

**JOINT TOWN COUNCIL and SCHOOL COMMITTEE
BUDGET WORK SESSION
March 23, 2023**

I. ROLL CALL TOWN COUNCIL MEMBERS

A Town Council/School Committee Budget Work Session was held on March 23, 2023. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Erik G. Brine (virtually via Zoom at 5:06 p.m.), Michael G. White, and Randy White. Also, in attendance were Interim Town Administrator Mello, Finance Director Christina Collins, Solicitor Peter Ruggiero, and Town Clerk Roberta J. Fagan.

II. ROLL CALL SCHOOL COMMITTEE MEMBERS

School Department Members present were as follows: Kristine Lapierre, Sally Schott, Christian Cowan, and Agnes Filkins. Also, in attendance were Superintendent Dr. Kenneth A. Duva and Director of Finance Jane Littlefield. Andrew Allsopp was absent.

III. CALL TO ORDER

Council President Beye called the Joint Budget Work Session of the Jamestown Town Council and School Committee to order at 5:01 p.m. and led the Pledge of Allegiance.

IV. Joint Town Council and School Department Budget Work Session and Hearing for Fiscal Year (FY) 2023-2024 (July 1, 2023- June 30 2024).

- A) School Operating Budget
- B) Capital Improvement Program
- C) Review and Discussion

Dr. Duva made a presentation on the FY 2023/2024 School Operating Budget and Capital Improvement Program (attached). The full PowerPoint presentation and proposed budget can be found on the Jamestown School Department website: <https://www.jamestownschoools.org/apps/news/>.

Vice President Meagher commented that enrollment continues to decrease and asked if there are thoughts and or plans for repurposing portions of the school buildings for community use.

Councilor Brine questioned, in relation to the challenge of declining enrollment, has the Jamestown School Department talked to other school districts about the prospect of accepting students into the Jamestown schools to increase the roster.

Conversations have not taken place yet, Dr. Duva stated. North Kingstown is not in a position to consider until its leadership team is in place and Narragansett has its own enrollment challenges.

V. OPEN FORUM

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- A) Scheduled request to address
- B) Non-scheduled request to address

Mary Lou Sanborn, Bay View Drive, asked the Town Council and School Committee to consider the financial ramifications of an increased budget on the taxpayers of Jamestown.

VI. ADJOURNMENT SCHOOL COMMITTEE

A motion was made by Chair Lapierre with a second by Christian Cowan to adjourn at 5:48 p.m.

VII. ADJOURNMENT TOWN COUNCIL

A motion was made by Vice President Meagher with second by Councilor M. White to adjourn at 5:48 p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor Brine, Aye; Councilor M. White, aye; and Councilor R. White, Aye.

Attest:

Roberta J. Fagan, Town Clerk

FY 2024 JSD Proposed School Budget



Joint Town Council
and School
Committee Meeting

3.23.23



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Adaptable Learner

Inclusive Learner

Creative & Innovative Thinker

Critical Thinker

Effective Communicator

Collaborator

Social-Emotional Well-Being

Ethical & Global Citizen

“Rise Between the Bridges and Beyond!”

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Teaching & Learning Goals FY 24

- ★ Alignment of District Strategic Plan and Portrait of the Graduate;
 - Continue expanding the 21st Century Classes at Melrose: Music Technology, Health and Wellness, Art Engineering, Computer Programming and Digital Citizenship. (Full Time Specialists - Local)
 - Full Year of Library with Computer Science in 5th and 6th grade (Local)
 - ROCK Block classes in 7th and 8th grade: Portrait of the Graduate, Computer Science/STEAM, Student-Centered Research Project, and Project Based Learning (Local)
- ★ Implementing a School Garden/Outdoor Learning Program ;(Grants)
- ★ Provide high quality curriculum in the areas of Math and ELA grades k-8; iReady Diagnostic Assessment (Local)
- ★ Offer a Writing Skills Block in grades 6-8 to increase instruction in written language; (Local)

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Teaching & Learning Goals FY 24



- ★ Support our educators with professional learning opportunities for the newly adopted high quality curriculum; (Local)
- ★ Appropriate support for Intervention/Special Education staffing to students; (Local, Grants, & ESSER)
 - Continue with Math Interventionist for 7th/8th grade (ESSER)
- ★ Afterschool programming to provide enrichment activities for students, academic support, and increase experiences with the Arts and Theater; (Local)
- ★ Continue 1:1 Technology for all students and staff K-8; (Local)
- ★ Technology Enhancements: Replace teacher devices, upgrading network switches, continue Cyber-Security training and monitoring of systems. (Local/Grants)

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Capital Goals FY 24



- ★ Alignment of District Strategic Plan to support learning and community partnerships;
- ★ Asbestos Abatement and flooring at the Lawn School; (Bond)
- ★ Continue investing in sustainable energy and more efficient systems of operations; (Local)
- ★ Budget for Stage 2 Design Study to develop plans for the next 5 years. (Local)
- ★ Submitted Green Ribbon Schools application: This program honors schools and districts that are exemplary in reducing environmental impact/costs, improving the health & wellness of students & staff, and delivering effective environmental & sustainability education that incorporates Science, Technology, Engineering and Math (STEM), civic skills, and green career pathways.

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Budget Process:

- Our district strategic plan leads the discussion for our budget requests.
- Staff are asked to provide requests for the upcoming budget to their Administrator.
- Administrators make decisions based on what is educationally right for students and teachers.
- The Superintendent and Director of Finance review all requests for approval.
- Our budget is designed to fund expenses related to the known student population, the needs of the upcoming school year, and historical experiences related to special education expenses.
- We will consider the interests of the school community in developing our budget.
- The budget will provide a high quality education based on the academic and social-emotional needs of all students pre-K through 12th grade.

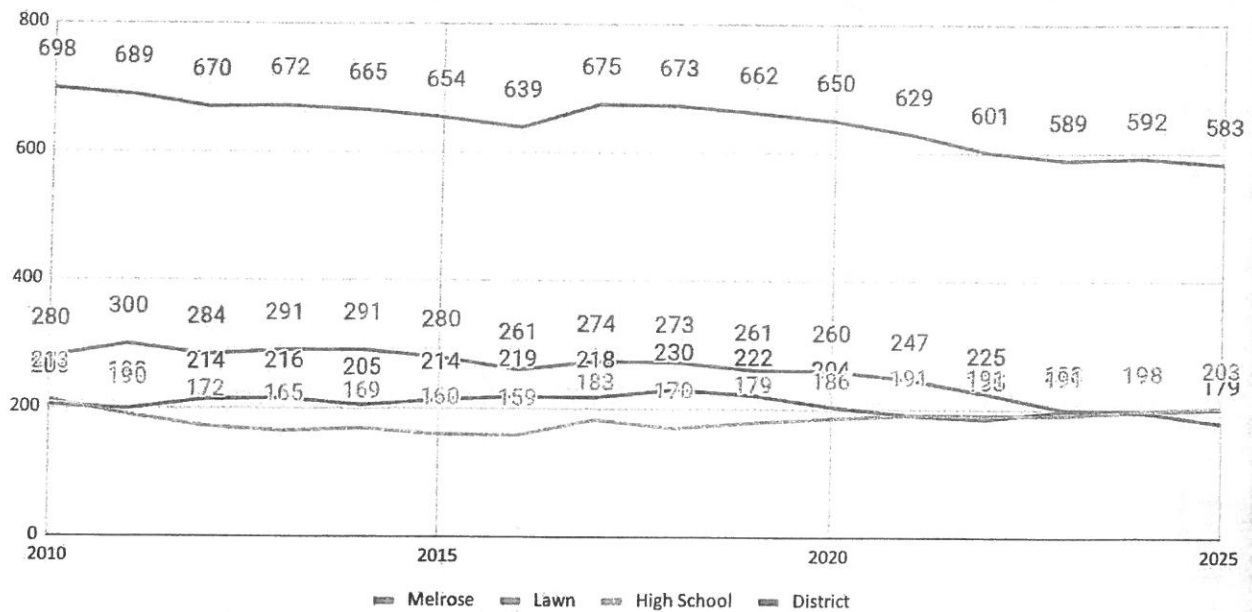
Priorities are to invest the community's resources to promote improvement, effectiveness, and efficiency with a focus on:

- Vision and goals of our District Strategic Plan;
- Projected student enrollment for each grade;
- Prioritizing academic and social-emotional needs of students;
- Prioritizing instructional needs of teachers and staff;
- Curriculum and instruction needs based on school achievements and new educational reform;
- Enhancement and sustainability of our Facility and Technology infrastructures; and
- Human resources.

Overview of District

\$15,730,034	Total FY 23 School Budget
608	Total Enrollment as of January 2023
410	Preschool through eighth grade (includes service only preschool students)
191	Secondary: ninth through twelfth grade
7	Out of District Placements
17%	Percentage of Military Students (preschool-8th grade only)
6%	Percentage of Free and Reduced (preschool-8th grade only)
15%	Percentage of Differently Abled Learners (preschool -8th grade only)
0.2%	Percentage of Multilingual Learners (preschool-8th grade only)

Historical Projections Preschool - Twelfth Grade



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Enrollment and Staffing FY 24:

- Reduce 2 classes for 23/24 at Melrose - grade 1 and grade 4
 - 2 classes of each grade level in k-4 at Melrose School
- Art Teacher at Melrose will increase from .8 to 1.0 FTE to support 21st Century classes (FY 23 RIDE Arts Initiative grant)
- Expecting 2 teacher retirements at the end of the 22/23 school year.
 - 3 positions will be eliminated
 - Grade 1
 - Grade 4
 - SEL Coach (1 year ESSER grant)
 - 1 Teacher will be laid off at the end of the 22/23 school year



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	Jan 2023	2023-2024	2023-2024	Registrations	2023-2024	2023-2024
	Actuals	Kidsnet, Known Resident, & Military Student Projection	Projected 2022/2023 Known & Unknown Military (average/same birth year)	Actuals as of 3.13.23	NESDEC Projections*	Projected classrooms, sections
Preschool	26 (2)	20	20	15 and 15	23	1 am 1 pm
Kindergarten	30 (6)	35(+1) 36	36 (+5)=41	30	44	2
1st	43 (6)	24 (+3) 27	27 (+5)= 32	29	34	2
2nd	37 (6)	37 (+1) 38	38 (+6)= 44	42	44	2
3rd	36 (7)	31 (+1) 32	32 (+9)= 41	33	36	2
4th	53 (12)	29(+3) 32	32 (+12)= 44	35	39	2
Melrose Total	225 (39)	185	222	189	220	
5th	51 (8)	41 (+5) 46	46 (+10)= 56	48	55	3
6th	53 (12)	33 (+4) 37	37 (+12)=49	38	51	3
7th	38 (4)	41 (+6) 47	47 (+10)=57	49	57	3
8th	43 (8)	34 (+2) 36	36 (+13)=49	37	36	3
Lawn Total	185 (32)	166	211	172	199	

Projections 23/24 SY

*NESDEC projections have been historically higher because they do not account for the available rentals and military population on the island.

The average unknown military are based on consecutive years when we had a higher military population.

ESSER III Federal Funding 2023/24 SY

Elementary and Secondary School Emergency Relief Funds III

- Math Interventionist k-5 (.5 FTE)
- Math Academic Support/Interventionist 6-8 (.3 FTE)
- Instructional Coach ELA & Math k-8 (.75 FTE)
- After-School Academic Support k-4
- Summer school programming 1-8
- Ramp Up to K summer program



Budgetary Factors FY 24

- ★ Unpredictable student enrollment from military population.
 - Decrease in available rentals on the island for military families
- ★ Unknown student needs requiring Federally regulated services
 - Special Education
 - Multilingual Learners
- ★ Tuitions for Secondary Schools & Out-of District placements
 - CTE Programs, change in enrollment
- ★ Facility Operations
 - Heating, energy consumption, & maintenance
- ★ Salaries and Benefits



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Budget Impacts FY 24:

Benefits:

- Health Insurance budgeted increase of 10%
- Dental Insurance budgeted increase of 5%

JTA Negotiations:

- Unknown cost increases in salaries due to negotiations

Heating Costs:

- Projecting \$4.63/gal
- Expecting an increase of approximately 50%
- FY24 Projected - \$108,805

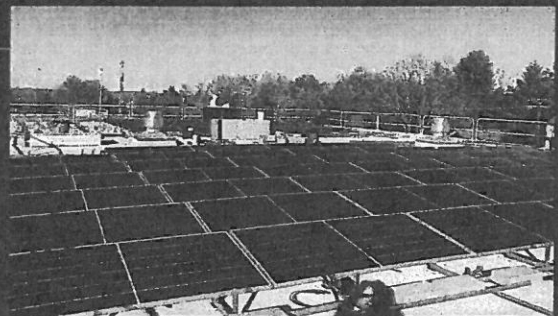
Increase of \$54,805 (projecting a decrease in electricity with solar panels to offset this increase)

Transportation:

- Statewide transportation is up by 50%; Projected costs \$200,000
- First Student contract expires June 2023. Unknown increase

High School Tuitions:

- Current 12th grade class is the same size as our graduating 8th grade class. (43 students)



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Operating Budget History



FY 2015	\$11,583,891
FY 2016	\$11,652,671
FY 2017	\$11,860,021
FY 2018	\$12,140,553
FY 2019	\$12,678,360
FY 2020	\$13,174,127
FY 2021	\$13,365,064
FY 2022	\$13,441,338
FY 2023	\$14,331,419
FY 2024	\$14,870,825

FY23 to FY24 \$539,406 3.76% +

Percent change over the past 3 years

.57%



7.19%



3.76%

Operating Budget Fy 24

Operating Budget: \$14,870,825

Contingency/Transfers
2.2%

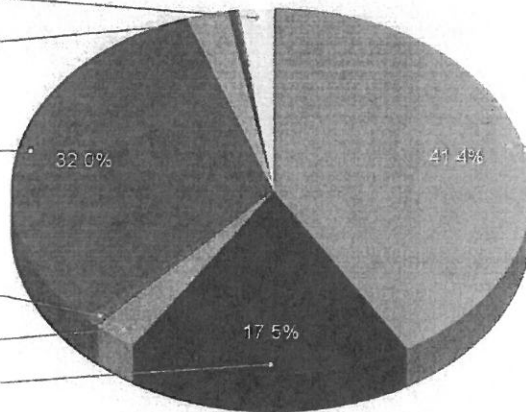
Supplies/Materials
2.6%

Other Purchased Services
32.0%

Purchased Property
1.0%

Professional Services
2.7%

Personnel Benefits
17.5%



Personnel Salaries	41.40%
Personnel Benefits	17.50%
Professional Services	2.70%
Purchased Property Services	1.00%
Other Purchased Services	32.00%
Supplies/Materials	2.60%
Furniture/Equipment	0.50%
Dues/Fees	0.10%
Contingency/Transfers	2.20%

Personnel Salaries
41.4%

Revenue Assumptions

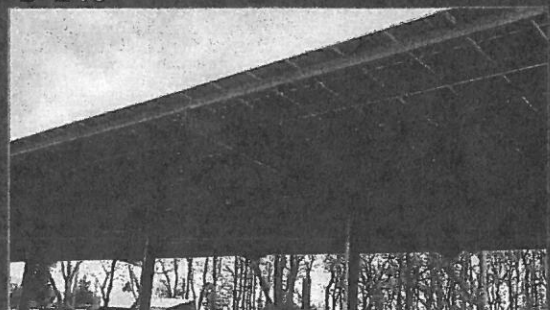
	FY23	FY24
State Aid	\$380,253	\$752,816
Preschool Tuitions	\$40,000	\$ 48,240
Medicaid Reimbursement	\$130,000	\$130,000
Impact Aid	\$95,000	\$ 80,000
Reappropriation of Fund Balance	\$200,000	\$ 0
Transfer in from Town (non MOE)	\$159,465	\$ 0
Total	\$1,004,718	\$1,011,056

State Aid: \$340,995
 High Cost Spec
 Ed.Categorical:
 \$411,660
 Multilingual Learner
 Categorical: \$161

Increase of \$6,338 from FY23

Cost Assumptions

Health insurance premiums	10%
Dental insurance premiums	5%
Statewide transportation (assumes same routes)	50%
Out-of-district tuition rates	3-5%



Summary of All Tuitions

High School General Education	\$ 1,698,215
High School Special Education	\$ 569,720
Career and Technical Education	\$ 905,310
Out-of-District Special Education	\$ 828,955
Charter Schools	\$ 17,000
TOTAL	\$ 4,019,200

Change from FY23 of +\$71,208 +1.8%



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Anticipated Town Appropriation

FY'23 Budget	\$13,326,701
FY'24 Proposed	\$13,859,769

Increase of \$533,068 +4.0%



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Town Appropriation History

Fiscal Year	Town Appropriation	Difference \$	Difference %
FY 17	10,975,649	264,699	2.47%
FY 18	11,196,365	220,716	2.01%
FY 19	11,665,624	469,259	4.19%
FY 20	12,332,867	667,243	5.72%
FY 21	12,484,508	151,641	1.23%
FY 22	12,637,108	152,600	1.22%
FY 23	13,326,701	689,593	5.46%
FY 24 Proposed	13,859,769	533,068	4.00%

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Appropriation Fund Balance History

Year	Budgeted Re-Appropriation of Fund Balance
FY17	\$204,829
FY18	\$200,000
FY19	\$225,848
FY20	\$100,000
FY21	\$200,000
FY22	\$200,000
FY23	\$200,000
FY24	Funds are not available

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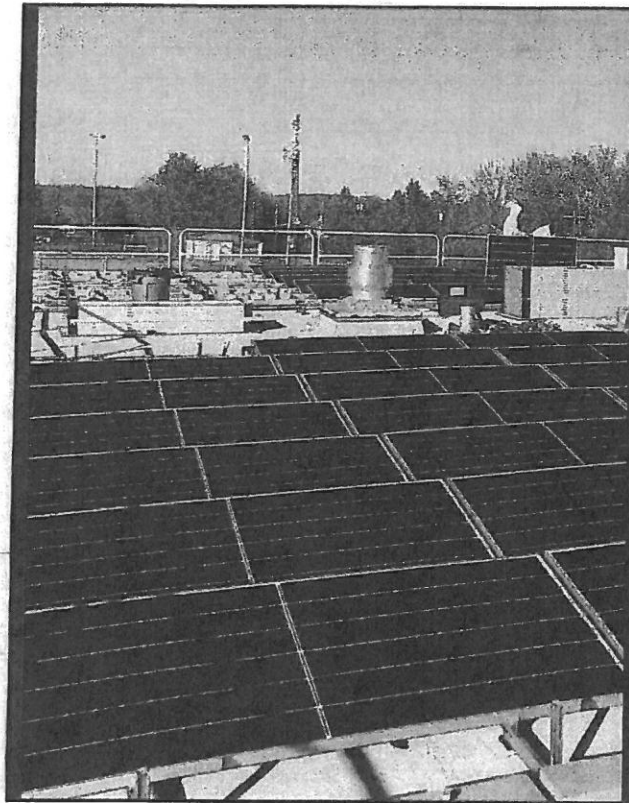
Fund Balance

❖ Audit Figures show as of June 30, 2022:

- Beginning Fund Balance \$1,098,243
- Planned Deficit (\$200,000)
- Unplanned Deficit (\$441,454)
- Ending Fund Balance \$456,789
- Committed FB in FY23 Budget Operations (\$200,000)
- Committed FB in FY23 Budget Capital (\$209,395)
- Projected 6/30/23 Fund Balance \$47,394

Budgetary Changes from FY23 - FY24

FY23 Budgeted	FY24 Proposed
3.0 First Grade Teachers	2.0 First Grade Teachers
3.0 Fourth Grade Teachers	2.0 Fourth Grade Teachers
.8 Art Teacher Melrose	1.0 Art Teacher Melrose
Curriculum - ELA (Grant Funded)	Curriculum - ELA Into Reading Program Teacher Licenses and Student Materials (Local)
	Curriculum Funds for Algebra 1 and Social Studies depending on approval of new standards.
	Technology upgrades and Cyber security consultant and monitoring
	Salary and Benefit increases - Contractual
	Substitute rate increase



Proposed Capital Improvement Budget

Facility Maintenance of Effort

Under Rhode Island General Law 16-7-36(11), "Maintenance expenditures" means amounts spent for repairs or replacements for the purpose of keeping a school facility open and safe for use, including repairs, maintenance, and replacements to school facilities' heating, lighting, ventilation, security, and other fixtures to keep the facility in effective working condition.

- Maintenance shall not include contracted or direct custodial or janitorial services;
- expenditures for the cleaning of a school facility or its fixtures;
- the care and upkeep of grounds, recreational facilities, or parking lots; or
- the cleaning of or repairs and replacements to movable furnishings or equipment.

Fiscal Year	Square Footage*	Operating Budget	Replacement Value
FY 23 and beyond*	\$324,741	3%, \$410,506	3%, \$624,339

* Jamestown School Department uses the square footage calculation for budgeting

Budgetary Factors:

❖ Fund Balance Audit Figures show as of June 30, 2022:

- Beginning Fund Balance \$1,098,243
- Planned Deficit (\$200,000)
- Unplanned Deficit (\$441,454)
- Ending Fund Balance \$456,789
- Committed FB in FY23 Budget Operations (\$200,000)
- Committed FB in FY23 Budget Capital (\$209,395)
- **Projected 6/30/23 Fund Balance \$47,394**

- ❖ Previous to the FY 24 budget, the school department was able to transfer funds from the Fund Balance to finance the districts capital improvement projects.
- ❖ Any future capital improvement projects will need to be funded from the local budget that is approved each year.
- ❖ The allocation for all maintenance expenditures are required to meet the minimum annual Facility Maintenance of Effort (FME) of \$324,741.
- ❖ A portion of the FME allowable expenditures are maintenance related costs.

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Proposed Capital Improvement Plan

FISCAL YEAR		Estimated Cost	Capital Reserve Funded	Bond Funded
July 2023- June 2024				
Melrose School	1 Interior refurbishing & painting	10,000	10,000	
	2 Exterior renovations	3,000	3,000	
	3 Update Card Access system	12,000	12,000	
	4 Professional Services - Stage 2	50,000	50,000	
Lawn School	1 Interior refurbishing & painting	10,000	10,000	
	2 Exterior renovations	3,000	3,000	
	3 Update Card Access system	12,000	12,000	
	4 Asbestos abatement classrooms (part 2)	150,000	0	150,000
	5 Professional Services - Stage 2	50,000	50,000	
TOTALS:		300,000	150,000	150,000

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Proposed Capital Improvement Plan continued...

July 2024- June 2025				
Melrose School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Window Replacement Northwest Wing (south side)	150,000	150,000
TOTALS:			366,000	366,000
July 2025- June 2026				
Melrose School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Window Replacement Northwest Wing (north side)	150,000	150,000
TOTALS:			366,000	366,000

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Proposed Capital Improvement Plan continued ...

July 2026- June 2027				
Melrose School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
TOTALS:			216,000	216,000
July 2027- June 2028				
Melrose School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
	3	Classroom Unit Ventilator replacement Part 1 (6 units)	180,000	180,000
Lawn School	1	Interior refurbishing & painting	12,500	12,500
	2	Exterior renovations	5,500	5,500
TOTALS:			216,000	216,000

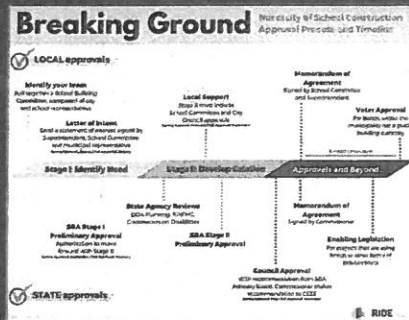
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Necessity of School Construction Timeline

RI Department of Education

Fall Approval Timeline

Stage I application: **Needs Assessment** Submitted **February 15, 2023**
 Stage II application: **Detailed Plans** Due **September 15, 2023**
 RI State Council Review/Approval: **December 2023**



Breaking Ground

Necessity of School Construction Approval Process and Timeline

LOCAL approvals

Identify your team
Pull together a School Building Committee, composed of city and school representatives

Letter of Intent
Send a statement of interest signed by Superintendent, School Committee, and municipal representative
Spring Approval: August / Fall Approval: January

Local Support
Stage II must include School Committee and City Council approvals
Spring Approval: February / Fall Approval: September

Memorandum of Agreement
Signed by School Committee and Superintendent

Voter Approval
For bonds, unless the municipality has a public building authority
6 months maximum

Stage I: Identify Need

Stage II: Develop Solution

Approvals and Beyond...

SBA Stage I Preliminary Approval
Authorization to move forward with Stage II
Spring Approval: September / Fall Approval: February

State Agency Reviews
DOA Planning, RIHPHC, Commission on Disabilities

SBA Stage II Preliminary Approval

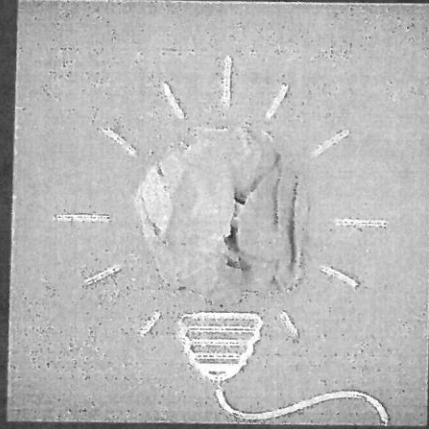
Memorandum of Agreement
Signed by Commissioner

Enabling Legislation
For projects that are using bonds or other forms of indebtedness

Council Approval
With recommendation from SBA Advisory Board, Commissioner makes recommendation to CESE
Spring Approval: May / Fall Approval: November

STATE approvals

Thank You!



Contact Info: duva.ken@jamestownschoools.org

Kenneth A. Duva, Ed.D Superintendent of Schools