



**Proposed 2017 – 2018
Operating Budget**

*2/2/2017
V2.2*

Blue Hills Regional Community Members:

For the fiscal year beginning July 1, 2017, the Blue Hills District administration focused on building an effective budget that is both responsible, realistic and responsive to student needs.

Responsible in the sense that it addresses the numerous and unique needs of the individual students in advancing the district toward its long-term goals and mission.

Realistic in the sense that it is built with the full knowledge and understanding of the economic factors that generate revenue for the member towns and the district.

Responsive in the sense that the foundation of the budget is built on the known needs of the students and with the full understanding of the tools that our teachers need to meet that need.

This budget is explicitly tied to the district strategic plan as well as the district's focused strategic goals for the next two years. The proposed budget provides the same level of service to students as provided during the 2017 school year. A level funded budget would stifle the advancement of the district's Focused Strategic Goals of Program Improvement, Increased Student Achievement, Literacy Across Disciplines, and Technology Integration, which are crucial to achieving continued student academic and vocational growth.

Of the \$572,077 in operating increases 77% or \$445,842 are in the instructional lines and for direct services to students.

With a major MSBA supported building renovation project scheduled to begin construction in the late spring of 2018 the district has included additional funding to cover project design work through the fall of 2018 (page 5). Currently the project has an estimated project cost of 86.5 million dollars. The district plans to ask its member communities to approve the funding for the project during the fall of 2017.

Prior to adding the funding necessary to support the renovation projects design work the district had prepared a base budget with a 3% increase (page 4). The majority of this increase is for staff salaries. Of the \$572,077 base budget increase 77% of the increase is for direct services to students. Both budget are presented on pages 4 and 5

As part of the district's continued commitment to a responsible, realistic, and responsive budget specific actions were taken to

- Aggressively budget fixed and variable costs
- Tie all budget request to strategic initiatives
- Develop a long-term financial plan
- Minimize staffing increases

The district appreciates the level of support it received from its member communities last years and will continues to work hard to present budgets that are focused on increasing our students capabilities to perform in the 21st Century.

Sincerely,

Jim Quaglia
Superintendent – Director

Steven Moore
Assistant Superintendent for Business and Personnel

District Focused Strategic Goals:

All budget activity must be directly linked to the Focused Strategic Goals. While, many budget items are related to the maintenance of existing programs those activities /programs/ positions/ materials will be evaluated for its impact toward addressing the four Focused Strategic Goals before being funded for 2017-2018. Certainly any new proposals must be rooted in these goals as well as tied to an identified need through the need assessment process.

- 1. Program Improvement**
- 2. Student Achievement**
- 3. Literacy Across Disciplines**
- 4. Technological Implementation & Integration**

Program Improvement–The core academics are in a state of flux presently. The administration and teachers together are working to adjust the Curriculum, Instruction, and Assessments to the next-generation of assessments, such as PARCC. These assessments require a deeper understanding of content relative to the knowledge taxonomy. Also, vocational programs are charged with improving their curriculum and delivery in light of a new age of accountability. They must continue to stay relevant to their representative industry.

Student Achievement–We are faced for a second time with Level II Accountability status. BHR will have to perform well for two years in a row to move back to Level 1 status. This will take a concerted effort by all stakeholders and will focus on the performance of subgroups and mathematics.

Literacy Across All Disciplines – Literacy is the ‘spine’ of what comes from academics. While continually reflecting on what it means to be able to read, write, and communicate effectively and intelligently, we are aware that literacy must have a strong foundation within our Vocational programs. It is imperative that all students communicate effectively in their chosen trade or profession.

Technological Implementation & Integration –The one-to-one era has rooted itself at BHR. Now that each student and instructor has instructional and educational technology at their fingertips, we will continue to facilitate effective use of technology, as well as integrating those uses into effective delivery of content and production of student work.

2018 Preliminary Blue Hills Operating Budget by DESE Account
Prior to inclusion of any additional funding for MSBA Project Funds

SALARY ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	749,038	763,031	13,993	1.9%
2000 INSTRUCTION	8,336,633	8,673,683	337,050	4.0%
3000 STUDENT SERVICES	428,984	426,820	(2,164)	-0.5%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,149,177	1,126,406	(22,771)	-2.0%
TOTALS	\$10,663,832	\$10,989,940	\$326,108	3.1%
EXPENSE ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	358,500	382,108	23,608	6.6%
2000 INSTRUCTION	709,076	817,868	108,792	15.3%
3000 STUDENT SERVICES	1,164,865	1,192,889	28,024	2.4%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,318,837	1,319,590	753	0.1%
5000 FIXED CHARGES	4,168,695	4,339,055	170,360	4.1%
7000 CAPITAL PROJECTS	685,568	600,000	(85,568)	-12.5%
TOTALS	\$8,405,541	\$8,651,510	\$245,969	2.9%
TOTAL ALL ACCOUNTS	\$19,069,373	\$19,641,450	\$572,077	3.0%

2018 Final Blue Hills Operating Budget by DESE Account
 With additional funding for MSBA Project Funds
 (Additional funds to be supplemented in assessment by E & D funds)

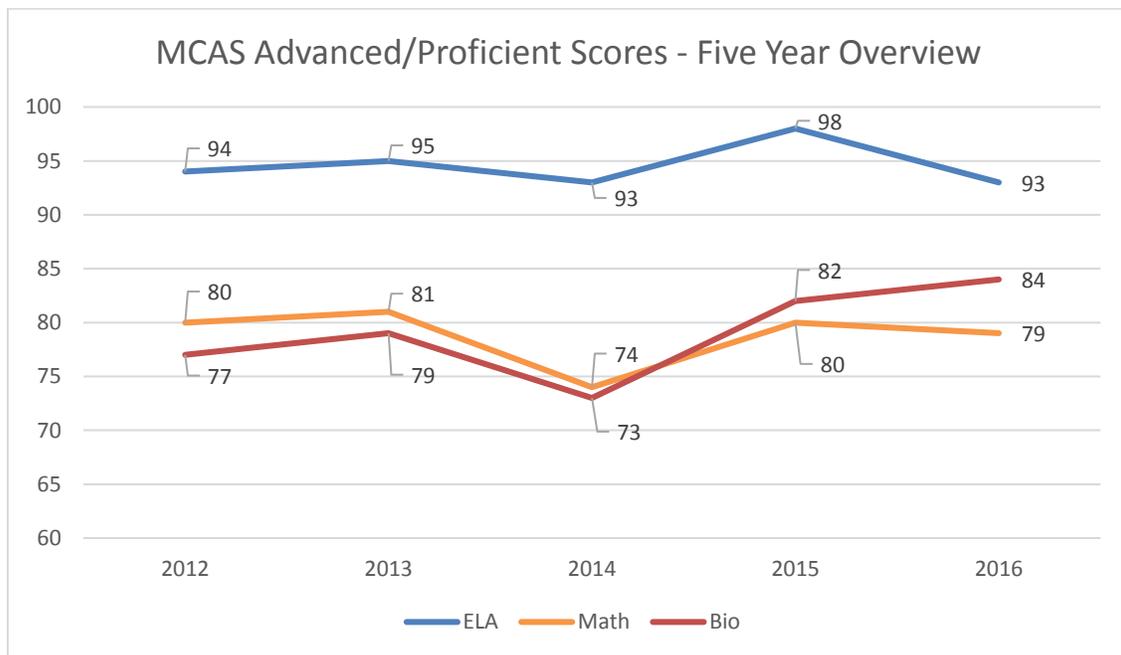
SALARY ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	749,038	763,031	13,993	1.9%
2000 INSTRUCTION	8,336,633	8,673,683	337,050	4.0%
3000 STUDENT SERVICES	428,984	426,820	(2,164)	-0.5%
4000 OPERATIONS and MAINTENANCE OF PLANT	<u>1,149,177</u>	<u>1,126,406</u>	<u>(22,771)</u>	<u>-2.0%</u>
TOTALS	\$10,663,832	\$10,989,940	\$326,108	3.1%
EXPENSE ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	358,500	382,108	23,608	6.6%
2000 INSTRUCTION	709,076	817,868	108,792	15.3%
3000 STUDENT SERVICES	1,164,865	1,192,889	28,024	2.4%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,318,837	1,319,590	753	0.1%
5000 FIXED CHARGES	4,168,695	4,339,055	170,360	4.1%
7000 CAPITAL PROJECTS	<u>685,568</u>	<u>1,332,571</u>	<u>647,003</u>	<u>94.4%</u>
TOTALS	\$8,405,541	\$9,384,081	\$978,540	11.6%
TOTAL ALL ACCOUNTS	\$19,069,373	\$20,374,021	\$1,304,648	6.8%

Addressing Student and Staff Needs through the 2018 Budget

In building the 2018 budget, the district once again focused on the high points of leverage in addressing student achievement. Those areas include reducing class size for grades nine and ten, integrating writing and technology across the curriculum and researching a social emotional learning curriculum and specialist to work with at-risk students. Faculty and staff have been attending in-service on differentiation, technology integration, writing across the curriculum, MA Model Guidance Curriculum and working with difficult students.

Academic Achievement as Measured by MCAS

Over the past five years, Blue Hills has seen MCAS scores remain at high levels. 2015 saw historically high proficiency levels in ELA, while 2016 saw historically high levels in Biology. Math has remained consistent over the past seven years, though Blue Hills remains very proud of the growth our students show between 8th grade and 10th grade. Our students (Class of 2018) scored 49% Advanced/Proficient in Grade 8, and showed 30 point gains by their sophomore year.



Each year, we work hard to help students reach proficiency on the MCAS exams. Some of our efforts that we will be continuing or adding next year include:

- Offering Grade 9 and 10 extended day support to below-proficient students in the fall in ELA and Math (Title I funded)
- Offering Grade 10 extended day support to students in preparation for all three MCAS exams (Title I funded)

- Providing high quality professional development to improve co-teaching strategies, instructional methods, and reaching students with disabilities (Title IIA funded)
- We are currently exploring the option of adding a math skills course to grade ten (Locally funded)

Additionally, Blue Hills continues to expand academic offerings and higher level courses. We have expanded our AP offerings to include two senior courses, and enrollment has increased from 8 in 2014 to 35 in 2017. Blue Hills has also added several electives to the curriculum offering, including Music Appreciation, Art Appreciation, Cross-Cultural Studies, and World Poetry.

Targeted Math Skills Class for sophomores

To provide struggling math students with support to be successful on the MCAS math exam and earn a proficient score. Focus on skills and content needed to graduate. Academic Director will monitor progress of all students in the pilot course. About 5-15% of student will be targeted for math intervention. Students will receive daily instruction in place of one period of their social studies class.

Continue Technology Integration

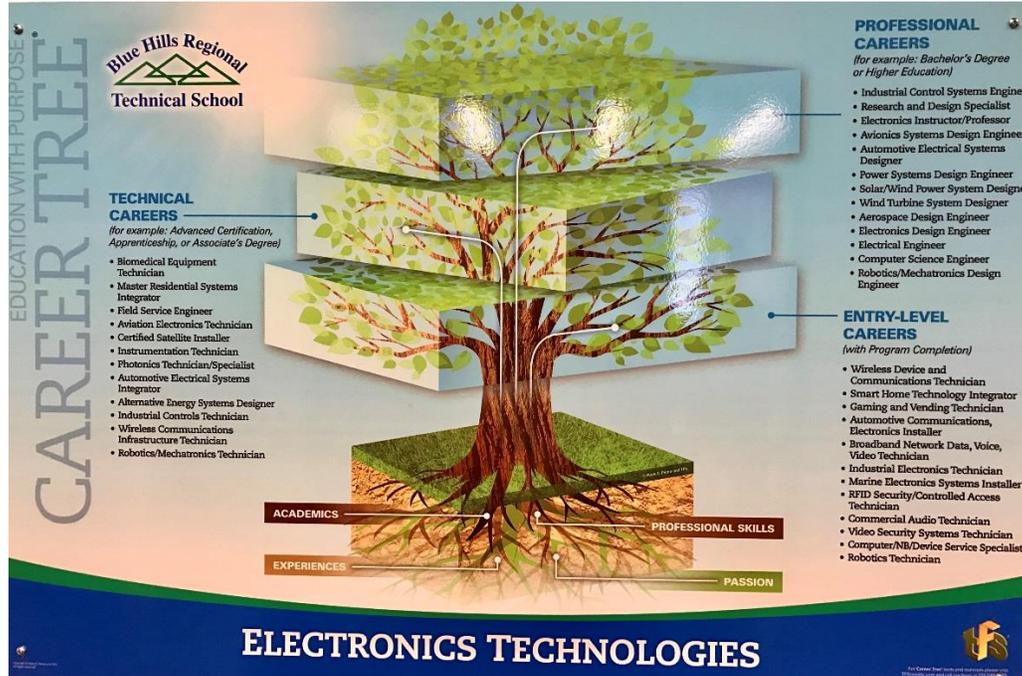
The Blue Hills Regional Technical School is a 1:1 Chromebook school. Our technology integration specialist has been working with teachers during in-service time, after school, during prep times so they can effectively integrate technology into their subject area. We have also established a Chromebook help desk in the library and we continue to upgrade the network infrastructure as needed.

Adding 1.0 Criminal Justice Teacher to Chapter 74 Program

The addition of a criminal justice teacher must be added as we will be conducting our first junior class of students. This new instructor will also work on developing curriculum for twelfth grade students and may teach several electives for the year on the opposite week. This will also help us reduce the number of electives that academics supports and allow us the flexibility to target a group of students with an extra math skills class during the academic week.

The Right Student for the Right Reason in the Right Program

The district plans to continue the initiative it started in 2017 related to the enrollment and retention of the *Right Student*. The *Right Student* as defined by Blue Hills is a student who is chooses a vocational education and is motivated, dedicated, sees the light at the end of the tunnel and wants to get there. To assist our students in becoming the *Right Student* Blue Hills has introduced the Career Tree (below). In each of our vocational classroom hangs a similar tree and that depicts the types of career pathways created by each individual vocational program.



The career tree is designed to assist each Blue Hills Student in finding the “light at the end of the tunnel.” During their 3.5 years in their chosen vocational program student will learn about the requirements necessary to reach their desired occupation on the tree. Students will also explore the lifestyle that those careers offer. Students identify their chosen pathway by placing their unique leaf on the tree with the name of their chosen career. During their stay at Blue Hills students are free to change their leaf as they learn about more and more career opportunities.

Through the use of the Career Tree it is Blue Hills’ goal to see that a student’s commitment to learning extends beyond High School Graduation and that they develop the mindset required for the dedication and commitment to lifelong learning.

21st Century Learning

Imbedded within the district’s strategic goals is a shift towards 21st Century learning expectations for students and teachers. 21st Century expectations can be found in all four of the District Focused Strategic Goals. Twenty-First Century skills as defined by the New England Association of Schools and Colleges (NEASC) include the following:

- Personalizing instruction
- Engaging students in cross-disciplinary learning
- Engaging students as active and self-directed learners
- Emphasizing inquiry, problem-solving, and higher order thinking
- Applying knowledge and skills to authentic/reality based tasks
- Engaging students in self-assessment and reflection
- Integrating technology with all aspects of instruction

As in past budgets the Blue Hills 2018 budget focuses on updating printed curriculum materials and a shift to increase use of electronic and online resources for both teaching and learning in academic and vocational classrooms. These changes not only require funding for materials and license fees the changes also require increased professional development for teachers, for tools without training will not provide the desire achievement levels for our students.

Capital Project MSBA

In fiscal year 2016, the district received approval from the MSBA to begin the feasibility and Schematic design process necessary to approve the school's renovation for MSBA funding. In FY 17, the district will expend just short of \$1,000,000 on the feasibility and design process. Currently the district is anticipating an August 2017 approval for the project from the MSBA. The district will ask for local approval of the borrowing in the fall of 2017. Should the borrowing be approved the district plans to begin the renovation in the spring / summer of 2018, with construction lasting through the summer of 2019. For additional information please refer to the project guide that you should have received as part of the district's budget material for FY18.

Salary Accounts

All 2018 collective bargaining agreements are still unsettled as of printing. The district has budgeted for increases; however, due to the nature of the collective bargaining process the salary lines as presented might not reflect true cost of wages for the specific line at this time. Yet, the overall bottom line of both the expense and salary budget reflects the funds requested for district programs in FY18.

SALARY ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	749,038	763,031	13,993	1.9%
2000 INSTRUCTION	8,336,633	8,673,683	337,050	4.0%
3000 STUDENT SERVICES	428,984	426,820	(2,164)	-0.5%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,149,177	1,126,406	(22,771)	-2.0%
TOTALS	\$10,663,832	\$10,989,940	\$326,108	3.1%

The chart below is a summary of the district's staffing plan. The chart shows a net change of 0.7FTEs. The changes include the reduction of a part-time security position along with the addition of a full time teacher for the Legal and Protective Services Program.

The additional instructor for the Legal and Protective Services program is need as the program enters its third year of existence and now include freshman, sophomore, and junior students. Now with freshman and juniors being taught the same week an additional instructor is required.

Total Positions	2017 FTE	2018 FTE	Proposed FTE + or - 2017
Instructional Staff	98	99	1
Facilities and IT Staff	23.3	23	-0.3
Administrative Staff	9.7	9.7	0
Administrative Support Staff	14.1	14.1	0
Total	145.1	145.8	0.7

The following pages present the 2018 Operating Budget with explanation of significant changes in the budget.

1000 Series Salary

Description	2017 Budget	2018 Proposed	Change \$	Change %
1110 District School Committee	\$55,905	\$56,611	\$706	1.3%
1210 Superintendent	\$313,615	\$259,556	-\$54,059	-17.2%
1410 Business Office	\$268,175	\$330,350	\$62,175	23.2%
1450 District Technology	\$111,343	\$116,514	\$5,171	4.6%
1000 Totals	\$749,038	\$763,031	\$13,993	1.9%

Notes:

All 2018 collective bargaining agreements are still unsettled as of printing. District has budgeted for increases; however, salary lines as presented might not reflect true cost of wages for the specific line at this time.

1110 Line – Reclassification of Human Resource Assistant to business office from superintendent’s office. This move is the final financial action associated with 2016 reorganization of central office staff. 50% reduction in substitute clerical staff budget line (\$5,000).

1410 Line – Reclassification of Human Resource Assistant to business office from superintendent’s office. This move is the final financial action associated with 2016 reorganization of central office staff.

1450 Line – Contractual adjustments and increased use of students for Help Desk Support personnel.

2000 Series Salary

Description	2017 Budget	2018 Proposed	Change \$	Change %
2210 School Leadership	\$334,964	\$341,970	\$7,006	2.1%
2220 Curriculum Leadership	\$693,875	\$697,741	\$3,866	0.6%
2305 Classroom Teachers	\$6,586,723	\$6,885,224	\$298,501	4.5%
2310 Teacher Specialist	\$16,000	\$16,000	\$0	0.0%
2315 Team Leaders	\$17,000	\$17,382	\$382	2.2%
2325 Substitutes	\$125,000	\$125,083	\$83	0.1%
2330 Instructional Support	\$51,745	\$58,074	\$6,329	12.2%
2340 Library Media Specialist	\$68,321	\$71,566	\$3,245	4.7%
2353 Professional Development	\$20,000	\$20,000	\$0	0.0%
2357 Prof. Development Stipends	\$11,000	\$11,000	\$0	0.0%
2710 Guidance	\$293,861	\$306,035	\$12,174	4.1%
2800 Psychological Services	\$118,144	\$123,608	\$5,464	4.6%
2000 Totals	\$8,336,633	\$8,673,683	\$337,050	4.0%

Notes:

All 2018 collective bargaining agreements are still unsettled as of printing. District has budgeted for increases, however salary lines as presented might not reflect true cost of wages for the specific line at this time.

2210 Line – Anticipated contractual increases.

2220 Line – Anticipated contractual increases offset by the reclassification of administrative salary to the LPN program.

2305 Line – Contractual increase, steps and lanes, known lane changes, known retirement exchanges, and the addition of a new 1.0 FTE Legal and Protective Services Instructor, as the program will now serve 3 grade levels.

2325 Line – Minimal increase for salaries of permanent building substitutes

2330 Line – Reclassification of salary paid from revolving fund. Moved to budget as position was not actually tied to specific revolving account

Lines 2340 to 2800 –salary increase includes steps and lanes.

3000 Series Salary

Description	2017 Budget	2018 Proposed	Change \$	Change %
3100 Attendance	\$4,937	\$5,023	\$86	1.7%
3200 Health Services	\$80,807	\$82,221	\$1,414	1.7%
3510 Athletics	\$193,169	\$202,903	\$9,734	5.0%
3520 Other Student Activities	\$37,463	\$40,261	\$2,798	7.5%
3600 School Security	\$112,608	\$96,412	-\$16,196	-14.4%
3000 Totals	\$428,984	\$426,820	-\$2,164	-0.5%

Notes:

All 2018 collective bargaining agreements are still unsettled as of printing. District has budgeted for increases, however salary lines as presented might not reflect true cost of wages for the specific line at this time.

3510 Line – In 2017, this budget line was reduced by \$14,142 from its 2016 level. 2017 amount reflects adjustments based on 2017 being insufficiently funded, plus contractual increases.

3520 Lines – Increase is related to changes in Lead Teacher and Skills USA needs.

4000 Series Salary

Description	2017 Budget	2018 Proposed	Change \$	Change %
4110 Custodial Services	\$453,100	\$444,679	-\$8,421	-1.9%
4210 Maintenance of Grounds	\$641,077	\$626,727	-\$14,350	-2.2%
4220 Maintenance of Buildings	\$55,000	\$55,000	\$0	0.0%
4000 Totals	\$1,149,177	\$1,126,406	-\$22,771	-2.0%

Notes:

All 2018 collective bargaining agreements are still unsettled as of printing. District has budgeted for increases, however salary lines as presented might not reflect true cost of wages for the specific line at this time.

Total Salary Budget Increase \$326,108 or 3.1% above 2016 salary budget – Salary number is subject to change once collective bargaining agreements are settled

Expense Accounts

In keeping with the district’s Focused Strategic Goals, the majority of the increases in the expense budget are for instructional materials and related services. Fixed charges include an increase for health insurance costs along with aggressive budgeting in many of the other insurance related lines. The most significant increase in the budget is in the 7000 Capital Projects line. \$647,003 is being added to cover costs related to the architectural, engineering and other work associated with the building project. This increase will have an offset of E&D and reallocated capital project funds applied to the assessment calculation for the member towns. Why the overall budget may increase by \$1,304,648 the increase in the assessment attributed to member towns will increase by \$567,671.

EXPENSE ACCOUNTS	2017 Actual	2018 Request	Change from 2017 \$	Change from 2017 %
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	358,500	382,108	23,608	6.6%
2000 INSTRUCTION	709,076	817,868	108,792	15.3%
3000 STUDENT SERVICES	1,164,865	1,192,889	28,024	2.4%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,318,837	1,319,590	753	0.1%
5000 FIXED CHARGES	4,168,695	4,339,055	170,360	4.1%
7000 CAPITAL PROJECTS	685,568	1,332,571	647,003	94.4%
TOTALS	\$8,405,541	\$9,384,081	\$978,540	11.6%

A further breakdown of the expense lines provide more clarity on exactly where the individual increases lie. The category All Other Lines captures the majority of the instructional cost increases.

Analysis of major budget line items	FY 17	FY 18	Change	%
Employee Wages - excluding athletics and student activities	10,433,200	10,746,776	313,576	3.0%
Employee Insurance & Benefits	3,994,820	4,165,540	170,720	4.3%
Heat and Utilities	827,000	825,000	-2,000	-0.2%
Day Transportation	953,765	981,789	28,024	2.9%
Instructional Materials	709,076	817,868	108,792	15.3%
Student Activities and Athletic Programs	434,732	447,264	12,532	2.9%
Capital Improvements	685,568	1,332,571	647,003	94.4%
All Other Lines	1,031,212	1,057,213	26,001	2.5%
TOTAL	19,069,373	20,374,021	1,304,648	6.8%

1000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
1110 District School Committee	\$56,700	\$56,000	-\$700	-1.2%
1210 Superintendent	\$90,000	\$87,658	-\$2,342	-2.6%
1410 Business Office	\$28,600	\$32,600	\$4,000	14.0%
1430 Legal Services	\$60,000	\$60,000	\$0	0.0%
1450 District Technology	\$123,200	\$145,850	\$22,650	18.4%
1000 Totals	\$358,500	\$382,108	\$23,608	6.6%

Notes:

1110 Line – No significant changes

1210 Line – No significant changes

1410 – Increase in professional development and training – 50% of office staff have less than 1 year in their current position. Funding increase to cover cost of OPEB Valuation Report.

1450 – 2017 budget reflected reduced license renewal fees based on 2-year contracts. 2018 budget has additional renewals as well as the addition of Naviance software for the Guidance Department and a new online application and enrollment suite for the Admissions Department.

2000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
2210 School Leadership	\$12,000	\$12,000	\$0	0.0%
2220 Curriculum Leadership	\$30,500	\$30,500	\$0	0.0%
2250 Building Technology	\$25,000	\$25,000	\$0	0.0%
2357 Prof. Development Stipends	\$46,000	\$43,000	-\$3,000	-6.5%
2410 Text and Instruct. Material	\$113,611	\$114,121	\$510	0.4%
2415 Other Instructional Materials	\$254,561	\$281,793	\$27,232	10.7%
2420 Instructional Equipment	\$116,404	\$203,454	\$87,050	74.8%
2430 General Supplies	\$25,000	\$25,000	\$0	0.0%
2440 Other Instructional Services	\$2,000	\$2,000	\$0	0.0%
2451 Instructional Technology	\$74,000	\$70,000	-\$4,000	-5.4%
2710 Guidance	\$5,000	\$6,000	\$1,000	20.0%
2720 Assessment	\$5,000	\$5,000	\$0	0.0%
2000 Totals	\$709,076	\$817,868	\$108,792	15.3%

Notes:

2357 – Small reduction but continued commitment to continued professional development for teachers with a strong focus on student academic and vocational success and completion of program. Budget allocation is for contracted services not stipends to teachers.

2410 – Updating Algebra II texts by replacing 2004 edition with current text that is aligned with Common Core. Replace 2007 edition of Earth Science text with version that is up to date with current MA frameworks, as well as most recent and relevant science standards. Additionally, updated classroom materials and texts are included for 11 of the 17 vocational programs.

2415 Line – Reflects a significant increase in the cost of program materials for HVAC shop. Lesser increase for the costs associated with Design and Visual Communication program along with budget reductions in budget for the Computer Tech Program, Cosmetology Program, Health Occupations Program and HVAC Program. Reductions in program budgets will not impact ability of instructors to continue to deliver a high-quality programs.

2420 Line – While the Cosmetology and Computer Technology programs have reductions in their materials line budgets both will see significant investment in equipment improvements. Cosmetology will receive new lab tables and Computer Technology will receive \$2,000 in equipment upgrades. Other programs to see significant investment in equipment are Auto Technology, Auto Collision Repair, HVAC, and Culinary. Equipment needs for many other programs will be funded through the Perkins Grant.

2420 Line – Reduction is a result of reduced purchasing of vocational program equipment through operating budget. Not a reduction in program resources, merely a shift of funding costs to grants and a shift toward the increased use of electronic and web based resources.

2451 Line – Funding for the purchase of replacement Chromebooks will continue, but at a rate lower than 2017

3000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
3200 Health Services	\$7,000	\$7,000	\$0	0.0%
3300 Transportation	\$953,765	\$981,789	\$28,024	2.9%
3510 Athletics	\$175,100	\$175,100	\$0	0.0%
3520 Other Student Activities	\$29,000	\$29,000	\$0	0.0%
3000 Totals	\$1,164,865	\$1,192,889	\$28,024	2.4%

Notes:

3300 Line – Contractual increase in School Bus Contract – Year 2 of 3

4000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
4110 Custodial Services	\$60,500	\$63,000	\$2,500	4.1%
4130 Utility Services	\$827,000	\$825,000	-\$2,000	-0.2%
4210 Maintenance of Grounds	\$40,000	\$35,000	-\$5,000	-12.5%
4220 Maintenance of Buildings	\$293,500	\$298,000	\$4,500	1.5%
4225 Maint. of Security System	\$10,000	\$10,000	\$0	0.0%
4230 Maintenance of Equipment	\$87,837	\$88,590	\$753	0.9%
4000 Totals	\$1,318,837	\$1,319,590	\$753	0.1%

Notes:

4110 Line – Increase in cost of supplies

4130 Line – Adjustment in anticipated utility costs and usage over 2017 – minimal adjustment related to building project

4220 Lines – Budget reduction based on known needs

4230 Line – Minimal cost increase offset by reductions in grounds budget line

5000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
5100 Employee Retirement	\$632,580	\$662,819	\$30,239	4.8%
5200 Insurance Programs	\$1,889,486	\$1,959,486	\$70,000	3.7%
5250 Insurance for Retired Emp.	\$1,472,754	\$1,543,235	\$70,481	4.8%
5260 Other Non-Emp. Insurance	\$128,875	\$128,000	-\$875	-0.7%
5300 Rental Lease of Equipment	\$45,000	\$45,515	\$515	1.1%
5000 Totals	\$4,168,695	\$4,339,055	\$170,360	4.1%

Notes:

5100 Line – Increase in assessment by retirement board

5200 Line – Reflects an anticipated 4% increase over 2016 budget amount for active employee health insurance costs

5250 Line – Reflects a 4% increase over 2016 budget amount in benefit costs for retired employees

5260 Line – Reflects a budget decrease for non-employee related insurances

5300 Line – Cost of copier leases

7000 Series Expense

Description	2017 Budget	2018 Proposed	Change \$	Change %
7100 Improvement of Sites	\$0	\$0	\$0	0.0%
7200 Improvement of Buildings	\$600,000	\$1,332,571	\$732,571	122.1%
7300 Improvement of Equipment	\$85,568	\$0	-\$85,568	100.0%
7000 Totals	\$685,568	\$1,332,571	\$647,003	94.4%

Note:

7200 Line – Increase in Improvement of Building’s line is to pay for the design work associated with the MSBA building project for the period of July 2017 to October 2017. Increase is supported by the use of E & D funds (\$660,507) and reallocated Switch Gear Capital Project Funds (\$332,571). Therefore, this increase will have no direct impact on the member community’s assessments.

7300 Line – Final payment for Siemen’s project made in 2017

This page intentionally left blank

