

**INDEPENDENT SCHOOL DISTRICT NO. 625**

**Saint Paul, Minnesota**

**COMMITTEE OF THE BOARD MEETING**

**Via Telephonic Phone and Video Conference; Available online at [www.spps.org/boe](http://www.spps.org/boe) and**

**Saint Paul Cable Channel 16**

**360 Colborne Street**

**April 7, 2020**

**4:30 PM**

**A G E N D A**

**I. CALL TO ORDER**

**II. APPROVAL OF THE ORDER OF THE AGENDA**

**III. AGENDA**

- |                                         |   |
|-----------------------------------------|---|
| A. Superintendent's Announcements       | 2 |
| B. FY21 Budget Guidelines               | 3 |
| C. FY20-21 Priority Based Budget Update |   |
| 1. Introduction                         |   |
| 2. Presentation                         | 5 |
| 3. Discussion                           |   |
| 4. Action (TBD)                         |   |

**IV. ADJOURNMENT**

# First Days of School



# Things We've Learned

2

# Appreciation



## 2020-2021 Budget Guidelines

### Philosophy:

The SPPS Achieves strategic plan sets goals for student achievement, guides decision-making and focuses efforts on long-term student outcomes. The Proposed Budget will be guided by the District’s strategic plan. The strategic plan establishes the District’s instructional priorities. The budget documents how resources will be allocated to support those priorities and the District’s mission to inspire students to think critically, pursue their dreams, and change the world.

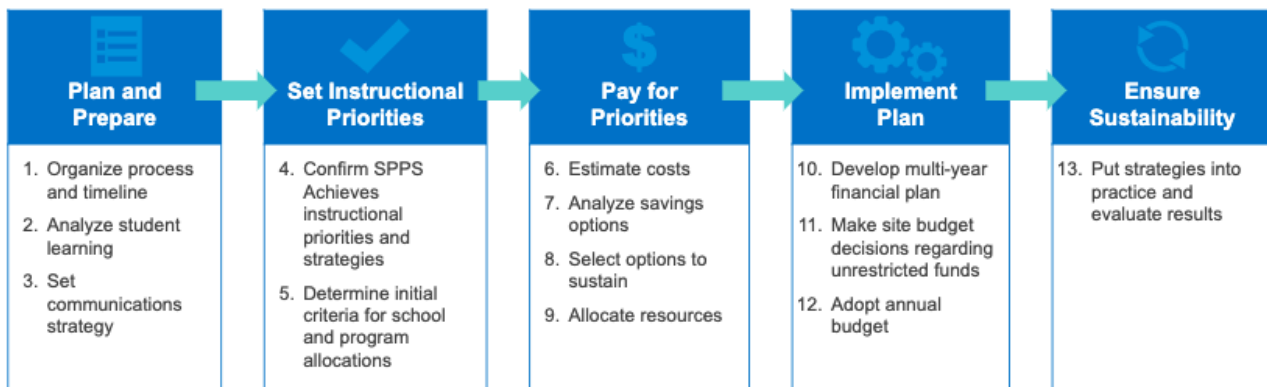
### 2020-21 Instructional Priorities:

Positive School and District Culture	<ul style="list-style-type: none"> <li>● Supporting school capacity to implement and monitor the SPPS PBIS framework, using data to inform decisions</li> <li>● Implementing district expectations for Social-Emotional Learning, including Restorative and Trauma-Informed Practices and adult SEL supports</li> <li>● Improving culture using input from the district-wide staff, student, and family survey data</li> </ul>
Effective Instruction and Culturally Relevant Instruction	<ul style="list-style-type: none"> <li>● Implementing culturally relevant practices within all student learning and programming</li> <li>● Addressing instructional barriers to a well-rounded education</li> <li>● Deepening implementation of the middle school model</li> </ul>
College and Career Paths	<ul style="list-style-type: none"> <li>● Expanding implementation of personal learning plans PreK-12</li> <li>● Expanding implementation of career-related curriculum and experiences PreK-12</li> <li>● Expanding career pathways at comprehensive high schools</li> </ul>

### Preparing Budget Calculations

#### **Budget Model:**

The District has begun a transition to a priority-based budgeting method, following the Best Practices in School District Budgeting model provided by the Government Financial Officers Association (GFOA). The steps are outlined in the following graphic:



**Revenue Projections:** Revenue will be calculated using current law.

**Expenditure Projections:** The Finance Office will project salary and fringe benefits using actual salary and benefit amounts if labor contracts have been negotiated. If labor contracts have not been negotiated, the projected salary and fringe benefits will include adjustments for COLA, as referenced within the Guiding Values negotiations information. All non-personnel budget items will reflect no more than two percent (2%) inflation except for items related to contractual commitments.

**Enrollment:** The Office of Research, Evaluation, and Assessment (REA) will provide the Finance Office with historical enrollment actuals that will be utilized for an initial 2020-21 budget enrollment projection.

**Average Salary and Benefits Calculation Data:** A table detailing the average salary and benefits will be provided for budget preparations at the site level.

**Fund Balance:** In accordance with BOE policy, the budget will maintain an unassigned fund balance of five percent (5%) of annual General Fund expenditures. District administration will inform the Board of Education (BOE) on potential use of unassigned fund balance during the initial budget planning presentation to the BOE. The District will continue to increase its future unassigned fund balance level to six percent (6%) or greater.

**Schools:**

- School allocations will be determined based on a published criteria guide. The guide sets out formulas for staffing allocations based on enrollment and site programming needs.

**Non-School Programs:**

- Non-School programs will be reported into three (3) categories: Administration, District-wide Support Services, and School Support Services.

**Compiling and Presenting the 2020-21 Budget**

**Instructional Priorities:** The development of the 2020-21 budget begins by establishing instructional priorities, based on the District strategic plan.

**Stakeholder Input:** Board of Education, parents, students, families, staff and community members will have opportunities to provide input into the development of instructional priorities and the budget.

**Presentation Format:** Summary information will be presented for schools and programs in the preliminary budget document. Each summary page will include an analysis of the changes to the current year budget that are impacting the schools and programs.

**Fully Financed Budgets:** Fully Financed budgets with anticipated revenues and expenditures that are \$500,000 or greater for the 2020-21 school year will be included in the Adopted budget.

**Other Resources Allocated to Schools:** The Adopted budget document will include a school by school detail of resources allocated to schools such as grants, special education, multi-lingual learner resources, and wellness, to name a few.

**The Adopted Budget:** Administration will present a balanced budget to the BOE. The budget for 2020-21 must be approved by the Board of Education by June 30, 2020. The Adopted budget will be published on the Business Office website (<http://businessoffice.spps.org>).



# FY2020-21 Priority Based Budget Update Committee of the Board





Marie Schrul, Chief Financial Officer  
April 7, 2020

# Our Mission



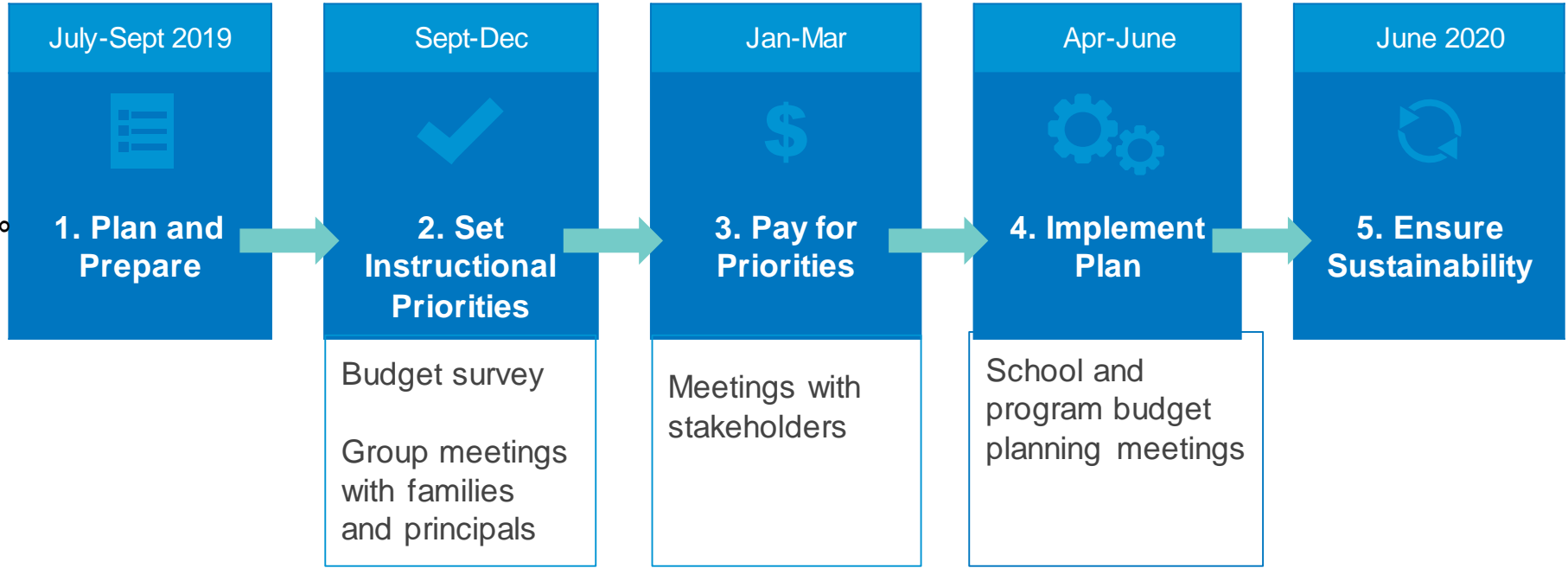
**Inspire** students  
to **think critically**,  
pursue their **dreams**  
and **change the world.**

# What's Different?

In the Past		Starting in FY2020-21
<ul style="list-style-type: none"> <li>● Rollover from previous year</li> </ul>		<ul style="list-style-type: none"> <li>● Priority-based budgeting</li> </ul>
<ul style="list-style-type: none"> <li>● Projected shortfall</li> </ul>		<ul style="list-style-type: none"> <li>● Balanced budget</li> </ul>
<ul style="list-style-type: none"> <li>● Staff teams worked on individual parts</li> </ul>		<ul style="list-style-type: none"> <li>● Cross-functional team is developing the budget</li> </ul>
<ul style="list-style-type: none"> <li>● Stakeholder engagement after the budget was structured</li> </ul>		<ul style="list-style-type: none"> <li>● Engagement in development of the budget structure, including investment options</li> </ul>

# Budget Process

We committed to an ongoing, priority-based budget process for the 2020-21 budget







1. Plan and Prepare

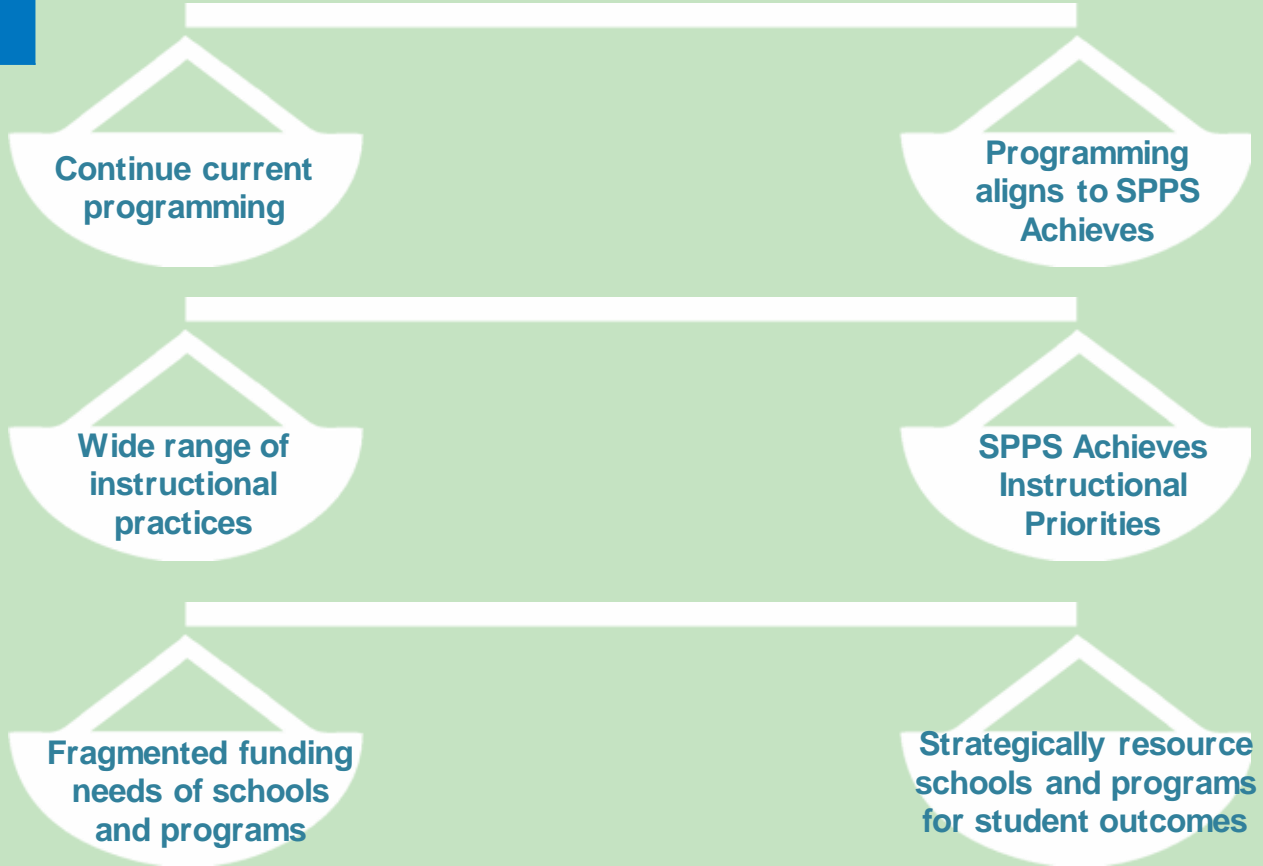
# Estimate FY 2020-2021 Revenue

<b>General Fund Revenue</b>	<b>FY 2019-20 Adopted</b>	<b>FY 2020-21 Projected</b>	<b>Difference</b>
State Revenue	374,787,000	373,132,000	(1,655,000)
Levy	66,674,000	67,896,000	1,222,000
Comp Ed	60,499,000	62,383,000	1,884,000
Special Education	60,194,000	61,694,000	1,500,000
Other Revenue	16,473,000	16,473,000	0
<b>Total</b>	<b>578,627,000</b>	<b>581,578,000</b>	<b>2,951,000</b>



## 1. Plan and Prepare

# Weigh Strategies



# Confirm Strategic Plan Instructional Priorities

## SPPS Achieves

- Positive School and District Culture
- Effective and Culturally Relevant Instruction
- College and Career Paths

⇒

## Themes from the Community

- Variety of Learning Programs
- Learning Environments



# Review criteria for school and program allocations

## Example: School Staffing Allocations

Positions Allocated Based on Enrollment	Positions Allocated Based on Programming and Student Needs
<ul style="list-style-type: none"><li>• Principal</li><li>• Assistant Principal</li><li>• Administrative Intern</li><li>• Teachers</li><li>• Clerks</li></ul>	<ul style="list-style-type: none"><li>• Counselors</li><li>• Library Media Specialists</li><li>• Nurses</li><li>• Social Workers</li><li>• Psychologists</li><li>• MLL Teachers</li><li>• Site Staff for Program Articulation</li></ul>



3. Pay for  
Priorities

# Estimate Costs

	<b>FY2019-20 Adopted Budget</b>	<b>FY2020-21 Projected Budget*</b>
<b>General Fund Investments</b>		
Individual Schools	\$258,820,000	\$257,124,000
School Support Services	199,842,000	209,204,000
District-wide Support	116,189,000	120,227,000
Administration	3,776,000	3,907,000
<b>Total</b>	<b>\$578,627,000</b>	<b>\$590,462,000</b>

13

\*The FY2020-21 projected amounts are adjusted for inflation and changes in enrollment



3. Pay for  
Priorities

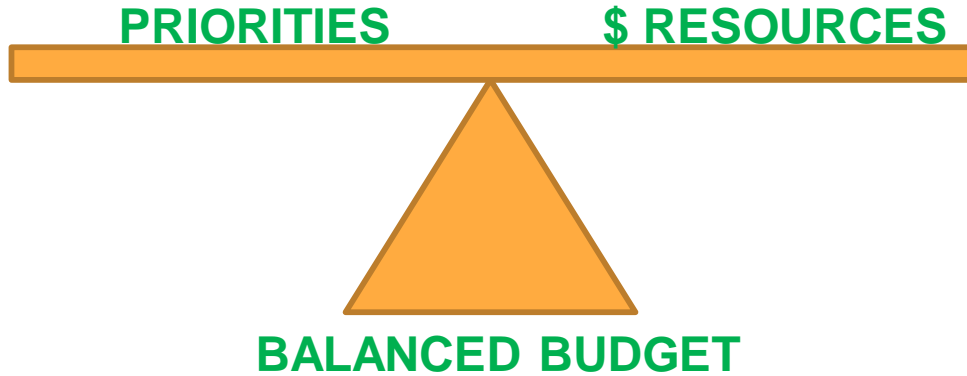
# Analyze Savings Options

Re-aligning Federal funds to strategic plan priorities	\$5,002,000
School allocations	\$1,307,000
Academics	\$500,000
Districtwide programs and departments	\$1,667,000
Travel/conferences	\$328,000
SPPS Achieves	\$848,000
SPPS Achieves - Title I funding continuation	\$3,188,000
<b>Total Savings</b>	<b>\$12,840,000</b>



3. Pay for  
Priorities

# Review Investments





### 3. Pay for Priorities

# Prioritize Investments to Sustain

Strategic Plan Priorities		Other Priorities Include	
Sustain	Increase*	Sustain	Increase*
<ul style="list-style-type: none"> <li>● PBIS/SEL support</li> <li>● College and career paths development and support</li> <li>● Access to a well-rounded education</li> <li>● Stakeholder engagement</li> <li>● New teacher support and mentoring</li> </ul>	<ul style="list-style-type: none"> <li>● Middle School Model support</li> <li>● Culturally Relevant Instruction</li> <li>● Personal Learning Plans, Career Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>● Variety of school program options</li> <li>● Safe and secure learning environments</li> <li>● Maintaining school walking distances</li> <li>● Athletics and other after school programming</li> <li>● Technology infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>● Custodial staffing</li> <li>● Lunch accounts</li> <li>● Payroll, HR, Finance system upgrade (PeopleSoft 9.2)</li> </ul>

01

**\*Total new investments = \$3,956,000**



# School and Program Allocation Timeline

April 24	Schools receive budget allocations
Week of April 27	Programs receive budget allocations
April 24 – May 15	School level budget decisions and information sessions
May 15	School and program staffing decisions due to Human Resources School and program budgets due to Finance



# Put strategies into practice and evaluate results

Improve resource allocations through:

- Assessing program effectiveness
- Aligning resources with priorities
- Preparing a multi-year financial plan



# Community Engagement

## Transitioning to Online Options

- Providing information and gathering feedback
- [spps.org/budget](https://spps.org/budget)

19

# Questions?

20