



SAINT PETER PUBLIC SCHOOLS
Draft Final Budget Plan
FY24, FY25 & FY26

April 25, 2024

Draft Final Budget Plan Proposal for FY24, FY25 & FY26

There are a number of contributing factors that impact the current deficit including the high rate of inflation, State funding not keeping pace with inflation, declining enrollment, and moderate increases to all contracts. While we continue to advocate for increased funding from the State, a plan must be put into place to keep expenses balanced to revenues.

We propose a three year plan to address the deficit over FY24, FY25, FY26. This will minimize the use of reserve funds as we seek to create sustainability for the future. These plans have been developed with the highest priority placed on Social Emotional Health & Supports, Equity, Student Opportunities, Multi-tiered Academic Supports, and Class sizes. Attention was also given to Special Education, Activities, Curriculum, Technology, Administrative Support and Facilities.

The recommended budget adjustments plans include an FY24 unassigned general fund budget that adds \$80,786 to the general fund reserve. The FY25 recommendations require the use of \$194,308 of unassigned general fund reserves. This would preserve \$3.17M in the unassigned general fund reserves and represents approximately 43.2 days of operation. The adjustments also include an additional \$104,000 in Fund 4 reduction of expenses/increased revenues. While this is a reduction in our total budget, it is not reflected in the general fund adjustments.

Tentative adjustment plans are included for FY26, however, these recommendations would continue to be revised and would not be finalized until Spring of 2025. These tentative plans will not be included in recommendations for approval at the April 29, 2024 Special School Board Meeting.

We further recommend the consideration of pursuing an operational referendum in November of 2025 to create sustainability for the future. Planning for a referendum would begin during the 2024-2025 school year. No formal approval would be necessary at this time, however, discussion of the possibility would be beneficial for our planning purposes.

FY24 Budget Adjustment Plan

A planned shift from assigned funds to unassigned general funds has not yet been made for FY24. We recommend moving this as originally intended.

Reduction/reorganization	Adjustments
**Planned shift from assigned fund	\$835,000
**Professional Development shifting to Qcomp funding	\$97,000
Adjustment to Oshawa Principal cost	\$22,000
**Shift Interventionist funding source to literacy aid	\$100,000
Savings due to mild winter (energy, fuel, plowing, etc)	\$25,000
MS AVID budget savings	\$5,000
Higher than estimated activities revenue	\$25,000
**Payroll Supervisor funding shift to health insurance fund	\$30,000
**Tech position funding shift to operating capital	\$41,786
Goal Adjustments	\$1,100,000
Total Adjustments	\$1,180,786
Increase in reserve	\$80,786

**One-time shift

These adjustments create a balanced budget in our unassigned general fund for FY24 and add \$80,786 to the general fund reserves. The amount in reserves will be \$3.4M or 45.1 days.

FY25 Budget Adjustment Plan

Adjustments will be necessary for the FY25 school year. The administrative team has developed the list below. We will continue to refine plans, identifying further reductions, reorganization, and revenue sources. We will continue conversations with SPEA leadership and others as we continue to finalize our budget plan. While we are prioritizing direct services to students, staff reductions will be unavoidable.

Reduction/reorganization	Adjustment
District Office/District-wide	
**Interventionist funding shift	\$100,000
Lower increase necessary to insurance	\$125,000
**Professional Development Funding Shift	\$89,000
**Payroll Supervisor Funding Shift	\$30,000
Concessions Sharing Agreement Change	\$15,000
**Shift from assigned fund (water mitigation- Hwy361)	\$124,000
Opening Day Held onsite	\$2,000
**CSP enhancement not made for FY25	\$25,000
Reduction in extended contracts	\$30,220
**Delay some curriculum studies	\$7,000
Site Budget Reductions	\$88,000
Reduction of DO office Support position	\$41,656
Special Education- MVED	
MVED Reductions	\$100,000
Technology Department	
Tech Specialist Position Reduction	\$41,786
**Shift Tech Specialist Funding Source	\$41,786
Discontinue Software- Blackboard, Lexia	\$24,000
Maintenance Department	
Decreased need for contracted maintenance contracts	\$25,000
South Elementary	
Interim South Principal combined with Oshawa Principal	\$153,180
South moves to 6 iPads per room	\$27,000
**Music Program Rehearsals held onsite, comp time rather than paid time for performances (South, North & MS)	\$2,000
North Elementary	
Reading Intervention- do not replace vacancy (share intervention K-4)	\$111,161

Health Para - do not fill vacancy	\$27,284
Middle School	
Grade 5 & 6 Band- do not replace vacancy	\$121,390
**Shift Social Work Funding to A&I	\$41,000
MS AVID (training funds not used)	\$5,000
High School	
HS Reductions (3.3 FTE)	\$343,989
**Shift .33 HS SS to A&I leadership	\$35,292
Activities Department	
Increase Activities fees by \$25	\$30,000
Charge for student activity passes \$50 x 1000	\$50,000
Increase public activity pass cost from \$75 to \$100	\$2,500
Rockbend	
reduce Rockbend program to 1 section (1.167 FTE, lower lease)	\$146,448
Goal Adjustments	\$2,200,000
Total General Fund Adjustments	\$2,005,692
Difference in unassigned general fund reserve	\$194,308
Fund 4 Adjustments	
Community Education	
*Highlights digital format only	\$4,000
Move offices to a district building	\$45,000
Early Childhood	
*Increased EC revenues	\$5,000
*Early Childhood Transportation Services Shift	\$50,000
Total Fund 4 Adjustments	\$104,000
*Applies to Fund 4	**One time shift

This plan requires the use of \$194,308 of reserve funds and retains \$3.17M in unassigned general fund reserves (43.2 days of funding).

Tentative FY26 Budget Adjustment Plan

Without increased revenues from the State or other sources, further adjustments would be necessary for FY26. Based on assumptions for the FY26 budget, it is estimated that there will be a deficit for the year. Some of the adjustments below require a longer implementation time. Work will begin to prepare for these adjustments, and additional adjustments to balance the budget will be planned during the 2024-2025 school year.

Reduction/reorganization	Adjustment
**Professional Development funded by Qcomp	\$89,000
**Interventionist shift to literacy and Title	\$100,000
**.33 HS SS shift to A&I leadership	\$35,292
Lower assumption for insurance	\$25,000
**Payroll Supervisor funding shift	\$30,000
**Tech Specialist funding shift to operating capital	\$41,786
Technology Department Reductions	\$26,784
Transportation radius increase to 2 mi	\$30,000
South reduction of section (based on enrollment) (1 FTE)	\$75,000
North Reduction of section (based on enrollment) (1 FTE)	\$75,000
Reduce MS Social Worker (state funding discontinued)	\$81,000
Shift to traditional HS schedule (6.5 FTE)	\$460,000
Eliminate Field Trip Funding 34,545	\$34,545
Reduce 1 FTE Social Work \$108,000	108,000
Goal Adjustments	\$1,450,000
Total Adjustments	\$1,211,407
Further adjustment needed/from reserve	\$238,593

**One-time shift

This plan would not fully balance the budget for FY26 if additional adjustments are not identified or if new revenues were not obtained. [If this plan were implemented as is, FY26 would end with an unassigned general fund balance of \\$2.94M which with reduced daily rate of operation would be 39.5 days of operation.](#) This tentative plan will continue to be developed.

FY 25 Budget Timeline

March 19 Principal Meeting- initial discussion, setting parameters, values, and priorities

March 20 Cost out ideas generated

March 21 Administrative Team Meeting- Develop further possible adjustments

Cost out ideas generated

Gathering input/Sharing possible reductions with BLTs

March 26 SPEA meeting- gather input/share possibilities

March 27 Administrative Team Meeting- review plan, further discussion regarding possible adjustments

April 2 Administrative Team Meeting- Identify further adjustments

April 3 School Board Study Session- review plan in progress, gather feedback and school board recommendations for further developing the plan

April 5 SPEA Meeting- Review Current plan and discuss implications

HR Committee-

Business Committee-

April 15 Administrative Team Meeting- Continued refining of recommendations, determining staff adjustments

April 15 SPEA Meeting- determine staff adjustments

April 15 School Board Meeting- Budget actions are not on the agenda

April 18 School Board Study Session- Review finalized budget plan

April 23 Administrative Team Meeting- Further refining based on school board discussion and finalizing actions to be taken at the special school board meeting

April 24 SPEA Meeting- Final review of the plan and actions to be taken at the special school board meeting

April 25 School Board Study Session- Review finalized budget plan

April 29 Special Board Meeting- Budget plan considered for approval, Non-renewals and terminations presented

April 30 Formal notification of employees for non-renewals