Halifax Area School District

-Answers to Budget Questions Asked by the Board on February 13, 2018

Submitted on behalf of the Administrative Team
February 27, 2018
-Workforce Reduction per School Code-

- Substantial decrease in enrollment
- Curtailment or alteration of the educational program on recommendation of the Superintendent, concurred in by the Board of School Directors and approved by the Board of School Directors as a result of a substantial decline in class or course enrollments or to conform with standards of the organization or educational activities required by law or recommended by PDE.
- Consolidation of schools within a district or caused by a merger of districts.
- Establishment of new school districts through merger or reorganization.
- Economic reasons: *Act 55 of 2017*.
  - Not tested.
  - Teacher observation data.
  - Fund balance of district is scrutinized.
-Budget Implications: Reducing the Workforce-

- Must notify PDE in writing with rationale; update the goals and action plans presented in the Comprehensive Plan.

- Furlough list must be reviewed by HEA for accuracy.
  - Employees have seniority; multiple certifications may impact order of layoffs.

- School board must vote publicly to furlough affected employees.
  - Same meeting during which the budget is approved.

- Savings are not immediate.
  - Furloughed employees receive unemployment benefits. **Estimated at $28,600.00 per employee for 1st year-maybe longer.**
  - Furloughed employees are not responsible for reimbursement of coursework.

- Call back process.
  - Two years.
Eliminate the Director of Curriculum

Mr. Hatfield returns to HS Principal; Mr. Osuch is furloughed.

**PRO**
- Savings (over time): $128,749.45
- Accounts for the decrease in revenue (PSERS and Social Security reimbursement) for this employee.

**CON—see job description**
- HASD loses centralized leadership for student achievement.
  - Federal programs: Title money
  - Technology Integration
  - Data driven decision making for student achievement
  - Professional Development
  - Pre-K and Advisory
  - Summer Programming: Little Cat Camp
  - Curriculum alignment
  - Assessment: state and local
  - Grant writing
  - Instructional leadership
  - Supervision and mentorship of building principals
-Eliminate a Guidance Counselor-

Carole Fetterhoff is furloughed.
Stephanie Hoover: K-5; Luann Curry: 6-12

**PRO**

- Savings (over time): $69,936.09
- Accounts for the decrease in revenue (PSERS and Social Security reimbursement) for this employee.

**CON-** see Guidance Plan & Role of Counselor

- ASCA: counselor to student ratio: 1/250

<table>
<thead>
<tr>
<th>School</th>
<th>Enrollment</th>
<th>Current Ratio</th>
<th>New Ratio</th>
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</thead>
<tbody>
<tr>
<td>HES and Enders</td>
<td>464</td>
<td>1 : 464</td>
<td>1 : 464</td>
</tr>
<tr>
<td>MS / HS</td>
<td>516</td>
<td>1 : 258</td>
<td>1 : 516</td>
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</tbody>
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- Fewer staff to meet students’ academic, social, & emotional needs: college & career readiness, College and Career Fair, SAP, scheduling, individual & group counseling, college applications, state testing, mental health concerns, poverty concerns, academic achievement, graduation requirements, parent conferencing, CAOLA.
#### Eliminate a Music Position

**Brittany Barry is furloughed.**  
**Roberta Hickox, Clint Funk, & Traci Aunkst cover K-12**

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<th>PRO</th>
<th>CON</th>
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| - Savings: $64,125.34  
- Accounts for the decrease in revenue (PSERS and Social Security reimbursement) for this employee. | - An offering in the K-12 music program must be eliminated.  
  - Hickox: choral & general K-5?  
  - Barry: instrumental K-8?  
  - Funk: choral 6-12?  
  - Aunkst: instrumental & electives 9-12?  
- Limiting music instruction will impact participation in marching band, band, choir, and the musical.  
- Note: Elimination of music classes in the HS: unable to provide variety of electives to meet credit requirements for graduation.  
- Limits opportunities for students to participate in county, district, regional, state, and national music activities. |
Marching Band is classified as a supplemental position. PSEA must be consulted before any changes are made to a supplemental position in the HEA agreement.

In season most of the school year:
- Football games
- Parades
- Competitions: local and elsewhere

It is offered by the elementary/middle school instrumental teacher as a class during marching band season.
- Schedule

Combine marching band with Millersburg if/when football is combined.
- There have been no discussions with Millersburg to determine if this is feasible.
-Eliminate a Position in the Business Office-
*Use Devnet System for Tax Collection*

- Reviewed numerous times by the Finance and Operations Committee
  - Outsourcing per the HESPA contract: “The Board reserves its right to subcontract services as long as the subcontract will not cause the layoff or reduction in hours of any member of the bargaining unit. The Board shall retain its rights to layoff or reduce hours for other reasons.”

- The current employee assigned to taxes also handles census, transportation and assists with central registration for the district. Moving to Devnet will force administration to reduce the hours of an employee. This will trigger a grievance from PSEA.

- Can Devnet achieve a collection rate at or better than what HASD currently has? *HASD budgets 94-95% and historically exceeds this percentage.*

- How does subcontracting with Devnet benefit the school district?
Outsourcing the cafeteria may be a violation of the HESPA contract:

- Outsourcing per the HESPA contract: “The Board reserves its right to subcontract services as long as the subcontract will not cause the layoff or reduction in hours of any member of the bargaining unit. The Board shall retain its rights to layoff or reduce hours for other reasons.”

- Will the food service company honor the current HESPA agreement?
- PDE aggressively monitors any cafeteria outsourcing. The process may take 2 years.
- HASD will still be responsible for managing the free and reduced lunch program.

The cafeteria deficit is being managed by transitioning the workforce to part-time as staff leaves and retires. (Reference: cafeteria 5 year data). So why outsource?

The cafeteria is not only a district service, but a program that positively impacts the classroom and school life. (Reference: programs and activities supported by the HASD cafeteria). Will a food service company support the existing programs & activities?

The Food Service Director is paid to work 200 days; evidence shows she works 20-40 days beyond her contract for free. (Reference: programs & activities supported by HASD cafeteria). Will a food service company provide the same leadership?
Increase Elementary Class Size to the state recommended average class size of 24-28 Students

**Elementary Impact:** using January enrollment

**CURRENT:** Class Size = Local Decision
- K: 18.75
- 1: 18.5
- 2: 18.75
- 3: 17
- 4: 22
- 5: 21
- Considerations: 4 deep model:
  - Size of room; storage, special needs, move ins, instructional practice

**PROPOSED:** Class Size = Local Decision
- K: 25
- 1: 24.6
- 2: 25
- 3: 22.6
- 4: 29.3
- 5: 28
- Considerations: 3 deep model:
  - Size of room, storage, special needs, move ins, instructional practice
Increase Elementary Class Size to the state recommended average class size of 24-28 Students

Elementary Impact: using January enrollment

- Furloughing 6 elementary teachers:
  - Call back procedures must be implemented for two years.
  - Savings are not immediate. Average teacher salary of $89,609.00 (deduct loss of revenue for PSERS and Social Security reimbursement) multiplied by 6 people: $537,654.01
    - Unemployment benefits for six teachers: $171,600.00
  - Reasons: substantial decrease in pupil enrollment; decline in class or enrollments to conform with standards of organization or educational activities required by law or recommended by PDE (4 deep to 3 deep elementary).
  - Difficult to determine which employees will be impacted: multiple certifications and seniority.
  - Class size is not mandated by the state or PDE. It is a local decision.
Increase Middle School Class Size to **the state recommended average class size** of 24-28 Students

**Middle School Impact:** using January enrollment

**CURRENT:** Class Size = Local Decision
- 6: 19
- 7: 19.5
- 8: 19
- Middle School Concept: 4 core subject teachers per team
  - Teaming & team planning
  - Discovery
  - Instructional Practice
  - MESH
  - MS Identity
  - Unified Arts

**PROPOSED:** Class Size = Local Decision
- 6: 25.3
- 7: 26
- 8: 25.3
- Junior High Concept: reduces the number of core teachers needed (one per subject area).
  - Eliminates the Middle School identity.
  - Mirrors the HS schedule.
  - Discovery is negatively impacted.
  - Unified Arts scheduling issues.
  - Transition from elementary to junior high.
  - Move-ins during the year.
Increase Middle School Class Size to the state recommended average class size of 24-28 Students

Middle School Impact: using January enrollment

- Furloughing 4 core subject teachers:
  - Science, Math, Language Arts and Social Studies
  - Call back procedures must be implemented for two years.
  - Savings are not immediate. Average teacher salary of $89,609.00 (deduct loss of revenue for PSERS and Social Security) multiplied by 4 people: $358,436.01
    - Unemployment benefits for four teachers: $114,400.00
  - Reasons: substantial decrease in pupil enrollment; decline in class or enrollments to conform with standards of organization or educational activities required by law or recommended by PDE (middle school to junior high).
  - Difficult to determine which employees will be impacted: multiple certifications and seniority.
  - Class size is not mandated by the state or PDE. It is a local decision.
  - Planning will take a year, minimum.
Increase High School Class Size to **the state recommended average class size** of 24-28 Students

**High School Impact:** *using January enrollment*

- Class Size is a LOCAL decision.
- High School structure:
  - Graduation Requirements
  - Keystone Exam
  - Current Certification of Staff:
    - Impact varies among the departments.
- Evaluate the Programs: *(planning with take a year-minimum)*
  - What Chapter 4 mandates.
  - What HASD wishes to offer: Art, Music, Technology Education, Business, FCS, etc.
Increase High School Class Size to the state recommended average class size of 24-28 Students

High School Impact: using January enrollment

SUBJECT AREA IMPACT

- **English**: eliminate one position
  - Eliminates CHS, AP, Technical Writing, & other electives.
  - Prevents the HS Media Center from being open: see CPSG #48.
  - Impacts graduation requirements.

- **Science**: eliminate one position
  - Not possible due to certification of staff.

- **World Language**: eliminate one position
  - Eliminates Spanish 3 & 4
  - Eliminates future addition of AP
  - Eliminates the 8th grade program
  - Savings: $89,609.00
    - Unemployment benefits: $28,600.00

- **Math**: eliminate one position
  - Impacts the ability to offer upper level math courses.
  - Impacts graduation requirements.
Increase High School Class Size to the state recommended average class size of 24-28 Students

High School Impact: using January enrollment

SUBJECT AREA IMPACT

- Social Studies: eliminate one position
  - Eliminates Electives
  - Creates class size of over 30 students.
  - Impacts graduation requirements.

- Health and P.E.: eliminate one position
  - Class size of over 30 students.
  - Eliminates CHS Health course.
  - Impacts graduation requirements.

SUBJECT AREA IMPACT

- One teacher departments: not able to apply the 24-28 class size scenario.
  - Art
  - Music
  - Business/Cooperative Education
  - FCS
  - Technology Education
-Budget Process Time Line-

- Staffing Notebook to Board: January 23, 2018
- Budget Notebook: March 13, 2018
  - Administration’s Proposed Spending Plan for 2018-2019
- Budget Review Period: March 13 - April 18, 2018
- Budget Workshop: April 19, 2018 at 7:00 p.m.
- Proposed Budget Approved: May 8, 2018
- Final Budget Approved: June 12, 2018