

Hopkinton Middle School FY18 Budget Executive Summary December 8, 2016

I. Budget Overview

Hopkinton Middle School's projected enrollment for Fiscal Year (FY) 2018 is 800 students, a decrease of 72 students from the October 1, 2016 enrollment. The HMS FY18 Preliminary budget includes 12 grade six core classrooms (12 in FY17), 12 grade seven core classrooms (12 in FY17), and 12 grade eight core classrooms (14 in FY17).

As a result, the budget projects the following class sizes and class size averages for FY 2018:

- Grade 6: 226 total students, averaging 19 per class
- Grade 7: 293 total students, averaging 24 per class
- Grade 8: 281 total students, averaging 23 per class

The HMS FY18 Preliminary budget supports Hopkinton Middle School's efforts to further its progress in meeting Hopkinton Public School's Strategic Plan vision and values. Specifically, the budget supports progress toward meeting the following Strategic Plan objectives and priority initiatives:

II Aligned Curriculum, 1A: Develop a dynamic and clearly articulated PK-12 curriculum with a focus on vertical alignment to the 2011 Massachusetts Curriculum Frameworks

II Aligned Curriculum, 1B: Develop and clearly articulate a continuum of PK-12 supplemental specialized curriculum for high needs learners

III Effective Instruction, 1A: Educators use student assessment results to establish high expectations

IV Student Assessment, 2A: Use learning data to plan and adjust instruction and evaluate student learning

II. Personnel Summary

- Increase 1.0 Guidance Counselor
 - As a result of successfully receiving a grant from the Metrowest Community Health Care Foundation in the summer of 2016, we established a student transition program. This position is grant-funded for FY18.

- Reduce 2.0 FTE Core teachers
 - As the current grade 8 (class of 2021) departs HMS, so too does the need for the 2.0 dual-certified teachers that started with this class of 310 students in grade 6 in FY15.

- Increase 1.8 FTE Foreign Language teachers
 - In the FY15 budget, in order to add the above-referenced 2.0 FTEs to accommodate the class size, our foreign language department was reduced by 1.0 FTE. This reduction increased foreign language teachers' average student load to 125 students. This student load is too large for a class of this rigor where students are regularly assessed on their ability to speak, read, and write (By comparison, teachers of English, math, science and social studies have average student loads of 88 students). As such, the FY18 budget includes a request to add 1.6 FTEs to the teaching of French and Spanish in grades 7 and 8.

 - The high school Mandarin Chinese program has been successful, yet as research tells us, achieving proficiency in a language is directly connected to the number of hours of study. Most students who study a romance language (Spanish and French) for six years in school achieve at least intermediate mid-proficiency on the ACTFL scale, which equates to enough target language to take care of one's basic needs if in a country where that language is spoken (visit a doctor, buy groceries, go to a bank, take a cab, basic conversation, etc.). Some students will reach intermediate high, and a small percentage of students will reach advanced low, allowing them to go far beyond meeting basic needs. Mandarin Chinese is at a significant disadvantage by not being offered in grades 7 and 8. At present, students enrolled in Chinese are currently reaching intermediate low at the end of their senior year. By adding Mandarin Chinese at grade 7, as we do with Spanish and French, there would be a significant increase in student proficiency. We estimate in the initial year of offering Mandarin Chinese at grade 7 that there would be interest from enough students for one class and therefore, request for a .2 FTE Mandarin Chinese teacher.

- Increase .2 FTE Orchestra teacher
 - At present, our Orchestra Program is taught by .6 FTE. An additional .2 FTE is requested to meet the growth of this program (In FY15, eight grade 8 students were in Orchestra; in FY17, 31 students in grade 8 are enrolled in Orchestra).

III. Expense Summary

Similar to our approach with personnel, each department carefully distinguished between wants and needs in order to develop a responsible expense budget. As such, 19 of 27 supply and textbook accounts are at or below the FY17 budget. Of

the eight accounts with an increase compared to FY17, the increase for all but five are below \$500.

- Increase ELA textbook account by \$4,017
 - Vocabulary texts to replace worn ones
 - Novels for literary circles at each grade level
- Increase Math textbook account by \$4,184 to provide to each student an online account, creating a summer math program that parallels our summer reading program.
- Increase Music textbook account by \$700 to purchase texts for our Honors Chorus program.
- Increase Science supply account by \$6,792 to meet curricular changes instituted in the 2016 Massachusetts Science and Technology/Engineering (STE) Standards.
- Increase Physical Education supplies account by \$502 to purchase materials for the introduction of new activities.

Thank you for your time and consideration.

FY18 BUDGET - MIDDLE SCHOOL

ORG	OBJ	PROJ	NAME	FY 13 ACTUAL	FY 14 ACTUAL	FY 15 ACTUAL	FY 16 ACTUAL	FY 17 BUDGET	FY 18 BUDGET	FY17 to FY18 CHANGE
1 - SALARIES PROFESSIONAL										
50182211	511507		MS PRINCIPAL SAL	119,636	122,029	124,470	129,449	129,449	134,627	5,178
50182211	511508		MS ASST PRIN SAL	88,089	166,054	181,868	186,415	186,415	191,056	4,641
50182341	511515		MS LIBRARIAN SAL	83,413	87,595	93,175	95,038	96,939	99,362	2,423
50182711	511517		MS GUIDANCE SAL	321,964	324,893	343,527	346,578	364,499	441,676	77,177
50183051	511501		MS CLASS TEACHERS	3,642,055	3,927,713	4,215,806	4,405,438	4,760,976	4,984,737	223,761
50183051	511541		MS TEAM LEADERS	38,450	42,500	54,000	56,000	54,000	52,000	(2,000)
50183521	511520		MS CO-CURR STIPENDS	30,999	32,999	32,999	33,999	35,500	35,500	0
Metrowest	Account		Offset By Other Funds						(63,668)	(63,668)
(Sub) 1 - SALARIES PROFESSIONAL				4,324,606	4,703,783	5,045,845	5,252,917	5,627,778	5,875,290	247,512
2 - SECRETARIAL AND CLERICAL										
50182212	511603		MS SECRETARY SAL	80,113	82,565	84,893	87,509	86,745	88,465	1,720
50182212	511609		MS CLERICAL EXTRA HOURS	958	1,810	367	225	1,150	1,150	0
50182712	511603		MS GUID SECRETARY	15,247	15,137	15,958	13,504	15,460	16,711	1,251
(Sub) 2 - SECRETARIAL AND CLERICAL				96,319	99,512	101,218	101,238	103,355	106,326	2,971
3 - SALARIES OTHER										
50182333	511701		MS PARA SALARY	23,699	24,456	0	0	0	0	0
50182343	511701		MS LIBRARY PARA	9,598	9,883	9,233	0	0	0	0
50183253	511704		MS SUB PAY	37,428	46,617	44,075	48,390	42,853	45,106	2,253
50183603	511715		MS CAMPUS AIDE PAY	0	0	0	8,135	10,252	9,789	(463)
(Sub) 3 - SALARIES OTHER				70,725	80,956	53,308	56,525	53,105	54,895	1,790
5 - SUPPLIES AND MATERIALS										
50282215	542900		MS OFFICE SUPPLY	6,318	4,145	3,791	2,774	2,850	2,850	0
50282415	551700		MS ELA TEXTBOOKS	245	6,993	1,460	9,318	6,983	11,000	4,017
50282415	551702		MS LANGUAGE TEXTS	1,860	1,047	685	0	0	0	0
50282415	551703		MS MATH TEXTBOOKS	909	0	2,240	3,573	0	4,184	4,184
50282415	551704		MS MUSIC TEXT/MATL	0	249	436	1,671	2,000	2,700	700
50282415	551705		MS SCIENCE TEXTS	4,244	1,153	0	0	0	0	0
50282415	551706		MS SOCSTUDY TEXTS	0	2,342	0	0	2,400	0	(2,400)
50282435	552999		MS GENERAL SUPPLY	24,350	19,120	25,399	25,576	21,242	21,197	(45)
50282715	552914		MS GUID SUPPLIES	766	1,357	833	616	500	500	0
50283525	552999		MS CO-CURR SUPPLY	126	0	1,534	939	1,000	1,000	0
50284155	552901		MS ELA SUPPLY	1,171	887	540	827	734	0	(734)
50284155	552902		MS MATH SUPPLIES	4,896	7,231	4,810	3,122	879	0	(879)
50284155	552903		MS SCIENCE SUPPLY	7,759	5,795	7,997	16,187	14,988	21,780	6,792
50284155	552904		MS SOCSTUDY SUPP	2,501	1,578	2,141	2,485	1,011	1,017	6

FY18 BUDGET - MIDDLE SCHOOL

ORG	OBJ	PROJ	NAME	FY 13 ACTUAL	FY 14 ACTUAL	FY 15 ACTUAL	FY 16 ACTUAL	FY 17 BUDGET	FY 18 BUDGET	FY17 to FY18 CHANGE
50284155	552905		MS MUSIC SUPPLIES	4,819	2,420	2,353	9,486	9,686	3,822	(5,864)
50284155	552906		MS ART SUPPLIES	1,468	4,095	4,074	4,148	4,124	4,124	(0)
50284155	552907		MS HEALTH SUPPLY	131	0	530	400	526	542	16
50284155	552911		MS PHYS ED SUPPLY	1,675	1,280	2,019	2,700	3,366	3,868	502
50284155	552912		MS LIBRARY SUPPLY	7,499	5,632	5,536	4,225	5,000	5,000	0
50284155	552915		MS LANGUAGE SUPPLY	2,109	1,206	585	912	914	533	(381)
50284155	552916		MS LEADERSHIP SUPP	556	0	1,386	1,301	850	0	(850)
50284155	552917		MS DYNAMEDIA SUPPLIES	7,672	5,582	6,266	6,705	6,192	5,260	(932)
50284155	552918		MS TECH ED SUPPLIES	8,855	24,979	28,136	23,893	13,635	13,411	(224)
50284155	552919		MS DRAMA SUPPLIES	0	0	0	0	0	0	0
50284235	524810		MS R&M MUSIC EQUIPMENT	3,016	1,420	1,255	1,500	2,630	2,750	120
50284235	524820		MS R&M TECH ED EQUIPMENT	117	0	0	0	0	0	0
50284235	524830		MS R&M SCIENCE EQUIPMENT	0	100	78	0	500	500	0
(Sub) 5 - SUPPLIES AND MATERIALS				93,064	98,611	104,084	122,358	102,010	106,037	4,027
6 - OTHER EXPENDITURES										
50282446	538900		MS MUSIC TRANSPORT	1,075	1,099	1,550	875	3,000	1,500	(1,500)
50282716	571900		MS GUID TRAVEL	0	0	0	479	1,110	430	(680)
50283576	530740		MS PRINC PRODEV	1,429	5,099	6,539	7,290	5,500	5,500	0
50287306	524800		MS NEW EQUIPMENT	15,204	24,556	34,307	24,950	27,610	26,592	(1,018)
(Sub) 6 - OTHER EXPENDITURES				17,709	30,754	42,396	33,594	37,220	34,022	(3,198)
GRAND TOTAL				4,602,423	5,013,616	5,346,851	5,566,632	5,923,468	6,176,570	253,102

FY18 BUDGET - MIDDLE SCHOOL CLASS SIZES

October 2016 Program Enrollments

Grade	October 1st Enrollment	Teachers		TA's		Avg Class
		Regular	SPED	Regular	SPED	
Grade 6	286	12	3		2	23.8
Grade 7	275	12	3		1	22.9
Grade 8	311	14	3		1	22.2
Totals	872	38	9	0	4	

Projected FY 2018

Grade	October 1st Enrollment	Teachers		TA's		Avg Class
		Regular	SPED	Regular	SPED	
Grade 6	226	12	3		1	18.8
Grade 7	293	12	3		1	24.4
Grade 8	281	12	3		1	23.4
Totals	800	36	9	0	3	

SPED	October 1st Enrollment	Teachers		TA's		Avg Class
		Regular	SPED	Regular	SPED	
Intensive Special Needs	9		1		3	
Totals	9		1		3	9.0

SPED	October 1st Enrollment	Teachers		TA's		Avg Class
		Regular	SPED	Regular	SPED	
Intensive Special Needs	10		1		4	
Totals	10		1		4	10.0

**STAFF SUMMARY
REGULAR EDUCATION
MIDDLE**

Form 2

Teachers Grades 6 thru 8:

Core Subjects -

- English
- Math
- Science
- Social Studies

Total Teachers of Core Subjects

Special Subjects -

- Art
- Digital Arts
- Media Literacy
- Drama
- Foreign Language
- Math Specialist
- Music
- PE/Wellness
- Student Leadership
- Reading Coach
- Technology/Engineering

Total Teachers of Special Subjects

GRAND TOTAL TEACHERS GRADES 6-8

Support Staff -

- Guidance Counselors
- Librarian

Office Staff -

- Principal
- Assistant Principal
- Clerical/Secretary
- Guidance Clerical/Secretary
- Instructional Aide / Campus Aide

GRAND TOTAL OTHER STAFF

TOTAL MIDDLE SCHOOL GENERAL ED STAFF

	FY 17 BUDGET	FY 17 ACTUAL	FY 18 PROPOSED	FY 18 INCREASE FY 17 BUDGET VS. PROPOSED
	9.5	9.5	9.0	(0.5)
	9.5	9.5	9.0	(0.5)
	9.5	9.5	9.0	(0.5)
	9.5	9.5	9.0	(0.5)
	38.0	38.0	36.0	(2.0)
	1.0	1.0	1.0	0.0
	1.0	1.0	1.0	0.0
	1.0	1.0	1.0	0.0
	1.0	1.0	1.0	0.0
	4.4	4.4	6.2	1.8
	1.0	1.0	1.0	0.0
	3.9	3.9	4.1	0.2
	4.0	4.0	4.0	0.0
	0.0	0.0	0.0	0.0
	1.0	1.0	1.0	0.0
	1.0	1.0	1.0	0.0
	19.3	19.3	21.3	2.0
	57.3	57.3	57.3	0.0
	4.0	5.0	5.0	1.0
	1.0	1.0	1.0	0.0
	1.0	1.0	1.0	0.0
	2.0	2.0	2.0	0.0
	1.8	1.8	1.8	0.0
	0.4	0.4	0.4	0.0
	0.4	0.4	0.4	0.0
	10.6	11.6	11.6	1.0
	67.9	68.9	68.9	1.0

New Personnel Request

Building/Program: MIDDLE SCHOOL

Form 3

Position	Account	Action	FTE	Salary	Reason for Request
Orchestra Teacher		Add	0.2	\$12,641	To make position FTE .8. Teacher is presently .6 at HMS and .2 at Hopkins
Foreign Language		Add	1.8	\$111,858	
Core Teachers		Reduce	(2.0)	(\$139,249)	1.6 FTEs to increase equity within academic teaching assignments: FL
Adjustment Counselor		Add	1.0	\$63,668	Reducing Core Teachers from 38 to 36
Assistant Principal #1				\$12,344	Added in FY17 ... Funded by Metrowest Grant in FY17 and FY18
Assistant Principal #2				(\$7,703)	Cost to increase Ann B from school year to full year
					Savings by decreasing new A/P from 210 days to 195 days
TOTAL			1.0	\$53,559	