

Churchill County School District Budget Committee Meeting Agenda

Monday, March 5, 2018 at 4:00 PM
Churchill County School District Administration Offices
690 South Maine Street, Fallon NV 89406

- I. Call to Order
- II. Pledge of Allegiance
- III. Public Comment – Public comments will be heard on matters not listed on the agenda
- IV. Review of March 29, 2017 Minutes
- V. Discussion on 2019 projected revenue
 - A. Distributed School Account Funding
 1. Projected Enrollment
 2. Projected Per Pupil Funding
 - B. Special Education Funding
 - C. Department of Taxation – Projection of Property, Sales and Other Taxes
 - D. Other Revenue Projections
- VI. Discussion on 2019 staffing issues
 - A. 2018 Retirements and Resignations
 - B. Staff Roll-ups (step increases) estimates
 - C. Insurance rate estimates (increase cap for health insurance)
- VII. Discussion on site budget requests
- VIII. Target due dates for budget process
- IX. Next Meeting
 - A. Topics for next committee meeting agenda
 - B. Schedule Next Meeting
- X. Public Comment – Public comments will be heard on matters not listed on the agenda
- XI. Adjournment

To request supporting materials for the meeting, members of the public can contact Phyllis Dowd, Director of Business Services, at the District's Business Office, 690 South Maine Street, Fallon, Nevada. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to contact Sue Pruit, Account Technician, by calling 428-7225 prior to the meeting date.

NOTES

1. These meetings are subject to the provisions of the Nevada Open meeting Law (NRS Chapter 241). Except as otherwise provided for by law, these meetings are open and public.
2. Action may be taken on all agenda items, unless otherwise noted.

3. The agenda is a tentative schedule. The Churchill County School District Budget Committee may act upon agenda items in a different order than is stated in this notice so as to affect the people's business in the most efficient manner possible.
4. In the interest of time, the Churchill County School District Budget Committee reserves the right to impose uniform time limits of three (3) minutes on any agenda item to which members of the public wish to speak, including public comment on matters not listed on the agenda.
5. Any statement made by a member of the Churchill County Budget Committee during the public meeting is absolutely privileged and does not impose liability for defamation or constitute a ground for recovery in a civil action.
6. The Churchill County School District Budget Committee may combine two or more agenda items for consideration.
7. The Churchill County School District Budget Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

State of Nevada,

County of Churchill,

I, Sue Pruit, Account Technician, do hereby affirm that I posted or caused to be posted, a copy of this notice of public meeting, on or before the 28th Day of February 2018, at the following locations in Churchill County, Nevada.

*City Hall; Enforcement Center;
Churchill County Administration Offices;
Churchill County School District Administration Office;
Fallon Paiute Shoshone Tribe Administration Office;
Churchill County School District Website at www.churchillcsd.com;
Official State of Nevada Website at www.nv.gov*

Sue Pruit, Account Technician

Subscribed and Sworn to before me this 28th Day of February 2018

Notary Public

CHURCHILL COUNTY SCHOOL DISTRICT BUDGET COMMITTEE MEETING

**Fallon, Nevada
March 29, 2017**

CALL TO ORDER

Phyllis Dowd called the budget committee meeting to order at 4:01 PM at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada. Pledge of Allegiance was led by Phyllis.

MEMBERS IN ATTENDANCE

Keith Boone, School Principal/CCAA Rep
Brian Byrd, Director of Maintenance
Phyllis Dowd, Director of Business Services
Doug Drost, Financial Community
Clay Hendrix, Board Member
John Johnson, School Principal
Kevin Lords, School Principal
Gregg Malkovich, School Principal
Elena Marsh, CCEA Representative
Kimi Melendy, Director of Education Services
Derild Parsons, Director of Special Services
Phil Pinder, Board Member
Steve Russell, Director of Transportation
Sandra Sheldon, Superintendent
Michele Taylor, Military Liaison
Amy Word, School Principal

OTHERS PRESENT

Walter Henderson
Sue Pruit (clerical support)
Carmen Schank
Kathryn Whitaker

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Minutes from February 28, 2017 were presented as part of the meeting packet. There were no comments, general consensus deemed them approved.

DISCUSSIONS

Phyllis does not have any updates from the Legislative session. We do have a preliminary number on our per pupil rate which is included in today's figures. Washoe County and Clark County are submitting changes in expenses and funding to show deficits statewide. They are promoting that education is not funded sufficiently statewide.

Revenue projection summary is prepared using the same figures as last month. For DSA, we took the Governor's recommended number and plugged it in the equity calculation. This was

acknowledged as the same number tentatively calculated by the NDE. We are using \$6,645 per pupil which is \$99 less than last year. Projection was updated for property taxes for a total of \$5,500,000. Abatements have affected us by a negative \$900,000.

The first Board priority is Staff wages, second is site discretionary budgets, third is a Dean at the middle school, fourth was a Dean at the high school. Carmen Schank noted the fifth priority was a music accompanist at the High School. Mr. Pinder thanked Mr. Lords for clarifying actual needs at the school level for the Board.

Phyllis presented Operational Funds Summary by Category (handout attached). Realistic wage increases are represented in the summary, but negotiations are not done yet, so these numbers are only estimates. With wage increases, our transfers from the general fund are increased.

Phyllis presented costs of board priorities and estimated expenditure changes. If additional funding comes in, we will target the school site budgets first, then additional Dean and Counselor positions. When we contracted with United HealthCare last year, we signed an agreement that they will not raise our premiums more than 9.9% and we have used that in the estimated benefits. LP Insurance is negotiating with other carriers, but we won't have any numbers until April 15th. The Board has already decided to increase the number of days for the 230 day groundskeeper position. The new hire bonus is only for FY 2018 and we anticipate a state grant to pay for half. Retiree insurance buy outs is significantly higher as we have three employees vs. one employee last year. This increase is actually a significant savings over the cost of PERS buyouts. The Jumpstart program is projected to be about the same as this year. Kimi Melendy is shopping for our online learning software. We are anticipating an increase of an estimated \$17,200. Travel for recruiting needs to be increased. The state paid for Infinite Campus this year; we are estimating \$25,000 for next year. The Food Service fund is still a work in progress. We just met with Chartwells about negotiating for next year's cost of meals.

Pending items are Legislative DSA funding and Association negotiations.

Carmen Schank asked how many meals are served in a year. Phyllis will email that number. We pay Chartwells \$2.17 per meal and we pay for our staff. Dr. Sheldon noted we will have three lead positions open next year which will be Chartwells employees.

(Recording ended)

NEXT MEETING

We don't anticipate needing another meeting.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

Meeting was adjourned at 4:32 PM.

Projected 2018-19 Enrollment

Grade	School	2017-18 Enrollment	Projected 2018-19 Enrollment	Change	Percent	Comments
Pre-K	NELC - Grant	171	180	9	5.3%	
Pre-K	NELC - DSA	41	40	(1)	-2.4%	Still weighted 0.6
	NELC Total	212	220	8	3.8%	
K	Lahontan	260	250	(10)	-3.8%	
1st	Lahontan	251	260	9	3.6%	
	Lahontan Total	511	510	(1)	-0.2%	
2nd	EC Best	233	251	18	7.7%	
3rd	EC Best	259	233	(26)	-10.0%	
	EC Best Total	492	484	(8)	-1.6%	
4th	Numa	273	259	(14)	-5.1%	
5th	Numa	236	273	37	15.7%	
	Numa Total	509	532	23	4.5%	
6th	CCMS	257	236	(21)	-8.2%	
7th	CCMS	218	257	39	17.9%	
8th	CCMS	228	218	(10)	-4.4%	
	CCMS Total	703	711	8	1.1%	
9th	CCHS	244	228	(16)	-6.6%	
10th	CCHS	242	244	2	0.8%	
11th	CCHS	269	242	(27)	-10.0%	
12th	CCHS	222	269	47	21.2%	
	CCHS Total	977	983	6	0.6%	
	Grand Total	3,404	3,440	36	1.1%	
		-	-	-		
DSA Enrollment						
	Pre-K Weighted	24.6	24.0	(1)		
	Grades K-12	3,192.0	3,220.0	28		
	Total	3,216.6	3,244.0	27.4		
	Per Pupil	7,094	7,202	108	Estimated	
	DSA (Gross)	22,818,560	23,363,288	544,728		
		(0.00)	-			

As of 03/05/2018

Class Size Reduction (CSR) Staffing 2018-19

					388.720				
Grade	2017-18 Enrollment	Teachers	Class Average	Projected 2018-19 Enrollment	NRS Class Size	Teachers	Class Average	Waiver Needed	Changes
K	260	11	23.6	250	21	12	20.8	No	1
1st	251	12	20.9	260	22	12	21.7	No	-
2nd	233	10	23.3	251	22	12	20.9	No	2
3rd	259	11	23.5	233	22	11	21.2	No	-
4th	273	10	27.3	259	25	11	23.5	No	1
5th	236	10	23.6	273	25	11	24.8	No	1
Total	1,512	64		1,526		69			5

Notes:

Based on a single count; enrollment will be averaged over the entire year.

Unknown changes to CSR waiver program may penalize if ratios increase over NRS class size.

CSR Funding

FY 2017-18	\$	841,693.00
FY 2018-19 Estimate	\$	922,741.00
Net Increase	\$	<u>81,048.00</u>

Teacher Costs

New Teacher Wage	\$	48,200.00	Average of 2017-18 Newly Hired Teachers
Benefits:			
Insurance		10,381.00	
PERS		13,496.00	
W/C		1,113.00	
M/C		699.00	
Total per Teacher	\$	<u>73,889.00</u>	
Teachers Needed		5	
Estimated Cost	\$	<u>369,445.00</u>	
Net Change	\$	<u>(288,397.00)</u>	

FY 2019 Projected Budget Changes

	Current Budget	Projected	Change	
Funding Changes				
DSA & Sales Tax (Gross)	\$ 22,818,560	\$ 23,363,288	\$ 544,728	
Special Education			\$ -	
Class Size Reduction (CSR)	\$ 841,693	\$ 922,741	\$ 81,048	
Property Taxes & NPM	\$ 5,571,078	\$ 5,740,587	\$ 169,509	
Government Services Tax	\$ 934,718	\$ 992,858	\$ 58,140	
E-Rate	\$ 106,000	\$ 61,835	\$ (44,165)	
Impact Aid	\$ 458,000	\$ 303,612	\$ (154,388)	
			\$ -	
Sub-Total	\$ 30,730,049	\$ 31,384,921	\$ 654,872	-
Expenditure Changes				
CSR Teachers	\$ -	\$ 369,445	\$ (369,445)	5 Additional Teachers
Employee Insurance Benefits	\$ 3,556,170	\$ 3,947,349	\$ (391,179)	11% Estimated Increase
Step Increases	\$ -	\$ 375,675	\$ (375,675)	Per Association Agreements
Salary Savings - Retirements	\$ -		\$ -	
			\$ -	
			\$ -	
Sub-Total	\$ 3,556,170	\$ 4,692,469	\$ (1,136,299)	-
		Net Changes	\$ (481,427)	
Fund Balance				
General Fund	\$ 1,486,257	\$ 1,004,830	\$ 481,427	
Percent of Expenditures	5.7%	3.8%		

Budget Requests

Schools

Northside

Expand two classrooms

Promethean Boards

Lahontan

2 additional classroom teachers to reduce class size

1 Intervention Specialist for Reading and Math Interventions

Increase ICAT staffing to 1.0 FTE (currently 0.5)

Increase budget OR replace SMART Boards with Promethean Boards

1 additional 2 hour lunch duty person

EC Best

Promethean Boards for all classrooms

Numa

Music Teacher

CCMS

Math Teacher for remediation

School Secretary (especially in the morning for timekeeping & attendance support)

Social Worker Grant for more Counseling

Promethean Boards

Club funding for student activities

Blended learning instructional aide

CCHS

Counselor

School Resource Officer (Split costs with City of Fallon, if possible)

Ag instructional aide

Act "Access" assessment for 9th and 10th graders

3 additional Teachers

Technology Coach

Departments

Superintendent

Human Resources

Possible HR Professional if new Superintendent doesn't have HR experience

Educational Services

Business Office

Technology

Maintenance

Transportation

Special Education Bus

Video System Upgrade

Food Service

District Wide

Negotiations - unknown at this point

Proposed Target Dates

Date	Day	Group	Description
03/05/18	Mon	Committee	Budget Meeting
03/15/18	Thu	Taxation	Final Tax Revenue Projection (without tax abatements)
03/25/18	Sun	Taxation	Final Property Tax Projection
04/11/18	Wed	Committee	Budget Meeting
04/11/18	Wed	Board	Tentative Budget Approval
04/16/18	Mon	Taxation	Tentative Budget Due
05/23/18	Wed	Board	Budget Public Hearing & Final Budget Approval
06/08/18	Fri	Taxation	Final Budget Due