division is committed to building strong schools through strong partnerships—working alongside families, businesses, and community organizations to support students. This framework ensures that every learner is equipped with the knowledge, skills, and confidence to succeed, no matter where their paths take them.



# GUIDE TO UNDERSTANDING THE BUDGET

Virginia Beach City Public Schools (VBCPS) plans and develops a budget on an annual basis. For accounting purposes, the fiscal year (FY) for VBCPS encompasses the 12 months beginning, July 1 and ending June 30. The budget is a resource allocation and policy document and incorporates the best estimate of revenues and expenditures for the next fiscal year. VBCPS' budget is developed using a variety of standards and practices that reflect federal laws, state codes, local policies, and School Board regulations. Managing the annual budget for VBCPS is an ongoing cyclical process that encompasses the development, monitoring, and review of activities for the current and future fiscal years.

Under Virginia statute, the budget is developed by the Superintendent for review and approval by the School Board. A second approval is required by the City Council before the budget is finalized. VBCPS is a fiscally dependent school division; meaning it does not have the authority to levy taxes or issue debt. All funds are appropriated to VBCPS by the City Council. VBCPS does not have spending authority unless it is granted through an appropriation by the governing body. An appropriation is the maximum amount of money that can be spent during the fiscal year. However, an appropriation does not provide the authority for the school division to spend more than it will receive.

## **BUDGET DEVELOPMENT**

VBCPS' budgeting process is a year-long endeavor that involves a series of stages and ongoing activities to ensure the effective allocation of resources. Central to this process is the strategic plan, *Compass to 2030*, which serves as a roadmap for VBCPS' educational goals and priorities. This strategic framework charts the course for the school division's future and serves as the fundamental framework guiding financial decision-making.

## **SCHOOL OPERATING BUDGET**

The annual budget development process kicks off in late summer/early fall with the approval of the budget calendar. The calendar outlines key milestones for creating, presenting, approving, and appropriating funds, serving as a comprehensive guide for the upcoming fiscal year.

In September, a budget kickoff memo is distributed to budget managers and signature authorities. This memo encompasses an economic update, revenue outlook, and guidelines for budget preparation. Budget strategies, challenges, and priorities are discussed within this communication. Simultaneously, the collaborative Five-Year Forecast establishes critical assumptions regarding costs, revenues, inflation, and enrollment, providing a strategic foundation for the ensuing budgetary decisions.

From November through December, departmental budget requests are compiled and analyzed. The budget office, working closely with the Chief Financial Officer, formulates recommendations for executive review. This collaborative effort results in the drafting of a baseline budget, strategically relying on estimated revenues and expenditures. This baseline budget is a dynamic document that adapts to historical spending patterns to ensure funding sufficiency for ongoing services. It also incorporates baseline personnel reductions and anticipated savings arising from factors such as decreased enrollment, employee turnover, and vacancies.

December is marked by a public hearing on the budget, coinciding with the introduction of the Governor's budget. This comprehensive document outlines projected state payments for each school division, providing a critical external perspective on the financial landscape.

In January, departmental requests are presented for deliberation on priorities, potential cuts, and cost-saving strategies if a shortfall is predicted. The Superintendent's Estimate of Needs (SEON) is developed, serving as a starting point for the fiscal budget. Budget workshops and another public hearing occur before presenting the Proposed Operating Budget to the City Council in March.

According to Virginia State Code, a balanced budget is required by April 1. The School Board adopts a formal budget resolution in March. After adoption, updates related to revenue projections, debt service obligations, or compensation are assessed. Staff from the city and VBCPS coordinate to make final adjustments, and the City Council must approve the appropriation by May 15. Once approved, firm numbers for the share of local revenue are received, and the School Board Approved Operating Budget is drafted, detailing all revenue and expenditure for the upcoming fiscal year.

## **CAPITAL IMPROVEMENT PROGRAM BUDGET**

Guided by a comprehensive Long-Range Facility Master Plan, the CIP reflects the capital maintenance and construction needs of the school division. Capital expenditures included as a project in the CIP typically cost at least \$100,000 and have a useful life of at least 20 years. In conjunction with the City Council, the School Board determines actual funding for the capital projects on an annual basis. The CIP budget addresses the current year's needs as well as planned capital projects over the succeeding five-year period. Projects may include acquisition, construction, renovation, betterment, or improvement of land, school buildings, and facilities; roof replacements; HVAC replacements; and equipment or vehicles.

In 2007, VBCPS, Hirsch Bedner Associates, and Cooperative Strategies worked in collaboration to develop a Long-Range School Facility Master Plan. This plan outlined a series of options for modernizing facilities within the division. In the 2007 plan, the school modernization and replacement timeline depended on a proposed funding level. Since that time, construction costs have increased significantly. In the fall of 2017, VBCPS began the process of reviewing and revising the 10-year-old facility master plan, specifically to update demographic, condition, and program data and the intent to develop recommendations using new data and current funding levels. A steering committee worked with the community to develop a new Long-Range School Facility Master Plan. This master plan was formally accepted by the School Board on September 11, 2018, and will guide the division's work for the next 12-15 years.

Each year, demographics and planning staff monitor student residences through the division's Geographic Information System, attendance boundaries, school locations, and various external variables that impact division planning. These factors are then assessed by the Building Utilization Committee to evaluate how each school is affected and for long-range planning and budgeting. Assumptions are made regarding the timing for anticipated student yields in the six-year projections for the CIP, adjusting as needed for the changing real estate climate and other variables that may be applicable. Results of this analysis are communicated, applied and tracked for future budget and facilities planning.

## **IMPACT OF THE CAPITAL IMPROVEMENT PROGRAM ON THE OPERATING BUDGET**

Combined, the CIP and School Operating budgets address School Board and community priorities. One of the primary goals of the CIP is to keep up with the demands of aging buildings, student membership adjustments and program changes. These changes could affect the school division in various ways. Capital projects can affect future operating budgets either positively or negatively when factoring in multiple variables. The primary impact on the operating budget is the debt service cost. These costs are paid from local revenue in the School Operating fund and reflects costs associated with issuing long-term bonds to finance the CIP. Capital projects that represent new initiatives or that add additional space to existing facilities impact the operating budget. The most significant effect occurs when additional personnel must be hired. Other impacts can include utility and maintenance costs. If a new building is a replacement for an existing structure, the additional expenses are usually minor and, in some instances, may result in cost savings.

There could be increases or decreases in maintenance costs. There may be increased capacity for new programs or services. A new school, for example, will require additional staff, an increase in utility costs, and increases in custodial and maintenance contracts. Conversely, a capital project that renovates an existing school may reduce operating expenditures due to a decrease in necessary maintenance costs. Funding heating, air conditioning and electrical system repairs or replacement projects has the potential to reduce operating expenditures by reducing costly maintenance and staff time spent addressing critical system repairs.

## **BUDGET MANAGEMENT**

Once the budget is adopted by the City Council, it becomes the legal basis for the programs of each department during the fiscal year. Toward the end of the fiscal year, the CFO and the budget staff conduct a comprehensive budget review to address variances in estimated revenues, estimated expenditures and other changes to the schools' financial condition.

Fiscal accountability is based on the established signature authority. Financial and programmatic monitoring of departmental activities ensures conformity with the adopted budget and occurs throughout the year. Budget amendments may be made to meet the changing needs of a school, a department, and/or the division.

## **SUPPLEMENTAL APPROPRIATIONS**

All local funding is appropriated by the City Council to the school division. If funding becomes available after budget adoption, the School Board may ask for an increase in the appropriation in accordance with the City/School Revenue Sharing Policy.

## **FUND DESCRIPTIONS**

The accounts of the School Board are organized based on funds, each of which is considered a separate accounting entity. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The School Board, like other state and local governments and public school divisions, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

### **GENERAL FUND**

The General fund, also referred to as the operating fund, is the general operating fund of the School Board that is used to account for all of the financial resources, except those required to be accounted for in another fund. Funds are allocated separately between the School Operating Budget and Green Run Collegiate (GRC). The budget is divided into five major category classifications: Instruction; Administration, Attendance and Health; Pupil Transportation; Operations and Maintenance; and Technology.

### **SPECIAL REVENUE FUNDS**

The Special Revenue funds are used to account for the proceeds of specific revenue sources, which are legally restricted or committed to be expended for specified purposes.

**ATHLETICS:** The Athletics fund accounts for the revenues and expenditures associated with the middle and high school athletic programs. Typical expenditures consist of coaching supplements, security staff, event officials, post-season travel, equipment, uniforms, and supplies. The primary source of revenue for the Athletics fund is a transfer from the School Operating fund that supplements the money generated from event admission receipts, monies received for participation in post-season tournaments, and interest earned on deposits.

**CAFETERIAS:** The Cafeterias fund is used to account for the procurement, preparation, and serving of student breakfasts, snacks, and lunches. This fund is operated in a manner like private business enterprises where the intent of the governing authority is that the costs of providing goods and services to the general public on a continuing basis can be financed or recovered primarily through federal reimbursements and sales revenue.

**CATEGORICAL GRANTS:** The Categorical Grants fund is used to account for federal, state, local, nonprofit, and private industry grants that support instructional programs. Categorical grants range in size, scope, administration, and purpose. They are subject to budget appropriations from the federal and state governments and are typically legally restricted or dedicated to be expended for specified purposes. Grant-funded services, programs, and personnel may be affected if award amounts are reduced or eliminated.

**CELL TOWERS TECHNOLOGY:** The Cell Towers Technology fund accounts for payments from the leasing of School Board property for commercial wireless communication towers. The funds received from lease payments and the interest earned is used to acquire and replace/repair technology resources including computers, software, wiring, training, multi-functional devices, and interactive whiteboards.

**EQUIPMENT REPLACEMENT:** The Equipment Replacement fund provides funding to support an equipment replacement cycle for selected capital equipment for schools and support departments.

**INSTRUCTIONAL TECHNOLOGY:** The Instructional Technology fund provides for the cyclical replacement of classroom and instructional computers/devices.

**TEXTBOOKS:** The Textbooks fund is used for the acquisition of textbooks (online and print) and related materials for students. The purpose of the fund is to provide a reliable funding mechanism for the procuring of textbooks.

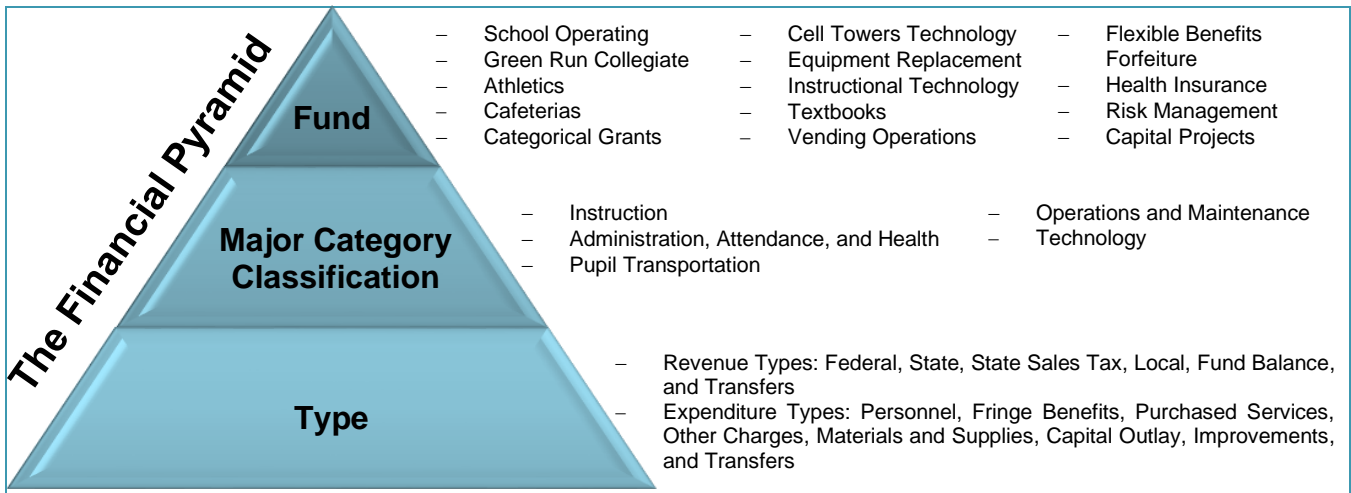
**VENDING OPERATIONS:** The Vending Operations fund is predominantly supported through receipts relating to the bottled drinks vending operations of the school division (through a long-term exclusive contract with a vending company). Proceeds from this contract are used to support student and staff activities.

### **INTERNAL SERVICE FUNDS**

Internal Service funds are used to account for the financing of goods and/or services provided by one department or agency to other departments or agencies of the governmental unit (and other governmental units) on a cost-reimbursement basis.

**HEALTH INSURANCE:** The Health Insurance fund provides a means for accounting for health insurance and the administration thereof for city and school employees.

**RISK MANAGEMENT:** The Risk Management fund provides for the administration of the workers' compensation program, the centralization of self-insurance accounts for liability, and the purchase of commercial insurance.



Fund Classification	Fund Type	Description	School Board Fund	Budget Basis	Accounting Basis
<b>Governmental funds – account for operating, special revenue, and capital project activities</b>	General fund	The General fund is the general operating fund of the School Board that is used to account for all of the financial resources, except those required to be accounted for in another fund. Funds are allocated separately between the School Operating budget and Green Run Collegiate (GRC) charter school.	School Operating Green Run Collegiate	Modified Accrual	Modified Accrual
	Capital Projects fund	The Capital Projects fund is used to account for the financial resources for the acquisition or construction of major capital facilities.	Capital Projects	Modified Accrual	Modified Accrual
	Special Revenue funds	The Special Revenue funds are used to account for the proceeds of specific revenue sources (other than capital projects), which are legally restricted or committed to be expended for specified purposes.	Athletics Cafeterias Categorical Grants Cell Towers Technology Equipment Replacement Instructional Technology Textbooks Vending Operations School Activity Accounts	Modified Accrual	Modified Accrual
<b>Proprietary funds – account for risk management and health insurance program activities</b>	Internal Service funds	Internal Service funds are used to account for the financing of goods and/or services provided by one department or agency to other departments or agencies of the governmental unit (and other governmental units) on a cost-reimbursement basis.	Flexible Benefits Forfeiture Health Insurance Risk Management	Accrual	Accrual
<b>Fiduciary funds – account for resources held for others by VBCPS as an agent or trustee</b>	Fiduciary funds	Agency funds are used to account for assets held by the School Board as an agent for individuals, private organizations, other governmental units, and/or other funds.	OPEB Trust Fund	Accrual	Accrual

## **FACTORS IMPACTING FUTURE BUDGETS**

There are many factors unique to school divisions that can trigger educational cost increases that outpace inflation. For example, changes in student enrollment, staffing standards, and fringe benefit rates can drastically impact school budgets because K-12 education is highly labor-intensive. Understanding these factors provides a greater appreciation of the financial challenges that schools confront today and the environmental context in which budgeting decisions must be made.

## **EMPLOYEE COMPENSATION AND WORKFORCE CHALLENGES**

The nationwide teacher shortage remains a significant challenge for school divisions across the country, and VBCPS is no exception. Each year, the struggle to staff schools with educators and non-instructional personnel amid a shrinking teacher pool, non-competitive salaries, rising housing costs, and increasing job market competition jeopardizes the quality of education for millions of students. Critical shortage areas like elementary and middle school education, special education, mathematics, secondary science, English, and career and technical education persist. This year, history and social sciences, foreign language, and school counselors were also added to the list of critical shortage areas as local school divisions compete for a shrinking workforce.

Teacher salaries across the U.S. have not kept pace with the growing demands of the profession, prompting many educators to seek careers with higher pay and less stress. The rise of remote work opportunities in other fields has intensified recruitment and retention challenges as teachers explore options offering more flexibility and financial rewards. Additionally, many educators face significant student loan debt and rising living costs, while the high cost of housing in our area further complicates efforts to attract and retain talent. As a result, employees may experience longer commutes, leading to higher attrition rates as they seek work closer to their homes.

Staffing our schools for the 2024-2025 school year was a herculean effort, showcasing the dedication of VBCPS teachers, administrators, and staff. As of August 26, 2024, VBCPS opened with 25 classroom teacher vacancies, 11 fewer than the previous year. On average, over the past four years, the division's teacher retention rate was 90.80%, with 2022-2023 being 90.07%. For the 2023-2024 school year, retention was higher at 90.96%, slightly higher than the four-year average.

Although teachers received a 3.5% salary increase, entry-level teacher salaries in VBCPS dropped from fourth place during the 2023-2024 school year to seventh place out of seven school divisions in the local market for 2024-2025. While this increase is a step toward more competitive pay, it did not improve the division's ranking. Entry-level salaries in neighboring divisions are 2% to 8.2% higher than in VBCPS. Despite this, the school division continues to attract talent through its strong reputation and issuing Letters of Intent, which remain crucial in recruiting teachers ahead of the competition despite salary disparities.

Employees on the non-instructional Unified Experience-Based Step Pay Scale received an average 3% increase, raising entry-level wages for our lowest-paid workers. As of July 1, 2024, the minimum hourly wage for allocated positions was raised to \$15.00, and on August 1, 2024, it increased to \$15.30—well ahead of Virginia's January 2026 deadline, thus impacting positions such as bus assistants, cafeteria assistants, and custodians.



VBCPS will remain focused on recruiting, hiring, supporting, and retaining high-quality staff in all positions. A key strategy to achieve this is providing a competitive compensation and benefits package. The division will continue working with a consultant to adjust the Unified Experience-Based Step Pay Scale, ensuring equal percentages between steps, and review the competitiveness of the Instructional Experience-Based Step Pay Scale with recommendations to be considered for the 2025-2026 fiscal year.

Additionally, with entry-level salaries ranked seventh place in the local market, offering competitive health insurance is crucial for recruitment and retention. For the 2024 benefit year, VBCPS ranked second place for employee-only plans, down from first place last year, and remained first place for family plans among the seven school divisions surveyed, including VBCPS. However, the annual deductible for VBCPS ranked last. The City of Virginia Beach and VBCPS continue to work collaboratively with the benefits consultant to explore options for employee health care costs, which may have budget implications.



As we refine and enhance our recruitment and retention strategies. VBCPS is fully committed to addressing these challenges. Our goal is to advocate for the necessary resources to boost our competitive standing, making VBCPS the top choice for exceptional educators and staff. By prioritizing tangible and intangible resources in our workforce, we ensure that our students receive the high-quality education they deserve while maintaining the division's reputation for excellence. Moving forward, VBCPS will continue to attract and retain the best talent, creating an environment where both students and staff can thrive, thereby ensuring a bright future for our schools and community.

### **EMPLOYEE BENEFITS**

Our plan experienced a better-than-average trend for several years during the five-year period ending in 2023; however, in the 2021 plan year, it experienced an increase in trend due to the return of care deferred during the pandemic and experienced a higher-than-average trend in 2023. The favorable experience was influenced by multiple factors, including plan design changes, increased education, and employee communication, implementation of online tools, a partnership with the Sentara Quality Care Network (SQCN), and our employee wellness program. As a result, the health fund balance grew for several years.

Our plan experienced double-digit trends in 2023, and current indicators suggest that the national trend for healthcare costs is continuing to rise, with key drivers that include growth in specialty pharmacy (including high-cost gene therapy drugs), medical technologies, overall inflation, the national behavioral health crisis, and an increased prevalence of high-cost claimants. Subsequently, the health fund balance declined and is below the desired reserves for our self-insured plan.

The Benefits Executive Committee (a group of leadership members from the city and school), along with Mercer, our health and benefits consulting firm, will continue to closely monitor health plan utilization data, market trends, workplace priorities, and federal/state legislation that may impact cost and influence budget strategy, plan design changes and/or premium contributions. The existence of the health fund balance provides an important tool to not only allow for short-term plan subsidization but also to serve as a valuable risk management mechanism to drive financial plan stability for VBCPS. Deployment of the health fund balance will be thoughtful, purposeful, and forward-looking as we aim to optimize the value and effectiveness of our employee benefits program.

### **SCHOOL SAFETY**

It is proven that education in a safe and secure environment facilitates effective learning. School safety and the security of VBCPS children is a priority that is routinely analyzed and enhanced at every opportunity. This past year, the Office of Security and Emergency Management (OSEM) facilitated the growth of the Armed School Security Officer (SSOII) Program. This program allows former law enforcement officers who qualify by state code and internal standards to carry a firearm while working in a security capacity. OSEM continues to work with the Department of Human Resources and secondary school principals to provide an armed security officer at each secondary school. To date, all but two secondary schools have at least one SSOII assigned. OSEM has also placed great emphasis on our division's technology capabilities, from cameras and electronic access to visitor screening and mass communication applications; the latest in best practices continue to be researched and implemented where applicable. Additionally, OSEM participated in the recent School Safety Task Force (SSTF) initiative. The SSTF researched and recommended training and physical security topics specific to OSEM. Sub-committees tasked with researching and providing the committee with a detailed evaluation of these selected topics forwarded actionable recommendations, many of which have since been implemented. VBCPS has consistently demonstrated its commitment to proactive and progressive school safety measures by investing in advanced security initiatives that require a significant financial commitment, including:

- Provide annual e-safety and security training for administrators and staff based on best practices developed in-house and learned from across the country to ensure all are equipped with the knowledge to respond to any safety and security issue.
- Partner with the Virginia Beach Police Department to ensure the success of the School Resource Officer (SRO) and compliance with Armed School Security Officer Program mandates.
- Staff remaining secondary schools and all elementary schools with Armed School Security Officers to ensure comprehensive coverage and increase OSEM staff commensurately to allow for appropriate oversight.
- Continue emergency message board procurement and installation, expanding from building lobbies to cafeterias, auditoriums, and other areas where emergency messaging may be difficult to hear.
- Improve communication during an emergency and enhance technology with surveillance cameras, visitor identification systems, electronic door-locking mechanisms, and mass communication applications.

- Perform comprehensive safety audits and work with all VBCPS departments to enhance safety and security policies and protocols, including updates to the Emergency Response Plan.
- Facilitate the activation of emergency shelters and act as liaison with the City, Virginia Center for School Safety, and the American Red Cross during significant critical incidents and emergencies.
- Provide leadership to security officers monitoring VBCPS schools and auxiliary buildings.

### **TECHNOLOGY**

VBCPS oversees one of Hampton Roads' largest technology infrastructures, boasting a 160-mile fiber network across Virginia Beach, supporting over 120,000 computers and other tech equipment. Their strategy, *Compass to 2030*, emphasizes enhancing the use of technology for personalized student learning. As part of this, VBCPS maintains a 1:1 device program, offering Chromebooks to all students, with the Department of Technology supporting and repairing 70,000 of these devices. Funding from various sources has also enabled the replacement of older whiteboards with interactive displays, benefiting both students and staff. Additionally, the division invests in adaptive software to cater to students' diverse needs. The division remains committed to leveraging technology to optimize operations further and enhance student and staff productivity.

### **STATE AND FEDERAL MANDATES**

VBCPS must comply with state and federal mandates impacting division-wide needs and priorities. Mandates are not always funded and can financially burden localities and school divisions. These mandates range from new reporting requirements to new policies and procedures to unfunded equipment requirements. VBCPS is opposed to new state mandates requiring local school divisions to assume additional responsibilities or provide additional services without the state's share of funding such mandates.



### **STATE FUNDING DEFICIENCIES**

Virginia's nonpartisan research agency, the Joint Legislative Audit and Review Commission (JLARC) has provided a blueprint for how policymakers can improve the school funding formula to ensure that the state pays its fair share. The report issued in July 2023 by the JLARC study highlighted significant disparities in funding for Virginia school divisions compared to several benchmarks, including the 50-state average, the regional average, and three of Virginia's neighboring states.

The JLARC report noted that Virginia school divisions receive substantially less funding per K-12 student when compared to other states. This underfunding is a critical issue with far-reaching implications for the quality of education that students receive.

A significant factor contributing to the underfunding is the inadequacies of the SOQ formula. The SOQ formula substantially underestimates the staffing requirements necessary to ensure a high-quality education for students, as it fails to accurately account for the workforce needed to meet educational standards. Furthermore, the formula underestimates salaries and related compensation costs for most SOQ-recognized positions.

Compounding these issues, the SOQ formula does not adequately account for students with higher needs, including at-risk students, those in special education, and English learners. The state's funding allocations for these specific student populations fall significantly short of the funding levels established as necessary by comprehensive cost studies conducted in other states. This deficiency threatens the ability of Virginia schools to provide the essential resources and support required to ensure an equitable and inclusive education for all students.

Some important progress toward implementing the JLARC recommendations was made during the 2024 budget process. This included updating and boosting support for students from low-income families. These changes are steps in the right direction, but much more work remains to implement JLARC's near and long-term recommendations.

The JLARC report provides a comprehensive and detailed analysis of the current shortcomings in Virginia's school funding formula. By following the recommendations and implementing necessary changes, policymakers can create a more equitable and effective funding system that ensures all students receive the quality education they deserve.

## **STAFF AND CITIZENS IN THE BUDGET PROCESS**

The budget process includes strategies to inform staff, parents, and the community and provides opportunities for all participants to offer input and engage with VBCPS. This is accomplished through strategically held public hearings, meetings, and forums with various stakeholder groups. The budget development process enables a broad spectrum of individuals and organizations to bring their ideas to the School Board and provide input on how the money will be spent. Throughout the budget development season, staff and citizens may visit VBCPS' website to view the latest updates and access important reference materials.

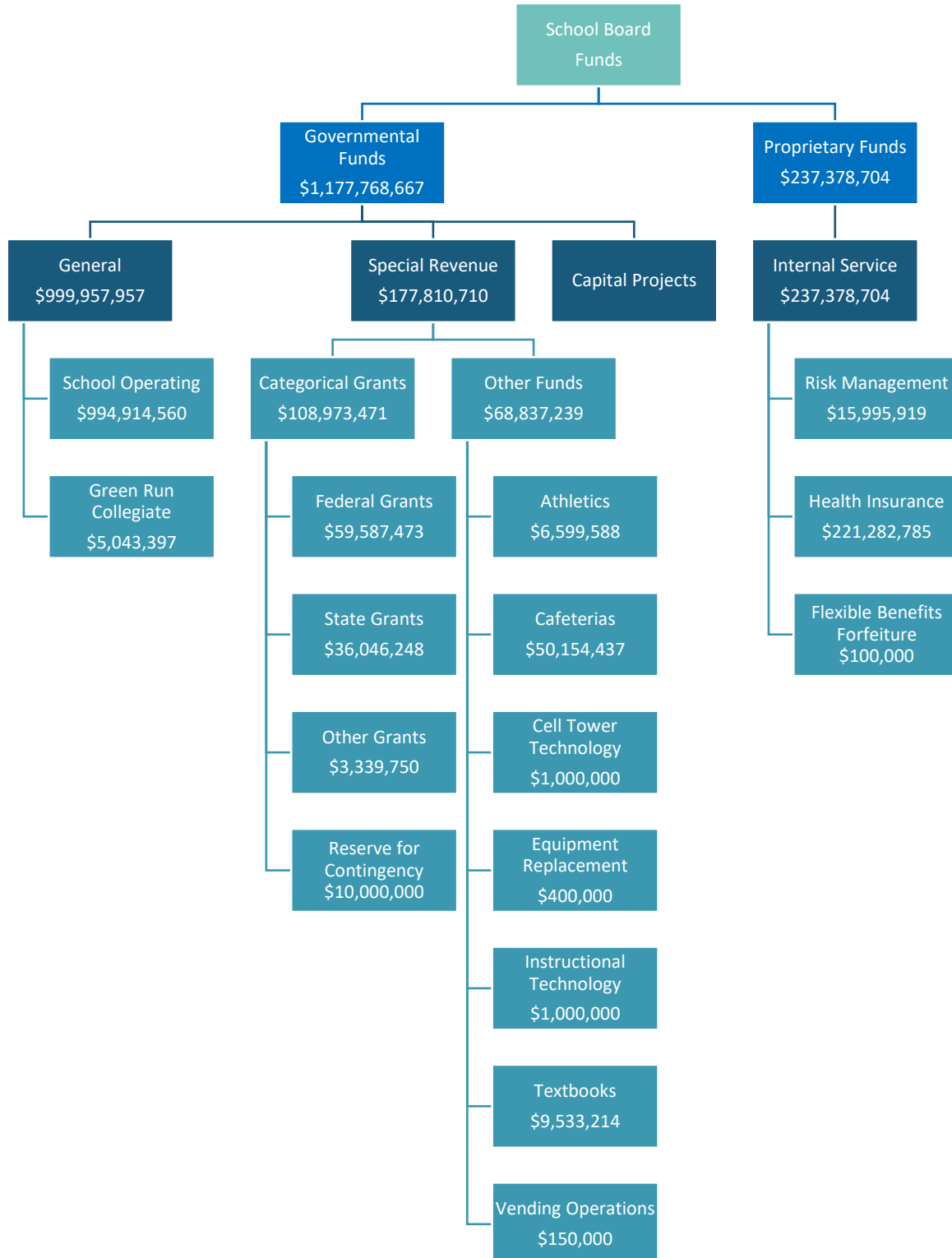
## **BUDGET CALENDAR**

<b>2024</b>	
<b>October - December</b>	Budget requests are submitted by senior staff and budget managers to the Office of Budget Development.
<b>November 26</b>	A Five-Year Forecast is presented to the School Board and the City Council
<b>December 10</b>	A public hearing is held to solicit stakeholder input for consideration in the development of the Superintendent's Estimate of Needs document (no document available at this time)
<b>December (3<sup>rd</sup> week)</b>	State revenue estimates are released by the Virginia Department of Education
<b>2025</b>	
<b>January 2 - 10</b>	Budget requests are reviewed, refined, and summarized by the Office of Budget Development
<b>January</b>	The recommended School Operating Budget and Capital Improvement Program budget are presented to the Superintendent and Planning and Performance Monitoring Committee
<b>February 11</b>	The Superintendent's Estimate of Needs and the Capital Improvement Program budget are presented to the School Board
<b>February 18</b>	School Board Budget Workshop #1
<b>February 25</b>	A public hearing is held to solicit stakeholder input and offer the community an opportunity to be involved in the budget development process
<b>February 25</b>	School Board Budget Workshop #2
<b>March 4</b>	Budget Workshop #3
<b>March 11</b>	The School Board Proposed Operating budget and the Capital Improvement Program budget are adopted by the School Board
<b>April - TBD by City</b>	The School Board Proposed Operating budget and the Capital Improvement Program budget are presented to the City Council (Sec. 15.1-2508)
<b>No Later Than May 15</b>	The School Board Operating budget and the Capital Improvement Program budget are approved by the City Council (Sec. 22.1-93; 22.1-94; 22.1-115)

# BUDGET AT A GLANCE

## TOTAL BUDGET SUMMARY

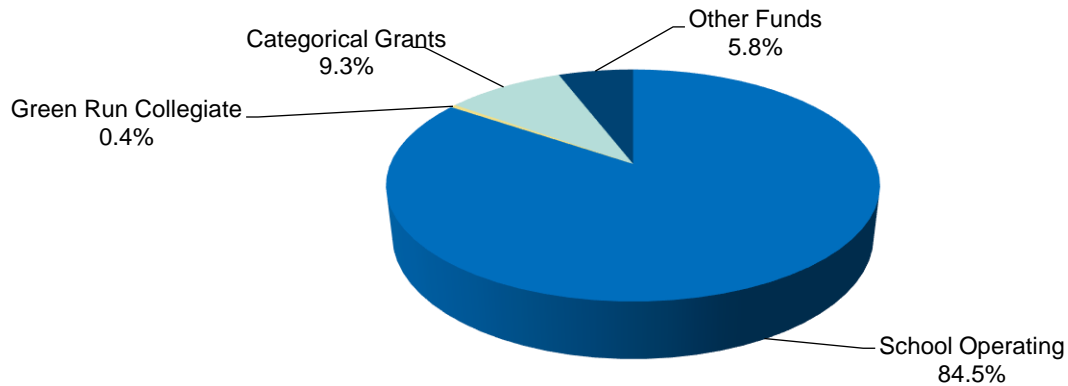
VBCPS' total budget consists of several funds (e.g., School Operating, Green Run Collegiate, Categorical Grants, Cafeterias, etc.). The School Operating fund is the largest fund and plays a critical role in sustaining the day-to-day operational functions of the school district. It covers essential areas such as personnel salaries, instructional materials, utilities, maintenance, and other operational necessities.



**GOVERNMENTAL FUNDS**

The budget for governmental funds totals \$1,177,768,667. The tables below provide detailed data by major source of revenue and type of expenditures for each fund.

**Total FY 2025/26 Budget – Governmental Funds**



**REVENUES BY MAJOR SOURCE**

	School Operating	Green Run Collegiate	Athletics	Cafeterias	Categorical Grants	Cell Tower Technology	Equipment Replacement	Instructional Technology	Textbooks	Vending Operations	Total
Local Revenue (Revenue Sharing Formula)	493,933,340	-	-	-	-	-	-	-	-	-	493,933,340
Local Revenue (Special Revenue Funds)	-	-	662,000	14,150,890	3,339,750	628,000	-	-	60,225	150,000	18,990,865
State Revenue	387,488,845	-	-	855,000	29,932,084	-	-	-	5,889,269	-	424,165,198
State Sales Tax	94,290,730	-	-	-	-	-	-	-	-	-	94,290,730
Federal Revenue	14,744,107	-	-	30,300,000	59,541,868	-	-	-	-	-	104,585,975
Fund Balance	-	-	-	4,848,547	-	372,000	400,000	1,000,000	3,583,720	-	10,204,267
Reserve for Contingency	-	-	-	-	10,000,000	-	-	-	-	-	10,000,000
Transfer(s) from Other Funds	-	5,043,397	5,937,588	-	6,159,769	-	-	-	-	-	17,140,754
Other Local Revenue	4,457,538	-	-	-	-	-	-	-	-	-	4,457,538
<b>Total Revenue</b>	<b>994,914,560</b>	<b>5,043,397</b>	<b>6,599,588</b>	<b>50,154,437</b>	<b>108,973,471</b>	<b>1,000,000</b>	<b>400,000</b>	<b>1,000,000</b>	<b>9,533,214</b>	<b>150,000</b>	<b>1,177,768,667</b>

**EXPENDITURES BY TYPE**

	School Operating	Green Run Collegiate	Athletics	Cafeterias	Categorical Grants	Cell Tower Technology	Equipment Replacement	Instructional Technology	Textbooks	Vending Operations	Total
Personnel Services	609,286,495	3,137,438	2,577,109	17,661,787	54,853,758	-	-	-	105,023	-	687,621,610
Fringe Benefits	246,925,730	1,126,576	197,149	7,262,918	18,191,955	-	-	-	42,349	-	273,746,677
Purchased Services	53,692,766	441,422	2,590,289	1,212,740	5,753,498	-	-	-	-	800	63,691,515
Other Charges	29,550,400	81,574	271,250	70,394	814,195	-	-	-	-	149,200	30,937,013
Materials and Supplies	36,166,974	256,387	774,800	20,986,598	24,950,977	1,000,000	400,000	1,000,000	9,385,842	-	94,921,578
Capital Outlay	2,151,441	-	188,991	2,960,000	4,409,088	-	-	-	-	-	9,709,520
Land, Structures and Improvements	-	-	-	-	-	-	-	-	-	-	-
Transfer(s) to Other Funds	17,140,754	-	-	-	-	-	-	-	-	-	17,140,754
<b>Total Expenditure</b>	<b>994,914,560</b>	<b>5,043,397</b>	<b>6,599,588</b>	<b>50,154,437</b>	<b>108,973,471</b>	<b>1,000,000</b>	<b>400,000</b>	<b>1,000,000</b>	<b>9,533,214</b>	<b>150,000</b>	<b>1,177,768,667</b>

**NET BUDGET OF ALL FUNDS**

The calculation of the net budget is illustrated below and involves eliminating the duplication of funding between various VBCPS accounting funds (inter-fund transfers). For example, the transfer of revenues from the School Operating fund to Green Run Collegiate, categorical grants, and athletics would be duplicated if not netted out.

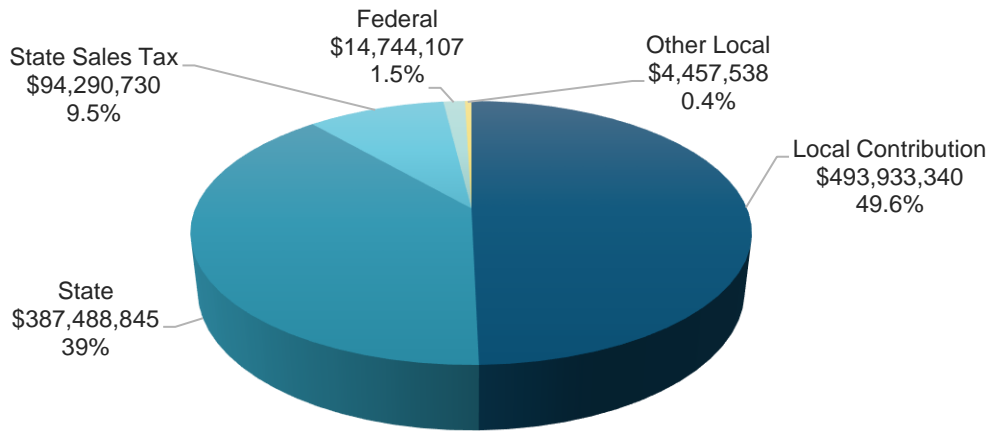


# GENERAL FUND

The General fund serves as the school board's primary operating fund, encompassing all financial resources except those designated for other specific funds. Funds are allocated separately between the School Operating fund and Green Run Collegiate (GRC) Charter School. A significant portion, 84.5% of the total budget, is specifically allocated to the School Operating fund.

## SCHOOL OPERATING FUND REVENUE SOURCES

For FY 2025/26, VBCPS anticipates receiving a little over \$994.9 million in the School Operating fund. This projection reflects an increase of \$30.1 million or 3.12% compared to the preceding year's amended budget. It is important to note that the State budget approval was still pending during the adoption of VBCPS' FY 2024/25 budget. The State budget was eventually signed into law by Governor Youngkin on May 14, 2024. As a result of this approval, VBCPS secured an additional appropriation from the state, totaling \$16,152,511. These funds provided an additional 2.0% salary increase, effective August 1, 2024.



## LOCAL CONTRIBUTION

The City Council implemented the City/School Revenue Sharing Policy in 1997 to establish a framework for distributing local tax revenues between the City and School division. The primary goal of this policy is to maintain a balance in funding for School and City programs by incorporating a diverse revenue stream that can mitigate significant changes in the economy. Initially, the policy distributed seven of the fastest-growing and most stable revenue sources between City and School services and programs. Over time, the formula underwent multiple revisions to align with changes in state law and revenue streams. A new revenue-sharing formula was adopted by the City Council and School Board in FY 2013/14, with further modifications in November 2015. The formula remained unchanged through FY 2018/19 and was last adjusted in FY 2019/20 in preparation for the FY 2020/21 budget. Initially set to be effective until June 30, 2024, the policy received an extension until June 30, 2025, then extended again until June 30, 2026, by both the School Board and the City Council.

Virginia school divisions do not have taxing authority and are fiscally dependent on the local government. As such, local contributions calculated using the RSF continue to be the most substantial source of revenue for VBCPS. These funds are initially allocated to debt service and Pay-As-You-Go (PAYGO) for the Capital Improvement Program (CIP). Debt service involves repaying bonds issued for capital projects like facility renovations or new school construction, while PAYGO allows VBCPS to invest in capital projects without incurring additional debt.

The remaining resources are appropriated to the School Operating fund after allocating funds for debt service and PAYGO in the CIP. This fund supports day-to-day operations, covering expenses such as salaries, instructional materials, utilities, transportation, and other operational costs.

## VBCPS Local Revenue Budget Comparison

	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Revenue Sharing Formula	456,886,835	484,566,543	512,950,115	532,430,057	548,004,951
Less: Debt Service	(49,442,812)	(50,133,654)	(50,071,611)	(50,071,611)	(50,071,611)
Less: PAYGO	-	(1,000,000)	(2,000,000)	(3,000,000)	(4,000,000)
<b>Net Local Revenue</b>	<b>407,444,023</b>	<b>433,432,889</b>	<b>460,878,504</b>	<b>479,358,446</b>	<b>493,933,340</b>

## **STATE REVENUE AND SALES TAX**

State revenue includes two forms of funding: state aid and sales tax. State aid includes funding for basic aid to support the Standards of Quality (SOQ) and categorical aid for special programs and initiatives. The state operates on a biennial budget, meaning State aid is generally calculated for a two-year period.

During the first year of the biennium, adjustments are made through the rebenchmarking process. The process determines statewide prevailing salaries for instructional and support staff, prevailing non-personnel support costs, and other factors. Rebenchmarking builds upon the prior years' education budget and adjusts for changes in overall and specialized categories (student enrollment, free and reduced lunch, staffing standards, inflation, and the local composite index). Because rebenchmarking impacts the total cost of the Direct Aid formulas, it impacts state cost and the required local share that localities must fund for the SOQ and other Direct Aid programs with a local match.

One factor used to determine the State's level of support for education is the local composite index (LCI). The LCI formula uses many variables, including net income and assessed property values, to calculate a local community's ability to pay for education. The LCI ranges from a minimum of 0.2000 to a maximum of 0.8000. Localities with lower LCI receive more state funding than those with higher indexes. The LCI is recomputed with every new biennial budget as part of the rebenchmarking process. In FY 2025/26, VBCPS' LCI is 0.4138, representing no change from FY 2024/25. This indicates that the City of Virginia Beach is obligated to cover approximately 41.4% of the minimum education program cost set by the state SOQ. It is important to note that through the RSF, the support provided by the City of Virginia Beach surpasses the state minimum SOQ program requirements. State revenue is also allocated to school divisions based on their average daily membership.

State sales tax is a formula-driven allocation based on the number of children between the ages of five and 19 who reside in Virginia Beach. One-eighth percent of the state sales tax revenue is allocated directly to public education. To distribute the sales tax dollars across the state, the Weldon Cooper Center for Public Service at the University of Virginia collects an annual census to determine the school-age population.

The Governor's 2024-2026 Introduced Budget was used to determine state funding for FY 2025/26. School divisions are provided the option of using the Governor's projection for ADM or entering a local estimate for enrollment projections. VBCPS chose to use the Governor's projected ADM of 62,503.70 to determine state funding projections for the next fiscal year as a more conservative approach. State revenue is expected to increase by nearly \$4.3 million, or 1.1%, from the FY 2024/25 amended budget. The second component of state revenue, sales tax, increased by \$5.4 million or 6.1% compared to the previous year.

## **FEDERAL**

Impact Aid is the primary source of federal revenue with the School Operating fund, offering essential financial support to localities for the education of students whose parents either reside or work on federal property. The rationale behind this aid stems from the federal government's exemption from property taxes, creating a funding gap in local tax revenue. In response to this challenge, the Impact Aid Program was established by Congress to provide financial assistance to school districts affected by the federal property tax exemption. To determine the number of federally connected students served by VBCPS, a comprehensive federal card survey is conducted annually during the fall. This survey forms the basis for the application submitted to the United States Department of Education. Medicaid reimbursement serves as an additional source of federal revenue for VBCPS. The school district invoices the state Medicaid program to secure partial reimbursement for health-related services delivered to special education students. These services, which encompass nursing services, occupational therapy, and specialized transportation, must be duly documented in the child's Individualized Education Program (IEP). Billing public insurance for these specialized services represents a vital funding mechanism for public school divisions. Federal revenue is not projected to change in FY 2025/26.

## **OTHER LOCAL**

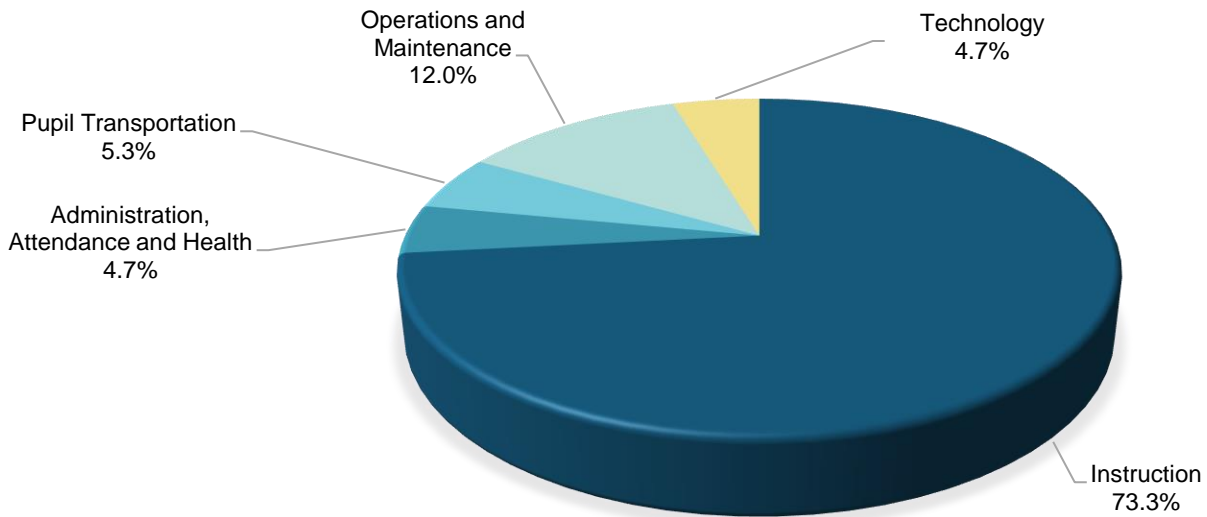
Other local revenue is derived from miscellaneous sources such as the Stop Arm Enforcement Program, tuition, rental of facilities, indirect costs of grants, and sale of salvage materials. This revenue source is not projected to change in FY 2025/26.

**SCHOOL OPERATING FUND BY MAJOR CATEGORY CLASSIFICATION**

The School Operating fund is presented by major category classification as required by state statute 22.1-115. The major categories for which Virginia school divisions are required to budget are as follows:

- Instruction - Activities that deal directly with the interaction between teachers and students. Instruction may be provided for students in a school classroom, in another location such as a home or hospital, or in other learning situations such as those involving co-curricular activities.
- Administration, attendance, and health - Activities concerned with establishing and administering policy for operating the school division. This category also includes managing student attendance and providing health services.
- Pupil transportation - Activities concerned with transporting students to and from school, as provided by state and federal law. This includes trips between home and school trips to and from school activities.
- Operations and maintenance - Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in effective working condition. This includes activities of maintaining safety in buildings, on the grounds, and in the vicinity of schools.
- Technology - Activities concerned with providing and maintaining the infrastructure and related materials and equipment to support the use of technology for instructional and operational purposes.

As expected, much of the School Operating budget is allocated to fund instructional programs. This is illustrated by the fact that proposed expenditures for instruction represent 73.3% of the budget.

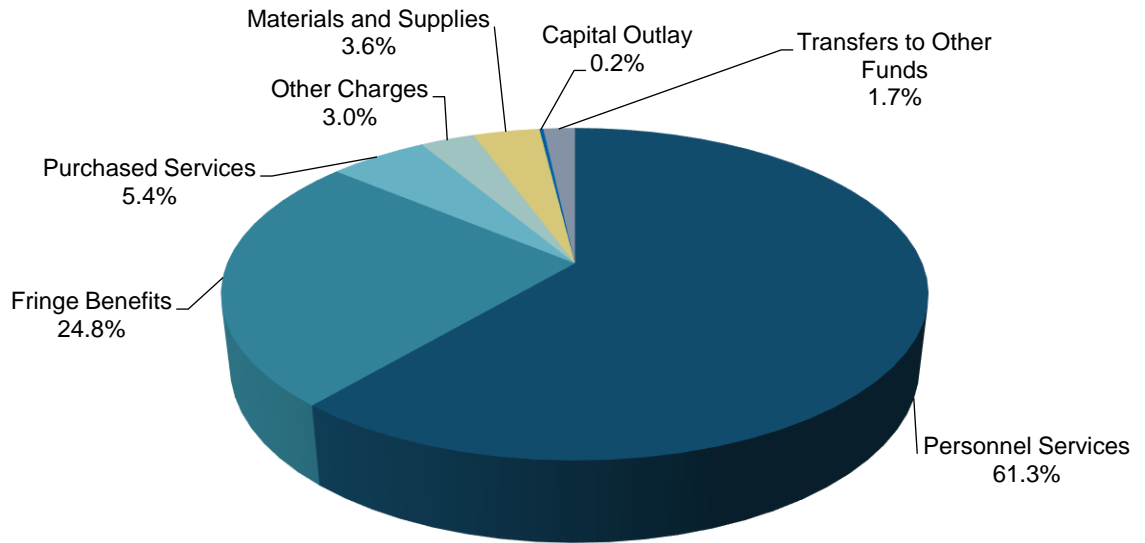


Instruction .....	\$729,540,153
<i>Includes: activities that deal directly with the interaction between teachers, aides or classroom assistants, and students</i>	
Administration, Attendance and Health .....	\$46,609,965
<i>Includes: activities concerned with establishing and administering policy for operating the division and activities whose primary purpose is the promotion and improvement of children’s attendance at school</i>	
Pupil Transportation.....	\$52,480,665
<i>Includes: activities concerned with transporting students to and from school as mandated by state and federal law</i>	
Operations and Maintenance .....	\$119,865,242
<i>Includes: activities concerned with keeping the school plant open, comfortable, and safe for use and keeping the grounds, buildings, and equipment in effective working condition</i>	
Technology .....	\$46,418,535
<i>Includes: technology-related expenditures as required by the General Assembly</i>	
<b>Total School Operating Fund by Major Category Classification .....</b>	<b>\$994,914,560</b>



**SCHOOL OPERATING FUND EXPENDITURES BY TYPE**

The major categories are then segregated by the following expenditure types. The largest single component of VBCPS' budget is staffing. The combined amount budgeted for salaries and benefits totals 86.1% of School Operating fund expenditures.



Personnel Services.....\$609,286,495  
*Includes: all compensation for the direct labor of persons in the employment of the school division including salaries and wages paid to employees for full-time, part-time, and temporary work; supplements, allowances, overtime, and similar compensation; payments for time not worked such as annual, funeral, sick and personal reasons leave; holidays; and other paid absences (e.g., jury duty, military pay)*

Fringe Benefits.....\$246,925,730  
*Includes: job-related benefits provided for school employees as part of their total compensation; the employer's portion of the Federal Insurance Contributions Act (FICA); retirement contributions; health and life insurance premiums; unemployment insurance premiums; flexible benefits program; employee assistance program; workers' compensation; and tuition reimbursements*

Purchased Services.....\$53,692,766  
*Includes: services acquired from outside sources on a fee basis or fixed-time contract basis (with the exception of payments for rentals, utilities, or extensive repairs considered to be additions or improvements to capital assets)*

Other Charges .....\$29,550,400  
*Includes: payments of utilities, postage, telecommunications, insurance, rentals, travel, and other miscellaneous charges*

Materials and Supplies .....\$36,166,974  
*Includes: articles and commodities acquired that are consumed or materially altered when used and capital outlay items that have a per-unit cost of less than \$5,000*

Capital Outlay .....\$2,151,441  
*Includes: outlays that result in the acquisition of or additions to capital assets with a unit cost of \$5,000 or more*

Transfers to Other Funds .....\$17,140,754  
*Includes: the conveying of cash from one fund (e.g., School Operating) to another fund (e.g., Categorical Grants)*

**Total School Operating Fund Expenditures by Type.....\$994,914,560**

## BUDGET BALANCING AND EXPENDITURE HIGHLIGHTS

Revenue	FY 2024/25 Adopted	FY 2024/25 Amended	FY 2025/26 Proposed	Variance from Amended
Federal	14,744,107	14,744,107	\$14,744,107	\$0
State	364,283,405	383,220,849	\$387,488,845	\$4,267,996
State Sales Tax	91,663,766	88,878,833	\$94,290,730	\$5,411,897
Local Contribution (RSF)	473,491,696	473,491,696	\$493,933,340	\$20,441,644
Other Local	4,457,538	4,457,538	\$4,457,538	\$0
<b>Total</b>	<b>948,640,512</b>	<b>964,793,023</b>	<b>\$994,914,560</b>	<b>\$30,121,537</b>

Proposal	FTE	Amount	Balance
<b>Additional revenue from all sources</b>			<b>\$30,121,537</b>
Employer Health Insurance contribution increase		(\$8,000,000)	\$22,121,537
Replacement school buses		(\$750,000)	\$21,371,537
Instructional compensation (option 7)		(\$15,203,993)	\$6,167,544
Unified compensation (option 7)		(\$10,746,079)	(\$4,578,535)
Increase transfer to Athletics fund to cover increase in police pay contract		(\$129,000)	(\$4,707,535)
Increase local match for VPI grant (8104)		(\$80,000)	(\$4,787,535)
Special Ed Teacher Assistants (8110)	12.00	(\$529,702)	(\$5,317,237)
Welding lab expansion at Renaissance Academy (teacher) (8112)	1.00	(\$107,793)	(\$5,425,030)
CTE pathways expansion - Aviation Maintenance & Medical Assisting (8112)		(\$140,000)	(\$5,565,030)
CTE pathways expansion - TCC student fees for CTE Career Studies Certificates (8112)		(\$33,000)	(\$5,598,030)
Increase cost for Governor's School for the Arts (8114)		(\$39,243)	(\$5,637,273)
Add an additional Gifted Resource Teacher (8114)	1.00	(\$101,075)	(\$5,738,348)
Data Processing Specialist at ALC (8124)	1.00	(\$78,991)	(\$5,817,339)
Increase professional development for Behavior Intervention support team (8252)		(\$34,100)	(\$5,851,439)
Increase cost for homeless education taxi expenses -McKinney Vento (8137)		(\$400,000)	(\$6,251,439)
Increased cost for All-city Sandler Center rental (8145)		(\$12,000)	(\$6,263,439)
Increased cost for instrument repairs (8145)		(\$32,000)	(\$6,295,439)
Additional English as a Second Language teachers (ESL) (8104)	19.80	(\$1,925,384)	(\$8,220,823)
NWEA Map math testing (8145)		(\$38,214)	(\$8,259,037)
NextRequest FOIA software (8202)		(\$10,528)	(\$8,269,565)
Multimedia Communications Technician (8206)	1.00	(\$117,478)	(\$8,387,043)
Increased cost for Back to School Care Fair rental (8206)		(\$20,000)	(\$8,407,043)
Compensation consultation services (8208)		(\$81,346)	(\$8,488,389)
Early Commitment Incentive for Student Teachers (8208)		(\$107,650)	(\$8,596,039)
Additional Clinic Assistant for Landstown High (8250)	0.50	(\$21,626)	(\$8,617,665)
Additional Clinic Assistant for New Castle Elementary (8250)	0.50	(\$21,626)	(\$8,639,291)
Additional Behavior Intervention Specialist (8252)	1.00	(\$91,699)	(\$8,730,990)
Psychological services assessments (8252)		(\$36,797)	(\$8,767,787)
Additional costs for vehicle parts / tires (8304 & 8306)		(\$40,000)	(\$8,807,787)
Recovery School transportation driver (8304)	0.66	(\$39,326)	(\$8,847,113)
Transportation cost for Welding lab expansion and new CTE courses (8304)		(\$156,435)	(\$9,003,548)
Increase to technology contracted services (8404)		(\$229,500)	(\$9,233,048)
Increase to general maintenance line item (8404)		(\$1,000,000)	(\$10,233,048)
Increased costs for custodial supplies (8406)		(\$300,000)	(\$10,533,048)
Increased cost for waste/refuse removal and recycling contract (8406)		(\$82,000)	(\$10,615,048)
Additional funding for landscape services due to increased city compensation (8408)		(\$198,634)	(\$10,813,682)
RAVE mobility panic button software (8412)		(\$138,212)	(\$10,951,894)
Additional elementary Security Assistants (year 4) (8412)	15.00	(\$683,760)	(\$11,635,654)
Increased costs for Off Duty Management contract (8412)		(\$53,701)	(\$11,689,355)
Allocation of vacancy funds due to unfilled instructional and unified staff positions		\$11,689,355	\$0

## GENERAL FUND REVENUE BUDGET COMPARISON

	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Adopted	FY 2025/26 Proposed	Variance
Department of Defense Special Education	2,580,106	2,253,058	2,313,880	1,771,877	1,771,877	-
Department of the Navy NJROTC	293,705	286,714	326,957	225,481	225,481	-
Federal Reimbursement of Interest	-	-	244,828	244,107	244,107	-
Impact Aid Department of Defense	2,876,974	2,857,287	3,385,722	2,247,062	2,247,062	-
Impact Aid Public Law 874	7,916,771	9,523,666	12,549,925	7,489,766	7,489,766	-
Impact Aid Special Educaton	965,617	1,065,112	1,431,369	837,638	837,638	-
Medicaid Reimbursement - Medical	2,379,931	2,181,775	1,874,578	1,715,818	1,715,818	-
Medicaid Reimbursement - Transportation	102,645	270,028	43,998	212,358	212,358	-
Other Federal Funds	129	64	333	-	-	-
<b>Federal Revenue Total</b>	<b>17,115,879</b>	<b>18,437,704</b>	<b>22,171,590</b>	<b>14,744,107</b>	<b>14,744,107</b>	<b>-</b>
At-Risk	7,336,146	10,113,438	10,395,848	14,773,381	26,248,372	11,474,991
Basic School Aid	177,729,756	192,465,613	204,051,071	240,033,963	229,028,807	(11,005,156)
Bonus Payment	-	-	-	-	-	-
Career and Technical Education	252,289	254,861	227,819	392,637	360,126	(32,511)
Compensation Supplement	11,848,031	11,861,546	30,049,095	2,628,789	18,027,715	15,398,926
English as a Second Language	1,604,380	1,954,796	2,148,286	2,622,476	4,684,602	2,062,126
Foster Care	145,581	170,417	206,422	434,644	311,833	(122,811)
Gifted Education	1,956,542	2,071,686	2,056,176	2,313,996	2,308,299	(5,697)
Group Life	752,516	791,007	785,086	918,252	769,433	(148,819)
Infrastructure and Operations Per Pupil Fund	15,291,274	15,217,138	15,137,938	14,970,031	14,934,022	(36,009)
K-3 Primary Class Size Reduction	4,987,111	5,357,991	5,380,957	6,265,277	6,144,256	(121,021)
No Loss Funding	-	-	-	-	-	-
Other State Funds	5,137	137,840	-	-	-	-
Prevention, Intervention and Remediation	4,515,097	4,859,044	4,822,668	5,987,005	-	(5,987,005)
Rebenchmarking Hold Harmless	8,036,672	9,242,032	9,268,425	-	-	-
Remedial Summer School	257,702	259,522	313,300	419,301	187,623	(231,678)
Social Security	10,760,982	11,413,104	11,327,663	12,965,722	12,494,127	(471,595)
Special Education	19,715,924	19,323,176	19,178,518	23,213,417	23,156,271	(57,146)
Special Education (Foster Care)	203,344	246,403	230,469	-	-	-
Special Education (Homebound)	-	57,592	128,229	214,870	173,188	(41,682)
Special Education (Regional Tuition)	4,803,202	5,704,041	5,312,665	5,827,319	5,258,693	(568,626)
Supplemental GF Payments in Lieu of Food and Hygiene Tax	-	5,493,412	13,535,248	-	14,163,022	14,163,022
Supplemental Lottery Per Pupil Allocation	-	-	-	-	-	-
Vocational Education	1,580,284	2,184,687	2,168,331	2,424,186	2,418,218	(5,968)
VRS Retirement	25,058,789	26,630,576	26,431,213	27,878,139	26,820,238	(1,057,901)
<b>State Revenue Total</b>	<b>296,840,759</b>	<b>325,809,562</b>	<b>363,155,427</b>	<b>364,283,405</b>	<b>387,488,845</b>	<b>23,205,440</b>
State Share Sales Tax	98,227,243	98,633,260	90,678,103	91,663,766	94,290,730	2,626,964
<b>State Share Sales Tax Total</b>	<b>98,227,243</b>	<b>98,633,260</b>	<b>90,678,103</b>	<b>91,663,766</b>	<b>94,290,730</b>	<b>2,626,964</b>
Local Contributions (RSF)	444,421,709	452,682,257	479,256,491	473,491,696	493,933,340	20,441,644
<b>Local Contributions Total</b>	<b>444,421,709</b>	<b>452,682,257</b>	<b>479,256,491</b>	<b>473,491,696</b>	<b>493,933,340</b>	<b>20,441,644</b>
Additional Local Contributions	735,538	735,538	735,538	735,538	735,538	-
College Night Fees	-	18,835	15,450	10,000	10,000	-
Damaged Technology	168,232	163,320	311,725	150,000	150,000	-
Donation	-	-	-	-	-	-
Indirect Costs of Grants	1,623,654	1,283,330	1,073,357	600,000	600,000	-
Lost and Damaged Calculators	18,320	2,250	8,318	1,000	1,000	-
Lost and Damaged Heartrate Monitors	-	-	204	-	-	-
Lost and Stolen Technology	13,710	12,942	33,724	-	-	-
Misc Adult Learning Charges	528	6,508	10,965	1,000	1,000	-
Miscellaneous Revenue	118,133	121,169	1,736,736	100,000	100,000	-
Reimburse System Repairs	13,520	16,840	15,205	25,000	25,000	-
Renaissance Academy Tuition	-	-	-	-	-	-
Rent of Facilities	241,643	332,074	334,400	300,000	300,000	-
Sale of Capital Assets and Vehicles	228,038	447,860	65,223	300,000	300,000	-
Sale of Salvage Materials	114,017	97,244	96,482	75,000	75,000	-
Sale of School Buses	399,630	159,795	194,414	100,000	100,000	-
Service Charges	39,868	42,478	28,848	40,000	40,000	-
Stop Arm Enforcement Program	1,059,715	1,235,478	1,053,162	1,200,000	1,200,000	-
Tuition Drivers Education	160,545	142,425	98,557	150,000	150,000	-
Tuition General Adult Education	43,483	56,154	52,350	50,000	50,000	-
Tuition LPN Program	15,231	12,000	9,988	12,000	12,000	-
Tuition Regular Day	196,947	118,397	147,514	100,000	100,000	-
Tuition Summer School	220,400	609,814	549,220	500,000	500,000	-
Tuition Vocational Adult Education	9,105	7,641	15,258	8,000	8,000	-
Vending Operating Receipts	-	-	-	-	-	-
<b>Other Local Revenue Total</b>	<b>5,420,256</b>	<b>5,622,093</b>	<b>6,586,638</b>	<b>4,457,538</b>	<b>4,457,538</b>	<b>-</b>
School Reserve (reversion)	1,334,364	667,182	333,591	-	-	-
<b>Additional Funds Total</b>	<b>1,334,364</b>	<b>667,182</b>	<b>333,591</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>School Operating Fund Total</b>	<b>863,360,210</b>	<b>901,852,058</b>	<b>962,181,840</b>	<b>948,640,512</b>	<b>994,914,560</b>	<b>46,274,048</b>
Transfer(s) from Other Funds	3,784,392	4,144,443	4,318,565	4,873,251	5,043,397	170,146
<b>Green Run Collegiate Fund Total</b>	<b>3,784,392</b>	<b>4,144,443</b>	<b>4,318,565</b>	<b>4,873,251</b>	<b>5,043,397</b>	<b>170,146</b>
<b>General Fund Total</b>	<b>867,144,601</b>	<b>905,996,501</b>	<b>966,500,405</b>	<b>953,513,763</b>	<b>999,957,957</b>	<b>46,444,194</b>

## GENERAL FUND EXPENDITURES BUDGET COMPARISON

	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Adopted	FY 2025/26 Proposed	Variance
8104 Elementary Classroom	166,754,464	174,099,050	189,721,378	194,382,004	206,598,127	12,216,123
8106 Middle Classroom	65,064,823	64,394,374	69,725,361	68,976,499	73,079,202	4,102,703
8108 High Classroom	83,886,773	84,500,905	94,488,630	92,830,761	98,101,956	5,271,195
8110 Special Education Classroom	99,287,160	103,585,217	111,975,221	116,893,015	117,930,443	1,037,428
8112 Technical and Career Education Classroom	17,539,000	18,337,271	20,463,898	21,265,415	22,228,040	962,625
8114 Gifted Classroom	15,535,629	16,066,577	18,175,116	18,458,424	19,107,783	649,359
8115 Academy Classroom	-	-	-	-	573,193	573,193
8116 Alternative Education Classroom	5,202,418	5,778,415	6,660,474	7,155,444	7,592,634	437,190
8118 Remedial Education Classroom	9,543,455	9,902,397	10,067,682	13,423,942	13,406,760	(17,182)
8120 Summer School	1,527,688	1,165,068	1,201,984	1,600,057	1,600,057	-
8122 Summer Slide	25,326	12,918	344	268,626	268,626	-
8124 Adult Education	1,956,651	2,070,691	2,361,226	2,439,398	2,605,010	165,612
8135 Guidance	20,698,112	21,603,020	23,772,295	24,613,537	26,058,725	1,445,188
8136 Student Services	-	780,122	878,347	889,056	945,459	56,403
8137 Social Workers	4,809,918	5,280,205	4,770,458	5,507,448	6,101,551	594,103
8139 Homebound	137,614	164,761	197,432	284,138	290,258	6,120
8145 Teaching and Learning	17,101,599	17,954,322	19,288,330	19,888,746	21,359,045	1,470,299
8147 Instructional Professional Growth and Innovation	1,219,266	1,045,416	1,382,165	1,552,956	1,623,161	70,205
8149 Diversity, Equity and Inclusion	474,895	408,176	633,823	585,432	614,457	29,025
8151 Student Leadership	1,658,053	2,101,424	2,083,560	2,296,291	2,353,034	56,743
8153 School Leadership	1,996,254	2,278,860	2,012,263	2,169,276	2,247,273	77,997
8155 Student Activities	8,503,027	9,319,837	9,263,651	10,228,278	10,392,788	164,510
8157 Special Education Support	4,368,611	4,616,884	5,543,498	5,716,645	5,402,920	(313,725)
8159 Technical and Career Education Support	971,352	1,129,324	1,245,875	1,359,642	1,461,099	101,457
8161 Gifted Education Support	2,395,365	2,419,866	2,679,471	2,921,210	1,545,185	(1,376,025)
8162 Academy Support	-	-	-	-	1,437,420	1,437,420
8163 Alternative Education Support	2,564,047	2,763,979	2,925,591	3,216,670	4,102,754	886,084
8165 Library Media Support	13,880,777	14,310,965	15,538,931	15,806,749	16,754,436	947,687
8175 Office of the Principal - Elementary	28,419,596	29,791,317	31,634,084	32,282,467	33,545,101	1,262,634
8177 Office of the Principal - Middle School	12,202,895	12,430,910	13,259,650	13,325,276	13,688,966	363,690
8179 Office of the Principal - High	12,782,050	13,355,597	14,281,964	14,207,671	15,672,773	1,465,102
8181 Office of the Principal - Technical and Career Education	691,119	737,185	776,615	808,631	851,917	43,286
<b>Instruction Total</b>	<b>601,197,937</b>	<b>622,405,053</b>	<b>677,009,317</b>	<b>695,353,704</b>	<b>729,540,153</b>	<b>34,186,449</b>
8202 Board and Governmental Services	1,011,821	451,188	553,357	493,523	513,220	19,697
8203 Legal Services	-	1,165,137	1,212,133	1,414,660	1,470,545	55,885
8204 Office of Superintendent	1,124,931	1,201,405	1,195,530	1,224,350	1,251,800	27,450
8206 Communications and Community Engagement	2,039,996	2,322,389	2,415,682	2,703,127	3,010,437	307,310
8208 Human Resources	5,399,116	5,555,374	5,490,982	5,701,473	6,295,486	594,013
8210 Professional Growth and Innovation	791,552	1,021,079	1,097,908	1,149,542	1,195,865	46,323
8212 Consolidated Benefits	2,438,752	2,545,323	2,487,288	2,823,546	2,930,100	106,554
8214 Planning, Innovation and Accountability	1,970,197	1,968,952	2,184,950	2,711,239	2,657,801	(53,438)
8216 Budget and Finance	5,083,375	5,581,575	5,650,072	5,867,662	6,050,947	183,285
8220 Internal Audit	509,238	452,683	555,607	571,261	604,242	32,981
8222 Procurement Services	1,143,436	1,111,364	1,136,495	1,291,408	1,118,846	(172,562)
8250 Health Services	8,432,806	8,603,916	9,146,711	9,822,626	10,109,625	286,999
8252 Psychological Services	6,423,445	6,756,577	8,021,983	8,749,191	8,830,989	81,798
8254 Audiological Services	527,138	499,586	516,790	552,366	570,062	17,696
<b>Administration, Attendance and Health Total</b>	<b>36,895,803</b>	<b>39,236,548</b>	<b>41,665,488</b>	<b>45,075,974</b>	<b>46,609,965</b>	<b>1,533,991</b>
8302 Transportation Management	2,749,428	3,494,900	3,368,090	3,692,773	3,648,874	(43,899)
8304 Vehicle Operations	32,166,621	30,901,574	31,414,747	27,207,010	30,164,015	2,957,005
8306 Vehicle Operations - Special Education	10,238,235	8,743,208	9,112,230	9,345,372	9,585,483	240,111
8308 Monitoring Services - Special Education	3,063,414	2,842,579	3,129,269	4,394,408	4,170,268	(224,140)
8310 Vehicle Maintenance	3,543,709	3,869,642	4,181,977	4,819,118	4,912,025	92,907
<b>Pupil Transportation Total</b>	<b>51,761,407</b>	<b>49,851,903</b>	<b>51,206,313</b>	<b>49,458,681</b>	<b>52,480,665</b>	<b>3,021,984</b>
8402 School Division Services	320,136	337,381	346,046	355,627	385,083	29,456
8404 Facilities and Maintenance Services	49,740,697	55,366,137	57,006,984	52,208,484	55,615,391	3,406,907
8406 Custodial Services	29,100,529	29,442,109	34,127,543	37,881,940	38,365,992	484,052
8408 Grounds Services	4,618,699	4,929,962	5,444,060	5,444,060	5,642,694	198,634
8410 Vehicle Services	2,788,308	3,479,045	1,761,005	1,763,196	1,644,991	(118,205)
8412 Security and Emergency Management	8,599,986	10,859,279	11,969,173	12,986,693	14,472,282	1,485,589
8414 Distribution Services	2,037,859	1,987,776	2,050,354	2,123,890	2,329,123	205,233
8416 Telecommunications	1,131,549	1,187,811	1,275,692	1,389,233	1,409,686	20,453
<b>Operations and Maintenance Total</b>	<b>98,337,763</b>	<b>107,589,500</b>	<b>113,980,857</b>	<b>114,153,123</b>	<b>119,865,242</b>	<b>5,712,119</b>
Technology	38,214,415	47,360,246	39,927,028	44,599,030	46,418,535	1,819,505
<b>Technology Total</b>	<b>38,214,415</b>	<b>47,360,246</b>	<b>39,927,028</b>	<b>44,599,030</b>	<b>46,418,535</b>	<b>1,819,505</b>
<b>School Operating Fund Total</b>	<b>826,407,325</b>	<b>866,443,250</b>	<b>923,789,003</b>	<b>948,640,512</b>	<b>994,914,560</b>	<b>46,274,048</b>
Green Run Collegiate Instruction	3,512,380	3,821,275	4,177,679	4,497,286	4,667,432	170,146
Green Run Collegiate Administration, Attendance and Health	-	-	-	-	-	-
Green Run Collegiate Pupil Transportation	256,228	297,128	121,942	336,578	336,578	-
Green Run Collegiate Operations and Maintenance	-	-	-	-	-	-
Green Run Collegiate Technology	24,640	14,878	28,436	39,387	39,387	-
<b>Green Run Collegiate Fund Total</b>	<b>3,793,248</b>	<b>4,133,281</b>	<b>4,328,057</b>	<b>4,873,251</b>	<b>5,043,397</b>	<b>170,146</b>
<b>General Fund Total</b>	<b>830,200,573</b>	<b>870,576,531</b>	<b>928,117,060</b>	<b>953,513,763</b>	<b>999,957,957</b>	<b>46,444,194</b>

Note: For FY 2025/26, new cost centers were created for Academy Classroom and Academy Support.

**EXPENDITURES BY MAJOR CATEGORY CLASSIFICATION AND TYPE**

**SCHOOL OPERATING FUND**

	Instruction	Administration, Attendance and Health	Pupil Transportation	Operations and Maintenance	Technology	Total
Personnel Services	479,235,932	29,902,368	31,003,310	51,629,252	17,515,633	609,286,495
Fringe Benefits	195,519,213	12,588,157	11,679,267	20,602,100	6,536,993	246,925,730
Purchased Services	29,339,877	2,399,484	775,624	17,041,779	4,136,002	53,692,766
Other Charges	1,319,108	1,146,598	2,577,900	24,173,325	333,469	29,550,400
Materials and Supplies	7,421,447	573,358	4,954,280	5,983,613	17,234,276	36,166,974
Capital Outlay	31,155	-	1,490,284	404,240	225,762	2,151,441
Transfers to Other Funds	16,673,421	-	-	30,933	436,400	17,140,754
<b>School Operating Fund Total</b>	<b>729,540,153</b>	<b>46,609,965</b>	<b>52,480,665</b>	<b>119,865,242</b>	<b>46,418,535</b>	<b>994,914,560</b>

**GREEN RUN COLLEGIATE**

	Instruction	Administration, Attendance and Health	Pupil Transportation	Operations and Maintenance	Technology	Total
Personnel Services	3,136,774	-	-	-	664	3,137,438
Fringe Benefits	1,126,525	-	-	-	51	1,126,576
Purchased Services	104,844	-	336,578	-	-	441,422
Other Charges	81,574	-	-	-	-	81,574
Materials and Supplies	217,715	-	-	-	38,672	256,387
Capital Outlay	-	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-	-
<b>Green Run Collegiate Fund Total</b>	<b>4,667,432</b>	<b>-</b>	<b>336,578</b>	<b>-</b>	<b>39,387</b>	<b>5,043,397</b>



## SPECIAL REVENUE FUNDS

Although much of the total FY 2025/26 School Operating budget is accounted for in the General fund and intended to support day-to-day activities, Special Revenue funds function to supplement the School Operating budget and equate to nearly \$177.8 million, or 15.1%, of the total budget for VBCPS. These funds are legally restricted and must be spent for specific purposes. The charts below show the breakdown of revenues by major source and expenditures by type for VBCPS budgeted special revenue funds.

### Special Revenue Funds Budget Comparison

	FY 2021/22 Adopted	FY 2022/23 Adopted	FY 2023/24 Adopted	FY 2024/25 Adopted	FY 2025/26 Proposed	Variance
Athletics	5,478,274	5,478,274	5,771,170	6,367,588	6,599,588	232,000
Cafeterias	36,237,372	38,759,655	47,700,219	48,664,697	50,154,437	1,489,740
Categorical Grants	204,198,866	180,570,313	142,411,540	136,146,902	108,973,471	(27,173,431)
Cell Tower Technology	800,000	800,000	800,000	1,000,000	1,000,000	-
Equipment Replacement	744,581	372,300	327,651	400,000	400,000	-
Instructional Technology	1,121,686	560,840	560,840	1,000,000	1,000,000	-
Textbooks	6,237,402	6,899,232	6,600,738	8,348,681	9,533,214	1,184,533
Vending Operations	69,000	69,000	130,000	150,000	150,000	-
<b>Total</b>	<b>254,887,181</b>	<b>233,509,614</b>	<b>204,302,158</b>	<b>202,077,868</b>	<b>177,810,710</b>	<b>(24,267,158)</b>

### CATEGORICAL GRANTS

The Categorical Grants Fund is designated to track revenue from grants provided by federal, state, and local governments, as well as from other public and private organizations. Each grant program receives allocated funds for a specific purpose, and expenditures must adhere to the guidelines set forth by the awarding entity. Federal and state grants are further regulated by legislated requirements, and funding is subject to annual budget appropriations. The continuation of programs funded by grants depends on the availability of future funding, and such programs must operate within the budget approved by the awarding entity.

The FY 2025/26 budget for the Categorical Grant fund reflects anticipated revenues for both new and continuing grant awards. Funding amounts for new awards are finalized upon formal notification from the awarding entity. For this reason, FY 2024/25 award information is used to develop funding estimates for anticipated FY 2025/26 grant revenues. Current year revenue and expenditure projections are used to approximate carryover budgets for continuing or multi-year grant awards where funds may carry forward across fiscal years. Budget adjustments are made throughout the fiscal year to reflect actual award notifications and to align expenditures with available revenues.

A reserve is maintained in the Categorical Grants fund to provide appropriation authority for grant awards received during the fiscal year. For FY 2025/26, \$10 million is budgeted as a reserve for contingency. The projected FY 2025/26 budget for the Categorical Grants fund is \$108,973,471 and supports 562.40 FTE positions. This represents a decrease of \$27,173,431 (or 20%) from the FY 2024/25 amended budget of \$136,146,902, primarily due to the expiration of federal pandemic funding in the first quarter of FY 2024/25. Categorical Grant funds are projected to account for 9.3% of the total FY 2025/26 budget.

School divisions apply indirect cost rates to recover the administrative costs associated with certain federal grants. Using a methodology approved by the U.S. Department of Education, the VDOE analyzes Annual School Report expenditure data to determine LEA indirect cost rates for the following fiscal year. The FY 2024/25 restricted indirect cost rate of 2.7 percent is used to develop the FY 2025/26 Categorical Grants budget.

### OTHER FUNDS

Other funds account for the proceeds of specific revenue sources that are legally restricted or committed to being expended for specific purposes. Other funds are projected to account for 5.8% of the total budget for FY 2025/26. The Cafeterias and Textbook funds represent the two most significant budgets of all other funds.

## CATEGORICAL GRANTS AND OTHER FUNDS REVENUE

	Local	Fund Balance	State	Federal	Transfer(s) from Other Funds	Reserve for Contingency	Total
Adult Basic Education	-	-	-	303,580	45,462	-	349,042
Corrections Education & Other Institutionalized Individuals	-	-	-	955	143	-	1,098
DoDEA Spanish Immersion	-	-	-	223,026	-	-	223,026
DoDEA World Language Advancement & Readiness Program	-	-	-	1,315,711	-	-	1,315,711
HVAC Coronavirus State & Local Fiscal Recovery Funds	-	-	-	2,677,359	-	-	2,677,359
McKinney-Vento Homeless Assistance Act	-	-	-	102,990	-	-	102,990
MYCAA-LPN	-	-	-	1,000	-	-	1,000
MYCAA-ALC	-	-	-	2,298	-	-	2,298
NJROTC	-	-	-	109,744	-	-	109,744
Perkins V Formula Grant	-	-	-	1,190,530	-	-	1,190,530
Post 9/11 GI Bill	-	-	-	3,650	-	-	3,650
Preschool Incentive IDEA Section 619	-	-	-	1,026,659	-	-	1,026,659
Title I, Part A	-	-	-	24,203,195	-	-	24,203,195
Title I, Part D - Subpart 1	-	-	-	20,000	-	-	20,000
Title I, Part D - Subpart 2	-	-	-	374,602	-	-	374,602
Title II, Part A	-	-	-	3,078,652	-	-	3,078,652
Title III, Part A - Language Acquisition	-	-	-	551,890	-	-	551,890
Title III, Part A - Immigrant & Youth	-	-	-	10,054	-	-	10,054
Title IV, Part A - Student Support and Academic Enrichment	-	-	-	2,688,760	-	-	2,688,760
Title IV, Pell	-	-	-	65,130	-	-	65,130
Title VI, B IDEA Section 611	-	-	-	21,592,083	-	-	21,592,083
<b>Federal Grants Total</b>	-	-	-	<b>59,541,868</b>	<b>45,605</b>	-	<b>59,587,473</b>
Algebra Readiness Initiative	-	-	3,084,058	-	596,376	-	3,680,434
Career and Tech Education Special State Equipment Allocation	-	-	58,078	-	-	-	58,078
Career and Tech Education State Equipment Allocation	-	-	74,199	-	-	-	74,199
Career Switcher New Teacher Mentor Program	-	-	12,275	-	-	-	12,275
Critical National Security Language Initiative	-	-	37,000	-	-	-	37,000
Early Intervention Reading Initiative	-	-	4,923,098	-	1,303,545	-	6,226,643
Flexible Per Pupil Funding (ALL In VA)	-	-	4,951,097	-	-	-	4,951,097
General Adult Education	-	-	29,877	-	-	-	29,877
Individual Student Alternative Education Plan (ISAEP)	-	-	64,216	-	-	-	64,216
Industry Certification Examinations	-	-	64,690	-	-	-	64,690
Industry Certification Examinations STEM-H	-	-	24,293	-	-	-	24,293
Jail Education Program	-	-	336,257	-	-	-	336,257
Juvenile Detention Home	-	-	1,531,826	-	-	-	1,531,826
National Board Certification Incentive Award	-	-	342,500	-	-	-	342,500
New Teacher Mentor Program	-	-	27,918	-	-	-	27,918
Project Graduation	-	-	84,391	-	-	-	84,391
Race to GED	-	-	53,039	-	-	-	53,039
Recovery High School	-	-	550,000	-	-	-	550,000
School Security Equipment Grant	-	-	123,730	-	30,933	-	154,663
Technology Initiative	-	-	5,160,990	-	436,400	-	5,597,390
Virginia Preschool Initiative	-	-	8,383,556	-	3,746,910	-	12,130,466
Workplace Readiness	-	-	14,996	-	-	-	14,996
<b>State Grants Total</b>	-	-	<b>29,932,084</b>	-	<b>6,114,164</b>	-	<b>36,046,248</b>
ACT - Bayport Foundation	75,000	-	-	-	-	-	75,000
Hampton Roads Workforce Council - ALC	180,000	-	-	-	-	-	180,000
Hampton Roads Workforce Council - STEM (OSY)	167,000	-	-	-	-	-	167,000
JUUL Labs	892,000	-	-	-	-	-	892,000
NYLF Grief-Sensitive Schools	25,750	-	-	-	-	-	25,750
Welding Lab/Blueforge Contract	2,000,000	-	-	-	-	-	2,000,000
<b>Other Grants Total</b>	<b>3,339,750</b>	-	-	-	-	-	<b>3,339,750</b>
Reserve for Contingency	-	-	-	-	-	10,000,000	10,000,000
<b>Reserve for Contingency</b>	-	-	-	-	-	<b>10,000,000</b>	<b>10,000,000</b>
<b>Categorical Grants Total</b>	<b>3,339,750</b>	-	<b>29,932,084</b>	<b>59,541,868</b>	<b>6,159,769</b>	<b>10,000,000</b>	<b>108,973,471</b>
Athletics	662,000	-	-	-	5,937,588	-	6,599,588
Cafeterias	14,150,890	4,848,547	855,000	30,300,000	-	-	50,154,437
Cell Tower Technology	628,000	372,000	-	-	-	-	1,000,000
Equipment Replacement	-	400,000	-	-	-	-	400,000
Instructional Technology	-	1,000,000	-	-	-	-	1,000,000
Textbooks	60,225	3,583,720	5,889,269	-	-	-	9,533,214
Vending Operations	150,000	-	-	-	-	-	150,000
<b>Other Funds Total</b>	<b>15,651,115</b>	<b>10,204,267</b>	<b>6,744,269</b>	<b>30,300,000</b>	<b>5,937,588</b>	-	<b>68,837,239</b>
<b>Categorical Grants and Other Funds Total</b>	<b>18,990,865</b>	<b>10,204,267</b>	<b>36,676,353</b>	<b>89,841,868</b>	<b>12,097,357</b>	<b>10,000,000</b>	<b>177,810,710</b>

## CATEGORICAL GRANTS AND OTHER FUNDS EXPENDITURES

	Personnel Services	Fringe Benefits	Purchased Services	Other Charges	Materials and Supplies	Capital Outlay	Total
Adult Basic Education	239,507	109,035	-	500	-	-	349,042
Corrections Education & Other Institutionalized Individuals					1,098		1,098
DoDEA Spanish Immersion	96,576	21,584	76,631	8,730	19,505	-	223,026
DoDEA World Language Advancement & Readiness Program	227,790	17,426	63,834	69,022	937,639	-	1,315,711
HVAC Coronavirus State & Local Fiscal Recovery Funds	-	-	118,933	-	-	2,558,426	2,677,359
McKinney-Vento Homeless Assistance Act	31,937	2,444	30,000	-	38,609	-	102,990
MYCAA-LPN			-	1,000	-	-	1,000
MYCAA-ALC			2,022	276	-	-	2,298
NJROTC			-	-	109,744	-	109,744
Perkins V Formula Grant	188,855	14,447	118,737	129,000	614,491	125,000	1,190,530
Post 9/11 GI Bill			500	1,000	2,150	-	3,650
Preschool Incentive IDEA Section 619	692,298	264,415	26,708	6,752	36,486	-	1,026,659
Title I, Part A	13,709,113	4,524,535	1,092,370	156,726	4,713,289	7,162	24,203,195
Title I, Part D - Subpart 1	18,580	1,420	-	-	-	-	20,000
Title I, Part D - Subpart 2	251,614	83,012	9,098	-	30,878	-	374,602
Title II, Part A	1,993,685	791,984	280,857	5,766	6,360	-	3,078,652
Title III, Part A - Language Acquisition	315,011	84,916	23,427	39,864	88,672	-	551,890
Title III, Part A - Immigrant & Youth			10,054	-	-	-	10,054
Title IV, Part A - Student Support & Academic Enrichment	710,330	272,566	1,096,669	84,000	525,195	-	2,688,760
Title IV, Pell	-	-	60	12,996	52,074	-	65,130
Title VI, B IDEA Section 611	14,577,506	6,309,383	551,571	22,336	131,287	-	21,592,083
<b>Federal Grants Total</b>	<b>33,052,802</b>	<b>12,497,167</b>	<b>3,501,471</b>	<b>537,968</b>	<b>7,307,477</b>	<b>2,690,588</b>	<b>59,587,473</b>
Algebra Readiness Initiative	2,108,395	161,291	971,974	-	438,774	-	3,680,434
Career and Tech Education Special State Equipment Allocation	-	-	-	-	58,078	-	58,078
Career and Tech Education State Equipment Allocation	-	-	-	-	74,199	-	74,199
Career Switcher New Teacher Mentor Program	12,275	-	-	-	-	-	12,275
Critical National Security Language Initiative	29,431	7,569	-	-	-	-	37,000
Early Intervention Reading Initiative	5,441,530	485,613	-	10,000	289,500	-	6,226,643
Flexible Per Pupil Funding (ALL In VA)	3,853,576	290,580	62,320	-	744,621	-	4,951,097
General Adult Education	27,754	2,123	-	-	-	-	29,877
Individual Student Alternative Education Plan (ISAEF)	42,830	13,903	-	-	7,483	-	64,216
Industry Certification Examinations	-	-	-	-	64,690	-	64,690
Industry Certification Examinations STEM-H	-	-	-	-	24,293	-	24,293
Jail Education Program	206,278	86,107	35,204	2,698	5,970	-	336,257
Juvenile Detention Home	1,040,951	411,134	52,148	7,100	20,493	-	1,531,826
National Board Certification Incentive Award	342,500	-	-	-	-	-	342,500
New Teacher Mentor Program	27,918	-	-	-	-	-	27,918
Project Graduation	11,170	856	-	-	72,365	-	84,391
Race to GED	43,232	3,307	-	-	6,500	-	53,039
Recovery High School	328,079	123,389	1,000	8,000	89,532	-	550,000
School Security Equipment Grant	-	-	48,000	-	90,000	16,663	154,663
Technology Initiative	58,915	4,505	250,000	232,080	5,038,890	13,000	5,597,390
Virginia Preschool Initiative	8,082,878	4,047,588	-	-	-	-	12,130,466
Workplace Readiness	-	-	-	-	14,996	-	14,996
<b>State Grants Total</b>	<b>21,657,712</b>	<b>5,637,965</b>	<b>1,420,646</b>	<b>259,878</b>	<b>7,040,384</b>	<b>29,663</b>	<b>36,046,248</b>
ACT - Bayport Foundation	-	-	15,000	4,000	46,000	10,000	75,000
Hampton Roads Workforce Council - ALC	68,013	27,814	80,273	1,800	2,100	-	180,000
Hampton Roads Workforce Council - STEM (OSY)	75,231	29,009	52,680	549	9,531	-	167,000
JUUL Labs			500,000		392,000		892,000
NYLF Grief-Sensitive Schools			8,000	10,000	7,750		25,750
Welding Lab/Blueforge Contract	-	-	175,428	-	145,735	1,678,837	2,000,000
<b>Other Grants Total</b>	<b>143,244</b>	<b>56,823</b>	<b>831,381</b>	<b>16,349</b>	<b>603,116</b>	<b>1,688,837</b>	<b>3,339,750</b>
Reserve for Contingency	-	-	-	-	10,000,000	-	10,000,000
<b>Reserve for Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000,000</b>	<b>-</b>	<b>10,000,000</b>
<b>Categorical Grants Total</b>	<b>54,853,758</b>	<b>18,191,955</b>	<b>5,753,498</b>	<b>814,195</b>	<b>24,950,977</b>	<b>4,409,088</b>	<b>108,973,471</b>
Athletics	2,577,109	197,149	2,590,289	271,250	774,800	188,991	6,599,588
Cafeterias	17,661,787	7,262,918	1,212,740	70,394	20,986,598	2,960,000	50,154,437
Cell Tower Technology					1,000,000		1,000,000
Equipment Replacement					400,000		400,000
Instructional Technology					1,000,000		1,000,000
Textbooks	105,023	42,349			9,385,842		9,533,214
Vending Operations			800	149,200			150,000
<b>Other Funds Total</b>	<b>20,343,919</b>	<b>7,502,416</b>	<b>3,803,829</b>	<b>490,844</b>	<b>33,547,240</b>	<b>3,148,991</b>	<b>68,837,239</b>
<b>Categorical Grants and Other Funds Total</b>	<b>75,197,677</b>	<b>25,694,371</b>	<b>9,557,327</b>	<b>1,305,039</b>	<b>58,498,217</b>	<b>7,558,079</b>	<b>177,810,710</b>



# PERSONNEL RESOURCE ALLOCATIONS

## STAFFING PROCESS AND TIMELINE

The distribution of instructional staff in Virginia Beach adheres to guidelines that either meet or surpass the Standards of Quality (SOQ), Virginia's accreditation requirements, and the School Board's established core class size limits. Staffing projections are individually conducted for each school, taking into account specific formulas for various program levels to determine the number of classroom teachers and other positions. For example, the allocation of classroom teachers to elementary schools is determined by a pupil-teacher ratio based on the number of students. In the case of secondary schools, class size is influenced by both the number of students and class schedules. The comprehensive VBCPS Staffing Standards and Guidelines can be found in the Appendix of this document.

### Elementary Ratio of Students to Teaching/Instructional Personnel

Fiscal Year	Teaching Positions	End-of-Year Membership K-7	VBCPS Elementary Student/Teacher Ratio	State Average Elementary Student/Teacher Ratio
2018/19	3,019	40,904	13.6	13.0
2019/20	2,998	40,952	13.7	13.0
2020/21	2,995	38,053	12.7	12.2
2021/22	2,949	37,533	12.7	12.3
2022/23	2,892	37,893	13.1	12.4
2023/24	-	-	-	-

### Secondary Ratio of Students to Teaching/Instructional Personnel

Fiscal Year	Teaching Positions	End-of-Year Membership 8-12	VBCPS Secondary Student/Teacher Ratio	State Average Secondary Student/Teacher Ratio
2018/19	1,874	25,411	13.6	12.5
2019/20	1,862	25,565	13.7	12.7
2020/21	1,856	24,990	13.5	12.5
2021/22	1,817	24,717	13.6	12.6
2022/23	1,783	24,737	13.9	12.5
2023/24	-	-	-	-

- Not Available (officially published by the Virginia Department of Education)

Note: These tables represent student-teacher ratios based on End-of-Year Average Daily Membership to full-time equivalent teaching positions, excluding special education teachers, principals, assistant principals, guidance counselors, and librarians.

Source: School Board of the City of Virginia Beach, Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024

## BUDGETED POSITIONS FOR ALL SCHOOL BOARD FUNDS

	FY 2020/21 Budget	FY 2021/22 Budget	FY 2022/23 Budget	FY 2023/24 Budget	FY 2024/25 Budget	FY 2025/26 Proposed	Variance
<b>General Fund</b>							
Fund 115 - School Operating							
Instruction	7,073.85	7,076.25	7,097.35	7,064.55	6,975.25	7,016.35	41.10
Administration, Attendance and Health	386.30	398.90	404.90	410.10	403.30	406.30	3.00
Pupil Transportation	690.88	690.88	694.88	694.88	693.88	694.54	0.66
Operations and Maintenance	1,119.50	1,121.50	1,136.10	1,151.10	1,172.20	1,155.50	(16.70)
Technology	186.00	186.00	188.00	188.00	189.50	188.50	(1.00)
<b>School Operating Fund Total</b>	<b>9,456.53</b>	<b>9,473.53</b>	<b>9,521.23</b>	<b>9,508.63</b>	<b>9,434.13</b>	<b>9,461.19</b>	<b>27.06</b>
Fund 201 – Green Run Collegiate	39.20	39.20	40.50	40.90	41.00	41.00	-
<b>General Fund Total</b>	<b>9,495.73</b>	<b>9,512.73</b>	<b>9,561.73</b>	<b>9,549.53</b>	<b>9,475.13</b>	<b>9,502.19</b>	<b>27.06</b>
<b>Categorical Grants and Other Funds</b>							
Fund 213 – Cafeterias	536.64	536.64	529.62	564.62	589.62	589.62	-
Fund 214 – Categorical Grants	508.50	516.50	552.00	549.00	544.50	562.40	17.90
Fund 215 – Textbooks	1.50	1.50	1.50	1.50	1.50	1.50	-
Fund 650 – Risk Management	5.00	5.00	5.00	5.00	5.00	5.00	-
Funds 652/653 – Health Insurance	7.50	8.50	8.50	8.50	8.50	8.50	-
<b>Other Funds Total</b>	<b>1,059.14</b>	<b>1,068.14</b>	<b>1,096.62</b>	<b>1,128.62</b>	<b>1,149.12</b>	<b>1,167.02</b>	<b>17.90</b>
<b>TOTAL BUDGET</b>	<b>10,554.87</b>	<b>10,580.87</b>	<b>10,658.35</b>	<b>10,678.15</b>	<b>10,624.25</b>	<b>10,669.21</b>	<b>44.96</b>

## GENERAL FUND BUDGETED POSITIONS

	FY 2021/22 Budget	FY 2022/23 Budget	FY 2023/24 Budget	FY 2024/25 Budget	FY 2025/26 Proposed	Variance
8104 Elementary Classroom	2,268.10	2,267.20	2,271.00	2,237.20	2,256.40	19.20
8106 Middle Classroom	749.30	748.80	713.95	692.10	698.00	5.90
8108 High Classroom	968.90	966.90	980.10	917.40	918.40	1.00
8110 Special Education Classroom	1,216.40	1,213.40	1,213.40	1,201.80	1,209.80	8.00
8112 Technical and Career Education Classroom	218.75	209.45	193.00	202.35	200.85	(1.50)
8114 Gifted Classroom	163.20	164.20	164.20	165.70	167.70	2.00
8116 Alternative Education Classroom	80.00	79.00	75.00	76.40	76.40	-
8118 Remedial Education Classroom	76.00	94.50	95.00	112.00	112.00	-
8124 Adult Education	20.60	21.00	21.00	23.00	24.00	1.00
8135 Guidance	244.90	245.90	247.90	251.30	250.90	(0.40)
8136 Student Services	-	7.00	7.00	7.00	7.00	-
8137 Social Workers	36.00	36.00	36.00	36.00	36.00	-
8139 Homebound	1.00	1.00	1.00	1.00	1.00	-
8145 Teaching and Learning	54.00	52.00	52.00	55.00	55.00	-
8147 Instructional Professional Growth and Innovation	6.00	5.00	5.00	5.00	5.00	-
8149 Diversity, Equity and Inclusion	3.00	3.00	3.00	3.00	3.00	-
8151 Student Leadership	9.00	10.00	10.00	10.50	10.50	-
8153 School Leadership	11.00	12.00	12.00	11.00	11.00	-
8155 Student Activities	31.00	31.00	31.00	31.00	31.00	-
8157 Special Education Support	35.00	43.00	43.00	50.00	41.00	(9.00)
8159 Technical and Career Education Support	9.00	10.00	10.00	11.00	12.00	1.00
8161 Gifted Education Support	20.00	20.00	20.00	21.00	12.00	(9.00)
8162 Academy Support*	-	-	-	-	9.00	9.00
8163 Alternative Education Support	28.60	29.50	29.50	30.50	41.90	11.40
8165 Library Media Support	193.50	189.50	189.50	185.00	185.00	-
8175 Office of the Principal - Elementary	340.00	344.00	347.00	346.50	346.50	-
8177 Office of the Principal - Middle	138.00	139.00	140.00	140.00	138.00	(2.00)
8179 Office of the Principal - High	147.00	147.00	146.00	144.50	149.00	4.50
8181 Office of the Principal - Technical and Career Education	8.00	8.00	8.00	8.00	8.00	-
<b>Instruction Total</b>	<b>7,076.25</b>	<b>7,097.35</b>	<b>7,064.55</b>	<b>6,975.25</b>	<b>7,016.35</b>	<b>41.10</b>
8202 Board and Governmental Services	13.00	12.00	12.00	12.00	12.00	-
8203 Legal Services	-	5.00	5.00	5.00	5.00	-
8204 Office of the Superintendent	5.00	5.00	5.00	5.00	5.00	-
8206 Communications and Community Engagement	18.60	19.60	19.60	20.80	21.40	0.60
8208 Human Resources	44.30	44.30	45.00	42.00	42.40	0.40
8210 Professional Growth and Innovation	8.00	9.00	9.00	9.00	9.00	-
8212 Consolidated Benefits	21.50	21.50	21.50	20.50	20.50	-
8214 Planning, Innovation, and Accountability	15.00	15.00	15.00	15.00	15.00	-
8216 Budget and Finance	45.00	45.00	45.00	44.00	44.00	-
8220 Internal Audit	4.00	4.00	4.00	4.00	4.00	-
8222 Procurement Services	12.00	12.00	12.00	11.00	11.00	-
8250 Health Services	134.50	135.50	138.00	139.00	140.00	1.00
8252 Psychological Services	74.00	73.00	75.00	72.00	73.00	1.00
8254 Audiological Services	4.00	4.00	4.00	4.00	4.00	-
<b>Administration, Attendance and Health Total</b>	<b>398.90</b>	<b>404.90</b>	<b>410.10</b>	<b>403.30</b>	<b>406.30</b>	<b>3.00</b>
8302 Transportation Management	27.00	32.00	32.00	32.00	32.00	-
8304 Vehicle Operations	366.75	364.75	364.75	364.75	365.41	0.66
8306 Vehicle Operations - Special Education	132.85	132.85	132.85	132.85	132.85	-
8308 Monitoring Services-Special Education	106.28	106.28	106.28	106.28	106.28	-
8310 Vehicle Maintenance	58.00	59.00	59.00	58.00	58.00	-
<b>Pupil Transportation Total</b>	<b>690.88</b>	<b>694.88</b>	<b>694.88</b>	<b>693.88</b>	<b>694.54</b>	<b>0.66</b>
8402 School Division Services	2.00	2.00	2.00	2.00	2.00	-
8404 Facilities and Maintenance Services	207.00	207.00	207.00	207.00	207.00	-
8406 Custodial Services	671.00	672.00	672.00	672.50	640.00	(32.50)
8410 Vehicle Services	4.00	4.00	4.00	4.00	4.00	-
8412 Security and Emergency Management	211.00	225.60	240.60	262.20	278.00	15.80
8414 Distribution Services	24.50	24.50	24.50	23.50	23.50	-
8416 Telecommunications	2.00	1.00	1.00	1.00	1.00	-
<b>Operations and Maintenance Total</b>	<b>1,121.50</b>	<b>1,136.10</b>	<b>1,151.10</b>	<b>1,172.20</b>	<b>1,155.50</b>	<b>(16.70)</b>
8190 Instructional Technology Support	104.00	105.00	105.00	106.50	105.00	(1.50)
8240 Office of Technology	6.00	7.00	7.00	7.00	7.00	-
8435 Technology Maintenance	76.00	76.00	76.00	76.00	76.50	0.50
<b>Technology Total</b>	<b>186.00</b>	<b>188.00</b>	<b>188.00</b>	<b>189.50</b>	<b>188.50</b>	<b>(1.00)</b>
<b>School Operating Fund Total</b>	<b>9,473.53</b>	<b>9,521.23</b>	<b>9,508.63</b>	<b>9,434.13</b>	<b>9,461.19</b>	<b>27.06</b>
Green Run Collegiate Instruction	39.20	40.50	40.90	41.00	41.00	-
<b>Green Run Collegiate Fund Total</b>	<b>39.20</b>	<b>40.50</b>	<b>40.90</b>	<b>41.00</b>	<b>41.00</b>	<b>-</b>
<b>General Fund Total</b>	<b>9,512.73</b>	<b>9,561.73</b>	<b>9,549.53</b>	<b>9,475.13</b>	<b>9,502.19</b>	<b>27.06</b>

Note: Effective FY2025/26, Academy Support (8162) was created, previously budgeted in Gifted Ed Support (8161).

**CATEGORICAL GRANTS AND OTHER FUNDS BUDGETED POSITIONS**

	FY 2021/22 Budget	FY 2022/23 Budget	FY 2023/24 Budget	FY 2024/25 Budget	FY 2025/26 Proposed	Variance
Adult Basic Education	5.00	5.00	5.00	5.00	5.00	-
ARP Homeless II	-	1.00	1.00	-	-	-
ARPA ESSER III	-	29.00	26.00	-	-	-
CARES Act ESSER	7.00	-	-	-	-	-
Carl Perkins	-	1.00	1.00	-	-	-
DoDEA Spanish Immersion	-	1.00	1.00	1.00	1.00	-
Preschool Incentive IDEA Section 619	4.00	4.00	4.00	4.00	4.00	-
Title I, Part A	101.90	106.90	106.90	125.40	128.40	3.00
Title II, Part A	18.00	19.00	19.00	19.00	20.00	1.00
Title III, Part A - Language Acquisition	1.00	1.00	1.00	1.00	1.00	-
Title IV, Part A-Student Support & Acad Enrichment	5.00	4.50	4.50	4.10	4.60	0.50
Title VI, B IDEA Section 611	262.80	262.80	262.80	264.20	264.20	-
<b>Federal Grants Total</b>	<b>404.70</b>	<b>435.20</b>	<b>432.20</b>	<b>423.70</b>	<b>428.20</b>	<b>4.50</b>
Early Intervention Reading Initiative	1.00	1.00	1.00	1.00	1.00	-
Critical National Security Language Initiative	-	-	-	-	0.40	0.40
Jail Education Program	1.00	1.00	1.00	1.00	1.00	-
Juvenile Detention Home	12.00	11.00	11.00	11.00	14.00	3.00
Recovery High School	-	-	-	-	4.00	4.00
Virginia Preschool Initiative	96.00	102.00	102.00	106.00	112.00	6.00
<b>State Grants Total</b>	<b>110.00</b>	<b>115.00</b>	<b>115.00</b>	<b>119.00</b>	<b>132.40</b>	<b>13.40</b>
Hampton Roads Workforce Council - ALC	0.80	0.80	0.80	0.80	0.80	-
Hampton Roads Workforce Council - STEM (OSY)	0.75	1.00	1.00	1.00	1.00	-
Hampton Roads Workforce Council - STEM (ISY)	0.25	-	-	-	-	-
<b>Local Grants Total</b>	<b>1.80</b>	<b>1.80</b>	<b>1.80</b>	<b>1.80</b>	<b>1.80</b>	<b>-</b>
<b>Categorical Grants Total</b>	<b>516.50</b>	<b>552.00</b>	<b>549.00</b>	<b>544.50</b>	<b>562.40</b>	<b>17.90</b>
Cafeterias	536.64	529.62	564.62	589.62	589.62	-
Health Insurance	8.50	8.50	8.50	8.50	8.50	-
Risk Management	5.00	5.00	5.00	5.00	5.00	-
Textbooks	1.50	1.50	1.50	1.50	1.50	-
<b>Other Funds Total</b>	<b>551.64</b>	<b>544.62</b>	<b>579.62</b>	<b>604.62</b>	<b>604.62</b>	<b>-</b>
<b>Categorical Grants and Other Funds Total</b>	<b>1,068.14</b>	<b>1,096.62</b>	<b>1,128.62</b>	<b>1,149.12</b>	<b>1,167.02</b>	<b>17.90</b>

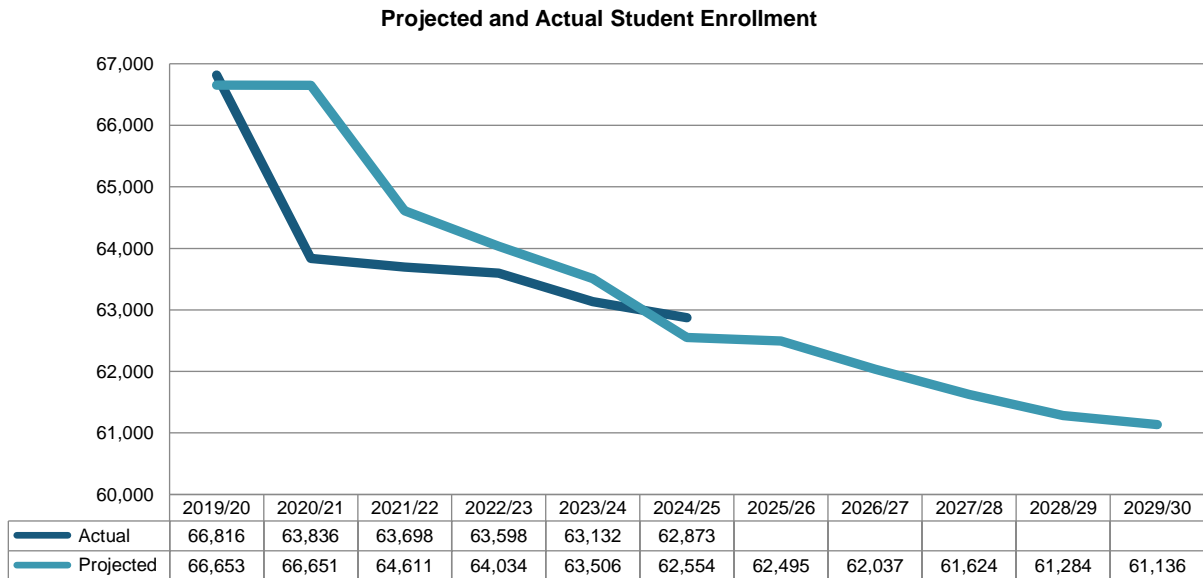
# OPERATING COSTS OF AVERAGE DAILY MEMBERSHIP

As of September 30, 2024, the total ADM stood at 62,873. Projections indicate a decline in the forecast for each year. The future impact of declining enrollment hinges on factors like economic conditions and the lingering effects of the pandemic. Despite a decrease in average daily membership, the numbers of English Learners, students affected by poverty, and those receiving special education services have risen. Anticipated growing student needs are expected to have an increasing impact on the budget, exacerbated by learning loss and increased social-emotional needs resulting from the pandemic.

## **STUDENT ENROLLMENT**

The school division uses a cohort survival model to generate base student membership projections. This model compares the number of students in a particular grade to the number of students in the previous grade during the previous year. Ratios are computed for each grade progression over a multiyear period and are then used to project future enrollments. To project kindergarten enrollment, birth data lagged five years behind its respective kindergarten class and is used to calculate a cohort ratio. Student projections are further adjusted using analysis generated in the school division’s Geographic Information System, a detailed analysis of residential housing trends, Virginia Beach resident birth rates, and other available data that may impact student enrollment.

The graph below shows historical September 30 student membership and projected student membership for 2025/26 through 2029/30.

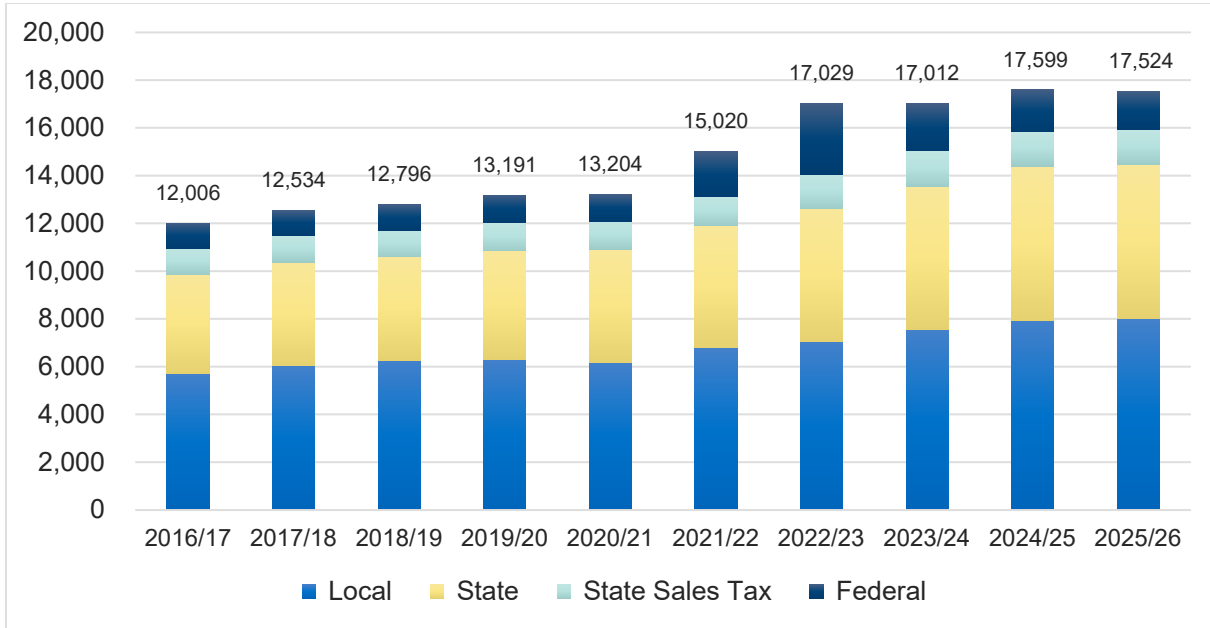


*Source: VBCPS Department of School Division Services, September 30<sup>th</sup> Historical Student Membership, and Final 2025/26 – 2029/30 September 30<sup>th</sup> Student Membership Projections. Please Note figures do not include ECSE, Pre-K, SECEP*

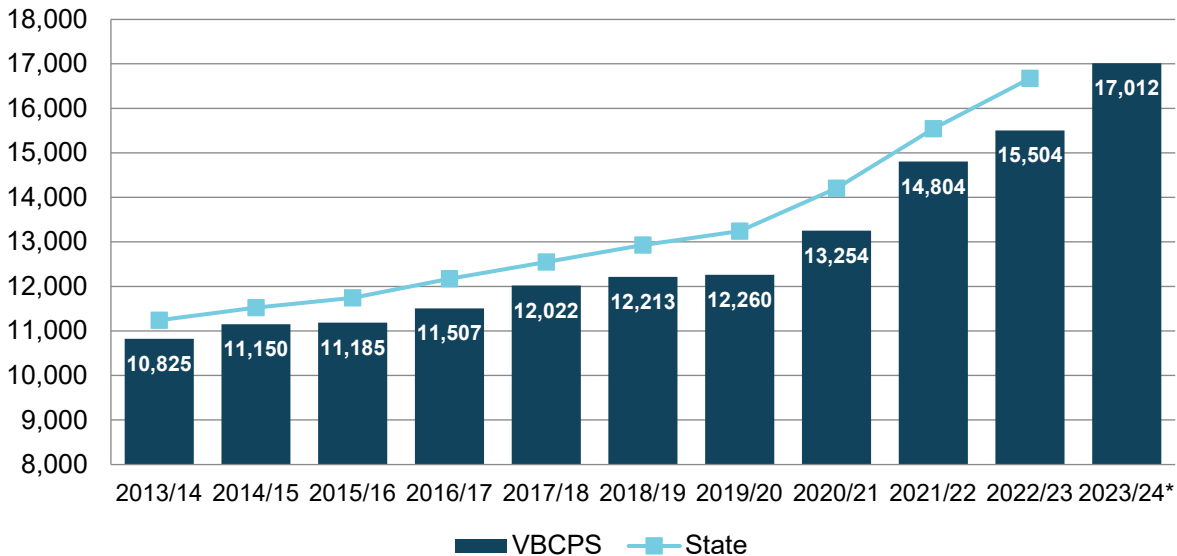
**PER-PUPIL EXPENDITURE**

The per-pupil expenditure calculation is based on the Virginia Department of Education’s definition of operations. All school divisions report expenditures in a standardized format, and division comparative information is provided in the Virginia Superintendent’s Annual School Report. Operations include regular day school, food services, summer school, adult education, and other educational programs. Operations in this calculation do not include the cost of facilities, debt service, and capital outlay.

**Budgeted Average Per Pupil Expenditures Comparison**



**VBCPS Average Per Pupil Expenditures Compared with State**



\* Estimated expenditures for FY 2023/24; all other figures represent actual data.

Sources: School Board of the City of Virginia Beach, Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024.

**APPENDIX**

# Compass to 2030: Learning Today, Leading Tomorrow

GOALS	
<b>1 Challenge and Support Each Student to Excel and be Future Ready</b>	<b>2 Enhance Student Well-Being, Resilience, and Responsibility</b>
<p>Challenge and support each student to excel academically and gain the skills and attributes outlined in the VBCPS Future-Ready Profile to successfully navigate future pathways.</p>	<p>Provide a safe and inclusive learning environment that supports the well-being of students and strengthens the social-emotional skills they need to be resilient individuals and responsible leaders.</p>
EQUITY EMPHASES	
<p>Engage in inclusive teaching practices that incorporate multiple perspectives, ensure access to and sustained support in courses and programs aligned with students' future aspirations.</p>	<p>Strengthen students' sense of belonging through increased access to mentors, extracurricular activities, and leadership opportunities. Monitor multiple sources of data and address disparities.</p>
STRATEGIES	
<p><b>1.1</b> Implement evidence-based, differentiated instruction in all classrooms.</p> <p><b>1.2</b> Inform students, families, and staff of the range of programs and services offered in the division (e.g., K-12 Continuum of Advanced Academics, career and technical education courses, fine arts, etc.) through targeted outreach and education efforts.</p> <p><b>1.3</b> Implement comprehensive curriculums that equip students with the critical financial, digital, and media literacy skills needed to make informed decisions and engage responsibly with the world around them.</p> <p><b>1.4</b> Engage students in learning experiences aligned with the division's Future-Ready Profile that produce works of substance, promote student reflection, increase ownership of learning, and inform the development of postsecondary goals.</p> <p><b>1.5</b> Provide increased opportunities for career awareness, exploration, and experience through the K-12 Academic and Career Planning process to ensure students are enrolled, enlisted, or employed after graduation.</p>	<p><b>2.1</b> Integrate instructional practices that support students to learn about, practice, and develop social-emotional skills.</p> <p><b>2.2</b> Amplify diverse student voices and increase students' opportunities for providing input in school and division processes and procedures.</p> <p><b>2.3</b> Use the division's Integrated Systems of Support to identify and address the diverse academic, behavioral, and social-emotional needs of students and develop a user-friendly resource outlining the supports available.</p> <p><b>2.4</b> Promote mental health awareness and implement procedures to systematically address identified mental health needs by connecting students and their families with appropriate support.</p>
KEY NAVIGATIONAL MARKERS	
<ul style="list-style-type: none"> <li>• Percent of students meeting grade-level benchmarks in reading</li> <li>• Percent of students meeting grade-level benchmarks in mathematics</li> <li>• Percent of secondary students enrolling in and successfully completing advanced courses</li> <li>• Percent of students reporting they have a solid plan after graduation</li> <li>• Percent of students with disabilities graduating on time with standard or advanced diplomas</li> </ul>	<ul style="list-style-type: none"> <li>• Percent of students reporting school is safe</li> <li>• Percent of students reporting they have a trusted adult at school</li> <li>• Percent of students participating in extracurricular activities or clubs</li> <li>• Percent of students reporting a sense of belonging</li> <li>• Percent of students with 90% or higher attendance</li> </ul>

# Compass to 2030: Learning Today, Leading Tomorrow

GOALS					
<b>3</b>	<b>Value and Invest in Staff</b>	<b>4</b>	<b>Partner with Families and the Community to Support Students</b>	<b>5</b>	<b>Advance Organizational Excellence</b>
Enhance and sustain a positive work culture and climate that values and invests in recruiting, supporting, and retaining a high-quality, diverse workforce exemplifying the division's core values.		Cultivate mutually supportive partnerships among families, schools, and the community to support student achievement and well-being, enhance real-world learning, and broaden opportunities for career exploration and experience.		Pursue the effective, efficient, and equitable use of division resources, operations, and processes to best meet the needs of students and staff.	
EQUITY EMPHASES					
Prioritize the recruitment and retention of a high-quality workforce reflective of our student demographics and ensure staff have the skills needed to support a diverse range of learners.		Identify and address any barriers that may exist for family and community involvement and engagement including, but not limited to, language access. Collaborate with community and business partners to leverage resources, support opportunities, and provide comprehensive wraparound services.		Establish a comprehensive set of guiding principles to ensure that resources are allocated and operations are conducted in an equitable, efficient, and transparent manner across schools and the division.	
STRATEGIES					
<p><b>3.1</b> Create a comprehensive retention and support plan for provisionally licensed teachers.</p> <p><b>3.2</b> Develop and promote pathways and pipelines to employment within VBCPS.</p> <p><b>3.3</b> Expand employee recognition programs to encompass a broader range of employee groups.</p> <p><b>3.4</b> Build awareness and enhance resources to support the health and well-being of all employees.</p> <p><b>3.5</b> Increase opportunities and access to professional learning, with an emphasis on non-exempt employees.</p>		<p><b>4.1</b> Create and maintain open and accessible communication channels to enhance family and community engagement.</p> <p><b>4.2</b> Provide resources and support to ensure families have the ability to communicate effectively in their preferred language to access information, services, and opportunities.</p> <p><b>4.3</b> Match community needs with appropriate resources and support services to empower families to make informed decisions about their children's education and well-being.</p> <p><b>4.4</b> Develop a calendar of family engagement events throughout the school year to promote stronger relationships between schools and the broader community.</p> <p><b>4.5</b> Establish and maintain diverse partnerships with local and regional businesses and organizations to offer students real-world work experiences, with a focus on inclusivity and support for students with disabilities.</p>		<p><b>5.1</b> Create an environment where everyone understands their role in maintaining both online and physical safety and security.</p> <p><b>5.2</b> Identify opportunities to automate tasks and improve division processes, and track how these changes save time and resources.</p> <p><b>5.3</b> Implement the Government Finance Officers Association (GFOA) best practices in school budgeting framework to develop a strategic financial plan based on <i>Compass to 2030</i>.</p> <p><b>5.4</b> Implement a strategic facilities management plan that prioritizes the most critical needs, leverages energy-efficient solutions to reduce long-term costs, and is aligned with the processes and procedures of the Department of Budget and Finance.</p> <p><b>5.5</b> Continue to implement sustainable practices supporting social, environmental, and economic outcomes.</p>	
KEY NAVIGATIONAL MARKERS					
<ul style="list-style-type: none"> <li>• Percent of staff reporting job satisfaction</li> <li>• Percent of staff reporting professional learning opportunities are appropriate to meet their needs</li> <li>• Percentage of staff aware of resources to support their health and well-being</li> <li>• Teacher Retention Rate</li> <li>• Vacancy Rate</li> </ul>		<ul style="list-style-type: none"> <li>• Percent of families aware of events, programs, and resources provided for parents/caregivers to support students</li> <li>• Percent of families reporting satisfaction with opportunities available to be involved in their child's school</li> <li>• Percent of students reporting their schools provide them with real-world learning experiences</li> <li>• Percent of graduates participating in a work-based or service learning experience</li> </ul>		<ul style="list-style-type: none"> <li>• Percent of schools meeting or exceeding VDOE accountability requirements</li> <li>• Percent of schools meeting accreditation standards</li> <li>• Percent of staff reporting their school has the necessary resources to support students' needs</li> <li>• Student and parent satisfaction with student's educational experience</li> <li>• Percent of staff reporting the workplace is safe</li> </ul>	



# Staffing Standards and Guidelines

## Elementary School

FY 2024/25

The allocations of instructional personnel in Virginia Beach are based on guidelines that meet or exceed the Standards of Quality (SOQ), the accreditation requirements of Virginia, and core class size caps as adopted by the School Board.

**NOTE:** These standards represent current information and may be subject to change because of the Standards of Accreditation and Standards of Learning implementation requirements and the local operating budget.

<b>These standards do not include teachers for resource programs, itinerant services, special education, Title I, school counselors, instructional technology specialists and library media specialists.</b>				
<b>Grade Level [see Note (5)]</b>	<b>Virginia SOQ Accreditation Standard Division-wide Ratios [See Note (3)]</b>	<b>VBCPS Classroom Teacher Allocation</b>	<b>VBCPS Target Class Size Ratio [see Note (1)]</b>	<b>VBCPS Class Size Cap [see Note (1)]</b>
K	24:1 without assistant; no class larger than 29; with a full-time assistant if ADM is greater than 24:1	25:1	25:1	27
1	24:1 no class larger than 30	25:1	25:1	27
2	24:1 no class larger than 30	25:1	25:1	27
3	24:1 no class larger than 30	25:1	25:1	27
4	25:1 no class larger than 35	26:1	26:1	27
5	25:1 no class larger than 35	26:1	26:1	27

### NOTES TO STAFFING STANDARDS:

- (1) Schools are monitored throughout the year for compliance with pupil/teacher ratios. An additional teacher will be added at a grade level when the average class-size of all sections on the grade level reaches the class-size cap as shown above. In all cases, adequate funds must be available.
- (2) Exceptions to student/teacher target ratios can be requested on the basis of existing staff. The written request for exception must include the program rationale for the exception, as it relates specifically to student achievement and/or an objective in the school's strategic plan. A cost analysis will be completed by the Department of Human Resources after the appropriate administrator in the Department of School Leadership receives the request.
- (3) Thirty-two elementary schools in Virginia Beach participate in the state K-3 Class-Size Initiative. The Virginia Department of Education (VDOE) determines the ratio for each school based on the percentage of students who receive free lunch.

Schools that participate in the Virginia K-3 Class-Size Initiative must maintain a K-3 class-size average as listed below.

17 schools @ 19 to 1 with no class in K-3 larger than 25  
 8 schools @ 18 to 1 with no class in K-3 larger than 24  
 4 schools @ 17 to 1 with no class in K-3 larger than 23  
 2 schools @ 16 to 1 with no class in K-3 larger than 22  
 1 school @ 14 to 1 with no class in K-3 larger than 20

- (4) Principals are asked to schedule planning periods for elementary grade levels at the same time each day, whenever possible, to provide opportunities for collaborative planning and staff development.

- (5) 1.0 additional FTE for Spanish Immersion Program; Alanton ES, Bayside ES, Christopher Farms ES, Cooke ES and Trantwood ES.

Allocations for Resource Teachers (Art, ESL, Gifted, Music, Physical Education, Reading Specialist); Library Media Specialist; School Counselor and Instructional Technology Specialist. Full-time resource teachers should be scheduled for a daily, unencumbered planning time.	
Art/Grades 1-5	40-minute instructional period on a regular basis per class; plus 1 class period for display and dissemination of materials per week; initial staffing equal to music staffing; additional staffing based on number of classes taught*
Music/Kindergarten	30-minute instructional period on a regular basis per class*
Music/Grades 1-5	40-minute instructional period on a regular basis per class; plus 1 class period for chorus per week*
Music/Strings	40-minute instructional period, twice a week on non-consecutive days (Old Donation School additional .20 for 3 <sup>rd</sup> Grade)
Physical Education/Grades 1-5	<p>30-minute instructional period required daily per class:</p> <p>Elementary students in grades 1-5 will be provided thirty (30) minutes of daily HPE and 15 minutes of recess which will be split as follows: fifteen (15) minutes of recess to take place immediately prior to or following the 30 minute Health and Physical Education (HPE) class with the HPE teacher and teacher assistants serving as monitors; and, fifteen (15) minutes to take place at the opposite time of day from Health and Physical Education class with the grade-level classroom teachers serving as monitors. School administrators will be granted reasonable discretion.</p> <p>A second P.E. teacher will be allocated after the 6<sup>th</sup> P.E. assistant, if teacher positions are available.</p>
Physical Education/Kindergarten	<p>Kindergarten students will be provided thirty minutes (30) of daily HPE and forty (40) minutes of daily recess which will be split as follows: fifteen (15) minutes of recess to take place immediately prior to or following Health and Physical Education (HPE) class with the HPE teacher and teacher assistants serving as monitors; and, twenty-five (25) minutes to take place at the opposite time of day from Health and Physical Education class with the kindergarten teacher assistants serving as monitors. School administrators will be granted reasonable discretion in scheduling recess in order to address scheduling, resources, weather and other conditions.</p>
Reading Specialist	1 per school [SOQ] (excluding Old Donation .50; additional .20 for each 100 students in membership after 500 (VBCPS)
Library Media Specialist	1 per school
School Counselor	<p>1 per school; additional .20 per 100 students in membership after 325[SOQ]</p> <p>Additional counselors are assigned to schools based on achievement as well as SEL data.</p>

English as a Second Language (ESL)	Itinerant based on number of students and level of proficiency [Federal]
Instructional Technology Specialist (ITS)	Allocations are made based upon the number of available positions, school needs and school enrollments. The Department of Teaching and Learning, in conjunction with the Department of School Leadership, makes these allocations annually.
Gifted	Itinerant resource based on identified enrollment
Art Teacher (Grades 1-5)	1 per school; additional allocation for schools with more than 30 classes .20 FTE for 31-36 classes .40 FTE for 37-42 classes .60 FTE for 43-48 classes .80 FTE for 49-54 classes 1.00 FTE for 55-60 classes  Old Donation School additional 5.0 FTEs  *Principals are expected to adhere to recommended instructional times.
Music Teacher (Grades K-5)	1 per school; additional allocation for schools with more than 30 classes .20 FTE for 31-36 classes .40 FTE for 37-42 classes .60 FTE for 43-48 classes .80 FTE for 49-54 classes 1.00 FTE for 55-60 classes  *Principals are expected to adhere to recommended instructional times.
Dance Teacher	Old Donation School 3.80 FTEs
<b>School Health Allocations</b>	
Nurse	1 per school (excluding Old Donation School); additional staff is based on special need
Clinic Assistant	Special need basis, assigned as needed
<b>Teacher Assistant Allocations (VBCPS)</b>	
General Assistants	1.0 for 500 students (excluding Old Donation School) 1.5 for 650 students 2.0 for 800 students 2.5 for 950 students  Additional FTE for Spanish Immersion Program – Alanton ES, Christopher Farms ES, and Trantwood ES Additional FTE for BIST Program – Diamond Springs ES, Newtown ES, Parkway ES and Thalia ES  Special needs basis, assigned as needed
Kindergarten	1 per kindergarten teacher
Kindergarten Spanish Immersion	1 per kindergarten teacher Bayside and Cooke

Physical Education (Grades 1-5)	1 for each 6 classes exceeding the P.E. teacher's initial 6 classes; 1 assistant per 6 additional classes.  7-12 classes                      1.0 FTE 13-15 classes                      1.5 FTEs 16-18 classes                      2.0 FTEs 19-21 classes                      2.5 FTEs 22-24 classes                      3.0 FTEs 25-27 classes                      3.5 FTEs 28-30 classes                      4.0 FTEs 31-33 classes                      4.5 FTEs 34-36 classes                      5.0 FTEs 37-39 classes                      5.5 FTEs 40-42 classes                      6.0 FTEs
<b>Security Assistant and School Security Officer Allocations (VBCPS)</b>	
Security Assistant	1 per school; additional 1.0 FTE for select schools based on need as determined by the Office of Security and Emergency Management.
School Security Officer	Select schools as determined by the Office of Security and Emergency Management
<b>Non-Instructional - Secretarial/Clerical and Technical Allocations</b>	
School Administrative Associate I/12 mo.	1 per school (excluding Old Donation School)
School Office Associate II/12 mo.	1 per school (Glenwood ES 2.0; Pembroke ES additional 1.0 for Special Ed)
School Office Associate II/10 mo.	1 per school (excluding Old Donation School and Glenwood ES and Creeds ES .50)
Technical Support Technician (TST)	1 per school (excluding Old Donation School)
Library Media Assistant	1 per school (excluding Old Donation School); .50 FTE for the following schools Green Run ES, Holland ES, Lynnhaven ES, Malibu ES, Rosemont ES, and Shelton Park ES)
Additional Clerical Days	7 per school 20 per new school
<b>Administrative Allocations</b>	
Principal	1 per school (excluding Old Donation School)
Assistant Principal	1 for 300-899 students 2 for 900-1,499 students 3 for 1,500 students
<b>Other School Administrator Allocations</b>	
Administrative Assistant	.5- Brookwood ES, J.B. Dey ES, Diamond Springs ES, Green Run ES, King's Grant ES, Lynnhaven ES, Parkway ES, Seatack ES, Thoroughgood ES and Windsor Oaks ES. 1.0 Cooke ES, Newtown ES and Woodstock ES  Special need basis, assigned as needed
<b>Custodial Allocations</b>	
Custodian	1 per 17,000 square feet for schools with square footage of 85,000 or less; 1 per 17,500 square feet for schools over 85,000 square feet

# Staffing Standards and Guidelines

## Middle School

FY 2024/25

The allocations of instructional personnel in Virginia Beach are based on guidelines that meet or exceed the SOQ, the accreditation requirements of Virginia, and core class caps as adopted by the school board.

**NOTE:** These standards represent current information and may be subject to change because of the implementation requirements of the Standards of Accreditation and Standards of Learning and the local operating budget.

Grade Level	SOQ Accreditation Standard Division-wide Ratios	VBCPS Standard Classroom Teacher Allocation	
Middle School (Grades 6-8)		21.75:1 (a)	
Bayside 6 <sup>th</sup> and Bayside MS		20.25:1 (a)	
Grade 6	25:1[SOQ]		
English	24:1[SOQ]		
Courses	VBCPS Target Class Size Ratio [see Note (1)]	Allocation Adjustments will be considered as follows: (Additional Teachers Subject to Availability of Funds) (b)	
Core Courses–Math, Science, and Social Studies	30:1	Class size minimum: 24:1 Class size maximum: 35:1	
*Bayside 6 <sup>th</sup> and Bayside MS	22:1	Class size maximum: 24:1	
Core Course–English	30:1	Class size minimum: 24:1 Class size maximum: 35:1	
*Bayside 6 <sup>th</sup> and Bayside MS	22:1	Class size maximum: 24:1	
Exploratory Courses and Electives	28:1	Class size minimum: 20:1 Band and chorus: 37:1 for all sections Other electives: 30:1 for all sections	
Career and Technical Education Courses	20:1 or number of workstations (c)	Class size minimum: 18:1 Class size maximum: 20:1 or number of workstations (See VDOE listings)	
Physical Education	35:1	Class size minimum: 25:1 Class size maximum 35:1 – grade 6 Class size maximum: 37:1 – grades 7 and 8	
Distance Learning	30:1	Class size minimum: N/A Class size maximum: 30:1	

(a) This standard includes all instructional personnel other than teachers for gifted education, in-school suspension, special education, school counselors, library media specialists, student activity coordinators, reading specialists, math specialists, SOL improvement specialists and instructional technology specialists.

(b) Courses not meeting minimums may be dropped. Waivers may be granted, depending on the course and the extenuating circumstances.

- (c) Career and Technical Education laboratory classes that use equipment that has been identified by the U.S. Department of Labor for hazardous occupations shall be limited to a maximum of 20 students per laboratory.

**NOTES TO STAFFING STANDARDS:**

- (1) Instructional allocations may be decreased, and a teacher reassigned when the school-wide student/teacher ratio is 21.75:1 or less with the elimination of the position (excluding Bayside 6<sup>th</sup> Grade Campus and Bayside Middle School).
- (2) Exceptions to student/teacher target ratios can be requested on the basis of existing staff. The written request for exception must include the program rationale for the exception, as it relates specifically to student achievement and/or an objective in the school's strategic plan. A cost analysis will be completed by the Department of Human Resources after the appropriate administrator in the Department of School Leadership receives the request; Bayside 6<sup>th</sup> Grade Campus and Bayside Middle School are excluded.
- (3) The classroom teacher allocation of 21.75:1 is based on all core teachers being assigned to four (4) teaching periods and one SOL/Academic Support Bell. Elective teachers will be assigned to five (5) teaching periods a day and one period designated for individual planning.
- (4) Each day, core teachers will have one individual planning period scheduled during the students' instructional day. Core teachers have one core teamwork/planning period during the contractual day. [Note: The teamwork/planning period may include such activities as remediation/academic support; professional learning; planning with team members; conferring with parents, resource staff, and educational professionals; providing special assistance to individual students or groups and completing other tasks necessary for efficient, effective team operation.]
- (5) Principals are encouraged to schedule the core team-planning period for each team on a grade level at the same time each day.
- (6) Full-time teachers of non-core classes will have one planning period per day.

<b>Allocations are as follows for Resource Teachers (ESL, Gifted Education, Reading Specialist); Distance Learning; School Counselor; Instructional Technology Specialist; Library Media Specialist; Literacy Coach; Math Coach; School Improvement Specialist and Student Activities Coordinator. Old Donation School, Bayside 6<sup>th</sup> Grade Campus and Bayside Middle School are staffed using appropriate modifications to all established standards.</b>	
English as a Second Language (ESL)	Itinerant based on number of students and level of proficiency [Federal Standard]
Gifted Education	1 per school (excluding Old Donation School; Bayside 6 <sup>th</sup> Grade Campus 0.40; Bayside Middle School 0.60)
Reading Specialist – VLA <ul style="list-style-type: none"> <li>• Requires Master’s Degree in Reading</li> <li>• Requires VA Reading Endorsement</li> </ul>	1 per school (excluding Old Donation School and Renaissance Academy)
Literacy Teacher (Reading Specialist if the employee has a Reading Specialist Endorsement. Teaches Independent Reading (Read 180))	1 per school (except Old Donation School .5; Bayside 6 <sup>th</sup> Grade Campus .4; Bayside MS 2.6; Corporate Landing MS 2.0; Renaissance Academy 2.0)
Literacy Coach	1 per school (excluding Old Donation School and Bayside MS; Larkspur MS 2.0)

Distance Learning	.20 per school (for schools that send transmissions)
School Counselor	School Counseling Department Chair, 1 per school (300 students)  Counselor, 1 per 325 students (after first 300)
Instructional Technology Specialist	Allocations are made based upon the number of available positions, school needs and school's enrollments. The Department of Teaching and Learning, in conjunction with the Department of School Leadership, makes these allocations annually.
Library Media Specialist	.50 for < 300 students 1 for 300 students 2 for 1,000 students {SOQ}
Math Specialist (Coach)	Assigned based on student needs
School Improvement Specialist (SOL)	1 per school (Bayside 6th Grade Campus .40; Bayside MS .60)
Student Activities Coordinator	1 per school (Bayside 6 <sup>th</sup> Grade Campus .40; Bayside MS .60)
<b>Paraprofessional Allocation</b>	
In-School Suspension	1 per school (excluding Old Donation School)
<b>VBCPS Non-Instructional - Secretarial/Clerical and Technical Allocations</b>	
School Admin Associate I-12 mo./Office Manager	1 per school
Bookkeeper	1 per school (excluding Bayside 6 <sup>th</sup> Grade Campus)
School Office Associate II-10 mo./ Attendance Secretary	1 per school (excluding Old Donation School)
School Office Associate II-10 mo./ Discipline Secretary	1 for 1,000 students (includes Bayside MS)
School Office Associate II/10 mo.	2 for 1,600 students
School Office Associate II/10 mo.	3 for 2,200 students
School Office Associate II-12 mo./Data Tech	1 per school (Bayside 6 <sup>th</sup> Grade Campus .40; Bayside MS .60)
School Office Associate II-12 mo./Guidance Secretary	1 per school
Library Media Assistant	1 per school (750 enrollment) [SOQ]
Technical Support Technician	1 per school
Additional Clerical Days	21 per school 7 for Old Donation School and Bayside 6 <sup>th</sup> Grade Campus
<b>Security Assistant Allocations (VBCPS)</b>	
Security Assistant	3 per school; Old Donation School 2.0; Bayside 6 <sup>th</sup> Grade Campus 2.0; additional staff assigned based on need  Note: As Security Assistant vacancies occur at schools 1.0 FTE may be converted to a School Security Officer. The Office of Security and Emergency Management makes the determination based on the needs of each school.
<b>School Security Officer Allocations (VBCPS)</b>	

School Security Officer	The staffing goal for School Security Officers is 1.0 per school; the Office of Security and Emergency Management will determine the assignment of School Security Officers based on school needs.
<b>Teacher Assistant Allocations</b>	
Distance Learning	1 per school (excludes Old Donation School and Plaza MS)
General Assistant	Old Donation School (only)
<b>School Health Allocations</b>	
Nurse	1 per school
Clinic Assistant	1 per school at 1,000 students  This standard will be adjusted, and additional assistants assigned based on student needs, usage and programs.
<b>Administrative Allocations</b>	
Principal	1 per school [SOQ]
Assistant Principal	1 per school [SOQ-1 per 600 students] 2 for 900 students 3 for 1,200 students 4 for 1,800 students 5 for 2,400 students
Dean of Students	1 each for Bayside 6 <sup>th</sup> Grade Campus and Bayside MS
<b>Other School Administrator Allocations</b>	
Coordinators	Assigned to special programs
Administrative Assistant	Special needs basis; assigned as needed
<b>Custodial Allocations</b>	
Custodians	1 per 17,500 square feet



# Staffing Standards and Guidelines

## High School

FY 2024/25

The allocations of instructional personnel in Virginia Beach are based on guidelines that meet or exceed the SOQ, the accreditation requirements of Virginia (State), and core class size caps as adopted by the School Board.

**NOTE:** These standards represent current information and may be subject to change because of the Standards of Accreditation and Standards of Learning implementation requirements and the local operating budget.

Grade Level	SOQ Accreditation Standard Division-wide Ratios	VBCPS Standard Classroom Teacher Allocation	
High School (9-12)		21.75:1 (a)	
High School English	24:1 [SOQ]		
Courses	VBCPS Target Class Size Ratio [see Note (1)]	Allocation Adjustments will be considered as follows: (Additional Teachers Subject to Availability of Funds) (b)	
Core Courses—Math, Science, and Social Studies	30:1	Class size minimum: N/A Class size average: 28 with no class higher than 35	
Core Course—English	30:1	Class size minimum: N/A Class size average: 28 with no class higher than 30	
Electives	30:1	Class size minimum: 17 Class size average: 28 with no class higher than 35 Band and chorus: 38:1 average for all sections Other electives: 28:1 for all sections	
Advanced Placement/ Academy Courses	30:1	Class minimum: 15	
Honors Academic Courses	30:1	Class size minimum: 17	
High Level Academic Language Electives	30:1	Class size minimum: 17 Class size average: 28 with no class larger than 30	
Career and Technical Education Courses	20:1 or number of Workstations (c)	Class size minimum: 17 Class size maximum: determined by number of workstations (see VDOE listing)	
Physical Education	35:1	Class size minimum: 25:1 [Division] Class size maximum: 38:1 average for all sections with no class higher than 40	
Distance Learning	30:1	Class size minimum: N/A Class size maximum: 30:1	

(a) This standard includes all instructional personnel other than teachers for gifted education, in-school suspension, NJROTC, special education, school counselors, library media specialists, SOL improvement specialists, reading specialists, math specialists, instructional technology specialists, and student activity coordinators.

(b) Courses not meeting minimums may be dropped. Waivers may be granted by the senior executive director of high schools, depending on the course and the extenuating circumstances.

- (c) Career and Technical Education laboratory classes that use equipment that has been identified by the U.S. Department of Labor for hazardous occupations shall be limited to a maximum of 20 students per laboratory.

**NOTES TO STAFFING STANDARDS:**

- (1) International Baccalaureate Program, Mathematics and Science Academy, Health Sciences Academy, Technology Academy, Legal Studies Academy, Visual and Performing Arts Academy, Global and World Languages Academy, Entrepreneurship and Business Academy, Technical and Career Education Center, Renaissance Academy, and Advanced Technology Center are staffed using appropriate modifications to all established standards.
- (2) Staffing for Green Run Collegiate Charter School will be based on the Memorandum of Agreement (MOA) between the Governing Board of Green Run Collegiate Charter School and the School Board of Virginia Beach City Public Schools.
- (3) Staffing for An Achievable Dream Academy will be based on the Memorandum of Agreement (MOA) between An Achievable Dream Virginia Beach, Inc. and the School Board of Virginia Beach City Public Schools.
- (4) Instructional allocations may be decreased and a teacher reassigned when the school-wide student/teacher ratio would be 21.75:1 or less with the elimination of the position.
- (5) Exceptions to student/teacher target ratios can be requested on the basis of existing staff. The written request for exception must include the program rationale for the exception as it relates specifically to student achievement and/or an objective in the school's strategic plan. A cost analysis will be completed by the Department of Human Resources after the appropriate administrator in the Department of School Leadership receives the request.
- (6) High school teachers will have a minimum of 250 minutes of planning time per week (SOQ).
- (7) Throughout September, the principal will monitor the number of students in classes to ensure the most effective use of division resources in staffing.

<b>Allocations are as follows for Resource Teachers (ESL, Gifted Education, Reading Specialist); Distance Learning; School Counselor; Instructional Technology Specialist; Library Media Specialist, Literacy Specialist (Coach); School Improvement Specialist and Student Activities Coordinator.</b>	
English as a Second Language (ESL)	Itinerant based on number of students and level of proficiency [Federal]
Gifted Education	1 per school (excluding Renaissance Academy, Advanced Technology Center and Technical & Career Ed Center)
Reading Specialist	1 per school (Renaissance Academy 2; Technical & Career Education Center 0; Advanced Technical Center 0)
Distance Learning	.2 per school (for schools that send transmissions)
School Counselor	School Counseling Department Chair, 1 per school (300 students)  School Counseling Department Chair, 1 for ATC (VBCPS)  Counselor, 1 per 325 students (after first 300) plus 1 additional counselor for each comprehensive high school (VBCPS)
Graduation Coach	Assigned based on student needs

Instructional Technology Specialist	Allocations are made based upon the number of available positions, school needs and schools' enrollments. The Department of Teaching and Learning, in conjunction with the Department of School Leadership, makes these allocations annually.
Library Media Specialist	1 per school  Additional 1.0 added when enrollment exceeds 1,000 [SOQ]
Literacy Specialist (Coach)	Assigned based on student needs
Math Specialist (Coach)	Assigned based on student needs
School Improvement Specialist (SOL)	1 per school (Renaissance Academy 2)
Student Activities Coordinator	1 per school with interscholastic program
<b>Paraprofessional Allocations</b>	
In-School Suspension	1 per school (Renaissance Academy 2)
Driver's Education Instructor	Allocations as determined by the Department of Teaching and Learning.
<b>Non-Instructional - Secretarial/Clerical and Technical Allocations</b> (Appropriate modifications to established standards are made for the Advanced Technology Center, Princess Anne High School (Special Education Wing), Renaissance Academy, and Technical and Career Education Center.)	
School Admin Office Associate II-12 mo./ Office Manager	1 per school
Bookkeeper	1 per school
School Office Associate II-10 mo./ Attendance Secretary	1 per school
School Office Associate II-10 mo./ Discipline Secretary	1 for 1,000 students
School Office Associate II-12 mo.	1 for 1,600 students [State]; Princess Anne HS Special Ed Wing additional 1.0
School Office Associate II-10 mo.	1 additional for 2,200 students [State]
School Office Associate II-12 mo./ Data Tech	1 per school
School Office Associate II-12 mo./ Guidance	1 per school
Library Media Assistant	1 per school (750 students) [SOQ]
Technical Support Technician	1 per school
Additional Clerical Days	21 per comprehensive high school 30 per comprehensive high school to support student activity coordinators 20 for Renaissance Academy 7 for Adult Learning Center 7 for Advanced Technology Center 7 for Technical and Career Education Center 5 for Green Run Collegiate
<b>Security Assistant Allocations</b>	

Security Assistant–Day	5 per school; additional staff is based on special needs.  Note: As Security Assistant vacancies occur at schools 1.0 FTE may be converted to a School Security Officer. The Office of Security and Emergency Management makes the determination based on the needs of each school.
Security Assistant–Night	1 per school; additional staff is based on special needs
<b>School Security Officer Allocations (VBCPS)</b>	
School Security Officer	The staffing goal for School Security Officer is 1.0 per school. The Office of Security and Emergency Management will determine the assignment of School Security Officers based on school needs.
<b>Distance Learning Assistant Allocations</b>	
Distance Learning	1 per school (excluding Renaissance Academy, Green Run Collegiate, An Achievable Dream Academy, Advanced Technology Center, and Tech and Career Education Center).
<b>School Health Allocations</b>	
Nurse	1 per school
Clinic Assistant	1 per school at 1,000 students;  This standard will be adjusted and additional assistants assigned based on student needs, usage and programs.
<b>Administrative Allocations</b>	
Principal	1 per school [SOQ]
Assistant Principal	2 for below 1,200 students [SOQ 1 per 600 students] 3 for 1,200 students 4 for 1,800 students
<b>Other School Administrator Allocations</b>	
Coordinators	Assigned to special programs
Administrative Assistant	Special needs basis; assigned as needed
<b>Custodial Allocations</b>	
Custodian	1 per 17,500 square feet

Title: City/School Revenue Sharing Policy		Index Number:
Date of Adoption: November 19, 2019	Date of Revision:	Page: 1 of 5

**1. Purpose**

- 1.1. This policy (the “Policy”) is to establish a procedure for allocating Local Tax Revenues between the City and the Public School System revenues estimated to be available in any given fiscal year. It is the intent of this Policy to provide a planning and allocation tool that yields sufficient funding to maintain Virginia Beach City Public Schools’ academic success as well as the City’s strategic goals.
- 1.2. This Policy is designed to accomplish these goals by providing better planning for school funding by clearly and predictably sharing local revenues. It provides a balance between the funding requirements for School and City programming. This Policy seeks to provide a diverse stream of revenues that mitigates dramatic changes in the economy by relying upon all local General Fund tax revenues that are under the City Council’s control, rather than a subset of those revenues. It also recognizes decisions by the City Council to dedicate some of these same revenues to City and School priorities outside of the formula discussed herein. Notwithstanding anything in this Policy, at no time shall the City’s funding for Schools be less than that required by Virginia law for the maintenance of an educational program meeting the Standards of Quality as established by the General Assembly and required by the Virginia Constitution.

**2. Definitions:**

- 2.1. “City” refers to the City of Virginia Beach exclusive of the Virginia Beach City Public Schools.
- 2.2. “Schools” refers to the Virginia Beach City Public Schools.
- 2.3. “Local Tax Revenues” refers to all General Fund revenues generated by non-dedicated local taxes: real estate (less dedications such as the Outdoor Initiative); Personal Property; General Sales; Utility; Virginia Telecommunications; Business Professional and Occupational License (BPOL) Tax; Cigarette (less dedication for Economic Development Incentive Program (EDIP)); Hotel; Restaurant Meals; Automobile License; Bank Net Capital; City Tax on Deeds; and City Tax on Wills.
- 2.4. “Dedicated Local Tax” refers to taxes that have been previously obligated by the City Council or State law to support specific projects or programs. Examples of dedicated local taxes that are excluded from this Policy include, but are not limited to: Tax Increment Financing District Revenues; Special Services Districts Revenues; taxes that represent “net-new revenues” and are required to be redirected or are the basis for the calculation of an incentive payment as part of a public-private partnership approved by City Council; taxes established to support Open Space; Agricultural Reserve Program; Tourism Advertising Program; Tourism

Investment Program, referendum related taxes, and taxes used to support the BRAC project. A more complete discussion of such dedications is found in the Executive Summary and Operating Budget each year.

- 2.5. "Formula Percentage" means the percentage applied to the Local Tax Revenues to arrive at the Formula Revenues.
- 2.6. "Formula Revenues" means the amount of revenue the Policy provides for funding the Schools.
- 2.7. "General Fund Balance Reserve Policy" means the Policy adopted by the City Council on May 11, 2004, which sets a range of 8% to 12% of the following year's budgeted revenues as the required undesignated fund balance.
- 2.8. "Net-new Revenues" as used in Section 2.4 means public-private partnership revenues generated by a project (or property) that exceed the Local Tax Revenues prior to the public-private partnership.
- 2.9. "Revenue Sharing Formula" refers to the method of sharing Local Tax Revenues between the City and the Schools.
- 2.10. "Budgeted Local Tax Revenues" refers to the appropriation of revenues by City Council in May each year for the upcoming fiscal year beginning July 1.
- 2.11. "Actual Local Tax Revenues" refers to the actual collected revenues reflected in the Comprehensive Annual Financial Report (CAFR).
- 2.12. "School Reversion Funds" refers to unused expenditure appropriations and end of the year adjustments to the Revenue Sharing Formula revenues based on actual collections.
- 2.13. "Schools Reserve Fund" means the fund established by the City Council on November 4, 2013, which is subject to School Board Policy #3-28 and is identified in the City's Financial System as Fund 098.

### **3. Procedure to Calculate the Revenue Sharing Formula:**

#### **3.1. Initial Estimate**

3.1.1. In October, Budget and Management Services will develop an estimate of Local Tax Revenue for the upcoming fiscal year.

3.1.2. Estimated Formula Revenues. Using the estimate in the preceding subsection, the City's Department of Budget and Management Services will provide the estimated formula revenues to the Schools. The Estimated Formula Revenues is the result of the Local Tax Revenues multiplied by the Formula Percentage, which shall be 46.75% starting in FY 2020-21.

3.1.2.1. This formula calculation shall comprise the local contribution for the Schools pursuant to this Policy.

#### **3.2. Final Estimate**

3.2.1. In February, the City's Department of Budget and Management Services will develop a final estimate of the Local Tax Revenues. Using this estimate and the Formula Percentage, the City will derive a final

estimated amount of Formula Revenues, which will be included in the City Manager's Proposed Operating Budget and communicated forthwith to the Schools.

3.2.2. The final estimated amount of Formula Revenues and the calculation thereof shall be clearly presented in the City Manager's Proposed Operating Budget and forwarded to the City Council for consideration as part of the annual budget process.

**4. Procedure to Request Funding Above the Revenue Sharing Formula:**

4.1. After receiving the Superintendent's Estimate of Needs, the School Board will notify the City Council by resolution that it has determined additional local funding is required to maintain the current level of operations or to provide for additional initiatives. The School Board's resolution will provide the following: 1) that additional funding is required; 2) the amount of additional funding requested; 3) the purpose for the additional funding; and 4) that the School Board supports an increase in the real estate tax (or other local tax) should the City Council determine that such a tax increase is necessary.

4.2. The City Council, in its sole discretion may elect to provide revenue to Schools that is not consistent with this Policy. Such action by the City Council may include consideration of existing dedications or alternate sources of revenue or tax increases. If, after deliberation and appropriate public involvement, the City Council determines that additional tax revenues are required, the City Council may adopt a tax rate increase to any revenue stream within this formula to generate additional local tax revenue.

4.3. Should the City Council dedicate such increase in local taxes, that dedication will be treated in the same manner as other Dedicated Local Tax. If the City Council does not dedicate the increased taxes, this revenue will be part of the Local Tax Revenues for purposes of this Policy.

**5. Deviations from Budgeted Local Tax Revenues:**

5.1. If, at the end of the fiscal year, the Actual Local Tax Revenues exceed the Budgeted Local Tax Revenues, the amount of excess revenue will be subject to the same treatment as similar revenues in the budget process for the immediately preceding fiscal year. However, any excess revenue is first subject to the General Fund Balance Reserve Policy. If such excess funds are not required for the General Fund Balance Reserve Policy, the School Board may request that such funds be appropriated at the same time as the appropriation of reversion funds, discussed in Section 6.3, below.

5.2. If, the City, through the Manager or their designee, anticipates at any time during the fiscal year that actual revenues will fall below budgeted revenues, the School Board, upon notification by the City Manager or his designee of such an anticipated shortfall, will be expected to take necessary actions to reduce expenditures in an amount equal to the School's portion of the shortfall.

**6. Reversion of Formula Revenues:**

- 6.1. All other sources of funding shall be expended by the Schools prior to the use of Local Tax Revenues.
- 6.2. All balances of Local Tax Revenues held by the Schools at the close of business for each fiscal year ending on June 30th (to include the accrual period) lapse and revert to the fund balance of the City's General Fund.
- 6.3. Reversion Appropriation Process: The School Board may request, by resolution, the reappropriation and appropriation of funds resulting from the end of the fiscal year. This request should consider the following:
  - 6.3.1. The use of funds whose appropriation has lapsed because of the end of the fiscal year and reverted to the fund balance of the City's General Fund. See Section 6.2.
  - 6.3.2. The use of excess funds discussed in Section 5.1.
  - 6.3.3. The calculation of actual debt payments for the fiscal year recently closed as compared to the estimated debt payments upon which the fiscal year's budget was appropriated. If the actual debt payment exceeds estimated debt payments, the amount of the Schools' reversion funds will be reduced by this difference. If actual debt is less than estimated debt payments, the amount of the Schools' reversion funds will be increased by this difference.
  - 6.3.4. The Schools' Office of Budget Development will confer with Budget and Management Services to verify that there is sufficient fund balance in the General Fund to meet the City Council Fund Balance Policy. If there is insufficient fund balance according to the Fund Balance Policy, the City Manager shall notify the Superintendent of this condition.
  - 6.3.5. The School Board resolution may request the use of excess or reversion funds for one-time purchases or to be retained according to the applicable policy for the Schools Reserve Fund.
    - 6.3.5.1. Upon receipt of the resolution, Budget and Management Services shall prepare an ordinance for City Council's consideration of the School Board's request at the earliest available City Council meeting.
    - 6.3.5.2. Following City Council's action, Budget and Management Services shall notify the Schools of the City Council's decision and shall adjust the accounting records accordingly.

**7. Revision to the City/School Revenue Sharing Policy:**

- 7.1. The Superintendent, City Manager, Schools' Chief Financial Officer, and the City's Director of Budget and Management Services shall meet annually to discuss changes in State and Federal revenues that support Schools' operations, any use of "one-time" revenues, and any adjustments made to existing revenues affecting this formula. If they determine that an adjustment is needed, the City Manager and the Superintendent will brief the City Council and the School Board respectively.
- 7.2. City Council may revise this Policy in its discretion after consultation with the School Board.
- 7.3. If no other action is taken by the City Council and the School Board, this Policy shall remain effective until June 30, 2024 at which time it will be reviewed and considered for reauthorization.



**APPROVED:**

As to Content:

  
\_\_\_\_\_  
School Superintendent

11/12/2019  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
City Manager

11/13/19  
\_\_\_\_\_  
Date

As to Legal Sufficiency:

  
\_\_\_\_\_  
City Attorney

11/13/2019  
\_\_\_\_\_  
Date

Approved by School Board:

  
\_\_\_\_\_  
School Board Chairman

11/12/2019  
\_\_\_\_\_  
Date

APPROVED BY  
CITY COUNCIL:

  
\_\_\_\_\_  
Mayor

11-21-19  
\_\_\_\_\_  
Date

## Budget Manager and Signature Authority

Each senior staff member is responsible for designated budget categories including departmental spending, line item compliance, and all expenditures through signature authority. This authority may be shared, if so designated; however, delegating signature authority does not nullify the senior staff member's accountability for fiscal responsibility.

Year-end financial adjustments necessary to close the books may be executed at the discretion of the Chief Financial Officer (CFO). These adjustments do not require the approval or signatures of the Budget Manager or Signature Authority. The CFO holds the authority to finalize these adjustments to ensure the timely and accurate completion of the fiscal year-end close process.

Please send any updates, along with supporting documentation, to Andrea Caretta at [andrea.caretta@vbschools.com](mailto:andrea.caretta@vbschools.com)

Updated: **February 5, 2025**      **Revisions in Red**

<b>Fund</b>	<b>Cost Center</b>	<b>Description</b>	<b>Senior Staff</b>	<b>Budget Manager</b>	<b>Signature Authority</b>
<b>115</b>	<b>School Operating Fund</b>				
	8104	Elementary Classroom	Melanie Hamblin	Melanie Hamblin Teri Breaux Kimani Vaughan	Melanie Hamblin Matthew Delaney
	8106	Middle Classroom	James Smith	James Smith	James Smith Matthew Delaney
	8108	High Classroom	Walter Brower	Walter Brower	Walter Brower Matthew Delaney
	8110	Special Ed Classroom	Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
	8112	Tech and Career Ed Classroom	Danielle Colucci	Sara Lockett Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	8114	Gifted Classroom	Danielle Colucci	Crystal Lewis-Wilkerson Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	8116	Alternative Education Classroom	Walter Brower	James Miller	Walter Brower Matthew Delaney
	8118	Remedial Ed Classroom	Danielle Colucci	Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	8120	Summer School	Danielle Colucci	Robert Jamison Adrian Day	Robert Jamison Danielle Colucci Cheryl Woodhouse
	8122	Summer Slide	Danielle Colucci	Lorena Kelly	Lorena Kelly Danielle Colucci Cheryl Woodhouse
	8124	Adult Ed	Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
	8135	Guidance	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
	8136	Student Services	Danielle Colucci	Robert Jamison Adrian Day	Robert Jamison Danielle Colucci Cheryl Woodhouse
	8137	Social Workers	Danielle Colucci	Robert Jamison Damion Wilson	Robert Jamison Danielle Colucci Cheryl Woodhouse
	8139	Homebound	Matthew Delaney	Leeane Turnbull	Leeane Turnbull Matthew Delaney
	8145	Teaching & Learning	Danielle Colucci	Danielle Colucci Lorena Kelly Thomas Quinn	Danielle Colucci Cheryl Woodhouse
	8147	Instructional Prof Growth & Innovation	Matthew Delaney	Janene Gorham	Matthew Delaney Cheryl Woodhouse
	8149	Diversity, Equity, and Inclusion	Ty Harris	Ty Harris	Cheryl Woodhouse Donald Robertson
	8151	Student Leadership	Matthew Delaney	Leeane Turnbull	Leeane Turnbull Matthew Delaney
	8153	School Leadership	Matthew Delaney	Matthew Delaney	Matthew Delaney Cheryl Woodhouse
	8155	Student Activities	Matthew Delaney	Leeane Turnbull	Leeane Turnbull Matthew Delaney
	8157	Special Ed Support	Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
	8159	Tech and Career Ed Support	Danielle Colucci	Sara Lockett	Thomas Quinn

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
				Thomas Quinn	Danielle Colucci Cheryl Woodhouse
8161	Gifted Ed Support		Danielle Colucci	Crystal Lewis-Wilkerson Thomas Quinn	Crystal Lewis-Wilkerson Danielle Colucci Cheryl Woodhouse
8163	Alternative Ed Support		Walter Brower	James Miller Walter Brower	Walter Brower Matthew Delaney
8165	Library Media Support		Danielle Colucci	Sharon Shewbridge	Sharon Shewbridge Danielle Colucci Cheryl Woodhouse
8175	Office of the Principal - Elementary		Melanie Hamblin	Melanie Hamblin Teri Breaux Kimani Vaughan	Melanie Hamblin Matthew Delaney
8177	Office of the Principal - Middle		James Smith	James Smith	James Smith Matthew Delaney
8179	Office of the Principal - High		Walter Brower	Walter Brower	Walter Brower Matthew Delaney
8181	Office of the Principal - Tech & Career Ed		Danielle Colucci	Sara Lockett Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
8190	Instructional Technology Support		Danielle Colucci	Sharon Shewbridge	Sharon Shewbridge Danielle Colucci Cheryl Woodhouse
8202	Board and Govt Services		Donald Robertson	Donald Robertson	Donald Robertson Cheryl Woodhouse
8203	Legal Services		Kamala Lannetti	Kamala Lannetti	Kamala Lannetti Cheryl Woodhouse
8204	Office of the Superintendent		Donald Robertson	Donald Robertson	Donald Robertson Cheryl Woodhouse
8206	Communications & Community Engagement		Nicole Livas	Nicole Livas	Nicole Livas Admon Alexander
8208	Human Resources		Darnita Trotman	Darnita Trotman	Darnita Trotman Cheryl Woodhouse
8210	Professional Growth & Innovation		Matthew Delaney	Janene Gorham	Matthew Delaney Cheryl Woodhouse
8212	Consolidate Benefits		Crystal Pate	Linda Matkins	Linda Matkins Crystal Pate Shaundee Dryer Colleen Norman
8214	Planning, Innovation, & Accountability		Cheryl Woodhouse	Lisa Banicky	Lisa Banicky Cheryl Woodhouse
8216	Budget and Finance		Crystal Pate	Crystal Pate	Crystal Pate Dan Hopkins
8218	Risk Management		Crystal Pate	Steve LePock	Crystal Pate Dan Hopkins
8220	Internal Audit		N/A	Karen Woodson	Karen Woodson Crystal Pate
8222	Procurement Services		Crystal Pate	Crystal Pate	Dan Hopkins Crystal Pate
8240	Office of Technology		David Din	David Din	David Din Joe Damus Muhammad Babar
8250	Health Services		Matthew Delaney	Leeane Turnbull	Leeane Turnbull Matthew Delaney
8252	Psychological Services		Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
8254	Audiological Services		Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
8302	Transportation Management		Jack Freeman	James Lash	James Lash Jack Freeman
8304	Vehicle Operations		Jack Freeman	James Lash	James Lash Jack Freeman
8306	Vehicle Operations - Special Ed		Jack Freeman	James Lash	James Lash Jack Freeman
8308	Monitoring Services - Special Ed		Jack Freeman	James Lash	James Lash Jack Freeman
8310	Vehicle Maintenance		Jack Freeman	James Lash	James Lash Jack Freeman

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
	8402	School Division Services	Jack Freeman	Jack Freeman	Jack Freeman Cheryl Woodhouse
	8404	Facilities & Maintenance Services	Jack Freeman	Melisa Ingram Eric Woodhouse	Melisa Ingram Eric Woodhouse Jack Freeman
	8406	Custodial Services	Jack Freeman	Sam Nix	Sam Nix Jack Freeman
	8408	Grounds Services	Jack Freeman	Frank Fentress	Jack Freeman Crystal Pate
	8410	Vehicle Services	Jack Freeman	James Lash	James Lash Jack Freeman Crystal Pate
	8412	Security and Emergency Management	Jack Freeman	Thomas DeMartini	Jack Freeman Crystal Pate
	8414	Distribution Services	Jack Freeman	Sam Nix	Sam Nix Jack Freeman
	8416	Telecommunications	David Din	David Din	David Din Muhammad Babar
	8435	Technology Maintenance	David Din	David Din Muhammad Babar	David Din Muhammad Babar Joe Damus
<b>201</b>		<b>Green Run Collegiate Charter SOP</b>	Walter Brower	Rianne Patricio	Rianne Patricio Walter Brower
<b>202</b>		<b>School Allocations SOP</b>			
	8104	Elementary Classroom	Melanie Hamblin	Principal	Principal Melanie Hamblin Crystal Pate
	8106	Middle Classroom	James Smith	Principal	Principal James Smith Crystal Pate
	8108	High Classroom	Walter Brower	Principal	Principal Walter Brower Crystal Pate
	8110	Special Ed Classroom	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8112	Tech & Career Ed Classroom	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8114	Gifted Classroom	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8116	Alternative Education Classroom	Walter Brower	Principal	Principal Walter Brower Crystal Pate
	8161	Gifted Ed Support	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8165	Library Media Support	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8175	Office of the Principal - Elementary	Melanie Hamblin	Principal	Principal Melanie Hamblin Crystal Pate
	8177	Office of the Principal - Middle	James Smith	Principal	Principal James Smith Crystal Pate
	8179	Office of the Principal - High	Walter Brower	Principal	Principal Walter Brower Crystal Pate
	8181	Office of the Principal - Tech & Career Ed	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
	8190	Instructional Technology Support	Danielle Colucci	Principal	Principal Danielle Colucci Crystal Pate
<b>203</b>		<b>Instructional Technology SOP</b>	David Din	David Din	David Din <b>AND</b> Danielle Colucci Crystal Pate
<b>204</b>		<b>Athletics SOP</b>	Matthew Delaney	Leeane Turnbull	Leeane Turnbull

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
210		Equipment Replacement SRF	Crystal Pate	Crystal Pate	Matthew Delaney Crystal Pate Dan Hopkins
211		Vending Operations SRF	Crystal Pate	Crystal Pate	Crystal Pate Dan Hopkins
212		Cell Tower SRF	David Din	David Din	David Din <b>AND</b> Crystal Pate Dan Hopkins
213		Cafeterias SRF	Jack Freeman	Rachel Amato	Rachel Amato Jack Freeman
214		<b>Grants SRF</b>			
	702003	Hampton Roads Workforce Council - ALC	Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
	702004	Hampton Roads Workforce - STEM (OSY)	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	702007	NMSI Grant	Danielle Colucci	Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	702009	Project HOPE - City Wide SCA	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
	702014	2 Revolutions	Cheryl Woodhouse	Lisa Banicky	Lisa Banicky Cheryl Woodhouse
	702015	Hampton Roads Community Foundation (Piano)	Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci Cheryl Woodhouse
	702018	No Kid Hungry	Jack Freeman	Rachel Amato	Rachel Amato Jack Freeman
	702021	ACT - BayPort Foundation	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	702022	BlueForge-TCEC welding Lab	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	702023	United Way Summer Enrichment	Danielle Colucci	Lorena Kelly Laura Silverman	Lorena Kelly Danielle Colucci Cheryl Woodhouse
	702024	United Way - Mentor and Enrichment	Danielle Colucci	Lorena Kelly Laura Silverman	Lorena Kelly Danielle Colucci Cheryl Woodhouse
	702025	Middle School Maritime Exploration	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	702026	JUUL Labs	Donald Robertson	Crystal Pate	Donald Robertson Cheryl Woodhouse
	702027	NYLF Grief-Sensitive Schools	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
	703001	Algebra Readiness	Danielle Colucci	Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	703002	Career & Tech Ed State Equip Alloc	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	703003	Career Switcher Prog Mentor Reimb.	Matthew Delaney	Janene Gorham	Matthew Delaney Cheryl Woodhouse
	703005	CTE Special State Equip Alloc	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	703008	Early Reading Intervention	Danielle Colucci	Lorena Kelly	Lorena Kelly Danielle Colucci Cheryl Woodhouse
	703009	General Adult Ed	Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
	703014	Industry Cert Examinations	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	703015	Industry Cert Examinations STEM - H	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
	703016	ISAEP	Walter Brower	James Miller	Cheryl Woodhouse Walter Brower Matthew Delaney
	703017	Jail Education Program	Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
	703018	Juvenile Detention Home	Matthew Delaney	Kay Thomas	James Smith Matthew Delaney
	703019	National Board Certification Incentive	Matthew Delaney	Janene Gorham	Matthew Delaney Cheryl Woodhouse
	703020	New Teacher Mentor	Matthew Delaney	Janene Gorham	Matthew Delaney Cheryl Woodhouse
	703021	Positive Behavior Interventions & Supports	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
	703023	Project Graduation	Danielle Colucci	Monica Robinson Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	703024	Race to GED	Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
	703025	School Security Equipment	Jack Freeman	Thomas DeMartini	Jack Freeman Cheryl Woodhouse
	703028	STEM Teacher Recruitment & Retention Incentive Grant	Darnita Trotman	Darnita Trotman	Darnita Trotman Cheryl Woodhouse
	703029	Technology Initiative			
		Non-Training	David Din	David Din	Joe Damus David Din Cheryl Woodhouse
		Training	Danielle Colucci	Danielle Colucci	Danielle Colucci Cheryl Woodhouse
	703033	VA Preschool Initiative	Danielle Colucci	Lorena Kelly	Lorena Kelly Danielle Colucci Cheryl Woodhouse
	703036	Workplace Readiness	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	703038	STEM Competition Team Initiative	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	703039	Advancing Computer Science Education	Danielle Colucci	Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
	703045	Pre-K/Grade 2 Active Learning	Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci
	703047	Flexible Per Pupil Funding	Matthew Delaney	Melanie Hamblin James Smith Kimani Vaughan	Matthew Delaney Cheryl Woodhouse
	703048	School-Based Mental Health Services	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
	703049	ECSE Prov Licensed Teacher Incentive	Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
	703050	Recovery High School	Donald Robertson	Crystal Pate	Donald Robertson Cheryl Woodhouse
	703051	School Safety and Security	Jack Freeman	Thomas DeMartini	Jack Freeman Cheryl Woodhouse
	703052	Prioritized Aspiring Educator	Darnita Trotman	Amy Church	Darnita Trotman Cheryl Woodhouse
	703053	Critical National Security Language	Danielle Colucci	Kelly Arble Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci
	704001	Adult Basic Education	Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
	704002	Carl Perkins	Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
	704004	COPS-School Violence Prevention Program-COPS SVPP	Jack Freeman	Thomas DeMartini	Jack Freeman Cheryl Woodhouse
	704011	McKinney Vento	Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
					Cheryl Woodhouse
704013	MyCAA LPN		Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
704014	MyCAA ALC		Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
704015	NJROTC		Walter Brower	Walter Brower	Walter Brower Matthew Delaney
704018	Perkins CTE Secondary Reserve Funds		Danielle Colucci	Sara Lockett Thomas Quinn	Sara Lockett Danielle Colucci Cheryl Woodhouse
704019	Post 9/11 GI Bill		Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
704020	Preschool - IDEA Section 619		Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
704021	Startalk		Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci Cheryl Woodhouse
704022	Title I Part A		Danielle Colucci	Lorena Kelly Laura Silverman	Lorena Kelly Danielle Colucci Cheryl Woodhouse
704023	Title I Part D Subpart 1		Matthew Delaney	Kay Thomas	James Smith Matthew Delaney
704024	Title I Part D Subpart 2		Walter Brower	James Miller	Walter Brower Matthew Delaney
704025	Title II Part A		Danielle Colucci	Lorena Kelly	Lorena Kelly Danielle Colucci Cheryl Woodhouse
704026	Title III Part A Language Acquisition		Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci Cheryl Woodhouse
704027	Title IV Part A		Danielle Colucci	Monica Robinson Thomas Quinn	Thomas Quinn Danielle Colucci Cheryl Woodhouse
704030	Title IV Pell		Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
704031	Title VI-B IDEA Section 611		Danielle Colucci	Roni Myers-Daub	Roni Myers-Daub Danielle Colucci Cheryl Woodhouse
704042	Corrections Ed & Other Instit.		Walter Brower	Camille Harmon	Walter Brower Matthew Delaney
704043	ARPA ESSER III		Crystal Pate	Crystal Pate Tiffany Jacobs	Crystal Pate Dan Hopkins
704047	ARP Homeless Grant I		Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
704049	Spanish Immersion		Danielle Colucci	Kelly Arble Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci
704050	ARP Homeless II		Danielle Colucci	Robert Jamison	Robert Jamison Danielle Colucci Cheryl Woodhouse
704051	HVAC CSLFRF		Jack Freeman	Melisa A. Ingram	Jack Freeman Cheryl Woodhouse
704054	ARP Summer Learning		Danielle Colucci	Thomas Quinn	Thomas Quinn Danielle Colucci
704055	ARP Before & After School		Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci
704056	ARP Unfinished Learning		Danielle Colucci	Lorena Kelly	Lorena Kelly Danielle Colucci
704067	NSLP Equipment Assistance		Jack Freeman	Rachel Amato	Rachel Amato Jack Freeman
704068	Recruitment & Retention (RARS)-ARP		Darnita Trotman	Darnita Trotman	Darnita Trotman Cheryl Woodhouse
704069	RIPE for Public Instruction		Darnita Trotman	Amy Church	Darnita Trotman Cheryl Woodhouse
704070	DoDEA WLARP		Danielle Colucci	Kelly Arble Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci Cheryl Woodhouse
704071	Title III Part A Immigrant & Youth		Danielle Colucci	Crystal Lewis-Wilkerson	Crystal Lewis-Wilkerson Danielle Colucci

<u>Fund</u>	<u>Cost Center</u>	<u>Description</u>	<u>Senior Staff</u>	<u>Budget Manager</u>	<u>Signature Authority</u>
	704072	School Safety and Security CSLRF	Jack Freeman	Thomas DeMartini	Cheryl Woodhouse Jack Freeman Cheryl Woodhouse
	704073	VDOE-SCNP Team Nutrition Training	Jack Freeman	Rachel Amato	Rachel Amato Jack Freeman
<b>215</b>	<b>Textbooks - SRF</b>		Danielle Colucci	Danielle Colucci	Danielle Colucci Crystal Pate Dan Hopkins
<b>650</b>	<b>Risk Management ISF - Schools</b>		Crystal Pate	Steve LePock	Dan Hopkins Crystal Pate
<b>651</b>	<b>Flexible Benefits Forfeiture ISF</b>		Crystal Pate	Crystal Pate	Crystal Pate Linda Matkins Dan Hopkins Colleen Norman
<b>652</b>	<b>Health Insurance ISF - Schools</b>		Crystal Pate	Crystal Pate	Crystal Pate Linda Matkins Dan Hopkins Colleen Norman
<b>653</b>	<b>Health Insurance ISF - City</b>		Crystal Pate	Crystal Pate	Crystal Pate Linda Matkins Dan Hopkins Colleen Norman
<b>480</b>	<b>Capital Schools Project</b>				
	School Operating Budget Support		Assigned by Unit Code	Assigned by Unit Code	Assigned by Unit Code
	601032 Student Data Management Systems		David Din	David Din	David Din Cheryl Woodhouse
	601030 School Human Resources Payroll System		Crystal Pate	Crystal Pate	Crystal Pate Dan Hopkins
	All Other CIP Projects Except Those Listed Above		Jack Freeman	Melisa Ingram	Melisa Ingram <b>AND</b> Jack Freeman