

March 3, 2015

Clarke County Board Of Supervisors  
FY2016 Budget Work Session  
Main Meeting Room

10:00 a.m.

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia on Tuesday, March 3, 2015.

Board Members Present

J. Michael Hobert; John Staelin; David Weiss

Board Members Absent

Barbara Byrd; Bev McKay

School Board Members Present

Janet Alger; Chuyen Kochinsky; Barbara Lee; Beth Leffel; Chip Schutte

School Board Members Absent

None

Staff Present

David Ash; Tom Judge

Others Present

Chuck Bishop; Rick Catlett; Robina Rich Bouffault; Michelle Graham; Kenneth Liggins; and other citizens

Call to Order

Chairman Weiss called the session to order at 7:04 p.m.

CCPS Proposed FY2016 Budget

School Board Chairwoman Chuyen Kochinsky Introduction

“In the past seven months, we have made great strides to dissipate some of the distress between our governing boards. First, the Chairman of both Boards agreed to meet monthly to promote an active and positive communication between the elected bodies. Secondly, Chairman Weiss took the plunge and became an official member of our Strategic Planning Committee. On a side note, after spending numerous, numerous hours with your Chair, I discovered that he has a gentle, softer side in him. So, on behalf of my School Board, I would like to thank you for your commitment and continuous support.

We have a shared fiscal responsibility to our stakeholders. By engaging in healthy, open dialogue with transparency and accountability, we can achieve an understanding of common goals reflecting our joint priorities: to keep our schools safe, neighborhoods safe, to maintain a quality education for all students, to encourage community involvement and participation, and to be mindful stewards of our taxpayer’s investment.

Today, we are presenting a fiscal year 2016 proposed budget that is deemed to be meeting the support of our students and our school division with the respect to the debt policy and tax rate implications according to Virginia Code 22.1. With the leadership of this team, we are pleased to announce that this proposed budget, with all the changes and additions, requires no additional support from your Board.”

Chuck Bishop, School Superintendent, Review

## FY2016 Revenue Forecast

- Slight decrease in state revenue overall
- Slight increase in local revenue due mostly to anticipated increase in E- rate reimbursement
- Local revenues includes a decrease in STEM- H
- Partnership Grant with Valley Health
- Anticipated ADM of 1933 students K- 12

## FY2016 Operating Budget

- Many lines have been changed to reflect actual and/or anticipated expenditures
- Return to 180 day school calendar
- 10% increase in health insurance
- 15% increase in utility usage
- Mountain Vista Governor's School- 4 slots
- 3% increase in contracted service with GCA
- After school academic support program at JWMS-\$5100

- Elementary remedial summer school at a cost of approximately \$25,000
- \$12,000 to assist elementary schools with resources needed due to Focus school status
- \$3000 for athletic support at J- WMS
- Increase in substitute rates
- Early identification of gifted testing costs
- Textbook purchases
- Telephone and dark fiber costs
- Operating budget developed in two parts- all non-personnel lines and personnel
- Establishment of a school- based al location methodology

#### Expense Category Highlights

- Instructional spending set to increase by \$326,280
- Media services to increase by \$34,577
- Administration, Attendance and Health to increase by \$71,710 largely due to \$52,860 of additional expense with Shentel and telephone system
- Pupil transportation increases by \$26,211 with the addition of a specialized transportation expense line
- Textbook increase of \$99,040
- Guidance reduced by \$66,879 due to staffing model in place
- Improvement of Instruction decreases by \$62,435 reallocation of staff
- Office of Principal decreases by \$141,158 due to savings through attrition and reduction of one AP
- Operations and Maintenance reduced by \$29,100 even with anticipated 15% increase

#### FY2016 Personnel Expense

- Overall decrease in employee benefits of \$13,160. Net of health insurance increase and decrease of retirement benefits paid on behalf of employees
- Significant saving on salaries and wages as the budget reflects actual encumbrances
- The assumption is made that the division will maintain the current number of FTEs. Although all vacant positions or those that become vacant will be scrutinized before hiring.
- House and Senate Finance 1.5% salary increase
  - House - \$76,281 (11 month)- Equivalent to 1.375%
  - Senate - \$69,600 (110 month)- Equivalent to 1.25%
  - Local Share- \$44,396

Final GA Action - approved a minimum average of 1.5% pay increase effective August 16, 2015. Local share- \$44,393

The FY16 budget proposal includes \$197,423 in a contingency account which, with other adjustments, will permit implementation of an increase for all employees which will more than satisfy the requirements of the General Assembly legislation.

It is important to note that the salary increase will NOT be implemented if the state's share of funding is not in the final adopted budget.

#### FY2016 Capital Budget

- First draft contained \$1,034,000 in proposed capital projects. After further review, the dollar amounts were reduced to reflect a flat funding request from the BOS ... \$852,000
- Those items that were reduced will be first priority in the School Board's request for a reallocation of any FY2015 fund balance.
- Several capital improvements require summer completion and as a result were considered high priority

#### Final Thoughts

- The FY2016 proposed budget with all of the changes and additions requires no additional money from the Board of Supervisors above what is currently included in the FY2015 adopted budget.

#### Additional Comments

- The proposed budget is responsive to the needs of students and staff and meets the needs of constituents.
- Projected ADM of 1,930 students, reduction of 17 from FY2015
- Membership trends 1989 to present show a decrease in elementary school population and an increase in high school population.

#### Supervisor Questions

Chuck Bishop responses to question from Supervisor Hobert.

- The \$44,393 local share does not include non-SOL employees. Funding is based on SOQ positions.
- The Schools would like to provide the full 1.5% increase to all employees.
- The Schools received two school security grants one for equipment and one for personnel. The current School Security Officer position is partially funded by the grant and the position will be absorbed in the budget. If the grant funds are available for next year, the Schools will reapply. The requested position is considered "temporary, new." If the Schools do not have the money, it will not be able to fund the position or it may reallocate current FTE's. Due to a difference in

threshold, a School Security Officer has opportunities to work with students not afforded to a School Resource Officer.

- Staff reductions include not replacing the elementary principal serving the Primary / Cooley campus and attrition.
- Continue consideration of potential projects / uses for Primary and Cooley.

Supervisor Hobert expressed his appreciation for the Superintendent's efforts.

Supervisor Staelin expressed his appreciation for the direction noting the increase in instructional spending and services and the decrease in expense in areas not targeted toward instruction.

Chairman Weiss reiterated the Board's appreciation for the budget presented by the School Board. He noted that the budget was well organized and was a budget that made it better for citizens, Schools and the Boards. He expressed his gratitude for the Schools' efforts and for the Schools ability to meet its needs with the flat budget presented.

Chuck Bishop thanked the Board stating that it was his first time presenting to the Board. He stated that budget preparation was a team effort.

#### Adjournment

There being no further business to be brought before the Board at 7:25 pm Chairman Weiss adjourned the Board of Supervisors FY2016 Budget Work Session.

#### Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 17, 2015, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 3, 2015

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David S. Weiss, Chair

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David L. Ash, County Administrator

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Minutes Recorded and Transcribed by:  
Lora B. Walburn, Deputy Clerk, Board of Supervisors