

BOARD AGENDA ITEM

April 17, 2012

SUBJECT:

2012 – 2013 Preliminary Budget

BACKGROUND INFORMATION:

In its 2012 – 2013 budget calendar, the Board scheduled presentation of the preliminary budget on April 17, 2012, the tentative budget on May 8, 2012, and the final budget on June 26, 2012.

The Board has held a Budget 101 workshop and conducted two budget work studies in order to receive and discuss information related to the 2012 – 2013 budget.

ADMINISTRATIVE CONSIDERATION:

The preliminary budget version, pending Board discussion, totals \$230,915,774. Many estimates are based on the SC House of Representatives version of the 2012 – 2013 general appropriations bill. Significant changes in comparison to 2011 – 2012 include the 2% State mandated salary increase for employees, increases in retirement contribution rates and health insurance premiums, funding for the 9th grade academy at North Augusta High School, funding shifts and eliminations of items currently paid from Title II dollars, an increase in allocations to charter schools as required by formula, reduction of the IDEA allocation by 20% for the penalty imposed on the State for its failure to meet maintenance of effort requirements, and various changes in State allocations.

RECOMMENDATION:

Approve the 2012 – 2013 Preliminary Budget with any changes resulting from Board Discussion

ATTACHMENTS:

1. 2012 – 2013 Preliminary Budget
2. 2012 – 2013 Preliminary Proposed Formula for Staffing Schools
3. Matrix of budget recommendations, as prioritized by the Administration based upon input from Board members, school district employees, and citizens (if funding is available)

PREPARED BY:

Marion O. Traxler III

**AIKEN COUNTY PUBLIC
SCHOOLS**

**PRELIMINARY BUDGET
2012 – 2013**

APRIL 17, 2012

A summarized version of the preliminary 2012 – 2013 budget is presented for Board consideration and discussion. Many figures are dependent upon the State budget; those figures reflect the SC House version of the 2012 – 2013 appropriations bill. Figures are subject to change as State budget discussions progress.

The District has scheduled final approval of its 2012 – 2013 budget for June 26, 2012.

Highlights of the preliminary budget are as follow:

General Fund - \$158,147,862 (pending Board discussion)

- Property tax revenues reflect slight increase for growth only. Estimates are based on operating millage remaining at 131.6 mills.
- Changes in State allocations, including the increases in the Education Finance Act and Tier 3/Act 388 revenue allocations, are reflected.
- The Education Foundation Supplement, first allocated by the State in 2011 – 2012 to hold-harmless any districts negatively impacted by the change in calculation of the index for taxpayer ability, is eliminated for 2012 – 2013.
- Only budget considerations identified as “must” or “existing” items at the March 20, 2012 budget workshop are included in the budget. No prioritized budget items (level 1, level 2, etc.) are included. “Must” and “existing” items include the State mandated 2% salary increase; increases in employer retirement rates and health insurance premiums; increase in payments to charter schools based on formula; funding for the Board approved 9th grade academy at NAHS; decrease in a scheduled lease payment; shift to the General Fund of four instructional positions, two instructional support positions, and a teacher evaluation tool that can no longer be funded with Title II dollars.
- Various other expenditures budgets were adjusted based on projected costs.
- Available State allocations would be flexed from other funds to help balance the budget.
- The projected budget shortfall of \$483,288 was absorbed with fund balance for preliminary purposes, pending Board discussion.

Special Revenue Fund - \$18,064,485

- The IDEA allocation has been reduced by 20% (\$1,037,855) to reflect the State’s penalty for its failure to meet maintenance of effort requirements. That penalty will be passed along to school districts. The 2012 – 2013 decrease could be absorbed through the EIA Fund’s Aid to Districts-Special Education allocation.
- Two State allocations have been moved from the Special Revenue Fund to the Education Improvement Act Fund.
- Lottery funds would no be sufficient for four middle school reading interventionist positions.
- Elementary school reading interventionist positions could be funded for 2012 – 2013 with use of lottery funds, lottery carryover funds, and by flexing approximately \$80,000 from available EIA allocations.

Education Improvement Act (EIA) Fund - \$12,609,020

- Three allocations received during 2011 – 2012 will not exist in 2012 – 2013 including the one-time IDEA maintenance of effort allocation totaling \$2,192,481.
- Two allocations, as noted above, will move from the Special Revenue Fund to EIA fund.
- Two allocations – Aid to Districts and Aid to Districts-Special Education – are projected to decrease approximately \$888,000 from 2011 – 2012 levels.
- At Risk Learning and Reading allocations are projected to increase approximately \$204,000 from 2011 – 2012 levels.

Debt Service Fund - \$17,197,975

- With continuation of the five year payoff, no increase in debt service millage is expected.

School Building Fund - \$15,850,000

- The Five Year Facilities plan calls for bond issuance of \$15,750,000 for 2012 – 2013.

School Food Service Fund - \$9,046,432

- No increase from 2011 – 2012 meals fees is proposed.
- Food costs are projected to increase significantly.

Other/Staffing Formula

- The Grade 1 pupil-teacher ratio increased from 16:1 for 2011 – 2012 to 18:1 for 2012 – 2013. The increase results from elimination of 16 teacher positions that could be funded with Title II dollars in previous years. Title II dollars could not be used for class size reduction in 2012 – 2013.
- No other changes in pupil-teacher ratios are reflected in the preliminary budget.
- A total of 20 positions (16 teacher positions noted above plus four middle school reading interventionists) would be eliminated due to lack of funding.

Prioritized Budget Considerations

- A matrix containing levels 1, 2, and 3 prioritize considerations is provided. These items were presented at the March 20, 2012 budget workshop.

**FUND #1 - OPERATIONS
FOR THE 2012 - 2013 SCHOOL YEAR
BUDGET DEVELOPMENT SUMMARY**

REVENUE

2011 - 2012 Original Budget - Revenue	\$ 153,418,281
Increase - property tax revenues resulting from growth only (operating millage remaining at 131.6)	220,034
Increase - delinquent property tax revenues based on trend	100,000
Increase - Education Finance Act allocation from State using \$2,012 for base student cost (BSC)	3,025,972
Decrease - fringe benefits allocation from State	(32,954)
Decrease - elimination of Education Foundation Supplement from State	(670,000)
Increase - tier 3/Act 388 allocation from State	947,957
Increase - transfer from funds #3 and #9 - prior year carryover	2,100,927
Decrease - transfer from funds #3 and #9 - 2011 - 2012 allocations	<u>(1,445,642)</u>
2012 - 2013 Preliminary Budget - Revenue	157,664,575
Estimated fund balance needed to balance budget, pending Board discussion of options/alternatives	<u>483,288</u>
2012 - 2013 Preliminary Budget - Revenue including fund balance used to balance budget	<u>\$ 158,147,862</u>

EXPENDITURES

2011 - 2012 Original Budget - Expenditures	\$ 153,418,281
Increase - 2% salary increase as mandated by State and resulting increase in fringe benefits & payroll taxes	2,890,157
Increase - shifting salaries and fringe benefits & payroll taxes for four existing instructional positions that can no longer be funded with Title II dollars	325,000
Increase - shifting .5 FTE Safe-T coordinator and induction/mentoring coordinator positions that can no longer be funded with Title II dollars	76,538
Increase - on 2/28/12, Board approved 3 positions for NAHS 9th Grade Academy	165,000
Decrease - regular salaries for <i>SHIFT ONLY</i> of reading interventionists salary (to fund directly from lottery)	(783,906)
Increase - fringe benefits for increases in employer retirement contribution rate and health insurance premiums for 2012 - 2013	1,917,149
Decrease - unemployment compensation based on 2011 - 2012 projected costs and trend	(25,000)
Increase - data processing services for increase in annual maintenance on financial system	16,612
Decrease - legal and audit fees for estimated reduction in audit fees	(9,500)
Increase - water, sewer, and garbage based on projected 2011 - 2012 usage and rate increases	15,000
Increase - property/liability insurance for estimated rate increase pending SCSBIT notification in May	16,611
Decrease - telephone usage based on 2011 - 2012 projected costs and trend	(15,000)
Increase - Gallop teacher evaluation tool that can no longer be funded with Title II dollars	30,440
Increase - estimated cost of substitute finder service	17,743
Decrease - lease installment (final payment)	(132,263)
Decrease - interest expense on TAN	(50,000)
Increase - charter school allocation (based on SCDE formula)	<u>275,000</u>
2012 - 2013 Preliminary Budget - Expenditures	<u>\$ 158,147,862</u>

Note:

Estimated shortfall in reading interventionists funding will be \$140,000 for 2012 - 2013. Could flex available grades 6-8 lottery monies and available EIA monies to cover shortfall.

**FUND #1 - OPERATIONS
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE BUDGET**

	<u>2011 - 2012 Revised Budget</u>	<u>2012 - 2013 Preliminary Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Change</u>
Local:				
Levies For Current Operations	\$ 44,006,607	\$ 44,226,640	\$ 220,034	0.50%
Delinquent Taxes - Operations	2,400,000	2,500,000	100,000	4.17%
Payment In Lieu Of Taxes	5,500,000	5,500,000	-	0.00%
Tuition - Out of District/Out of State	20,000	20,000	-	0.00%
Interest On Investments	50,000	50,000	-	0.00%
Miscellaneous Income	50,000	50,000	-	0.00%
Total Local Revenue	<u>52,026,607</u>	<u>52,346,640</u>	<u>320,034</u>	<u>0.62%</u>
State:				
Education Finance Act (EFA)	42,500,006	45,525,978	3,025,972	7.12%
Education Foundation Supplement*	670,000	-	(670,000)	-100.00%
Fringe Benefits	22,767,826	22,734,872	(32,954)	-0.14%
Tier 1 - Property Tax Relief	8,147,500	8,147,500	-	0.00%
Tier 2 - Homestead Exemption	2,659,778	2,659,778	-	0.00%
Tier 3A - Act 388	15,509,102	16,457,059	947,957	6.11%
Tier 3B - Saluda	180,000	180,000	-	0.00%
School Bus Drivers	1,072,134	1,072,134	-	0.00%
Home Schooling	7,000	7,000	-	0.00%
Handicapped Transportation	10,000	10,000	-	0.00%
Other State Funds	30,000	30,000	-	0.00%
Total State Revenue	<u>93,553,346</u>	<u>96,824,321</u>	<u>3,270,975</u>	<u>3.50%</u>
Federal:				
P. L. 874-Impact Aid	90,000	90,000	-	0.00%
Total Federal Revenue	<u>90,000</u>	<u>90,000</u>	<u>-</u>	<u>0.00%</u>
Transfers and Non-Revenue Items:				
Transfer From Fund #3 - TSS and TSS Fringe	2,775,993	2,775,993	-	0.00%
Transfer from Funds #3 and Fund #9 - Flex Available Prior Year Carryover Allocations	1,887,455	3,988,382	2,100,927	111.31%
Transfer from Funds #3 and Fund #9 - Flex Available Current Year Allocations	2,484,880	1,039,238	(1,445,642)	-58.18%
Indirect Costs - Fund #2 and Fund #6	600,000	600,000	-	0.00%
Total Transfers and Non-Revenue Items	<u>7,748,328</u>	<u>8,403,613</u>	<u>655,285</u>	<u>8.46%</u>
Total - General Fund Revenue	<u>\$ 153,418,281</u>	<u>157,664,574</u>	<u>\$ 4,246,294</u>	
Fund balance used to balance preliminary budget pending Board discussion		<u>483,288</u>		
		<u>\$ 158,147,862</u>		<u>3.08%</u>

*one year hold-harmless for the change in the index for taxpayer ability (ITA); ITA is one of the components of the EFA formula

**FUND #1 - OPERATIONS
FOR THE 2011 - 2012 SCHOOL YEAR
APPROVED EXPENDITURES BUDGET**

	2011 - 2012 Approved Budget	2012 - 2013 Preliminary Budget	Increase/ (Decrease)	Percent Change
Regular Salaries	\$ 103,286,473	\$ 105,294,628	\$ 2,008,154	1.94%
Temporary Salaries	1,000,000	1,000,000	-	0.00%
Overtime Salaries	385,000	385,000	-	0.00%
Fringe Benefits and Payroll Taxes	32,326,275	34,908,059	2,581,784	7.99%
Unemployment Compensation	175,000	150,000	(25,000)	-14.29%
Workers Compensation Insurance	837,909	837,909	-	0.00%
Purchased Services - Instructional	1,286,272	1,286,272	-	0.00%
Purchased Services - Security	278,500	278,500	-	0.00%
Management Services	92,000	92,000	-	0.00%
Data Processing Services	272,647	289,259	16,612	6.09%
Legal and Audit Fees	155,000	145,500	(9,500)	-6.13%
Water, Sewer And Garbage	630,000	645,000	15,000	2.38%
Maintenance Services	550,698	550,698	-	0.00%
Property/Liability Insurance	830,534	847,145	16,611	2.00%
Rentals	16,260	16,260	-	0.00%
Equipment Repairs	183,694	183,694	-	0.00%
Other Property Services	1,620	1,620	-	0.00%
Student Transportation	35,000	35,000	-	0.00%
Travel	256,754	256,754	-	0.00%
Telephone	420,000	405,000	(15,000)	-3.57%
Purchased Services - Technology	100,189	130,629	30,440	30.38%
Advertising	9,270	9,270	-	0.00%
Printing and Binding	7,865	7,865	-	0.00%
Purchased Services - Other	67,734	85,477	17,743	26.20%
Supplies - General	274,245	274,245	-	0.00%
Supplies - Instructional	684,421	684,421	-	0.00%
Supplies - Technology	545,054	545,054	-	0.00%
Supplies - Office	122,842	122,842	-	0.00%
Supplies - Janitorial	248,620	248,620	-	0.00%
Supplies - Health	22,272	22,272	-	0.00%
Supplies - Psychological Tests	9,900	9,900	-	0.00%
Supplies - Library	223,704	223,704	-	0.00%
Supplies - Maintenance	709,340	709,340	-	0.00%
Energy	4,700,000	4,700,000	-	0.00%
Installment on Equipment Lease	456,827	324,564	(132,263)	-28.95%
Installment on SC Energy Loan	36,532	36,532	-	0.00%
Equipment	23,400	23,400	-	0.00%
Technology and Software	47,450	47,450	-	0.00%
Vehicles	75,000	75,000	-	0.00%
Interest	75,000	25,000	(50,000)	-66.67%
Dues and Fees	66,980	66,980	-	0.00%
Transfer to Other Funds - Activity Funds	82,000	82,000	-	0.00%
Transfer to Other Governments	110,000	110,000	-	0.00%
Payments to Charter Schools	1,700,000	1,975,000	275,000	16.18%
Total - General Fund	\$ 153,418,281	158,147,862	4,729,581	3.08%

**FUNDS #2, #8 AND #9 - SPECIAL REVENUE
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE AND EXPENDITURES BUDGET**

	<u>2011 - 2012 Budget*</u>	<u>2012 - 2013 Preliminary Budget*</u>	<u>Increase/ (Decrease)</u>
Federal Funds:			
Title I	\$ 7,811,164	\$ 7,811,164	\$ -
Individuals with Disabilities Act (IDEA)	5,189,276	4,151,421 **	(1,037,855)
Preschool Handicapped	191,725	191,725	-
Vocational Education/Perkins	352,081	352,081	-
Neglected and Delinquent	46,831	46,831	-
21st Century Grant (3 years)	170,000	170,000	-
Migrant Education	64,959	-	(64,959)
School Improvement Grant	395,918	395,918	-
School Climate Initiative Grant	100,000	100,000	-
Adult Education - Federal	158,225	158,225	-
McKinney Homeless Grant	60,000	60,000	-
Title III	152,808	152,808	-
Title II - Improving Teacher Quality	965,630	965,630	-
Total Federal Funds	<u>15,658,617</u>	<u>14,555,803</u>	<u>(1,102,814)</u>
Local Funds:			
NJROTC	391,452	393,089	1,637
Twelve Month Agriculture	45,087	45,087	-
Medicaid Program	490,000	490,000	-
Total Local Funds	<u>926,539</u>	<u>928,176</u>	<u>1,637</u>
State Funds:			
CATE Equipment***	177,924	-	(177,924)
EEDA Miscellaneous	56,000	56,000	-
EEDA Career Specialists	692,716	692,716	-
Formative Assessment***	110,592	-	(110,592)
Student Health and Fitness - Nurses	665,733	665,733	-
Student Health and Fitness - Physical Education	187,154	189,719	2,565
K-5 Enhancement Funds	814,182	822,812	8,630
6-8 Enhancement	60,913	60,913	-
First Steps	92,613	92,613	-
Total State Funds	<u>2,857,827</u>	<u>2,580,506</u>	<u>(277,321)</u>
Total Special Revenue Funds	<u>\$ 19,442,983</u>	<u>\$ 18,064,485</u>	<u>\$ (1,378,498)</u>

*Reflects current allocations only; no carryovers

**20% reduction due to State's failure to meet maintenance of effort (MOE) requirements

***Would move from Special Revenue in 2011-12 to EIA in 2012-13 per SCDE (based on House version of budget)

**FUND #3 - EDUCATION IMPROVEMENT ACT
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE AND EXPENDITURES BUDGET**

	2011 - 2012 Budget*	2012 - 2013 Preliminary Budget*	Increase/ (Decrease)
ADEPT	\$ 24,607	\$ 24,607	\$ -
Arts in Education	28,000	28,000	-
Professional Development	161,671	164,823	3,152
Refurbishment of Science Kits	135,426	135,426	-
Handicapped Student Services	85,447	-	(85,447)
National Board Certified Teachers (Pass Through)	824,579	824,579	-
District Teacher of the Year Award (Pass Through)	1,077	1,077	-
At Risk Student Learning	4,607,543	4,702,141	94,598
Early Childhood Program (4K)	667,905	667,905	-
Preschool Early Intervention	91,341	-	(91,341)
Academically/Artistically Advanced Students	790,667	807,133	16,466
Teacher Salary Supplement (TSS)	2,295,347	2,295,347	-
TSS Fringe	480,646	480,646	-
Consolidated Adult Education	315,844	315,844	-
Reading	109,332	218,996	109,664
Teacher Supplies (Pass Through)	414,000	414,000	-
High Schools That Work	49,134	49,134	-
Aid to Districts - Special Education	1,226,756	854,956	(371,800)
IDEA Maintenance of Effort (one time allocation)	2,192,481	-	(2,192,481)
School-to-Work Transition Act	94,219	94,219	-
Aid to Districts	758,359	241,671	(516,688)
CATE Equipment**	-	177,924	177,924
Formative Assessment**	-	110,592	110,592
Total Education Improvement Act Fund	\$ <u>15,354,381</u>	\$ <u>12,609,020</u>	\$ <u>(2,745,361)</u>

*Reflects current allocations only; no carryovers

**Would move from Special Revenue in 2011-12 to EIA in 2012-13 per SCDE (based on House version of budget)

**FUND #4 - DEBT SERVICE
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE AND EXPENDITURES BUDGET**

	2011 - 2012 Budget	2011 - 2012 Preliminary Budget	Increase/ (Decrease)
Revenue:			
Levies for Debt Service	\$ 17,110,352	\$ 17,147,975	\$ 37,623
Interest on Investments	50,000	50,000	-
Total Revenue	\$ 17,160,352	\$ 17,197,975	\$ 37,623
Expenditures:			
Principal payments			
2007 Issue	\$ 2,610,000	\$ -	\$ (2,610,000)
2008 Issue	2,855,000	2,940,000	85,000
2009 Issue	2,630,000	2,540,000	(90,000)
2010 Issue	2,705,000	2,750,000	45,000
2011 Issue	5,200,000	2,580,000	(2,620,000)
2012 Issue (est)	-	5,210,000	5,210,000
Interest Payments			
2007 Issue	114,187	-	(114,187)
2008 Issue	195,581	99,225	(96,356)
2009 Issue	228,600	176,000	(52,600)
2010 Issue	222,850	168,750	(54,100)
2011 Issue	289,334	324,000	34,666
2012 Issue (est)	-	300,000	300,000
Issuance Costs and Other Fees	109,800	110,000	200
Total Expenditures	\$ 17,160,352	\$ 17,197,975	\$ 37,623

**FUND #5 - SCHOOL BUILDING
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE AND EXPENDITURES BUDGET**

	<u>2012 - 2013 Preliminary Budget</u>
Revenue:	
General Obligation Bonds, Series 2012	\$ 15,750,000
Interest on Investments	<u>100,000</u>
Total Revenue	<u>\$ 15,850,000</u>
Expenditures:	
Projects Approved in the Five Year Facilities Plan	<u>\$ 15,850,000</u>
Total Expenditures	<u>\$ 15,850,000</u>

**FUND #6 - SCHOOL FOOD SERVICE
FOR THE 2012 - 2013 SCHOOL YEAR
PRELIMINARY REVENUE AND EXPENSES BUDGET**

	<u>2011 - 2012 Budget</u>	<u>2012 - 2013 Preliminary Budget</u>	<u>Increase/ (Decrease)</u>
Revenue:			
Lunch - Students	\$ 1,118,418	\$ 938,507	\$ (179,911)
Special Sales - Students	219,642	230,041	10,399
Breakfast - Students	63,362	55,027	(8,335)
Lunch - Adults	130,276	107,368	(22,908)
Special Sales - Adults	21,754	22,405	651
Breakfast - Adults	2,007	1,407	(600)
Interest on Investments	22,326	21,613	(713)
USDA Reimbursement - Lunch	4,967,725	5,287,893	320,168
USDA Reimbursement - Breakfast	1,816,317	1,926,833	110,516
Fresh Fruit/Veggies Grant	81,800	-	(81,800)
Other Income	61,076	28,869	(32,207)
Use of carryover	-	426,469	426,469
Total Revenue	\$ 8,504,703	\$ 9,046,432	\$ 541,729
Expenses:			
Regular Salaries	\$ 2,898,853	\$ 2,956,830	\$ 57,977
Overtime Salaries	9,677	-	(9,677)
Temporary Salaries	137,986	133,906	(4,080)
Fringe Benefits	256,534	256,077	(457)
Management Services	2,000	2,000	-
Maintenance Repairs	15,000	15,000	-
Travel	14,000	20,000	6,000
Telephone	5,700	5,700	-
Technology	30,000	30,000	-
Advertising	150	150	-
Printing and Binding	7,400	7,400	-
Supplies	460,697	297,425	(163,272)
Food	4,086,049	4,831,888	745,839
USDA Distribution	80,224	-	(80,224)
Expendable Equipment	40,483	40,483	-
Non-Expendable Equipment	45,000	30,000	(15,000)
Dues/Fees	1,500	1,500	-
Sales Taxes	9,173	8,018	(1,155)
Indirect Costs	396,777	402,555	5,778
Other Expenses	7,500	7,500	-
Total Expenses	\$ 8,504,703	\$ 9,046,432	\$ 541,729

**FORMULA FOR STAFFING SCHOOLS
2012 – 2013**

GRADES K – 5

- A. Four-Year-Old Program ADM; 20 = Regular teacher plus one aide.
- B.

PUPIL-TEACHER RATIOS		
GRADES	ADM\geq400	ADM<400
K*	25.0	25.0
1	18.0	18.0
2-3	23.0	21.0
4-5	25.5	25.5

* Allocation also includes one aide per class.

(Grades 1 – 5 ADM / ADM factor) x 1.1 = Regular teachers for grades 1 – 5 including Art, Music, and P.E.

All support personnel will be calculated using child development program and kindergarten students as 1.

- C. Each school ADM >1,100 = 1.0 Principal
= 0.5 Assistant Principal
- D. ADM \geq 600 = 1.0 Curriculum Coordinator
ADM <600 = 0.5 Curriculum Coordinator/Instructional Specialist
- E. ADM <265 = 0.5 Media Specialist
ADM 265 – 1199 = 1.0 Media Specialist
ADM \geq 1200 = 2.0 Media Specialists
- F. ADM <660 = 0.5 Library Technical Assistant
ADM \geq 660 = 1.0 Library Technical Assistant
- G. ADM <500 = 1.5 Secretary/Clerk/Bookkeeper**
ADM 500 - 649 = 2.0 Secretary/Clerk/Bookkeeper
ADM 650 - 749 = 2.5 Secretary/Clerk/Bookkeeper
ADM 750 - 999 = 3.5 Secretary/Clerk/Bookkeeper
ADM 1000 - 1249 = 4.0 Secretary/Clerk/Bookkeeper
Each 400 ADM >1249 = 1.0 Secretary/Clerk/Bookkeeper

**One full-time secretary at each elementary school and annex regardless of school size.

H. Defined Program Ratio for Guidance

<u>ADM</u>	<u>FTE</u>
≥1500	3.0
1250 - 1499	2.5
1000 - 1249	2.0
750 - 999	1.5
500 - 749	1.0
<500	.5

I. Defined Program Ratio for Art, Music & P.E.

<u>ADM</u>	<u>FTE or Minutes Daily</u>	
800 or more	1.0	300
640 - 799	.8	240
480 - 639	.6	180
320 - 479	.4	120
Less than 320	.2	60

**FORMULA FOR STAFFING SCHOOLS
2012 – 2013**

GRADES 6 – 8

A.

GRADES	PUPIL-TEACHER RATIOS		
	ADM \geq 500	500 $>$ ADM \geq 300	ADM $<$ 300
6	28.5	27.5	24.5
7	27.5	26.5	23.5
8	29.5	28.5	24.5

(Grades 6 – 8 ADM / ADM factor) x 1.2 = Regular teachers for grades 6 – 8 including Art, Music and P.E.

- B. ADM $<$ 750 = 1.0 Guidance
 ADM 750 – 999 = 2.0 Guidance
 ADM 1000 – 1249 = 2.5 Guidance
 ADM \geq 1250 = 3.0 Guidance
- C. ADM $<$ 250 = 0.67 Media Specialist
 ADM 250 – 1199 = 1.0 Media Specialist
 ADM \geq 1200 = 2.0 Media Specialists
- D. ADM 0 – 249 = 0.5 Library Technical Assistant
 ADM \geq 250 = 1.0 Library Technical Assistant
- E. ADM $<$ 500 = .5 Assistant Principal
 ADM 500 – 999 = 1.0 Assistant Principal
 ADM 1000 – 1249 = 2.0 Assistant Principals
 Each 100 \geq 1249 = .17 Assistant Principal
- F. Each School = 1.0 Principal
- G. ADM $<$ 500 = 1.0 Secretary/Clerk
 500 – 649 = 1.5 Secretary/Clerks
 650 – 749 = 2.0 Secretary/Clerks
 750 – 999 = 3.0 Secretary/Clerks
 1000 – 1249 = 3.5 Secretary/Clerks
 Each 400 ADM $>$ 1249 = 1.0 Secretary/Clerk
- H. Each 250 ADM $>$ 1249 = 1.0 Media Specialist, Guidance, or Assistant Principal

**FORMULA FOR STAFFING SCHOOLS
2012 – 2013**

GRADES 9 – 12

A.

GRADES	PUPIL-TEACHER RATIOS		
	ADM \geq 800	800 $>$ ADM \geq 600	ADM $<$ 600
9-12	31.5	30.0	28.5

- B. ADM \leq 650 = 1.0 Guidance
 ADM 651 – 749 = 1.2 Guidance
 ADM 750 – 999 = 2.0 Guidance
 ADM 1000 – 1249 = 2.5 Guidance
 Each 100 ADM $>$ 1249 = 0.17 Guidance
- C. ADM $<$ 300 = 0.67 Media Specialist
 ADM 300 – 999 = 1.0 Media Specialist
 ADM \geq 1,000 = 2.0 Media Specialists
- D. ADM \geq 750 = 1.0 Library Technical Assistant
 ADM $<$ 750 = 0.5 Library Technical Assistant
- E. ADM – 999 = 1.0 Assistant Principal
 ADM 1000 – 1249 = 2.0 Assistant Principals
 Each 100 ADM $>$ 1249 = 0.17 Assistant Principal
- F. Each school = 1.0 Principal
- G. ADM $<$ 500 = 1.0 Secretary/Clerk
 500 – 649 = 1.5 Secretary/Clerks
 650 – 749 = 2.0 Secretary/Clerks
 750 – 999 = 3.0 Secretary/Clerks
 1000 – 1249 = 3.5 Secretary/Clerks
 Each 400 ADM $>$ 1249 = 1.0 Secretary/Clerk
- H. Each 250 ADM $>$ 1249 = 1.0 Media Specialist, Guidance, or Assistant Principal

**OTHER STAFFING INFORMATION
2012 – 2013**

1. Southern Association and Defined Minimum Program standards will be met or exceeded for all schools where relevant.
2. A full-time principal will be provided for each school regardless of size.
3. An assistant principal allocation will be provided for the Aiken High annex.
4. A full-time secretary will be provided for each school or annex regardless of size.
5. A half-time secretary will be provided for transportation at each high school and special programs.
6. A half-time attendance aide will be provided for all schools and for special programs with fewer than 1,000 students. Schools with more than 1,000 students will be provided a full-time attendance aide.
7. Custodians will be provided according to the following formula:

 FTE - Total Square Feet / 20,000 square feet
 1.0 FTE = 1 twelve-month position (2,080 hours)
 Fractions of 1.0 FTE = that same fraction of 2,080 hours
8. One in-school suspension supervisor will be provided at each high school.
9. A transportation supervisor will be provided for each high school.
10. A total of four vocational teacher allocations are provided for Area 4 high schools.
11. One V-tel aide allocation each is provided for Ridge Spring-Monetta High and Wagener-Salley High.
12. Four additional teachers are provided for a pilot program at North Aiken Elementary.
13. The following teacher allocations are provided for high school seven period schedule:

Aiken High – 2.5	South Aiken High – 2.5
North Augusta High – 2.5	Midland Valley High – 2.0
Silver Bluff High – 1.5	Wagener-Salley High – 1.0
Ridge Spring-Monetta High – 1.0	
14. Safety monitor allocations are provided as follow:

Aiken High (includes annex) – 3.0	South Aiken High – 2.0
North Augusta High – 2.0	Midland Valley High – 2.0
Silver Bluff High – 2.0	Wagener-Salley High – 1.0
Ridge Spring-Monetta High – 1.0	
Ridge Spring-Monetta Elementary/Middle – 1.0	

15. A.L. Corbett Middle is provided one teacher for remediation.
16. Ridge Spring-Monetta High is provided one teacher for reading.
17. Contract lengths by position and by school level, are as follow:

ELEMENTARY

Assistant Principals	210 days
Guidance Counselors	190 days
Media Specialists	195 days
Teachers	190 days
Secretaries/Clerks/Bookkeepers	220 days for first 200 days for second 180 days for each additional

MIDDLE

Assistant Principals	220 days for first – schools with ADM > 400 210 days for first – schools with ADM < 400 210 days for second
Guidance Counselors	195 days for first 190 days for second
Media Specialists	195 days
Teachers	190 days
Secretaries/Clerks/Bookkeepers	12 months for first 200 days for second 180 days for each additional

HIGH

Assistant Principals	220 days for first 210 days for second 200 days for each additional
Registrars	12 months
Guidance Counselors	200 days for first 190 days for each additional
Media Specialists	195 days
Teachers	190 days
Secretaries/Clerks/Bookkeepers	12 months for first 200 days for second 180 days for each additional

18. If available, high schools can use up to 1.0 FTE from its teacher allocation for clerical staff. High schools may also use .32 FTE from its teacher allocation for a study hall supervisor.
19. If available, middle schools can use up to .16 FTE from its teacher allocation to increase its half-time attendance aide to full-time status.
20. An aide will be provided to each middle school with a synergistic lab.

21. In addition to those provided by the pupil-teacher formula, each middle school receives additional teacher allocation towards high school credit. Each school's allocation is based on its proportion of projected enrollment for the upcoming year compared to the total projected enrollment for all middle schools for the upcoming year.
22. In addition to those provided by the pupil-teacher formula, each high school receives additional teacher allocation for the 24 unit requirement. Each school's allocation is based on its proportion of projected enrollment for the upcoming year compared to the total projected enrollment for all high schools for the upcoming year.
23. Ridge Spring-Monetta Elementary/Middle and Busbee-Corbett Elementary/Middle, both grades kindergarten through eighth schools, are each allocated one principal and two assistant principal positions (unless qualifying for additional assistant principal positions based on enrollment).
24. One in-school suspension supervisor will be provided at each middle school.

**EEDA PLAN
2012 – 2013**

ELEMENTARY

Guidance Clerks:

ADM < 720 = 0 Guidance Clerks
ADM 720 or more = 0.5 Guidance Clerk

Note: See 2012 – 2013 salary schedule for SST meeting coordinator supplement.

MIDDLE

Guidance Clerks:

ADM <400 = 0.5 Guidance Clerk
ADM 401 – 600 = 1.0 Guidance Clerk
ADM >600 = 0 Guidance Clerks

Assistant Principal:

ADM < 601 = 0 Additional Principal
ADM > 600 = 0.5 Additional Principal

Note: One assistant principal at middle schools with ADM > 400 to be given an eleven month (220 day) contract.

HIGH

Guidance Clerks:

ADM < 401 = 1.0 Guidance Clerk
ADM > 400 = 0 Guidance Clerks

Note: One assistant principal at each high school to be given an eleven month (220 day) contract.

MATRIX OF 2012 - 2013 BUDGET CONSIDERATIONS

Consideration	Estimated Cost	Board Requests - Goals	Board Request - Focus Activities 2012-13	Non-recurring	Recurring (Likely)	"Must", no choice	Discretionary	Instructional/Support (based on Instre categories)	Non-instructional
LEVEL 1 BUDGET RECOMMENDATIONS									
Technology funding - migration from current platform	\$ 1,500,000	1,2,4	1,3,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Technology funding - wireless overlay	\$ 200,000	1,2,4	1,3,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Technology funding - additional staff	\$ 450,000	1,4	1,3,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Modifying CATE allocations to high schools	\$ 304,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Creating 4 new curriculum coach positions	\$ 300,000	1,3,4	1,2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Security cameras at schools	\$ 300,000	4	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Increasing assistant principals salary scale	\$ 192,000	4	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Funds for AP textbooks, materials, equipment	\$ 170,617	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1.0 FTE teacher for art, music, PE, drama at East Aiken	\$ 110,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Creating special rev accountant position for special ed	\$ 60,000	4	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Creating a volunteer coordinator position	\$ 23,600	4	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Salary/fringe for JROTC instructor at RSM High	\$ 45,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Full time attendance clerks at all high schools (3 without)	\$ 30,100	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	\$ 3,685,317								
LEVEL 2 BUDGET RECOMMENDATIONS									
Funding 1 FTE assistant principals at all schools	\$ 382,000	4	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Funding 1 FTE guidance at all schools	\$ 137,500	1,2,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Funding for strings pilot	\$ 110,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Making transportation sups 12 month employees	\$ 65,000			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Funding 1 FTE to continue single gender at North Augusta Elem	\$ 55,000	1	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gallop - administrator component	\$ 30,000		2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Increasing 2nd guidance to 200 days	\$ 25,000	1,2	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gang awareness program (new)	\$ 18,000	1,2	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Supplies/travel budgets for career specialists	\$ 9,000	1	1,2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Funds for G/T curriculum	\$ 8,000	1	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Practice questions for academic teams	\$ 6,000	1	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	\$ 845,500								
LEVEL 3 BUDGET RECOMMENDATIONS									
Reduction in pupil-teacher ratios	\$ 2,447,100	1,2,4	1,2,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Full-time art, music PE at elementary schools	\$ 1,010,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Maintaining 1st grade PTR at 16 to 1 (EXISTING)	\$ 970,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Data entry clerk at all schools	\$ 497,800			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Reinstating IB	\$ 400,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Include K5 in allocation formula for art, music, PE	\$ 380,000	1,4	1,4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Full-time nurses at all schools	\$ 250,000	4	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Reinstating athletic playoff supplements	\$ 60,000	4	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Consideration	Estimated Cost	Board Requests - Goals		Board Request - Focus Activities 2012-13		Non-recurring		Recurring (Likely)		Must? no choice		Discretionary		Instruction/Instruction support (based on Insite categories)		Non-instructional	
		4	3	4	3	4	3	4	3	4	3	4	3	4	3	4	
Reinstating athletics matching funds	\$ 50,000																
Furniture replacement funds	\$ 42,000																
Restoring band matching funds to 100%	\$ 25,000																
Increasing instructional supplies	\$ 24,500	1,4	1														
Increasing janitorial supplies	\$ 24,500	4	3														
Reinstating signing bonuses	\$ 20,000																
Increasing supplements	\$ 15,000																
Increasing pay per meeting for advisory council members	\$ 5,250																
	\$ 6,221,150																

Strategic goals

- 1 - student achievement - academic proficiency
- 2 - student achievement - on-time graduation
- 3 - teacher/leadership quality
- 4 - school climate

Focus Activities for 2012-13:

- 1 - addresses student achievement (work with at-risk students and students in rural areas, CATE opportunities)
- 2 - renew focus on staff development (training/retention of teachers, diversity, evaluation tools)
- 3 - addresses facility and technology needs
- 4 - provide excellent atmosphere for student achievement (consideration of past cuts that impact students the greatest, determine lack of resources that limited progress)
- 5 - continue emphasis on internal/external communication