

Budget Allocation Meeting Minutes

BURGESS-PETERSON ACADEMY

Date: **JANUARY 26, 2023**

Time: **6:00 PM**

Location: **ZOOM**

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I. Call to order: **6:03 PM**

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	David White	Present
Parent/Guardian	Anna Beale-Smith	Present
Parent/Guardian	Joya Burson	Present
Parent/Guardian	Melanie Williams	Present
Instructional Staff	Corey Gray	Present
Instructional Staff	Morgan King Ray	Present
Instructional Staff	Krista Reilly	Absent
Community Member	Ryan Downey	Present
Community Member	Cole Hewitt	Present
Swing Seat	Chameka Batiste	Present

Guests Present: **Melanie Searcy**

Quorum Established: **Yes**

III. Action Items

- a. **Approval of Agenda:** Motion made by: **C. Gray**; Seconded by: **A. Beale-Smith**
 Members Approving: all
 Members Opposing: 0
 Members Abstaining: 0
Motion Passes
- b. **Approval of Previous Minutes:**
 Motion made by: **M. King Ray**; Seconded by: **A. Beale-Smith**
 Members Approving: all
 Members Opposing: 0
 Members Abstaining: 0
Motion Passes
- c. **Strategic Plan Review and Update:** **Principal White** presented the discussed strategic plan strategy wording to support the Whole Child strategy - Support

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Students via SEL, Wellness and Behavioral Needs. The new strategy is “Utilize MAP Growth and GMAS sub-group data to prioritize remediation and enrichment for students scoring below the school proficiency average.” Strategic Plan strategy was added and approved.

Motion made by: M. Williams; Seconded by: C. Gray

Members Approving: all

Members Opposing: 0

Members Abstaining: 0

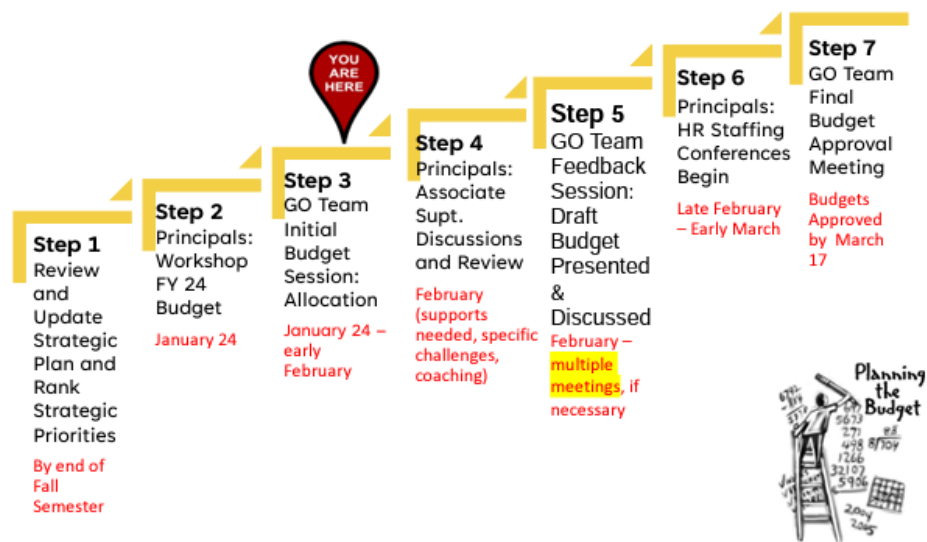
Motion Passes

IV. Discussion Items

a. Budget Allocation Presentation:

- i. Principal White shared the process for approving the budget.

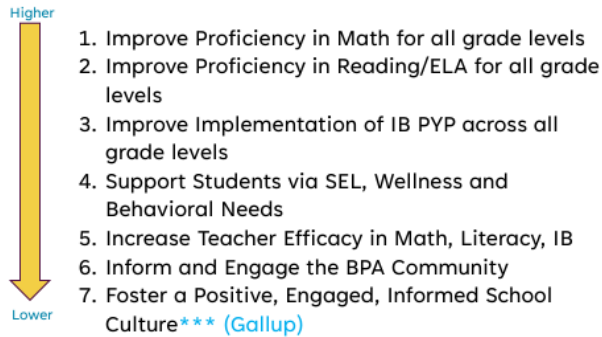
Overview of FY '24 GO Team Budget Process



- Principal White discussed the ranking of our strategic priorities and how our budget should keep in mind what we've identified in our priority order.

BPA Strategic Plan Priority Ranking

BPA's Go Team ranked our strategies during the fall. They are...



- Principal White showed the executive summary of the budget.



EXECUTIVE SUMMARY

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- This budget represents an investment plan for our school's students, employees and the community as a whole.
- Our budget recommendations will be tied directly to BPA's strategic vision and direction.
- The funds allocated for BPA's general operations are \$6,057,435 (FY23 = \$5,954,151)
- This investment plan for FY24 contemplates a student population that is projected of 506 students, which is a decrease of 2 students from FY23.

- Principal White described how the Student Success Formula is used to create the budget.

SSF FUNDS

Student Success Formula
"General Funds" Budget
Salaries, Benefits, Resources, Trainings, Etc...
Our Largest Allocation

***BPA does NOT budget for Bus Transportation, Operational Costs (electric, water, gas, bldg. repairs). Nor do we pay for Operating the BPA Kitchen/Meals or Kitchen staff.

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- Principal White shared the budget allocation.

FY2024 TOTAL SCHOOL ALLOCATIONS			
School	Burgess-Peterson Elementary School		
Location	0305		
Level	ES		
FY2024 Projected Enrollment	506		
Change in Enrollment	-2		
Total Earned	\$5,864,152		
SSF Category	Count	Weight	Allocation
Base Per Pupil	506	\$4,582	\$2,318,556
Grade Level			
Kindergarten	97	0.60	\$266,680
1st	93	0.25	\$106,534
2nd	83	0.25	\$95,079
3rd	89	0.25	\$101,952
4th	83	0.00	\$0
5th	61	0.00	\$0
6th	0	0.03	\$0
7th	0	0.00	\$0
8th	0	0.00	\$0
9th	0	0.03	\$0
10th	0	0.00	\$0
11th	0	0.00	\$0
12th	0	0.00	\$0
Poverty	151	0.50	\$345,951
Concentration of Poverty		0.05	\$10,295
EIP/REP	86	1.05	\$413,766
Special Education	66	0.05	\$15,121
Gifted	56	0.60	\$153,959
Gifted Supplement	0	0.60	\$0
ELL	2	0.20	\$1,833
Small School Supplement	FALSE	0.30	\$0
Incoming Performance	0	0.10	\$0
Baseline Supplement	No		\$0
Transition Policy Supplement	No		\$0
Total SSF Allocation			\$3,829,726
Additional Earnings			
Signature			\$245,020
Turnaround			\$0
Title I			\$0
Title I Holdback			\$0
Title I Family Engagement			\$0
Title I School Improvement			\$0
Title IV Behavior			\$0
Summer Bridge			\$0
Field Trip Transportation			\$18,934
Dual Campus Supplement			\$0
District Funded Stipends			\$10,200
Reduction to School Budgets			\$0
Total FTE Allotments	24.60		\$1,760,272
Total Additional Earnings			\$2,034,426
Total Allocation			\$5,864,152

- We do not have Title 1 money for next school year as we are no longer a Title 1 school.
- We will need to find a way to offset the dollars lost from Title 1 funds.
- Principal White shared the budget with CARES funds: CARES funds amount to \$193,273. This will be the last year with CARES funds.

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- Principal White shared the budget parameters:

FY24 Budget Parameters

FY24 School Priorities	Rationale
Find ways to offset the loss of Title I status and funding	BPA will see a decrease in funding allocation since we are now at 27% Free/Reduced Lunch. Loss of \$166,500
Keep class sizes and student/teacher ratios as low as possible in primary grades	Lower Ratios in primary grades have a positive impact on students' progress toward literacy and mathematical understanding
Utilize CARES III allocation to support students in need of intervention and remediation	Supporting these students as they move toward proficiency and beyond will enhance their futures and our overall BPA outcomes

- Principal White shared his wonderings / initial thoughts around the budget:

Things I'm pondering...

- Overall Budget has Increased by \$103,284
- Avg teacher cost is up by \$1,531. $\$1,531 \times 50 \text{ staff} = \$76,550$
- We MUST add another homeroom class at 4th grade (costs \$95,311)
- That's BEFORE allocating a single dollar for training, materials and supplies, web-based resources, library books, textbooks, etc...
- We've offered 20 Transfer Seats based on the BOE's new transfer policy for full-time employees working in the cluster. When will we receive \$\$\$ for those students?
- Gathering data about Average Class Sizes at other Non-Title I schools

- M. Williams asked about the anticipated enrollment compared to what we expect to actually enroll - Principal White discussed it should be similar and typically we meet enrollment.
- A. Beale-Smith asked about intent for staff and will we know positions to staff for the budget - Principal White discussed we would know how many, but not who. Also, the intent survey is not binding.

V. Information Items

- Principal's Report** - Principal's Report was the Budget Allocation Presentation. See above.
- IB Presentation** - Melanie Searcy, IB Coach at BPA, shared an IB presentation to the team as an overview. She shared the IB Mission along with BPA's. She shared the elements of our PYP program: attitudes, skills, action, concepts, knowledge.

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M. Searcy shared the goals of APS for IB along with BPA's goals for IB.



IB Goals

APS:


- Learner Profile
- Concept-Based Inquiry & Student Reflection
- Approaches to Learning
- Unit Implementation

BPA:

#1: Teaching & Learning-Curriculum Implementation: Coherent Curriculum 1: The school plans and implements a coherent curriculum that organizes learning and teaching within and across the years of its IB programme(s)

#2: Teaching & Learning-Professional Learning: Teacher Support 2: The school ensures that leadership and teachers participate in appropriate and timely professional learning to inform their practice.

M.Searcy described the process for reauthorization. BPA will aim for reauthorization next school year.



Road to Evaluation

- Update/Develop/Communicate Policies–BPA Website & Go Team
- Parent IB Committee
- IB Ambassadors–First Project-School-wide action with the Light the Night campaign benefiting the Leukemia & Lymphoma Society (Month of March)
- IB Jr. Ambassadors–3rd grade students (March)

We have dates!

***REMOTE* Evaluation Window:**

Phase 1: Document Submissions	Phase 2: Self-Study	Phase 3: School Visit
December 15, 2023	March 1, 2024	April 17-19, 2024

M. Searcy shared the assessment and language policy. The BPA website was shown to display where IB information is located on the website.

VI. Announcements

- a. BPA Family Math Night - February 7, 2023
- b. Complete your budget training for Go Team members

VII. Adjournment

Motion made by: **M. King Ray**; Seconded by: **A. Beale-Smith**

Members Approving: All

Members Opposing: 0

Members Abstaining: 0

Motion **Passes**

ADJOURNED AT 7:18 PM

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Minutes Taken By: Morgan King Ray

Position: Go Team Secretary

Date Approved: February 16, 2023