

DATE: January 20, 2010
TO: Mayor, Scott McAdams and Assembly Members
FROM: Sitka School Board
RE: Information from the Sitka School District

Enclosed in this memo and attachments you will find information regarding some of the activities that are happening in the Sitka School District. You will see many links that you can go to and discover some of the various things that are occurring in the District.

In order for you to see the Sitka School District web site you need to go to www.ssd.k12.ak.us.

One of the main activities that is happening in the District is the new anti-bullying program called Olweus. Each of our five buildings is participating in the program. You can find out more about this program by going to www.olweus.org.

Many of our staff members participate in blogs or have web sites that inform students on what is happening in their classes. We have chosen to give you links to Jody Smothers-Marcello's Global Issues class, along with a link to some of the projects that have been completed.

<http://shsglobalissues.wordpress.com>

<http://shsglobalissues.wordpress.com/fall-09-student-projects/>

During the next several months you will see advertisements for a series of community presentations being supported by the District's Special Education Department. Each of the presentations has to do with either early childhood issues or special education issues. There are a total of nine presentations occurring January through May. Each presentation is at Harrigan Centennial Hall and will be from 6:00-7:30 at no cost. The schedule is attached.

The District will be having a couple of audits done in February. The first audit will be a reading audit it will occur February 3rd – 5th. This audit will help give the District direction on what is working and what may not be working to its fullest in the reading curriculum. We are also having a technology auditor come to look at our infrastructure and hardware to see where we need to make changes. After this audit we will be taking a good look at what new technology we need to purchase with the stimulus money. He will be in town February 15th-17th. The District has organized both of these audits.

At the last work session the Assembly expressed an interest in visiting classrooms in the Sitka School District. We have several teachers who have offered to have Assembly Members visit their classrooms, please contact Steve Bradshaw, Superintendent at 966-1251 so that he can organize a date and time for a visit to occur.

The Sitka School Board will be holding budget hearings and a work session during the month of February.

- Staff Budget Hearing - February 3rd at 3:45 p.m. in KGH Multipurpose Room
- All Buildings Community Budget Hearing – February 17th at 7:00 p.m. in KGH Multipurpose Room
- Budget Work Session – March 1st at 7:00 p.m. in District Office Board Room
- Final Budget Hearing and Budget Approval – March 15th at 7:00 p.m. in District Office Board Room

Lastly, enclosed you will find a copy of the budget presentation that will be presented to the staff and public in February.

Sitka School District is offering a series of community presentations, January through May 2010. Tuesday strand is General Special Education Issues and the Wednesday strand is Early Childhood Issues

All presentations are supported by Sitka School District – Special Education Department. Contact Theresa Paazar or Karen Macklin at 747.8622 for more information

All presentations are at Harrigan Center, Pestchouroff Room

6:00 pm – 7:30 pm (One hour presentation, with 30 minutes for questions and discussion)

No Cost – Attend all sessions, or individual sessions

Corrected 01.09.2010

- | | | |
|--------------------------|------------|--|
| January 26, 2010 | Tue | Special Education & Section 504 Basics
Learn the difference between these two pieces of legislation that support children ages 3 – 21 years old in our community

Presenters: Karen L. Macklin – SSD Special Education Director
Jean Swanson – Stone Soup Parent Navigator |
| February 10, 2010 | Wed | Early Learning: Speech/Language
Learn ways to support early learners with language development and how to provide supports for children who struggle or are identified with disabilities in the areas of speech and language. Assistive Technology supports will be discussed as well.

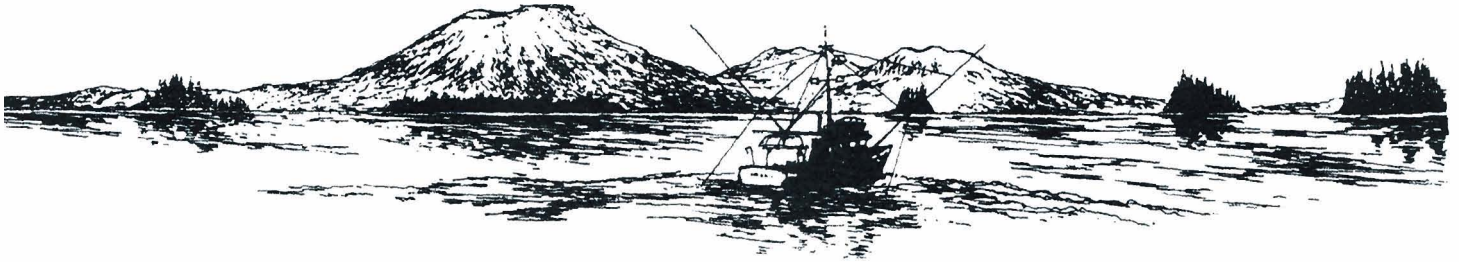
Presenters: Elissa Bjorum – SSD Speech Language Pathologist
Genny Martens – SSD Speech Language Pathologist |
| February 23, 2010 | Tue | Community Agencies
Learn what supports our various community agencies can provide qualified children with disabilities and their families

Presenters: Lucy Campbell – SE Counseling & Prevention
Margaret Andrews – Center for Community
Jean Swanson – Stone Soup Parent Navigator |
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March 10, 2010	Wed	Early Literacy Explore descriptions of language and literacy development in ways that create a deeper understanding of these important processes while offering practical strategies for building these skills in young children Presenter: Toby Campbell – SSD Early Literacy Teacher
March 30, 2010	Tue	Community Agencies Learn what supports YAS (Youth Advocates of Alaska) can provide qualified children with disabilities and their families Presenters: Annette Becker, Director of YAS Staff of YAS
April 14, 2010	Wed	Early Learning Sensory Integration Sensory Integration - what does it mean? How does it impact/affect the children you work with? Learn about SI and take home some practical strategies to use today! Presenter: Charlotte Kimber – SSD Occupational Therapist
April 27, 2010	Tue	Transitions Transition requirements between middle school and high school, and high school to post secondary settings will be discussed. Resources for supporting these sometimes stressful events will be provided. Presenters: Meggan Turner – SHS Special Education Teacher Mandy Evans - BMS Special Education Teacher
May 12, 2010	Wed	Kindergarten Readiness Learn about activities and concepts you can help your children learn to be ready for kindergarten Presenters: Grechen Matiatous – BES Primary Teacher Jacquie Hedrick – BES Primary Teacher
May 25, 2010	Tue	Self-Determination Review special education IEP component of self-determination and how Ms. Fedoroff and others at KGH are teaching students in grades 2 – 5 to lead their own IEP meetings. Presenter: Peg Fedoroff – KGH Special Education Teacher

SITKA SCHOOL DISTRICT

PRELIMINARY FY2011 OPERATING BUDGET



Staff Hearing

Keet Gooshi Heen Multi-Purpose Room
Wednesday, February 3 @ 3:45PM

Community Hearing

Keet Gooshi Heen Multi Purpose Room
Monday, February 17 @ 7:00PM

Final Budget Work Session

District Office Board Room
Monday, March 1 @ 7:00PM

Final Budget Hearing

District Office Board Room
Monday, March 15 @ 7:00PM

"Educating Today's Children to Become Tomorrow's Leaders"

**SITKA SCHOOL DISTRICT
FY2011 PRELIMINARY BUDGET
ASSUMPTIONS**

Revenue Elements include:

- Full Time Enrollment decreases from 1309 to 1285
 - 32 Intensive Needs Students
 - 30 Correspondence Students
 - 8 Raven's Way Students

- The Foundation formula will increase to:
 - BSA = From \$5,580 to \$5,680
 - Intensive Multiplier = From 11/1 to 13/1
 - ISER Multiplier = From 1.123 to 1.148

- The City and Borough anticipates a 5% funding reduction in the annual appropriation (full reduction absorbed by Operating Budget) - \$5,579,678
 - Operational Funding 5,145,919
 - Pool Operations 44,529
 - Pool Utilities 77,147
 - Community Schools Janitorial 29,067
 - Community Schools Appropriation 150,796
 - Student Activity Travel/Intramural 132,220

- The Secure Rural Schools funding package is in its third year. The total allocation to the CBS and SSD is reduced to \$1,543,341. The anticipated allocation to the District will be \$655,920 which is 50% of the total allocation after the 15% decrease for the Title II requirements has been removed

- ERate will remain at \$80,000, Miscellaneous Revenue and Impact Aid Revenue will remain at \$30,000

Expense Elements include:

- Current Full Time Employee status remains unchanged

- Salaries and wages roll up to FY2011 negotiated agreement levels

- Benefits:
 - Health Insurance increases 15%
 - **Workers Compensation Insurance** increases by 2%
 - TRS (12.56%), PERS (22%), FICA (1.45%), SBS (6.13%) all unchanged

- Property/Liability/D&O Insurances increase by 2%

- Utilities:
 - Heating Fuel, Water/Sewage/Garbage, Communications, and Other utilities are equal to FY2010 revised budgeted.
 - Electric increases by 5%

- Technology increases by \$150,000 for computer lease package

- School and Program Budgets remain flat

- Custodial contract increases by 15%

- Indirect Cost Rate will increase from 2.42% to 3.13%

Explanation of the revenue categories as presented in the budget:

State Funding

Foundation – The formula appropriation of State funding for School Districts based on enrollment

School Improvement Grant – State grant based on enrollment – will not be receiving in FY2011

Energy Relief – State grant to assist with energy costs – will not be receiving in FY2011

Quality Schools Grant – State funds, based on enrollment, to be used for professional development

Miscellaneous State Revenue – Reimbursements from the State for various expenditures – do not anticipate receiving in FY2011

ISER – State funds that increase the District Cost Factor – rolled into Foundation for FY2011

Local Funding

Borough Appropriation – Local support for from the City and Borough for education

Miscellaneous – Refunds from previous years, COBRA insurance payments, restitution payments, reconciliation adjustments, other local revenue

E Rate Revenue – The discounted refund of telecommunications and internet access fees

Federal Funding

Title VIII Impact Aid – Federal Impact Aid paid to districts for the impact that Federal property has on local property tax of the community

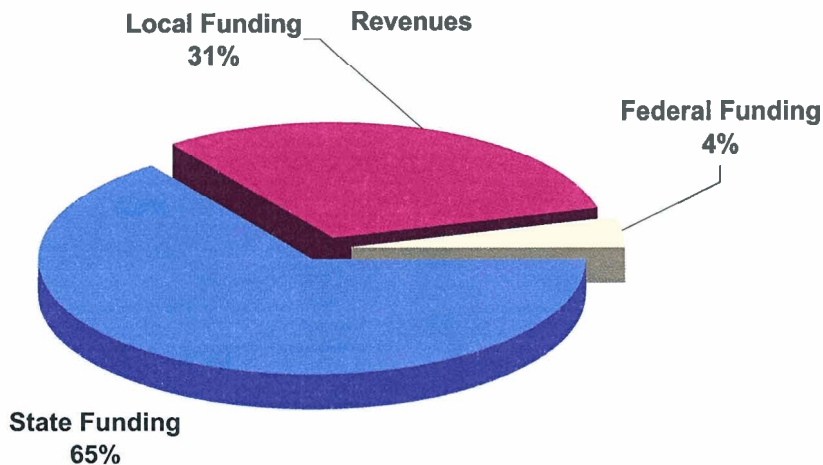
Secure Rural Schools – Federal funds to communities to support schools and roads

Medicaid – Funds for District provided services which are reimbursed by Medicaid

**SITKA SCHOOL DISTRICT
OPERATING BUDGET
2007-2009 Actuals, 2010 Revised
2011 PROJECTED**

Revenues

	2007 Actual Revenue	2008 Actual Revenue	2009 Actual Revenue	2010 Revised Budgeted Revenue	2011 Projected Revenue
Students (Foundation Count)	1,447	1,372	1,309	1309 (Budget 1270)	1,285
State Funding					
Foundation	9,803,607	8,421,036	9,741,669	10,495,236	10,971,892
School Improvement Grant	117,761	235,522	0	0	0
Energy Relief	0	216,098	0	0	0
Quality Schools Grant	37,745	34,576	38,428	40,498	41,189
Misc State Revenue	0	0	2,189	0	0
Iser (in Foundation 07, 10, & 11)	0	1,083,948	0	0	0
Total State Funding	9,959,113	9,991,180	9,782,286	10,535,734	11,013,081
Local Funding					
Borough Appropriation	5,167,940	5,338,751	5,498,913	5,439,587	5,145,919
Miscellaneous	13,143	19,024	52,951	30,000	30,000
E-Rate Revenue	22,119	32,457	87,378	80,000	80,000
Total Local Funding	5,203,202	5,390,232	5,639,242	5,549,587	5,255,919
Federal Funding					
Impact Aid	43,019	39,712	53,612	30,000	30,000
Secure Rural Schools	525,772	525,767	809,778	728,800	655,920
Medicaid	40,763	49,249	16,759	0	0
Total Federal Funding	609,554	614,728	880,149	758,800	685,920
Total Revenues	15,771,869	15,996,140	16,301,677	16,844,121	16,954,920
Fund Transfers	0	19,911	0	355,547	0
Total Revenues and Transfers	15,771,869	16,016,051	16,301,677	17,199,668	16,954,920
Fund Balance - End of Year	359,835	800,106	1,070,250	769,703	769,703



Explanation of the employee expense categories as presented in the budget:

Teachers' and Coaches' Salaries

Teachers Salaries – Salaries for all non-administrative, certified staff (Teachers, Special Ed Teachers, Librarians, Counselors, Therapists, etc)

Coaching Contracts – Extra duty contracts paid to activities coaches

Administrators Salaries

Superintendent & Asst Superintendent – Salaries for the Superintendent and Assistant Superintendent

Certified Administrators – Salaries for the Special Education Director, School Principals, and Assistant Principals

Non-Certified Administrators – Salaries for Business Manager, Maintenance Director, and Technology Director

Classified Staff Wages

Accounting & Secretarial – Wages for Accounting and Secretarial staff

Paraprofessionals – Wages for Paraprofessionals

Maintenance – Wages for Maintenance staff

Benefits

Health Insurance and Physicals – The District's portion of Health Insurance charges and reimbursements to employees for mandatory physicals

TRS/PERS/SBS/FICA – The District's portion for retirement and taxes; TRS (12.56%), PERS (22%), SBS (6.13%), and FICAMED (1.45%)

Workers Compensation – Premiums paid for Workers Compensation insurance

Unemployment Insurance – Premiums paid for Unemployment insurance

Substitutes – Wages paid to all certified and non-certified substitutes

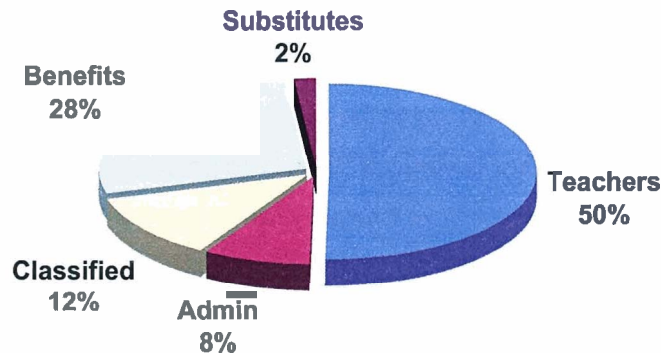
Salary Adjustments – Money set aside for certified employee lane changes and leave buyouts

**SITKA SCHOOL DISTRICT
OPERATING BUDGET
2007-2009 Actuals, 2010 Revised
2011 Projected**

Employee Expenditures

	2007 Actual Expense	2008 Actual Expense	2009 Actual Expense	2010 First Revision	2011 Projected Expense
Teachers' And Coaches' Salaries					
Teachers	6,710,300	6,889,606	6,772,432	6,780,821	7,004,836
Coaching Contracts	104,464	111,065	116,996	111,498	111,498
Total Teachers and Coaches	6,814,764	7,000,671	6,889,428	6,892,319	7,116,334
Administrators' Salaries					
Superintendent & Asst Super	194,802	199,100	209,192	214,069	220,349
Certified Administrators	584,396	683,179	724,852	736,074	747,495
Non-Certified Administrators	194,028	207,793	209,381	217,454	225,062
Total Administrators	973,226	1,090,072	1,143,425	1,167,597	1,192,906
Classified Staff Wages					
Accounting & Secretarial	597,611	562,101	634,224	667,365	667,097
Paraprofessionals	559,303	596,739	683,325	778,303	804,935
Maintenance	168,811	190,213	203,000	224,550	238,576
Total Classified Staff	1,325,725	1,349,053	1,520,549	1,670,219	1,710,609
Benefits					
Health Insurance and Physicals	1,360,752	1,532,302	1,663,541	1,856,018	2,078,140
TRS/PERS/SBS/FICA	2,525,985	1,552,250	1,604,250	1,683,382	1,730,696
Workers Compensation Insurance	197,894	159,213	135,000	158,060	161,221
Unemployment Insurance	2,282	4,413	2,823	10,000	10,000
Total Benefits	4,086,913	3,248,178	3,405,614	3,707,459	3,980,058
Substitutes	201,984	214,013	257,700	250,000	250,000
Salary Adjustments				75,000	75,000
Total Employee Costs	13,402,612	12,901,987	13,216,716	13,762,593	14,324,906

Employee Expenditures



Explanation of the non-employee expense categories as presented in the budget:

School and Program Budgets

Baranoff, Keet Gooshi Heen, Blatchley, Sitka High, Pacific High – Discretionary funds allocated to each school

REACH – Materials, curriculum, textbooks, and equipment for the District operated correspondence program

Special Education – Expenditures for services, supplies, equipment, and travel for the District's regular special education program and the summer ESY program

Maintenance

Supplies – Funds for general maintenance, services, supplies, gasoline, and equipment for the District

Property Insurance – Premiums paid for property insurance

Utilities – Electric, Heating Fuel and Heating Electric, Water/Sewage/Gas, and other utility services

Custodial Contract – Fees paid to NANA Corporation for our contract custodial services

District Administration

Travel – Expenditures for District approved travel

Telephone/Communication – Charges for communications including phones and network services

Liability Insurance & Bonding – Premiums for Directors and Officers and the Errors and Omissions policies

Legal Settlement – Fees for resolving legal disputes, none since FY2007

Audit/Legal Fees – General legal consultation fees and expenses associated with the annual audit

Health Services – Equipment and supplies for the District Nurse and charges associated with wellness plan

Districtwide Programming and Supplies – Fees for financial software support, postage, copier maintenance, professional association dues, testing supplies, etc required for general District operations

Indirect Cost Rate Revenue – Revenue generated by the Federal Programs Indirect Cost rate

- *Technically a revenue but the State requires that it is represented as a negative expense*

Technology – Services (anti-virus, firewall, etc), supplies, and equipment funds for technology

Professional/Technical Contract Services – Expenses for professional services used by the District Examples are: Cold Water Survival, Gatekeeper (403b), SMART Program, Library Network (OCLC), First Aid training, Strategic Planning, Improvement Instruction, Schoolmaster/Pinnacle/Phonemaster fees

School Board – Expenses associated with the operations of the Board and Board Meetings. Examples include Board travel expenses, fees for media services, advertising, and legal notices.

Student Activities – These are District expenditures directed to sporting programs and athletic association membership fees, also included here are the charges for the auditorium management company.

Transfers

SNEP – The District's annual allocation to support the Sitka Native Education Program

Community Schools – Transfers to the Community Schools Program, none anticipated in FY2011

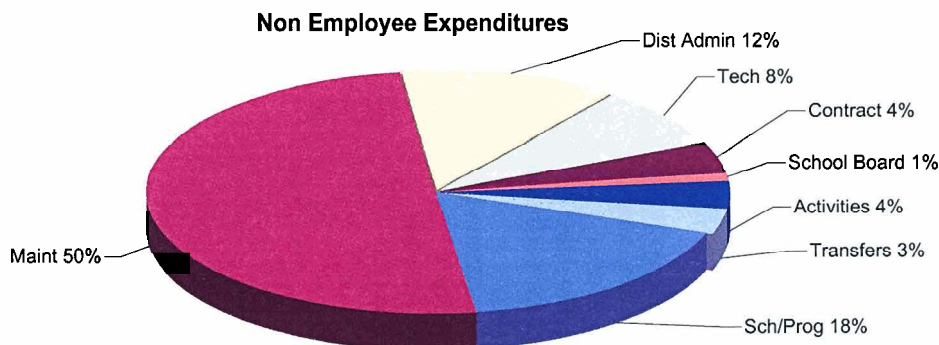
SEACC – The District's contribution to the Sitka Education Consortium

Pool – Transfers to the operate and maintain the Blatchley pool, none anticipated in FY2011

**SITKA SCHOOL DISTRICT
OPERATING BUDGET
2007-2009 Actuals, 2010 Revised
2011 Projected**

Non-Employee Expenditures

	2007 Actual Expense	2008 Actual Expense	2009 Actual Expense	2010 First Revision	2011 Projected Expense
School/Program Budgets					
Baranoff Elementary	49,499	46,358	47,149	62,073	47,500
Keet Gooshi Heen Elementary	90,652	72,732	85,099	85,982	74,860
Blatchley Middle School	80,785	70,083	71,454	173,098	71,545
Sitka High School	99,997	106,862	86,536	143,315	91,770
Pacific High School	10,862	12,027	11,787	22,316	11,310
REACH	45,738	44,038	43,083	42,710	42,210
Special Education	78,400	89,460	160,453	241,880	241,880
Library Discretionary	0	0	0	15,000	0
Total School/Program	455,933	441,560	505,561	786,374	581,075
Maintenance Expense					
Supplies	158,325	162,558	134,884	199,000	139,000
Property Insurance	127,454	134,142	133,575	125,357	127,864
Utilities	774,672	1,036,536	871,485	998,050	1,017,815
Custodial Contract	305,331	327,441	334,436	345,250	397,038
Total Maintenance	1,365,782	1,660,677	1,474,380	1,667,657	1,681,717
District Administration					
Travel	18,122	21,910	24,231	34,305	34,305
Telephone/Communication	101,144	160,678	142,310	165,200	165,200
Liability Insurance & Bonding	40,316	40,220	40,194	38,220	39,100
Legal Settlement	135,000	0	0	0	0
Audit/Legal Fees	135,469	31,026	35,157	88,000	88,000
Health Services	10,132	2,462	4,118	20,955	20,955
Districtwide Programming/Supplies	174,899	78,810	113,858	102,558	104,000
Indirect Cost Rate Revenue	-83,186	-79,050	-56,779	-30,000	-45,000
Total District Administration	531,896	256,056	303,089	419,238	406,560
Techology	35,443	42,385	52,543	127,200	277,200
Prof/Tech/Contract Services	74,428	76,315	69,257	136,500	132,000
School Board	29,205	36,121	33,401	41,600	41,600
Student Activities	58,163	91,974	116,180	120,801	120,801
Transfers					
SNEP	28,000	28,000	28,000	28,000	28,000
Community Schools	22,450	0	103,000	0	0
Pool	0	0	56,700	0	0
SEACC	40,705	40,705	72,705	82,705	82,705
Hames	0	0	0	27,000	0
Total Transfers	91,155	68,705	260,405	137,705	110,705
TOTAL NON-EMPLOYEE COSTS	2,642,005	2,673,793	2,814,816	3,437,075	3,351,658



**SITKA SCHOOL DISTRICT
FY2011 BUDGET SUMMARY & FY2007-2011 EXPENDITURE SUMMARY**

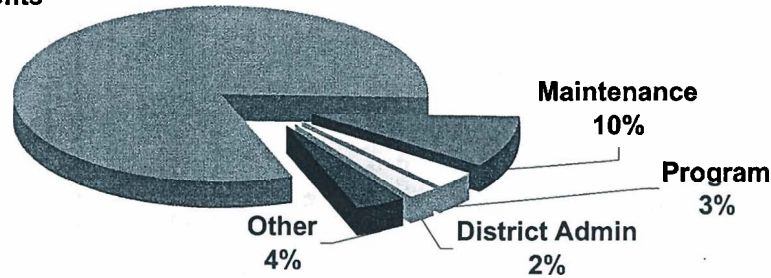
Revenue	16,954,920
Employee Expenditures	14,324,906
Non-Employee Expenditures	3,351,658
Total Expenditures	<u>17,676,564</u>
Difference	-721,644
Board approved transfer from Fund Balance	<u>0</u>
	-721,644 Necessary expense reduction to balance budget

Fund Balance June 30, 2010 (est)	769,703
Fund Balance June 30, 2011 (est)	769,703

<u>Expenditure</u>	<u>FY2011 Budgeted</u>	<u>% Of Total</u>	<u>FY2010 Revision</u>	<u>% Of Total</u>	<u>FY2009 Actual</u>	<u>% Of Total</u>	<u>FY2008 Actual</u>	<u>% Of Total</u>	<u>FY2007 Actual</u>	<u>% Of Total</u>
Salaries and Benefits	14,324,906	81.04%	13,762,593	80.02%	13,216,716	82.44%	12,901,987	82.83%	13,402,612	83.53%
Maintenance	1,681,717	9.51%	1,667,657	9.70%	1,474,380	9.20%	1,660,677	10.66%	1,365,782	8.51%
School/Program	581,075	3.29%	786,374	4.57%	505,561	3.15%	441,560	2.83%	455,933	2.84%
District Administration	406,560	2.30%	419,238	2.44%	303,089	1.89%	256,056	1.64%	531,896	3.32%
Techology	277,200	1.57%	127,200	0.74%	52,543	0.33%	42,385	0.27%	35,443	0.22%
Prof/Tech/Contract Services	132,000	0.75%	136,500	0.79%	69,257	0.43%	76,315	0.49%	74,428	0.46%
School Board	41,600	0.24%	41,600	0.24%	33,401	0.21%	36,121	0.23%	29,205	0.18%
Student Activities	120,801	0.68%	120,801	0.70%	116,180	0.72%	91,974	0.59%	58,163	0.36%
Transfers Out	110,705	0.63%	137,705	0.80%	260,405	1.62%	68,705	0.44%	91,155	0.57%
	<u>17,676,564</u>	<u>100.00%</u>	<u>17,199,668</u>	<u>100.00%</u>	<u>16,031,532</u>	<u>100.00%</u>	<u>15,575,780</u>	<u>100.00%</u>	<u>16,044,617</u>	<u>100.00%</u>

FY2011 Total Expenditures

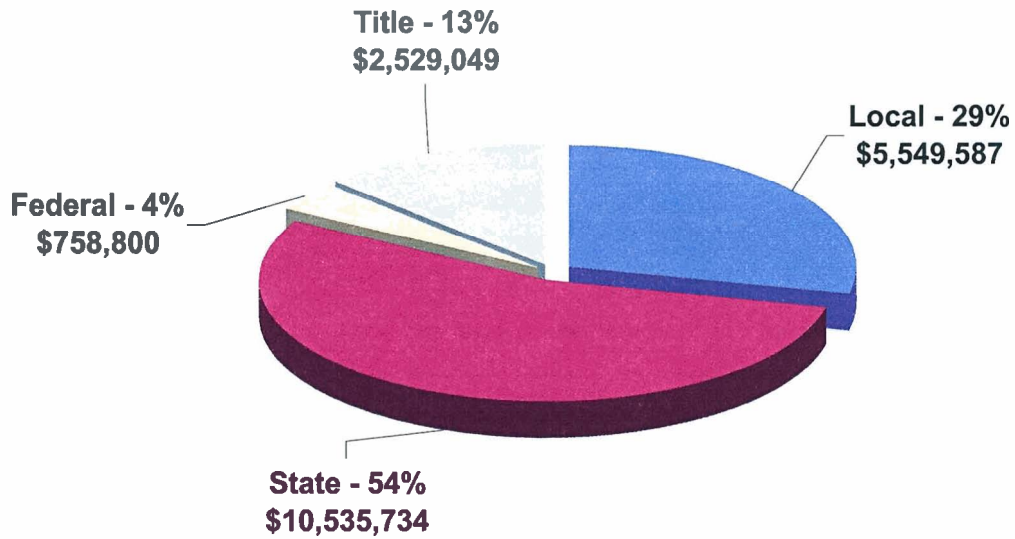
**Salaries and Benefits
81%**



**Title Grants
Awards and FTE Summary
FY2010**

Fund	Title	Full Time Employees	2010 Award
250	Title II-D (Technology)	0	6,122
326	Title II-D ARRA	0	15,306
258	Title I-A	4.8	392,798
324	Title I-A ARRA	1.7	278,866
260	Title VI-B	5.5	353,740
322	Title VI-B ARRA	1.5	343,876
262	Preschool (619)	0.5	19,646
320	Preschool (619) ARRA	0	13,946
264	Title IV-A (Drug Free)	0	5,611
268	Title I-C (Migrant Education)	0.5	49,052
274	Carl Perkins	0	33,166
282	Title II-A (Classroom Reduction)	2	129,391
312	State Fiscal Stabization Fund	0	887,529
Total Title Grants		16.50	2,529,049

FY2010 Revenue with Title Grants



Total 2010 Revenues (w/ Title Grants) \$19,373,170