



Pocantico Hills Central School District Budget for 2018-19: *Initial Recommendations*

February 27, 2018

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Mimi Heslin, Assistant Superintendent*

*Board of Education
Emily Segal, President
Fred Rickles, Vice President
Charlie Minton, Trustee
Al Pacile, Trustee
Kasama Star, Trustee*



Goals for Tonight's Presentation

- Illustrate how District goals and priorities are supported by the Preliminary Budget
- Provide detailed explanations on the component parts of budget development and answer frequently asked questions through our ***Guide to Understanding Our School District Budget***
- Outline the Preliminary Budget: Review important dates and communications between now and the adoption of budget, including scheduled Board of Education Budget Workshops
- Complete first of three Budget Workshops, focus on Revenue and Administration



District Priorities: *Mission Driven*

Instructional

- Personalizing learning for every child
- Implementing a universal support model for all children
- Developing rigorous and comprehensive curriculum aligned with standards of excellence and assessment practices
- Building capacity of professional staff
- Maintaining a safe, consistent and developmentally appropriate student-centered learning environment that transcends classroom walls

Business and Operations

- Promoting collaboration amongst all district personnel
- Hiring key personnel for long term sustainability and contracting expert consultants for short term development
- Being fiscally responsible and responsive
- Maintaining and enhancing the physical plant, planning for a capital project
- Developing and refining systems, promoting efficiencies and maximizing resources



We strive to grow a community of thoughtful and productive global citizens whose ideas enhance learning and the world around them.

District-wide Initiatives

- Develop leadership capacity, strengthen the team process and professional collaboration
- Cross train non-instructional staff
- Formalize and automate systems
- Adapt to new mandates/regulatory changes
- Maintain fiscal stability and build appropriate fund reserves
- Prepare and execute capital project
- Recognize and celebrate the District's rich diversity, grow culturally competent practices



School-wide Initiatives

- Develop literacy units and teacher proficiency with the Reading and Writing Workshop Model
- Develop K-8 World Language program of thematic immersion in French and Spanish
- Deepen teacher knowledge of instructional best practices and their ability to design, implement and assess universal support systems and methodology
- Integrate ISTE Standards across curriculum and grade level, grow instructional practices to support inquiry based learning.
- Develop math units of instruction and teacher proficiency in making conceptual connections and designing student centered lessons
- Align local curriculum with Social Studies Frameworks and Next Generation Science Standards and Assessments, develop project based learning units at every grade level.
- Continue to grow and nurture emotional intelligence amongst staff and students to foster a healthy school climate that develops ethical learning, responsible decision making and positive risk taking, respect, cooperation, conflict resolution and resilience.



Develop leadership capacity, strengthen the team process and professional collaboration

2017-2018

Focus: Strengthening Systems, Processes and Adult Learning

- Implement new District level organizational structure
- Establish teams and role of team leaders, implement formal weekly meetings per new PHTA contract language
- Establish Leadership Council
- Collaboratively plan professional development
- Explore standards based assessment tools and institute systems of shared data analysis
- Strengthen communication – establish consistent expectations in home school communication, improve ease and timeliness of communication

2018-2019

Focus: Transferring organizational systems and adult learning to reflect best practices

- Develop leadership roles, refine job descriptions
- Institute consistent practices for team meetings, goal setting, record keeping
- Establish lab classrooms to serve as focal points for in-house modeling
- Establish PLCs
- Refine cycle of consultants and establish in-house expert leaders
- Train all staff in EI, institute compatible practices
- Explore accreditation and strategic planning protocols

2019-2020

Focus: Assessing, refining and celebrating systems and practices that support a culture of collaboration

- Institutionalize EI practices for instructional and non-instructional staff
- Select a protocol for strategic planning, build collaborative teams to engage in this process.

SUMMER 2020

THREE-YEAR BENCHMARK DATA POINT

Large scale review of progress toward long term goals

Adjustment & refinement of priorities



Formalize and automate systems

2017-2018

Focus: Identifying systems and establishing processes

- Design and implement new observation evaluation process for PHTA members
- Define new roles and job descriptions for clerical and support staff at the district and school level to support new organizational structure
- Prepare for retirement of key district support staff, hire and train new employees
- Complete audit of personnel files
- Institute interviewing and hiring procedures
- Automate facilities use and maintenance requests
- Update automated building access system

2018-2019

Focus: Transferring organizational systems and adult learning to reflect best practices

- Design and implement new observation and evaluation process for administrators
- Design and implement new evaluation process for non-instructional staff
- Centralize personnel functions, develop on and off boarding procedures
- Transition from paper records and populate District management system
- Decide on new financial management system and plan for transition
- Cross train support staff

2019-2020

Focus: Assessing and refining systems and practices

- Evaluate personnel practices now in place
- Implement new financial management system

SUMMER 2020

THREE-YEAR
BENCHMARK
DATA POINT

Large scale review of progress toward long term goals

Adjustment & refinement of priorities



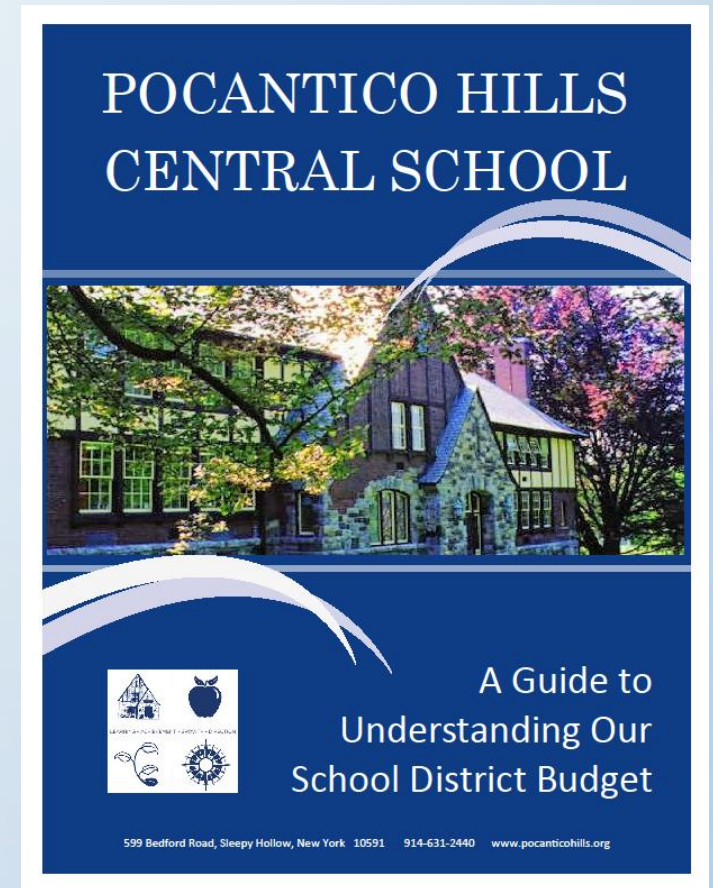
Zero-Based Budgeting

- Needs driven
 - Instructional program needs
 - Operational program needs
- Not an incremental rollover budget
- Analysis of current resources and practices
- Developed in collaboration with program managers
- Variations in line items from year to year



Understanding the Budget Numbers

- Pocantico Hills publication: ***Guide to Understanding Our School District Budget***
- Questar III BOCES - State Aid Planning Publications
 - NYS Gap Elimination Adjustment
 - The Three Tax Levy Numbers
 - New York's Tax Levy "Cap" Formula
- 2018-2019 Draft Budget
- Visit our website www.pocanticohills.org



Budget at-a-Glance

2018-2019 Draft Budget	\$ 31,391,900
2017-2018 Adopted Budget	\$ 30,242,460
Budget-to-Budget Dollar Increase	\$ 1,149,440
Budget-to-Budget Percent Increase	3.80%



Budget at-a-Glance

2018-2019 Tax Levy	\$ 25,650,000
2017-2018 Tax Levy	\$ 24,934,530
Levy-to-Levy Dollar Increase	\$ 715,470
Levy-to-Levy Percent Increase	2.87%



Budget at-a-Glance

- Create a Makerspace – includes a new teacher to support instruction around ISTE Standards
- Provide professional development and curriculum design expert consultants
- Replace .5 school psychologist with .6 school counselor
- Add psychologist consultant services through BOCES
- Shift to a pool management company in place of in-District staffing

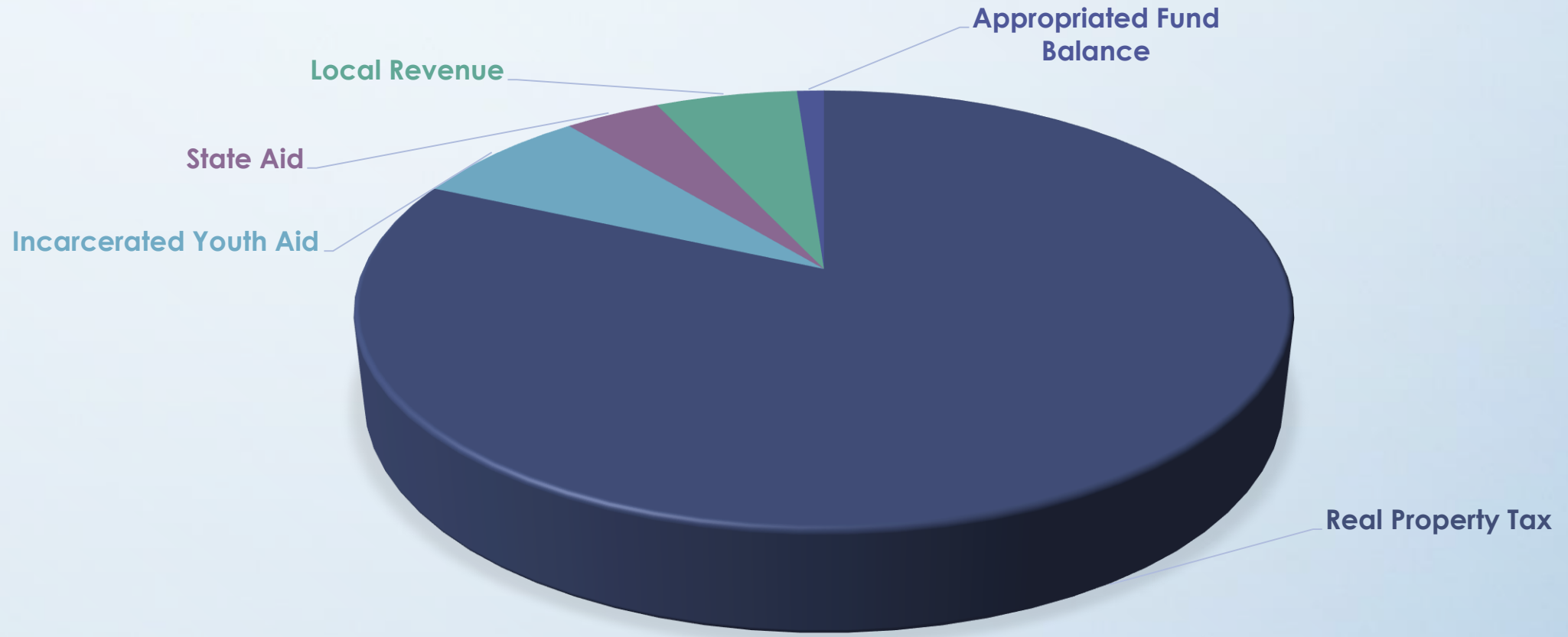


Budgeted Revenue by Type

• Real Property Tax	\$25,650,000	81.71%
• Incarcerated Youth Aid	\$ 2,310,000	7.36%
• State Aid	\$ 1,240,943	3.95%
• Local Revenue	\$ 1,840,957	5.86%
• Appropriated Fund Balance	\$ 350,000	1.11%



Budgeted Revenue by Type



Tax Levy Limit Calculation

2017-2018 Tax Levy	\$24,934,530
x Tax Base Growth Factor of 3.47% (\$865,228)	\$25,799,758
+ 2017-2018 PILOTs (\$534,546)	\$26,334,304
- 2017-2018 Capital Exclusions (\$1,515,205)	\$24,819,099
x Allowable Levy Growth Factor of 2.00% (\$496,382)	\$25,315,481
- 2018-2019 PILOTs (\$924,657)	\$24,390,824
+ 2018-2019 Capital Exclusions (\$1,267,334)	<u>\$25,658,158</u>
Dollar Increase Over Previous Year	\$ 723,628
Percent Increase Over Previous Year	2.90%



State Aid

• Foundation Aid	\$636,140
• High Tax Aid	\$ 22,343
• Transportation Aid	\$ 99,485
• BOCES Aid	\$256,269
• Universal Pre-K	\$ 43,200
• Instructional Materials Aid	\$ 31,613
• Building Aid	\$151,893
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• Total State Aid	\$1,240,943

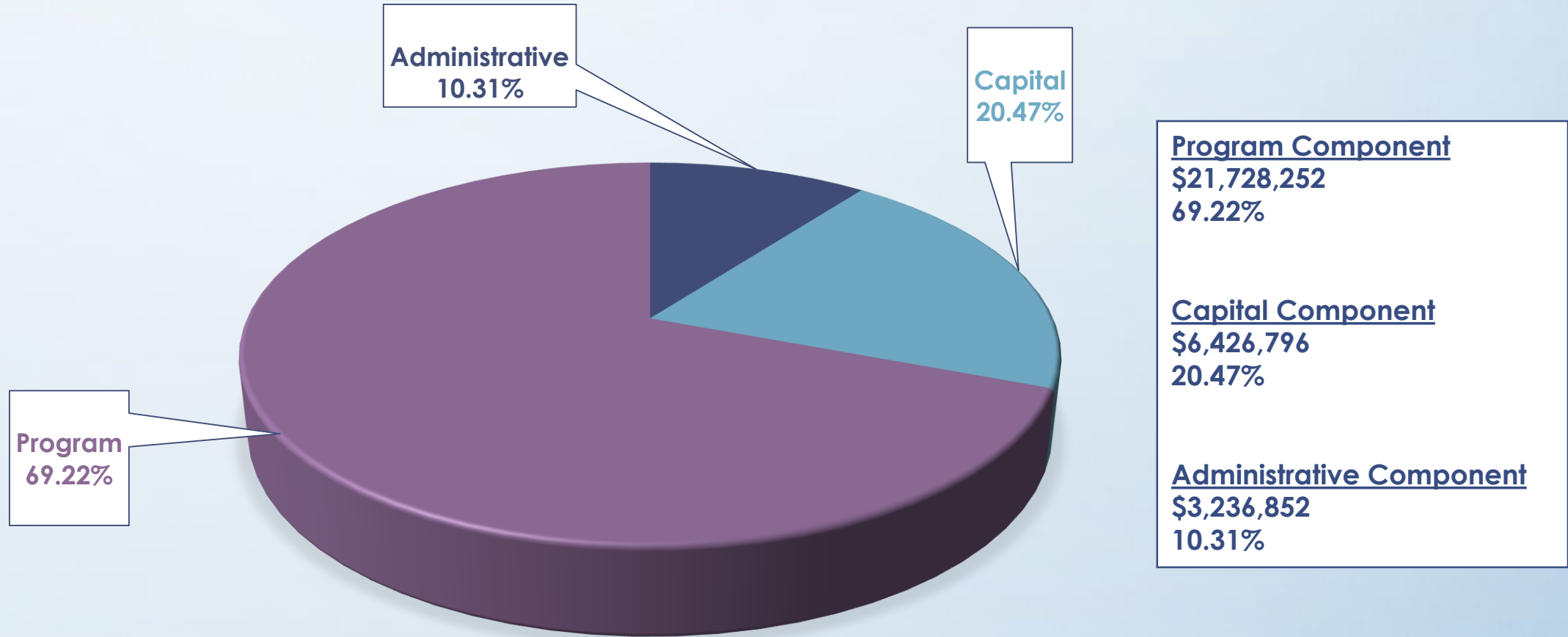


Local Revenue

• PILOTs	\$924,657
• Sales Tax	\$227,000
• Community Programs	\$440,000
• Interest and Earnings	\$ 55,000
• BOCES Rental	\$136,300
• Prior Year Refunds	\$ 40,000
• Other	\$ 18,000
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• Total Local Revenue	\$1,840,957



3 Part Budget



Categories of Expenditures

• Employee Wages and Benefits	\$ 12,987,799	41.82%
• Tuition – High School and Special Ed	\$ 6,524,847	23.23%
• Tax Certiorari and Property Taxes	\$ 3,065,000	9.77%
• Incarcerated Youth Program	\$ 2,295,000	7.01%
• Contracted Services (BOCES, Legal, Insurance)	\$ 1,990,736	7.63%
• Debt Service	\$ 1,617,404	4.82%
• Facilities, Utilities and Transportation	\$ 1,169,050	3.84%
• Materials, Supplies and Equipment	\$ 356,555	1.35%
• Transfers to Other Funds	\$ 335,000	.53%



2018-2019 Draft Budget Book

Detailed Line Item Review



Join Us...

Workshops:

- 2/27 Revenue and Administration
- 3/13 Buildings and Grounds,
Transportation and Recreation
- 3/27 Instructional Programs

Adoption of the Budget: 4/17

Public Hearing on Adopted Budget: 5/8

Budget vote: 5/15

*Budget 2018-19
Development Process*

