

Weston Finance Committee
Meeting Minutes
March 4th, 2021

A meeting of the Finance Committee of the Town of Weston, duly called and posted in compliance with the laws of the Commonwealth of Massachusetts, was held virtually via Zoom video on Thursday, March 4th, 2021. There being a quorum present the meeting was called to order at 7:05pm.

Present for the meeting were:

Finance Committee: Lisa Reitano – Chair, John McDonald, James Jarrett, James Philipkosky, Karen Meslin, John Sallay, Lisa Schwallie and Bharath Venkataraman.

Also present: Leon Gaumont, Town Manager and Susan Kelley, Finance Director; Midge Connolly, Superintendent, Sheri Mathews, Assistant Superintendent, Finance and Operations, and school committee members: John Henry, Alex Cobb, Rachel Stewart, Alyson Muzila, and Lee McCanne.

Karen Meslin was appointed to serve as Secretary pro-tempore and charged with keeping the minutes of the meeting. The meeting was recorded by Weston Media and is available online.

1. There were no resident comments.
2. The minutes of the meeting of February 25th, 2021 were approved.
3. Chair, Lisa Reitano welcomed Midge, Sheri and school committee members and thanked all for their hard work during this past very difficult year.
4. Sheri Mathews presented the FY22 School Budget. She began with a quick overview of the budget planning process: enrollment projections are considered, as are strategic objectives and other budget guidelines, and then the superintendent develops and proposes the budget. The requested \$43,817,917 is 2.12% higher than last year's budget of \$42,906,809. The requested increase is due primarily to expected (known) contractual obligation increases (salary and benefits), increased athletic transportation costs, funding of out of district special education, technology updates and additional cleaning supplies.

(Note that the Budget assumes the broad distribution of an effective vaccine, thus allowing a 5-day full-time return to school without the need for 6-foot social distancing in the fall.)

A discussion followed regarding the difficulty of comparing per pupil expenses to that of other towns. According to Sheri, there are a number of factors that may contribute to these comparisons not being totally comparable, including: (1) we are a very small district, most school districts are larger and many are regional districts; (2) costs, even those funded by other sources of revenue, including grants, WEEFC, etc., are included in our per pupil numbers even though the funding is not coming from the Town; (3) towns allocate other expenses differently such as maintenance,

heat, utilities, overhead, etc. and perhaps split those differently between town and schools; and (4) we do not charge families for bus transportation or sports participation (a number of towns do, providing a revenue offset to the expense which reduces per pupil expense). Notwithstanding the above, it was acknowledged that one of the contributors to our higher reported per pupil expense is our more generous benefits. Recent benefit negotiations did begin to address some of these discrepancies, however it will likely take several negotiation cycles to bring Weston's benefits more in line with other districts. In addition, there are structural items in the daily schedule that also contribute to our per pupil expense, particularly at the high school.

5. A warrant article is being proposed by the School Committee to request funds for a HS/MS campus master plan feasibility study. The article contemplates studies to evaluate the design and potential costs of numerous projects including renovations of the High School gym, auditorium, music practice rooms and cafeteria, renovations of the Middle School pool, and adjustments to traffic patterns to increase parking, handicap access and pedestrian safety.
6. DPW Roadwork Discussion Update – Detailed materials were recently provided to Susan; she will have the relevant requested numbers available to present at our next meeting.

The meeting adjourned at 8:45pm.

Respectfully submitted,
Karen Meslin



Weston Public Schools

FY'22 Recommended Budget

Weston School Committee
Finance Committee Presentation

March 04, 2021

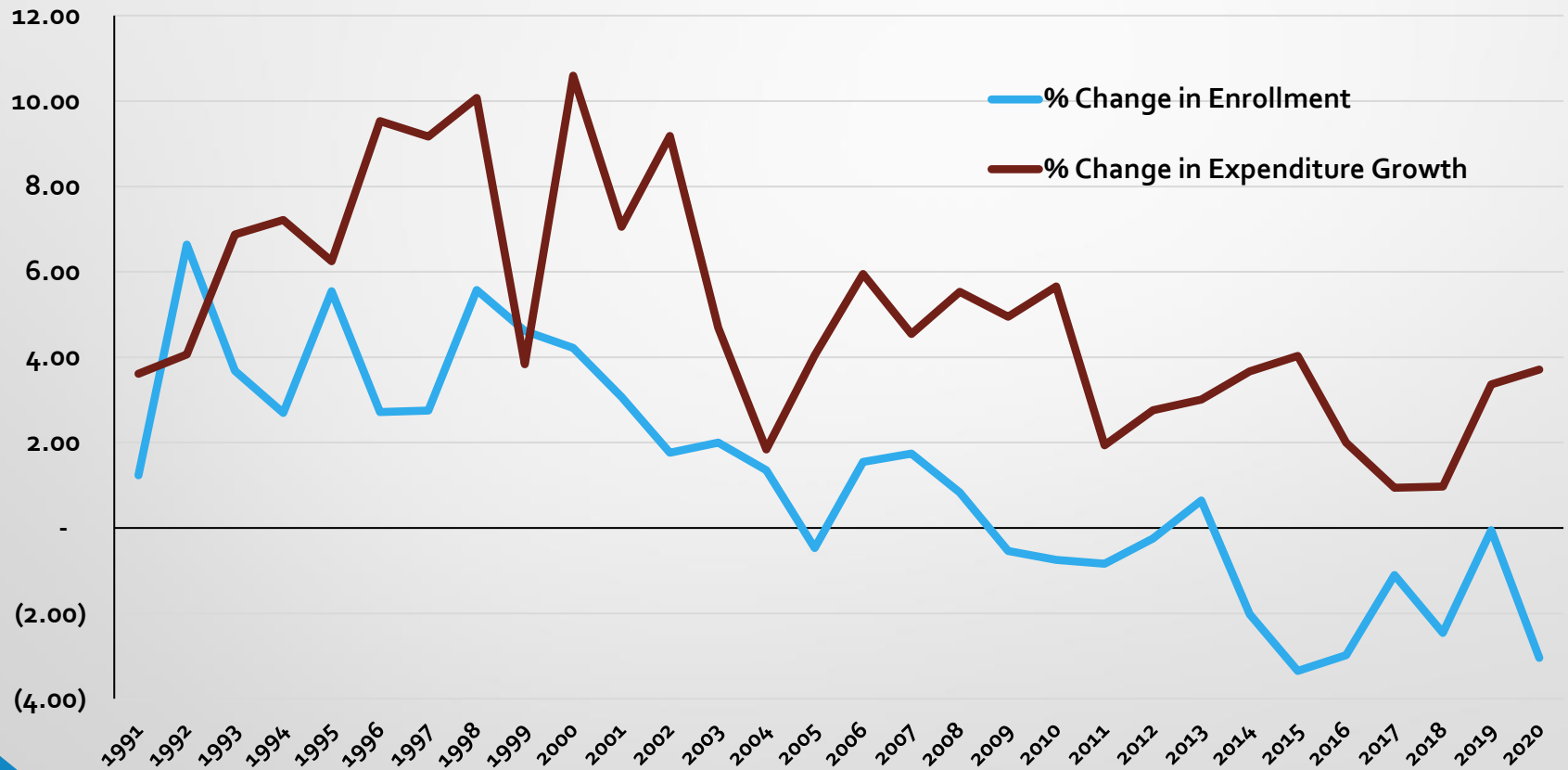
School FY'22 Budget Planning Process

- Strategic Plan
- Budget Guidelines
 - Excellent Instruction
 - Safe and Secure Facilities
 - Fiscally Responsible
- Enrollment Projections
 - Class Size Policy
 - Special Education Mandates
- Superintendent Proposes Budget
- Public Review and Refinements

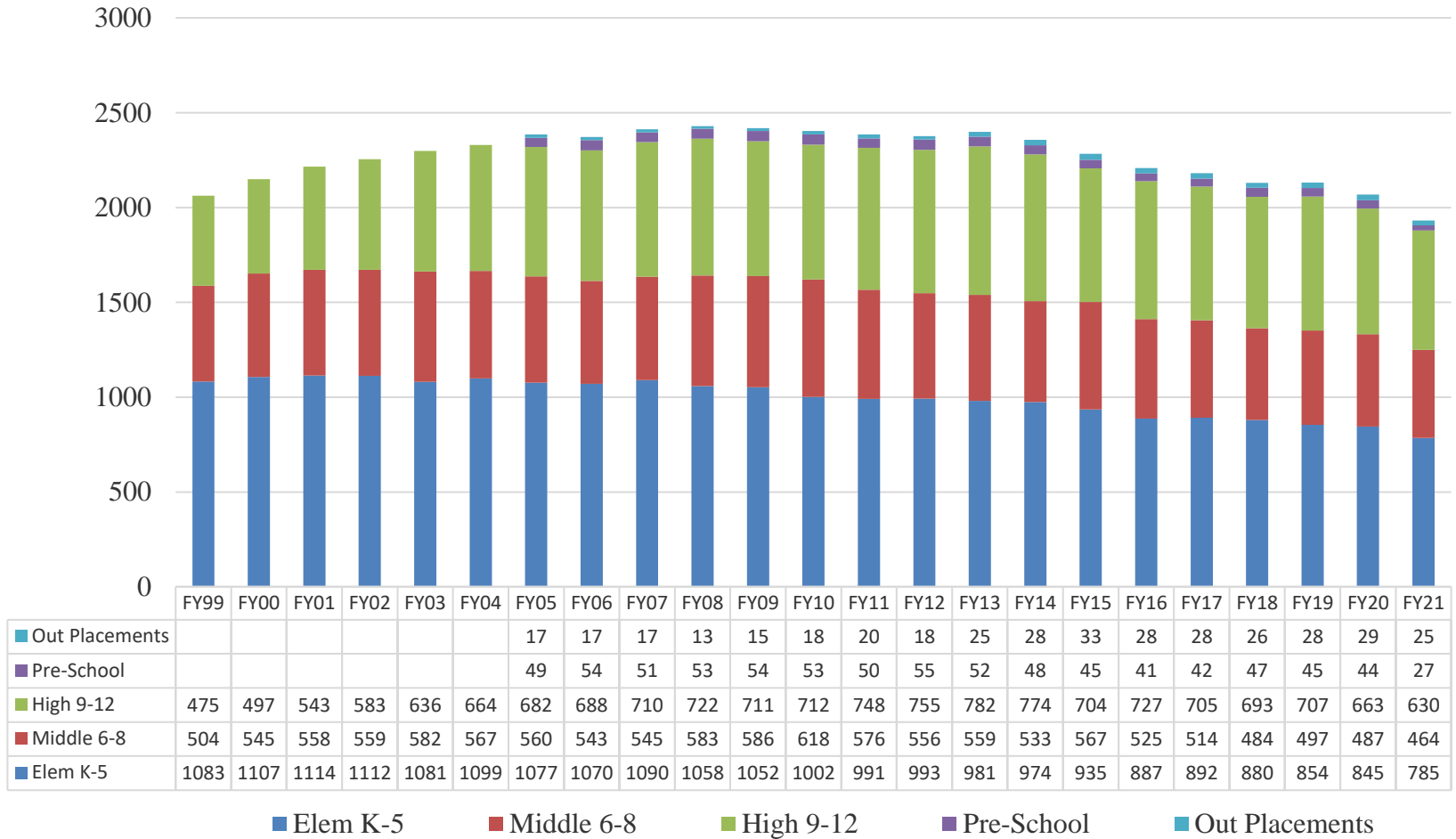
Collective Bargaining Obligations for FY'22

- 2.0% WEA Weston Teacher's Association
- 2.0% WAPA Weston Aides and Paraprofessionals
- 1.75% WEAAA Weston Admin Assistants Association
- 1.5% SABG Weston Buildings/Grounds Association
- 1.5% SABD Weston Bus Drivers Association
- 1.25% SAFS Weston Food Services Association

Historical Growth FY'91 – FY'20



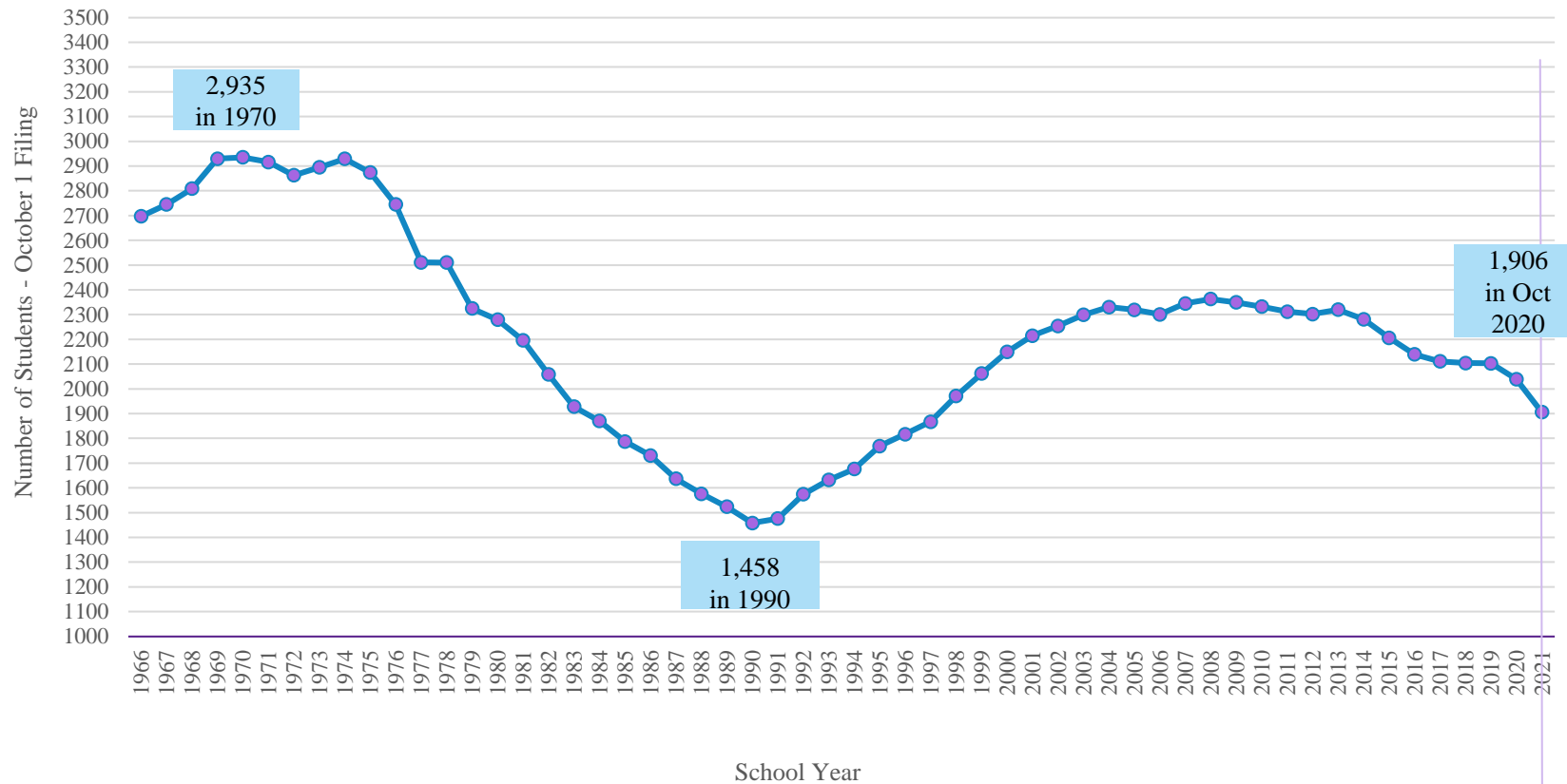
PreK – 12 Enrollment History



Historical Enrollment

1966-2021

Weston Public Schools
Historical Enrollment (1966-2021)



Enrollment Trends

School Level	FY'16	FY'17	FY'18	FY'19	FY'20	FY'21
PreSchool	45	42	47	45	44	27
Elementary	887	892	880	854	845	785
Middle	525	514	484	497	487	464
High	727	705	693	707	663	630
Totals	2184	2153	2104	2103	2039	1906

K-5 Class Size and Staffing Ratios

- Class size remains stable and consistent with Class Size policy

Grade	Range	16-17	17-18	18-19	19-20	20-21 In-Person*	21-22 Projected
K	17-21	18.4	19.7	19.7	18.3	15.5	18.0
1	17-21	19.0	19.7	20.3	20.0	15.1	19.7
2	18-22	19.1	20.1	20.1	21.0	15.2	18.4
3	18-22	19.1	19.8	21.8	20.9	14.8	20.0
4	20-24	23.8	19.3	18.9	22.0	16.1	19.2
5	20-24	19.6	21.1	21.1	21.6	17.5	19.9

* Class sizes reduced in FY'21 due to Covid-19 distancing restrictions
Classes at the secondary level (Grades 6 – 12) have a minimum class size of 15

FY'22 General Fund Staffing

Description	FY'21 Original FTE	FY'22 Proposed FTE	FTE Variance
District Wide	13.754	13.754	0.000
Elementary Schools	94.128	90.140	(3.988)
Middle School	54.571	52.884	(1.687)
High School	78.018	75.018	(3.000)
Facilities Department	31.000	31.000	0.000
Information Technology	12.025	12.025	0.000
Student Services	109.078	108.789	(0.289)
Transportation	<u>23.010</u>	<u>26.088</u>	<u>3.078</u>
Total General Fund Staffing:	415.584	409.697	(5.887)

Student Services includes reductions from District Wide, Elementary, Middle and High School

FY'22 General Fund Budget Overview

Year	Budget
FY'21 Approved Budget	\$42,906,809
FY'22 Recommended Budget	\$43,817,917
Difference	\$911,108
	2.12%

FY'22 Budget Summary

Category	FY'21 Approved Budget	FY'22 Proposed Budget	FY'22 Variance	% Change
Salary and Other Compensation	\$36,511,467	\$36,991,342	\$479,875	1.31%
Instructional and Supply Materials	\$1,386,051	\$1,506,993	\$120,942	8.73%
Contractual Services	\$1,092,417	\$1,103,097	\$10,680	0.98%
Contractual Student Services (Out-of-District Tuitions)	\$3,756,602	\$3,943,517	\$186,915	4.97%
Utilities	\$1,522,694	\$1,555,984	\$123,743	2.19%
Equipment and Vehicles	\$577,578	\$639,277	\$61,699	10.68%
State Aid and Offset Accounts	<u>(\$1,940,000)</u>	<u>(\$1,922,293)</u>	<u>\$17,707</u>	<u>(0.91%)</u>
Total General Fund:	\$42,906,809	\$43,817,917	\$911,108	2.12%

FTE Comparison

Description	FY'19 Actual FTE	FY'20 Actual FTE	FY'21 Budgeted FTE	FY'21 Covid FTE	FY'21 Budget to Covid Change	FY'22 Non-Covid FTE	Diff of FY'21 Budgeted to FY'22 Non-Covid	FY'22 FTE Change
<i>Districtwide</i>	13.246	13.754	13.754	13.754	0.000	13.754	0.000	0.000
<i>Country</i>	33.483	33.664	33.299	40.461	7.162	31.886	-1.413	-8.575
<i>Woodland</i>	31.681	31.182	31.297	35.082	3.785	29.722	-1.575	-5.360
<i>Field</i>	31.617	30.507	29.532	35.832	6.300	28.532	-1.000	-7.300
<i>Middle</i>	57.833	56.521	54.571	58.434	3.863	52.884	-1.688	-5.551
<i>High</i>	82.691	81.442	78.018	83.493	5.474	75.018	-3.001	-8.475
<i>Facilities</i>	31.000	31.000	31.000	31.000	0.000	31.000	0.000	0.000
<i>Technology</i>	11.237	12.232	12.025	13.025	1.000	12.025	0.000	-1.000
<i>Transportation</i>	22.657	23.010	23.010	24.950	1.940	26.088	3.078	1.138
<i>Student Services</i>	110.489	115.235	109.078	114.139	5.061	108.789	-0.289	-5.350
Grand Total General Fund FTE's	425.934	428.547	415.584	450.170	34.586	409.697	-5.887	-40.473

FY'22 General Fund Budget by Site

Description	FY'21 Approved Budget	FY'21 Original FTE	FY'22 Recommended	FY'22 FTE	FY'22 Funding Change	FY'22 FTE Change	% Change
District Wide/Case House	1,873,145	13.754	1,903,545	13.754	30,400	0.000	1.62%
Country School	3,149,076	33.299	3,122,735	31.886	(26,341)	(1.413)	(0.84%)
Woodland School	2,865,744	31.297	2,864,573	29.722	(1,171)	(1.575)	(0.04%)
Field School	2,992,439	29.532	2,889,252	28.532	(103,187)	(1.000)	(3.45%)
Middle School	5,990,427	54.571	6,124,827	52.884	134,400	(1.687)	2.24%
High School	9,193,366	78.018	9,464,061	75.018	270,695	(3.000)	2.94%
Facilities Dept.	3,406,895	31.000	3,553,584	31.000	146,689	0.000	4.31%
Information Tech.	1,670,869	12.025	1,692,962	12.025	22,093	0.000	1.32%
Student Services	10,564,875	109.078	10,809,977	108.789	245,102	(0.288)	2.32%
Transportation	<u>1,199,973</u>	<u>23.010</u>	<u>1,392,401</u>	<u>26.088</u>	<u>192,428</u>	<u>3.078</u>	<u>16.04%</u>
Total	42,906,809	415.584	43,817,917	409.697	911,108	(5.887)	2.12%

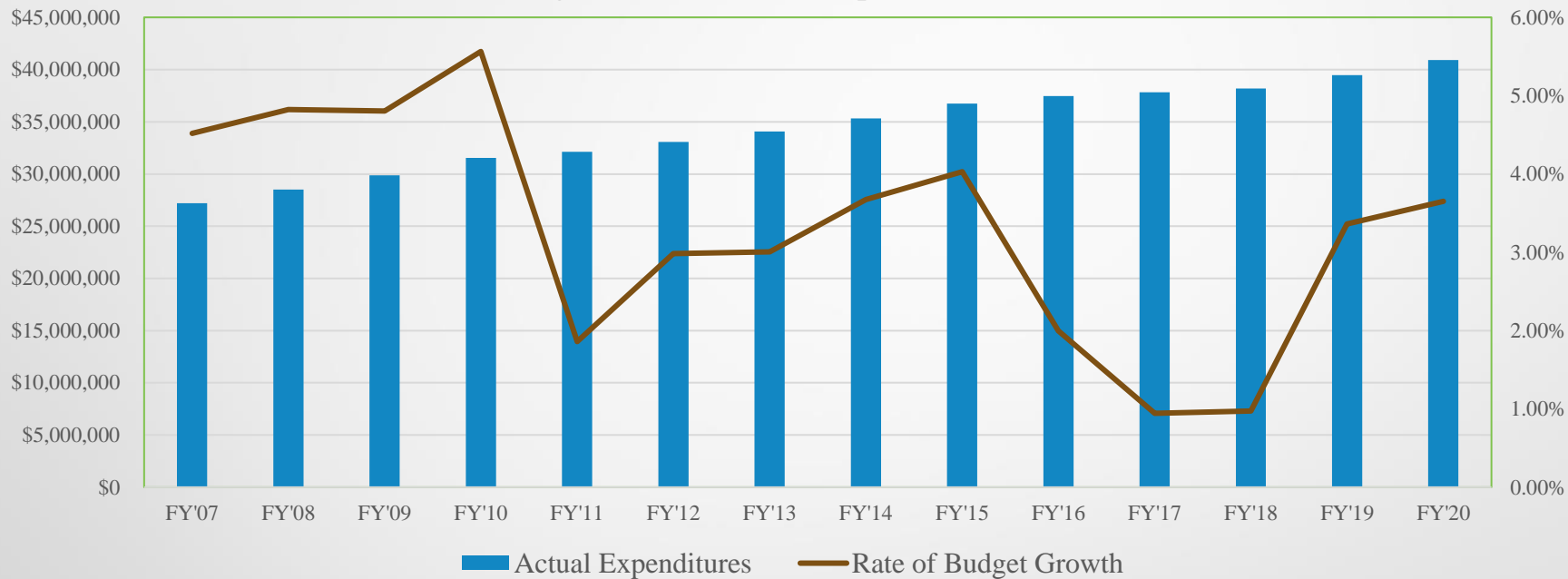
Student Services includes reductions from District Wide, Elementary, Middle and High School

FY'22 Grant Funding FTE's

Grant Name	Total FTE	Total Employees	Total Cost for FTE's
Sped 94-142 Allocation	2.400	3	\$202,317
Title I	3.650	5	\$240,315
Early Childhood	.3100	1	\$22,562
ESSER II	4.375	5	\$190,430
METCO	4.624	6	\$503,373
Nurses Grant	2.000	2	\$162,157
	17.359	22	\$1,321,154

Rate of Operating EXPENDITURES Growth

Rate of Budget Growth: Actual Expenditures Year to Year



This slide shows the rate of actual expenditure growth as of June 30th of each fiscal year. In FY'20 the School Dept. gave back 3.65% or \$511,459 to the Town.

Largest Increase
FY'10 at a 5.56%

Smallest Increase
FY'17 at a 0.94%

15 Year Average
3.52% Increase

Per Pupil Expenditure Explanations

- Massachusetts calculates per pupil expenditures by dividing the districts total operating costs by its average pupil membership, including in-district expenditures per pupil and total expenditures per pupil, which includes in-district and out-of-district spending and enrollment.
- Per pupil expenditure amounts are calculated from the submitted DESE End of Year (EOY) report.
- It is difficult to compare district to district expenses.
- What is included and what isn't included?

School Costs Managed by Town



Debt Service

Health Care

Retirement (Staff Only)

OPEB

Bus Maintenance

Facility & Grounds

Maintenance

Insurance

✓ Unemployment

✓ Workers' Compensation

✓ Property

Minuteman Vocational

School

✓ Tuition

✓ Transportation

Questions / Discussions



Massachusetts Department of Elementary and Secondary Education

Per Pupil Expenditure Details

Last updated February 2021

This workbook includes pupil and expenditure data for fiscal years 2015 through 2019. Use the dropdown menus to select a district and fiscal year to populate the reports. Per pupil expenditures are not calculated for out-of-district (9000 series) expenditures because we are not able to calculate per pupil expenditures consistently for all of these functional categories. Total expenditures per pupil average across all expenditure categories and pupils, both in-district and out-of-district. FTEs that are less than 6 are suppressed. Data for the selected district is displayed on the summary report and for the selected year on the all districts report. If you want to work with the complete 5-year dataset, you can access the expenditure data on the ppx1519 tab and pupil FTEs on the fte1519 tab.

Select a District:

Weston

Select a Fiscal Year:

2019

FTEIn	In-District FTE Pupils	2,092.8
FTEOut	Out-of-District FTE Pupils	35.7
FTEs	Total FTE Pupils	2,128.5

In-District Expenditures Per Pupil

Function	Description	General Fund A	Grants and Revolving B	Total Expenditures C = A + B	\$ Per Pupil D = C/FTEIn
1110	School Committee	\$11,675	\$0	\$11,675	\$5.58
1210	Superintendent	\$404,622	\$0	\$404,622	\$193.34
1220	Assistant Superintendents	\$263,478	\$0	\$263,478	\$125.90
1230	Other District-Wide Administration	\$71,318	\$0	\$71,318	\$34.08
1410	Business and Finance	\$571,698	\$8,583	\$580,281	\$277.28
1420	Human Resources	\$247,277	\$415	\$247,691	\$118.35
1430	Legal Service for School Committee	\$83,025	\$0	\$83,025	\$39.67
1435	Legal Settlements	\$0	\$0	\$0	\$0.00
1450	Districtwide Administrative Technology [†]	\$3,759	\$0	\$3,759	\$1.80
ADMN	Administration (sub-total)	\$1,656,853	\$8,998	\$1,665,851	\$795.99
2110	Curriculum Directors (Supervisory)	\$412,934	\$44,843	\$457,777	\$218.74
2120	Department Heads (Non-Supervisory)	\$805,001	\$0	\$805,001	\$384.65
2130	Instructional Technology Leadership [†]	\$310,788	\$0	\$310,788	\$148.50
2210	School Leadership	\$1,746,253	\$107,929	\$1,854,182	\$885.98
2220	Curriculum Leaders and Department Heads (School Level)*	\$0	\$0	\$0	\$0.00

In-District Expenditures Per Pupil

Function	Description	General Fund	Grants and Revolving	Total Expenditures	\$ Per Pupil
		A	B	C = A + B	D = C/FTEIn
2250	Administrative Technology (School Level)	\$0	\$0	\$0	\$0.00
2315	Instructional Coordinators*	\$0	\$0	\$0	\$0.00
LDRS	Instructional Leadership (sub-total)	\$3,274,976	\$152,772	\$3,427,748	\$1,637.88
2305	Teachers, Classroom	\$17,893,813	\$664,046	\$18,557,860	\$8,867.48
2310	Teachers, Specialists*	\$0	\$0	\$0	\$0.00
TCHR	Teachers (sub-total)	\$17,893,813	\$664,046	\$18,557,860	\$8,867.48
2320	Medical/ Therapeutic Services	\$1,114,512	\$21,950	\$1,136,462	\$543.03
2324	Substitutes, Long-Term	\$88,168	\$0	\$88,168	\$42.13
2325	Substitutes, Short-Term	\$151,273	\$0	\$151,273	\$72.28
2330	Paraprofessionals	\$2,212,178	\$181,795	\$2,393,973	\$1,143.91
2340	Librarians/Media Center Directors	\$474,783	\$0	\$474,783	\$226.86
2345	Distance Learning/Online Coursework*	\$0	\$0	\$0	\$0.00
TSER	Other Teaching Services (sub-total)	\$4,040,913	\$203,745	\$4,244,658	\$2,028.22
2351	Professional Development Leaders	\$768	\$0	\$768	\$0.37
2352	Instructional Coaches	\$0	\$0	\$0	\$0.00
2353	Professional Days*	\$0	\$0	\$0	\$0.00
2354	Stipends for Teachers Providing Instructional Coaching	\$0	\$15,857	\$15,857	\$7.58
2355	Substitutes for Professional Development*	\$0	\$0	\$0	\$0.00
2356	Costs for Instructional Staff to Attend Professional Development	\$437,803	\$10,111	\$447,914	\$214.03
2357	Professional Development Costs*	\$0	\$0	\$0	\$0.00
2358	Outside Professional Development Providers for Instructional Staff	\$58,136	\$69,359	\$127,495	\$60.92
PDEV	Professional Development (sub-total)	\$496,707	\$95,327	\$592,034	\$282.89
2410	Textbooks, Software, Media, and Materials	\$84,883	\$2,565	\$87,448	\$41.79
2415	Instructional Materials (Libraries)	\$39,280	\$0	\$39,280	\$18.77
2420	Instructional Equipment	\$76,037	\$0	\$76,037	\$36.33
2430	General Classroom Supplies	\$440,008	\$82,668	\$522,676	\$249.75
2440	Other Instructional Services	\$44,685	\$103,350	\$148,035	\$70.74
2451	Instructional Hardware (Student and Staff Devices)*	\$358,591	\$0	\$358,591	\$171.35
2453	Instructional Hardware (All Other)*	\$19,680	\$0	\$19,680	\$9.40
2455	Instructional Software and Other Instructional Materials*	\$116,259	\$0	\$116,259	\$55.55
MATL	Instructional Materials, Equipment, and Technology (sub-total)	\$1,179,423	\$188,584	\$1,368,007	\$653.67
2710	Guidance/Adjustment Counselors	\$1,641,648	\$315,643	\$1,957,291	\$935.25
2720	Testing and Assessment	\$11,533	\$4,778	\$16,311	\$7.79
2800	Psychological Services	\$635,196	\$9,572	\$644,768	\$308.09
GUID	Guidance, Counseling, and Testing (sub-total)	\$2,288,376	\$329,993	\$2,618,369	\$1,251.13
3100	Attendance and Parent Liaisons	\$0	\$9,612	\$9,612	\$4.59
3200	Medical/Health Services	\$533,351	\$49,017	\$582,367	\$278.27
3300	Transportation Services	\$1,135,377	\$617,576	\$1,752,953	\$837.61
3400	Food Services	\$75,124	\$1,070,696	\$1,145,820	\$547.51
3510	Athletics	\$871,369	\$18,926	\$890,295	\$425.41
3520	Other Student Activities	\$203,952	\$161,157	\$365,109	\$174.46
3600	School Security	\$0	\$2,132	\$2,132	\$1.02
SERV	Pupil Services (sub-total)	\$2,819,173	\$1,929,116	\$4,748,289	\$2,268.87
4110	Custodial Services	\$1,430,497	\$44,976	\$1,475,473	\$705.02
4120	Heating of Buildings	\$399,453	\$0	\$399,453	\$190.87
4130	Utility Services	\$737,527	\$0	\$737,527	\$352.41

In-District Expenditures Per Pupil

Function	Description	General Fund	Grants and Revolving	Total Expenditures	\$ Per Pupil
		A	B	C = A + B	D = C/FTEIn
4210	Maintenance of Grounds	\$519,669	\$50	\$519,719	\$248.34
4220	Maintenance of Buildings	\$726,250	\$0	\$726,250	\$347.02
4225	Building Security System	\$0	\$0	\$0	\$0.00
4230	Maintenance of Equipment	\$274,309	\$0	\$274,309	\$131.07
4300	Extraordinary Maintenance	\$584,613	\$0	\$584,613	\$279.34
4400	Technology Maintenance/Support (Salaries) ⁺	\$568,883	\$0	\$568,883	\$271.83
4450	Technology Maintenance/Support (All Other) ⁺	\$288,850	\$0	\$288,850	\$138.02
OPMN	Operations and Maintenance (sub-total)	\$5,530,052	\$45,026	\$5,575,078	\$2,663.93
5100	Employer Retirement Contributions	\$1,643,842	\$0	\$1,643,842	\$785.48
5150	Employee Separation Costs	\$11,599	\$0	\$11,599	\$5.54
5200	Insurance for Active Employees	\$5,871,547	\$0	\$5,871,547	\$2,805.59
5250	Insurance for Retired Employees	\$1,700,138	\$0	\$1,700,138	\$812.37
5260	Other Non-Employee Insurance	\$237,264	\$0	\$237,264	\$113.37
5300	Rental Lease of Equipment	\$0	\$0	\$0	\$0.00
5350	Rental Lease of Buildings	\$0	\$0	\$0	\$0.00
5400	Short Term Interest RANs	\$0	\$0	\$0	\$0.00
5500	Other Fixed Charges	\$0	\$0	\$0	\$0.00
5550	School Crossing Guards	\$0	\$0	\$0	\$0.00
BENE	Benefits and Fixed Charges (sub-total)	\$9,464,390	\$0	\$9,464,390	\$4,522.36
IIII	Total In-District Expenditures	\$48,644,676	\$3,617,606	\$52,262,283	\$24,972.42

Out-of-District Expenditures

Function	Description	General Fund	Grants and Revolving	Total Expenditures
		A	B	C = A + B
9100	Tuition to Massachusetts Public Schools	\$10,429	\$0	\$10,429
9110	Tuition for School Choice	\$36,996	\$0	\$36,996
9120	Tuition to Commonwealth Charter Schools	\$0	\$0	\$0
9125	Tuition to Horace Mann Charter Schools	\$0	\$0	\$0
9200	Tuition to Out-of-State Schools	\$0	\$0	\$0
9300	Tuition to Non-Public Schools	\$1,835,172	\$745,089	\$2,580,261
9400	Tuition to Collaboratives	\$123,734	\$0	\$123,734
ODTR	Transportation	\$0	\$0	\$0
OODD	Total Out-of-District Expenditures	\$2,006,331	\$745,089	\$2,751,420

Total Expenditures Per Pupil

Function	Description	General Fund	Grants and Revolving	Total Expenditures	\$ Per Pupil
		A	B	C = A + B	D = C/FTEs
TTPP	Total Expenditures	\$50,651,007	\$4,362,695	\$55,013,702	\$25,846.23