

# 2020-2021 Budget Reductions and Priorities

Brent Stephens, Superintendent  
Pauline Follansbee, Asst. Superintendent  
March 11, 2020



# Tonight's Outcomes

1. Hear an update on the LCAP and BSEP budgeting process
2. Propose to the Board of Education adjustments to the 2020-2021 General Fund budget
  - \$1,518,253 in reductions
  - \$120,000 in additions
  - Overall total of \$1,398,253 in reductions
3. Request action to approve these proposals

## Review of Key Revenue Sources in BUSD

Unrestricted General Fund	\$100,000,000
Berkeley School Excellence Program	\$32,000,000
LCAP Supplemental Budget	\$5,500,000
Title I	\$887,000
Fund 20 (Employee Pension Contributions)	\$6,500,000

# Review – Governor's January Budget, COLA

Reduced projection of Cola and decrease in the budget for 2020-21 and 2021-22 results in a decrease in LCFF funding in the amount of \$1.3 million over two years. This impacts our base and supplemental funding as follows:

Year	Base	Supplemental	Total
2020-21	\$(580,083)	\$(38,634)	\$(618,717)
2021-22	\$(668,463)	\$(44,467)	\$(712,930)
Total	\$(1,248,546)	\$(83,101)	\$(1,331,647)

Reminder about what we're trying  
accomplish as we build our budgets for  
the General Fund, LCAP, and BSEP

## REMINDER: 2020-2021 Budget, All Considerations

General Fund BUDGET CUT	\$1,000,000
Total Expenses on Carryover, 2019-2020	\$727,000
Total New Costs	\$1,291,000
Total	\$3,018,000

REMINDER: All Positions and Programs on One-Time Carryover, 2019-2020	
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Measure A Carryover	
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Subtotal	\$475,000
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Low Performing Student Block Grant	
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Subtotal	\$152,000
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LCAP Carryover	
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Subtotal	\$100,000
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Total Expenses on One-Time Carryover, 2019-2020	\$727,000
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All Positions and Programs on One-Time Carryover, 2019-2020	
Measure A Carryover	
2.0 FTE BHS Counselors	\$200,000
Dean of Attendance, BHS	\$135,000
CTE Coordinator	\$140,000
Subtotal	\$475,000



Low Performing Student Block Grant	
1.0 FTE King MS Literacy Coach	\$100,000
0.2 FTE District Literacy Coach, Reading Recovery	\$25,000
0.3 FTE District Literacy Lead TSA	\$30,000
0.4 FTE District Math TSA	\$40,000
0.5 FTE District IT Coach	\$50,000
0.2 FTE District RTI Coach	\$22,000
0.4 FTE BHS Math Coordinator	\$45,000
Subtotal	\$312,000

*Note: There is still \$160,000 available for 2020-2021 from LPSBG; \$152,000 in staff positions will need a new revenue source*

## LCAP Carryover

0.6 FTE Longfellow Math Support	\$60,000
0.2 FTE Sylvia Mendez Math Support	\$20,000
0.2 FTE Thousand Oaks Math Support	\$20,000
Subtotal	\$100,000
Total 2019-2020 Expenses on Carryover (Measure A, LPSBG, & LCAP)	\$727,000

### 3. Possible New Expenses for 2020-2021

New Priorities	
African American Success Project	\$350,000
Additional Support for Sexual Harassment Education and Response	\$341,000
Support for English Learners	\$200,000
504 Coordinator, BHS	\$120,000
Longfellow Middle School	\$200,000
Human Resources, Position Control	\$80,000
Total New Costs	\$1,291,000
Early Literacy Support	\$500,000 (Already Included in 2020-2021 Budget)

# LCAP Supplemental Budget Update

## LCAP Supplemental Funds: Funding Shortfall

In the coming year, the increases in LCAP Supplemental revenue will not cover the increases in staffing costs (Step and Column, a 2.5% increase, and STRS). With no changes, there will be a shortfall of \$236,000 in 20-21.

Also, we now have the final unduplicated student count, and an estimate of the impact of this decline on supplemental funding for 2019-20, 2020-21 and 2021-22. Our unduplicated student count is 255 less than the prior year and funding is reduced as follows:

2019-20	\$139,529
2020-21	\$324,075
2021-22	\$484,234

The total reduction over three years is \$947,838.

# Highlights from the feedback on the LCAP First Proposal from February 24

- (x6) How do we know that our LCAP investments are serving unduplicated students specifically?  
What data about effectiveness do we have about any LCAP investment?
- (x1) Reading Recovery serves only a small number of students each year
- (ES Principals)
  - Extended Day Tutoring is valuable, and schools would likely try to pay for this on their own
  - Avoid cuts to RTI staff
  - Reduce number of garden classes per week
  - Disagreement that Title I funds should pay for RTI teachers
- (x1) Reduce Climate TSA from 0.8 FTE to 0.4 FTE, but don't move the resources to Student Services
- (x3) Maintain 1.0 FTE BTA/BIS Counselor position

# Suggestions for increases to the LCAP budget in 20-21

- Trainings for school-based teams (COST, SART, RTI)
- Support for EL students, both centrally and at schools
- Support for chronic absenteeism
- (MS Principals) Increase support for Read 180
- Increase support for TWI program at Sylvia Mendez and Longfellow
- (HS APs) Increase training for administrators on Title IX



We plan to bring an update on the LCAP budgeting process to the Board on March 25 and, if possible, recommendations for adjusting this budget

BSEP Budget

Update

Adjustment in Class Size Reduction will draw an additional **\$1.17M** each year from this portion of the BSEP budget

**BSEP Measure E1 Resources  
First Interim Summary 2019-20**

2% of net	66%	10.25%	16.75%			7%		
	HIGH QUALITY INSTRUCTION		ESSENTIALS FOR EXCELLENCE (10% adjustment permitted)			EFFECTIVE STUDENT SUPPORT (reallocation and new purposes permitted)		
0754 BSEP+ Communications	0741 CSR+ ECO, PD, Eval Class Support	0752 Site Programs	0753 Music VAPA	0761 Libraries	0762 Instruct. Technology	0757 Family Engagement	0763 Student Achievement	0764 Counseling Behav. Health
CAN BE USED FOR:	3% Reserve Distribution Audit Costs Rebates	Support SSC support Communication Translation Public Info	Class Size FIRST, then: ECO, and/or Class Support and/or Prof Devt and/or Program Eval	Site-based programs for student engagement, enrichment, and achievement	Staffing	Staffing	Staffing	"Effective supports that help students reach their potential while addressing the child"...may be allocated to improve academic, behavioral and outcomes for students"
CURRENTLY USED FOR:	3% Reserve Audit Costs Rebates	Director Specialist PIO (.85) Translator (.67) Hourly Contract Services Printing Mailing Equipment Staff PD	Teachers (~130) - Direct Support + ECO (7.6 FTE) U9 (5.0 FTE) + TWI (0.6 FTE) PD Coordinator BHS PD Leaders (4.4) Inst Tech TSA (1.0 BHS, .5 K-8) Coaches (2.75) Workshops TIP funds (\$50K) Teacher Leaders (\$60K) BREA TSA (2.8) Analyst (1.0) Admin (.5) Contract Services Supplies Staff PD	School Site Approved plans. Funds provide staffing, contracts and materials for academic support, counseling, Rtl, enrichment, parent engagement, college advisors, tutors, materials, field trips, and more	Hourly Staff PD MS/AS pilot Instruments	Staff PD Library Collections Databases Software	Staff PD Library Collections Databases Software	Rtl (5.5) Lit Coach (3.3) + MS Couns (4.8)  note: K-5 Lit Coaches cofunded with PD, LCAP, and site BSEP or Title I budgets  note: MS counselors cofunded with site BSEP, Title I or other site funds.

Add five Special Education teachers to lower caseload averages and reduce assessment loads

Add BHS Activities Director, Dean of Attendance, 504 Coordinator, and African American Success Project

Add 0.5 FTE Counselor for Willard and \$50,000 for consent education

On March 10, the BSEP Policy &  
Oversight Committee voted to  
recommend all of shifts that will be  
presented this evening

# The 20-21 Budgeting Process

# The 2020-2021 Budget Development Process

<div> <div>BUSD 2020-2021 Budget Development Process</div> <div>DRAFT DATE: February 28, 2020</div> </div>										
		Week of								
	January	February 24	March 9	March 15	March 23	April 13	April 22	May 4	May 15	May 18
Staff Preparations	Revenue Projections based on Governor's First Budget	Revenue Adjustments: Unduplicated Pupil Count; Title I; Special Education Base Funding	Review of committee feedback to create Second Staff Proposal; Identification of reduction strategies for action by the Board of Education	Required date for first notification of staff reduction (not anticipated)	Review of committee feedback to create Third Staff Proposal; Identification of reduction strategies for action by the Board of Education	Review of committee feedback to create Fourth Staff Proposal; Identification of reduction strategies for action by the Board of Education	Review of committee feedback to create Fifth Staff Proposal; Identification of reduction strategies for action by the Board of Education		Required date for final notification of staff reduction (not anticipated)	
SBAC, EAC, PAC, Principals, and DELAC		First Proposal and Feedback	Second Staff Proposal and Feedback		Third Proposal Proposal and Feedback	If needed, Fourth Staff Proposal and Feedback	If needed, Fifth Proposal and Feedback			
Board of Education			March 11: Presentation of First and Second Proposals; For Action: First Proposal for Reductions		March 25 Presentation of Second and Third Proposals; For Action: Second Proposal for Reductions	April 15: If needed, presentation of Third and Fourth Proposals; For Action: Third Proposal for Reductions	April 25: If needed, presentation of Fourth and Fifth Proposals; For Action: Fourth Proposal for Reductions			

## Feedback on the First Budget Proposal as of March 9, 2020

Educator Advisory Committee  
Superintendent's Budget Advisory Committee  
BSEP P&O  
ES Principals  
Management Team  
PTA Council

## Feedback on the Second Proposal during the week of March 9, 2020

Educator Advisory Committee  
Superintendent's Budget Advisory Committee  
DELAC  
PAC  
BSEP P&O  
ES Principals  
Board of Education

## Before We Propose These Adjustments

Four positions at BHS were included in the district's Multi-Year Projections. These are:

- Two BHS Counselors
- CTE Coordinator
- BHS Athletics Directors



## Before We Propose These Adjustments

Staff is deliberately seeking more than \$1M in reductions in order to make it possible to discuss new funding priorities.

We plan to bring additional ideas for reductions, and for new priorities, to coming Board of Education meetings.

## Proposed Reductions to the General Fund

- a) Efficiencies and Reductions to the General Fund (\$901,253)
- b) Shifts from the General Fund (\$617,000)
- c) Addition to the General Fund (\$120,000)

# Formating of the following slides

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
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Proposal #:

First Round, February 24  
Second Round, March 11

Position or Program

A description of the reduction, shift, or addition

Reduction:

The dollar amount of each proposed adjustment

New Source:

If a shift from the General Fund is proposed, this column lists the new funding source

Transfer:

The dollar amount to be shifted

Notes:

Additional description of the proposed adjustment

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
0000	1	Business Services Reorganization	-\$100,000	-\$100,000			This reduction proposes a reorganization in Business Services. It would save 0.53 FTE from UGF by eliminating the vacant Risk Manager position.
	1	Eliminate funding for 0.6 FTE Transitional Support, Thousand Oaks	-\$72,000				This idea is dropped in the Second Proposal from staff. As background, this additional funding was provided to Thousand Oaks when the school's bilingual program was closed. The funding is meant to support the phase out of this program. Originally, it was intended to be reduce from 0.6 FTE in 19-20 to 0.4 FTE in 20-21. This proposal would have eliminated the funding entirely in 20-21.

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
0630	1	Eliminate McKinney-Vento Tier III Program, which is also included in LCAP budget	-\$146,000	-\$146,000			This position is double-budgeted in both UGF and in LCAP in 2019-2020. Eliminating this budget line from the General Fund does not impact the position.
0010	1	Reduce Summer School funding to reflect the actual costs in 2018-2019	-\$30,000	-\$30,000			This idea remains in the second General Fund budget proposal. This idea would reduce \$30,000 from the Summer Credit Recovery Program so that it aligns with last year's actual expenses.
0010	1	Shift Summer School to LCAP	-\$80,000				This idea is dropped in the Second Proposal. This idea would have moved BUSD's summer school program to LCAP. Further research on the enrollment of our summer program revealed that only 57% of summer school enrollees are unduplicated (EL, Homeless or Foster Youth, or Free and Reduced Price Lunch). Therefore this expense cannot move to the LCAP budget.
0816	1	Reduce Gardening Program funding	-\$100,000				This idea is dropped from the Second Proposal. As background, currently the General Fund provides \$300K per year to support Garden program. This is added to \$925K in Soda Tax revenue from the City. This proposal would have reduced \$100,000 in UGF funding for the Garden program, lowering the total program budget from \$1.15M to \$1.25M.

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
0515	1	Adjust Site FTE Allocation to reduce BHS school allocations based on current CTE grant funding for CTE teachers (60% of 3.4 FTE)	-\$200,000				This idea is dropped from consideration in the Second Proposal. As background on this idea that was first shared on February 24, BUSD receives funding through three CTE Grants: K-12 Strong Workforce: Digital Media (167,000); Engineering (180,000); Public Health (186,000). The funding from these grants supports approximately 60% of the 3.4 FTE in CTE teachers. This proposal would remove UGF from the high schools for the duration of the CTE grants. These would not have been ongoing reductions.

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
0258	1	Adjust Middle School Site FTE Allocations to account for the use of the additional funding from "PE Incentive Grant"; this amount would be equal only to the UNUSED staff allocation in 19-20 for each school	-\$220,000	-\$220,000			As background, the PE Incentive Grant was formerly a CA "Tier III Program" that was eliminated by the state in 2013. BUSD maintained this budget code since 2013, and it currently supports 1.0 FTE at King; 0.4 at Willard; 0.6 FTE at Longfellow are currently paid for by the CA PE Incentive Grant. This additional revenue has been unused by the schools. This budget reduction idea would have no impact on staffing for King, Willard, and Longfellow and only prevents the "double budgeting" of 2.0 FTE. This proposal applies only to <i>unused</i> FTE allocations at the schools.
0156	1	UGF portion of the Instructional Materials budget	-\$164,000	-\$164,000			This \$164,000 is formerly a California "Tier III" resource, but was made unrestricted in 2013 during the recession. BUSD maintained this budget code and has since then used this money for instructional resources. At the same time, the district has also built a considerable fund balance (\$600K) in its Lottery revenue - money that can only be used for instructional materials. The district is confident that we can use this carryover, plus ongoing incoming revenue from the Lottery, for future instructional materials needs.

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
	1	Though a reorganization of Business Services revenue, create on Position Control FTE to improve this district function.					This reorganization is presented as a cost neutral adjustment; it has no impact on next year's budget, but may result in savings to the district as BUSD improves the accuracy of its position control function.
0140	1	Eliminate GATE funding	-\$41,253	-\$41,253			GATE funding came to the district as part of the state's old Tier III programs. GATE funding was made unrestricted in 2013 and eliminated from LCFF. Though there is no longer a requirement from the state to maintain GATE programming or sequester GATE funds, but BUSD has maintained a small separate resource for this purpose. The resource currently funds 0.1 TSA in BREa, and the rest is used to support MS Super Saturday Program. Super Saturday is funded through LCAP, and information about this LCAP budget item is in the next spreadsheet.



## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
	2	Reduce the transfer from UGF to Special Education by \$200,000 to account for Factor in new trailer bill language related to Special Education. This will likely produce an additional \$200,000 in unrestricted revenue.		-200,000			In late February, we learned from the trailer bill that describes the Governor's Budget proposal related to Special Education that BUSD will earn an additional \$200,000 for Special Education costs. This amount is now scored as an anticipated reduction in the General Fund's contribution to Special Education.
	2	Shift General Fund budget for program evaluation for reading intervention in the BREA budget		-60,000	BSEP	60,000	BSEP P&O has heard a proposal by the Superintendent to fund contracted program evaluation for \$60,000 in the 20-21 school year. This additional revenue could be used to fund a program evaluation for dyslexia related services, a project that the district had previously budgeted from the General Fund.

Proposed Shifts from the General Fund

to

LCAP Supplemental Funds  
Berkeley Educator Recruitment and Retention Act  
Berkeley School Excellence Program

# General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

## FUNDING SHIFTS

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
0000	1	Shift BHS BHS Activity Director to BSEP	\$100,000	-\$100,000	BSEP	\$100,000	Please see below, BSEP Budget, 2020-2021. This idea proposes to move the BHS Activities Director from the General Fund to BSEP.
0000	1	Shift 1.0 FTE Literacy Coach, Longfellow to LCAP	-\$103,000	-\$103,000	LCAP	\$103,000	This position is currently funded from the General Fund. This proposal would move it to LCAP.
	1	Shift 0.4 FTE District Induction Coach to BERRA	-\$34,000	-\$34,000	BERRA	\$34,000	BUSD's current induction support is one 0.6 FTE TSA, funded at 0.4 from BTSA and 0.2 from LCAP. This proposal moves the funding from this position from the General Fund to the new BERRA funding, approved by Berkeley voters on March 3.

# General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

## FUNDING SHIFTS

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
	1	Shift 0.5 FTE Peer Assistance and Review to BERRA	-\$50,000	-\$50,000	BERRA	\$50,000	Currently, the BPAR program serves 2 teachers, and is staffed by one certificated retiree at 0.1 FTE. This idea moves the entirety of the BPAR budget to the new Berkeley Educator Recruitment and Retention Act (BERRA) revenue source.
	2	Shift General Fund budget for program evaluation for reading intervention in the BREA budget		-\$60,000	BSEP	\$60,000	BSEP P&O has heard a proposal by the Superintendent to fund contracted program evaluation for \$60,000 in the 20-21 school year. This additional revenue could be used to fund a program evaluation for dyslexia related services, a project that the district had previously budgeted from the General Fund.
	1	Shift BHS Dean of Attendance from Unrestricted General Fund to BSEP		-\$120,000	BSEP	\$120,000	This position had initially been funded through General Fund resources, and in 2019-20 was funded through BSEP Measure A carryover funds.

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

### FUNDING SHIFTS

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
	2	Shift District Security Office positions from the General Fund to the new Measure H. This is equivalent to 1.0 FTE.		-150,000	Maintenance Tax	150,000	The safety and security officers are currently split funded through the general fund and measure H (Facilities Safety and Maintenance measure). Since the security officers are primarily tasked with ensuring the safety and security of the facilities within BUSD, it is appropriate to shift this expense fully into Measure H.

# Proposed Additions to the General Fund

## General Fund Reductions, March 11, 2020 Proposals After One Round of Feedback

### Proposed Addition

	<i>Proposal #</i>	<i>Position or Program</i>	Reduction: Proposal 1, Week of Feb 24	Reduction: Proposal 2, Week of March 9	<i>New Source</i>	<i>Transfer</i>	<i>Notes</i>
	1	Add Title IX Investigator, BHS to the Title IX/District Compliance Office	\$120,000	\$120,000			This is an addition to the General Fund for 20-21. This new position in the Title IX/District Compliance Office will support the intake, investigation, and disposition of Title IX and Uniform Complaints.

# Summary of Proposals

		Proposal 2			
Proposed Reductions		-\$1,518,253			
	Efficiencies and Reductions	\$901,253			
	Shifts to Other Revenue	\$617,000			
	Proposed Addition	\$120,000			
Total Reductions to General Fund		-\$1,398,253			
Total Cost Transfers from General Fund					\$617,000
				LCAP	\$103,000
				BERRA	\$84,000
				BSEP	\$280,000
				Maintenance Tax	\$150,000



## Before We Propose These Adjustments

Four positions at BHS were included in the district's Multi-Year Projections. These are:

- Two BHS Counselors
- CTE Coordinator
- BHS Athletics Directors

# Possible New Expenses for 2020-2021

New Priorities		Funded in this Proposal
African American Success Project	\$350,000	\$220,000
Additional Support for Sexual Harassment Education and Response	\$341,000	\$180,000
Support for English Learners	\$200,000	0
504 Coordinator, BHS	\$120,000	\$120,000
Longfellow Middle School	\$200,000	0
Human Resources, Position Control	\$80,000	N/A
Total New Costs	\$1,291,000	\$520,000
Early Literacy Support	\$500,000 (Already Included in 2020-2021 Budget)	N/A

## Next Steps

We will continue to work on the LCAP budget with Principals, EAC, PAC, & DELAC

We will continue to look for efficiencies in the General Fund budget in SBAC, and may propose additional reductions to the General Fund at the March 25, 2020 Board meeting.

We will continue to look at how to fund our new priorities, and may propose some other additions to the General Fund at the March 25, 2020 Board meeting and beyond.

We continue to hold as our target \$1M in savings to the General Fund, and \$250,000 in savings from the LCAP budget.

## For Action This Evening

Move to accept the adjustments to the General Fund that are listed in the Board Memorandum accompanying this item.

- a) Reductions to the General Fund
- b) Shifts to other revenue sources (\$577,000)
- c) New General Fund expense (\$120,000)