

TACOMA

PUBLIC SCHOOLS

EVERY STUDENT. EVERY DAY.

Budget Advisory Committee

April 15th, 2025

Agenda

Budget Advisory Committee
April 15th, 2025
5:30pm-7:30pm



Agenda

- Welcome / Housekeeping / Introductions
- Committee Charter Review
- Break
- Foundational Budget Concepts
 - Vocabulary
 - Fund Identification
 - Resources
 - Budget Development Process
- Activity: District Strength and Weakness Analysis
- Activity: Dots Exercise

Resources

Name	Email	Phone
Rosalind Medina	Rmedina@tacoma.k12.wa.us	253.571.1201
Kristin Bell	KBell2@tacoma.k12.wa.us	253.571.1212
Online Committee Resources		
Budget Advisory Committee Page		Budget Website



Budget Advisory Committee Charge

By May 22, 2025, present a recommendation to the Board for the funding prioritization of Budgeting by Priorities proposals for the 2025-2026 District budget.

Board of Director's Guiding Principles

1. We will be sensitive to our diverse needs and continue to focus on eliminating disparities among all groups.
2. We will prioritize coursework necessary for on-time graduation.
3. We will focus on maintaining and enhancing social emotional well-being and mental health services for all students.
4. We will focus on maintaining and enhancing the quality of learning and the learning environment for all students.
5. We will protect our institutional or program accreditations or compliance with laws and regulations.
6. We will rely on data and benchmarks, when available, to assess the educational impact of programs and initiatives considered for enhancement, reduction or elimination.
7. We will engage with the community to ensure transparency and communicate adjustments to district staff, partner organizations, parents, and community members.
8. If position eliminations are necessary, we will make every effort, to reassign displaced employees to vacant positions for which they qualify.

Budget Development Criteria

1. We will put the safety of our students, as well as staff, partners, and the community, at the forefront of all decisions.
2. We will consider the essential needs for maintenance of our physical facilities when making decisions.
3. We will be mindful of long-term financial impacts regarding both program enhancements and reductions.
4. We will prioritize the affordability and access to athletics, activities and school meals.

Building a Better Budget Through Community Engagement

Budget Advisory Committee Charter

Description	A District led citizens advisory group designed to inform the public on education funding policies and practices, and to solicit participation in the District's budgeting process
Objectives	• The committee will have a clear understanding of the District's financial landscape and budgeting process • The committee will have opportunities to influence the District on future budget decisions • The district will utilize community survey data and committee input to inform funding decisions related to our strategic goals and initiatives
District Facilitation	The Business and Finance Division and the Public Information Office
Committee Participants	40 randomly selected applicants who represent various key stakeholders throughout the district and community
Committee Structure	<u>Phase 1 – Inform the Public</u> • 2 evening informational meetings to provide a deep dive on specific funding topics <u>Phase 2 – Public Informs our Budgeting Process</u> • 3 evening focus group sessions to review the district's Budgeting by Priorities proposals to provide feedback and make recommendations
Committee Code of Conduct	The District Team and Committee Members agree to: • Share differing points of view and engage in debate with care and respect • Respect everyone's time by starting and ending on schedule and staying on task • Be patient when listening to others speak and not interrupt them We aim to create a safe, productive space for the open exchange of ideas and perspectives. Out of courtesy to all committee members, disrespectful behavior will not be tolerated.

Building a Better Budget Through Community Engagement

Roles/Responsibilities

The Superintendent has directed the Budget Team to host Budget Advisory Meetings to engage with the community. To limit bias as the committee works through their learning process, the committee will be limited to the following supports from the District.

1. Board Members – We will welcome 2 Board Members per meeting.
2. Budget Department – Plan, prepare and lead meetings and content.
3. Cabinet Members – Designee invited to each meeting as a representative of the Superintendent.
4. Communications Liaison – Communicate details of meetings with stakeholders via Website and provide support in-person at the meetings.
5. Department Leads – Invited to sessions 3, 4 & 5 to provide content, details, and answer questions for community members.

Committee Charter

Break / Budget Wall Preview

10 Minutes

Foundational Budget Concepts

School District Vocabulary

...a language of its own

Acronyms

- AAFTE – Annualized Average FTE
- ASB – Associated Student Body
- BBP – Budgeting by Priorities
- CBA – Collective Bargaining Language
- ESD – Educational Service District
- FTE - Full Time Equivalent
- FTE - Full-Time Equivalent – Student
- IEP - Individualized Education Program
- KPI - Key Performance Indicator
- OSPI – Office of Superintendent of Public Instruction
- PLC – Professional Learning Community

Fund Accounting:

What is a Fund?

ASB Fund

Transportation
Vehicle Fund

Capital
Projects Fund

Debt Service
Fund

Private
Purpose Trust
Fund*

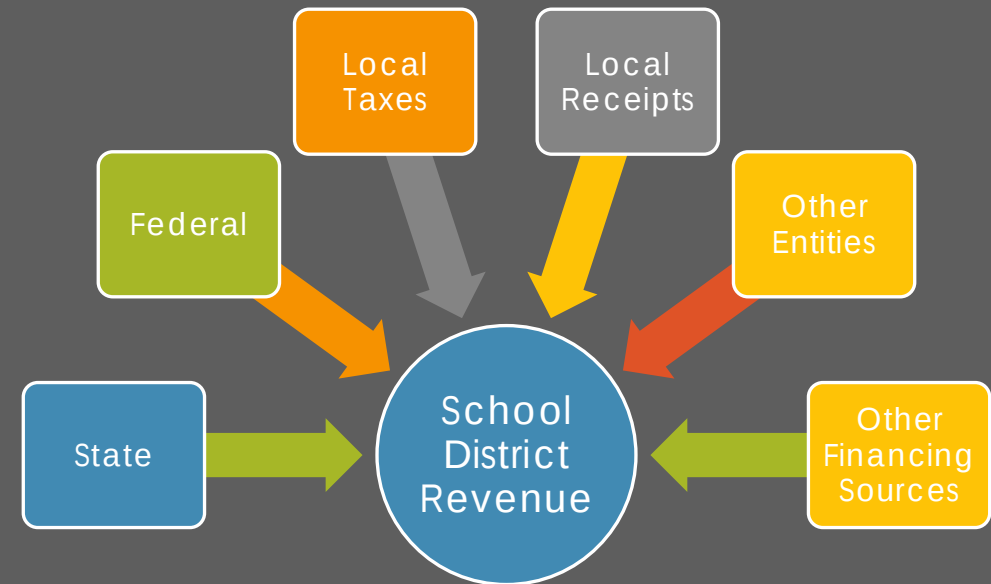
General Fund

**District holds funds in trust only*

Where does money come from?

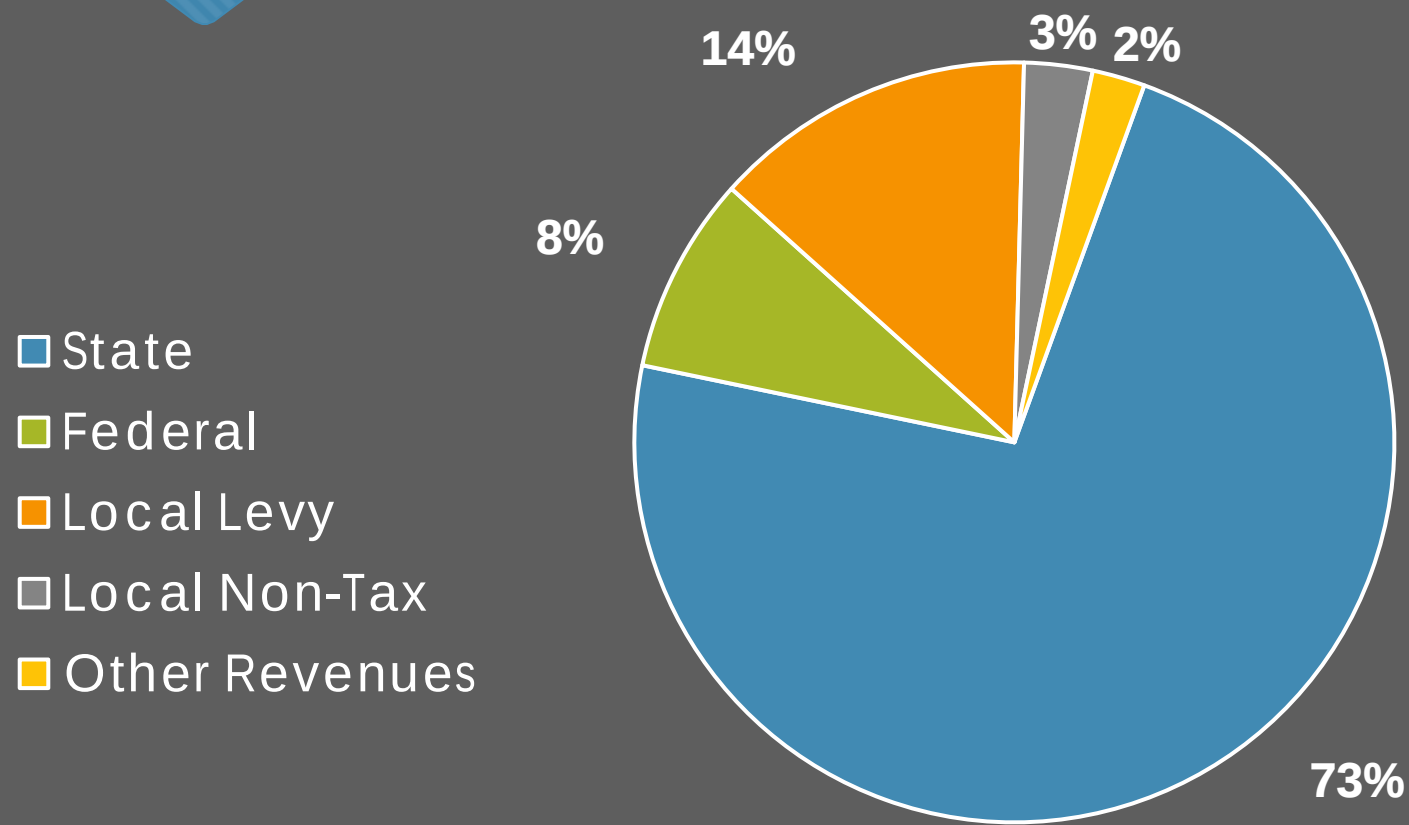
District Revenue Sources

- **State - Office of Superintendent of Public Instruction (OSPI)**
- **Federal Agencies – Department of Education**
- **Local Taxpayers**
- **Other Entities**
 - **Community Services**
 - **Private Foundations**
 - **Other School Districts**
- **Local School District Collections**
 - **Fees/Fines**
- **Other Financing Sources**
 - **(sale of bonds, sale equipment, transfers from another fund)**

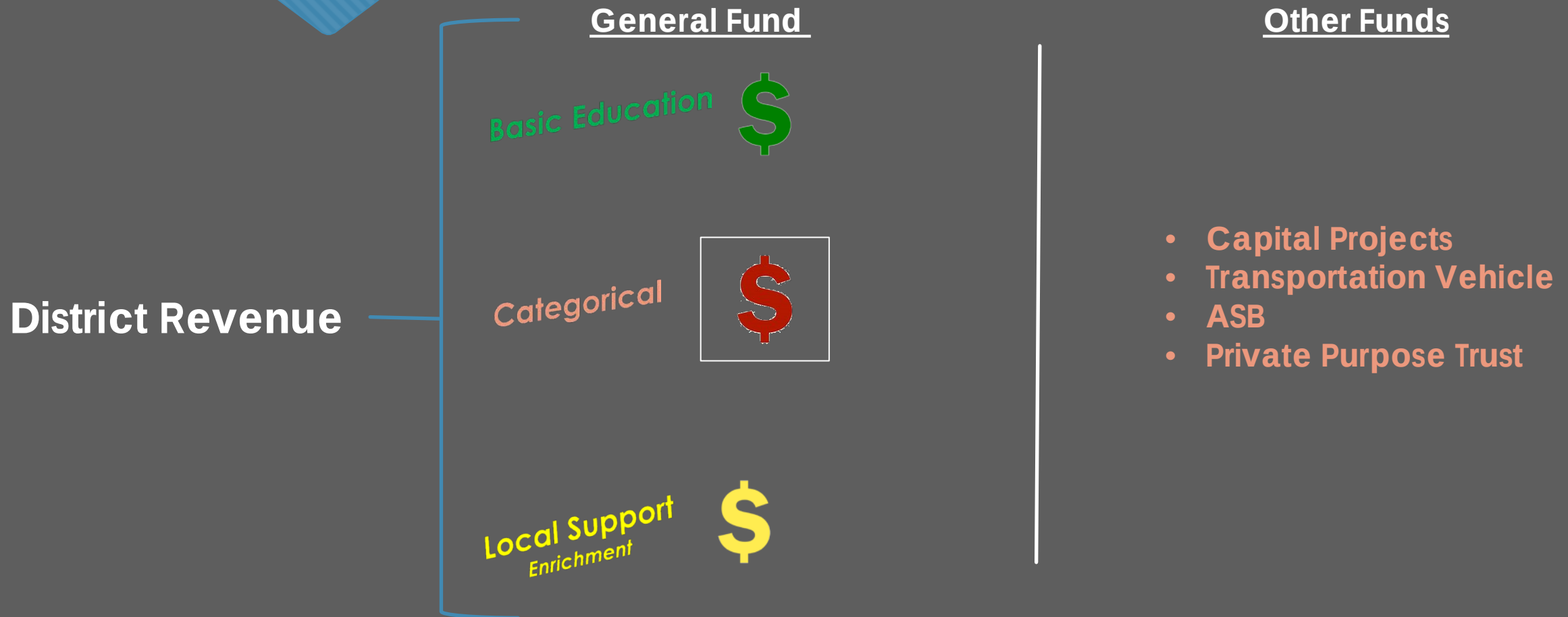




2024-25 General Fund Budget:



The **Color** of the Money Matters



Revenue Source: Local Taxpayers

Capital Projects Fund

General Fund

Transportation Vehicle Fund

- Property Taxes

- Bonds

- Levies

- Capital Projects

- Maintenance & Operation (Enrichment)*

- Transportation

- Technology*



**TPS currently has these types of Levies*

Revenue Source: Local School District Collections

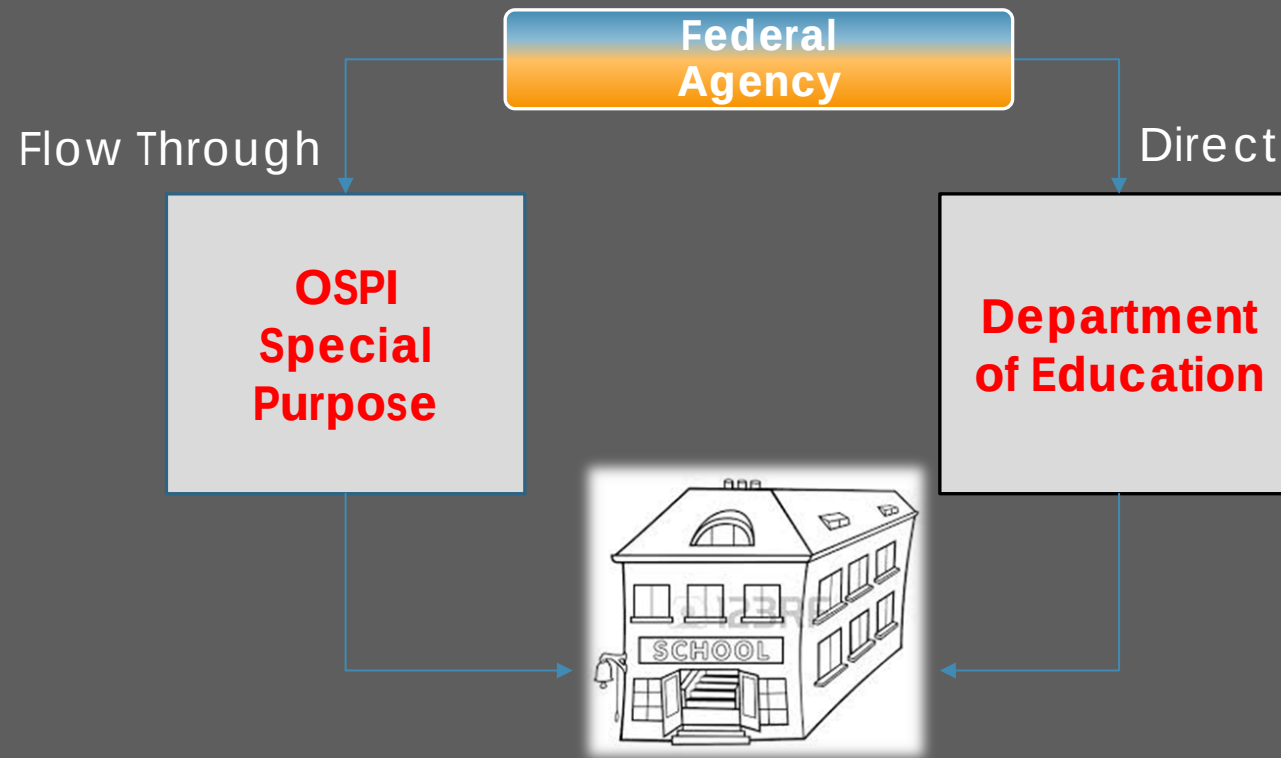
ASB Fund

General Fund

- Local Support Non-Tax
 - Fines / Fees
 - ASB activity receipts
- ▶ Other School Districts
 - ▶ Inter-district Agreements

Revenue Source: Federal

General Fund



Revenue Source: State / OSPI

Capital Projects Fund

General Fund

Transportation Vehicle Fund

- State Revenue – General Purpose
- State Revenue – Special Purpose
- Federal Revenue – General Purpose
 - *Flow through*
- Federal Revenue – Special Purpose
 - *Flow through*

OSPI Monthly Apportionment Report



Estimated Funding

- Student Full Time Enrollment
- Calculated Staff Units
- **Career and Technical Education**
- Skills Center Report
- Materials, Supplies, and Operating Costs Report
- **Grants Administration**
- **School Food Services Allocation**
- **Special Education Allocation**
- **Learning Assistance, Bilingual, and Highly Capable Allocation**
- **State Institutions (for districts with state-funded programs)**
- **Transportation Operations and Depreciation Allocations**
- Monthly Apportionment by Account
- **Special Education Allocation**
- Certificated Instructional Staff Ratios (January – August only)

Questions?

Budget Development Process Overview

Budget Development: Focus Areas

○ Revenues

- Enrollment Projections
- Legislative Impacts
- Local Tax Revenue Calculations

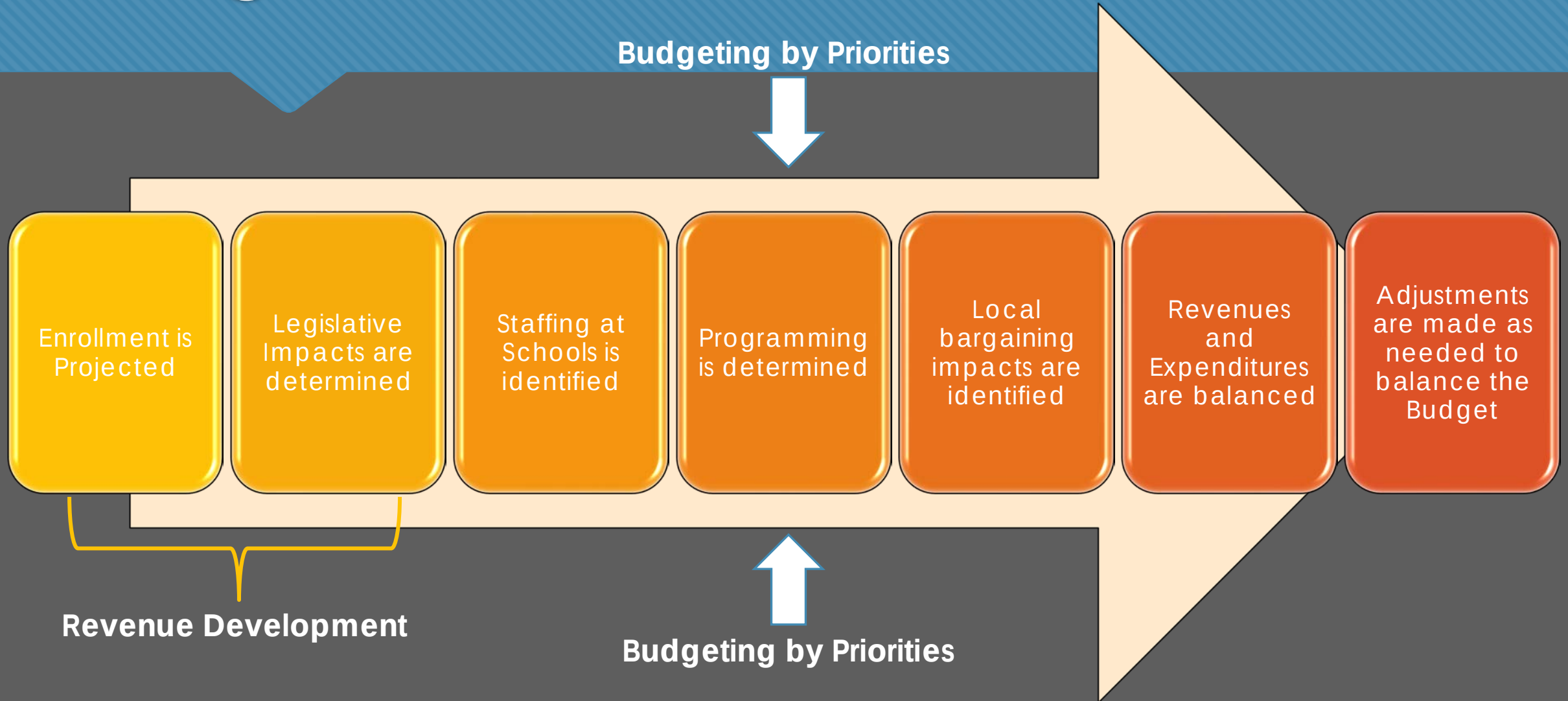
○ Expenditures

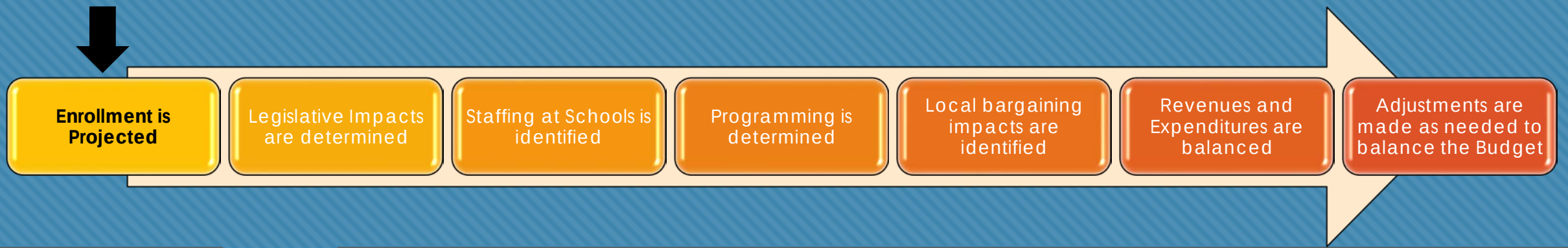
- Staffing needs as it relates to enrollment
- Programming
- Bargaining Impacts

○ Change in Fund Balance

- Board Policy minimum
- Economic Health Indicators
- Board approval of additional use

Budget Process

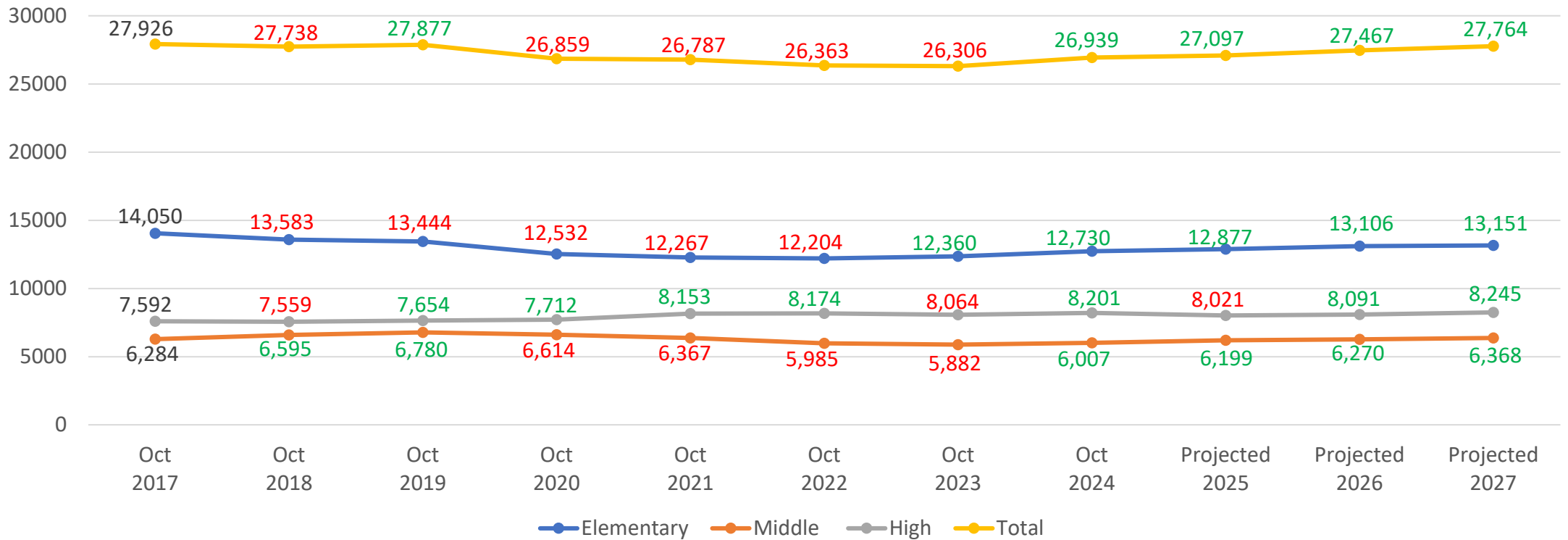


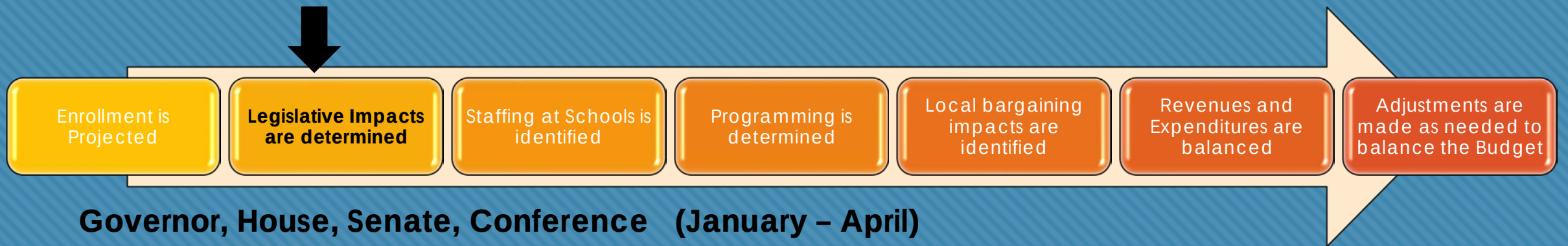


Enrollment

- Enrollment is a major component in determining state funding for our districts.
 - It is based on the 10-month average of FTE, September through June
- Accuracy is imperative as it relates to providing an accurate budget
- Demographer has a 99.5% accuracy rate for district wide enrollment trends

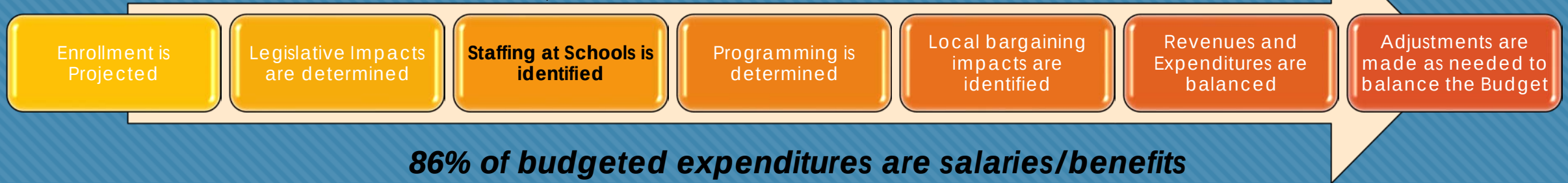
Enrollment Trending





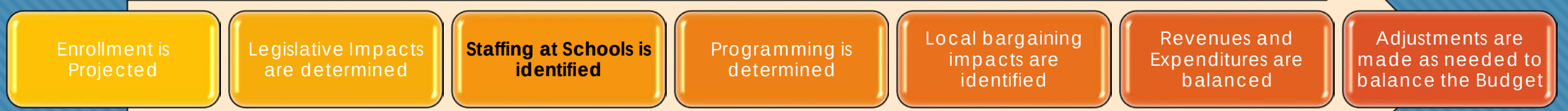
“*Driver*” Rates are determined by the Legislature and are applied to revenue and expenditure projections

- *Retirement*
- *Base Salary*
- *Medical Benefits*
- *National Board Teacher Rates*
- *Class Size Ratios*
- *School Support Ratios*
- *Per Student Allocation for Materials, Supplies, & Operating Costs*
- *Substitute Rates*
- *State Special Purpose – Categorical*



Teachers

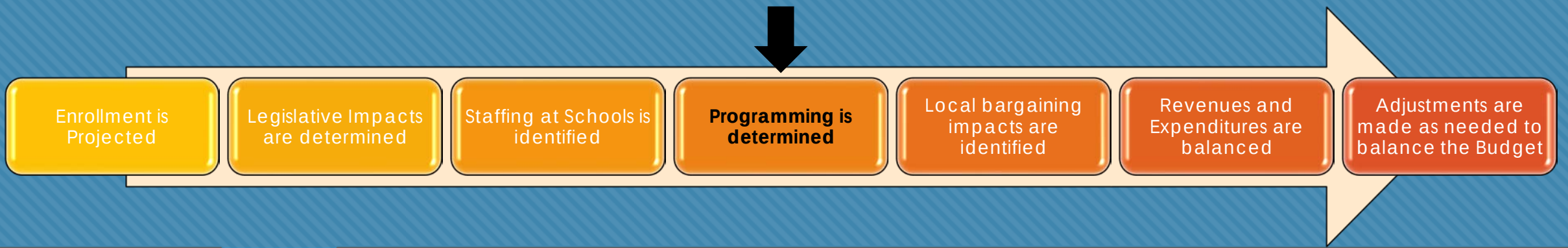
- **Basic Education Teachers** are allocated using a “Staffing Model”.
 - The staffing model uses the Basic Education Student FTE as the numerator and class size maximum as the denominator, per the CBA.
- **Categorical Teachers** are determined by the Program Directors.
 - Student Data, Program compliance as well as the CBA guide staffing decisions.
- **Specialists (Librarians, Music and PE)** are based on the number of Elementary classrooms in need of a planning period. *Inclusive of Categorical Teachers.*
 - CBA Language



86% of budgeted expenditures are salaries/benefits

Building Administration and Support

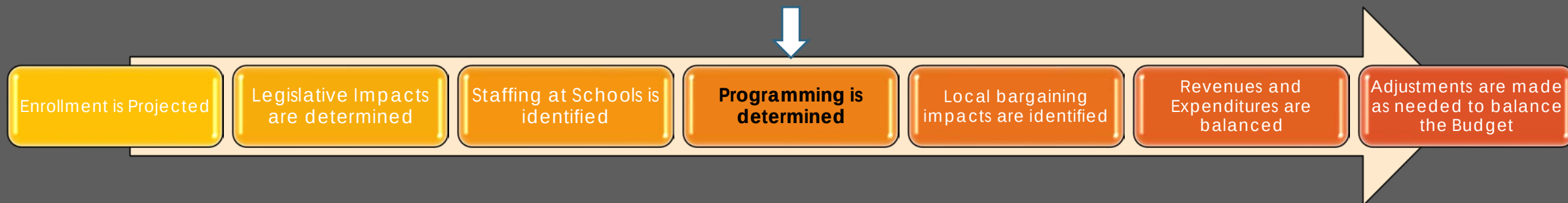
- Allocated based on a combination of enrollment and a schools “Score” that are applied to an *Administrative Staffing Model*.
- *School Score calculation drivers*
 - *McKinney Vento Students (Homeless / MKV)*
 - *Free and Reduced Lunch Students*
 - *Special Education Students*
 - *English as a second language students*
 - *Mobility %*
 - *Teacher Count*



Budgeting by Priorities

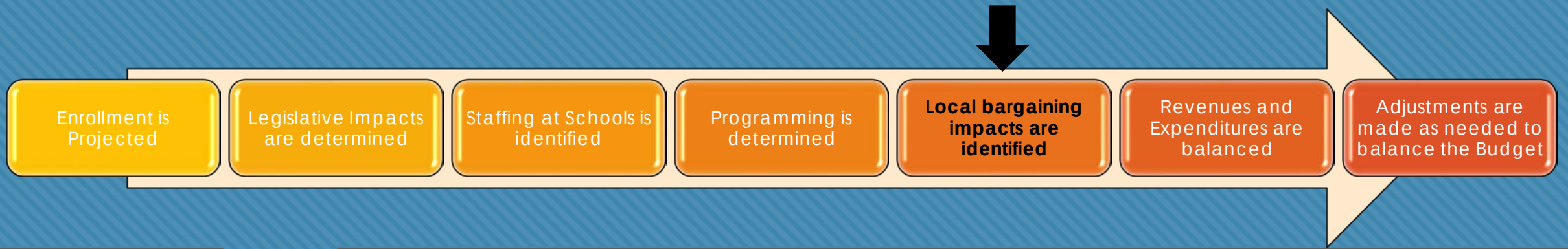
- Process aligns the financial components of the budget with the District's strategic plan initiatives
- Results in funding programs and services that are deemed the most important to the District's success as defined by the strategic plan
- Allows for measurement of progress toward priorities
- Maximizes tax dollars
- Fosters a culture and value in continuous improvement
- Provides a better transparency and communication with the community





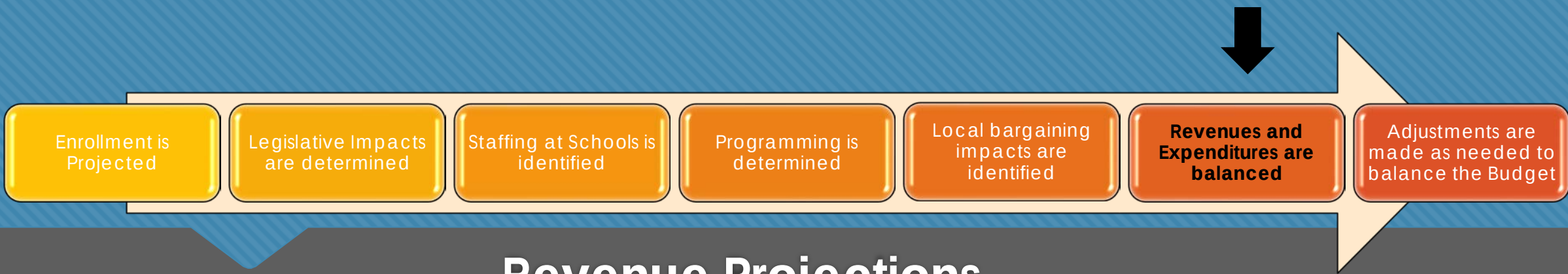
TRADITIONAL BUDGETING COMPARED WITH BUDGETING PRIORITIES

	<u>TRADITIONAL APPROACH</u>	<u>PROPOSED APPROACH (BP)</u>
FOCUS	Starts with a “base budget” and adds to or deletes from the base	No base. “Buy” proposals and programs that support the Strategic Plan and its goals
BUDGET REQUESTS	Departments ask for amount that can be justified based on needs and costs	Propose programs that evidence says are likely to produce desired results
ORGANIZED BY	Department	Priority
DEBATE	What can we cut	How do we get better results with available resources?
DIRECTOR'S ROLE	Decreasing services or increasing debt / Levy amounts	Buy services that will maximize student benefit while adhering to current resources and promote innovations and improvements



Local Bargaining Agreements

Our 11 different locally bargained groups all have unique financial impacts embedded in them from year to year.



Revenue Projections

- Legislative Impacts

- *Rate per student*
- *Compensation per Certified Instructional, Administrative and Classified Units, not FTE*
- *Medical / Retirement Benefit Rates*
- *Materials, Supplies, Operating Costs Rates*

- Levy calculations

- *Changes based on EHB 2242 / SB 6362*

- Local Receipts

- *Fines / Fees*

- Approved Federal/State/Private Grants

- *Indirect Rates*

- Number of projected students



Expenditure Projections

- Identification of the number of classroom teachers, support staff and operational staff necessary to ensure academic achievement
- Legislative Impacts
- Locally Bargained Agreements
- Actual costs of salaries/benefits
- Federal/State/Private Grants and Program parameters and guidelines
- Unfunded Mandates
- Community Partnership agreements



Revenues

(-) Expenditures

Change in Fund Balance

Basic Education Revenue = Basic Education expenditures

Categorical Revenue = Categorical expenditures

Enrichment Levy Revenue – Enrichment activities /expenditures

The **Color** of the Money Matters

SWOT Activity

- Strengths

- What do we do well?
- What unique qualities/resources can we leverage?

- Weaknesses

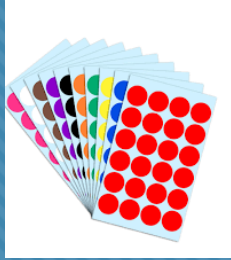
- What needs Improvement?
- What do competitors do better?
- What resources do you lack?

- Opportunities

- How can we leverage our strengths?
- What trends can we take advantage of?

- Threats

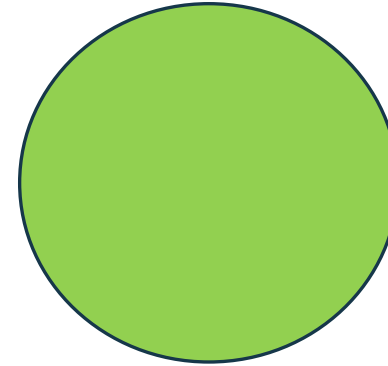
- What is competition doing relative to market share?



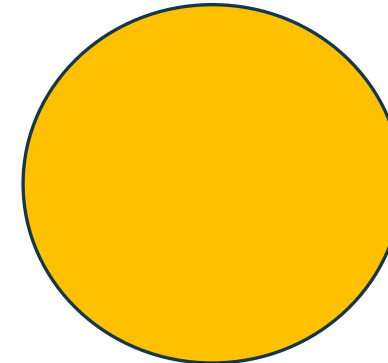
Activity

Budget Wall Walk

Please place 10 dots on areas that you'd have questions on or would like additional clarification



I have questions



Areas to possibly reduce

Activity

Budgeting by Priorities Proposal
Selection

