

City of Waltham, Massachusetts

Waltham Public Schools



Annual Operating Budget
July 1, 2016 - June 30, 2017



TO: City of Waltham Community

FROM: Drew Echelson, Superintendent

RE: **Superintendent Budget Message**

DATE: March 11, 2016

The FY 17 proposed budget builds upon the FY 16 budget to provide the Waltham Public Schools the opportunity to adequately meet the demands of its growing enrollment. The budget maintains a community commitment to small class size, innovative and enriching educational programming and the School Committee's guiding principles and budget priorities.

This level service budget prioritizes our need to increase outcomes and eliminate achievement and opportunity gaps for all students. Specifically, we propose a budget that responds to increased enrollment across the K-12 system, improves support to our middle and high schools and provides increased access to Science Technology Engineering and Mathematics (STEM) programming while also responding to federal and state mandates including the needs of our English Language Learners. We recognize that more work is needed to support the system to focus on Common Core State Standards and so this will be a continued priority over the next few years. Finally, we have invested in an upgraded student information system and plan to overhaul our district website to provide improved communication with all families.

Our Capital Improvement Program (CIP) budget prioritizes our community focus on a new or renovated high school and the use of technology in the classrooms to respond to our commitment to 21st century learning.

I should note that the budget team went line-by-line to find efficiencies. As Superintendent, it is important to me that the school department is an effective steward of the public dollar and I am confident that our proposed budget is aligned with that core value.

I want to personally thank Waltham Public Schools School Business Administrator Leanne Wilcinski and accountant Caitlin Couture for their work for a smooth and thoughtful budget process.

Finally, I want to acknowledge that the Waltham Public Schools benefits from the ongoing support of Mayor McCarthy. Her leadership is greatly appreciated.

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Student Artist(s)	Grade	Teacher	School
Matara, Declan, Bronson, Joey, Alara, Brooke	gr. k	Mary Coughlan	FitzGerald
Marco Gonzalez	gr. 12	Kathleen Flynn	WHS
Sean Oreste, Michael Bonnah, Roy Niyongabo, Ryan Hovsepian	gr. 7	Agustsson	McDevitt
Evelyn Barrera	gr. 5	Emily Smidt	Plympton
Eliza Martin	gr. 3	Sandra Walsh	FitzGerald
Emily Gomes	gr. 5	Lucy Oliveri-O'Hearn	MacArthur
Eileen Kaewprasert	gr. 5	Wendy Fournier	Northeast
Max Krutchkoff	gr. 3	Emily Smidt	Plympton
Gina Cianci	gr. 3	Lauryl Dubin	Stanley
Daydree Gonzalez Alvarez	gr. 3	Sean Winters	Whittemore
E-block drawing & painting class		Kathleen Flynn	WHS
Annanta Budhathoki	gr. 7	Barbara Bourque	Kennedy
Michael Bonnah	gr. 7	Agustsson	McDevitt
Sonya Alam	gr. 9	Kathleen Flynn	WHS
Asheligh McKoy	gr. 12	Kathleen Flynn	WHS
Heather Higgins	gr. 12	Kathleen Flynn	WHS
Courtney Mancuso,	gr. 11	Kathleen Flynn	WHS
Anthony Maione,	gr. 10	Ed Finnell	WHS
Ashlyn Baugher	gr. k	Lucy Oliveri-O'Hearn	MacArthur
Divya Arora	gr. 11	Ed Finnell	WHS
Samantha Silva	gr. 12	Kathleen Flynn	WHS
Kamila Gonzalez	gr. 9	Mary Coughlan	WHS
Gabriella Hacsunda	gr. 5	Emily Smidt	Plympton
Keila Belony	gr. 5	Wendy Fournier	Plympton
Beverly Nakuma	gr. 12	Kathleen Flynn	WHS
Sonya Alam	gr. 9	Kathleen Flynn	WHS
Jason Ianuzzo	gr. 9	Kathleen Flynn	WHS
Eliud Lopez-Castillo	gr. 4	Sandie Walsh	FitzGerald
Brenda Brizuela-Castro	gr. 10	Kathleen Flynn	WHS

Guidelines Approved by School Committee 12/16/2015	FY 2017 Budget Recommendation
Focus on needs of students	Input from district & building administrators
Transparency of rationale	Follow through with current initiatives & student needs – equity vs. equality
Level service budget (as much as possible)	Increases relate to items previously approved or prioritized
Looks to respond to increased enrollment over next 5-10 years	Using current resources more efficiently by looking at current spending actuals and available staff
Funding initiatives that we have started; i.e. co-teaching, iPads (contingent upon their success)	See Capital Improvement Program budget
Plan for ripple impact that develops as a result of new initiatives	TBD – strategic planning in process
Aligns with strategic plan	TBD – strategic planning in process

<p>Priorities Approved by School Committee 12/16/2015</p>	<p>FY 2017 Budget Recommendation</p>
Elementary capacity	Boundary change impact has been considered
Pupil-teacher ratio	Maintained commitment to low class size
<p>High School education plan:</p> <ul style="list-style-type: none"> • Setting conditions for change; middle school and high school • Community involvement – continuing education • Additional recovery; strengthen social, emotional, and academic safety nets and supports for all students and families. 	<ul style="list-style-type: none"> • Staffing for a Newcomers’ program at WHS ~ 3.0 FTE: These staff members will work together to provide a 30-period a week intensive full-year program of math and literacy instruction for our SLIFE students. (2.0 fte Teachers & 1.0 fte Paraprofessional) • AmeriCorps Promise Fellow (support for at-risk sophomores) • Waltham Family School continued funding – credited for improving ELL graduation rates to 100% for program graduates • See Nellie Mae Education Foundation strategies
Dual Language	<ul style="list-style-type: none"> • Two Kindergarten classrooms and 1.5 fte support staff • Classroom textbooks/supplies and library supplies • Improvements to facility (pending safety committee) – Capital Improvement Program funding
Commitment to Fine Arts	Increase to music instrumental staffing
No user fees	No user fees added

<p>Priorities Approved by School Committee 12/16/2015 (continued)</p>	<p>FY 2017 Budget Recommendation (continued)</p>
<p>Student safety</p>	<ul style="list-style-type: none"> • Additional crossing guards requested from Waltham Police Department budget • Security enhancements - Capital Improvement Program funding
<p>Diversify staff</p>	<ul style="list-style-type: none"> • Bilingual requirement for ELL & Dual Language School instructors • See Nellie Mae Education Foundation strategies
<p>Maintenance of facilities, technology, equipment</p>	<p>Continued funding for maintenance of District assets</p>
<p>Additional resources for high needs students; ELL dropout, SLIFE, Special Education</p>	<ul style="list-style-type: none"> • Additional ELL support at Whittemore, Kennedy & McDevitt • Reallocation of Special Education staff • 1:1 nursing & specialized SpEd equipment; increased funding for translations
<p>High Quality teaching and learning; professional development:</p> <ul style="list-style-type: none"> • Elementary school - literacy → • Middle school – STEM • High school – shift toward Education Plan 	<ul style="list-style-type: none"> • Total of 2.0 fte added to provide equality among elementary schools • Math & ELA support per elementary school: <p>Math Coach ~0.5</p> <p>Math Specialist ~0.5</p> <p>Literacy Coach ~0.5</p> <p>Reading Specialist ~1.5</p>

<p>Priorities Approved by School Committee 12/16/2015 (continued)</p>	<p>FY 2017 Budget Recommendation (continued)</p>
<p>High Quality teaching and learning; professional development:</p> <ul style="list-style-type: none"> • Elementary school - literacy • Middle school – STEM → • High school – shift toward Education Plan 	<ul style="list-style-type: none"> • Increase middle school math teachers (net increase 3.0 fte); Kennedy & McDevitt will each have 8.0 teachers and share 1.0 coach • 7th and 8th grade Math Lab planned for students who meet a specified criteria (e.g. MCAS scores, mid-year/final exams, term grades) • Further information on middle school scheduling will be presented to School Committee on 3/16/16
<p>High Quality teaching and learning; professional development:</p> <ul style="list-style-type: none"> • Elementary school - literacy • Middle school – STEM • High school – shift toward Education Plan → 	<p>Nellie Mae Education Foundation funding to promote: “College and Career Readiness Through Continuous Improvement and Central Office Redesign”</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Redesign central office capacity to build and strengthen principal partnerships 2. Strengthening teacher skill and knowledge in Common Core standards 3. Implementing project based learning curriculum at High School 4. Developing and advancing cultural relevant and proficient educator practices to support our diverse students and families and increase the diversity of our educator staff to more closely mirror the students we serve

<p>Priorities Approved by School Committee 12/16/2015 (continued)</p>	<p>FY 2017 Budget Recommendation (continued)</p>
<p>Capacity for program evaluation, data analysis & correlation</p>	<p>See Nellie Mae Education Foundation strategies</p>

Waltham Public Schools

BUDGET OVERVIEW

Budget Summary

Operating Budget by Expenditure Object		FY 2016 Approved Budget	FY 2017 Approved Budget	\$ Inc (Dec)	% Inc (Dec)
Personnel	5100	59,954,543	62,534,716	2,580,173	4.30%
General Expenses		17,227,255	17,021,261	(205,994)	-1.20%
Operating Expenses	5200	11,246,465	11,647,220		
Equipment & Unusual	5400	348,500	343,250		
Special Items	5500	5,632,290	5,030,791		
Total Operating Budget		77,181,798	79,555,977	2,374,179	3.08%
Special Revenue Funds					
Food Services		2,105,988	2,205,330	99,342	
Title 1		269,646	278,461	8,815	
Total Special Revenue Funds		2,375,634	2,483,792	108,158	

Waltham Public Schools
BUDGET OVERVIEW
Superintendent's Recommendation
FY 2017 School Department Operating Budget

	FY 2014	FY 2015	FY 2016			FY 2017	
Cost Summary by Expenditure Object	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Incr/Decr	Budget
Personnel	53,596,148	56,643,222	59,954,543	26,765,988	59,156,723	2,580,173	62,534,716
General Expenses							
Operating Expenses	10,522,030	11,366,876	11,246,465	6,409,642	11,520,190	400,755	11,647,220
Equipment & Unusual	1,473,878	533,992	348,500	252,343	447,320	(5,250)	343,250
Special Items	5,191,113	5,707,956	5,632,290	5,468,686	5,567,397	(601,499)	5,030,791
Total Operating Budget	70,783,169	74,252,046	77,181,798	38,896,658	76,691,629	2,374,179	79,555,977

Indirect Costs

The Department of Education (DOE) permits school departments to report certain school-related expenses incurred by other city departments on the annual End of Year Pupil and Financial Report (EOYR.) These 'indirect' municipal expenses include administrative services, employee benefits (including retirement and insurance), school facility operation and maintenance, other fixed costs, debt and capital outlay, and assessments and tuitions paid to other districts. Many of these expenditures are counted toward the annual net school spending requirement under M.G.L. Chapter 70. Please note that these costs are not included in the School Department Operating budget total.

Indirect Costs	FY 2014 Actual	FY 2015 Actual	FY 2016 Budgeted
Administrative Services	2,003,219	1,949,173	2,150,000
Maintenance of Grounds (snow & ice)	260,894	412,624	165,000
Employer Retirement Contributions	1,896,381	1,882,777	1,890,000
Insurance (active employees)	12,427,268	13,481,661	14,140,000
Insurance (retired employees)	8,824,217	8,705,781	9,000,000
Property Insurance (building)	99,514	100,689	105,000
School Crossing Guards	275,499	307,423	321,810
Debt - Equipment	120,325	146,411	142,000
Long-Term Debt Retirement - School Construction	3,105,263	3,113,238	3,076,238
Long-Term Debt Service - School Construction	1,456,342	1,366,890	1,253,900
School Choice / Charter School	356,857	266,711	334,061
Total	\$30,825,779	\$31,733,378	\$32,578,009

Waltham Public Schools
BUDGET OVERVIEW
 Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
SUPPORTIVE SERVICES								
Districtwide Leadership & Administration ~ 1000								
School Committee	001-31-41	320,129	255,791	183,234	123,493	183,234	187,232	3,998
Personnel		62,850	63,777	64,734	37,543	64,734	65,442	708
General Expenses		257,279	192,014	118,500	85,949	118,500	121,790	3,290
Operating Expenses		31,084	38,469	30,000	17,257	28,295	30,000	-
Equipment & Unusual		201,135	123,892	58,500	36,988	58,500	58,500	-
Special Items		25,061	29,654	30,000	31,705	31,705	33,290	3,290
Administrative Offices	001-31-42	1,423,569	1,511,720	1,660,649	944,086	1,703,050	1,712,093	51,444
Personnel		1,351,870	1,436,234	1,576,741	907,392	1,619,142	1,622,188	45,447
General Expenses		71,699	75,486	83,908	36,694	83,908	89,905	5,997
Operating Expenses		44,185	43,587	58,908	29,078	58,908	60,155	1,247
Equipment & Unusual		27,514	31,900	25,000	7,616	25,000	29,750	4,750
Special Items		-	-	-	-	-	-	-
General Administration	001-31-43	1,572,206	1,840,892	2,420,980	913,646	1,906,254	3,685,873	1,264,893
Personnel		746,260	851,917	1,496,605	412,233	981,879	2,792,108	1,295,503
General Expenses		825,945	988,975	924,375	501,413	924,375	893,765	(30,610)
Operating Expenses		516,415	613,101	619,820	360,185	597,675	589,085	(30,735)
Equipment & Unusual		76,374	39,505	-	22,244	22,244	-	-
Special Items		233,157	336,369	304,555	118,985	304,457	304,680	125
Central School Supply	001-31-47	1,150,472	289,600	244,250	14,073	244,250	245,400	1,150
Personnel		5,403	4,514	4,250	3,953	4,250	5,400	1,150
General Expenses		1,145,069	285,086	240,000	10,120	240,000	240,000	-
Operating Expenses		200,149	285,086	240,000	10,120	240,000	240,000	-
Equipment & Unusual		944,920	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Printing	001-31-59	54,184	47,441	57,635	39,603	58,694	58,694	1,059
Personnel		31,175	28,573	28,135	19,726	29,194	29,194	1,059
General Expenses		23,009	18,868	29,500	19,877	29,500	29,500	-
Operating Expenses		23,009	18,868	29,500	19,877	29,500	29,500	-
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Other School Services ~ 3000								
Attendance	001-31-51	74,311	78,500	78,576	48,686	80,396	80,396	1,820
Personnel		73,311	77,500	77,576	48,186	79,396	79,396	1,820
General Expenses		1,000	1,000	1,000	500	1,000	1,000	-
Operating Expenses		1,000	1,000	1,000	500	1,000	1,000	-
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-

Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
Health Services	001-31-52	939,635	1,038,357	1,089,163	464,392	1,038,168	1,092,772	3,609
Personnel		881,762	982,296	1,027,160	438,779	976,165	1,029,269	2,109
General Expenses		57,874	56,061	62,003	25,613	62,003	63,503	1,500
Operating Expenses		57,874	55,146	62,003	25,613	62,003	63,503	1,500
Equipment & Unusual		-	915	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Operation & Maintenance of Plant ~ 4000								
Facilities	001-31-57	1,986,772	2,147,950	2,120,558	1,163,368	2,116,495	2,107,720	(12,838)
Personnel		1,181,955	1,232,553	1,262,568	684,110	1,258,505	1,266,230	3,662
General Expenses		804,816	915,396	857,990	479,259	857,990	841,490	(16,500)
Operating Expenses		612,184	676,298	672,500	418,384	672,500	656,000	(16,500)
Equipment & Unusual		185,493	233,608	180,000	55,995	180,000	180,000	-
Special Items		7,140	5,490	5,490	4,880	5,490	5,490	-
Utilities	001-31-58	2,815,532	2,904,431	2,852,800	1,466,102	2,852,800	2,862,800	10,000
Personnel								
General Expenses		2,815,532	2,904,431	2,852,800	1,466,102	2,852,800	2,862,800	10,000
Operating Expenses		2,815,532	2,904,431	2,852,800	1,466,102	2,852,800	2,862,800	10,000
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Management Information Systems	001-31-45	586,452	612,019	737,623	397,730	744,987	782,962	45,339
Personnel		334,861	394,403	455,873	263,366	463,237	479,523	23,650
General Expenses		251,592	217,617	281,750	134,364	281,750	303,439	21,689
Operating Expenses		241,459	170,617	241,750	107,766	241,750	273,439	31,689
Equipment & Unusual		10,132	47,000	40,000	26,598	40,000	30,000	(10,000)
Special Items		-	-	-	-	-	-	-
STUDENT TRANSPORTATION								
Student Transportation ~ 3300								
Student Transportation	001-31-53	4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	4,435,000	226,166
Personnel								
General Expenses		4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	4,435,000	226,166
Operating Expenses		4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	4,435,000	226,166
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
ATHLETICS								
Athletics ~ 3510								
Athletics	001-31-55	754,130	788,561	793,786	453,612	793,786	791,776	(2,010)
Personnel		439,666	455,741	461,426	244,790	461,426	461,426	-
General Expenses		314,464	332,820	332,360	208,822	332,360	330,350	(2,010)
Operating Expenses		305,895	324,251	323,362	200,171	323,362	321,266	(2,096)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		8,569	8,569	8,998	8,651	8,998	9,084	86

Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
INSTRUCTIONAL SERVICES								
Instructional Services ~ 2000								
School Centers								
FitzGerald Elementary	001-32-10	2,446,395	2,470,903	2,795,544	1,263,244	2,720,856	2,558,088	(237,456)
Personnel		2,407,318	2,427,799	2,745,064	1,224,188	2,670,376	2,514,968	(230,096)
General Expenses		39,078	43,105	50,480	39,056	50,480	43,120	(7,360)
Operating Expenses		39,078	43,105	50,480	39,056	50,480	43,120	(7,360)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
MacArthur Elementary	001-32-11	1,777,550	1,971,780	2,018,337	932,315	2,038,996	2,426,457	408,120
Personnel		1,748,885	1,937,982	1,980,337	900,366	2,000,996	2,383,337	403,000
General Expenses		28,665	33,799	38,000	31,949	38,000	43,120	5,120
Operating Expenses		28,665	33,799	38,000	31,949	38,000	43,120	5,120
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Northeast Elementary	001-32-12	2,294,781	2,257,344	2,304,113	1,061,859	2,343,663	2,502,125	198,012
Personnel		2,257,004	2,224,542	2,265,393	1,029,534	2,304,943	2,459,005	193,612
General Expenses		37,777	32,802	38,720	32,325	38,720	43,120	4,400
Operating Expenses		37,777	32,802	38,720	32,325	38,720	43,120	4,400
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Plympton Elementary	001-32-13	2,125,479	2,305,264	2,559,807	1,126,098	2,470,630	2,500,985	(58,822)
Personnel		2,092,120	2,270,296	2,515,727	1,093,284	2,426,550	2,458,905	(56,822)
General Expenses		33,359	34,968	44,080	32,813	44,080	42,080	(2,000)
Operating Expenses		33,359	34,968	44,080	32,813	44,080	42,080	(2,000)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Stanley Elementary	001-32-14	2,367,474	2,475,912	2,465,643	1,189,595	2,518,479	2,514,063	48,420
Personnel		2,333,459	2,438,760	2,422,603	1,160,731	2,475,439	2,471,983	49,380
General Expenses		34,015	37,152	43,040	28,864	43,040	42,080	(960)
Operating Expenses		34,015	37,152	43,040	28,864	43,040	42,080	(960)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Whittemore Elementary	001-32-15	2,002,651	2,054,180	2,434,850	1,101,173	2,458,530	2,468,256	33,406
Personnel		1,969,102	2,011,868	2,391,250	1,065,942	2,414,930	2,426,176	34,926
General Expenses		33,548	42,312	43,600	35,230	43,600	42,080	(1,520)
Operating Expenses		33,548	42,312	43,600	35,230	43,600	42,080	(1,520)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-

Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
Dual Language School	001-32-16	-	-	-	-	-	173,550	173,550
Personnel		-	-	-	-	-	170,000	170,000
General Expenses		-	-	-	-	-	3,550	3,550
Operating Expenses		-	-	-	-	-	3,550	3,550
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Kennedy Middle	001-32-21	3,539,529	3,742,327	3,872,351	1,719,087	3,848,640	3,992,918	120,567
Personnel		3,506,195	3,716,187	3,804,451	1,678,850	3,780,740	3,941,718	137,267
General Expenses		33,334	26,141	67,900	40,237	67,900	51,200	(16,700)
Operating Expenses		33,334	26,141	67,900	40,237	67,900	51,200	(16,700)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
McDevitt Middle	001-32-22	3,550,624	3,553,669	3,703,080	1,656,775	3,707,659	3,837,028	133,948
Personnel		3,514,592	3,523,931	3,635,260	1,617,193	3,639,839	3,780,228	144,968
General Expenses		36,032	29,737	67,820	39,582	67,820	56,800	(11,020)
Operating Expenses		36,032	29,737	67,820	39,582	67,820	56,800	(11,020)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Waltham High School	001-32-31	8,440,653	8,784,930	9,259,935	4,117,179	9,143,399	9,354,730	94,795
Personnel		8,273,775	8,634,790	9,057,775	4,000,307	8,941,239	9,074,523	16,748
General Expenses		166,878	150,140	202,160	116,872	202,160	280,207	78,047
Operating Expenses		166,878	150,140	202,160	110,896	196,184	280,207	78,047
Equipment & Unusual		-	-	-	5,976	5,976	-	-
Special Items		-	-	-	-	-	-	-
Waltham High School ~ Chapter 74 Program	001-32-31-3	1,447,708	1,445,432	1,377,225	680,973	1,377,225	1,360,412	(16,813)
Personnel		1,341,697	1,351,426	1,272,925	620,264	1,272,925	1,257,662	(15,263)
General Expenses		106,010	94,006	104,300	60,710	104,300	102,750	(1,550)
Operating Expenses		106,010	94,006	104,300	60,710	104,300	102,750	(1,550)
Equipment & Unusual		-	-	-	-	-	-	-
Academic Departments								
English	001-33-70	121,629	117,661	119,398	44,765	110,208	111,596	(7,802)
Personnel		93,987	106,914	103,263	39,800	94,073	95,261	(8,002)
General Expenses		27,642	10,747	16,135	4,965	16,135	16,335	200
Operating Expenses		27,642	10,747	16,135	4,965	16,135	16,335	200
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Reading & Language Arts	001-33-71	400,376	419,242	387,144	170,713	388,121	360,478	(26,666)
Personnel		350,742	375,809	341,419	150,901	342,396	346,153	4,734
General Expenses		49,635	43,433	45,725	19,813	45,725	14,325	(31,400)
Operating Expenses		49,635	43,433	45,725	19,813	45,725	14,325	(31,400)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-

Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
Mathematics	001-33-72	297,524	329,742	400,552	172,307	406,840	369,014	(31,538)
Personnel		280,779	314,564	378,456	163,845	384,744	347,368	(31,088)
General Expenses		16,746	15,177	22,096	8,463	22,096	21,646	(450)
Operating Expenses		16,746	15,177	22,096	8,463	22,096	21,646	(450)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Science & Health Education	001-33-73	425,403	494,524	520,661	227,614	520,661	534,085	13,424
Personnel		394,215	463,345	488,061	209,372	488,061	502,485	14,424
General Expenses		31,188	31,179	32,600	18,242	32,600	31,600	(1,000)
Operating Expenses		20,408	20,345	22,600	11,975	22,600	21,600	(1,000)
Equipment & Unusual		10,780	10,834	10,000	6,267	10,000	10,000	-
Special Items		-	-	-	-	-	-	-
History & Social Sciences	001-33-74	105,119	113,100	115,335	49,450	115,335	116,429	1,094
Personnel		95,453	103,158	100,795	42,644	100,795	102,029	1,234
General Expenses		9,666	9,942	14,540	6,806	14,540	14,400	(140)
Operating Expenses		9,666	9,942	14,540	6,806	14,540	14,400	(140)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
World Languages	001-33-75	55,649	64,004	103,882	45,133	103,882	104,132	250
Personnel		52,615	61,088	98,682	41,750	98,682	98,682	0
General Expenses		3,033	2,916	5,200	3,382	5,200	5,450	250
Operating Expenses		3,033	2,916	5,200	3,382	5,200	5,450	250
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Fine & Performing Arts	001-33-80	2,228,224	2,273,190	2,321,407	1,007,342	2,301,828	2,350,893	29,486
Personnel		2,180,627	2,211,237	2,270,967	974,612	2,251,388	2,300,503	29,536
General Expenses		47,597	61,953	50,440	32,730	50,440	50,390	(50)
Operating Expenses		47,597	55,868	50,440	32,131	49,840	50,390	(50)
Equipment & Unusual		-	6,085	-	599	600	-	-
Special Items		-	-	-	-	-	-	-
Physical Education	001-33-82	554,184	594,152	628,050	256,283	599,875	583,423	(44,627)
Personnel		539,733	582,670	612,734	253,346	584,559	569,407	(43,327)
General Expenses		14,451	11,482	15,316	2,937	15,316	14,016	(1,300)
Operating Expenses		14,451	11,482	15,316	2,937	15,316	14,016	(1,300)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-

Budget Summary by Cost Center

		FY 2014	FY 2015	FY 2016			FY 2017	
	Dept #	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
Instructional Technology / Library Media	001-33-84	513,801	397,282	421,756	297,896	501,756	417,069	(4,687)
Personnel		393,291	312,302	316,830	134,044	316,830	318,919	2,089
General Expenses		120,509	84,980	104,926	163,851	184,926	98,150	(6,776)
Operating Expenses		120,509	84,980	104,926	88,333	104,926	98,150	(6,776)
Equipment & Unusual		-	-	-	75,519	80,000	-	-
Special Items		-	-	-	-	-	-	-
English Language Learning	001-33-86	2,490,839	2,974,469	2,815,051	1,224,362	2,670,249	2,945,216	130,165
Personnel		2,456,190	2,936,373	2,773,251	1,195,351	2,628,449	2,904,466	131,215
General Expenses		34,649	38,096	41,800	29,012	41,800	40,750	(1,050)
Operating Expenses		34,649	38,096	41,800	29,012	41,800	40,750	(1,050)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Student Support Services	001-33-88	1,034,998	1,092,040	1,118,258	519,929	1,111,135	1,121,163	2,905
Personnel		1,014,296	1,073,287	1,097,378	502,296	1,090,255	1,102,646	5,268
General Expenses		20,701	18,752	20,880	17,632	20,880	18,517	(2,363)
Operating Expenses		20,701	18,752	20,880	17,632	20,880	18,517	(2,363)
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Special Education	001-33-90-2	11,828,532	12,807,301	13,708,084	6,207,054	13,791,816	14,132,899	424,815
Personnel		11,190,957	12,037,385	12,826,854	5,607,288	12,910,586	13,078,113	251,259
General Expenses		637,575	769,916	881,230	599,766	881,230	1,054,786	173,556
Operating Expenses		620,044	729,661	846,230	585,224	856,230	1,019,786	173,556
Equipment & Unusual		17,530	40,254	35,000	14,542	25,000	35,000	-
OUT-OF-DISTRICT TUITIONS								
Programs with Other School Districts ~ 9000								
Waltham High School ~ Chapter 74 Program	001-32-31-3	959,630	1,009,371	866,500	791,291	800,000	761,500	(105,000)
Special Items ~ Out-of-district Tuition		959,630	1,009,371	866,500	791,291	800,000	761,500	(105,000)
Special Education	001-33-90-2	3,957,557	4,318,503	4,416,747	4,513,173	4,416,747	3,916,747	(500,000)
Special Items ~ Out-of-district Tuition		3,957,557	4,318,503	4,416,747	4,513,173	4,416,747	3,916,747	(500,000)
SPECIAL REVENUE FUNDS								
Food Services	220-3400	-	-	-	-	-	-	-
Personnel		1,024,886	1,024,886	1,118,338	519,729	1,087,339	1,080,830	(37,508)
General Expenses		1,078,732	918,014	987,650	540,563	987,650	1,124,500	136,850
Operating Expenses		808,492	833,648	962,650	525,250	962,650	1,046,500	83,850
Equipment & Unusual		270,240	84,365	25,000	15,313	25,000	78,000	53,000
Special Items		-	-	-	-	-	-	-
Offset ~ Food Services Revolving Fund		(2,103,618)	(1,942,900)	(2,105,988)	(1,060,292)	(2,074,989)	(2,205,330)	(99,342)

Budget Summary by Cost Center

	Dept #	FY 2014	FY 2015	FY 2016			FY 2017	
		Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Budget	Incr/Decr
Title 1	280-3105	-	-	-	-	-	-	-
Personnel		248,133	261,219	269,646	117,126	270,765	278,461	8,815
General Expenses		-	-	-	-	-	-	-
Operating Expenses		-	-	-	-	-	-	-
Equipment & Unusual		-	-	-	-	-	-	-
Special Items		-	-	-	-	-	-	-
Offset ~ Title 1 Funding		(248,133)	(261,219)	(269,646)	(117,126)	(270,765)	(278,461)	(8,815)
Total		70,783,169	74,252,046	77,181,798	38,896,658	76,691,629	79,555,977	2,374,179

Total Operating Budget								
Personnel		53,596,148	56,643,222	59,954,543	26,765,988	59,156,723	62,534,716	2,580,173
General Expenses		17,187,021	17,608,823	17,227,255	12,130,670	17,534,906	17,021,261	(205,994)
Operating Expenses		10,522,030	11,366,876	11,246,465	6,409,642	11,520,190	11,647,220	400,755
Equipment & Unusual		1,473,878	533,992	348,500	252,343	447,320	343,250	(5,250)
Special Items		5,191,113	5,707,956	5,632,290	5,468,686	5,567,397	5,030,791	(601,499)
Total		70,783,169	74,252,046	77,181,798	38,896,658	76,691,629	79,555,977	2,374,179

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Waltham Public Schools

BUDGET OVEVIEW

Budget Comparison

	FY 2016 Budget	FY 2017 Budget	\$ Inc (Dec)	% Inc (Dec)	Major Changes beyond increases due to contractual salary obligations
SUPPORTIVE SERVICES					
Districtwide Leadership & Administration ~ 1000					
School Committee	183,234	187,232	3,998	2.18%	Liability Insurance premium increase
Administrative Offices	1,660,649	1,712,093	51,444	3.10%	New job posting software - Applitrac, Medicaid processing due to increased claims
General Administration	2,420,980	3,685,873	1,264,893	52.25%	Ongoing collective bargaining
Central School Supply	244,250	245,400	1,150	0.47%	
Printing	57,635	58,694	1,059	1.84%	
Other School Services ~ 3000					
Attendance	78,576	80,396	1,820	2.32%	
Health Services	1,089,163	1,092,772	3,609	0.33%	R.N. for Dual Language School - add 0.5 fte
Operation & Maintenance of Plant ~ 4000					
Facilities	2,120,558	2,107,720	(12,838)	-0.61%	
Utilities	2,852,800	2,862,800	10,000	0.35%	Increased expense based on usage and rates
Management Information Systems	737,623	782,962	45,339	6.15%	Student information systems upgrade
STUDENT TRANSPORTATION					
Student Transportation ~ 3300					
Student Transportation	4,208,834	4,435,000	226,166	5.37%	Special Education in-district student transportation contractual increase and increased homeless student transportation costs
ATHLETICS					
Athletics ~ 3510					
Athletics	793,786	791,776	(2,010)	-0.25%	

Budget Comparison

	FY 2016 Budget	FY 2017 Budget	\$ Inc (Dec)	% Inc (Dec)	Major Changes beyond increases due to contractual salary obligations
INSTRUCTIONAL SERVICES					
Instructional Services ~ 2000					
School Centers					
Elementary Schools					
FitzGerald Elementary	2,795,544	2,558,088	(237,456)	-8.49%	Math specialist - add .5 fte, net decrease 4.0 fte teachers based on enrollment projection, per pupil allocation based on boundary changes
MacArthur Elementary	2,018,337	2,426,457	408,120	20.22%	Reading specialist - add .5 fte, Math specialist - add .5 fte, increase 5.0 fte teachers based on enrollment projection, per pupil allocation based on boundary changes
Northeast Elementary	2,304,113	2,502,125	198,012	8.59%	Net increase 2.0 fte teachers based on enrollment projection, per pupil allocation based on boundary changes
Plympton Elementary	2,559,807	2,500,985	(58,822)	-2.30%	Reading specialist - add .5 fte, per pupil allocation based on boundary changes
Stanley Elementary	2,465,643	2,514,063	48,420	1.96%	Net decrease 1.0 fte teacher based on enrollment projection, per pupil allocation based on boundary changes
Whittemore Elementary	2,434,850	2,468,256	33,406	1.37%	Net decrease 1.0 fte teacher based on enrollment projection, per pupil allocation based on boundary changes
Dual Language Elementary	0	173,550	173,550		Teacher - Grade K 2.0 fte, Paraprofessional 1.0 fte, per pupil allocation based on boundary changes
Middle Schools					
Kennedy Middle	3,872,351	3,992,918	120,567	3.11%	Teacher - Math ~ Increase 2.0 fte, reduce Math Coach to 0.5 fte, per pupil allocation for textbooks and supplies and library supplies
McDevitt Middle	3,703,080	3,837,028	133,948	3.62%	Teacher - Math ~ Increase 2.0 fte, reduce Math Coach to 0.5 fte, per pupil allocation for textbooks and supplies and library supplies
Waltham High School					
Waltham High School	9,259,935	9,354,730	94,795	1.02%	NEASC accreditation costs, Americorps Promise Fellow, AP initiative
Waltham High School ~ Chapter 74 Program	1,377,225	1,360,412	(16,813)	-1.22%	
Academic Departments					
English	119,398	111,596	(7,802)	-6.53%	
Reading & Language Arts	387,144	360,478	(26,666)	-6.89%	Funding of literacy closets not continued
Mathematics	400,552	369,014	(31,538)	-7.87%	Math Coach - add .5 fte
Science & Health Education	520,661	534,085	13,424	2.58%	
History & Social Sciences	115,335	116,429	1,094	0.95%	

Budget Comparison

	FY 2016 Budget	FY 2017 Budget	\$ Inc (Dec)	% Inc (Dec)	Major Changes beyond increases due to contractual salary obligations
World Languages	103,882	104,132	250	0.24%	
Fine & Performing Arts	2,321,407	2,350,893	29,486	1.27%	Teacher - Music Instrumental - District 0.25 fte
Physical Education	628,050	583,423	(44,627)	-7.11%	
Instructional Technology / Library Media	421,756	417,069	(4,687)	-1.11%	
English Language Learning	2,815,051	2,945,216	130,165	4.62%	ELL Teacher 2.0 fte, Para 1.0 fte HS - SLIFE
Student Support Services	1,118,258	1,121,163	2,905	0.26%	
Special Education	13,708,084	14,132,899	424,815	3.10%	Medical/Therapeutic Services (1:1 nurses - increased rates and hours), translation services, offset by 2.3 fte staffing reduction
OUT-OF-DISTRICT TUITIONS					
Programs with Other School Districts ~ 9000					
Waltham High School ~ Chapter 74 Program	866,500	761,500	(105,000)	-12.12%	Tuitions decreased based on student enrollment
Special Education	4,416,747	3,916,747	(500,000)	-11.32%	Increased Circuit Breaker tuition reimbursement
Total Operating Budget	77,181,798	79,555,977	2,374,179	3.08%	

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Waltham Public Schools

BUDGET OVERVIEW

Full Time Equivalency Positions

	FY 2015 * as amended	FY 2016 * as amended	FY 2017 Budget	Inc (Dec)	Justification
SUPPORTIVE SERVICES					
Districtwide Leadership & Administration ~ 1000					
Administrative Offices	16.25	18.25	18.25	0	
General Administration	6.0	8.0	8.0	0	
Printing	0.5	0.5	0.5	0	
Other School Services ~ 3000					
Attendance & Census	1.5	1.5	1.5	0	
Health Services	13.4	14.1	14.6	0.5 R.N. for Dual Language School ~ 0.5 fte	
Operation & Maintenance of Plant ~ 4000					
Facilities	15.0	15	15	0	
Management Information Systems	7.0	8.0	8.0	0	
ATHLETICS					
Athletics ~ 3510					
Athletics	2.5	2.5	2.5	0	
INSTRUCTIONAL SERVICES					
Instructional Services ~ 2000					
School Centers					
Elementary Schools					
FitzGerald Elementary	35.0	38.0	34.5	-3.5	Math Specialist ~ 0.5 fte, offset by Classroom Teachers ~ 4.0 fte decrease
MacArthur Elementary	27.5	28.5	34.5	6	Reading Specialist ~ 0.5 fte, Math Specialist ~ 0.5 fte, Classroom Teachers ~ 5.0 fte
Northeast Elementary	31.5	31.5	33.5	2	Classroom Teachers ~ 2.0 fte
Plympton Elementary	30.0	33.0	33.5	0.5	Reading Specialist ~ 0.5 fte
Stanley Elementary	32.0	34.0	33.5	-0.5	Reallocated Math Specialist ~ 0.5 fte from Mathematics, offset by Classroom Teacher ~ 1.0 fte decrease
Whittemore Elementary	30.5	35.5	34.5	-1	Classroom Teacher ~ 1.0 fte decrease
Dual Language Elementary	0.0	0.0	3.0	3	Teacher - Grade K ~ 2.0 fte, Paraprofessional ~ 1.0 fte
Middle Schools					
Kennedy Middle	52.975	52.975	54.475	1.5	Teacher - Math ~ 1.5 fte (+2 teachers -0.5 coach)
McDevitt Middle	51.750	51.750	53.250	1.5	Teacher - Math ~ 1.5 fte (+1.75 teachers -0.25 coach)

Full Time Equivalency Positions

	FY 2015 * as amended	FY 2016 * as amended	FY 2017 Budget	Inc (Dec)	Justification
Waltham High School					
Waltham High School	126.2	126.8	126.8	0	
Waltham High School ~ Chapter 74 Program	17.6	17.6	17.6	0	
Academic Departments					
English	1.0	1.0	1.0	0	
Reading & Language Arts	4.0	4.0	4.0	0	
Mathematics	4.0	4.5	4.0	-0.5	Reallocated Math Specialist ~ 0.5 fte to Stanley.
Science & Health	6.50	6.80	6.80	0	
History & Social Sciences	1.0	1.0	1.0	0	
World Languages	0.6	1.0	1.0	0	
Fine & Performing Arts	30.45	30.1	30.4	0.25	Teacher - Music Instrumental - District ~ 0.25 fte
Physical Education	8.00	7.95	7.95	0	
Instructional Technology / Library Media	6.2	5.2	5.2	0	
English Language Learning	51.5	43.5	48.1	4.6	ELL Teacher - WHS ~ 2.0 fte, Whittemore ~ 0.5 fte, McDevitt ~0.1 fte; ELL Para - WHS ~ 1.0 fte, Kennedy ~ 1.0 fte
Student Support Services	13.6	13.5	13.5	0	
Special Education	250.4	263.5	261.2	-2.3	ETL MacArthur & Whittemore ~ 1.0 fte, Stanley SAC ~ 0.5 fte, Adaptive PE Teacher ~ 0.2 fte, offset by reduction of Paraprofessional ~ 3.0 fte and elimination of Pre-k Administrator ~ 1.0 fte
SPECIAL REVENUE FUNDS					
Food Services	43.39	43.56	43.56	0	McDevitt ~ 0.5 fte; Dual Language ~ 0.5 fte, offset by elimination of Chef Manager ~ 1.0 fte
Title 1	9.9	5.8	5.9	0.1	Grants Manager ~ 0.1 fte
Total Full Time Equivalency Positions	927.715	948.91	961.06	12.15	

School Committee

The general policy of the Waltham School Committee is to maintain a public school system which will provide opportunities for each student and each adult to develop his/her potential to its utmost; to become a citizen of maximum value to his/her community, state and nation; to develop a climate which fosters high ethical and moral standards, is supportive and respectful of all school community members, and is conducive to learning and growing.

The Waltham School Committee consists of six members chosen at large by ballot from the registered voters of Waltham and the Mayor who serves as Chairperson. The term of office is for four years and expires on December 31 following the second biennial city election.

The current membership of the Waltham School Committee are as follows:

Mayor Jeannette A McCarthy, Chairperson

Superintendent Dr. Drew Echelson, Clerk

Ms. Margaret M Donnelly, Member

Ms. Kathleen Dowcett, Member

Mr. John A Frassica II, Member

Mr. John B Graceffa, Member

Mr. Stephen Rando, Jr, Member

Mr. Edmund Tarallo, Member

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School Committee

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual	#	Actual	#	Budget	July-January	Estimated	#	Superintendent's Recommendation
			Expenditures		Expenditures			Actual Expenditures	Expenditures Thru 6/30/16		
1.	School Committee Member	6	62,850	6	63,777	6	64,734	37,543	64,734	6	65,442
2.											
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		6	62,850	6	63,777	6	64,734	37,543	64,734	6	65,442

School Committee

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-41-5100							
1110 - 5111 - Salaries - Full Time	62,850	63,777	64,734	37,543	64,734	708	65,442
<hr/>							
General Expenses							
Operating Expenses 001-31-41-5200							
School Committee (1110)							
1110 - 5780 - Other	31,084	38,469	30,000	17,257	28,295	0	30,000
<hr/>							
Equipment & Unusual 001-31-41-5400							
School Committee (1110)							
1110 - 5300 - Consultant School Committee Policy Manual update		3,500	3,500		3,500	0	3,500
Legal Services for School Committee (1430)							
1430 - 5305 - Legal Services	21,530	46,857	30,000	12,746	30,000	0	30,000
1430 - 5311 - Legal Services ~ Collective Bargaining	29,605	30,535	25,000	24,242	25,000	0	25,000
Legal Settlements (1435)							
1435 - 5760 - Legal Settlement	150,000	43,000					
<hr/>							
Special Items 001-31-41-5500							
Other Non Employee Insurance (5260)							
5260 - 5740 - Liability Insurance	25,061	29,654	30,000	31,705	31,705	3,290	33,290
<hr/>							
Total Operating Budget	320,129	255,791	183,234	123,493	183,234	3,998	187,232

School Committee

	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
COST SUMMARY BY CLASSIFICATION							
Personnel	62,850	63,777	64,734	37,543	64,734	708	65,442
General Expenses							
Operating Expenses	31,084	38,469	30,000	17,257	28,295	-	30,000
Equipment & Unusual	201,135	123,892	58,500	36,988	58,500	-	58,500
Special Items	25,061	29,654	30,000	31,705	31,705	3,290	33,290
Total Operating Budget	320,129	255,791	183,234	123,493	183,234	3,998	187,232

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Cost of living adjustment	708
General Expenses		
Special Items		
5260 - 5740 Liability Insurance	Premium rate increase	3,290

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Administrative Offices

Under the direction of the School Business Administrator, the Business Office manages financial operations and selected support services, develops the annual operating budget in collaboration with the Superintendent and his management team, processes payables and payroll, oversees compliance and financial reporting, purchasing, and the Capital Improvement Plan development. Working collaboratively with other administrators, the Business Office provides grant management oversight. In addition to overall financial oversight, the Business Office is responsible for student transportation and food services.

The Human Resources Department manages all aspects of personnel operations. Human Resources has developed a recruitment plan for the district which includes attending job fairs (Boston College, Boston University, Simmons, Lesley, Bridgewater State, Mass Partnership for Diversity) and then bringing outstanding candidates back to our own on site job fair in April. Human Resources support contract negotiations and oversee all general personnel practices. The Human Resources Department also plays an important advisory and support role to administrators in the evaluation and management of personnel. Human Resources act as the intermediary with all unions and hear grievances as necessary.

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Administrative Offices

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Superintendent of Schools	1	161,792	1	195,093	1	180,000	105,517	180,000	1	183,600
2.	Assistant Superintendent of Curriculum and In	1	133,900	1	139,256	1	148,326	86,774	148,026	1	153,947
3.	Administrator of Pupil Personnel	1	157,981	1	129,480	1	129,500	73,591	132,000	1	134,640
4.	Business Administrator	1	127,362	1	129,909	1	132,507	79,552	135,707	1	135,707
5.	Accountant					1	80,000	19,425	78,000	1	80,000
6.	Human Resource Administrator	0.6	65,000	0.6	66,625	0.6	66,625	41,713	71,158	0.6	71,158
7.	Administrator of Technology					1	110,000	53,046	97,625	1	109,000
8.	Grants Management / Program Development	0.15		0.15	11,195	0.15	10,000	4,068	18,796	0.15	24,335
9.	Information Systems Specialist	1	64,056	1	66,280	1	65,337	39,829	67,944	1	67,944
10.	Administrative Assistant to Superintendent	1	76,850	1	80,802	1	80,801	49,562	84,548	1	84,547
11.	Administrative Asst to Superintendent / SC	1	67,720	1	73,938	1	72,423	44,768	75,961	1	75,961
12.	Secretary to Assistant Superintendent	1	60,728	1	68,242	1	65,481	43,502	74,209	1	74,209
13.	WSSA Payroll Clerk	3	150,539	3	169,604	3	171,049	99,939	171,049	3	171,049
14.	WSSA Bookkeeping Clerk	3	150,024	3	163,769	3	163,982	95,130	163,982	3	153,786
15.	WSSA Business / Transportation Clerk	1	48,234	1	56,024	1	56,165	32,924	56,165	1	56,702
16.	Copy Center Coordinator	0.5	22,515	0.5	22,837	0.5	22,915	13,838	23,973	0.5	23,974
17.	Clerical - Substitutes / Student Help / OT		65,169		63,182		21,630	24,211	40,000		21,630
Total		16.25	1,351,870	16.25	1,436,234	18.25	1,576,741	907,392	1,619,142	18.25	- 1,622,188

Administrative Offices

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-42-5100							
5111 Salaries - Full Time	1,286,701	1,373,052	1,555,111	883,180	1,579,142	45,447	1,600,558
5122 Temporary Help	17,005	18,039	21,630	7,593	40,000	-	21,630
5131 Overtime	48,164	45,143		16,619			
<hr/>							
General Expenses							
Operating Expenses 001-31-42-5200							
Superintendent (1210)							
1210 - 5342 - Postage	2,054	2,500	2,500	1,017	2,500	-	2,500
1210 - 5420 - Office Supplies	2,109	1,006	2,500	1,957	2,500	-	2,500
1210 - 5780 - Other	5,558	2,597	8,900	4,796	8,900	(3,900)	5,000
Assistant Superintendent (1220)							
1220 - 6530 - Computer Equipment	1,346						
Finance & Business (1410)							
1410 - 5300 - Consultant (E-rate)	5,400	5,400	5,500		5,500	-	5,500
1410 - 5301 - Audit	10,000	17,867	16,000		16,000	1,000	17,000
1410 - 5342 - Postage	2,000	2,020	2,000	2,000	2,000	-	2,000
1410 - 5420 - Office Supplies	1,005	1,126	1,500	1,343	1,500	-	1,500
1410 - 5780 - Other	623	1,684	500	399	500	-	500
Human Resources (1420)							
1420 - 5341 - Advertising	4,220	100	10,000	8,288	10,000	4,220	14,220
1420 - 5780 - Other	2,183	2,618	2,500	2,325	2,500	-	2,500
Rental-Lease of Equipment (5300)							
5300 - 5270 - Lease of Office Equipment	7,686	6,668	7,008	6,954	7,008	(73)	6,935
<hr/>							
Equipment & Unusual 001-31-42-5400							
Other Charges (5500)							
5500 - 5780 - Municipal Medicaid Processing	27,514	31,900	25,000	7,616	25,000	4,750	29,750
<hr/>							
Special Items 001-31-42-5500							
Total Operating Budget	1,423,569	1,511,720	1,660,649	944,086	1,703,050	51,444	1,712,093

Administrative Offices

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	1,351,870	1,436,234	1,576,741	907,392	1,619,142	45,447	1,622,188
General Expenses							
Operating Expenses	44,185	43,587	58,908	29,078	58,908	1,247	60,155
Equipment & Unusual	27,514	31,900	25,000	7,616	25,000	4,750	29,750
Special Items	0	0	0	0	0	0	0
Total Operating Budget	1,423,569	1,511,720	1,660,649	944,086	1,703,050	51,444	1,712,093

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	45,447
General Expenses		
Operating Expenses		
1410 - 5301 - Audit	For DESE End of Year Report and Student Activity Account audits provided by audit firm	1,000
1420 - 5341 - Advertising	New job posting software - Applitrac \$12,900/yr license	4,220
5500 - 5780 - Municipal Medicaid Processing	Reimbursement claims estimated to increase to \$700,000. The processing charge is 4.25%	4,750

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General Administration

General Administration activities are supportive to curriculum, instruction, assessment, and professional development.

The district provides 30+ professional development programs for educators and administrators to ensure that all students have equal access to high quality content and instruction that is standards-based and differentiated to meet the diverse needs of our students.

The Waltham Family School (WFS) prepares children for success in school, empowers parents to be partners with schools in the education of their children, and strengthens the parents' skills necessary for parenting, workforce, and community life. WFS' most outstanding accomplishment is the 100 per cent 4 year cohort graduation rate of the first WFS preschool children who will graduate from Waltham High School in June, and equally, the 100 per cent MassCore completion rate of these seniors.

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General Administration

PERSONNEL

Bargaining Unit Position	FY 2014		FY 2015		FY 2016			FY 2017	
	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1. WSSA Director's Secretary	1	38,876	1	42,638	1	42,493	18,254	42,493	42,493
2. WSSA Switchboard	1	48,531	1	52,976	1	53,046	31,096	53,046	53,046
3. Parent Information Center Coordinator	1	42,864	1	50,702	1	52,250	35,163	59,983	59,983
4. Community Outreach Liaison					1	40,000	9,679	44,000	45,000
5. Parent Information Center Part Time		9,734		9,456		7,400	8,623	10,000	7,625
6. Translator	1	47,004	1	47,944	2	92,944	55,222	94,203	94,203
7. Coordinator - Waltham Family School	1	82,924	1	84,997	1	84,997	51,585	87,997	87,997
8. Teacher - Waltham Family School	0.6	43,460	1	66,720	1	66,720	31,015	65,379	65,379
9. WSAA Summer Per Diem	*		*		*	42,500			42,500
10. Allowance for Degree Changes	*		*		*	80,000			80,000
11. Contingency Plan	*		*		*	180,000			180,000
12. Substitutes (daily substitutes)		270,891		322,818		350,000	134,178	350,000	350,000
13. Substitutes (long term substitutes)	*		*		*	170,000			170,000
14. School Safety Officer	S	831							
15. Math Olympiad Stipend	S	4,224	S	3,773	S	4,977		5,500	5,500
16. Mentoring Stipends	S	75,300	S	83,899	S	72,828	4,682	72,828	72,828
17. Summer School Director Stipend	S	6,200	S	6,200	S	6,450	6,450	6,450	6,450
18. Sick Leave Buyback		75,422		79,793		80,000	26,288	80,000	80,000
19. Collective bargaining and non-union personnel contingency	*		*		*	70,000			1,349,105
20. Dual Language Program Coordinator							5,000	10,000	
Total	5.6	746,260	6	851,917	8	1,496,605	417,233	981,879	2,792,108

* actual expenditures are reflected in individual cost centers

General Administration

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-43-5100							
5111 Salaries - Full Time	303,659	345,978	904,950	232,013	447,101	15,651	920,601
5121 Part Time - Substitutes (daily)	270,891	322,818	350,000	134,178	350,000	0	350,000
5122 Wages - Part Time	9,734	9,456	7,400	8,623	10,000	225	7,625
5124 Stipends	86,555	93,872	84,255	11,132	94,778	523	84,778
5195 Sick Leave Buyback	75,422	79,793	80,000	26,288	80,000	0	80,000
Allowance for Contract Negotiations	0	0	70,000	0	0	1,279,105	1,349,105
<hr/>							
General Expenses							
Operating Expenses 001-31-43-5200							
Districtwide Administration (1230)							
1230 - 5342 - Postage	5,220	5,032	5,000	2,075	5,000	0	5,000
1230 - 5360 - Substitute Service	14,910	15,288	15,000	15,766	15,766	1,000	16,000
1230 - 5780 - Other	10,572	20,181	19,000	7,743	19,000	(5,000)	14,000
Districtwide Information Management and Technology (1450)							
1450 - 5425 - Software License		293				0	
Building Technology (2250)							
2250 - 5425 - Software License (TeachPoint)		11,040	11,040	11,040	11,040	552	11,592
Medical/Therapeutic Services (2320)							
2320 - 5240 - Maintenance / Repairs		157					
2320 - 5360 - 504 Services / Home & Hospital Tutoring	72,970	15,590	70,000	8,904	60,000	(20,000)	50,000
Professional Development (2357)							
2357 - 5360 - Professional Development	290,739	365,076	330,000	240,218	330,000	0	330,000
2357 - 5780 - Curriculum Review		14,000	15,000		15,000	0	15,000
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies; Classroom Set-up	22,890	47,904	45,000	31,743	32,917	0	45,000
General Supplies (2430)							
2430 - 5500 - 504 Supplies	255	4,002	1,000	937	1,000	0	1,000
Other Instructional Services (2440)							
2440 - 5710 - Mileage (teacher)	162	0	200	67	200	0	200
Classroom Instructional Technology (2451)							
2451 - 5425 - Software License (Mastery Manager)	16,941	18,172	20,000	19,358	19,358	713	20,713
Attendance and Parent Liaison Services (3100)							
3100 - 5362 - Translation Service	7,960	18,324	10,000	5,611	10,000	5,000	15,000
3100 - 5515 - Supplies (PIC)	1,899	1,893	2,000	2,062	2,062	0	2,000
3100 - 5710 - Mileage				119	250		
Rental-Lease of Equipment (5300)							
5300 - 5270 - Lease of Equipment (PIC)	2,858	2,108	2,040	2,040	2,040	0	2,040
Civic Activities (6200)							
6200 - 5340 - Emergency Call System	12,500	12,500	13,000	12,500	12,500	(13,000)	0
6200 - 5360 - Waltham Family School	56,540	61,540	61,540		61,540	0	61,540

Equipment & Unusual 001-31-43-5400

Building Technology (2250)

2250 - 6530 - Computer Equipment 12,086

General Administration							
	FY 2014	FY 2015	FY 2016			FY 2017	
Classification	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
General Expenses (continued)							
Equipment & Unusual 001-31-43-5400 (continued)							
Classroom Instructional Technology (2451)							
2451 - 5780 - Parent Information Night		15,006		7,454	7,454		
2451 - 5865 - Educational Equipment	16,078	12,119		2,941	2,941		
Acquisition and Improvement of Equipment (7300)							
7300 - 5832 - Office Furniture	3,175			1,280	1,280		
7300 - 5862 - Classroom Furniture	45,035	12,380		10,569	10,569		
Special Items 001-31-43-5500							
Insurance Programs (5200)							
5200 - 5170 - Unemployment	93,116	102,125	150,000	66,514	150,000	0	150,000
5200 - 5177 - Workers' Compensation	135,702	229,906	150,000	48,015	150,000	0	150,000
Other Non Employee Insurance (5260)							
5260 - 5740 - Insurance ~ Student Accident	4,339	4,338	4,555	4,457	4,457	125	4,680
Total Operating Budget	1,572,206	1,840,892	2,420,980	913,646	1,906,254	1,264,893	3,685,873

General Administration

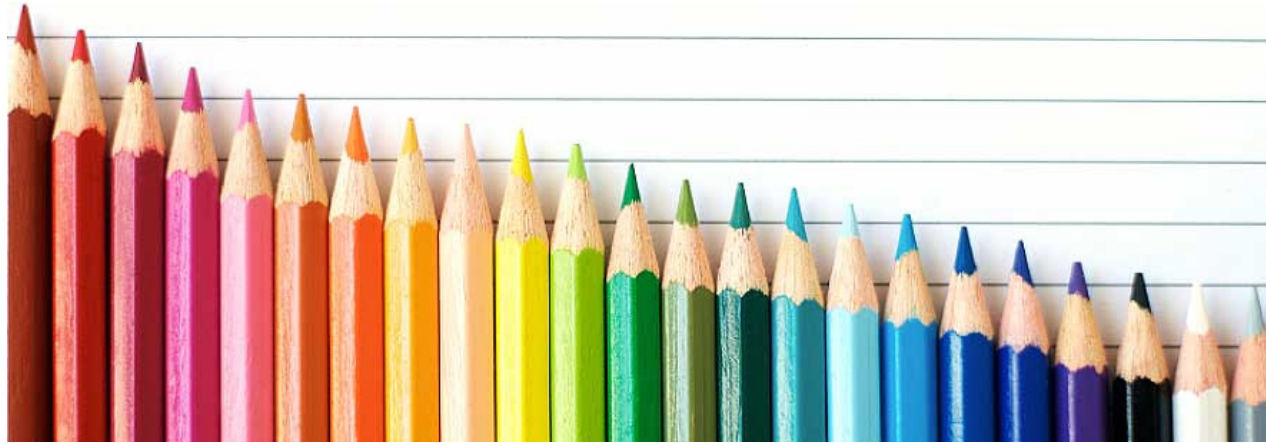
COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr Recommendation
Personnel	746,260	851,917	1,496,605	412,233	981,879	1,295,503 2,792,108
General Expenses						
Operating Expenses	516,415	613,101	619,820	360,185	597,675	(30,735) 589,085
Equipment & Unusual	76,374	39,505	-	22,244	22,244	- -
Special Items	233,157	336,369	304,555	118,985	304,457	125 304,680
Total Operating Budget	1,572,206	1,840,892	2,420,980	913,646	1,906,254	1,264,893 3,685,873

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	14,392
Line 5 - Parent Information Center Part Time	Registration staffing (i.e. PIC staff, teachers, nurses) 6 nights, 2.5 hours/night	225
Line 15 - Math Olympiad Stipend	Additional stipend added in FY 2016 due to increased student participation (10 stipends total)	523
Line 19 - Collective bargaining and non-union personnel contingency	Pending contract negotiations with all School Department collective bargaining associations	1,574,105
General Expenses		
Operating Expenses		
1230 - 5360 - Substitute Service (Aesop)	Annual renewal - contractual increase	1,000
2250 - 5425 - Software License (TeachPoint)	Annual renewal - contractual increase	552
2451 - 5425 - Software License (Mastery Manager)	Annual renewal - contractual increase	713
3100 - 5362 - Translation Service	Increased due to additional translation service requests	5,000
Special Items		
5260 - 5740 - Insurance ~ Student Accident	Premium rate increase	125

Central School Supply

The Central School Supply office provides administrators and teachers with the necessary instructional consumable supplies.



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Central School Supply

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Part Time		5,403		4,514		4,250	3,953	4,250		5,400
2.											
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total			5,403		4,514		4,250	3,953	4,250		5,400

Central School Supply

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-47-5100							
5122 Wages - Part Time	5,403	4,514	4,250	3,953	4,250	1,150	5,400
<hr/>							
General Expenses							
Operating Expenses 001-31-47-5200							
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbook Adoption	44,179	191,734	160,000	9,195	160,000	0	160,000
Library Instructional Materials (2415)							
2415 - 5510 - Library Book Replacement	13,630		15,000		15,000	0	15,000
General Supplies (2430)							
2430 - 5510 - Classroom Supplies	142,339	93,352	65,000	926	65,000	0	65,000
<hr/>							
Equipment & Unusual 001-31-47-5400							
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	944,920						
<hr/>							
Special Items 001-31-47-5500							
Total Operating Budget	1,150,472	289,600	244,250	14,073	244,250	1,150	245,400

Central School Supply

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	5,403	4,514	4,250	3,953	4,250	1,150	5,400
General Expenses							
Operating Expenses	200,149	285,086	240,000	10,120	240,000	0	240,000
Equipment & Unusual	944,920	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>1,150,472</u>	<u>289,600</u>	<u>244,250</u>	<u>14,073</u>	<u>244,250</u>	<u>1,150</u>	<u>245,400</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Wages - Part Time	Student helpers - additional hours	1,150

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Printing

MESSAGE FROM THE DIRECTOR, Christopher Cummings

In concert with Graphic Communications, the Print Shop continues to increase its volume of projects while maintaining its long-standing track record of producing high quality products while meeting or exceeding set deadlines. Through district and school based initiatives, the print shop has utilized resources with high efficiency and implements practices that maintain the smooth operation of equipment. The Print Shop enables city departments to realize significant cost savings for projects, and their expertise in repairing equipment without relying on outside vendors represents further positive budgetary yields.

Significant projects completed by the print shop include pamphlets for the Waltham Veterans Services Circle of Remembrance program, posters and schedules for all Waltham school athletic programs, programs for all district and Reagle Players Fine Arts productions, materials for Bentley University's after school tutoring initiative, and the creation and production of logos and maps for the Friends of Prospect Hill Park. Consistent with production from previous years, the print shop continues to support district wide initiatives, including printing of the Waltham High School news magazine The Talon, all printed materials related to graduation, certificates of distinction to recognize student accomplishments, brochures promoting the Career and Technical Education program, curriculum brochures for the elementary schools, and virtually every school district printed document including report cards, emergency contact cards, and attendance records.

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Printing

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position		Actual		Actual		July-January Actual	Estimated		Superintendent's	
		#	Expenditures	#	Expenditures	#	Budget	Expenditures	Expenditures Thru 6/30/16	#	Recommendation
1.	Print Shop Assistant	0.5	20,015	0.5	20,337	0.5	20,415	12,588	21,474	0.5	21,474
2.	Printer	S	4,238	S	4,813	S	5,000	4,538	5,000	S	5,000
3.	Student/Summer Help		6,923		3,424		2,720	2,601	2,720		2,720
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		0.5	31,175	0.5	28,573	0.5	28,135	19,726	29,194	0.5	29,194

Printing

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-59-5100							
5111 Salaries - Full Time	20,015	20,337	20,415	12,588	21,474	1,059	21,474
5124 Stipend	4,238	4,813	5,000	4,538	5,000	0	5,000
5125 Temporary Help	6,923	3,424	2,720	2,601	2,720	0	2,720
<hr/>							
General Expenses							
Operating Expenses 001-31-59-5200							
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Equipment ~ Service	1,355		3,000	7,377	7,377	0	3,000
General Supplies (2430)							
2430 - 5520 - Educational Supplies	21,423	18,084	25,000	11,500	21,123	0	25,000
Utility Services (4130)							
4130 - 5290 - Waste Disposal	231	784	1,500	1,000	1,000	0	1,500
<hr/>							
Equipment & Unusual 001-31-59-5400							
<hr/>							
Special Items 001-31-59-5500							
<hr/>							
Total Operating Budget	54,184	47,441	57,635	39,603	58,694	1,059	58,694

Printing

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	31,175	28,573	28,135	19,726	29,194	1,059	29,194
General Expenses							
Operating Expenses	23,009	18,868	29,500	19,877	29,500	0	29,500
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>54,184</u>	<u>47,441</u>	<u>57,635</u>	<u>39,603</u>	<u>58,694</u>	<u>1,059</u>	<u>58,694</u>

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

1,059

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Attendance

The Attendance Office processes and maintains attendance records as mandated by the Department of Elementary and Secondary Education. The office oversees the distribution of work permits and works collaboratively with administrators on a variety of issues. The office is responsible for the verification of a number of documents including School Verification Forms, Department of Transitional Assistance Forms, as well as local and state housing documents.

The Attendance Officer works with the local courts and numerous social agencies in an ongoing effort to assist students with personal and domestic crisis. The Attendance Officer conducts hearings for students, parents, and other advocates on behalf of building administrators in cases where the administrators' intervention has not been able to resolve problems. The Attendance Officer works collaboratively with district staff to actively seek alternative interventions for those students who are at risk of dropping out of school or who present with social emotional issues and are in need of a therapeutic environment.

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Attendance

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual	#	Actual	#	July-January Actual	Estimated Expenditures	#	Superintendent's Recommendation	
			Expenditures		Expenditures		Budget	Expenditures		Thru 6/30/16	
1.	Supervisor of Attendance	0.5	25,500	0.5	26,010	0.5	26,010	13,915	27,830	0.5	27,830
2.	WSSA Clerk	1	47,420	1	51,490	1	51,566	34,271	51,566	1	51,566
3.	WSSA Clerical - Overtime		391								
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		1.5	73,311	1.5	77,500	1.5	77,576	48,186	79,396	1.5	79,396

Attendance

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-51-5100							
5111 Salaries - Full Time	47,420	51,490	51,566	34,271	51,566	0	51,566
5121 Salaries - Part Time	25,500	26,010	26,010	13,915	27,830	1,820	27,830
5131 Overtime	391						
<hr/>							
General Expenses							
Operating Expenses 001-31-51-5200							
Attendance and Parent Liaison Services (3100)							
3100 - 5780 - Other	1,000	1,000	1,000	500	1,000	0	1,000
<hr/>							
Equipment & Unusual 001-31-51-5400							
<hr/>							
Special Items 001-31-51-5500							
<hr/>							
Total Operating Budget	74,311	78,500	78,576	48,686	80,396	1,820	80,396

Attendance

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	73,311	77,500	77,576	48,186	79,396	1,820	79,396
General Expenses							
Operating Expenses	1,000	1,000	1,000	500	1,000	-	1,000
Equipment & Unusual	-	-	-	-	-	-	-
Special Items	-	-	-	-	-	-	-
Total Operating Budget	74,311	78,500	78,576	48,686	80,396	1,820	80,396

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

1,820

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Health Services

MESSAGE FROM THE DIRECTOR, Patricia McCaffrey

The mission of the Waltham Public Schools Health Services Department is to provide nursing services that promote optimal wellness for students and staff in order to foster educational success. We strive to empower students and staff with an understanding of health and beneficial choices that will positively affect their lives.

Department goals have been continuing with Medical Emergency Response Plans ("MERP") and holding drills, as well as providing standardized teaching for students across all grade levels regarding Life Threatening Allergies. All nurses have been involved in a study looking at the application of nursing interventions to students with chronic absenteeism. The goal of the project is to demonstrate that nursing interventions improve student attendance, which correlates with academic achievement.

More global departmental priorities for next year will be focusing on Emergency Preparedness, Safety and Security issues, as well as implementing the Screening, Brief, Intervention, Referral to Treatment (SBIRT) program in 7th grade. We hope to strengthen our community ties and continue to provide culturally competent care for ALL students.

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Health Services

PERSONNEL

Bargaining Unit Position			FY 2014		FY 2015		FY 2016			FY 2017		
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Supervisor, RN		1	91,987	1	104,312	1	102,039	40,911	90,562	1	97,645
2.	WEA R.N.	WHS	2.6	192,265	2.3	203,828	3	227,920	76,881	200,506	3	205,496
3.	WEA R.N.	Kennedy	1	76,065	1	77,587	1	79,139	33,482	79,139	1	81,908
4.	WEA R.N.	McDevitt	1	71,436	1	72,864	1	74,322	31,444	74,322	1	74,322
5.	WEA R.N.	Fitzgerald	1	80,804	1	82,420	1	84,068	42,733	85,466	1	85,466
6.	WEA R.N.	MacArthur	1	73,936	1	76,143	1	77,666	32,859	77,666	1	77,666
7.	WEA R.N.	Northeast	2.05	79,017	2.05	123,299	2.05	153,152	58,551	149,336	2.05	153,152
8.	WEA R.N.	Plympton	1	82,147	1	79,427	1	74,322	37,161	74,322	1	74,322
9.	WEA R.N.	Stanley	1.05	83,463	1.05	85,132	1.05	86,835	36,738	86,835	1.05	83,096
10.	WEA R.N.	Whittemore	1	76,066	1	84,256	1	79,139	36,961	79,139	1	79,139
11.	WEA R.N.	Dual Language									0.5	40,000
12.	WEA R.N.	District	1	76,065	1	87,419	1	79,139	42,629	79,139	1	79,139
13.	WEA R.N. - per diem			3,705		3,687		12,300	11,060	12,300		12,300
14.	Less State Grant Funds			(105,193)		(98,079)		(102,881)	(42,629)	(112,566)		(114,381)
Total			13.7	881,762	13.4	982,296	14.1	1,027,160	438,779	976,165	14.6	1,029,269

Health Services

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-52-5100							
5111 Salaries - Full Time	983,249	1,076,687	1,117,741	470,348	1,076,431	13,609	1,131,350
5121 Salaries - Part Time	3,705	3,687	12,300	11,060	12,300	0	12,300
Grant Fund Offset ~ State Grants	(105,193)	(98,079)	(102,881)	(42,629)	(112,566)	(11,500)	(114,381)
<hr/>							
General Expenses							
Operating Expenses 001-31-52-5200							
District wide Information Management and Technology (1450)							
1450 - 5425 - Software License (SNAP)	2,553	2,637	2,925	2,720	2,925	(125)	2,800
Medical/Therapeutic Services (2320)							
2320 - 5306 - Contracted Services (audiologist)	36,426	38,454	38,240	16,298	38,240	0	38,240
Health Services (3200)							
3200 - 5242 - Maintenance of Equipment ~ Service	531	529	531		531	0	531
3200 - 5306 - Contracted Services (physician)	9,732	9,732	9,732	4,866	9,732	0	9,732
3200 - 5342 - Postage	500	1,000	1,000		1,000	0	1,000
3200 - 5500 - Supplies	7,669	2,131	8,875	1,346	8,875	1,625	10,500
3200 - 5710 - Mileage	125	216	200		200	0	200
3200 - 5780 - Other	337	448	500	383	500	0	500
<hr/>							
Equipment & Unusual 001-31-52-5400							
3200 - 5501 - Medical Equipment		915					
<hr/>							
Special Items 001-31-52-5500							
Total Operating Budget	939,635	1,038,357	1,089,163	464,392	1,038,168	3,609	1,092,772

Health Services

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	881,762	982,296	1,027,160	438,779	976,165	2,109	1,029,269
General Expenses							
Operating Expenses	57,874	55,146	62,003	25,613	62,003	1,500	63,503
Equipment & Unusual	0	915	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	939,635	1,038,357	1,089,163	464,392	1,038,168	3,609	1,092,772

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 11 - R.N. (Dual Language)	Nursing coverage for the Dual Language School	40,000
General Expenses		
Operating Expenses		
3200 - 5500 - Supplies	Annual replacement AED batteries; Narcan (opiate antidote)	1,625

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Facilities

Facilities

MESSAGE FROM THE DIRECTOR, John Pinzone

The Facilities Department's objective is to maintain and/or renovate School Buildings in an efficient, economical, high quality and professional manner. Responsibilities include: Emergency Response, Health & Safety Issues, Code Compliance, Daily Operation & Maintenance and Budget Development & Oversight. Recent accomplishments include the installation of security cameras at all schools, renovation of the high school server and replacement of the dimmer system in the high school auditorium. Our dedicated facility staff works hard in a coordinated effort to insure the safety of all the students and staff in the school district.

Facilities

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1.	Director of Facilities	1	115,385.89	1	121,410.00	1	123,023	75,576	128,923	128,924
2.	WSSA Secretary to Director of Facilities	1	51,204.80	1	56,539.23	1	56,702	33,239	56,702	56,702
3.	Environmental Compliance & Safety Officer	1	59,959.99	1	62,335.08	1	61,159	37,331	63,682	63,682
4.	Preventative Maintenance Coordinator	1	65,326.22	1	67,913.78	1	66,633	40,604	69,266	69,266
5.	WSCU Custodian	1	50,678.94	1	55,423.17	1	55,502	32,157	54,721	54,460
6.	Electrician (Working Foreman)	1	86,988.90	1	83,986.96	1	91,350		72,512	
7.	Electrician	2	158,359.72	2	161,673.64	2	163,751	96,454	163,751	167,302
8.	HVAC Technician	1	77,996.14	1	77,846.49	1	78,916	46,261	78,916	157,172
9.	Plumber	0.48		1	60,468.36	1	74,705	43,465	74,705	76,896
10.	Carpenter (Working Foreman)	1	65,135.40	1	69,674.87	1	70,829	43,270	75,329	75,329
11.	Carpenter	2	117,491.06	2	121,120.53	2	123,858	72,606	123,858	123,857
12.	Painter	2	96,823.99	1	59,985.53	1	62,505	36,641	62,505	62,505
13.	Security Personnel - WHS	1	16,956.69	1	17,105.75	1	16,695	8,132	16,695	16,695
14.	Overtime - Custodial (district wide)		115,916.28		130,383.51		100,000	46,808	100,000	110,000
15.	Overtime - Maintenance		6,445.91		13,115.61		30,000	4,121	30,000	30,000
16.	Student Helpers		77,035.38		60,070.75		73,440	54,695	73,440	73,440
17.	Sick Leave Incentive		20,250.00		13,500.00		13,500	12,750	13,500	
Total		14.5	1,038,332.35	15	1,232,553.26	15	1,262,568	684,110	1,258,505	1,266,230

Classification	Facilities						Superintendent's Incr/Decr Recommendation	
	FY 2014	FY 2015	FY 2016			FY 2017		
	Actual	Actual	July-January	Actual	Estimated			
	Expenditures	Expenditures	Budget	Expenditures	Expenditures Thru 6/30/16			
Personnel 001-31-57-5100								
5111 Salaries - Full Time	945,351	998,378	1,028,933	557,603	1,024,870	7,162	1,036,095	
5121 Salaries - Part Time	16,957	17,106	16,695	8,132	16,695	0	16,695	
5131 Overtime	122,362	143,499	130,000	50,929	130,000	10,000	140,000	
5125 Temporary Help	77,035	60,071	73,440	54,695	73,440	0	73,440	
5124 Sick Leave Incentive	20,250	13,500	13,500	12,750	13,500	(13,500)	0	
<hr/>								
General Expenses								
Operating Expenses 001-31-57-5200								
School Security (3600)								
3600 - 5307 - Security	43,299	46,572	46,500	46,441	46,500	0	46,500	
Custodial Services (4110)								
4110 - 5450 - Cleaning Supplies	147,483	173,489	190,000	122,677	190,000	0	190,000	
4110 - 5515 - Office Supplies	2,113	892		500	500	0		
Utility Services (4130)								
4130 - 5290 - Waste Disposal	6,717	2,850	2,500	3,880	3,880	500	3,000	
4130 - 5485 - Vehicle Fuel & Oil	20,535	21,641	25,000	6,184	25,000	0	25,000	
Maintenance of Grounds (4210)								
4210 - 5250 - Maintenance of Grounds ~ Service	15,075	8,236	20,000	13,986	20,000	(2,000)	18,000	
4210 - 5250 - Maintenance of Grounds ~ Supplies	7,327	5,395	10,000	1,800	10,000	(1,000)	9,000	
Maintenance of Buildings (4220)								
4220 - 5245 - Maintenance of Building ~ Service	150,136	126,536	130,000	81,793	130,000	0	130,000	
4220 - 5270 - Lease of Equipment	14,234	10,664	15,000	9,845	15,000	0	15,000	
4220 - 5430 - Maintenance of Building ~ Supplies	156,326	156,430	175,000	105,321	173,120	(10,000)	165,000	
4220 - 5710 - Mileage	4,566	5,867	5,000	2,324	5,000	0	5,000	
4220 - 5780 - Other	3,200	3,619	1,500	1,374	1,500	0	1,500	
Building Security System (4225)								
4225 - 5247 - Security SAS	9,020	9,240	10,000	9,460	10,000	0	10,000	
Maintenance of Equipment (4230)								
4230 - 5241 - Maintenance of Equipment ~ Service	25,271	36,874	30,000	8,942	30,000	0	30,000	
4230 - 5430 - Maintenance of Equipment ~ Supplies	6,881	4,722	12,000	3,857	12,000	(4,000)	8,000	
<hr/>								
Equipment & Unusual 001-31-57-5400								
Maintenance of Buildings (4220)								
4220 - 5867 - Equipment	69,736	30,511	30,000	5,065	30,000	0	30,000	
Extraordinary Maintenance (4300)								
4300 - 5245 - Extraordinary Maintenance	115,757	149,489	150,000	50,930	150,000	0	150,000	
Replacement of Motor Vehicles (7600)								
7600 - 5864 - Vehicles		53,608						
<hr/>								
Special Items 001-31-57-5500								
Maintenance of Buildings (4220)								
4220 - 5581 - Clothing Allowance	7,140	5,490	5,490	4,880	5,490	0	5,490	
<hr/>								
Total Operating Budget	1,986,772	2,147,950	2,120,558	1,163,368	2,116,495	(12,838)	2,107,720	

Facilities

	FY 2014	FY 2015	FY 2016			FY 2017	
COST SUMMARY BY CLASSIFICATION	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	1,181,955.31	1,232,553.26	1,262,568.00	684,109.50	1,258,504.60	3,661.70	1,266,229.70
General Expenses							
Operating Expenses	612,183.68	676,298.28	672,500.00	418,383.70	672,500.00	(16,500.00)	656,000.00
Equipment & Unusual	185,492.68	233,608.00	180,000.00	55,995.22	180,000.00	0.00	180,000.00
Special Items	7,140.00	5,490.00	5,490.00	4,880.00	5,490.00	0.00	5,490.00
Total Operating Budget	1,986,771.67	2,147,949.54	2,120,558.00	1,163,368.42	2,116,494.60	(12,838.30)	2,107,719.70

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
5111 - Salaries - Full Time	Contractual	
Line 14 - Overtime - Custodial (district wide)	Contractual (WEA contract salary increases)	10,000
General Expenses		
Special Items 001-31-57-5500		
4130 - 5290 - Waste Disposal	Based on historical trends	500

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Utilities

MESSAGE FROM THE DIRECTOR, John Pinzone

The Facilities Department objective regarding Utilities is to maintain a healthy, comfortable working environment while using energy efficient equipment and products. Recent accomplishments include the installation of high efficiency boilers at all schools and replacement of incandescent bulbs with LED light bulbs. We also continue to participate in the Demand Response Capacity Program. As a result, we are paid incentives for reducing power loads when called upon.

The Facilities Department works closely with the Business Office to monitor energy costs.

Utilities

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
General Expenses							
Operating Expenses 001-31-58-5200							
Heating of Buildings (4120)							
4120 - 5211 - Heat (10 - Fitzgerald)	33,775	45,133	35,000	9,890	35,000	5,000	40,000
4120 - 5211 - Heat (11 - MacArthur)	32,073	38,412	35,000	10,310	35,000	-	35,000
4120 - 5211 - Heat (12 - Northeast)	56,749	52,661	50,000	18,365	50,000	5,000	55,000
4120 - 5211 - Heat (13 - Plympton)	34,357	42,205	35,000	13,346	35,000	8,000	43,000
4120 - 5211 - Heat (14 - Stanley)	84,534	74,017	75,000	23,968	75,000	-	75,000
4120 - 5211 - Heat (15 - Whittemore)	42,794	18,306	40,000	13,810	40,000	-	40,000
4120 - 5211 - Heat (21 - Kennedy)	109,676	123,044	110,000	39,906	110,000	7,000	117,000
4120 - 5211 - Heat (22 - McDevitt)	91,007	109,028	95,000	23,789	95,000	5,000	100,000
4120 - 5211 - Heat (31 - Waltham High School)	391,563	360,793	350,000	145,783	350,000	26,000	376,000
4120 - 5211 - Heat (35 - Lawrence Facilities)	17,185	16,869	15,000	5,464	15,000	-	15,000
Utility Services (4130)							
4130 - 5213 - Electricity (10 - Fitzgerald)	175,225	200,140	185,000	95,120	185,000	-	185,000
4130 - 5213 - Electricity (11 - MacArthur)	113,573	103,516	120,000	73,980	120,000	(5,000)	115,000
4130 - 5213 - Electricity (12 - Northeast)	127,117	147,379	145,000	66,363	145,000	-	145,000
4130 - 5213 - Electricity (13 - Plympton)	109,498	131,872	125,000	70,712	125,000	-	125,000
4130 - 5213 - Electricity (14 - Stanley)	136,024	148,296	145,000	73,409	145,000	-	145,000
4130 - 5213 - Electricity (15 - Whittemore)	194,927	220,325	205,000	114,429	205,000	-	205,000
4130 - 5213 - Electricity (21 - Kennedy)	241,674	242,808	235,000	126,473	235,000	-	235,000
4130 - 5213 - Electricity (22 - McDevitt)	219,553	244,530	235,000	119,697	235,000	-	235,000
4130 - 5213 - Electricity (31 - Waltham High School)	423,031	492,974	455,000	252,945	455,000	-	455,000
4130 - 5213 - Electricity (35 - Lawrence Facilities)	8,651	9,663	10,000	5,188	10,000	-	10,000
4130 - 5231 - Water (10 - Fitzgerald)	8,454	11,772	8,500	5,376	8,500	1,500	10,000
4130 - 5231 - Water (11 - MacArthur)	6,819	12,327	8,500	3,878	8,500	-	8,500
4130 - 5231 - Water (12 - Northeast)	15,537	16,033	16,500	8,234	16,500	-	16,500
4130 - 5231 - Water (13 - Plympton)	8,799	13,790	9,000	4,167	9,000	2,000	11,000
4130 - 5231 - Water (14 - Stanley)	13,210	25,722	15,000	7,144	15,000	-	15,000
4130 - 5231 - Water (15 - Whittemore)	8,076	11,967	8,000	7,705	8,000	2,000	10,000
4130 - 5231 - Water (21 - Kennedy)	26,547	22,688	20,500	15,406	20,500	3,500	24,000
4130 - 5231 - Water (22 - McDevitt)	18,969	18,426	20,500	12,467	20,500	-	20,500
4130 - 5231 - Water (31 - Waltham High School)	81,593	77,975	80,000	40,734	80,000	-	80,000
4130 - 5231 - Water (35 - Lawrence Facilities)	592	563	1,300	282	1,300	-	1,300
4130 - 5340 - Telephone	58,953	74,121	65,000	57,761	65,000	-	65,000
4130 - Receipt Offset ~ Building Rental Revolving Fund	(75,000)	(202,926)	(100,000)		(100,000)	(50,000)	(150,000)
Equipment & Unusual 001-31-58-5400							
Special Items 001-31-58-5500							
Total Operating Budget	2,815,532	2,904,431	2,852,800	1,466,102	2,852,800	10,000	2,862,800

Utilities

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		FY 2017		
	Actual	Actual	July-January	Estimated	Superintendent's	Incr/Decr	Recommendation
	Expenditures	Expenditures	Budget	Actual Expenditures Thru 6/30/16			
General Expenses							
Operating Expenses	2,815,532	2,904,431	2,852,800	1,466,102	2,852,800	10,000	2,862,800
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>2,815,532</u>	<u>2,904,431</u>	<u>2,852,800</u>	<u>1,466,102</u>	<u>2,852,800</u>	<u>10,000</u>	<u>2,862,800</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
General Expenses		
Operating Expenses		
4120 - 5211 - Heat	Reflects average usage and up to date utility costs	56,000
4130 - 5231 - Water	Reflects average usage and up to date utility costs	9,000

Note: A portion of the maintenance and utility costs will be charged to the Building Rental account. This offset reflects the estimated cost of facilities upkeep and utilities generated by outside groups renting school building space during non-school hours for civic, social, educational and recreational purposes. As a result of the increased use of school buildings by outside agencies, we are able to increase the offset to the revolving fund by \$50,000.

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Management Information Systems

MESSAGE FROM THE ADMINISTRATOR, Dr. Elizabeth Homan

The role of the Network Infrastructure team is to support all district technology needs by providing and maintaining a secure network infrastructure and skilled technical support to all staff and students. The department provides all students and staff with a secure and robust wired and wireless network connection, network storage, hardware and software to support school business, and the tools needed to deliver a 21st Century education.

Recent changes to the program include initiatives to support mobile learning, including the Chromebook and 1:1 iPad initiatives, and increased wifi access districtwide. Major accomplishments from the past two years include the successful launch and continuation of the iPad 1:1 initiative at the middle schools and now high school, launch and integration of Chromebooks at Waltham elementary schools, and improved wifi access in all schools across the district.

Major priorities for FY17 include an upgrade and redesign of the district website, improvement of communication with all district stakeholders via the website and new parent and student portals, improvement of teacher recordkeeping with new online teacher gradebooks, and an upgrade of the WPS Student Information System to include cloud access. Our priorities include successful launch and professional support and development for these initiatives.

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Management Information Systems

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Network Administrator / Manager	1	68,721	1	72,960	1	70,953	44,386	75,716	1	75,717
2.	Assistant Network Manager	1	57,428	1	71,508	1	65,000	39,628	67,600	1	67,600
3.	Network Helpdesk Specialist	1	57,329								
4.	Technician	3	146,807	5	246,623	6	313,440	178,135	313,440	6	329,727
5.	Student / Summer Help		1,206		1,689		6,480	1,219	6,480		6,480
6.	Overtime		3,370		1,623						
7.											
8.											
9.											
10.											
Total		6	334,861	7	394,403	8	455,873	263,366.49	463,237	8	479,523

Management Information Systems

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-45-5100							
5111 Salaries - Full Time	330,285	391,091	449,393	262,148	456,757	23,650	473,043
5122 Wages - Part Time	1,206	1,689	6,480	1,219	6,480	0	6,480
5131 Overtime	3,370	1,623	0	0	0	0	0
<hr/>							
General Expenses							
Operating Expenses 001-31-45-5200							
District wide Information Management and Technology (1450)							
1450 - 5425 - Software License	38,620	40,646	48,500	37,182	48,500	41,289	89,789
Building Technology (2250)							
2250 - 5425 - Software License	22,914		22,000		22,000	0	22,000
Networking & Telecommunications (4400)							
4400 - 5309 - Contracted Services	79,989	33,779	47,150	33,027	47,150	0	47,150
4400 - 5425 - Software License	31,682	47,578	34,000	21,365	34,000	17,900	51,900
4400 - 5710 - Mileage	1,575	1,682	4,500	1,114	4,500	(2,500)	2,000
4400 - 5780 - Other	371		2,200		2,200	0	2,200
Technology Maintenance (4450)							
4450 - 5241 - Maintenance of Equipment ~ Service	16,072	26,978	41,400		41,400	(15,000)	26,400
4450 - 5440 - Maintenance of Equipment ~ Supplies	50,237	19,954	42,000	15,077	42,000	(10,000)	32,000
<hr/>							
Equipment & Unusual 001-31-45-5400							
Building Technology - non-instructional (2250)							
2250 - 5860 - Technology Equipment	4,132	28,533		24,860	24,860		
Networking & Telecommunications (4400)							
4400 - 5860 - Technology Equipment	6,000	18,467	40,000	1,738	15,140	(10,000)	30,000
<hr/>							
Special Items 001-31-45-5500							
Total Operating Budget	586,452	612,019	737,623	397,730	744,987	45,339	782,962

Management Information Systems

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	334,861	394,403	455,873	263,366	463,237	23,650	479,523
General Expenses							
Operating Expenses	241,459	170,617	241,750	107,766	241,750	31,689	273,439
Equipment & Unusual	10,132	47,000	40,000	26,598	40,000	(10,000)	30,000
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>586,452</u>	<u>612,019</u>	<u>737,623</u>	<u>397,730</u>	<u>744,987</u>	<u>45,339</u>	<u>782,962</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	23,650
1450 - 5425 - Software License	SIS, web host, edline, one time training (savings in other budget elements of \$15,750)	41,289
4400 - 5425 - Software License	Mobile device management system and website costs	17,900

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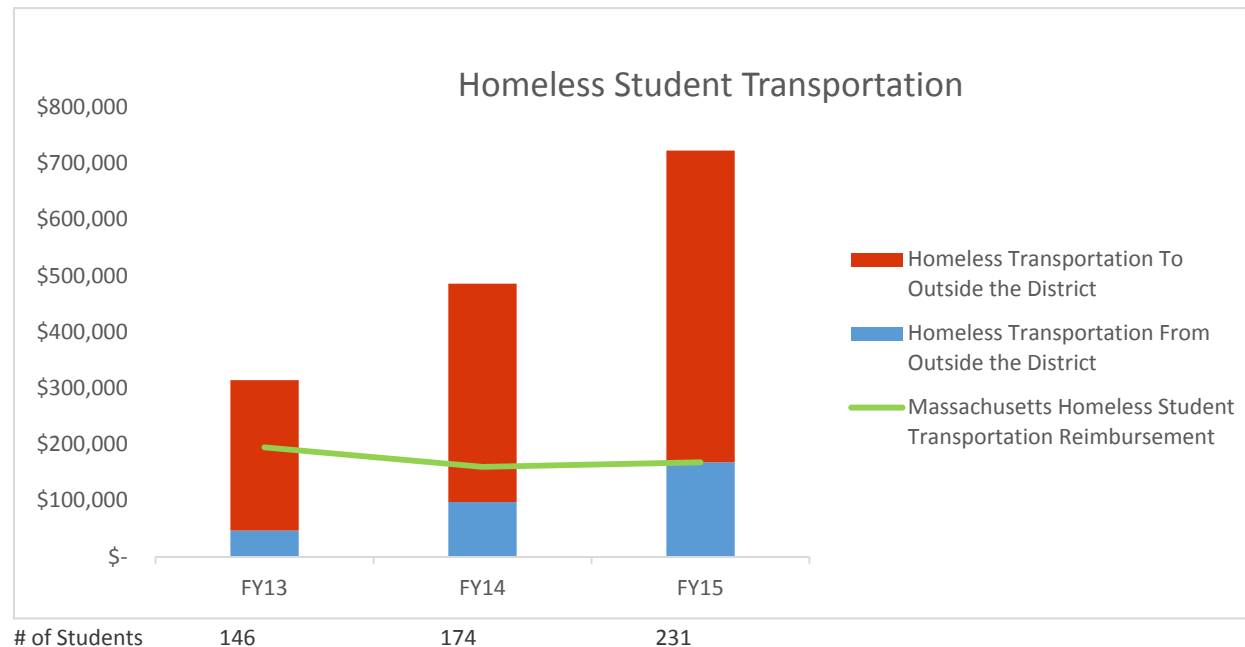
Student Transportation

Transportation is provided to eligible students according to state statute and School Committee guidelines, in a safe and timely fashion.

Waltham School Committee Student Transportation Policy requires that students in grades K - 8 living more than one and one-half miles from school and students in grades 9 – 12 living more than two miles from school be provided transportation.

Under state statute, school districts are required to provide transportation for students in grades kindergarten through grade six who reside more than two miles away from their home school. Exceptions to this policy may be made when road conditions do not provide for the physical safety of the children.

Districts must transport children with special needs as indicated in their individual education plan (IEP). Transportation is also provided to homeless students in order to enable them to remain at their school of origin. This cost for transportation of homeless students is shared with the district of origin. Cities and towns may be reimbursed by the Massachusetts Department of Elementary and Secondary Education for some share of the cost of homeless student transportation.



Student Transportation

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual	Actual	July-January	Actual	Estimated	Superintendent's	
	Expenditures	Expenditures	Budget	Expenditures	Expenditures	Incr/Decr	Recommendation
General Expenses							
Operating Expenses 001-31-53-5200							
District wide Information Management and Technology (1450)							
1450 - 5425 Software License	4,546	10,031	9,876	4,870	4,870	(4,876)	5,000
Student Transportation Services (3300)							
3300 - 5330 - 1 Student Transportation In-district	1,407,781	1,508,224	1,630,441	772,403	1,544,806	(80,441)	1,550,000
3300 - 5330 - 2 Special Education In-district	1,128,273	1,221,006	1,062,392	755,000	1,320,000	182,608	1,245,000
3300 - 5330 - 2 Special Education Out-of-district	841,720	925,620	900,000	538,516	900,000	0	900,000
3300 - 5330 - 3 Vocational Out-of-district	55,984	40,673	55,000	20,540	40,000	(15,000)	40,000
3300 - 5335 Special Education - Parent Arranged	14,516	13,759	25,000	8,789	20,000	(5,000)	20,000
3300 - 5331 Homeless Student Transportation	485,523	735,947	325,000	305,483	500,000	175,000	500,000
3300 - 5332 Private School In-district	201,125	215,203	201,125	86,655	173,309	(26,125)	175,000
Equipment & Unusual 001-31-53-5400							
Special Items 001-31-53-5500							
Total Operating Budget	4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	226,166	4,435,000

Student Transportation

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
General Expenses							
Operating Expenses	4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	226,166	4,435,000
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	4,139,468	4,670,463	4,208,834	2,492,255	4,502,985	226,166	4,435,000

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
General Expenses		
Operating Expenses		
3300 - 5330 - 2 Special Education In-district	Contractual increase	182,608
3300 - 5331 Homeless Student Transportation	Increased number of Homeless Students being transported to / from Waltham; cost share with sending / receiving district. Limited reimbursement of costs from Commonwealth of Mass.	175,000



WPS!

Evelyn
Barrera

Athletics

Athletics

MESSAGE FROM THE DIRECTOR, William Foley

Waltham High School offers 29 varsity sport and activity programs as well as 31 sub-varsity programs with over 800 students participating in at least 1 sport. Total enrollment over the three seasons is 1,202. The Waltham High School Athletic Department schedules contest, provides transportation, officials, supplies and equipment, and medical coverage for all sixty programs and teams at the high school and for the six teams at the Kennedy and McDevitt Middle Schools as well. The department is also responsible for maintaining 4.5 acres of natural playing fields at Leary Field and 3.5 acres of synthetic playing fields on the Waltham High School campus. Other responsibilities include prepping and lining baseball and softball throughout the city that are used for both high school and middle school practices and games.

The primary role of interscholastic athletics at Waltham High School is to promote learning. With each of our many teams, students learn the values associated with discipline, performing under stress, teamwork, sacrifice, commitment, effort, accountability, citizenship, sportsmanship, confidence, leadership and organizational skills, participating within rules, physical well-being and healthy lifestyles, as well as striving towards excellence. For many students, the most stable environment in their lives is that provided by our high school activity programs. Often the best opportunities for crisis intervention, drug prevention, and the like are our school activity programs.

Athletics

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position		Actual		Actual		July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16		Superintendent's Recommendation		
		#	Expenditures	#	Expenditures	#	Budget		#			
1. WSAA	Director - Athletics	0.5	54,192	0.5	58,653	0.5	51,996	26,753	51,996	0.5	51,996	
2.	Athletic Trainer	1	76,079	1	77,600	1	79,153	33,488	79,153	1	79,153	
3. WSCU	Custodian	1	51,345	1	56,615	1	56,023	32,841	56,023	1	56,023	
4.	Athletic Coaches (Stipends)	69	228,004	69	233,053	69	239,842	129,298	239,842		239,842	
5.	Game Staff / Tickets & Operations		10,694		13,694		13,552	6,191	13,552		13,552	
6.	Overtime		14,964		13,427		13,000	9,108	13,000		13,000	
7.	Summer Field Workers		4,388		2,700		7,860	7,112	7,860		7,860	
8.	Stipend							7,000	15,000			
9.												
10.												
Total			2.5	439,666	2.5	455,741	2.5	461,426	251,790	476,426	2.5	461,426

Athletics

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-31-55-5100							
5111 Salaries - Full Time	130,271	136,253	131,149	60,240	131,149	0	131,149
5112 Wages - Full Time	51,345	56,615	56,023	32,841	56,023	0	56,023
5123 Coaches	228,004	233,053	239,842	129,298	239,842	0	239,842
5122 Temporary Help	15,081	16,394	21,412	13,303	21,412	0	21,412
5131 Overtime	14,964	13,427	13,000	9,108	13,000	0	13,000
<hr/>							
General Expenses							
Operating Expenses 001-31-55-5200							
Athletic Services (3510)							
3510 - 5241 - Maintenance of Equipment	11,623	13,181	11,400	1,072	11,400	240	11,640
3510 - 5250 - Maintenance of Grounds ~ Service	10,721	16,167	19,025	14,356	19,025	3,441	22,466
3510 - 5250 - Maintenance of Grounds ~ Supplies	14,702	13,547	15,996	6,696	15,996	320	16,316
3510 - 5270 - Lease of Equipment	4,882	5,437	4,260	4,720	4,720	40	4,300
3510 - 5307 - Public Safety	9,680	8,849	10,000	6,208	10,000	1,100	11,100
3510 - 5310 - Contracted Services	127,388	126,811	135,695	86,860	132,735	2,763	138,458
3510 - 5330 - Student Transportation	94,101	100,104	100,000	52,302	100,000	0	100,000
3510 - 5342 - Postage	500	500	500	500	500	0	500
3510 - 5515 - General Supplies	1,339	540		2,417	2,500		
3510 - 5520 - Supplies, Athletic (uniforms, etc.)	63,896	83,054	76,486	50,094	76,486	(12,000)	64,486
3510 - 5780 - Other	2,063	1,510	2,000	553	2,000	0	2,000
3510 - Receipt Offset ~ Athletic Revolving Fund	(35,000)	(45,449)	(52,000)	(25,608)	(52,000)	2,000	(50,000)
<hr/>							
Equipment & Unusual 001-31-55-5400							
<hr/>							
Special Items 001-31-55-5500							
Other Non Employee Insurance (5260)							
5260 - 5740 - Insurance ~ Student Accident	8,569	8,569	8,998	8,651	8,998	86	9,084
<hr/>							
Total Operating Budget	754,130	788,561	793,786	453,612	793,786	(2,010)	791,776

Athletics

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	439,666	455,741	461,426	244,790	461,426	0	461,426
General Expenses							
Operating Expenses	305,895	324,251	323,362	200,171	323,362	(2,096)	321,266
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	8,569	8,569	8,998	8,651	8,998	86	9,084
Total Operating Budget	754,130	788,561	793,786	453,612	793,786	(2,010)	791,776

Item

Reason

Amount

Personnel

Wages - Full Time

Contractual

General Expenses

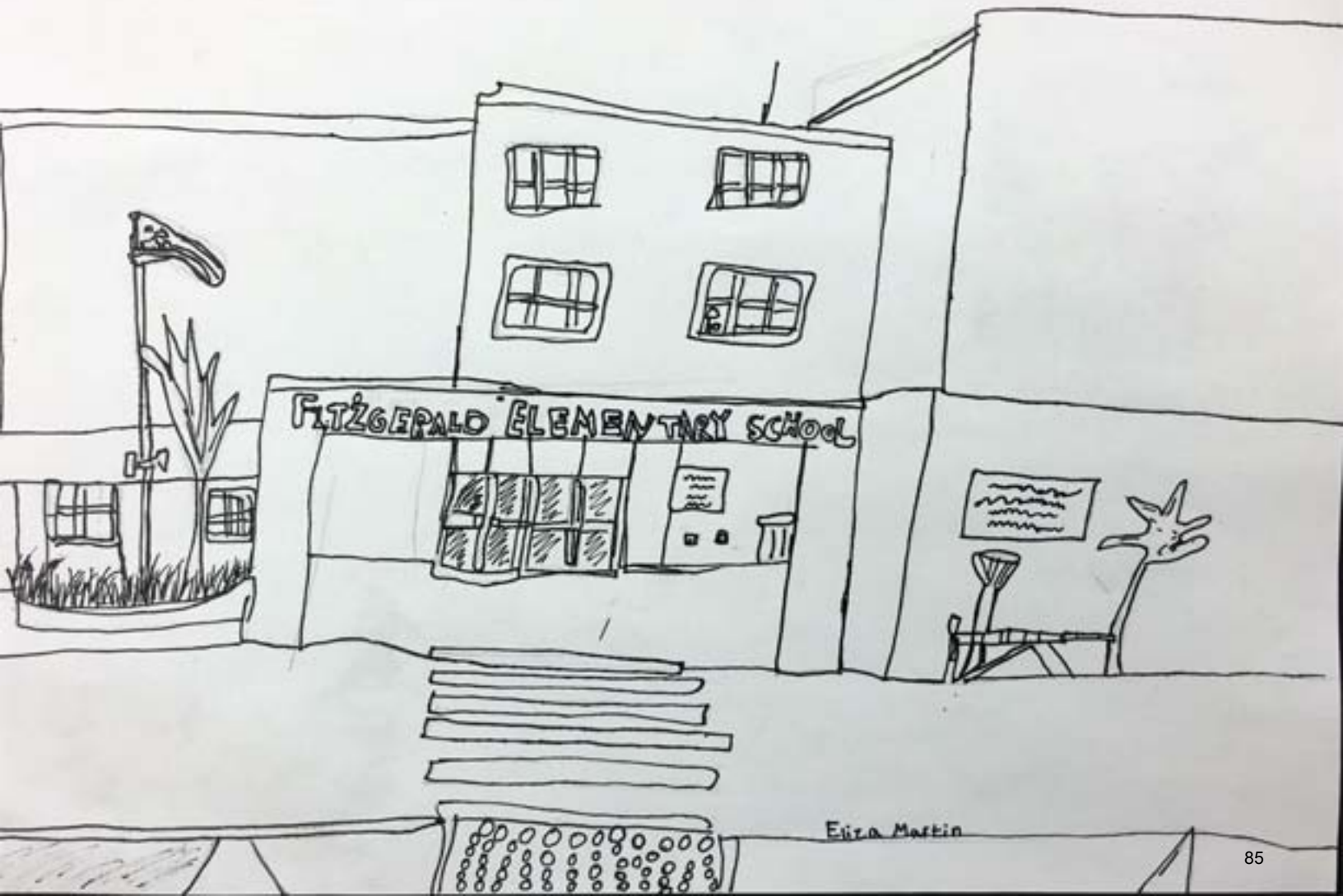
Operating Expenses

3510 - 5241 - Maintenance of Equipment	Maintenance on scoreboards at Waltham HS Gyms, Harding, Yetten, and Leary Fields	240
3510 - 5250 - Maintenance of Grounds ~ Service	Additional top-dressing to maintain Yetten Field	3,441
3510 - 5250 - Maintenance of Grounds ~ Supplies	Increased cost of supplies	320
3510 - 5270 - Lease of Equipment	Rate increase	40
3510 - 5307 - Public Safety	Cost of hosting the Thanksgiving Day game in 2016	1,100
3510 - 5310 - Contracted Services	Annual increase in league dues and the 2.5% increase granted to contest officials by the MIAA	2,763

Special Items

5260 - 5740 - Insurance ~ Student Accident	Premium rate increase	86
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FitzGerald Elementary School

MESSAGE FROM THE PRINCIPAL, Jennifer Santillo

The James FitzGerald Elementary School promotes a positive learning environment and is staffed by people who bring energy, diligence, dedication and a love for learning to our facility every day. Our school works closely with our Parent Teacher Organization, as well as with many partnerships we have formed with groups in and around Waltham including National Honor Society high school students, high school peer mentors, and teachers and student volunteers from neighboring colleges and universities. We also partner with the Retired Service Volunteer Program (RSVP), whose volunteers help to support literacy interventions in grades K-5. We are honored to have formed such strong partnerships with stakeholders that are truly dedicated to our students and school community.

We work to provide all students with enriching and differentiated 21st Century learning opportunities that are aligned closely with the Common Core Curriculum Frameworks. At FitzGerald School, we foster high expectations for being positive members of our school community by promoting our ***Panther PRIDE*** initiative. Our school's ten (10) core values are: ***positive attitude, personal ownership, respect, role model, integrity, individuality, determination, dignity, excellence and empathy.***

As part of always looking at ways we can continue to enhance the learning outcomes for all of our students, our Quality School Plan goals for 2016-2017 are:

- FitzGerald School will work to enhance students' mathematical reasoning and strengthen background knowledge-base in the Numbers and Operations domains in both Base Ten (K-2) and Fractions (3-5.)
- The Instructional Leadership Team and the staff will create a grade-span specific document (K-2 and 3-5) identifying strategies that can be utilized in order to effectively differentiate learning opportunities for all students with various levels of need.

FitzGerald Elementary School

PERSONNEL

Bargaining Unit Position	FY 2014		FY 2015		FY 2016			FY 2017	
	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1. Principal	1	139,100	1	113,473	1	111,500	66,452	113,360	113,360
2. WSAA Assistant Principal	1	97,403	1	97,720	1	95,695	40,486	95,695	96,883
3. WSSA Clerk	1	36,659	1	40,755	1	39,036	17,635	39,036	39,036
4. WSSA Clerical - Overtime		187							
5. WSCU Custodian		182,918		211,933			124,461		
6. WSCU Custodian - Senior	1		1		1	62,180		62,180	62,180
7. WSCU Custodian	3		3		3	150,135		150,135	150,135
8. WEA Teacher		1,942,172		1,954,613			970,657		
9. WEA Teacher - Grade K	5		5		5	363,564		363,564	312,503
10. WEA Teacher - Grade 1	4		4		5	416,031		416,031	296,823
11. WEA Teacher - Grade 2	4		4		5	369,921		338,540	291,250
12. WEA Teacher - Grade 3	4		4		5	359,100		328,653	279,713
13. WEA Teacher - Grade 4	4		4		4	238,689		223,969	295,958
14. WEA Teacher - Grade 5	4		4		4	289,438		289,438	295,925
15. WEA Teacher - Reading Specialist	1.5		1.5		1.5	124,840		124,840	124,839
16. WEA Teacher - Math Specialist									0.5 30,000
17. WEA Teacher - Challenge Program	0.5		0.5		0.5	27,907		27,907	29,335
18. WEA Teacher - Library Media Specialist	1		1		1	84,068		84,068	84,068
19. Lunch / Recess Monitors		8,879		9,306		12,960	4,496	12,960	12,960
Total	35.0	2,407,318	35.0	2,427,799	38.0	2,745,064	1,224,188	2,670,376	34.5 2,514,968

FitzGerald Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-10-5100							
5111 Salaries - Full Time	2,398,252	2,418,493	2,732,104	1,219,692	2,657,416	(230,096)	2,502,008
5122 Wages - Part Time	8,879	9,306	12,960	4,496	12,960	0	12,960
5131 Overtime	187	0	0	0	0	0	0
<hr/>							
General Expenses							
Operating Expenses 001-32-10-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	365	260	500		500	0	500
Professional Development (2357)							
2357 - 5360 - Professional Development							
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	30,471	34,347	38,775	30,752	38,775	(5,025)	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	2,353	2,388	2,585	1,684	2,585	(335)	2,250
Instructional Equipment (2420)							
2420 - 5270 - Lease of Equipment	4,758	5,610	6,120	6,120	6,120	0	6,120
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	631						
<hr/>							
Equipment & Unusual 001-32-10-5400							
<hr/>							
Special Items 001-32-10-5500							
<hr/>							
Total Operating Budget	2,446,395	2,470,903	2,795,544	1,263,244	2,720,856	(237,456)	2,558,088

FitzGerald Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	2,407,318	2,427,799	2,745,064	1,224,188	2,670,376	(230,096)	2,514,968
General Expenses							
Operating Expenses	39,078	43,105	50,480	39,056	50,480	(7,360)	43,120
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>2,446,395</u>	<u>2,470,903</u>	<u>2,795,544</u>	<u>1,263,244</u>	<u>2,720,856</u>	<u>(237,456)</u>	<u>2,558,088</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 13 - Teacher - Grade 4	Enrollment projection (+1.0 fte)	60,000
Line 16 - Teacher - Math Specialist	New position ~ 0.5 fte	30,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students n/a
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students n/a

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MacArthur
School



2015-2016

MacArthur Elementary School

MESSAGE FROM THE PRINCIPAL, Jane Gately

The Douglas MacArthur Elementary School provides a safe, supportive, and trusting community that promotes and celebrates our core values of respect, effort, cooperation, responsibility, and caring so that all children receive the opportunity to fulfill their academic and interpersonal potential.

We provide programs to support English language learners, McKinney-Vento students, and serve as a site for a district-wide Pathways special education program supporting students with cognitive disabilities.

As we continue to seek ways to support MacArthur students and their families, we have formed an Instructional Leadership Team composed of faculty representatives from across all grade levels and specialist areas. The mission of this team is to guide MacArthur's ongoing improvement of instruction in order to meet the needs of all students.

We look forward to welcoming the new students who will be coming to MacArthur due to district boundary changes that were made to address concerns around elementary capacity issues. Growth in our school population presents new opportunities and new challenges. As we look forward to the 2016-17 school year, our highest priority will be to welcome our new students to our community while continuing to maintain our focus on improving teaching and learning opportunities to benefit all students at the MacArthur School.

MacArthur Elementary School

PERSONNEL

Bargaining Unit Position	FY 2014		FY 2015		FY 2016			FY 2017	
	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1. Principal	1	99,638	1	108,993	1	112,493	71,516	121,998	121,998
2. WSAA Assistant Principal	1	86,824	1	99,975	1	97,937	41,435	97,937	97,937
3. WSSA Clerk	1	35,657	1	33,373	1	40,793	25,685	40,793	40,793
4. WSSA Clerical - Overtime		359							
5. WSCU Custodian		189,211		206,452			105,529		
6. WSCU Custodian - Senior	1		1		1	62,180		62,180	62,180
7. WSCU Custodian	3		3		3	149,481		139,058	142,057
8. WEA Teacher		1,328,741		1,482,180			652,176		
9. WEA Teacher - Grade K	4		4		4	242,997		242,997	251,656
10. WEA Teacher - Grade 1	3		3		3	294,876		228,762	356,233
11. WEA Teacher - Grade 2	3		3		3	211,994		211,994	317,333
12. WEA Teacher - Grade 3	3		3		3	220,430		223,242	287,386
13. WEA Teacher - Grade 4	3		3		3	202,207		202,207	208,063
14. WEA Teacher - Grade 5	2		2		3	164,608		249,153	252,113
15. WEA Teacher - Reading Specialist	1		1		1	81,117		81,451	111,785
16. WEA Teacher - Math Specialist									30,000
17. WEA Teacher - Challenge Program	0.5		0.5		0.5	30,835		30,835	32,412
18. WEA Teacher - Library Media Specialist	1		1		1	58,669		58,669	61,670
19. Lunch / Recess Monitors		8,456		7,009		9,720	4,025	9,720	9,720
Total	27.5	1,748,885	27.5	1,937,982	28.5	1,980,337	900,366	2,000,996	2,383,337

MacArthur Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-11-5100							
5111 Salaries - Full Time	1,740,070	1,930,973	1,970,617	896,341	1,991,276	403,000	2,373,617
5122 Wages - Part Time	8,456	7,009	9,720	4,025	9,720	0	9,720
5131 Overtime	359	0	0	0	0	0	0
<hr/>							
General Expenses							
Operating Expenses 001-32-11-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	223	185	500	40	500	0	500
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	18,507	25,686	27,075	25,127	27,075	6,675	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	1,878	1,818	1,805	163	1,805	445	2,250
Instructional Equipment (2420)							
2420 - 5270 - Lease of Equipment	4,758	5,610	6,120	6,120	6,120	0	6,120
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	2,800						
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Equipment & Unusual 001-32-11-5400							
<hr/>							
Special Items 001-32-11-5500							
<hr/>							
Total Operating Budget	1,777,550	1,971,780	2,018,337	932,315	2,038,996	408,120	2,426,457

MacArthur Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		FY 2017		
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	1,748,885	1,937,982	1,980,337	900,366	2,000,996	403,000	2,383,337
General Expenses							
Operating Expenses	28,665	33,799	38,000	31,949	38,000	5,120	43,120
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>1,777,550</u>	<u>1,971,780</u>	<u>2,018,337</u>	<u>932,315</u>	<u>2,038,996</u>	<u>408,120</u>	<u>2,426,457</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	43,000
Line 10 - Teacher - Grade 1	Enrollment projection (+2.0 fte)	120,000
Line 11 - Teacher - Grade 2	Enrollment projection (+2.0 fte)	120,000
Line 12 - Teacher - Grade 3	Enrollment projection (+1.0 fte)	60,000
Line 15 - Teacher - Reading Specialist	New position ~ 0.5 fte	30,000
Line 16 - Teacher - Math Specialist	New position ~ 0.5 fte	30,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 6,675
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 445

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Hoot!!

Hoot!

Hoot!



Hoot!

Hoot!

North East
Elementary

Northeast Elementary School

MESSAGE FROM THE INTERIM PRINCIPAL, Meghan Welch

The Northeast Elementary School community is a diverse, active, engaged partnership of students, teachers, staff, families, and school council who are dedicated to the process of continuous improvement through our Core Values: Responsibility, Happiness, Success, Integrity and Respect and our vision Statement: Excellence Begins with Me.

We offer a comprehensive curriculum for our students in preschool through grade five that includes daily participation in Intervention Challenge Blocks in English Language Arts and Math. During this focused instructional time, students are in flexible groups according to need: remediation, extra practice or enrichment. Two unique features of Northeast are our Weekly All School Meeting where students are able to share their learning with the entire school community and our student leadership program, Grade Five Ambassadors to Excellence.

During 2015-2017, Northeast is committed to closing the achievement gap in ELA and Math by focusing on 2 high impact standards:

- Key Ideas and Details in ELA
- Operations and Algebraic Thinking in Math

Northeast Elementary School

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1.	Principal	1	117,175	1	117,175	1	127,201	61,307	101,292	110,500
2.	WSAA Assistant Principal	1	84,370	1	97,289	1	94,533	41,682	98,521	99,746
3.	WSSA Clerk	1	37,902	1	43,160	1	41,964	18,356	41,964	41,964
4.	WSSA Clerical - Overtime		199							
5.	WSCU Custodian		198,461		204,803			112,644		
6.	WSCU Custodian - Senior	1		1		1	61,602		61,602	61,602
7.	WSCU Custodian	3		3		3	147,473		139,462	144,720
8.	WEA Teacher		1,809,637		1,753,307			791,140		
9.	WEA Teacher - Grade K	4		4		5	276,923		340,430	289,533
10.	WEA Teacher - Grade 1	4		4		4	288,613		293,121	359,462
11.	WEA Teacher - Grade 2	4		4		3	238,392		238,392	304,691
12.	WEA Teacher - Grade 3	3		3		3	211,681		213,149	280,708
13.	WEA Teacher - Grade 4	3		3		3	249,682		249,682	226,192
14.	WEA Teacher - Grade 5	3		3		3	234,445		234,445	245,578
15.	WEA Teacher - Reading Specialist	1.5		1.5		1.5	126,463		126,463	126,462
16.	WEA Teacher - Math Specialist	0.5		0.5		0.5	42,733		42,733	42,733
17.	WEA Teacher - Challenge Program	0.5		0.5		0.5	27,907		27,907	29,335
18.	WEA Teacher - Library Media Specber - Media Spe	1		1		1	86,061		86,061	86,061
19.	Lunch / Recess Monitors		9,261		8,809		9,720	4,406	9,720	9,720
Total		31.5	2,257,004	31.5	2,224,542	31.5	2,265,393	1,029,534	2,304,943	2,459,005

Northeast Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-12-5100							
5111 Salaries - Full Time	2,247,545	2,215,733	2,255,673	1,025,129	2,295,223	193,612	2,449,285
5122 Wages - Part Time	9,261	8,809	9,720	4,406	9,720	0	9,720
5131 Overtime	199	0	0	0	0	0	0
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General Expenses							
Operating Expenses 001-32-12-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	35	40	500	801	801	0	500
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	22,491	23,911	27,750	21,985	26,380	6,000	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	4,003	1,665	1,850	1,883	1,883	400	2,250
Instructional Equipment (2420)							
2420 - 5242 - Maintenance of Office Equipment	221					0	
2420 - 5270 - Lease of Equipment	4,517	5,650	6,120	6,120	6,120	0	6,120
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	6,010						
School Security (3600)							
3600 - 5340 - Communications		1,036		1,036	1,036		
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Equipment & Unusual 001-32-12-5400							
<hr/>							
Special Items 001-32-12-5500							
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Total Operating Budget	2,294,781	2,257,344	2,304,113	1,061,859	2,343,663	198,012	2,502,125

Northeast Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	2,257,004	2,224,542	2,265,393	1,029,534	2,304,943	193,612	2,459,005
General Expenses							
Operating Expenses	37,777	32,802	38,720	32,325	38,720	4,400	43,120
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	2,294,781	2,257,344	2,304,113	1,061,859	2,343,663	198,012	2,502,125

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	73,612
Line 10 - Teacher - Grade 1	Enrollment projection (+1.0 fte)	60,000
Line 11 - Teacher - Grade 2	Enrollment projection (+1.0 fte)	60,000
Line 12 - Teacher - Grade 3	Enrollment projection (+1.0 fte)	60,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 6,000
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 400

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Plympton Elementary School

MESSAGE FROM THE Principal, Maureen Taddeo

Thomas R. Plympton Elementary School students, parents and staff unite in a diverse community that values and promotes mutual respect, unconditional acceptance, the pursuit of academic excellence set forth in the Common Core Standards, professional motivation, cooperative contribution and life-long learning. Students develop 21st century skills that will prepare them to succeed socially, emotionally and academically.

We have well established partnerships with local universities that provide academic and extra-curricular opportunities for our students. Numerous volunteer programs within the school, expand and enrich our daily academic and special subjects. These programs include Big Brother/Big Sister, Retired Senior Volunteers (RSVP), Junior Brandeis University Achievement (JBA) Enrichment and Bentley University Buddies. A committee of staff, parents and community representatives fosters and celebrates the diversity among our constituents through student centered projects and performances

Our goal is to have all students learn to the best of their ability and achieve academic success. Programs that support this goal include Title I, English as a Second Language, Special Education (Pathway and Bridge Programs), Challenge/Enrichment and Literacy/Mathematics coaching. This year an Instructional Leadership Team composed of grade level teachers, specialist teachers and support teachers was formed to assist in developing our Quality School Plan. In addition, this team will guide our ongoing work to enhance instructional practices.

We continually strive to provide the best possible learning experience for all students in a safe and secure environment that encourages them to take academic risks. To improve and enhance this learning environment, our goals during the 2016-17 school year include; working collaboratively with school staff to improve school wide math achievement and create a more cohesive, adaptive intervention schedule.

The Plympton School motto is "Living and Learning Together" and we honor our Plympton PRIDE (positive attitude, responsibility, including others, determination, etiquette) values throughout the year.

Plympton Elementary School

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Principal	1	105,818	1	108,993	1	115,867	66,613	115,463	1	115,463
2.	WSAA Assistant Principal	1	89,227	1	100,257	1	98,087	41,498	98,087	1	98,087
3.	WSSA Clerk	1	39,755	1	52,829	1	41,573	18,583	41,573	1	41,573
4.	WSSA Clerical - Overtime		197								
5.	WSCU Custodian		198,082		218,908			127,395			
6.	WSCU Custodian - Senior	1		1		1	62,180		62,180	1	62,180
7.	WSCU Custodian	3		3		3	155,140		155,140	3	157,892
8.	WEA Teacher		1,640,814		1,778,904			835,386			
9.	WEA Teacher - Grade K	5		5		4	363,049		278,176	4	284,033
10.	WEA Teacher - Grade 1	3		3		4	360,824		306,663	4	309,519
11.	WEA Teacher - Grade 2	3		3		4	307,226		308,608	4	296,773
12.	WEA Teacher - Grade 3	3		3		4	314,854		314,854	4	319,498
13.	WEA Teacher - Grade 4	3		3		4	226,780		285,449	3	239,734
14.	WEA Teacher - Grade 5	3		3		3	226,486		217,027	4	257,061
15.	WEA Teacher - Reading Specialist	1		1		1	77,214		77,214	1.5	109,139
16.	WEA Teacher - Math Specialist					0.5	30,000		29,669	0.5	31,506
17.	WEA Teacher - Challenge Program	0.5		0.5		0.5	40,224		40,224	0.5	40,224
18.	WEA Teacher - Library Media Specialist	1		1		1	83,264		83,264	1	83,264
19.	WEA Paraprofessional	1	9,050	0.5							
20.	Lunch / Recess Monitors		9,178		10,404		12,960	3,809	12,960		12,960
Total		30.0	2,092,120	30.0	2,270,296	33.0	2,515,727	1,093,284	2,426,550	33.5	2,458,905

Plympton Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-13-5100							
5111 Salaries - Full Time	2,082,746	2,259,892	2,502,767	1,089,475	2,413,590	(56,822)	2,445,945
5122 Wages - Part Time	9,178	10,404	12,960	3,809	12,960	0	12,960
5131 Overtime	197	0	0	0	0	0	0
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General Expenses							
Operating Expenses 001-32-13-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	318	180	500	668	668	0	500
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	22,101	25,905	33,750	24,797	33,582	0	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	2,176	2,221	2,250	2,227	2,250	0	2,250
Instructional Equipment (2420)							
2420 - 5242 - Maintenance of Office Equipment	534	143	1,000	541	1,000	0	1,000
2420 - 5270 - Lease of Equipment	2,858	3,978	4,080	4,080	4,080	0	4,080
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	2,800	2,040					
School Security (3600)							
3600 - 5340 - Communications	2,072						
<hr/>							
Equipment & Unusual 001-32-13-5400							
<hr/>							
Special Items 001-32-13-5500							
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Total Operating Budget	2,125,479	2,305,264	2,559,807	1,126,098	2,470,630	(58,822)	2,500,985

Plympton Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	2,092,120	2,270,296	2,515,727	1,093,284	2,426,550	(56,822)	2,458,905
General Expenses							
Operating Expenses	33,359	34,968	44,080	32,813	44,080	(2,000)	42,080
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	2,125,479	2,305,264	2,559,807	1,126,098	2,470,630	(58,822)	2,500,985

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 14 - Teacher - Grade 5	Enrollment projection (+1.0 fte)	60,000
Line 15 - Teacher - Reading Specialist	New position ~ 0.5 fte	30,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students n/a
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students n/a

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Striving for success



Stanley Elementary School
Striving for Success

Stanley Elementary School

MESSAGE FROM THE PRINCIPAL, Jennifer Hacker

Stanley Elementary School is a collaborative, academic, unified community where diversity is celebrated. We provide a challenging, differentiated curriculum that teaches 21st century skills through technology and best practices, while ensuring a safe and caring environment for all. High expectations are the norm for all members of the Stanley School Community (students, parents, staff, and administrators) so that Stanley students will excel and become confident and contributing members of society. Our primary focus is to always do what is best for our students.

The Stanley school is a beautiful “green” building and our diverse student body is comprised of over five hundred children, from preschool to grade five. We also have some specialized programs including Pre-K, Teaching Academic and Social Curriculum, Title I services, and English language learner classes. Our Quality School Plan, which addresses our academic needs for the 2015-2017 school years, focuses on both the areas of ELA and Mathematics. Our plan focuses on decreasing the achievement gap between high needs and non-high needs students while simultaneously increasing achievement for all students. We will narrow in on the areas of Key Ideas and Details in ELA and Number and Operations: Base 10 and Fractions for Mathematics.

Stanley Elementary School

PERSONNEL

Bargaining Unit Position	FY 2014		FY 2015		FY 2016			FY 2017	
	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1. Principal	1	103,815	1	109,006	1	112,681	71,524	122,012	122,012
2. WSAA Assistant Principal	1	88,478	1	101,050	1	97,337	75,611	97,337	97,337
3. WSSA Clerk	1	38,973	1	33,761	1	34,886	14,593	33,151	34,886
4. WSCU Custodian		205,135		219,806			129,403		
5. WSCU Custodian - Senior	1		1		1	62,180		62,180	62,180
6. WSCU Custodian	3		3		3	157,392		157,392	150,072
7. WEA Teacher		1,888,533		1,966,898			865,982		
8. WEA Teacher - Grade K	5		5		5	377,623		377,623	325,080
9. WEA Teacher - Grade 1	4		4		4	304,171		304,171	349,077
10. WEA Teacher - Grade 2	4		4		4	325,135		317,606	261,271
11. WEA Teacher - Grade 3	3		3		4	273,165		275,419	223,245
12. WEA Teacher - Grade 4	3		3		4	209,014		259,529	268,620
13. WEA Teacher - Grade 5	3		3		3	246,378		246,378	307,123
14. WEA Teacher - Reading Specialist	1.5		1.5		1.5	123,417		123,417	123,417
15. WEA Teacher - Math Specialist									43,862
16. WEA Teacher - Challenge Program	0.5		0.5		0.5	30,835		30,835	32,412
17. WEA Teacher - Library Media Specialist	1		1		1	58,669		58,669	61,670
18. Lunch / Recess Monitors		8,524		8,240		9,720	3,618	9,720	9,720
Total	32	2,333,459	32	2,438,760	34	2,422,603	1,160,731	2,475,439	2,471,983

Stanley Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-14-5100							
5111 Salaries - Full Time	2,324,935	2,430,520	2,412,883	1,157,113	2,465,719	49,380	2,462,263
5122 Wages - Part Time	8,524	8,240	9,720	3,618	9,720	0	9,720
<hr/>							
General Expenses							
Operating Expenses 001-32-14-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	1,000	1,038	500	525	525	0	500
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	28,159	28,047	32,775	20,391	32,250	975	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	0
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	1,481	1,946	2,185	1,974	2,185	65	2,250
Instructional Equipment (2420)							
2420 - 5242 - Maintenance of Office Equipment	156	222	1,000	1,395	1,500	0	1,000
2420 - 5270 - Lease of Equipment	2,718	4,362	4,080	4,080	4,080	0	4,080
School Security (3600)							
3600 - 5340 - Communications		1,036					
<hr/>							
Equipment & Unusual 001-32-14-5400							
<hr/>							
Special Items 001-32-14-5500							
<hr/>							
Total Operating Budget	2,367,474	2,475,912	2,465,643	1,189,595	2,518,479	48,420	2,514,063

Stanley Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	2,333,459	2,438,760	2,422,603	1,160,731	2,475,439	49,380	2,471,983
General Expenses							
Operating Expenses	34,015	37,152	43,040	28,864	43,040	(960)	42,080
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>2,367,474</u>	<u>2,475,912</u>	<u>2,465,643</u>	<u>1,189,595</u>	<u>2,518,479</u>	<u>48,420</u>	<u>2,514,063</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	65,518
Line 9 - Teacher - Grade 1	Enrollment projection (+1.0 fte)	60,000
Line 13 - Teacher - Grade 5	Enrollment projection (+1.0 fte)	60,000
Line 15 - Teacher - Math Specialist	Reallocated position from the Mathematics budget element	43,862
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 975
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 65

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Whittemore Elementary School

MESSAGE FROM THE PRINCIPAL, Emma Herzog

The Henry Whittemore Elementary School is a community school with a faculty that is dedicated to providing an excellent, equitable education for all students. We are proud of the great academic gains our students showed on the 2015 MCAS, and we expect to continue to see strong increases in student growth and achievement in the coming years. At Whittemore, we recently formed an Instructional Leadership Team that includes a faculty representative from every grade level and department in the school. The team created a Quality School Plan, which outlines some of the strengths in our data and also highlights two areas of focus for the coming years with action steps to support those areas of focus. The Instructional Leadership Team will continue to guide the ongoing work of improving and refining our instructional practice school-wide.

Whittemore faculty, students, and families are a tight-knit community with lots of school spirit. Students enjoy earning 'bee cards' for being Responsible, Respectful, and Ready, and once a month we honor students who have made outstanding choices at our Student of the Month assembly. We have a variety of Spirit Days throughout the year, as well as enrichment opportunities for all students. We are proud of our Whittemore school community, and we are excited to welcome new families to Whittemore!

Whittemore Elementary School

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Principal	1	108,000	1	110,700	1	114,288	56,285	102,667	1	115,360
2.	WSAA Assistant Principal	1	84,824	1	103,946	1	101,003	42,732	101,003	1	101,003
3.	WSSA Clerk	1	37,926	1	48,906	1	41,183	18,802	41,183	1	41,183
4.	WSSA Clerical - Overtime		155								
5.	WSCU Custodian		276,213		218,354			148,943			
6.	WSCU Custodian - Senior	1		1		1	62,180		62,180	1	62,180
7.	WSCU Custodian	3		3		3	153,888		153,888	3	153,888
8.	WSCU Custodian - Night Shift Differential								10,000		10,000
9.	WEA Teacher		1,445,119		1,525,532			794,014			
10.	WEA Teacher - Grade K	5		5		4	338,676		289,089	5	358,281
11.	WEA Teacher - Grade 1	3		3		4	242,531		234,377	4	243,136
12.	WEA Teacher - Grade 2	3		3		5	349,886		349,886	3	240,333
13.	WEA Teacher - Grade 3	3		3		5	250,784		333,484	5	345,198
14.	WEA Teacher - Grade 4	3		3		4	171,944		255,435	4	264,395
15.	WEA Teacher - Grade 5	3		3		3	279,296		195,805	3	201,376
16.	WEA Teacher - Reading Specialist	1.5		1.5		1.5	116,260		116,260	1.5	118,092
17.	WEA Teacher - Math Specialist	0.5		0.5		0.5	34,740		35,082	0.5	37,160
18.	WEA Teacher - Challenge Program	0.5		0.5		0.5	40,224		40,224	0.5	40,224
19.	WEA Teacher - Library Media Specialist	1		1		1	84,648		84,648	1	84,647
20.	WEA Paraprofessional	1	9,050								
21.	Lunch / Recess Monitors		7,814		4,430		9,720	5,166	9,720		9,720
Total		31.0	1,969,102	30.5	2,011,868	35.5	2,391,250	1,065,942	2,414,930	34.5	2,426,176

Whittemore Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-15-5100							
5111 Salaries - Full Time	1,961,133	2,007,438	2,381,530	1,060,776	2,405,210	34,926	2,416,456
5122 Wages - Part Time	7,814	4,430	9,720	5,166	9,720	0	9,720
5131 Overtime	155	0	0	0	0	0	0
<hr/>							
General Expenses							
Operating Expenses 001-32-15-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	500	500	500	500	500	0	500
2210 - 5420 - Supplies	55	342	500	643	650	0	500
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	21,816	33,411	33,300	28,206	33,080	450	33,750
2410 - 5510 - Textbooks & Supplies Science materials			2,000		2,000	(2,000)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	1,777	2,909	2,220	733	2,220	30	2,250
Instructional Equipment (2420)							
2420 - 5242 - Maintenance of Office Equipment	1,845	421	1,000	1,000	1,000	0	1,000
2420 - 5270 - Lease of Equipment	2,859	4,729	4,080	4,148	4,150	0	4,080
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment	3,660						
School Security (3600)							
3600 - 5340 - Communications	1,036						
<hr/>							
Equipment & Unusual 001-32-15-5400							
<hr/>							
Special Items 001-32-15-5500							
<hr/>							
Total Operating Budget	2,002,651	2,054,180	2,434,850	1,101,173	2,458,530	33,406	2,468,256

Whittemore Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	1,969,102	2,011,868	2,391,250	1,065,942	2,414,930	34,926	2,426,176
General Expenses							
Operating Expenses	33,548	42,312	43,600	35,230	43,600	(1,520)	42,080
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	2,002,651	2,054,180	2,434,850	1,101,173	2,458,530	33,406	2,468,256

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	94,926
Line 10 - Teacher - Grade K	Enrollment projection (+1.0 fte)	60,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 450
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	450 students 30

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Dual Language School

The first year of this new school is fiscal 2017, beginning with two kindergarten classrooms housed at the Waltham Community and Cultural Center on 510 Moody Street. In Kindergarten, 80% of instruction in target language and 20% in English. In each successive year, another grade level will be added and the percent of English instruction increases year to year by 10% points until a 50%-50% balance is reached.

Students in dual language programs will be presented with the social and cognitive benefits of bilingualism. Goals of our dual language program are:

- To develop high levels of proficiency in Spanish and English
- To help students achieve grade level academic performance in Spanish and English
- To take advantage of the optimal window of learning a second language during the primary years
- To develop bilingualism, bi-literacy and bi-culturalism
- To give students an edge in high school, college, and the workplace
- To appreciate cultural diversity
- To maintain native language (English or Spanish)
- To strengthen home connections
- To create 21st century global citizens

Los estudiantes en programas de lenguaje dual se le presentarán con los beneficios sociales y cognitivas del bilingüismo. Los objetivos de nuestro programa de lenguaje dual son:

- Para Desarrollar altos niveles de competencia en Español y en Inglés.
- Para Ayudar a los estudiantes a lograr el rendimiento académico del nivel de grado en Español y en Inglés
- Para Aprovechar la ventana óptima de aprendizaje de un segundo idioma durante los años de primaria
- Desarrollar el bilingüismo, bi-alfabetización y bi-culturalismo
- Para Dar a los estudiantes una ventaja en la escuela secundaria, la universidad y el lugar de trabajo
- Para Apreciar la diversidad cultural
- Para Mantener la lengua materna (Inglés o Español)
- Para Fortalecer conexiones del hogar
- Para Crear ciudadanos del mundo del siglo 21

Dual Language Elementary School

PERSONNEL

		FY 2014	FY 2015	FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1. WEA	Teacher - Grade K						2	120,000
2. WEA	Paraprofessional						1	27,500
3.	Custodian hourly							15,000
4.	Lunch / Recess Monitors							7,500
5.								
6.								
7.								
8.								
9.								
10.								
Total							3.0	170,000

Dual Language Elementary School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-10-5100							
5111 Salaries - Full Time	0	0	0	0	0	170,000	170,000
5122 Wages - Part Time	0	0	0	0	0	0	0
5131 Overtime	0	0	0	0	0	0	0
<hr/>							
General Expenses							
Operating Expenses 001-32-10-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage						100	100
2210 - 5420 - Supplies						250	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies						3,000	3,000
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies						200	200
<hr/>							
Equipment & Unusual 001-32-10-5400							
<hr/>							
Special Items 001-32-10-5500							
<hr/>							
Total Operating Budget	0	0	0	0	0	173,550	173,550

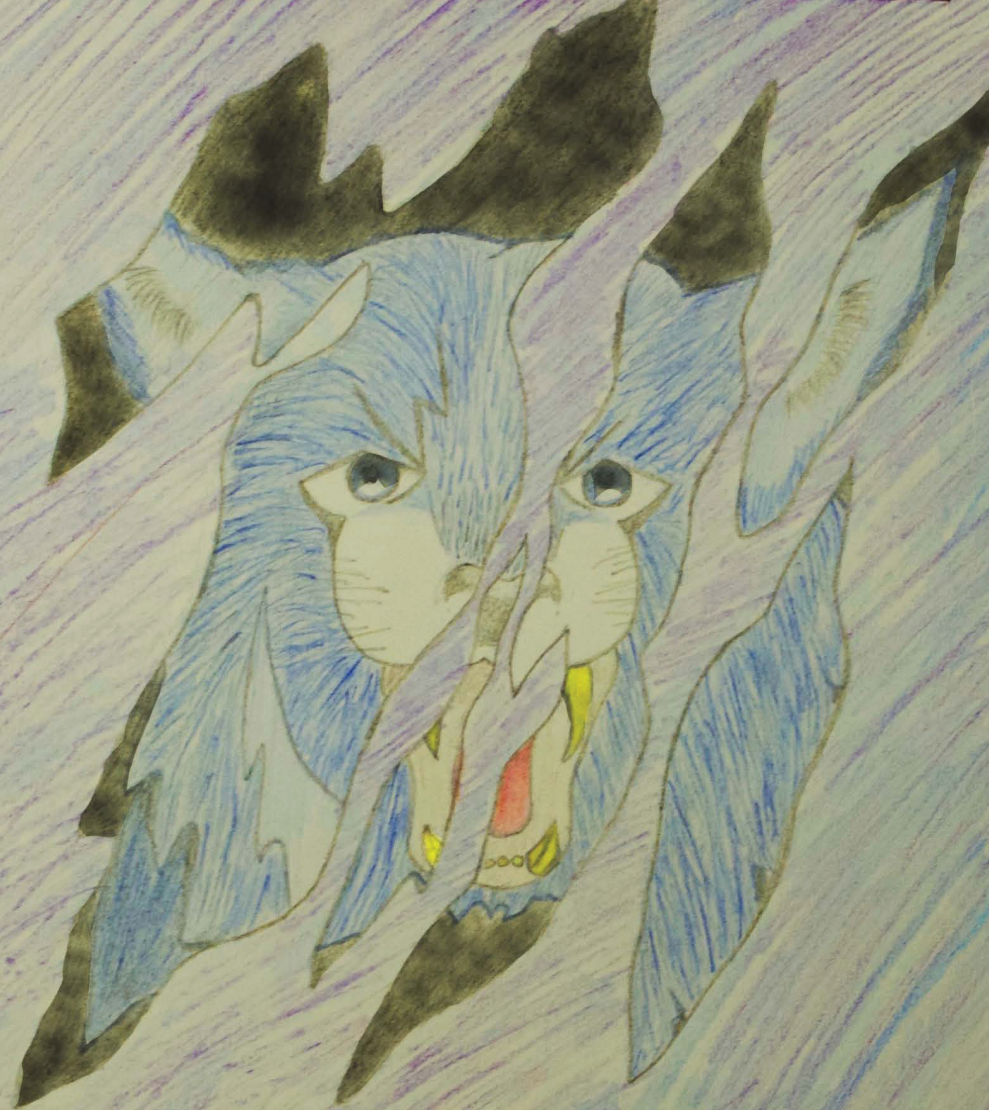
Dual Language Elementary School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	0	0	0	0	0	170,000	170,000
General Expenses							
Operating Expenses	0	0	0	0	0	3,550	3,550
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	0	0	0	0	0	173,550	173,550

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Line 1 - Teachers - Grade K	Staffing to support two classrooms: teachers, paraprofessional, custodian, lunch/recess monitor,	120,000
Line 2 - Paraprofessional	0.5 fte nurse - see Health Services, food service worker - see Food Services.	27,500
Line 3 - Custodian		15,000
Line 4 - Lunch / Recess Monitors		7,500
General Expenses		
Operating Expenses		
2210 - 5342 - Postage	Based on enrollment	100
2210 - 5420 - Supplies	Based on enrollment	250
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation based on enrollment 40 students	3,000
2415 - 5510 - Library Supplies	Per-pupil allocation based on enrollment 40 students	200

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Kennedy Middle School
is
unstoppable

cellB

Kennedy Middle School

MESSAGE FROM THE PRINCIPAL, John (Jack) Cawley

Kennedy Middle School educates students in grades 6-8, offering them a wide variety of rigorously academic, cultural and extracurricular opportunities. With the creation of our Instructional Leadership Team and the Professional Learning communities established at Kennedy, our goal is to create an academic atmosphere throughout the building where teachers and students can be exposed to, and benefit from, the best teaching practices within the building.

Over the past several years our academic strength has been in the performance of our English Language Arts scores. On state standardized testing, the majority of students from Kennedy Middle School have achieved scores of Proficient or Advanced in this area.

Our Focus Goals this year will concentrate on the improvement of our Math performance by creating a building wide effort to address the areas of need for the different strands within the Math curriculum. This undertaking will take the coordination and implementation of staff scheduling that will allow teachers to visit colleagues on a regular basis to learn diverse methods of pedagogy and classroom management techniques, imbedding math into all content areas, and connecting math learning to the real world.

Our top priority for the Kennedy Middle School for the 2016-17 school year is to have all our students benefit from improved teaching strategies based on Common Core State Standards. In the classroom, that will translate into increased scoring on internal and external formative and summative assessments.

Kennedy Middle School

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	Principal	1	112,708	1	115,526	1	119,113	73,923	126,103	1	126,103
2.	WSAA Assistant Principal	2	180,596	2	219,624	2	196,740	83,236	196,740	2	196,740
3.	WSSA Clerk	2	76,096	2	92,733	2	81,976	32,780	75,679	2	77,409
4.	WSCUCustodian		293,417		329,162			190,350			
5.	WSCUCustodian - Senior	1		1		1	62,798		62,798	1	62,798
6.	WSCUCustodian	5		5		5	258,482		258,482	5	260,734
7.	WSCUCustodian - Night Shift Differential						8,000		8,000		8,000
8.	WEA Teacher		2,814,648		2,929,204			1,284,644			
9.	WEA Teacher - Art	1		1		1	71,624		64,445	1	67,741
10.	WEA Teacher - Drama	1		1		1	55,814		55,814	1	58,669
11.	WEA Teacher - English	8		8		8	534,892		540,061	8	556,457
12.	WEA Teacher - Health Education	1.375		1.375		1.375	80,530		80,530	1.375	86,261
13.	WEA Teacher - History & Social Sciences	6		6		6	469,137		469,137	6	473,542
14.	WEA Teacher - Instructional Technology	1		1		1	86,893		86,893	1	86,893
15.	WEA Teacher - Mathematics	7		7		6	558,056		486,432	8	610,824
16.	WEA Teacher - Mathematics (Coach)					1			76,612	0.5	50,448
17.	WEA Teacher - Music	1.1		1.1		1.1	84,896		78,817	1.1	80,288
18.	WEA Teacher - Physical Education	2.5		2.5		2.5	195,923		195,923	2.5	199,277
19.	WEA Teacher - Reading & Language Arts	2		2		2	166,330		143,047	2	148,874
20.	WEA Teacher - Science	6		6		6	435,655		436,326	6	446,186
21.	WEA Teacher - Technical Education / Industrial Art	1		1		1	78,409		78,409	1	78,410
22.	WEA Teacher - World Languages	2		2		2	140,784		142,093	2	147,050
23.	WEA Teacher - Library Media Specialist	1		1		1	87,724		87,724	1	87,724
24.	WEA Paraprofessional - Library/Media	1	25,730	1	26,899	1	27,555	13,918	27,555	1	28,170

Kennedy Middle School

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual	#	Actual	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
			Expenditures		Expenditures						
25. Stipends											
26.	National Junior Honor Society Advisor	S	1,000	S	1,040	S	1,040		1,040	S	1,040
27.	Student Council Advisor	S	1,000	S	1,000	S	1,040		1,040	S	1,040
28.	Yearbook Advisor	S	1,000	S	1,000	S	1,040		1,040	S	1,040
Total		52.975	3,506,195	52.975	3,716,187	52.975	3,804,451	1,678,850	3,780,740	54.475	3,941,718

Kennedy Middle School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-21-5100							
5111 Salaries - Full Time	3,503,195	3,713,147	3,801,331	1,678,850	3,777,620	137,267	3,938,598
5124 Stipend	3,000	3,040	3,120	0	3,120	0	3,120
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General Expenses							
Operating Expenses 001-32-21-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	2,000	2,500	2,500	1,500	2,500	0	2,500
2210 - 5420 - Supplies	187	60	500	149	500	0	500
Building Technology (2250)							
2250 - 5425 - Software License	420						
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	19,882	11,066	41,700	23,137	41,700	(3,000)	38,700
2410 - 5510 - Textbooks & Supplies Engineering Program Pilot			13,500	6,618	13,500	(13,500)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	2,430	2,758	2,780	2,713	2,780	(200)	2,580
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Instructional Equipment	800	800	800		800	0	800
2420 - 5270 - Lease of Equipment	7,615	5,848	6,120	6,120	6,120	0	6,120
School Security (3600)							
3600 - 5340 - Communications (telephone)		3,108					
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Equipment & Unusual 001-32-21-5400							
<hr/>							
Special Items 001-32-21-5500							
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Total Operating Budget	3,539,529	3,742,327	3,872,351	1,719,087	3,848,640	120,567	3,992,918

Kennedy Middle School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	3,506,195	3,716,187	3,804,451	1,678,850	3,780,740	137,267	3,941,718
General Expenses							
Operating Expenses	33,334	26,141	67,900	40,237	67,900	(16,700)	51,200
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	3,539,529	3,742,327	3,872,351	1,719,087	3,848,640	120,567	3,992,918

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	47,267
Line 15 and 16 - Teacher - Math & Coach	Increase Math Teacher by 2.0 fte, reduce Math Teacher (Coach) position to 0.5 fte	90,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	516 students n/a
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	516 students n/a



McDevitt Middle School

McDevitt Middle School

MESSAGE FROM THE PRINCIPAL, Michael Sabin

We are dedicated to providing our students with an engaging and challenging academic experience, and with a supportive community in which they can develop during their middle school years.

Our team of dedicated administrators, counselors, teachers and other staff members work collaboratively to educate our students in the core academic content classes and in the areas of fine arts, practical arts, health, physical education and world language. The 1-1 iPad initiative and the integration of technology into student learning continues to be a school priority and a popular feature of the McDevitt experience.

In a continued effort to reward all types of student achievement, McDevitt continues to implement the Renaissance Program. This incentive-based program recognizes students for achievement and improvement in academics, attendance, conduct, and community involvement. McDevitt continues to create and sustain a high performing, well-rounded educational community both students and staff are proud to call their own.

STRENGTH: SCHOOL SPIRIT (STUDENT PARTICIPATION)

Renaissance Participants (June 2015)	358 students (of 550)
Student Council (1 October 2015)	48 students
National Junior Honor Society (October 2015)	52 students
Math Olympiad (October 2015)	43 students
Chorus and Theater (October 2015)	150+ students



McDevitt Middle School

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1.	Principal	1	106,585	1	110,235	1	114,020	70,115	122,000	124,440
2.	WSAA Assistant Principal	2	180,615	2	211,305	2	188,890	101,001	188,890	191,266
3.	WSSA Clerk	2	70,824	2	67,101	2	78,072	31,934	72,534	75,652
4.	WSCU Custodian		242,895		266,135			150,392		
5.	WSCU Custodian - Senior	1		1		1	62,798		62,798	62,798
6.	WSCU Custodian	4		4		4	212,191		204,932	204,023
7.	WEA Teacher		2,880,434		2,835,311			1,248,022		
8.	WEA Teacher - Art	1		1		1	82,700		82,700	82,700
9.	WEA Teacher - Drama	1		1		1	75,288		75,288	81,909
10.	WEA Teacher - English	8		8		8	585,314		588,070	597,031
11.	WEA Teacher - Health Education	1.25		1.25		1.25	80,084		81,849	85,312
12.	WEA Teacher - History & Social Sciences	6		6		6	412,690		412,690	435,646
13.	WEA Teacher - Instructional Technology	1		1		1	80,448		80,448	80,448
14.	WEA Teacher - Mathematics	7		7		6	491,616		452,217	562,230
15.	WEA Teacher - Mathematics (Coach)					1			79,139	30,000
16.	WEA Teacher - Music	1.25		1.25		1.25	96,959		97,538	98,906
17.	WEA Teacher - Physical Education	2.25		2.25		2.25	175,950		178,176	181,718
18.	WEA Teacher - Reading & Language Arts	2		2		2	133,558		133,558	139,053
19.	WEA Teacher - Science	6		6		6	472,180		434,511	445,447
20.	WEA Teacher - Technical Education / Industrial Arts	1		1		1	51,306		51,306	54,095
21.	WEA Teacher - World Languages	2		2		2	120,554		120,554	125,809
22.	WEA Teacher - Library Media Specialist	1		1		1	86,061		86,061	86,061
23.	WEA Paraprofessional - Library/Media	1	30,239	1	30,844	1	31,461	15,731	31,461	32,562

McDevitt Middle School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-22-5100							
5111 Salaries - Full Time	3,511,592	3,520,931	3,632,140	1,617,193	3,636,719	144,968	3,777,108
5124 Stipend	3,000	3,000	3,120	0	3,120	0	3,120
<hr/>							
General Expenses							
Operating Expenses 001-32-22-5200							
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	2,000	2,500	2,500	1,500	2,500	0	2,500
2210 - 5420 - Supplies	2,324	659	500		500	0	500
Building Technology (2250)							
2250 - 5425 - Software License	420						
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	19,382	16,502	41,625	22,823	41,625	2,325	43,950
2410 - 5510 - Textbooks & Supplies Engineering Program Pilot			13,500	6,618	13,500	(13,500)	
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	2,640	2,580	2,775	1,721	2,775	155	2,930
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Instructional Equipment	693	1,173	800	800	800	0	800
2420 - 5270 - Lease of Equipment	8,574	6,324	6,120	6,120	6,120	0	6,120
<hr/>							
Equipment & Unusual 001-32-22-5400							
<hr/>							
Special Items 001-32-22-5500							
<hr/>							
Total Operating Budget	3,550,624	3,553,669	3,703,080	1,656,775	3,707,659	133,948	3,837,028

McDevitt Middle School

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	3,514,592	3,523,931	3,635,260	1,617,193	3,639,839	144,968	3,780,228
General Expenses							
Operating Expenses	36,032	29,737	67,820	39,582	67,820	(11,020)	56,800
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	3,550,624	3,553,669	3,703,080	1,656,775	3,707,659	133,948	3,837,028

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	54,968
Line 14 and 15 - Teacher - Math & Coach	Increase Math Teacher by 2.0 fte, reduce Math Coach position to 0.5 fte	90,000
General Expenses		
Operating Expenses		
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	586 students 2,325
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	586 students 155

WHS



Waltham High School

MESSAGE FROM THE PRINCIPAL, Greg Demeo

Waltham High School is the only public high school in Waltham and serves the educational needs of approximately 1,500 students. As a comprehensive high school we provide a wide range of academic offerings, 17 Advance Placement (AP) courses, fine arts options in art, music, drama, and dance, 28 athletic teams, a wide range of clubs and activities, and ten (10) Chapter 74 Career and Vocational Technical programs.

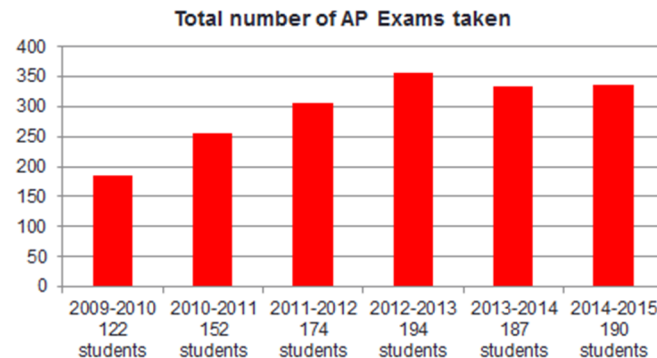
This September our Culinary Arts program gained Chapter 74 status from the Massachusetts Department of Elementary and Secondary Education. In the fall of 2016 we will complete our transition to a new science pathway; all our freshmen will select physics as their first high school science course.

We are proud of the high student growth our grade 10 students have shown on the ELA MCAS, both overall and with our subgroups. We are also proud of the sustained increase in AP enrollment that has occurred over the past three years, as well as our increase in AP offerings over a wide range of subject areas.

One challenge that we face is to identify and develop new innovative opportunities that prepare all our students for post-high school success in the 21st century.

Our primary goal for 2016-2017 is to increase the number of students who achieve MassCore, the state's suggested rigorous program of study for college and career readiness.

INCREASED ADVANCED PLACEMENT ENROLLMENT AT WHS



Waltham High School

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1.	Principal	1	128,752	1	132,559	1	140,138	78,738	136,480	136,479
2.	WSAA Housemaster	4	387,524	4	426,534	4	409,913	171,034	403,287	404,515
3.	WSSA Clerk	5	207,569	5	228,896	5	224,773	108,008	224,773	225,163
4.	WSAA Clerk - Senior Year Stipend	S	2,000	S	2,000	S	2,000		2,000	2,000
5.	WSSA Clerical - Overtime		718							
6.	WSCU Custodian		701,290		719,000			443,716		
7.	WSCU Custodian - Senior	1		1		1	69,598		69,598	69,566
8.	WSCU Custodian - Assistant Senior	1		1		1	56,561		56,561	56,561
9.	WSCU Custodian	12		12		12	621,651		617,407	627,064
10.	WSCU Custodian - Night Shift Differential						16,000		16,000	16,000
11.	WEA Conflict Resolution	1	76,065	1	77,587	1	81,908	34,654	81,908	81,909
12.	WEA Teacher		6,681,039		6,957,789			3,123,462		
13.	WEA Teacher - School to Career Counselor	1		1		1	75,288		73,759	77,225
14.	WEA Teacher - Dropout Prevention	2		2		2	107,120		141,993	144,862
15.	WEA Teacher - Art	3.2		2.8		2.6	220,603		203,911	210,209
16.	WEA Teacher - Career & Technical Education	2.7		2.2		1.425	178,475		109,150	109,874
17.	WEA Teacher - Drama	1.3		1.5		1.1	105,702		84,734	85,020
18.	WEA Teacher - English	16.5		16.5		16.5	1,230,329		1,197,384	1,226,670
19.	WEA Teacher - Family Consumer Science	3.4		3.3		3.5	240,056		245,108	255,597
20.	WEA Teacher - History & Social Sciences	14.2		14.2		14.6	1,086,664		1,080,980	1,107,818
21.	WEA Teacher - Instructional Technology	0.5		1		1	75,288		75,288	79,139
22.	WEA Teacher - Mathematics	17		17		17	1,281,888		1,263,051	1,233,899
23.	WEA Teacher - Music	2.5		2.4		2.1	167,265		156,346	159,372

Waltham High School

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
24. WEA	Teacher - Physical Education	6.6		6.6		7	562,993		562,993	7	567,731
25. WEA	Teacher - Reading	0.1		0.1			7,162				
26. WEA	Teacher - Science & Health Education	16.2		16.4		18	1,217,394		1,225,954	18	1,266,398
27. WEA	Teacher - Technical Education / Industrial Art	0.6		0.6		0.6	46,597		46,597	0.6	47,151
28. WEA	Teacher - World Languages	10.4		10.4		10.4	674,468		696,638	10.4	716,523
29. WEA	Teacher - Library Media Specialist	1		1		1	76,612		76,612	1	80,448
30. WEA	Paraprofessional - Library/Media	2.2	63,158	2.2	64,556	2	66,099	28,449	66,099	2	66,100
31. Stipends			25,660		25,868			12,246			
32.	Grade 9 Transition Mentoring	S		S		S	2,081		2,081	S	2,081
33.	Literary Magazine Advisor	S		S		S	1,194		1,194	S	1,194
34.	Media After School Program	S		S		S	1,744		1,744	S	1,744
35.	National Honor Society Advisor	S		S		S	1,393		1,393	S	1,393
36.	Student Council Advisor	S		S		S	1,393		1,393	S	1,393
37.	Treasurer / Fund Raising Coordinator	S		S		S	3,638		3,638	S	3,638
38.	TV Studio / Cable Advisor	S		S		S	1,194		1,194	S	1,194
39.	Yearbook Advisor	S		S		S	2,593		2,593	S	2,593
40.	AP Test Coordinator					S			6,000	S	6,000
41.	Summer Scheduling	S		S		S			5,400		
Total		126.4	8,273,775	126.2	8,634,790	126.83	9,057,775	4,000,307	8,941,239	126.83	9,074,523

Waltham High School

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-32-31-5100							
5111 Salaries - Full Time	8,245,398	8,606,922	9,040,545	3,988,062	8,912,609	10,748	9,051,293
5124 Stipend	27,660	27,868	17,230	12,246	28,630	6,000	23,230
5131 Overtime	718	0	0	0	0	0	0
General Expenses							
Operating Expenses 001-32-31-5200							
District-Wide Administration (1230)							
1230 - 5124 - Stipends			16,000		16,000	0	16,000
1230 - 5780 - Other		1,278		4,085	5,000	25,000	25,000
School Leadership – Building – Principal's Office (2210)							
2210 - 5342 - Postage	5,000	5,000	5,000	3,000	5,000	0	5,000
2210 - 5420 - Supplies	1,623	637	1,000	1,695	2,000	0	1,000
2210 - 5780 - Other ~ memberships, subscriptions	3,643	1,725	4,050	4,749	5,000	0	4,050
2210 - 5360 - Direct Services - Americorps Promise Fellow						15,487	15,487
2210 - 5360 - Direct Services - Lead Higher AP Initiative						25,000	25,000
Building Technology (2250)							
2250 - 5425 - Software License	540						
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	99,293	83,970	107,400	52,403	94,474	5,775	113,175
Library Instructional Materials (2415)							
2415 - 5510 - Library Supplies	8,571	8,638	7,160	6,372	7,160	385	7,545
Instructional Equipment (2420)							
2420 - 5242 - Maintenance of Office Equipment		350					
2420 - 5270 - Lease of Equipment	12,015	9,350	10,200	10,200	10,200	0	10,200
2420 - 5865 - Educational Equipment	1,077	712					
General Supplies (2430)							
2430 - 5520 - Educational Supplies		5,366					
2430 - 5865 - Educational Equipment	1,134						
Other Instructional Services (2440)							
2440 - 5710 - Mileage	124						
2440 - 5780 - Other ~ graduation, on-line course subscrip	24,184	24,364	42,600	19,642	42,600	6,400	49,000
Guidance (2710)							
2710 - 5300 - Career Consultant	5,000	5,000	5,000	5,000	5,000	0	5,000
Athletic Services (3510)							
3510 - 5780 - MIAA	3,750	3,750	3,750	3,750	3,750	0	3,750
School Security (3600)							
3600 - 5307 - Public Safety	925						
Equipment & Unusual 001-32-31-5400							
Acquisition and Improvement of Equipment (7300)							
7300 - 5862 - Classroom Furniture				5,976	5,976		
Special Items 001-32-31-5500							
Total Operating Budget	8,440,653	8,784,930	9,259,935	4,117,179	9,143,399	94,795	9,354,730

Waltham High School

	FY 2014	FY 2015	FY 2016			FY 2017	
COST SUMMARY BY CLASSIFICATION	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	8,273,775	8,634,790	9,057,775	4,000,307	8,941,239	16,748	9,074,523
General Expenses							
Operating Expenses	166,878	150,140	202,160	110,896	196,184	78,047	280,207
Equipment & Unusual	0	0	0	5,976	5,976	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	8,440,653	8,784,930	9,259,935	4,117,179	9,143,399	94,795	9,354,730

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	16,748
General Expenses		
Operating Expenses		
1230 - 5780 - Other	Accreditation Expenses - NEASC accreditation visit	25,000
2210 - 5360 - Direct Services	Americorps Promise Fellow	15,487
2210 - 5360 - Direct Services	Lead Higher AP Initiative (Equal Opportunity Schools)	25,000
2410 - 5510 - Textbooks & Supplies	Per-pupil allocation increase / adjustment for enrollment changes	5,775
2415 - 5510 - Library Supplies	Per-pupil allocation increase / adjustment for enrollment changes	385
2440 - 5780 - Other	Mass Bay Community College dual-enrollment - college courses made available to high school students	6,400



Waltham High School Career & Technical Education (Chapter 74)

MESSAGE FROM THE DIRECTOR, Christopher Cummings

The Career and Technical Education (CTE) program encompasses Chapter 74 approved courses within 10 programs as well as an approved career exploratory program. Students participate in a rigorous vocational program in concert with an academic program that yields a college and career ready experience upon successful completion. CTE students engage in advanced critical thinking and problem solving linked projects as they practice their technical skills in the attainment of competency mastery. Among its multiple distinguished recognitions over the course of the year, students competed in rigorous competitions including Skills USA where we obtained a bronze medal in the regional competition for Electronics technology.

Our Television Broadcasting program yielded multiple awards as a result of their participation in the national 10 day film challenge, which included our placing 2nd overall for best video submitted. In October, after a rigorous application process, the DESE granted our Culinary Arts program full Chapter 74 approval. Over 95% of CTE students scored proficient or advanced on the MCAS ELA exam. CTE best practices were showcased through value added projects within our district's schools and city entities. Despite existing challenges of adequate space and other facility limitations, the CTE program will embrace a multi-pronged goal of providing enhanced STEM programming, enhancing construction cluster offerings, and bolstering our academic integration initiatives.

Waltham High School Career and Technical Education Programs
Automotive Technology - Chapter 74
Business
Carpentry & Cabinetmaking - Chapter 74
Career Exploratory - Chapter 74
Child Care - Chapter 74
Collision Technology - Chapter 74
Culinary Arts - Chapter 74
Electrical - Chapter 74
Electronics - Chapter 74
Family & Consumer Science
Graphic Arts
Graphic Communications - Chapter 74
Metal Fabrication - Chapter 74
Technical Education
TV Broadcasting - Chapter 74

Waltham High School ~ Chapter 74 Program

PERSONNEL

Bargaining Unit Position	FY 2014		FY 2015		FY 2016			FY 2017		
	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1. WSAA Director - Chapter 74	1	90,876	1	103,109	1	99,845	42,242	99,845	1	99,845
2. WSSA Clerk - Chapter 74	1	52,160	1	57,155	1	57,240	33,554	57,240	1	57,239
3. WEA Teacher - Chapter 74	13.6	1,139,498	13.6	1,130,078	13.6	1,052,891	517,835	1,052,891	13.6	1,035,917
4. WEA Paraprofessional - Chapter 74	2	59,164	2	61,084	2	62,949	26,632	62,949	2	64,661
5.										
6.										
7.										
8.										
9.										
10.										
Total	17.6	1,341,697	17.6	1,351,426	17.6	1,272,925	620,264	1,272,925	17.6	1,257,662

Waltham High School ~ Chapter 74 Program

Classification	FY 2014	FY 2015	FY 2016		Estimated Expenditures Thru 6/30/16	FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures		Superintendent's Incr/Decr	Recommendation
Personnel 001-32-31-5100							
5111 Salaries - Full Time	1,341,697	1,351,426	1,272,925	620,264	1,272,925	(15,263)	1,257,662
<hr/>							
General Expenses							
Operating Expenses 001-32-31-5200							
Curriculum Directors (2110)							
2110 - 5420 - Supplies	60	75	1,000	85	1,000	0	1,000
2110 - 5710 - Mileage	146	146	500		500	(300)	200
2110 - 5780 - Other ~ memberships, dues, subscriptions, i	1,244	180	1,500	125	1,500	(1,250)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	72,411	63,129	68,000	45,521	68,000	0	68,000
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Equipment ~ Service	18,264	14,500	16,000	5,703	14,150	0	16,000
2420 - 5241 - Maintenance of Equipment ~ Supplies	326	2,197	1,500	1,519	1,750	0	1,500
2420 - 5270 - Lease of Equipment	2,403	2,336	3,000	1,632	3,000	0	3,000
General Supplies (2430)							
2430 - 5780 - Other - Instructional	9,292	7,283	8,000	3,916	8,000	0	8,000
Other Instructional Services (2440)							
2440 - 5780 - Other - Student YTE supplies	771	3,380	4,000	105	4,000	0	4,000
School Security (3600)							
3600 - 5247 - Security	780	780	800	585	800	0	800
Utility Services (4130)							
4130 - 5290 - Waste Disposal				1,521	1,600		
Maintenance of Buildings (4220)							
4220 - 5245 - Maintenance of Building ~ Services	314						
<hr/>							
Equipment & Unusual 001-32-31-5400							
Instructional Equipment (2420)							
2420 - 5865 - Educational Equipment							
<hr/>							
Special Items 001-32-31-5500							
OUT-OF-DISTRICT TUITIONS							
Programs with Other Districts in Massachusetts (9100)							
9100 - 5320 - Tuitions	959,630	1,009,371	866,500	791,291	800,000	(105,000)	761,500
Total Operating Budget	2,407,338	2,454,802	2,243,725	1,472,265	2,177,225	(121,813)	2,121,912

Waltham High School ~ Chapter 74 Program

	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual	Actual	July-January	Estimated		Superintendent's	
COST SUMMARY BY CLASSIFICATION	Expenditures	Expenditures	Budget	Actual Expenditures	Expenditures Thru 6/30/16	Incr/Decr	Recommendation
Personnel	1,341,697	1,351,426	1,272,925	620,264	1,272,925	(15,263)	1,257,662
General Expenses							
Operating Expenses	106,010	94,006	104,300	60,710	104,300	(1,550)	102,750
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	959,630	1,009,371	866,500	791,291	800,000	(105,000)	761,500
Total Operating Budget	2,407,338	2,454,802	2,243,725	1,472,265	2,177,225	(121,813)	2,121,912

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

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ENGLISH



Heather Higgins, Gr. 12

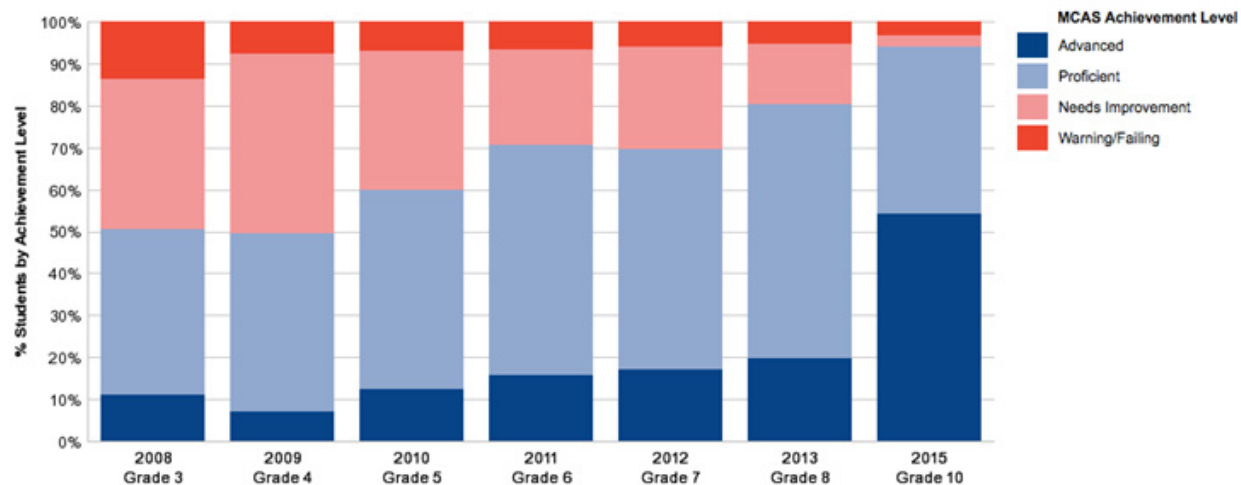
English

MESSAGE FROM THE DIRECTOR, Allyson McHugh

The Waltham English Department in grades 6-12 provides students with a rigorous, skills-based instructional program that prepares students to be both college and career-ready. Our English curriculum is based on Common Core State Standards for English Language Arts, and we follow curriculum maps that include targeted skills in reading, writing, listening and speaking. Our texts, lessons, instructional activities, and resources aim to create confident, competent, critical thinkers in our students, using literature, poetry, and nonfiction selections as a means to this end.

By the time a student graduates from Waltham High School, he or she will have read many of the great authors, including Dickens, Shakespeare, and Shelley, as well as more modern authors, such as Morrison, Capote, and Coelho. Throughout their time at Waltham schools, students will learn a variety of strategies to help them access challenging content, including reading practices, such as annotation skills, and writing practices, such as Writing with Colors, an award-winning instructional strategy for thinking about writing. Middle school teachers have adapted these practices by utilizing the 1:1 initiative as a way to combine reading and writing skills with technology; many have shared their knowledge and successful strategies with other teachers, including high school ELA teachers, who are preparing for the 1:1 initiative. Ninety percent of Waltham English teachers are trained in pre-Advanced Placement instruction, and we offer both AP English Language and Composition and AP Literature as part of the high school English course program.

ELA : MCAS Growth



English

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	Actual		Actual		#	Budget	July-January Actual	Estimated	Superintendent's Recommendation
		#	Expenditures	#	Expenditures			Expenditures	Thru 6/30/16	
1.	WSAA Director - English	1	93,986.62	1	106,914.01	1	103,263	39,800	94,073	1 95,261
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
Total		1	93,986.62	1	106,914.01	1	103,263	39,800	94,073	1 95,261

English

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	July-December Budget	Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-70-5100							
5,111 Salaries - Full Time	93,987	106,914	103,263	39,800	94,073	(8,002)	95,261
<hr/>							
General Expenses							
Operating Expenses 001-33-70-5200							
Curriculum Directors (2110)							
2110 - 5710 - Mileage	481	402	350		350	(50)	300
2110 - 5780 - Director's Expense	88					250	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	27,073	10,345	15,785	4,965	15,785	0	15,785
<hr/>							
Equipment & Unusual 001-33-70-5400							
<hr/>							
Special Items 001-33-70-5500							
<hr/>							
Total Operating Budget	121,629	117,661	119,398	44,765	110,208	(7,802)	111,596

English

	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
COST SUMMARY BY CLASSIFICATION							
Personnel	93,987	106,914	103,263	39,800	94,073	(8,002)	95,261
General Expenses							
Operating Expenses	27,642	10,747	16,135	4,965	16,135	200	16,335
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	121,629	117,661	119,398	44,765	110,208	(7,802)	111,596

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
General Expenses		
Operating Expenses		
2110 - 5780 - Director's Expense	Non-instructional administrative expenses	250

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Reading & Language Arts

MESSAGE FROM THE DIRECTOR, Nancy Coppolino

The Reading/Elementary Literacy Department oversees all core literacy instruction for grades K – 5, which includes reading, phonics, and writing, as well as general education support and intervention for students. The Department also oversees language arts/reading instruction in grades 6 – 8.

Each elementary school has licensed reading specialists who support students in need of additional targeted reading instruction. Literacy coaches in each building provide ongoing embedded professional development and support teachers in all aspects of literacy instruction.

In the past few years, the department has focused on implementing best practices for reading, writing, and phonics instruction, through the use of the Daily 5 management system, the Writing Units of Study from Lucy Calkins, and the Foundations phonics program. The priority in 2017 is to implement read alouds and complex texts in all classes to connect with the Common Core State Standards. In this way we will support reading, writing, speaking and listening in all disciplines.

Reading & Language Arts

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
							Budget			
1.	WSAA Director - Reading & Language Arts	1	94,275	1	107,040	1	103,639	44,260	104,616	104,615
2.	WEA Teacher - Reading & Language Arts (Coach	3	256,466	3	268,769	3	237,780	106,640	237,780	241,537
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
Total		4	350,742	4	375,809	4	341,419	150,901	342,396	346,153

Reading & Language Arts

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-71-5100							
5111 Salaries - Full Time	350,742	375,809	341,419	150,901	342,396	4,734	346,153
<hr/>							
General Expenses							
Operating Expenses 001-33-71-5200							
Curriculum Directors (2110)							
2110 - 5710 - Mileage	730	614	900	300	900	(150)	750
2110 - 5780 - Director's Expense	123	69	1,500	69	1,200	(1,250)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	48,782	42,750	43,325	19,305	43,325	(30,000)	13,325
Other Instructional Services (2440)							
2440 - 5710 - Mileage				138	300		
<hr/>							
Equipment & Unusual 001-33-71-5400							
<hr/>							
Special Items 001-33-71-5500							
<hr/>							
Total Operating Budget	400,376	419,242	387,144	170,713	388,121	(26,666)	360,478

Reading & Language Arts

	FY 2014	FY 2015	FY 2016			FY 2017	
COST SUMMARY BY CLASSIFICATION	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	350,742	375,809	341,419	150,901	342,396	4,734	346,153
General Expenses							
Operating Expenses	49,635	43,433	45,725	19,813	45,725	(31,400)	14,325
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	400,376	419,242	387,144	170,713	388,121	(26,666)	360,478

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

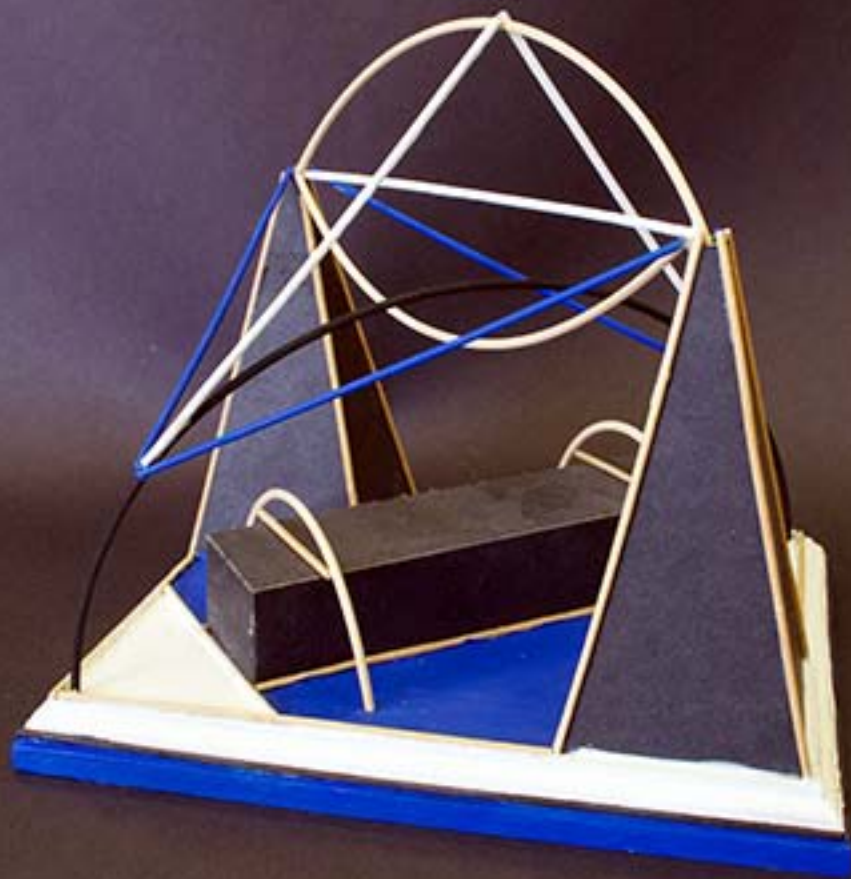
Reason

Contractual

Amount

4,734

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Mathematics

MESSAGE FROM THE DIRECTOR, Rachael Turkington

The Mathematics Department in grades K-12 prepares our students with the knowledge and skills needed to succeed in mathematics in college, career and life. At the high school level we offer AP Calculus, BC Calculus, and AP Statistics. In 2015, 53 students took an AP Mathematics exam. We also offer Exploring Computer Science and in FY 2016-2017 we will offer Advanced Placement Computer Science Principles. WHS also participates in the Brandeis program Girls Who Code, an after school computer science club.

At the middle school level our challenge program, Math Olympiad, has doubled in enrollment this year. We currently have 80 middle school students participating in Math Olympiad. The middle school is in its first year of implementation of the new Math in Focus curriculum and online materials. At the middle school level, all mathematics teachers and students are working in a 1:1 environment with iPads. Many apps, such as Explain Everything, Numbers, Desmos, Nearpod and more are used on a daily basis in middle school math classrooms.

Our elementary mathematics program, Math in Focus, is now in its fourth year of implementation. Teachers use interactive whiteboard lessons and the Think Central website on a regular basis. Students also have access to this site at home to practice content for their lessons.

Mathematics

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Director - Mathematics	1	91,026	1	71,242	1	99,995	40,731	96,273	1	97,461
2.	WEA Teacher - Mathematics (Coach)	3	189,753	3	243,322	3.5	278,461	118,114	278,471	3	239,907
3.	WEA Math Coach (Stipend)							5,000	10,000		10,000
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		4	280,779	4	314,564	4.5	378,456	163,845	384,744	4	347,368

Mathematics

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-72-5100							
5111 Salaries - Full Time	280,779	314,564	378,456	163,845	384,744	(31,088)	347,368
<hr/>							
General Expenses							
Operating Expenses 001-33-72-5200							
Curriculum Directors (2110)							
2110 - 5710 - Mileage	488	117	500		500	(200)	300
2110 - 5780 - Director's Expense	167		500		500	(250)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	12,379	10,797	17,420	5,172	17,355	0	17,420
Other Instructional Services (2440)							
2440 - 5710 - Mileage	486	699	450		450	0	450
Instructional Software (2455)							
2455 - 5425 - Software License	3,226	3,565	3,226	3,291	3,291	0	3,226
<hr/>							
Equipment & Unusual 001-33-72-5400							
<hr/>							
Special Items 001-33-72-5500							
<hr/>							
Total Operating Budget	297,524	329,742	400,552	172,307	406,840	(31,538)	369,014

Mathematics

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	280,779	314,564	378,456	163,845	384,744	(31,088)	347,368
General Expenses							
Operating Expenses	16,746	15,177	22,096	8,463	22,096	(450)	21,646
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	297,524	329,742	400,552	172,307	406,840	(31,538)	369,014

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time
Line 3 - Math Coach (Stipend)

Reason

Contractual
Stipend added subsequent to the FY 2016 budget

Amount

10,000

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Science & Health Education

MESSAGE FROM THE DIRECTOR, Heather Metallides

SCIENCE

The Science and Health Department is a rigorous student-centered department that prepares students to be college and career-ready. Despite a challenge of having outdated and small laboratory classrooms at the high school, we strive to prepare our students for 21st century technology, skills and science and engineering practices.

Due to our focus on embedding pre- AP and CCSS for Literacy in Science in grades six through twelve, we have accomplished excellent results on Advanced Placement and MCAS exams. Sixty-six AP Science exams were taken in the 2014-2015 academic year with ninety percent of our students scoring a three or better and forty-four percent of our students scoring a four or better. Ninety-six percent of our ninth grade students taking the Physics MCAS scored advanced and proficient. Sixty-five percent of our students that took the Biology MCAS scored advanced and proficient. A current and future priority is to continue to focus on STEM education for all students. The foundation for this work centers on a full implementation of Physics First for all incoming ninth graders in the 2015-2016 academic year. As part of this focus, we have accomplished a great deal including writing and obtaining multiple grants totaling over \$217,000 to enhance and enrich STEM education opportunities for our students. Furthermore we have established an ongoing partnership with the Innovations in Urban Science Education Lab at Boston College that has enabled us to offer our middle school students amazing STEM opportunities. During the summer of 2015, we implemented our first Robotics Camp for middle school students, we are launching our first Design and Engineering Camp this February vacation, and we will launch our first Out of School STEM program at each middle school this March. We will begin work this spring on the iCREAT project led by Massachusetts Bay Community College, which is designed to recruit, retain, and prepare students from underrepresented populations in STEM and to provide them with the opportunity to opt into a STEM career pathway starting in their junior year at Waltham High School.

HEALTH

Our Health Education program begins in grade six. Certified Health Educators teach the necessary skills to build students' knowledge, skills, and positive attitudes about health. Our comprehensive health education program teaches students about physical, mental, emotional and social health. It motivates students to improve and maintain their health, prevent disease, and reduce risky behaviors. Our Health education instruction helps students learn the skills they will use to make healthy choices throughout their lifetime. Health educators in grades six through twelve strive to encourage positive changes in behavior that lower student risks.

Science & Health Education

PERSONNEL

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	#	Actual	#	Actual	#	Budget	July-January	Estimated	#	Superintendent's
			Expenditures		Expenditures			Actual	Expenditures		Thru 6/30/16
1.	WSAA Director - Science & Health Education	1	89,661	1	103,977	1	103,039	43,593	103,039	1	103,039
2.	WEA Teacher - Science & Health Elementary	5.5	304,554	5.5	359,368	5.8	385,022	165,778	385,022	5.8	399,446
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		6.5	394,215	6.5	463,345	6.8	488,061	209,372	488,061	6.8	502,485

Science & Health Education

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-73-5100							
5111 Salaries - Full Time	394,215	463,345	488,061	209,372	488,061	14,424	502,485
<hr/>							
General Expenses							
Operating Expenses 001-33-73-5200							
Curriculum Directors (2110)							
2110 - 5780 - Director's Expense	249	516	250		250	0	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	19,596	19,270	20,350	10,645	19,020	0	20,350
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Instructional Equipment			1,000		1,000	(1,000)	0
Other Instructional Services (2440)							
2440 - 5710 - Mileage	204	39					
Instructional Software (2455)							
2455 - 5425 - Software	358	520		1,330	1,330		
Utility Services (4130)							
4130 - 5290 - Waste Disposal			1,000		1,000	0	1,000
<hr/>							
Equipment & Unusual 001-33-73-5400							
Instructional Equipment (2420)							
2420 - 5865 - Educational Equipment	10,780	10,834	10,000	6,267	10,000	0	10,000
<hr/>							
Special Items 001-33-73-5500							
Total Operating Budget	425,403	494,524	520,661	227,614	520,661	13,424	534,085

Science & Health Education

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	394,215	463,345	488,061	209,372	488,061	14,424	502,485
General Expenses							
Operating Expenses	20,408	20,345	22,600	11,975	22,600	(1,000)	21,600
Equipment & Unusual	10,780	10,834	10,000	6,267	10,000	0	10,000
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>425,403</u>	<u>494,524</u>	<u>520,661</u>	<u>227,614</u>	<u>520,661</u>	<u>13,424</u>	<u>534,085</u>

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

14,424

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History & Social Sciences

MESSAGE FROM THE DIRECTOR, Derek Vandegrift

As stated in the Guiding Principles of the Massachusetts History and Social Science Frameworks, “Students need to learn about the events, ideas, individuals, groups, ideals, dreams, and limitations that have shaped our country and the world.” Our diverse curriculum offerings, spanning grades 6 through 12, have been constructed to fulfill this mission. Aligned to DESE's Pathway 1 for History and Social Studies, middle school students study Ancient History, World Geography, and World History I in grades 6 through 8, respectively. At Waltham High School, all students follow a three year progression of coursework including Modern World History, United States History I, and United States History II. Additionally, beginning in grade 10, students may choose from a diverse group of elective courses that explore topics ranging from local history to economics. History and Social Studies staff members continuously work to update and refine curriculum to meet the changing needs and interests of our diverse student body.

In recent years, the department has placed particular emphasis upon expanding our Advanced Placement offerings and to encourage students to enroll in these rigorous courses. At the conclusion of the 2014-2015 academic year, Waltham students took 149 exams tied to the department's AP offerings. For the 2016-2017 academic year, the department will offer 6 AP courses including AP European History, AP Government and Politics, AP Macroeconomics, AP Microeconomics, AP Psychology, and AP United States History. Also, the department is working to expand enrichment opportunities for all students across all grade levels; we look forward to continuing this work with our community partners. Several History and Social Studies staff have been recognized for their efforts to enhance the educational experience of Waltham students. Current staff members include a Massachusetts History Teacher of the Year, a Milken Educator Award recipient, and several outstanding educators who have been chosen to attend a wide array of prestigious and highly-selective professional development programs.

In each of our program offerings, History and Social Studies teachers emphasize communication, literacy, and critical thinking skills to prepare all students for college and career readiness.

History & Social Sciences

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017		
Bargaining Unit	Position	Actual		Actual		#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation	
		#	Expenditures	#	Expenditures					#	
1.	WSAA Director - History & Social Sciences	1	95,453	1	103,158	1	100,795	42,644	100,795	1	102,029
2.											
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
Total		1	95,453.02	1	103,158.09	1	100,795	42,644	100,795	1	102,029

History & Social Sciences

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-74-5100							
5111 Salaries - Full Time	95,453	103,158	100,795	42,644	100,795	1,234	102,029
<hr/>							
General Expenses							
Operating Expenses 001-33-74-5200							
Curriculum Directors (2110)							
2110 - 5780 - Director's Expense	593	59	390		390	(140)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	9,073	9,883	14,150	6,806	14,150	0	14,150
<hr/>							
Equipment & Unusual 001-33-74-5400							
<hr/>							
Special Items 001-33-74-5500							
<hr/>							
Total Operating Budget	105,119	113,100	115,335	49,450	115,335	1,094	116,429

History & Social Sciences

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	95,453	103,158	100,795	42,644	100,795	1,234	102,029
General Expenses							
Operating Expenses	9,666	9,942	14,540	6,806	14,540	(140)	14,400
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	105,119	113,100	115,335	49,450	115,335	1,094	116,429

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

1,234

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World Languages

MESSAGE FROM THE ASSISTANT DIRECTOR, Cynthia Piantedosi

The Waltham Public Schools World Language Department strives to promote critical thinking skills and communicative proficiency through listening, speaking, reading and writing, while fostering a life-long love of learning, appreciation for other cultures and people, and prepares students to become contributing citizens in the multicultural and interdependent global society. In addition to French, Italian, Latin, and Spanish, students at Waltham High School have had the opportunity to select a pilot Chinese online program, during 2015-2016. This program will continue to be offered in collaboration with Middlebury Interactive. Our AP Spanish scores have risen over the past two years. During 2013-2014, 100% of the students scored a 4, and during 2014-2015, the average score was a 4.1, with 46.7% receiving a score of 5. A challenge that continues to face the World Language Department is the middle school schedule. Most communities offer world language as a core subject in middle school, so students can be placed in year 2 courses in high school, and be enrolled in a year 5 or AP course during their senior year. We would like to give our students similar opportunities. This challenge is a priority for FY 2017, but cannot be accomplished without a significant change in the middle school schedule.

World Languages

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit Position		#	Actual Expenditures	#	Actual Expenditures	#	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Assistant Director - World Languages	0.6	52,615	0.6	61,088	1	98,682	41,750	98,682	1 98,682
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
Total		0.6	52,615	0.6	61,088	1	98,682	41,750	98,682	1 98,682

World Languages

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-75-5100							
5111 Salaries - Full Time	52,615	61,088	98,682	41,750	98,682	0	98,682
<hr/>							
General Expenses							
Operating Expenses 001-33-75-5200							
Curriculum Directors (2110)							
2110 - 5780 - Director's Expense	20	39				250	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	3,013	2,877	5,000	3,382	5,000	0	5,000
Other Instructional Services (2440)							
2440 - 5710 - Mileage			200		200	0	200
<hr/>							
Equipment & Unusual 001-33-75-5400							
<hr/>							
Special Items 001-33-75-5500							
<hr/>							
Total Operating Budget	55,649	64,004	103,882	45,133	103,882	250	104,132

World Languages

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		FY 2017		
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	52,615	61,088	98,682	41,750	98,682	0	98,682
General Expenses							
Operating Expenses	3,033	2,916	5,200	3,382	5,200	250	5,450
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>55,649</u>	<u>64,004</u>	<u>103,882</u>	<u>45,133</u>	<u>103,882</u>	<u>250</u>	<u>104,132</u>

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

General Expenses

Operating Expenses

2110 - 5780 - Director's Expense

Non-instructional administrative expenses

250

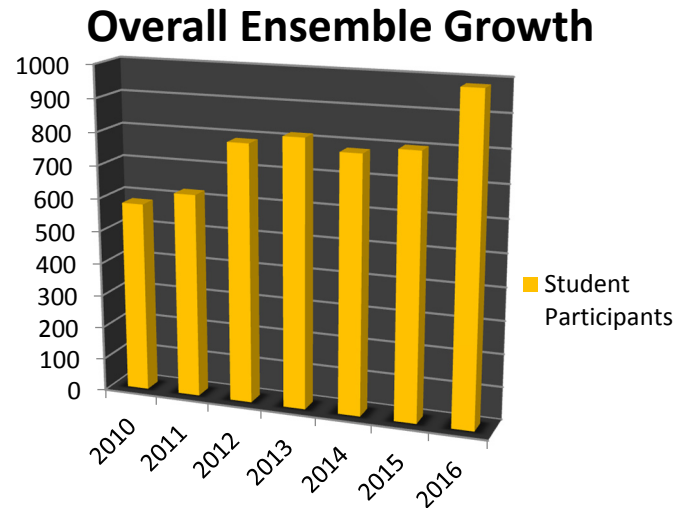
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Fine & Performing Arts

MESSAGE FROM THE DIRECTOR, Douglas A. Trudeau

The overall objective of the Fine and Performing Arts Department budget is to request funding that will continue to strengthen all of the programs that fall under the department's purview: general music, choral music, instrumental music, drama, dance, and visual arts. We are currently revising the curriculum to ensure that we are aligned with the Common Core State Standards and Mass Core recommendations. We have numerous accomplishments within the department, but the most significant is our musical ensembles have almost doubled in size during the past seven years, and all of our disciplines cater to the diverse population, including the high needs students, that exist within the Waltham Public Schools. Our number one priority is to address the need of the significant growth within the instrumental programs by ensuring we have the appropriate amount of staff and support staff who can handle the ongoing growth within the department.



Fine & Performing Arts

PERSONNEL

Bargaining Unit Position			FY 2014		FY 2015		FY 2016			FY 2017		
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Director - Fine & Performing Arts		1	90,276	1	102,509	1	99,245	41,988	99,245	1	99,245
2.	WEA	Teacher - Fine & Performing Arts		1,959,425		1,975,740			883,882			
3.	WEA	Teacher - Art Elementary	6.8		7.3		7.15	571,768		556,329	7.15	560,877
4.	WEA	Teacher - Music Elementary	7.1		7.45		7.3	500,100		507,935	7.3	518,896
5.	WEA	Teacher - Music Instrumental	5.1		5.1		5.15	407,719		410,284	5.4	432,325
6.	WEA	Teacher - Music Therapy	0.25		0.25		0.3	19,491		23,389	0.3	24,536
7.	WEA	Teacher - Drama Elementary	6.9		7.25		7.1	538,149		517,122	7.1	526,987
8.	WEA	Paraprofessional - Drama	1.1	32,046	1.1	33,057	1.1	34,104	15,788	34,104	1.1	34,656
9.		Theatre Facility Coordinator	1	64,740	1	64,456	1	64,505	28,386	67,095	1	67,095
10.	Stipends			34,140		35,475			4,568			
11.		Art Exhibit Stipend	S		S		S	2,081		2,081	S	2,081
12.		Music Stipends	S		S		S	14,766		14,766	S	14,766
13.		Drama Coaches	S		S		S	19,039		19,039	S	19,039
Total			29.25	2,180,627	30.45	2,211,237	30.1	2,270,967	974,612	2,251,388	30.35	2,300,503

Fine & Performing Arts

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-80-5100							
5111 Salaries - Full Time	2,146,487	2,175,762	2,235,081	970,044	2,215,503	29,537	2,264,618
5124 Stipend	34,140	35,475	35,886	4,568	35,886	(0)	35,886
<hr/>							
General Expenses							
Operating Expenses 001-33-80-5200							
Curriculum Directors (2110)							
2110 - 5710 - Mileage	332	315	300	162	300	0	300
2110 - 5780 - Director's Expense	433	690	300		300	(50)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	17,537	32,568	19,840	13,577	18,890	0	19,840
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Instructional Equipment	2,925	2,789	3,000	3,350	3,350	0	3,000
Other Instructional Services (2440)							
2440 - 5330 - Student Transportation	8,758	5,795	10,000	5,762	10,000	0	10,000
2440 - 5360 - Contracted Services	13,735	8,191	12,000	6,942	12,000	0	12,000
2440 - 5710 - Mileage	3,877	5,519	5,000	2,338	5,000	0	5,000
<hr/>							
Equipment & Unusual 001-33-80-5400							
Instructional Equipment (2420)							
2420 - 5865 - Educational Equipment		6,085		599	600		
Maintenance of Buildings (4220)							
4220 - 5867 - Equipment			3,500		3,500		
4220 - Receipt Offset ~ Building Rental Revolving Fund			(3,500)		(3,500)		
<hr/>							
Special Items 001-33-80-5500							
Total Operating Budget	2,228,224	2,273,190	2,321,407	1,007,342	2,301,828	29,486	2,350,893

Fine & Performing Arts

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		Estimated Expenditures Thru 6/30/16	FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures		Superintendent's Incr/Decr	Recommendation
Personnel	2,180,627	2,211,237	2,270,967	974,612	2,251,388	29,536	2,300,503
General Expenses							
Operating Expenses	47,597	55,868	50,440	32,131	49,840	(50)	50,390
Equipment & Unusual	0	6,085	0	599	600	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	2,228,224	2,273,190	2,321,407	1,007,342	2,301,828	29,486	2,350,893

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	14,537
Line 5 - Teacher - Music Instrumental	New position ~ 0.25 fte due to increased number of students in the program	15,000

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Physical Education

MESSAGE FROM THE DIRECTOR, William Foley

Physical Education in the Waltham Public Schools plays a critical role in educating the whole student. Like other academic courses of study, physical education is based upon rigorous national standards that define what students should know and be able to do as a result of participation. Physical education is unique to the school curriculum as it is the only program that provides students with opportunities to learn motor skills, develop fitness, and gain understanding about the importance of physical activity. Students are provided an individualized, developmentally appropriate, and personally challenging instructional program that will advance the knowledge, confidence, skills, and motivation needed to engage in a lifelong, healthy, active lifestyle. With the increase in obesity nationwide, the benefits gained from physical activity include: disease prevention, decreased morbidity and premature mortality, and increased mental health and self-esteem. The benefits of physical education can also affect academic learning. Regular aerobic exercise produces an increased number of capillaries servicing the brain which allows for a greater exchange of nutrients. This optimizes oxygen and glucose delivery to the brain which can help improve brain performance. Additionally, physical education incorporates concepts of math, reading/English language arts, and science into the physical education realm. Technology is also integrated into the curriculum through the use of POLAR H7's and Cardio GX heart rate sensors, Polar Active watches, Exergaming, and computer-based fitness stations. The ultimate goal of physical education will always be participation in health-enhancing physical activity for a lifetime.

From September 2011 to December 2014 the Waltham Public Schools was the recipient of a three year Carol White PEP Grant worth \$904,000. Through the grant the Physical Education Department has added a state of the art low, medium, and high element challenge course at Waltham High School, climbing walls at Waltham High School, Kennedy Middle School, McDevitt Middle School, the Waltham Community Center and the Waltham Boys & Girls Club. The climbing walls offer many benefits to students and staff such as problem solving, goal setting, communication skills, awareness of perceived limits and personal boundaries, improved balance, agility, physical strength, and teamwork. The grant also funded adventure curriculum development and implementation, increased use of technology, expanded fitness programming, as well as community based nutrition and fitness education. One of the programs lost at the end of the grant cycle was the before and after school activity program. We have been able to replace a portion the program that was lost with funding provided by the Moody Street 5K Fundraiser.

Physical Education

PERSONNEL

Bargaining Unit Position		FY 2014		FY 2015		FY 2016			FY 2017		
		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Director - Physical Education	0.5	47,327	0.5	56,381	0.5	51,996	21,998	51,996	0.5	51,996
2.	WEA Teacher - Physical Education Elementary	7.15	492,407	7.5	526,289	7.45	560,738	231,348	532,563	7.45	517,411
3.	WEA Teacher - Physical Education Senior High	0.4	20,725								
4.	Less Federal Grant Funds		(20,725)								
5.											
6.											
7.											
8.											
9.											
10.											
Total		8.1	539,733	8.0	582,670	7.95	612,734	253,346	584,559	7.95	569,407

Physical Education

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-82-5100							
5111 Salaries - Full Time	539,733	582,670	612,734	253,346	584,559	(43,327)	569,407
<hr/>							
General Expenses							
Operating Expenses 001-33-82-5200							
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	11,388	8,479	10,166	1,546	10,166	0	10,166
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Instructional Equipment	2,705	2,734	4,790	1,391	4,790	(1,290)	3,500
Other Instructional Services (2440)							
2440 - 5710 - Mileage	358	269	360		360	(10)	350
<hr/>							
Equipment & Unusual 001-33-82-5400							
<hr/>							
Special Items 001-33-82-5500							
<hr/>							
Total Operating Budget	554,184	594,152	628,050	256,283	599,875	(44,627)	583,423

Physical Education

	FY 2014	FY 2015	FY 2016			FY 2017	
COST SUMMARY BY CLASSIFICATION	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	539,733	582,670	612,734	253,346	584,559	(43,327)	569,407
General Expenses							
Operating Expenses	14,451	11,482	15,316	2,937	15,316	(1,300)	14,016
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	554,184	594,152	628,050	256,283	599,875	(44,627)	583,423

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

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Instructional Technology



Instructional Technology / Library Media

MESSAGE FROM THE ADMINISTRATOR, Dr. Elizabeth Homan

The library and instructional technology program supports the development of students' digital learning and literacy development in all content areas. The department also supports and coaches teachers as they work to integrate literacy and technology into their classroom practice and subject area teaching.

Recent changes to this program include a focus on peer coaching and teacher-led professional development. Teachers in the department are learning about co-teaching and mentorship so that they can lead their colleagues in literacy and digital technology integration. We have successfully launched the Chromebook initiative in the past year, which has been met with great success and enthusiasm at our elementary schools.

Our major priorities include continued support of the 1:1 initiative and the expansion of the Chromebook initiative, which we hope will include investment in ITS staff to support instruction and integration of the Chromebooks and taxpayers' investment in school technologies. Our goal for the FY17 year is to transition elementary instructional technology teachers into a coaching role, in which they are more frequently in classrooms working alongside teachers to support content based technology integration, a role ITS at our middle and high schools already fill.

Instructional Technology / Library Media

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual	#	Actual	#	July-January Actual	Estimated Expenditures	#	Superintendent's Recommendation
			Expenditures		Expenditures		Budget	Thru 6/30/16		
1.	WSAA Director - Instructional Technology / Library Media	1	97,133	1	8,184					
2.	WEA Teacher - Instructional Tech Elementary	3.2	233,262	3.2	239,962	3.2	251,077	106,225	3.2	252,851
3.	WEA Paraprofessional - Instructional Technology / Library Media	2	62,897	2	64,156	2	65,753	27,819	2	66,068
4.										
5.										
6.										
7.										
8.										
9.										
10.										
Total		6.2	393,291	6.2	312,302	5.2	316,830	134,044	5.2	318,919

Instructional Technology / Library Media

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-84-5100							
5111 Salaries - Full Time	393,291	312,302	316,830	134,044	316,830	2,089	318,919
<hr/>							
General Expenses							
Operating Expenses 001-33-84-5200							
Curriculum Directors (2110)							
2110 - 5780 - Director's Expense		473	1,255	984	1,000	(1,005)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	3,561						
Library Instructional Materials (2415)							
2415 - 5520 - A.V. Supplies	9,072	5,676	5,692	2,000	4,000	(1,692)	4,000
2415 - 5515 - Library Supplies	1,132	976	2,300	1,394	1,700	(600)	1,700
Building Technology (2250)							
2250 - 5241 - Maintenance of Equipment ~ Service		300	5,000	1,500	1,500	0	5,000
2250 - 5425 - Software (non-instructional)	14,624	12,497	14,979	12,685	14,000	(979)	14,000
2250 - 5440 - Maintenance of Equipment ~ Supplies	3,673		2,500		0	(2,500)	0
2250 - 5515 - Supplies	334						
2250 - 5525 - Instructional Equipment	2,592						
2250 - 5780 - Other	826						
General Supplies (2430)							
2430 - 5515 - Supplies	41,473	29,940	26,000	36,540	40,000	0	26,000
Other Instructional Services (2440)							
2440 - 5710 - Mileage	1,078	1,206	1,240	456	1,240	0	1,240
Instructional Software (2455)							
2455 - 5425 - Software (instructional)	42,144	33,911	45,960	32,775	41,486	0	45,960
<hr/>							
Equipment & Unusual 001-33-84-5400							
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment				75,519	80,000		
<hr/>							
Special Items 001-33-84-5500							
Total Operating Budget	513,801	397,282	421,756	297,896	501,756	(4,687)	417,069

Instructional Technology / Library Media

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016		FY 2017		
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	393,291	312,302	316,830	134,044	316,830	2,089	318,919
General Expenses							
Operating Expenses	120,509	84,980	104,926	88,333	104,926	(6,776)	98,150
Equipment & Unusual	0	0	0	75,519	80,000	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	<u>513,801</u>	<u>397,282</u>	<u>421,756</u>	<u>297,896</u>	<u>501,756</u>	<u>(4,687)</u>	<u>417,069</u>

Explanation for Requested Increases

Item

Personnel

Salaries - Full Time

Reason

Contractual

Amount

2,089

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English Language Learning

MESSAGE FROM INTERIM DIRECTOR, Superintendent Drew Echelson

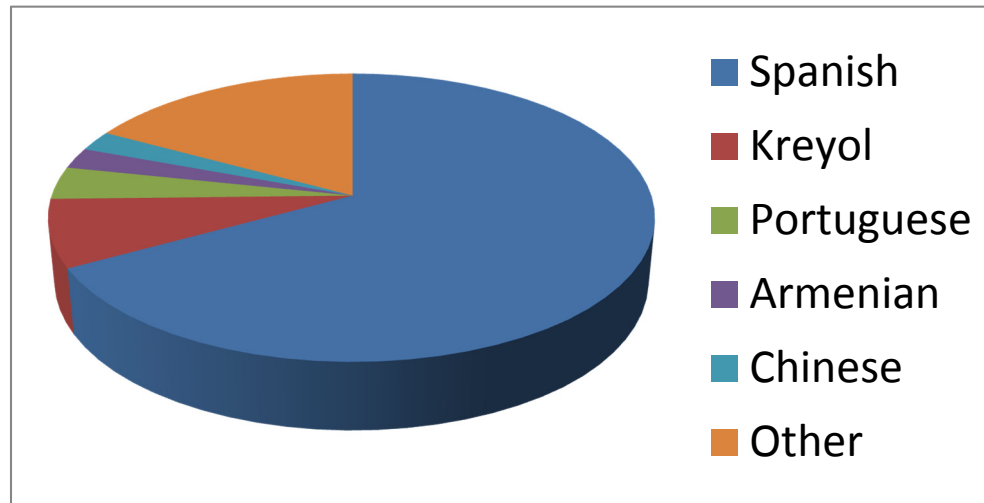
DIRECTOR TO BE HIRED

The mission of the English Language Learner Program in the Waltham Public Schools is to provide instruction for our English learners which is designed specifically to assist them both in learning English and in learning subject matter content. This will enable them to become successful in the general education classroom, the overall school environment and the community at large as well as be prepared for college and career.

Based on the new guidance document published by the Massachusetts Department of Elementary and Secondary Education, there are new compliance issues which we, as a district, will adhere to moving forward. Some of these changes include identifying our Waltham preschoolers as English learners by administering language proficiency assessments to them, identifying our students who have limited or interrupted formal education so that we may accelerate their literacy and content knowledge skills, and designing programs which meet the academic and socio-emotional needs of English learners with disabilities.

Some of our accomplishments over the past few years include providing Bilingual Parent Advisory Council meetings, information sessions and events to increase family engagement in the district, starting a dual language immersion program for Waltham Public Schools, ensuring that all of our teachers have the SEI endorsement credential in order to work effectively with our culturally and linguistically diverse population of students, and creating a Title III summer program for English learners from preschool through grade 12.

One of our #1 goals for the 2016 to 2017 school year is to increase the graduation rate of our English learners at Waltham High School as well as lower their drop-out rate. A Quality School Plan is in place to address this challenge.



English Language Learning

PERSONNEL

Bargaining Unit Position			FY 2014		FY 2015		FY 2016			FY 2017		
			#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
1.	WSAA Director - English Language Learning		1	90,891.38	1	108,019	1	98,645	49,252	98,645	1	98,645
2.	WSSA Clerk		1	34,324	1	41,966	1	42,493	18,994	42,493	1	42,493
3.	WEA Assessment / Placement Specialist				1	50,000	1	54,121	30,883	52,300	1	52,300
4.	WEA Teacher - ESL	WHS	5.6	375,638	7.6	437,862	8.2	522,571	237,717	515,734	10.2	653,631
5.	WEA Instructional Coach	Kennedy Middle	1	76,065	1	77,587		79,139				-
6.	WEA Teacher - ESL	Kennedy Middle	4	280,564	4	327,946	5	334,502	181,976	415,007	5	418,749
7.	WEA Teacher - ESL	McDevitt Middle					0.4	24,000		24,000	0.5	30,000
8.	WEA Teacher - ESL	Fitzgerald Elementary	3.5	247,222	4	289,021	1.5	109,139	49,688	118,480	1.5	124,181
9.	WEA Teacher - ESL	MacArthur Elementary	1	104,630	1	70,757	1.25	88,669	29,748	71,298	1.25	74,945
10.	WEA Teacher - ESL	Northeast Elementary	2	111,044	2	97,093	2.5	159,509	94,250	168,850	2.5	178,276
11.	WEA Teacher - ESL	Plympton Elementary	3	125,410	5	214,091	1.75	141,908	49,988	119,794	1.75	121,732
12.	WEA Teacher - ESL	Stanley Elementary	5.4	281,108	6.4	346,258	6.4	467,863	143,438	421,808	6.4	436,155
13.	WEA Teacher - ESL	Whittemore Elementary	7.5	473,314	8.5	618,173	4.5	386,074	190,630	311,462	5	351,124
14.	WEA Paraprofessional - ESL	Kennedy Middle	1	29,578	1	31,924					1	27,500
15.	WEA Paraprofessional - ESL	WHS					1	60,062	12,605	31,461	2	54,452
16.	WEA Paraprofessional - ESL	Fitzgerald Elementary	1	27,877	1	29,168	1	28,799	12,629	28,799	1	29,443
17.	WEA Paraprofessional - ESL	MacArthur Elementary	1	30,598	1	31,044	1	31,461	13,430	31,461	1	31,461
18.	WEA Paraprofessional - ESL	Northeast Elementary	1	28,300	1	20,877	1	26,952	16,388	26,952	1	27,555
19.	WEA Paraprofessional - ESL	Plympton Elementary	2	50,207	2	52,444	2	55,110	23,071	55,110	2	56,340
20.	WEA Paraprofessional - ESL	Stanley Elementary										
21.	WEA Paraprofessional - ESL	Whittemore Elementary	2	64,998	2	61,300	2	62,234	26,885	62,234	2	62,922
22.	WEA Paraprofessional - ESL	Parent Liaison	1	24,424	1	30,844	1	-	13,776	32,562	1	32,562
Total			44	2,456,190	51.5	2,936,373	43.5	2,773,251	1,195,351	2,628,449	48.1	2,904,466

English Language Learning

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-86-5100							
5111 Salaries - Full Time	2,456,190	2,936,373	2,773,251	1,195,351	2,628,449	131,215	2,904,466
<hr/>							
General Expenses							
Operating Expenses 001-33-86-5200							
Curriculum Directors (2110)							
2110 - 5710 - Mileage	168	200	600		300	(300)	300
2110 - 5780 - Director's Expense		236	1,000	419	500	(750)	250
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	32,717	33,591	36,500	24,022	36,146	0	36,500
Other Instructional Services (2440)							
2440 - 5330 - Student Transportation				654	654		
2440 - 5710 - Mileage				258	500		
Instructional Software (2455)							
2455 - 5425 - Software License	1,764	4,069	3,700	3,659	3,700	0	3,700
<hr/>							
Equipment & Unusual 001-33-86-5400							
<hr/>							
Special Items 001-33-86-5500							
<hr/>							
Total Operating Budget	2,490,839	2,974,469	2,815,051	1,224,362	2,670,249	130,165	2,945,216

English Language Learning

	FY 2014	FY 2015	FY 2016			FY 2017	
COST SUMMARY BY CLASSIFICATION	Actual Expenditures	Actual Expenditures	July-September Budget	Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	2,456,190	2,936,373	2,773,251	1,195,351	2,628,449	131,215	2,904,466
General Expenses							
Operating Expenses	34,649	38,096	41,800	29,012	41,800	(1,050)	40,750
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	2,490,839	2,974,469	2,815,051	1,224,362	2,670,249	130,165	2,945,216

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 4 - Teacher - ESL	Waltham High New position ~ 2.0 fte - Newcomer's Program (SLIFE)	120,000
Line 6 - Teacher - ESL	Kennedy Middle Added position post FY16 Budget	60,000
Line 7 - Teacher - ESL	McDevitt Middle New position ~ 0.1 fte	6,000
Line 13 - Teacher - ESL	Whittemore Elementary New position ~ 0.5 fte	30,000
Line 14 - Paraprofessional - ESL	Kennedy Middle New position ~ 1.0 fte	27,500
Line 15 - Paraprofessional - ESL	Waltham High New position ~ 1.0 fte - Newcomer's Program (SLIFE)	27,500

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Student Support Services

MESSAGE FROM THE ASSISTANT DIRECTOR, Marcia Munday

Student Support Services provides programs and services to Waltham students and their families in the areas of school counseling and academic support programs, as well as, maintenance and access to permanent records for current students and graduates.

Using the framework of the Massachusetts Model for Comprehensive School Counseling, school counselors provide social/emotional, academic, career, and college counseling individually and through structured group lessons. In step with the Department of Elementary and Secondary Education core state initiative of College and Career Readiness, school counselors conduct career exploration activities beginning in middle school. Post-secondary education is emphasized for all students as a necessity for success in a 21st century economy. School counselors communicate to students the importance of academic rigor through emphasis on MassCore. The PSAT is administered free of charge to all juniors each year, and a subsidized SAT Prep Course through Kaplan is offered each winter. More family workshops and student field trips to colleges have been added to prepare students and their families for the college application process earlier. High school parent/student evening workshops include: College Admissions Panel, College Planning for Junior Parents, Senior Parent Night for College Applications, and a Financial Aid Workshop through the Massachusetts Education Finance Authority.

Student Support Services employs teachers to conduct after school MCAS skills classes for students who need the extra preparation. Summer enrichment programs for elementary, middle and high school are part of the strategy to increase high school graduation and academic achievement for students at risk. As the student population grows in diversity, the department's challenge has been to support the growing number of English Language Learner students, both academically and emotionally, who arrive from adverse circumstances, with low literacy and a high level of need for services. The number one priority is to deliver College and Career Ready programs that are built into students' schedules for pro-active, Tier I supports.

Student Support Services

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017			
Bargaining Unit	Position		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation	
1.	WSAA	Assistant Director - Student Support Services	1	91,862	1	104,435	1	101,977	43,144	101,977	1	97,361	
2.	WSSA	Clerk	2	90,457	2	94,416	2	95,139	50,462	95,139	2	96,275	
3.	WEA	Guidance Counselor	WHS	6.6	458,493	6.6	483,073	6.5	501,693	207,013	490,947	6.5	499,664
4.	WEA	Guidance Counselor	Kennedy Middle	2	166,826	2	170,163	2	173,565	73,431	173,565	2	173,565
5.	WEA	Guidance Counselor	McDevitt Middle	2	127,102	2	132,307	2	137,808	58,303	137,808	2	142,967
6.	WEA	Guidance Counselors - Sched WHS			11,182		13,895		8,196	11,819	8,196		13,813
7.		MCAS Skills Program	WHS		5,888		10,705		7,550	3,550	7,550		10,550
8.		MCAS Skills Program	Middle/Elementary		62,488		64,292		71,450	54,573	71,450		68,450
9.													
10.													
Total			13.6	1,014,296	13.6	1,073,287	13.5	1,097,378	502,296	1,086,632	13.5	1,102,646	

Student Support Services

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 001-33-88-5100							
5111 Salaries - Full Time	934,739	984,396	1,010,182	432,354	999,436	(349)	1,009,833
5124 Stipend	79,557	88,892	87,196	69,943	87,196	5,617	92,813
<hr/>							
General Expenses							
Operating Expenses 001-33-88-5200							
Building Technology (2250)							
2250 - 6530 - Computer Equipment	6,678	5,995					
Guidance (2710)							
2710 - 5330 - Student Transportation						387	387
2710 - 5342 - Postage	1,000	1,000	1,000		1,000	0	1,000
2710 - 5425 - Software License	2,311	3,286	6,400	7,640	7,640	(2,750)	3,650
2710 - 5510 - Textbooks & Supplies	6,400	4,996	9,000	6,391	7,760	0	9,000
2710 - 5710 - Mileage	158						
2710 - 5780 - Other	1,297	1,367	2,440	1,561	2,440	0	2,440
Rental-Lease of Equipment (5300)							
5300 - 5270 - Lease of Equipment	2,858	2,108	2,040	2,040	2,040	0	2,040
<hr/>							
Equipment & Unusual 001-33-88-5400							
<hr/>							
Special Items 001-33-88-5500							
<hr/>							
Total Operating Budget	1,034,998	1,092,040	1,118,258	519,929	1,107,512	2,905	1,121,163

Student Support Services

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	1,014,296	1,073,287	1,097,378	502,296	1,086,632	5,268	1,102,646
General Expenses							
Operating Expenses	20,701	18,752	20,880	17,632	20,880	(2,363)	18,517
Equipment & Unusual	0	0	0	0	0	0	0
Special Items	0	0	0	0	0	0	0
Total Operating Budget	1,034,998	1,092,040	1,118,258	519,929	1,107,512	2,905	1,121,163

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 6 - Guidance Counselors - Scheduling	Contract allows for 5 per diem days for each counselor	5,617
General Expenses		
Operating Expenses		
2710 - 5330 - Student Transportation	College visit field trip transportation cost	387

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Special Education

MESSAGE FROM THE ADMINISTRATOR OF PUPIL PERSONNEL SERVICES, Dr. Nadene B. Stein

The Special Education Department supports 1,100 students, ages 3 – 22, with disabilities through specialized instruction and/or specialized programs within the Waltham Public Schools or in out-of-district placements. Services range in severity and include academic, mental health, medical and behavioral supports. Our diverse staff includes special education teachers, speech and language therapists, occupational therapists, physical therapists, evaluation team leaders (ETLs), school adjustment counselors, board certified behavior analysts (BCBAs), school psychologists, paraprofessionals, administrative assistants and administrators.

Three accomplishments for this year include:

1. Putting together an inter-disciplinary multi-leveled Special Education Team
2. Beginning a program by program review using an outside evaluator
3. Completing the recent MA DESE Coordinated Program Review

Our priority for FY 2017 is to examine our programs and procedures to make them more cohesive, efficient and effective so we can focus on teaching and learning.

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Special Education

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1. WSAA	Assistant Director - Special Education	District	2	180,048	2	205,355	2	192,375	83,085	191,036	192,225
2.	Pre-k Administrator	District					1	100,000			
3. WSSA	Clerk	District	2.5	126,804	2.5	130,581	2.9	143,601	78,092	143,601	143,601
4. WEA	Occupational Therapist	District	5	392,008	5	396,579	5	404,400	171,093	404,400	407,170
5. WEA	Physical Therapist	District	1	78,556	1	86,347	1	88,976	37,644	88,976	88,976
6. WEA	Behaviorist	District	2.5	210,225	2.5	242,693	3.5	279,800	102,024	279,800	284,680
7. WEA	Psychologist	District	4.5	342,212	4.5	365,960	4.5	371,151	166,902	371,151	379,003
8. WEA	Evaluation Team Leader (ETL)	Out of District Liaison	1	76,115	1	81,213	1	83,151	36,523	83,151	83,151
9. WEA	Paraprofessional - Special Education	District	1		1	32,232	1	32,876	13,909	32,876	32,877
10. WEA	Teacher - Special Education	WHS	13	784,354	13	896,338	13	952,443	413,229	933,282	939,771
11. WEA	Evaluation Team Leader (ETL)	WHS	1	84,106	1	85,465	1	88,350	37,379	88,350	88,350
12. WEA	Speech & Language Therapist	WHS	0.8	51,369	0.8	61,260	0.8	66,427	33,195	66,427	66,427
13. WEA	School Adjustment Counselor (S/)	WHS	4	314,097	5	380,382	5	396,527	170,582	397,864	401,350
14. WEA	Paraprofessional - Special Education	WHS	12	338,896	12	270,361	10	273,443	125,789	299,806	336,422
15. WEA	Teacher - Special Education	Kennedy	9	539,814	9	649,254	10	712,522	273,799	673,545	755,837
16. WEA	Evaluation Team Leader (ETL)	Kennedy	1	60,945	1	64,660	1	70,489	29,822	70,489	74,322
17. WEA	Speech & Language Therapist	Kennedy	0.5	46,564	0.5	38,794	0.5	39,570	12,088	28,572	30,003
18. WEA	School Adjustment Counselor (S/)	Kennedy	2.5	242,451	2.5	190,991	2.5	214,175	90,612	214,175	214,175
19. WEA	Paraprofessional - Special Education	Kennedy	11	260,424	11	353,048	16	399,896	171,557	457,720	463,038
20. WEA	Adaptive PE Teacher	Kennedy									12,000

Special Education

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position		#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
21. WEA	Teacher - Special Education	McDevitt	13	873,194	13	923,192	13	964,833	427,477	933,152	981,507
22. WEA	Evaluation Team Leader (ETL)	McDevitt	1	61,999	1	82,575	1	84,545	35,769	84,545	84,545
23. WEA	Speech & Language Therapist	McDevitt	1.5	110,764	1.5	121,682	1.5	124,115	47,857	113,117	114,548
24. WEA	School Adjustment Counselor (S/	McDevitt	1.5	70,460	1.5	77,587	1.5	118,709	65,143	118,709	118,709
25. WEA	Paraprofessional - Special Educa	McDevitt	10	280,562	10	315,767	12	326,581	153,588	357,295	363,660
26. WEA	Teacher - Special Education	FitzGerald	5.5	356,333	5.5	529,566	6.5	543,619	212,134	464,992	419,569
27. WEA	Evaluation Team Leader (ETL)	FitzGerald	0.5	36,570	0.5	38,794	1	39,570	33,482	79,139	79,139
28. WEA	Speech & Language Therapist	FitzGerald	1.5	91,301	1.5	94,700	1.5	99,286	45,264	99,286	102,148
29. WEA	School Adjustment Counselor (S/	FitzGerald	1	76,065	1	77,587	1	79,139	33,482	79,139	79,139
30. WEA	Paraprofessional - Special Educa	FitzGerald	7.5	241,664	7.5	268,086	8.5	253,468	110,453	246,642	216,417
31. WEA	Teacher - Special Education	MacArthur	6.5	512,707	6.5	412,329	5.5	465,286	170,627	400,938	407,126
32. WEA	Evaluation Team Leader (ETL)	MacArthur	0.5	39,496	0.5	38,794	0.5	39,570	17,018	40,224	70,224
33. WEA	Speech & Language Therapist	MacArthur	1	73,936	1	75,414	1	77,666	32,859	77,666	77,666
34. WEA	School Adjustment Counselor (S/	MacArthur	1	78,728	1	81,078	1	82,700	34,989	82,700	82,700
35. WEA	Paraprofessional - Special Educa	MacArthur	8	214,364	8	150,748	6	186,085	78,376	179,310	181,178
36. WEA	Teacher - Special Education	Northeast	5.5	334,616	5.5	402,891	5	357,164	110,226	262,674	358,334
37. WEA	Speech & Language Therapist	Northeast	2.5	133,354	2.5	140,970	2.5	150,952	66,048	156,115	163,797
38. WEA	Evaluation Team Leader (ETL)	Northeast	1	81,262	1	98,515	1	84,545	34,654	81,908	81,909
39. WEA	School Adjustment Counselor (S/	Northeast	1	78,301	1	77,587	1	79,139	33,482	79,139	79,139
40. WEA	Paraprofessional - Special Educa	Northeast	15	370,935	17.8	435,178	15	412,264	198,340	432,154	421,663
41. WEA	Teacher - Special Education	Pre-k Northeast	6	467,642	6	465,629	7	572,062	200,601	572,062	502,696
42. WEA	Paraprofessional - Special Educa	Pre-k Northeast	7.7	233,733	7.7	281,645	11.5	344,005	118,392	345,401	321,518
43. WEA	Evaluation Team Leader (ETL)	Pre-k Northeast	0.5	42,866	0.5	44,138	0.5	45,021	19,047	45,021	45,021

Special Education

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position		#	Actual Expenditures	#	Actual Expenditures	#	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
44. WEA	Teacher - Special Education	Plympton	6.3	410,274	6.3	501,975	7	490,615	221,325	504,324	391,925
45. WEA	Evaluation Team Leader (ETL)	Plympton	1	63,569	1	69,311	1	75,288	31,853	75,288	79,139
46. WEA	Speech & Language Therapist	Plympton	1	80,249	1	53,483	1	64,824	27,426	64,824	68,139
47. WEA	School Adjustment Counselor (S/	Plympton	2	168,137	2	166,710	2	170,044	71,942	170,044	172,954
48. WEA	Paraprofessional - Special Educa	Plympton	8.5	238,735	9	248,281	10	265,326	135,051	299,385	267,960
49. WEA	Teacher - Special Education	Stanley	6.5	393,759	6.5	432,416	6.5	475,246	233,012	495,097	489,344
50. WEA	Evaluation Team Leader (ETL)	Stanley	1	78,609	1	79,879	1	81,785	34,601	81,785	81,785
51. WEA	Speech & Language Therapist	Stanley	3.5	260,662	3.5	269,363	3.5	276,329	120,617	269,771	271,133
52. WEA	School Adjustment Counselor (S/	Stanley	1	79,488	1	81,854	1	83,491	35,323	83,491	113,492
53. WEA	Paraprofessional - Special Educa	Stanley	20	456,817	20.4	543,227	22	593,810	284,773	652,530	645,206
54. WEA	Teacher - Special Education	Pre-k Stanley	5	279,946	5	245,197	4	263,437	120,502	263,437	293,321
55. WEA	Paraprofessional - Special Educa	Pre-k Stanley	7.9	273,228	7.9	226,667	8.3	212,687	104,413	231,758	245,019
56. WEA	Evaluation Team Leader (ETL)	Pre-k Stanley	0.5	42,866	0.5	44,138	0.5	45,021	19,047	45,021	45,021
57. WEA	Teacher - Special Education	Whittemore	2.5	160,387	2.5	103,485	2.5	92,668	82,704	160,807	197,008
58. WEA	Evaluation Team Leader (ETL)	Whittemore	1	71,470	1	63,704	0.5	80,448	17,018	40,224	70,224
59. WEA	Speech & Language Therapist	Whittemore	1	81,010	1	60,460	1	64,824	27,426	64,824	68,139
60. WEA	School Adjustment Counselor (S/	Whittemore	1	82,389	1	49,524	1	53,098	34,147	53,098	55,814
61. WEA	Paraprofessional - Special Educa	Whittemore	2.5	55,045	2.5	58,181	4	55,055	27,408	112,303	115,732
62.	Home Services	District		34,828		25,387		50,000	2,201	50,000	25,000
63.	Extended Year Services	District		133,654		145,701		175,000	142,253	175,000	175,000
64.	Grant Fund Offset ~ Federal Grar	District		(1,139,641)		(1,116,240)		(1,159,081)	(492,386)	(1,055,418)	(1,055,418)
65.	Receipt Offset ~ Pre-k Tuition Re	District		(104,364)		(81,283)		(123,550)		(83,550)	(83,550)
Total			245.7	11,190,957	250.4	12,037,385	263.5	12,826,854	5,607,288	12,910,586	13,078,113

Special Education							
Classification	FY 2014	FY 2015	FY 2016		Estimated Expenditures Thru 6/30/16	FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures		Superintendent's Incr/Decr	Recommendation
Personnel 001-33-90-5100							
5111 Salaries - Full Time	11,022,475	11,866,297	12,601,854	5,462,834	12,685,586	276,259	12,878,113
5121 Part Time	168,482	171,088	225,000	144,454	225,000	(25,000)	200,000
General Expenses							
Operating Expenses 001-33-90-5200							
District wide Information Management and Technology (1450)							
1450 - 5425 - Software License	25,441	22,484	26,000	24,222	24,222	(1,778)	24,222
Curriculum Directors (2110)							
2110 - 5242 - Maintenance of Office Equipment	480		480	480	480	0	480
2110 - 5342 - Postage	1,055	1,500	4,000	1,500	1,500	(2,500)	1,500
2110 - 5420 - Supplies	1,409	2,038	2,250	1,422	2,250	0	2,250
2110 - 5710 - Mileage	665						
2110 - 5780 - Other memberships	1,292	1,830	1,000	1,341	1,500	0	1,000
Medical/Therapeutic Services (2320)							
2320 - 5360 - Direct Services	321,132	441,405	501,000	305,246	501,000	162,834	663,834
Textbooks & Related Materials (2410)							
2410 - 5510 - Textbooks & Supplies	27,465	17,699	22,000	16,933	19,025	0	22,000
Instructional Equipment (2420)							
2420 - 5241 - Maintenance of Educational Equipment	435	840	1,500	201	1,500	0	1,500
2420 - 5865 - Educational Equipment	4,725	7,445		3,752	3,753		
Other Instructional Services (2440)							
2440 - 5710 - Mileage	5,786	5,783	6,500	1,100	6,500	0	6,500
Classroom Instructional Technology (2451)							
2451 - 5865 - Educational Equipment		858					
Testing and Assessment (2720)							
2720 - 5360 - Direct Services	161,257	143,180	212,000	153,011	200,000	0	212,000
2720 - 5362 - Translation Service	26,226	39,863	25,000	41,314	50,000	15,000	40,000
2720 - 5425 - Software License		399	2,460	2,186	2,460	0	2,460
2720 - 5520 - Diagnostic Supplies	33,260	8,034	15,000	18,475	20,000	0	15,000
Psychological Services (2800)							
2800 - 5360 - Direct Services	7,163	34,434	25,000	12,000	20,000	0	25,000
Rental-Lease of Equipment (5300)							
5300 - 5270 - Lease of Equipment	2,253	1,870	2,040	2,040	2,040	0	2,040
Equipment & Unusual 001-33-90-5400							
Legal Services (1430)							
1430 - 5305 - Legal Services	17,530	40,254	35,000	14,542	25,000	0	35,000

	Special Education							
	FY 2014	FY 2015	FY 2016			FY 2017		
Classification	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation	
General Expenses (continued)								
Special Items 001-33-90-5500								
OUT-OF-DISTRICT TUITIONS								
Programs with Other Districts in Massachusetts (9100)								
9100 - 5320 - Tuitions	5,382,488	6,006,201	6,374,246	6,470,672	6,470,672	126,167	6,500,413	
9100 - Receipt Offset ~ Circuit Breaker Reimbursement	(1,424,931)	(1,687,699)	(1,957,499)	(1,957,499)	(2,053,925)	(626,167)	(2,583,666)	
9100 - Net Tuitions	3,957,557	4,318,503	4,416,747	4,513,173	4,416,747	(500,000)	3,916,747	
Total Operating Budget	15,786,089	17,125,804	18,124,831	10,720,227	18,208,563	(75,185)	18,049,646	

Special Education

COST SUMMARY BY CLASSIFICATION	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel	11,190,957	12,037,385	12,826,854	5,607,288	12,910,586	251,259	13,078,113
General Expenses							
Operating Expenses	620,044	729,661	846,230	585,224	856,230	173,556	1,019,786
Equipment & Unusual	17,530	40,254	35,000	14,542	25,000	0	35,000
Special Items	3,957,557	4,318,503	4,416,747	4,513,173	4,416,747	(500,000)	3,916,747
Total Operating Budget	15,786,089	17,125,804	18,124,831	10,720,227	18,208,563	(75,185)	18,049,646

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	
Line 14 - Paraprofessional - WHS	New position; 10 month, 1 fte	27,500
Line 15 - Teacher - Special Ed - Kennedy	New position; 10 month, 1 fte	60,000
Line 20 - Adaptive PE Teacher - Kennedy	New position; 10 month, .2 fte	12,000
Line 21 - Teacher - Special Ed - McDevitt	New position; 10 month, 1 fte	60,000
Line 32 - ETL - MacArthur	New position; 10 month, 1 fte	60,000
Line 52 - SAC - Stanley	New position; 10 month, 1 fte	60,000
Line 57 - Teacher - Special Ed - Whittemore	New position; 10 month, 1 fte	60,000
Line 58 - ETL - Whittemore	New position; 10 month, 1 fte	60,000

General Expenses

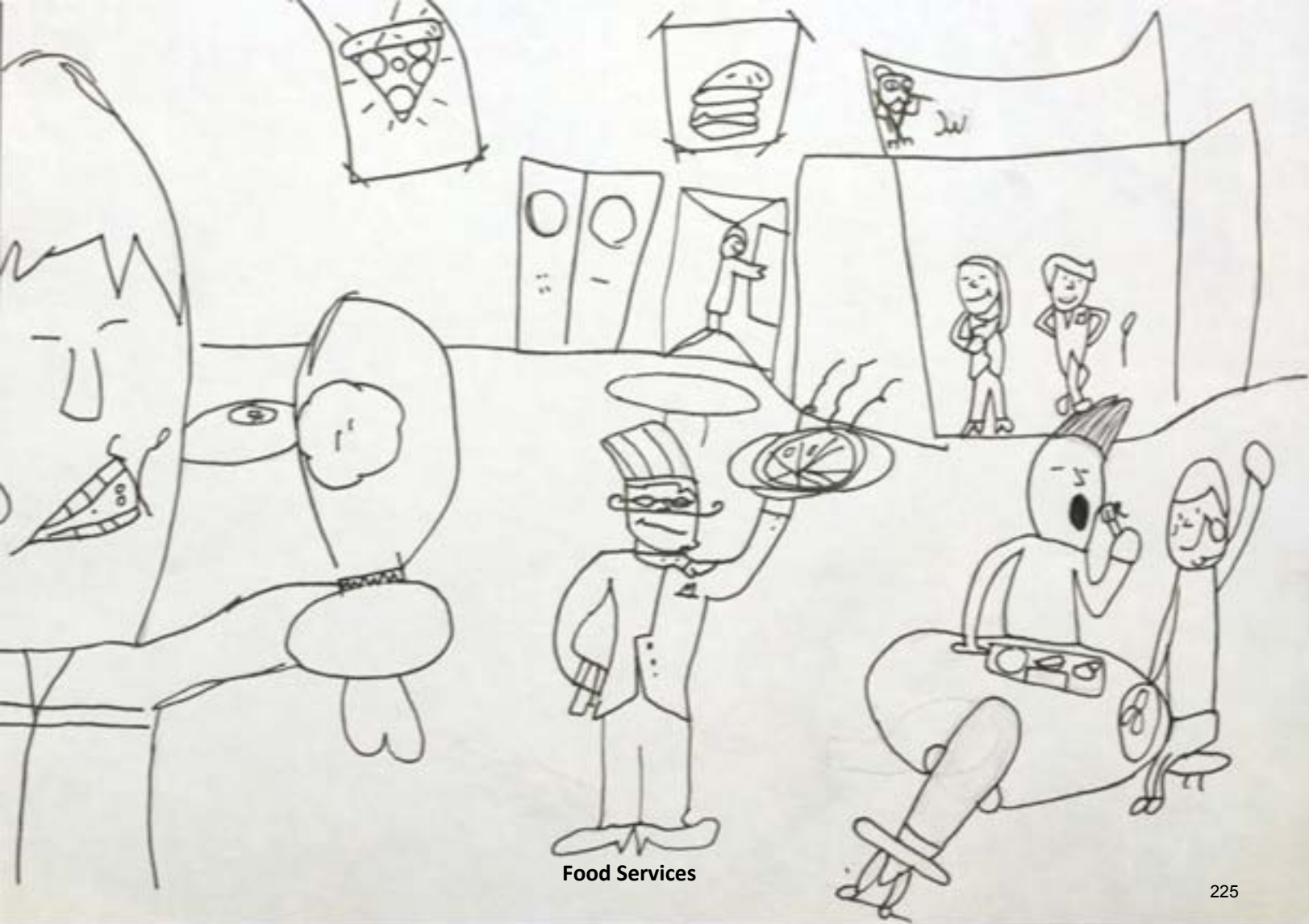
Operating Expenses

2320 - 5360 - Direct Services	Medical/Therapeutic Services (1:1 nurses, vision services) - additional services per student IEP's	162,834
2720 - 5362 - Translation Service	Translation / interpretation services of IEP's and other documents	15,000

Special Items

9100 - 5320 - Tuitions

The state Special Education Circuit Breaker law partially reimburses school districts for special education costs that are four times the statewide foundation, per student. Eligible costs include tuitions for out-of-district placements as well as costs for in-district programs. The actual reimbursement amount is a percentage of those costs as determined annually by the Department of Elementary and Secondary Education. Anticipated FY17 Circuit Breaker reimbursements plus available funds in the Circuit Breaker Revolving Fund allow for a level funded Out-of-district Tuition budget line item.



Food Services

Food Services

MESSAGE FROM THE DIRECTOR, April Liles

Waltham School Nutrition is responsible for feeding the hungry minds of Waltham students every school day through our meal programs. Well trained team members serving attractive, nutritious and good tasting meals in a pleasant environment is an ongoing priority. Nutritional integrity of meals and nutrition education are focal points recently enhanced by our department. The types of foods we serve are consistent with the U.S Dietary Guidelines, and allowance is always provided for student preferences and tastes.

Here are the most recent improvements to our daily operations which have helped to increase our meal participation to 18% at breakfast and over 68% at lunch.

- Community Eligibility Program introduced to Whittemore resulting in 95% daily participation in lunch
- Dairy Council Grant Receipt - For equipment to promote low-fat dairy options such as smoothies
- Increased use of local farm to school produce from Waltham Fields Community Farm
- Nutrition Education integration – Chef to School Partnership with Healthy Waltham
- Replacement of Point-of-Sale computers & Software conversion and upgrade
- Menu enhancements – introducing 5 fresh fruits and vegetable daily, elimination of high sodium sauces and recipes and additional daily low-fat dairy offerings.

It is clear that our program's responsibility is to nourish growing minds. Our focus moving forward will be on fresh wholesome foods and diverse menu offerings to encourage more student and adult participation.

Food Services

PERSONNEL

		FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position	#	Actual Expenditures	#	Actual Expenditures	#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
1.	Director - Food Services	1	93,726	1	93,726	1	85,000	36,540	86,700	86,700
2.	Chef Manager					1	50,000			
3.	WSSA Clerk	1	43,240	1	43,240	1	45,255	20,012	45,255	45,255
4.	WFSA Office Helper	0.36		0.36			7,274			
5.	WFSA Central Storage Manager / Driver	1		1		1	26,715		26,715	26,715
6.	WFSA Food Service Worker		887,920		887,920			463,177		
7.	WFSA Manager WHS	1		1		1	33,282		-	33,282
8.	WFSA Assistant Manager WHS	1		1		1	24,800		-	24,800
9.	WFSA Food Service Worker - Full Ti WHS	6		6		6	121,236		-	121,234
10.	WFSA Food Service Worker - Part T WHS	4.84		4.84		4.66	97,793		-	94,813
11.	WFSA Manager Kennedy	1		1		1	26,715			26,715
12.	WFSA Food Service Worker - Full Ti Kennedy	1		1		1	20,206			20,206
13.	WFSA Food Service Worker - Part T Kennedy	2.58		2.58		2.58	52,130			52,958
14.	WFSA Manager McDevitt	1		1		1	26,715			26,715
15.	WFSA Food Service Worker - Full Ti McDevitt	1		1		1	20,206			21,480
16.	WFSA Food Service Worker - Part T McDevitt	2.58		2.58		2.29	52,130			56,287
17.	WFSA Manager Fitzgerald	1		1		1	25,758			25,758
18.	WFSA Food Service Worker - Part T Fitzgerald	1.79		1.79		1.79	36,168			37,083
19.	WFSA Manager MacArthur	1		1		1	25,758			25,758
20.	WFSA Food Service Worker - Part T MacArthur	1.79		1.79		1.79	36,168			37,083
21.	WFSA Manager Northeast	1		1		1	25,758			25,758
22.	WFSA Food Service Worker - Part T Northeast	1.79		1.79		1.79	36,168			37,083
23.	WFSA Manager Plympton	1		1		1	25,758			25,758

Food Services

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position		Actual		Actual		#	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Recommendation
			#	Expenditures	#	Expenditures					
24.	WFSA Food Service Worker - Part T Plympton		2.08		2.08		2.08	42,027			42,856
25.	WFSA Manager	Stanley	1		1		1	25,758			25,758
26.	WFSA Food Service Worker - Full Ti Stanley		1		1		1	20,206			21,480
27.	WFSA Food Service Worker - Part T Stanley		1.29		1.29		1.29	26,065			25,979
28.	WFSA Manager	Whittemore	1		1		1	25,758			25,758
29.	WFSA Food Service Worker - Full Ti Whittemore		1		1		1	20,206			21,480
30.	WFSA Food Service Worker - Part T Whittemore		1.29		1.29		1.29	26,065			25,979
31.	WFSA Lead Worker							1,260			
32.	WFSA Food Service Worker - Part T Dual Language									0.5	10,103
33.	Cafe Substitutes	District						30,000			30,000
Total			43.39	1,024,886	43.39	1,024,886	43.56	1,118,338	519,729	158,670	1,080,830

Food Services

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
Personnel 220-3400-5100							
5111 Salaries	1,024,886	1,024,886	1,118,338	519,729	158,670	(37,508)	1,080,830
Offset Receipts	(1,024,886)	(1,024,886)	(1,118,338)	(519,729)	(158,670)	37,508	(1,080,830)
<hr/>							
General Expenses							
Operating Expenses 220-3400-5200							
Food Services (3400)							
3400 - 5190 - Clothing Allowance	21,203	20,900	22,500	21,521	22,500	0	22,500
3400 - 5240 - Maintenance / Repairs	45,133	37,808	35,000	23,625	35,000	0	35,000
3400 - 5309 - Contracted Services (Healthy Waltham)						5,000	5,000
3400 - 5309 - Contracted Services (SFS of New England)						4,000	4,000
3400 - 5342 - Postage	1,000	1,000	1,000	1,000	1,000	4,000	5,000
3400 - 5360 - Professional Development	4,462	1,930	5,000	1,285	5,000	3,000	8,000
3400 - 5420 - Office Supplies	4,567	5,149	8,500	3,313	8,500	0	8,500
3400 - 5425 - Software	6,350	8,111	10,000	1,536	10,000	0	10,000
3400 - 5450 - Cleaning Supplies			9,000	4,500	9,000	0	9,000
3400 - 5490 - Food & Supplies	635,161	665,408	785,000	418,722	785,000	63,500	848,500
3400 - 5492 - Paper Goods	72,097	77,147	71,000	35,574	71,000	0	71,000
3400 - 5510 - Instructional Materials						3,500	3,500
3400 - 5580 - Kitchen Supplies	18,162	16,100	15,000	9,829	15,000	0	15,000
3400 - 5730 - Dues & Subscriptions	239	65	650	267	650	850	1,500
3400 - 5780 - Other	119	30		4,078		0	0
Offset Receipts	(808,492)	(833,648)	(962,650)	(525,250)	(962,650)	(83,850)	(1,046,500)
<hr/>							
Equipment & Unusual 220-3400-5400							
3400 - 5425 - Software							
3400 - 5860 - Technology Equipment	5,253	69,124		0		3,000	3,000
3400 - 5861 - Equipment	5,516		25,000	15,313	25,000	50,000	75,000
3400 - 5866 - Kitchen Renovation & Equipment - WHS	259,471	15,241					
Offset Receipts	(270,240)	(84,365)	(25,000)	(15,313)	(25,000)	(53,000)	(78,000)
<hr/>							
Special Items 220-3400-5500							
Total Operating Budget	0	0	0	0	0	0	0



Title 1

Title 1

MESSAGE FROM THE DIRECTOR, Shelly Chin

The Title I office oversees all aspects of federal Title I funding (support to districts based on the number of low-income children in a school district) as part of No Child Left Behind (soon to be Every Student Succeeds Act) including grant management and oversight, needs assessment and program evaluation, in school and after school/extended day and year programs and other supports for homeless students, teacher development, preschool and parent engagement to increase student academic achievement.

During the 2015-16 school year Waltham's Title I funding provided targeted academic support to more than 400 students in language arts and mathematics in three of our elementary schools: Plympton, Stanley and Whittemore. Title I has expanded its role in schools to provide more direct supports to students and families through our newly developed Home Visits program that deepens and strengthens the home-school connection as well as a mentoring program at the high school. In addition, Title I provides extended day and summer programs districtwide serving students grades K-12. Title I also works closely with Waltham Partnership for Youth, Even Start and Healthy Waltham to coordinate services to best meet the needs of our most vulnerable populations.

Due to the state's new method in identifying low-income students, one challenge Title I will face is the strong likelihood of at least one additional elementary school qualifying as Title I during the 2016-17 school year and beyond. This will result in a smaller allocation for each qualifying Title I school while Title I's role expands across more schools. Therefore, Title I must be able to provide high-quality programming in a cost-effective and efficient manner, thereby maximizing and leveraging the district's current resources and supports. Our goal for the FY17 year is to build upon our strengths, create more innovative wrap-around supports and programming that aligns with recently announced district and quality school plans while building a more robust system to evaluate its efficacy and impact on student learning.

Title 1

PERSONNEL

			FY 2014		FY 2015		FY 2016			FY 2017	
Bargaining Unit	Position		#	Actual Expenditures	#	Actual Expenditures	#	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	#	Superintendent's Recommendation
								Budget			
1.	Grants Management / Program Development		0.5	35,300	0.5	38,930	0.4	37,000	15,183	37,740	43,740
2.	McKinney-Vento Liaison							5,063	2,183	5,500	5,063
3.	WSSA Clerk		1	33,014	1	41,102	1	41,183	17,424	41,183	41,183
4.	WEA Teacher - Reading Specialist		0.4	31,969	0.4	32,608	0.4	33,260	16,304	33,260	33,260
5.	WEA Teacher - Math Specialist		1	47,095							
6.	WEA Teacher - Literacy Specialist						1		27,173	63,349	64,182
7.	WEA Paraprofessional - Title 1	Plympton	2	29,793	2	67,196	2	57,656	26,590	59,631	60,260
8.	WEA Paraprofessional - Title 1	Stanley	2	25,240	2	38,602	1	31,461	12,269	30,101	30,773
9.	WEA Paraprofessional - Title 1	Whittemore	4	45,722	4	42,782		64,023		-	
10.											
Total			10.9	248,133	9.9	261,219	5.8	269,646	117,126	270,765	278,461

Title 1

Classification	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual	Actual	July-January	Actual	Estimated	Superintendent's	
	Expenditures	Expenditures	Budget	Expenditures	Expenditures Thru 6/30/16	Incr/Decr	Recommendation
Personnel 280-3105-5100							
5111 Salaries - Full Time	248,133	261,219	269,646	117,126	270,765	8,815	278,461
Offset Receipts	(248,133)	(261,219)	(269,646)	(117,126)	(270,765)	(8,815)	(278,461)
<hr/>							
Total Operating Budget	0	0	0	0	0	0	0


Title 1

	FY 2014	FY 2015	FY 2016			FY 2017	
	Actual Expenditures	Actual Expenditures	Budget	July-January Actual Expenditures	Estimated Expenditures Thru 6/30/16	Superintendent's Incr/Decr	Recommendation
COST SUMMARY BY CLASSIFICATION							
Personnel	248,133	261,219	269,646	117,126	270,765	8,815	278,461
General Expenses							
Operating Expenses							
Equipment & Unusual							
Special Items							
Less Receipts	<u>(248,133)</u>	<u>(261,219)</u>	<u>(269,646)</u>	<u>(117,126)</u>	<u>(270,765)</u>	<u>(8,815)</u>	<u>(278,461)</u>
Total Operating Budget	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation for Requested Increases

<u>Item</u>	<u>Reason</u>	<u>Amount</u>
Personnel		
Salaries - Full Time	Contractual	2,075
Line 1 - Grants Management / Program Development	Additional time for extended day, summer programs & evaluations.	6,740

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The background of the page is a vibrant sunset or sunrise scene. The sky transitions from a deep orange at the bottom to a bright yellow in the center, and then to a deep red at the top. Silhouetted against this colorful sky are several trees with intricate branch structures. In the center-right of the image, a person is captured in mid-swing on a swing set, their silhouette clearly defined against the bright yellow part of the sky. The person appears to be wearing a dress and has their hair down. The overall mood is peaceful and nostalgic.

Special thanks goes to the Fine Arts Department for facilitating the fantastic artwork for the Waltham Public Schools 2017 Operating Budget publication. Under the direction of Douglas Trudeau, the department has 12 art teachers throughout the district who develop the artist talents of students in the district's nine schools. Thanks to veteran art teacher Mary Coughlan for coordinating and photographing the art work. Also, thank you to Wayne McCarthy and the Waltham High School print shop.

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APPENDIX - Massachusetts Department of Elementary and Secondary Education Chart of Accounts

Expenditures - Functional Categories

The following list provides definitions of the functional categories of expenditures as defined by the Massachusetts Department of Elementary and Secondary Education. These categories are reported in the Expenditure Per Pupil calculations.

Code	Description
1000	Administration
2100, 2200	Instructional leadership
2305, 2310	Classroom and specialist teachers
2315, 2340	Other teaching services
2350	Professional development
2400	Instructional materials, technology and equipment
2800,2900	Guidance and psychological
3000	In-district transportation and other pupil services
4000	Maintenance
5000	Employee benefits and fixed charges
9000	Programs with other school districts (tuition, transportation)

Within these eleven functions, 63 sub-functions provide further detail. For example, "pupil services" can be broken down into spending on attendance, medical/health services, transportation, food services, athletics, student body activities, and school security.

Categories of spending that are **not** included in the Expenditure Per Pupil are:

6000	Community services (civic activities, recreation, health services to non-public schools, transportation to non-public schools)
7000	Acquisition, improvement and replacement of fixed assets
8000	Debt retirement and debt service for school construction and other purposes

1000 DISTRICT LEADERSHIP & ADMINISTRATION: Activities which have as their purpose the general direction, execution, and control of the affairs of the school district that are system wide and not confined to one school, subject, or narrow phase of school activity.

1100 General Administration

1110 School Committee

- Salaries, clerical and support staff
- Contracted Services
- Supplies, equipment and materials
- Dues and subscriptions
- Stipends and meeting costs
- Travel expenses

1200 District Administration

1210 Superintendent (and Office)

1220 Assistant Superintendents (Instruction/Academic Programs: Assistant Superintendent for Community Relations)

1230 District-Wide Administration (Assistant to Superintendent, Grants Manager, Director of Planning)

- Salaries, professional, clerical, support staff
- Contracted Services
- Supplies and materials
- Dues and subscriptions
- Travel expenses for staff

1400 Finance and Administrative Services

1410 Finance and Business

1420 Human Resources, Benefits, Personnel

1430 Legal Services for School Committee (Costs of School Committee representation for collective bargaining and other litigation)

- Salaries, professional, clerical, support staff
- Contracted Services
- Supplies and materials
- Dues and subscriptions
- Travel expenses for staff

1435 Legal Settlements (Costs representing settlement of litigation actions)

- Contracted Services
- Supplies and Materials
- Other Expenses

1450 District wide Information Management and Technology (Expenditures that support the data processing needs of the *school district, including student databases*)

- Salaries, professional, clerical, support staff
- Contracted Services
- Supplies, materials, disks
- Dues and subscriptions
- Travel expenses for staff
- Hardware and software under \$5,000 unit value

2000 INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing and utilizing curriculum materials and related services. Instructional services directly attributable to schools must be reported on a school basis, while district-wide services, such as supervisory may be reported on a district-wide basis.

2100 District wide Academic Leadership – Regular Day, Special Education, Ch 74 Occupational Day, English Language Learners, Academic Support, Adult Education, and other managers responsible for delivery of student instructional programs at the district level

2110 Curriculum Directors (Supervisory)
2120 Department Heads (non-supervisory)

- Salaries, professional, clerical, support staff
- Contracted Services
- Supplies and materials
- Dues and subscriptions
- Travel expenses for staff

2200 School Building Leadership: Building Level – Curriculum leaders, department heads, school principals and assistants, headmasters and deans.

2210 School Leadership – Building – Principal's Office
2220 School Curriculum Leaders/Department Heads – Building Level

- Salaries, professional salaries or the prorated share of salaries, clerical and support staff
- Supplies and materials
- Dues, stipends and subscriptions
- Travel expenses for staff

2250 Building Technology: (Expenditures that support a ***school's*** daily operation- non instructional)

- Salaries, professional, clerical, support staff
- Supplies, materials, disks
- Dues and subscriptions
- Hardware and software under \$5,000 unit value
- Travel expenses for staff
- Principal portion of a loan or the cost of a lease/purchase agreement for non-instructional building technology.

2300 Instruction - Teaching Services

2305 Classroom Teachers – Certified teachers with primary responsibility for teaching designated curriculum to established classes or students in a group instruction setting, including itinerant music, art and physical education teachers and others who travel from classroom to classroom and/or school to school.

2310 Specialist Teachers - Certified teachers who provide individualized instruction to students (in-class or pull out, one to one or small groups) to supplement the services delivered by the student's classroom teachers. Include reading recovery, Title 1 reading specialist, special education, academic support and language acquisitions services,

- Professional Salaries

2315 Instructional Coordinators and Team Leaders (Non-Supervisory) – Includes curriculum facilitators, instructional team leaders and department chairs that are non-supervisory

- Salaries, professional, clerical, support

2320 Medical/Therapeutic Services (Costs for Occupational Therapy, Physical Therapy, Speech, Vision and other therapeutic services that are provided by licensed practitioners)

- Salaries, professional, clerical support
- Contracted Services

2325 Substitutes - Include long and short term as well as certified and non-certified teachers who cover vacant positions or absences.

2330 Non-Clerical Paraprofessionals/Instructional Assistants hired to assist teachers/specialists in the preparation of instructional materials or classroom instruction. (Includes American Sign Language Specialists).

- Other Salaries
- Contracted Services

2340 Librarians and Media Center Directors

- Salaries, professional, clerical, other

2350 Professional Development for teachers, support staff and school councils

2351 Professional Development Leadership Development (Director of Professional Development)

- Salaries, professional and clerical
- Supplies and Materials
- Other expenses

2353 Teacher/Instructional Staff-Professional Days - Staff who participate in in-service days beyond the contractual classroom days exceeding the 180-day requirement. Include stipends for professional staff providing or receiving professional development services beyond the length of a regular school day.

- Salaries, Professional and Other

2355 Substitutes for Teachers/Instructional Staff at Professional Development Activities

- Other Salaries

2357 Professional Development Stipends, Providers and Expenses -Instructional supervisors, teachers and other professional staff who spend one-half or more of their time providing teacher training and implementation. Include full time or prorated share of salaries of professional staff training teachers, teachers being trained to implement new curriculum or instructional practices, teachers targeted for training and support to remedy performance weaknesses, master teachers, mentor teachers, curriculum coaches and other who provide in-district professional development.

- Professional Salaries
- Supplies and materials
- Contracted Services
- Dues and subscriptions
- Travel expenses for staff
- Tuition and/or conference fees

2400 Instructional Materials and Equipment.

2410 Textbooks and Related Software/Media/Materials

- Contracted Services
- Supplies and Materials – including workbooks, materials, and accessories, such as CD-ROMs and videos, provided as an integrated package as well as printed manuals used to support direct instructional activities

- Other Expenses

2415 Other Instructional Materials

- Contracted Services
- Supplies and Materials
- Books, periodicals, reference materials for use in school libraries or classroom libraries
- Other Expenses

2420 Instructional Equipment

- Contracted Services
- Supplies and Materials
- Other Expenses
- All Equipment, including vocational and science lab equipment irrespective of unit cost.
- Lease/purchase of equipment used to produce instructional material

2430 General Supplies

- Supplies and Materials
- Paper, pens, crayons, chalk, paint, toner, calculators etc.

2440 Other Instructional Services

- Other Salaries
- Contracted Services
- Supplies and Materials
- Other Expenses
- Field trips, including admissions and transportation costs
- Distance Learning Services

2450 Instructional Technology: (Expenditures to support **direct instructional** activities defined in Function 2000)

2451 Classroom (Laboratory) Instructional Technology

- Contracted Services
- Supplies, materials and disks
- Dues and subscriptions
- Travel expenses for staff
- Computers, services, networks, scanners, digital cameras used in the classroom or computer laboratories
- Instructional technology equipment

2453 Other Instructional Hardware

- Contracted Services
- Supplies and Materials
- Other Expenses
- Computers, servers, networks, scanners, digital cameras etc for school libraries and media centers

2455 Instructional Software

- Contracted Services
- Supplies and Materials
- Other Expenses
- Software, including the cost of programs and licenses
- CD-ROMs

2700 Guidance, Counseling and Testing Services

2710 Guidance

- Salaries, guidance counselors, school adjustment counselors, and social workers
- Salaries or the prorated share of salaries, clerical and support staff
- Supplies and materials
- Contracted Services
- Supplies and Materials
- Other expenses

2720 Testing and Assessment

- Salaries, professional, clerical and other
- Reference materials
- Testing and assessment materials
- Contracted services
- Dues and subscriptions
- Travel expenses for staff

2800 Psychological Services (Salaries and expenses for psychological evaluation, counseling and other services provided by a licensed mental health professional)

- Salaries, school psychologists, and psychometrists and assistants
- Salaries or the prorated share of salaries, clerical and support staff
- Supplies and materials
- Dues and subscriptions

- Contracted services, including independent evaluation
- Travel expenses for staff

3000 OTHER SCHOOL SERVICES: *Other than instructional services.*

3100 Attendance and Parent Liaison Services

- Salaries, attendance and truancy officers, parent information centers
- Salaries or the prorated share of salaries, clerical and support staff
- Contracted Services
- Supplies and materials
- Census Costs
- Dues and subscriptions
- Investigatory services
- Travel expenses for staff

3200 Health Services

- Salaries, school physicians and school nurses
- Salaries or the prorated share of salaries, clerical and support staff
- School medical supplies
- Supplies and materials
- Contracted services
- Dues and subscriptions
- Travel expenses for staff

3300 Student Transportation Services (To and from school)

- Salaries, student transportation supervisors, dispatchers, school bus drivers, and school bus maintenance personnel
- Salaries or the prorated share of salaries, clerical and support staff
- Fuel, lubrication, tires, and school bus maintenance
- Contracted services
- Insurance premiums for student transportation services
- School bus monitors

3400 Food Services

- Salaries, school lunch supervisors, food preparers, kitchen personnel, and aides
- Food and supplies
- Salaries or the prorated share of salaries, clerical and support staff
- Contracted services

- Dues and subscriptions
- Travel expenses for staff

3510 Athletic Services

- Salaries, coaches, trainers, and assistants in intramural and interscholastic sports
- Contracted services
- Transportation services for students to and from athletic events
- Athletic rental services
- Uniforms
- Athletic supplies and materials
- Dues and subscriptions
- Travel expenses for staff

3520 Other Student Activities

- Salaries, musical directors, drama coaches, and other extra-curricular personnel
- Salaries or the prorated share of salaries, clerical and support staff
- Printing
- Dues and subscriptions
- Supplies and materials
- Transportation services for students to and from activities
- Travel expenses for staff

3600 School Security

- Salaries, security personnel, school police and hall monitors
- Salaries or the prorated share of salaries, clerical and support staff
- Printing
- Dues and subscriptions
- Supplies and materials
- Travel expenses for staff

4000 OPERATION and MAINTENANCE OF PLANT: Housekeeping activities relating to the physical plant and maintenance activities for grounds, buildings and equipment. Expenditures classified as a 4000 expenditure *must not exceed* the per project dollar limit for extraordinary maintenance or for non-instructional equipment.

4110 Custodial Services

- Salaries, custodians, janitors, engineers, truck drivers and other maintenance personnel
- Contracted Services

- Custodial supplies and materials
- Travel expenses for staff
- Dues and subscriptions

4120 Heating of Buildings

- Supplies and Materials
- Other expenses, including the cost of coal, fuel oil, electricity, gas, steam and wood
- Contracted services

4130 Utility Services

- Supplies and Materials
- Other expenses, including the cost of water, trash, sewage and hazardous waste disposal, electricity, telephone services and non-heating fuels
- Contracted services

4210 Maintenance of Grounds

- Salaries, professional, clerical and other
- Grounds keepers, equipment operators and aides
- Supplies, materials and tools
- Contracted services
- Other expenses
- Travel expenses for staff

4220 Maintenance of Buildings

- Salaries, professional, clerical and other
- Building maintenance, engineers, licensed trades people, painters and aides
- Supplies, materials and tools
- Travel expenses for staff
- Contracted services

4225 Building Security System – Installation and Maintenance (less than \$5,000 of building security system.

- Supplies, materials and tools
- Contracted services
- Other Expenses

4230 Maintenance of Equipment

- Salaries, of repair personnel
- Supplies, materials and tools
- Equipment parts and replacement of equipment and furnishings
- Contracted services

4300 Extraordinary Maintenance

- Contracted Services
- Supplies and Materials
- Equipment and tools
- Principal portion of a loan or the cost of a lease/purchase agreement

4400 Networking & Telecommunications: (Expenditures to support the school district's infrastructure)

- Salaries, professional, clerical, other
- Contracted Services
- Supplies and Materials
- Other expenses, including, Wiring, PBX Systems, File Servers, etc.

4450 Technology Maintenance

- Salaries, professional, clerical, other
- Contracted Services
- Supplies and materials
- Other Expenses
- Equipment and tools

5000 FIXED CHARGES: Retirement and insurance programs, rental of land and buildings, debt service for current loans, and other recurring items, which are not generally provided for under another function.

5100 Employee Retirement

- Contributions to employee retirement systems
- Social Security contributions
- Contributions to pension plans
- Medicaid contributions

5150 Employee Separation Costs

- Vacation pay, sick leave buy back and other benefits payable upon termination/retirement

5200 Insurance Programs

- Employee unemployment, health, and life insurance premiums or payments, and workers' compensation for active employees

5250 Insurance for Retired School Employees

- Health insurance premiums for retired school employees

5260 Other Non Employee Insurance

- Insurance premiums for property, fire, liability, fidelity bonds
- Judgments against the school district resulting from self-insurance

5300 Rental-Lease of Equipment. Expenditures for this purpose may only exceed the per project dollar limit for extraordinary maintenance (\$100,000) or non-instructional equipment (\$5,000) for a three year period. After the third rental year the cost must be reported as a 7000 (fixed asset) expenditure. Do not include lease/purchase agreements.

- Annual operating lease/rental costs

5350 Rental-Lease of Buildings

- Annual capital lease/rental costs

5400 Debt Service (Interest) on Current Loans - RANS

- Annual interest charge on borrowing for revenue anticipation notes (RANS) for school purposes with a term of one year or less

5450 Debt Service (Interest) on Current Loans - BANS

- Annual interest charge on short term borrowing for bond anticipation notes (BANS) for school purposes.

5500 Other Charges: (Other items of a recurrent nature for school purposes)

- Costs of municipal and other public safety inspections
- Bank Charges
- Contracts for Medicaid billing

5550 *Crossing Guards*

- Salaries of crossing guards

6000 COMMUNITY SERVICES: Services provided by the school district for the community as a whole, or some segment of the community.

6200 Civic Activities

- Citizens' meetings
- Parent-teacher-student association activities
- Public forums and lectures
- School Council meetings and activities
- Advisory Council meetings
- Public forums and lectures
- Salaries or the prorated share of salaries, clerical and support staff
- Contracted services
- Supplies, materials, travel expenses and other expenses

6300 Recreation Services

- Salaries or the prorated share of salaries, clerical and support staff
- Contracted services
- Supplies, materials, travel expenses for staff and other expenses

6800 Health Services to Non-Public Schools

- Salaries or the prorated share of salaries, clerical and staff support
- Salaries, physicians and nurses
- Contracted services
- Medical supplies and materials
- Travel expenses for staff
- Other expenses
-

6900 Transportation Services to Non-Public Schools (To and from non-public school, regardless of distance.)

- Salaries, student transportation supervisors, dispatchers, school bus drivers, school bus maintenance personnel
- Salaries or the prorated share of salaries, clerical and support staff
- Fuel, lubrication, tires and school bus repairs
- Contracted service
- Insurance premiums
- School bus monitors

7000 ACQUISITION, IMPROVEMENT AND REPLACEMENT OF FIXED ASSETS: Acquisition of land or existing buildings, improvements of grounds, construction of buildings, additions to buildings, remodeling of buildings, or acquisition of initial or additional *non instructional* equipment exceeding the \$5,000 unit cost and \$100,000 extraordinary maintenance cost as defined in 603 CMR 10.00. Costs corresponding to revenue received as a lump sum or progress payment revenue receipt from MSBA whether or not outstanding BANs exist. Costs directly related to a school construction project supported through local appropriation.

7100 Acquisition and Improvement of Sites

- Purchase of school building sites
- Improvement of school building sites
- Grading, landscaping, sewers, storm drains, retaining walls, and surfacing
- Capital leases costs
- Principal portion of a loan not reported in 8100

7200 Acquisition and Improvement of Buildings

- Construction of buildings
- Acquisition of existing buildings
- Additions to existing buildings
- Acquisitions of portable school buildings/classrooms
- Rehabilitation of school buildings
- Lease/Purchase of Buildings
- Capital leases
- Principal portion of a loan not reported in 8100

7300 Acquisition and Improvement of Equipment

- Acquisition of new, non-instructional school equipment having a useful life of more than one year and an acquisition cost of more than \$5,000.
- Acquisition of school furniture and fixtures (bulk purchases)
- Acquisition of school machinery
- Lease/Purchase of Equipment
- Capital leases
- Principal portion of a loan not reported in 8100

7350 Capital Technology

- Hardware or other technology purchases exceeding the \$5,000 unit cost
- Capital leases
- Lease/Purchase of capital technology
- Principal portion of a loan not reported in 8100

7400 Replacement of Equipment

- Capital leases
- Lease/Purchase of Equipment
- Replacement of non-instructional equipment having a useful life of more than one year and an acquisition cost of more than \$5,000.
- Principal portion of a loan not reported in 8100

7500 Acquisition of Motor Vehicles

- Purchase of passenger vehicles for school administrative use
- Purchase of trucks for school maintenance use
- Purchase of school buses
- Lease/Purchase of motor vehicles, trucks or buses
- Capital leases
- Principal portion of a loan not reported in 8100

7600 Replacement of Motor Vehicles

- Passenger vehicles, truck, and school buses purchased to take the place of existing equipment
- Lease/Purchase of motor vehicles
- Capital leases
- Principal portion of a loan not reported in 8100

8000 DEBT RETIREMENT AND SERVICE: Retirement of debt and payment of interest and other debt costs. Principal and interest on *current* loans are not part of this function, but are reported in fixed charges (5400/5450).

8100 Long Term Debt Retirement/School Construction

- Annual *Principal* of loans used to finance the purchase or construction of schools.

8200 Long Term Debt Service/School Construction

- Annual *Interest* on bonds and loans used to finance the purchase or construction of schools.

8400 Long Term Debt Service/Educational Expenditures

- Annual *Interest* on bonds and loans used to finance the purchase of educational expenditures and for other equipment and maintenance costs, such as books, instructional equipment, and extraordinary maintenance. Report the principal of these loans in the cost category of the purchase (e.g. fixed assets, instructional technology, etc.).

8600 Long Term Debt Service/Other

- Annual *Interest* on bonds and loans used to finance the purchase of non-instructional equipment, and to pay for capital maintenance projects in excess of one hundred *thousand dollars (\$100,000)*. Principal costs should be reported in the appropriate 7000 series

9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS: Transfers of payments to other school districts or to non-public schools for services provided to students residing in the sending city or town.

9100 Programs with Other Districts in Massachusetts

- Tuition or transfer payments to other public school districts in Massachusetts for resident students
- Tuition to *non member* Collaboratives
- Tuition to *non member* Regional School Districts

9110 School Choice Tuition

- Transfers made by the state from the sending school district's State Aid to the receiving school district or municipality. Deducted from state aid payments and recorded as an expenditure

9120 Tuition to Charter Schools (Horace Mann or Commonwealth)

- Transfers made by the state from the sending school district's State Aid to the Charter School. Deducted from state aid payments and recorded as an expenditure

9200 Tuition to Out-of-State Schools

- Tuition or transfer payments to school districts in other states for resident students

9300 Tuition to Non-Public schools

- Tuition or transfer payments to *non-public* schools for resident students

9400 Tuition to Collaboratives

- Payments of assessments to *member* Collaboratives for administrative and instructional services in accordance with collaborative agreements.

9500 Payments to Regional School Districts

- Payments or assessments to *member* regional school districts for capital and operating budgets in accordance with regional school district agreements.

Notes:

Supervisory refers to individuals responsible for a program/activity and for directing and evaluating personnel in that program/activity.

Non Supervisory refers to individuals responsible for a program/activity and for coordinating personnel working in that program/activity.

Commonly Used Terms and Acronyms

Waltham Public Schools (WPS)

ADA – Americans with Disabilities Act

ADD/ADHD – Attention Deficit/Attention–Deficit Hyperactivity Disorder

AYP – Adequate Yearly Progress

Circuit Breaker Reimbursement program – the Commonwealth’s special education reimbursement program which provides additional state funding to districts for high–cost special education students. The threshold for eligibility is tied to four times the state average foundation budget per pupil as calculated under the chapter 70 program, with the state paying 75* percent of the costs above that threshold (*subject to appropriation).

Chapter 70 – the Commonwealth's program for ensuring adequate and equitable K–12 education funding. It determines an adequate spending level for each school district (the foundation budget). It then uses each community's property values and residents' incomes to determine how much of the foundation budget should be funded from local property taxes. Chapter 70 state aid pays for the entire remaining amount.

Chapter 74 – Massachusetts general law governing vocational technical education programs in public school districts.

Common Core – a set of high–quality academic standards in mathematics and English language arts/literacy (ELA). These learning goals outline what a student should know and be able to do at the end of each grade.

CPR – Coordinated Program Review

DIBELS – Dynamic Indicators of Basic Early Literacy

DIIT – Department of Instructional and Information Technology

DESE – Massachusetts Department of Elementary and Secondary Education

DOE – Massachusetts Department of Education, now known as DESE

EEC – Massachusetts Department of Early Education and Care

ELA – English Language Arts

ELD – English Language Development

ELL – English Language Learner

ESL – English as a Second Language

ESSA – Every Student Succeeds Act; US law passed in December 2015 that governs the country's K–12 public education policy. The ESSA retains the annual standardized testing requirements of the No Child Left Behind Act but shifts the law's federal accountability provisions to states. Under the new law, students will continue to take annual tests between third and eighth grade.

ETL – Evaluation Team Leader

EYS – Extended Year Services

FAPE – Free Appropriate Public Education

FERPA – Family Educational Rights and Privacy Act; federal legislation that protects the privacy of students' personally identifiable information (PII). The act applies to all educational institutions that receive federal funds.

Foundation budget – the minimum spending level needed to provide an adequate education. The foundation budget is adjusted each year to reflect changes in the district's enrollment; changes in student demographics (grade levels; low income status; English language proficiency); inflation, and geographical differences in wage levels.

IDEA – Individuals with Disabilities Education Act; US legislation that ensures students with a disability are provided with Free Appropriate Public Education (FAPE) that is tailored to their individual needs.

IEP – Individualized Educational Plan; a plan or program developed to ensure that a child who has a disability identified under the law and is attending an elementary or secondary educational institution receives specialized instruction and related services.

IT – Instructional Technology

LEA – Local Educational Agency

LEP – Limited English Proficiency

MASC – Massachusetts Association of School Committees

MASS – Massachusetts Association of School Superintendents

MCAS – Massachusetts Comprehensive Assessment System;

MCAS 2.0 – will build upon the best aspects of the MCAS assessments that have served the Commonwealth well for the past two decades. The test will include innovative items developed by PARCC, along with new items specifically created to assess the Massachusetts learning standards.

MGL – Massachusetts General Law

MKV – McKinney–Vento Homeless Assistance Act; homeless students are referred to as MKV students

MOU – Memorandum of Understanding

MSBA – Massachusetts School Building Authority

NEASC – New England Association of Schools and Colleges

NCLB – No Child Left Behind Act (Elementary and Secondary Education Act, reauthorized in 2015 as ESSA, Every Student Succeeds Act)

Net school spending – the Commonwealth of Massachusetts imposes a strictly enforced total spending requirement called 'net school spending'. Net school spending is the amount a school district spends in a fiscal year for the support of public education, including certain expenditures made by the municipality on behalf of its local school district. Net school spending includes local appropriations, Chapter 70 aid, and special education circuit breaker monies, but not grants or revolving funds. Because of this, what qualifies as 'net school spending' is slightly lower than a district's total expenditure.

Newcomers Program* – A program designed to support the challenges and pressures on SIFE/SLIFE students.

OCR – Office for Civil Rights

OST – Out of School Time

OT – Occupational Therapy

PARCC – Partnership for Assessing College Career Readiness; a test derived from Common Core standards

PDD – Pervasive Developmental Disorder

PT – Physical Therapy

RETELL – Rethinking Equity and Teaching for English Language Learners

RFP – Request for Proposals

RTI – Response to Intervention

SAC – School Adjustment Counselor

Section 504 – Section 504 of the Rehabilitation Act requires a school district to provide a "free appropriate public education" (FAPE) to each qualified student with a disability who is in the school district's jurisdiction, regardless of the nature or severity of the disability.

SBIRT – Screening, Brief, Intervention, Referral to Treatment

SEI – Sheltered English Immersion

S(L)IFE* – Students with (Limited or) Interrupted Formal Education

SIS – Student Information Systems

STEAM – Science, Technology, Engineering, Arts and Mathematics

STEM – Science, Technology, Engineering, and Mathematics

Title I – grant to local educational agencies (LEAs) and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.

Title II – Improving Educator Quality (professional development) grant; to increase academic achievement by improving teacher and principal quality.

Title III – English Language Acquisition and Academic Achievement grant; to help ensure that children who are limited English proficient, including immigrant children and youth, attain English proficiency, develop high levels of academic attainment in English, and meet the same challenging State academic content and student academic achievement standards as all children are expected to meet.

Title IX – federal law that prohibits discrimination on the basis of sex in any federally funded education program or activity.

WEA – Waltham Educator's Association

WFSW – Waltham Food Service Workers Association

WSAA – Waltham School Administrators Association

WSBT – Waltham School Building Trades Association

WSCU – Waltham School Building Maintenance Workers Association

WSMT – Waltham School MIS (Management Information Systems) Technicians Association

WSSA – Waltham School Secretaries Association

WIDA – World-class Instructional Design and Assessment English Language Development standards

* **S(L)IFE** students come from countries where they received no formal schooling or their education was suspended or unavailable, and are sometimes referred to as newcomers. Therefore, SIFE/SLIFE have significant gaps in their educational backgrounds, lack knowledge in specific subject areas, and often need additional time to become accustomed to school routines and expectations. They are also more likely to have intensive social, emotional, and academic needs stemming from their lack of experience in a formal school setting and lack of familiarity with school culture, as well as traumatic experiences and unstable living conditions they experienced in their native countries and in the United States.