



Greenfield Public  
Schools

# Budget and Finance for School Committees

---

TRACY O'CONNELL NOVICK

MASC FIELD DIRECTOR

# What do school committees do?

---

“The school committee in each city and town and each regional school district: shall have the power to select and to terminate the superintendent, **shall review and approve budgets for public education in the district**, and shall establish educational goals and policies for the schools in the district consistent with the requirements of law and statewide goals and standards established by the board of education.”

MGL ch. 71, sec.37



Greenfield Public  
Schools

# Massachusetts school funding

---

# Know your funding sources

- Local funds
- Chapter 70 aid
- State reimbursement
  - Transportation
  - Charter Schools
- Federal and state grants
  - Nutrition
- Revolving funds
  - School choice

Massachusetts Department of Elementary and Secondary Education

Office of School Finance

7/20/2018



FY19 Chapter 70 Foundation Budget

114 Greenfield

	Base Foundation Components								Incremental Costs Above The Base								(17) Economically Disadvantaged	TOTAL*
	(1) Pre- School	(2) ----- Kindergarten ----- Half-Day	(3) Full-Day	(4) Elementary	(5) Jr High/ Middle	(6) High School	(7) Voca- tional	(8) Special Ed In District	(9) Special Ed Out of Dist	(10) ELL PK	(11) ELL K Half	(12) ELL K Full	(13) ELL Elementary	(14) ELL Junior/Middle	(15) ELL High School	(16) ELL Vocational		
Foundation Enrollment	69	0	189	794	471	494	1	73	19	0	0	15	42	20	17	0	921	1,984
1 Administration	13,033	0	71,397	299,941	177,925	186,613	378	190,326	49,537	0	0	1,336	3,713	1,865	1,175	0	0	997,239
2 Instructional Leadership	23,539	0	128,949	541,722	321,349	337,041	682	0	0	0	0	2,337	6,498	3,263	2,056	0	0	1,367,437
3 Classroom and Specialist Teachers	107,931	0	591,275	2,483,950	1,296,668	1,999,969	6,883	628,028	0	0	0	16,361	45,484	22,844	14,391	0	2,830,104	10,043,889
4 Other Teaching Services	27,681	0	151,650	637,090	272,045	237,540	481	586,382	757	0	0	2,337	6,498	3,263	2,056	0	0	1,927,780
5 Professional Development	4,268	0	23,394	98,297	63,213	64,284	215	30,296	0	0	0	668	1,856	932	587	0	72,566	360,578
6 Instructional Equipment & Tech	15,622	0	85,579	359,523	213,269	357,893	1,268	26,444	0	0	0	1,670	4,641	2,331	1,468	0	0	1,069,708
7 Guidance and Psychological	7,853	0	43,026	180,754	142,722	187,646	380	0	0	0	0	1,002	2,785	1,399	881	0	0	568,447
8 Pupil Services	3,123	0	17,118	107,857	104,510	252,760	512	0	0	0	0	334	928	466	294	0	0	487,902
9 Operations and Maintenance	29,972	0	164,188	689,764	443,593	451,116	1,709	212,604	0	0	0	4,007	11,139	5,595	3,524	0	435,403	2,452,612
10 Employee Benefits/Fixed Charges	33,237	0	182,075	764,940	461,406	440,727	1,330	246,144	0	0	0	3,673	10,211	5,128	3,231	0	290,272	2,442,372
11 Special Ed Tuition	0	0	0	0	0	0	0	0	470,328	0	0	0	0	0	0	0	0	470,328
<b>12 Total</b>	<b>266,259</b>	<b>0</b>	<b>1,458,651</b>	<b>6,163,838</b>	<b>3,496,699</b>	<b>4,515,590</b>	<b>13,837</b>	<b>1,920,223</b>	<b>520,621</b>	<b>0</b>	<b>0</b>	<b>33,724</b>	<b>93,754</b>	<b>47,087</b>	<b>29,664</b>	<b>0</b>	<b>3,628,344</b>	<b>22,188,291</b>
13 Wage Adjustment Factor	100.0%																	
14 Economically Disadvantaged Decile	9																	

Foundation Budget per Pupil 11,184

\* Total foundation enrollment does not include columns 8 through 17, because those columns represent increments above the base. The pupils are already counted in columns 1 to 7.

Total foundation enrollment assigns pupils in pre-kindergarten and half-time kindergarten an enrollment count of .5.

Special education in-district headcount is an assumed percentage, representing 3.75 percent of K to 12 non-vocational enrollment and 4.75 percent of vocational enrollment.

Special education out-of-district headcount is also an assumed percentage, representing 1 percent of non-vocational K-12 enrollment.

Economically disadvantaged headcounts are the number of pupils in columns 1 through 7 who are directly certified as eligible for the Supplemental Nutrition Assistance Program (SNAP); the Transitional Assistance for Families with Dependent Children (TAFDC); and MassHealth (Medicaid).

Each component of the foundation budget represents the enrollment on line 1 multiplied by the appropriate state-wide foundation allotment.

The wage adjustment factor is applied to underlying rates in all functions except instructional equipment, benefits and special education tuition.

The foundation budget shown on this page may differ from the final number used in the formula, due to rounding error.

Level	#	\$/pupil	Total
Preschool	69	3858.82	\$266,259
Full day K	189	7717.73	\$1,458,651
Elementary	794	7763.02	\$6,163,838
Middle	471	7423.99	\$3,496,699
High	494	9140.87	\$4,515,590
Vocational	1	13,837.16	\$13,837
In district sped*	73	26,304.43	\$1,920,223
Out-of-district sped*	19	27,401.12	\$520,621
ELL*	94	(varies)	\$204,229
Econ. Disadv.*	921	3939.57	\$3,628,344
	1984		\$22,188,291

\* Increment on top of grade allocation

## 114 Greenfield

### Effort Goal

1) 2016 equalized valuation	1,421,720,500
2) Property percentage	0.3676%
3) Local effort from property wealth	5,226,267
4) 2015 income	381,541,000
5) Income percentage	1.4306%
6) Local effort from income	5,458,221
7) Combined effort yield (row 3+ row 6)	10,684,488
8) Foundation budget FY19	23,827,471
9) Maximum local contribution (82.5% * row 8)	19,657,663
10) Target local contribution (lesser of row 7 or row 9)	10,684,488
11) Target <b>local</b> share (row 10 as % of row 8)	44.84%
12) Target <b>aid</b> share (100% minus row 11)	55.16%

### FY19 Increments Toward Goal

13) Required local contribution FY18	10,438,560
14) Municipal revenue growth factor (DOR)	4.60%
15) FY19 preliminary contribution (13 x 14)	10,918,734
16) Preliminary contribution pct of foundation (15/8)	45.82%
<i><b>If preliminary contribution is above the target share:</b></i>	
17) Excess local effort (15 - 10)	234,246
18) 85% reduction toward target (17 x 85%)	234,246
19) FY19 required local contribution (15 - 18), capped at 90% of foundation	10,684,488
20) Contribution as percentage of foundation (19 / 8)	<b>44.84</b>
<i><b>If preliminary contribution is below the target share:</b></i>	
21) Shortfall from target local share (11 - 16)	
22) Added increment toward target (13 x 1% or 2%)*	
*1% if shortfall is between 2.5% and 7.5%; 2% if shortfall > 7.5%	
23) Shortfall from target after adding increment (10 - 15 - 22)	
24) FY19 required local contribution (15 + 22)	
25) Contribution as percentage of foundation (24 / 8)	

## 114 Greenfield

Series "FY18" Point "C70 Aid"  
Value: 12,197,397

### Aid Calculation FY19

#### Prior Year Aid

1 Chapter 70 FY18 **12,197,397**

#### Foundation Aid

2 Foundation budget FY19 22,188,291  
3 Required district contribution FY19 9,949,462  
4 Foundation aid (2 - 3) 12,238,829  
5 Increase over FY18 (4 - 1) **41,432**

#### Minimum Aid

6 Minimum \$20 per pupil increase **18,088**

#### Non-Operating District Reduction to Foundation

7 Reduction to foundation **0**

#### Additional Aid Increment

8 Adjustment based on H. 4401 Ch. 70 aid **0**

#### Transitional Relief for Impact of Change in Low-Income Measure

9 Relief for impact of change in measure **0**

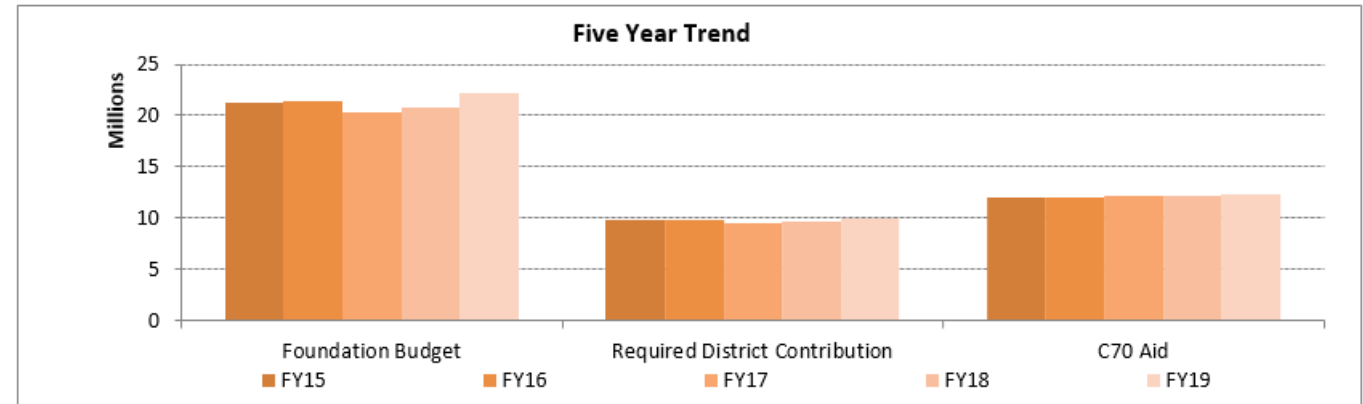
#### FY19 Chapter 70 Aid

10 sum of line 1, 5, 8, 9 minus 7 **12,256,917**



### Comparison to FY18

	FY18	FY19	Change	Pct Chg
Enrollment	1,913	1,984	71	3.71%
Foundation budget	20,807,903	22,188,291	1,380,388	6.63%
Required district contribution	9,604,767	9,949,462	344,695	3.59%
Chapter 70 aid	<b>12,197,397</b>	<b>12,256,917</b>	59,520	0.49%
Required net school spending (NSS)	21,802,164	22,206,379	404,215	1.85%
Target aid share	54.16%	55.16%		
C70 % of foundation	58.62%	55.24%		
Required NSS % of foundation	104.78%	100.08%		





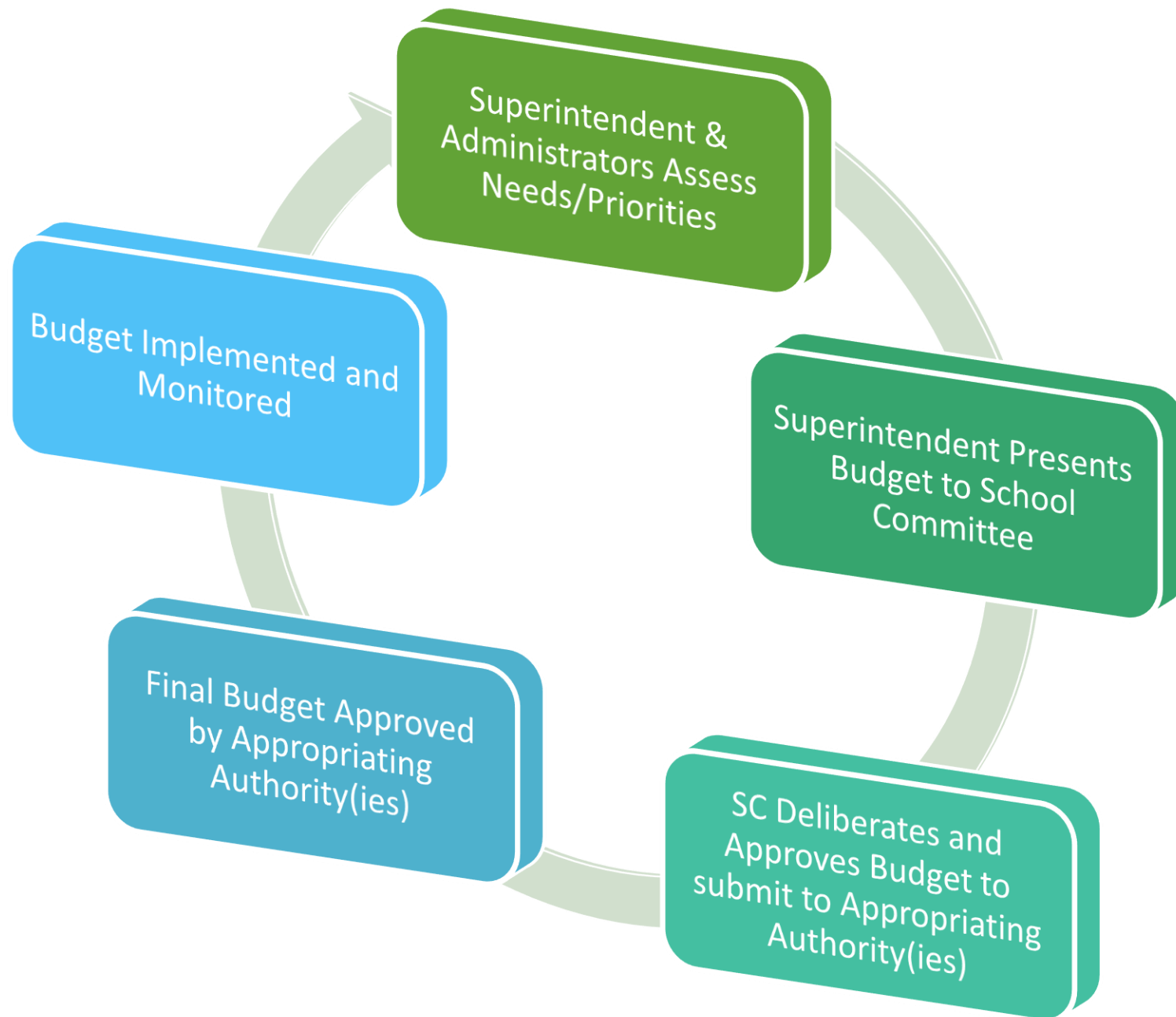


Greenfield Public  
Schools

# Fiduciary responsibility

---

- Budget deliberation
- Warrant signing
- Quarterly reports
- Reviewing audit findings
- Policy setting
- Superintendent evaluation

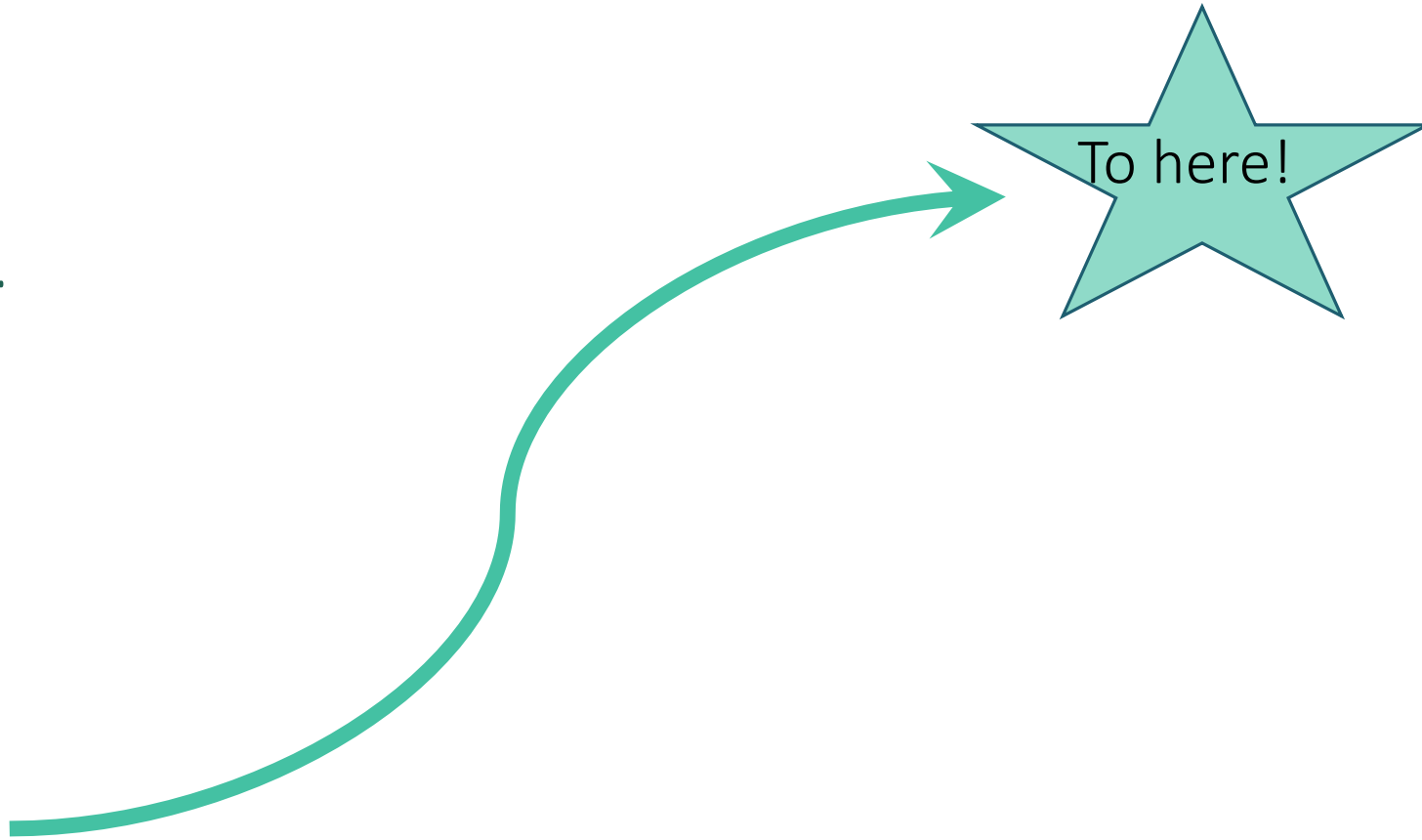


Superintendent & Administrators Assess  
Needs/Priorities

Superintendent Presents Budget to School  
Committee

ANNUAL  
BUDGET

Getting from here...



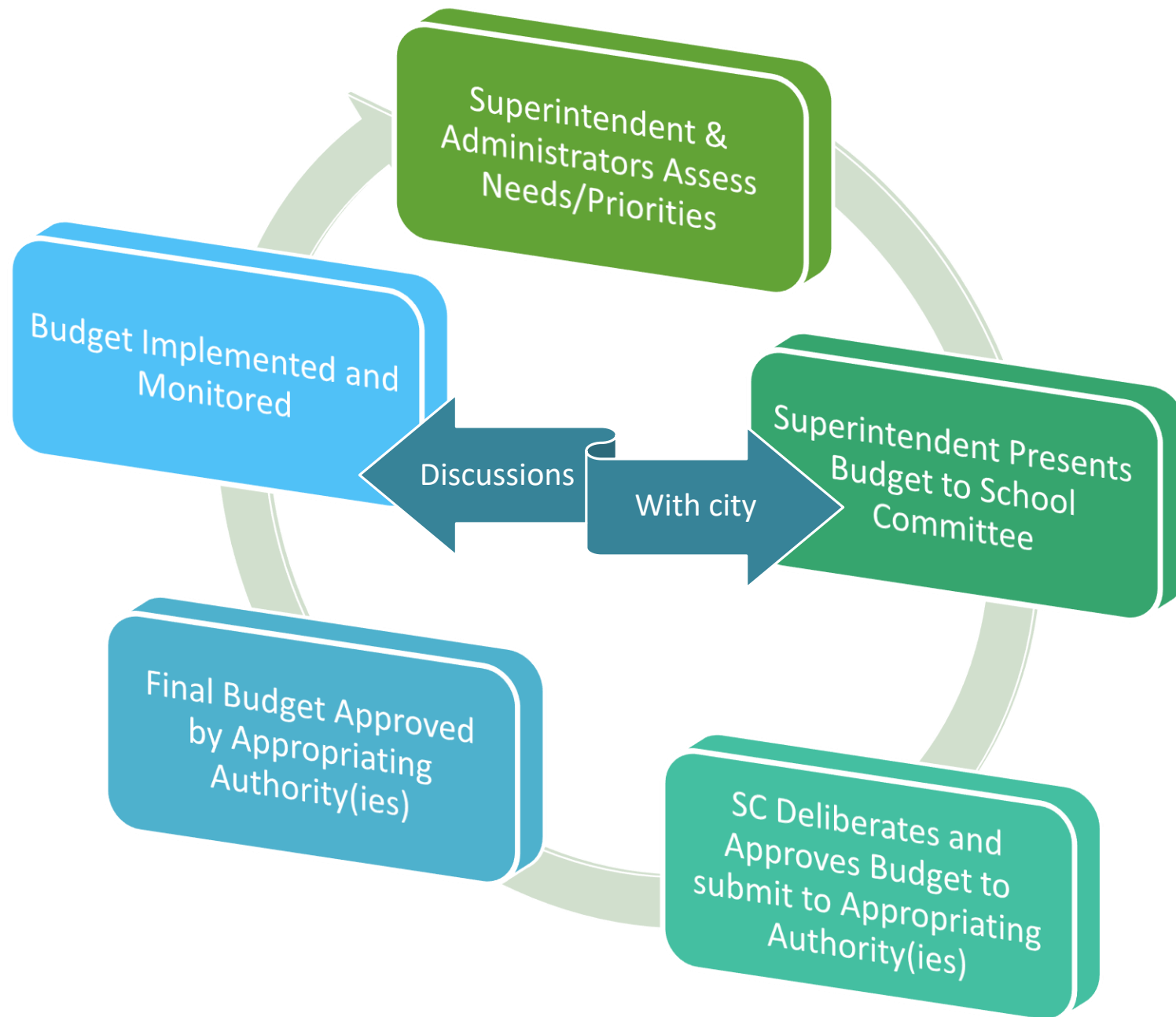
SC Deliberates and Approves Budget to  
submit to Appropriating Authority(ies)

- How much is being spent
- On what
- From what source
- For what reason
- How this aligns with district goals



Final Budget Approved by Appropriating  
Authority(ies)

Budget Implemented and Monitored



# Quarterly Financial Reporting



Quarterly reports, properly done, keep everyone on the same page.

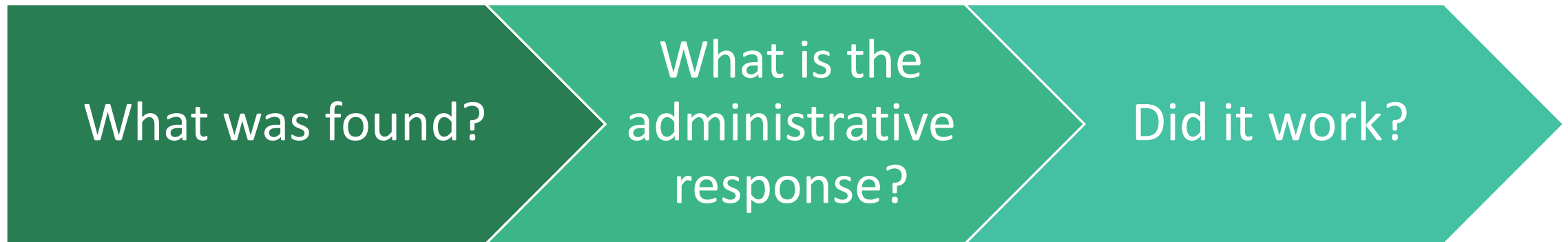
- What did you pass as the budget amount?
- What have you spent so far this year?
- Where does that put you compared to year's end?
- What expenses are projected to change?



Warrants

What are you signing?

# AUDITS



- Support district goals
- Track changes in spending from year to year
- Narrate reasons for changes
- Clarify projections and basis
- Able to be used by the community in decision making



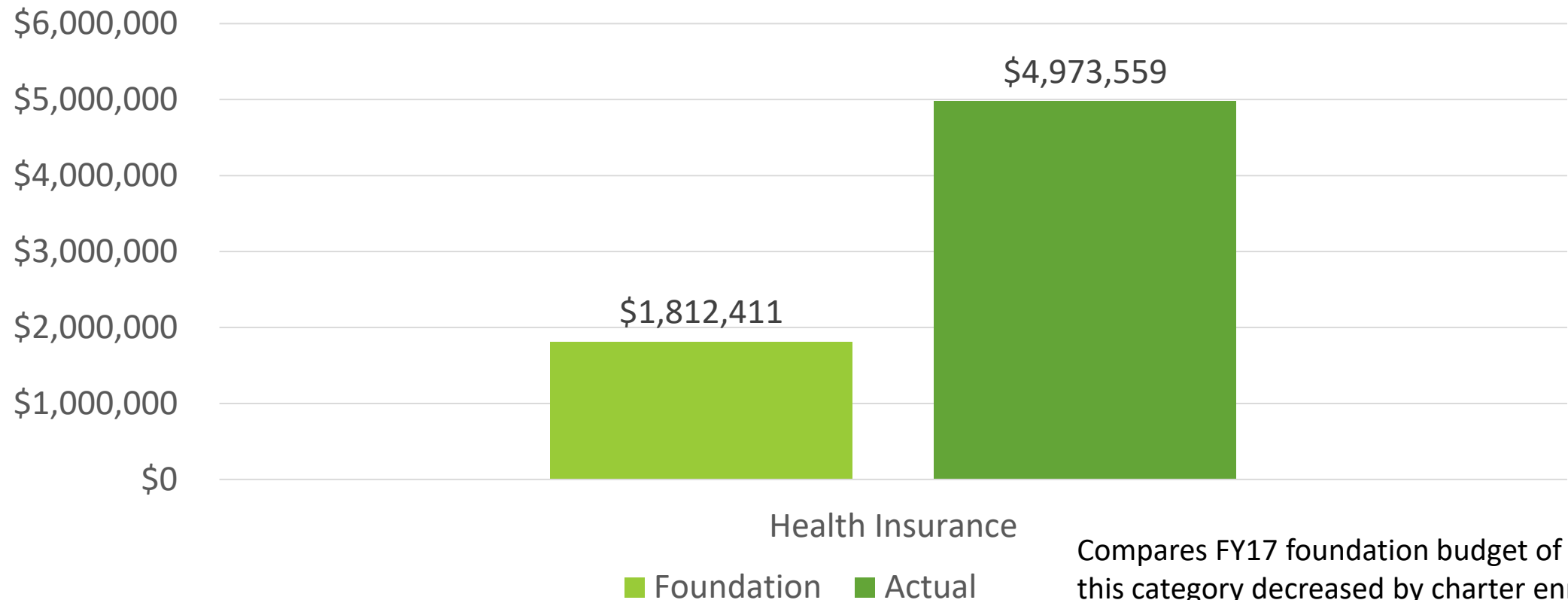


Greenfield Public  
Schools

# Updating the Foundation Budget

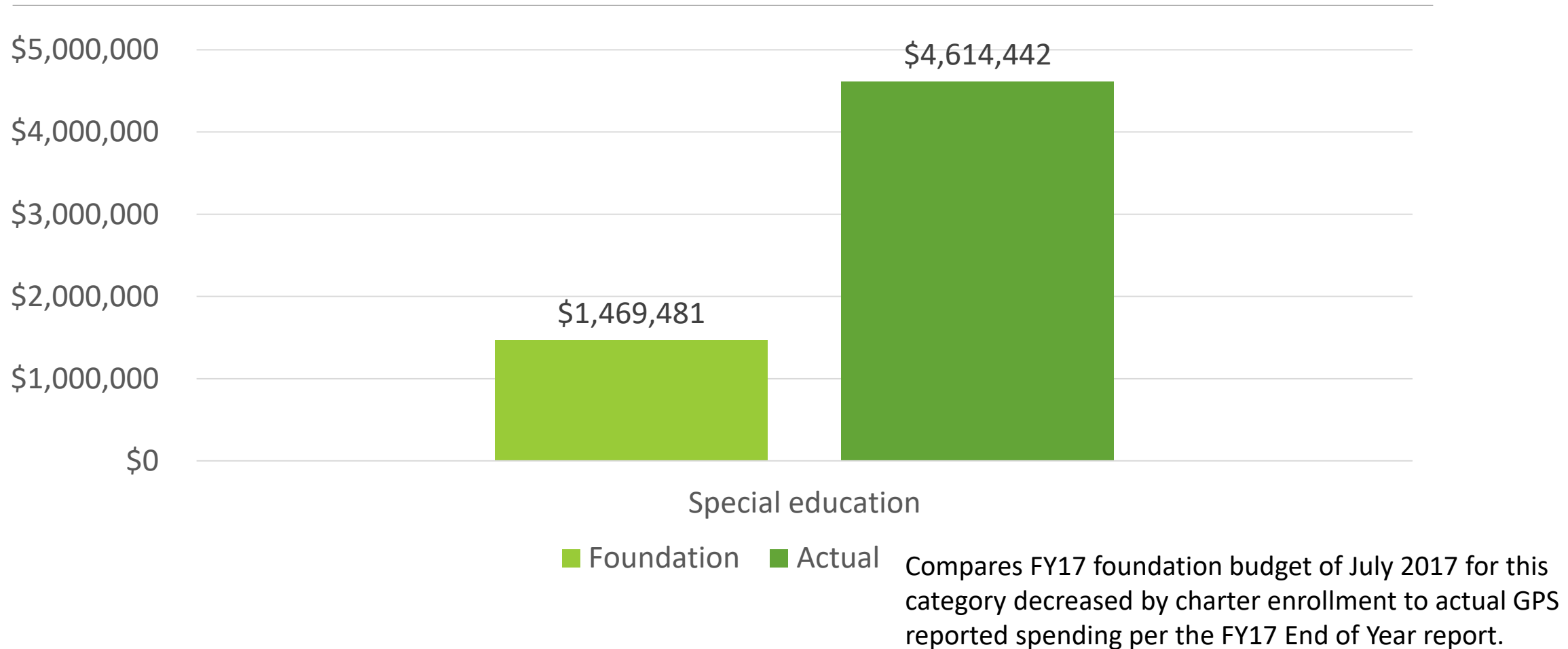
---

# Undercalculated: Health insurance

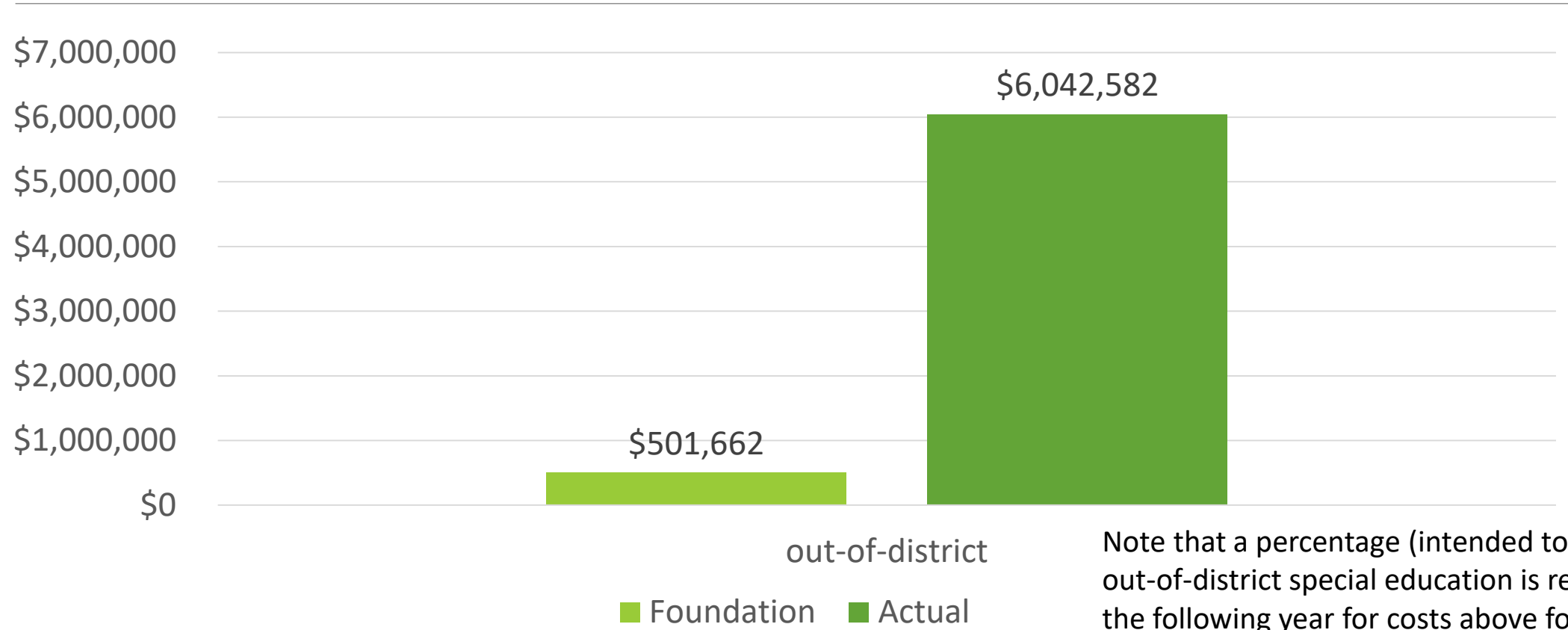


Compares FY17 foundation budget of July 2017 for this category decreased by charter enrollment to actual GPS reported spending per the FY17 End of Year report.

# Undercalculated: In-district Special education

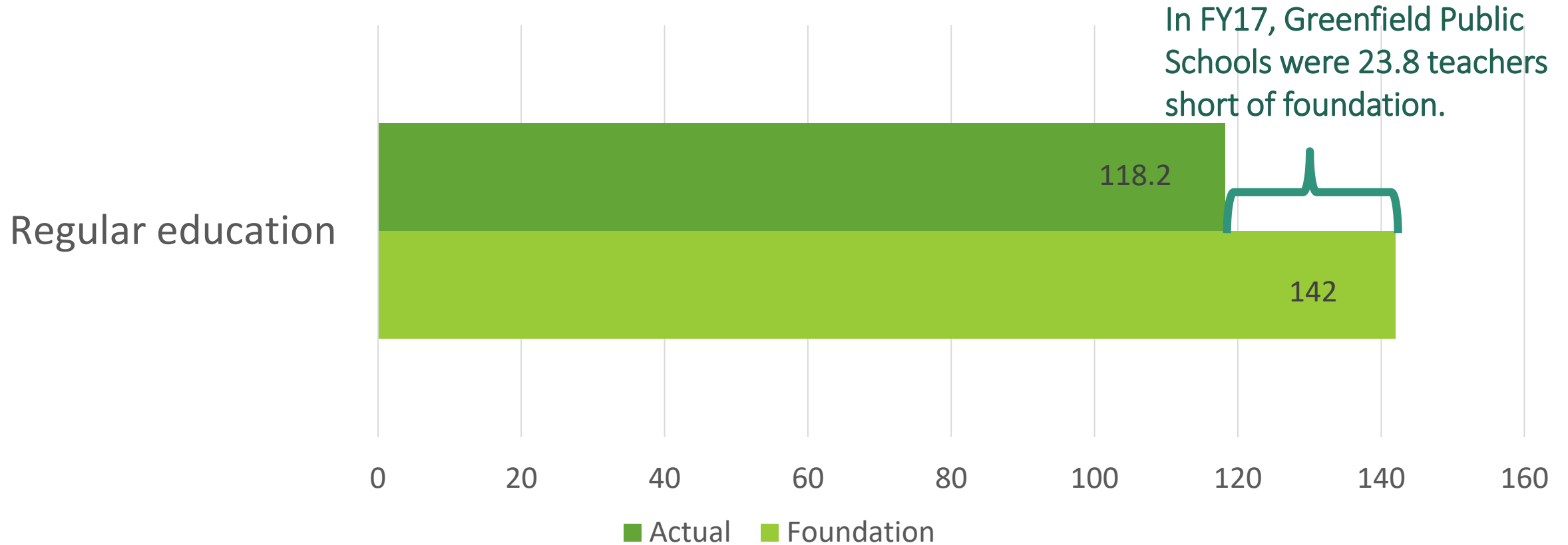


# Undercalculated: Out-of-district Special education



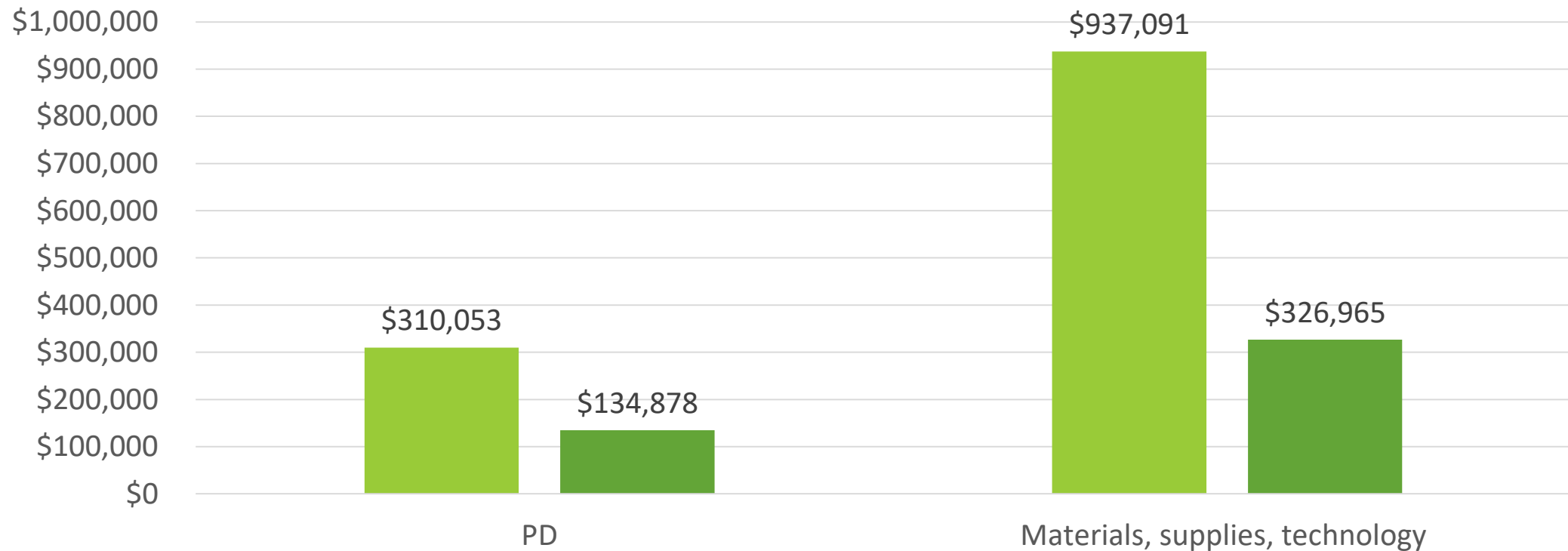
Note that a percentage (intended to be 75%) of out-of-district special education is reimbursed the following year for costs above four times the state average foundation rate through the state circuit breaker account.

# Teachers



GPS FY17 budget compared to state calculation based on GPS enrollment of the same year.

# Gaps in PD and instructional materials



Compares FY17 foundation budget of July 2017 for these categories decreased by charter enrollment to actual GPS reported spending per the FY17 End of Year report.

■ Foundation ■ Actual



Greenfield Public  
Schools

# Budget and Finance for School Committees

---

Tracy O'Connell Novick

MASC Field Director

@tracynovick

[tnovick@masc.org](mailto:tnovick@masc.org)

508-579-5472