



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: February 5, 2013

TITLE: Review of 2013-2014 Budget Development; Projections and Site Staffing and Non-Staffing Allocations

BACKGROUND:

Each year, the District prepares a projection of the number of students, by grade, attending each of the District's schools. The projection is based upon current student cohort information combined with other demographic information, such as expected property development in neighborhoods served by individual schools, open enrollment trends and expectations, and other school level data. These projections are used to establish site staffing allocations for the next fiscal year. Enrollment projections and staffing allocations are then used in calculating the non-staffing allocations for each school.

For the purpose of the Board's discussion and review of this annual function, the Administration is attaching a sample staffing and non-staffing allocation (one each) for a high school, middle school and elementary school, so that the Board can review these illustrations of the allocation process.

These allocations are based upon formula established by the Governing Board and administration to ensure an equitable distribution of common resources to schools across the District.

RECOMMENDATION: This item is presented for review and discussion and complies with previous Board action. No new action is required at this time.

INITIATED BY:

A handwritten signature in cursive script that reads "Todd A. Jaeger".

Todd A. Jaeger, Associate to the Superintendent

Date: January 29, 2013

A handwritten signature in cursive script that reads "Patrick Nelson".

Patrick Nelson, Superintendent

**Sample High School
Staffing Allocations (M&O) for Projected Enrollment of 1,677**

Job Classification	09-10 FORMULA FTE
Principal	1.0000
Assistant Principal	3.0000
Instructional Support Asst.	0.0000
Teachers(less non-JTED CTE)	53.8000
CTE Teachers (non-JTED)	6.8000
Teacher Aims Intervention	1.0000
Orchestra Teacher	0.2000
Counselor	4.5000
Librarian	2.0000
School Nurse	1.0000
Athletic Trainer	1.0000
Behavior Intervention Mtr	0.6000
Chief Clerk	1.0000
High School Registrar	1.0000
Secretary I	3.0000
Attendance Clerk	1.0000
Clerk Typist II or Clerk II	1.0000
Bookstore Clerk	0.5000
Bookstore Manager	1.0000
Library Assistant	1.0000
Computer Operator	1.0000
Bookkeeper I	1.0000
Equipment Manager	0.5000
School Health Assistant	1.0000
Library Clerk	0.5000
Library Media Technician I	0.5000
Computer Repair	1.0000
Security Officer	3.0000
Campus Monitor	0.5000
Custodian III	1.0000
Custodian II	2.0000
Custodian I	11.3000
Groundskeeper II	1.0000
Groundskeeper I	3.0000
High School Maintenance Mechanic	1.0000

**Sample Elementary School
Staffing Allocations (M&O) for Projected Enrollment of 761**

Job Classification	09-10 FORMULA FTE
Principal	1.0000
Teachers	17.5000
Art	0.6000
Band	0.2000
Music	0.6000
Orchestra	0.2000
P.E.	0.8000
Academic Intervention	0.5000
Asst. to Elem. Principal	1.0000
Educational Assistant	0.5000
Clerk Typist II or Clerk II	0.5000
Computer Repair Tech.	0.6000
Behavior Intervention Monitor	1.0000
School Health Assistant	1.0000
Library Assistant	1.0000
Library Clerk	0.0000
Campus Monitor	0.7500
Crossing Guard	1.0000
Custodian II	1.0000
Custodian I	2.0000
Groundskeeper I	0.5000

**Sample Middle School
Staffing Allocations (M&O) for Projected Enrollment of 761**

Job Classification	09-10 FORMULA FTE
Principal	1.0000
Assistant Principal	1.0000
Instructional Support Asst.	0.0000
Teachers	28.6000
Orchestra Teacher	0.4000
Counselor	1.0000
Librarian	1.0000
School Nurse	1.0000
Computer Repair Tech	0.6000
Library Clerk	0.0000
Middle School Secretary	1.0000
Registrar	1.0000
Attendance Clerk	1.0000
Clerk Typist II or Clerk II	0.2500
School Health Assistant	0.0000
Security Officer	1.2500
Behav. Intvn./ISS Monitor	1.0000
Campus Monitor	0.7500
Crossing Guard	1.0000
Custodian II	1.0000
Custodian I	3.8000
Groundskeeper II	1.0000
Groundskeeper I	2.0000

Amphitheater Public Schools
Non-staff Allocations
Sample High School

589 - Sample High School

<u>Factors used for calculations:</u>	<u>Projected</u>	
Student FTE, incl. Sp. Ed.	1677	
Students (Heads), incl. Sp. Ed.	1677	
Certified Regular Education FTE	61.80	Assumption
Building Square Footage	326,218.00	Assumption
Athletic Supply Rate	\$24,880.00	
Athletic Equipment Rate	\$37,120.00	

M & O Allocations

		<u>Per Unit</u>		<u>Unit</u>		<u>Preliminary Allocation</u>
001.00.100.1001.589.6611	Supplies	\$31.20	X	Student FTE	=	\$52,322.40
001.00.100.1001.589.6615	Graphics & Printing	\$20.70	X	Student FTE	=	34,713.90
001.00.100.1001.587.6432	Copier Maint. Agreements	\$4.70	X	Student FTE	=	7,881.90
001.00.100.2210.589.6811	Staff Development, Cert.	\$0.00	X	Rglr. Ed. Tchrs.	=	0.00
001.00.100.1001.589.6339	Outside Print Newspapers			Flat Rate Student	=	7,500.00
001.00.100.2410.589.6532	Postage	\$3.00	X	Heads	=	5,031.00
001.00.100.1001.589.6515	Field Trips	\$0.00	X	Student FTE	=	0.00
001.00.100.2220.589.6611	Library Supplies	\$4.70	X	Student FTE	=	7,881.90
001.00.620.1001.589.6611	Athletic Supplies			Flat Rate	=	24,880.00
001.00.620.1001.589.6333	Referees			Flat Rate	=	10,500.00
001.00.620.1001.589.6431	Athletic Equip. Maintenance & Repair			Flat Rate	=	2,800.00
001.00.620.1001.589.6811	AIA Membership Fee			Flat Rate	=	8,000.00
001.00.100.2620.589.6616	Custodial Uniforms			Flat Rate	=	2,958.00
001.00.100.2620.589.6611	Custodial Supplies	\$0.09	X	Sq. Ft.	=	29,359.62
001.00.100.2630.589.6611	Grounds Supplies			Formula	=	13,476.23
Total M & O Allocation						<u>217,384.95</u>

Capital Outlay

625.00.100.1001.589.6700	Carry-over from previous year*					
625.00.100.1001.589.6731	Furniture and Equipment	21.85	X	Student FTE Student	=	36,642.45
625.00.100.1001.589.6642	Textbooks	66.00	X	Heads	=	110,682.00
625.00.100.1001.589.6645	Textbook Adoption	7.15	X	Student FTE	=	11,990.55
625.00.100.2220.589.6641	Library Books	14.00	X	Student FTE	=	23,478.00
625.00.620.1001.589.6732	Athletic Equipment			Flat Rate	=	37,120.00
Total Capital Outlay Allocation						<u>219,913.00</u>

Total Net Allocation

\$437,297.95

*Carryover amounts will be determined after the Annual Financial Report (AFR) is prepared.

Amphitheater Public Schools
Non-staff Allocations
Sample Middle School

588 - Sample Middle School

<u>Factors used for calculations:</u>	<u>Projected</u>	
Student FTE, incl. Sp. Ed.	761	
Students (Heads), incl. Sp. Ed.	761	
Certified Regular Education FTE	32.00	Assumption
Building Square Footage	104,060	Assumption
Athletic Supply Rate	\$11,580.00	
Athletic Equipment Rate	\$9,180.00	

M & O Allocations

	<u>Per Unit</u>		<u>Unit</u>		<u>Preliminary Allocation</u>
001.00.100.1001.588.6611	\$29.20	X	Student FTE	=	\$22,221.20
001.00.100.1001.588.6615	\$20.70	X	Student FTE	=	15,752.70
001.00.100.1001.587.6432	\$4.70	X	Student FTE	=	\$3,576.70
001.00.100.2210.588.6811	\$0.00	X	Rglr. Ed. Tchrs.	=	0.00
001.00.100.2410.588.6532	\$3.00	X	Student Heads	=	2,283.00
001.00.100.1001.588.6515	\$0.00	X	Student FTE	=	0.00
001.00.100.2220.588.6611	\$4.00	X	Student FTE	=	3,044.00
001.00.620.1001.588.6611			Flat Rate	=	11,580.00
001.00.620.1001.588.6333			Flat Rate	=	6,200.00
001.00.100.2620.588.6616			Flat Rate	=	1,218.00
001.00.100.2620.588.6611	\$0.09	X	Sq. Ft.	=	9,365.40
001.00.100.2630.588.6611			Formula	=	9,704.54
Total M & O Allocation					<u>86,545.54</u>

Capital Outlay

625.00.100.1001.588.6700	Carry-over from previous year*				
625.00.100.1001.588.6731	13.65	X	Student FTE	=	10,387.65
625.00.100.1001.588.6642	39.60	X	Student Heads	=	30,135.60
625.00.100.1001.588.6645	14.30	X	Student FTE	=	10,882.30
625.00.100.2220.588.6641	14.00	X	Student FTE	=	10,654.00
625.00.620.1001.588.6732			Flat Rate	=	9,180.00
Total Capital Outlay Allocation					<u>71,239.55</u>

Total Net Allocation

\$157,785.09

*Carryover amounts will be determined after the Annual Financial Report (AFR) is prepared.

Amphitheater Public Schools
Non-staff Allocations
Sample Elementary School

587 - Sample Elementary

<u>Factors used for calculations:</u>	<u>Projected</u>	
Student FTE, incl. Sp. Ed.	520	
Students Heads, incl. Sp. Ed.	520	
Certified Regular Education FTE	20.40	Assumption
Building Square Footage	69,299	Assumption

M & O Allocations

		<u>Per Unit</u>		<u>Unit</u>		<u>Allocation</u>
001.00.100.1001.587.6611	Supplies	\$23.70	X	Student FTE	=	\$12,324.00
001.00.100.1001.587.6615	Graphics & Printing	\$20.70	X	Student FTE	=	12,324.00
001.00.100.1001.587.6432	Copier Maint. Agreements	\$4.70	X	Student FTE	=	2,444.00
001.00.100.2210.587.6811	Staff Development, Cert	\$0.00	X	Rglr. Ed. Tchrs.	=	0.00
001.00.100.2410.587.6153	Summer Clerical Hours			Flat Rate Student	=	380.00
001.00.100.2410.587.6532	Postage	\$1.50	X	Heads	=	780.00
001.00.100.1001.587.6515	Field Trips	\$0.00	X	Student FTE	=	0.00
001.00.100.2220.587.6611	Library Supplies	\$1.00	X	Student FTE	=	520.00
001.00.100.2620.587.6616	Custodial Uniforms			Flat Rate	=	696.00
001.00.100.2620.587.6611	Custodial Supplies	\$0.09	X	Sq. Ft.	=	6,236.91
Total M & O Allocation						35,704.91

Capital Outlay

625.00.100.1001.587.6700	Carry-over from previous year*					
625.00.100.1001.587.6731	Furniture and Equipment	13.65	X	Student FTE	=	7,098.00
625.00.100.1001.587.6642	Textbooks	39.60	X	Student Heads	=	20,592.00
625.00.100.1001.587.6645	Textbook Adoption	14.30	X	Student FTE	=	7,436.00
Total Capital Outlay Allocation						35,126.00

Total Net Allocation

\$70,830.91

*Carryover to be determined after the Annual Financial Report (AFR) is prepared.