# CHERRY CREEK SCHOOL DISTRICT PROPOSED COST AND RESOURCE MANAGEMENT PLAN SUMMARY GENERAL FUND BUDGET FY2010-11

	(AS ON <u>ATTACHMENT)</u>	
EDUCATIONAL SUPPORT SERVICES	\$2,405,900	
EDUCATIONAL OPERATIONS	\$4,078,100	
PERFORMANCE IMPROVEMENT	\$1,124,400	
HUMAN RESOURCES/FISCAL SERVICES	\$965,200	
NEGOTIATIONS	\$2,500,000	
TOTAL COST MANAGEMENT PLAN	N* \$11,073,600	133.8 FTE REDUCTION
CAPITAL EXPENDITURES	\$1,900,000	
INCREASES IN TRANSFERS/REVENUE	\$600,000	
OTHER FUNDING	\$3,572,500	

TOTAL ADDITIONAL RESOURCES \$6,072,500

TOTAL COST AND RESOURCE MANAGEMENT PLAN \$17,146,100

133.8 TOTAL FTE REDUCTION

<sup>\*</sup>Modified from April 2010 Proposed Cost and Resource Management Plan. Adjusted total is \$652,400 and 21.4 FTE less than original Plan.

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
1	EDUCATIONAL SUPPORT SERVICES Transportation:  Revise Transportation Policy on Boundary for High School Bus Route Planning (from 1.5 miles to 2.0 miles)	The transportation budget will continue to increase significantly on an annual basis if changes to services provided under Board policy are not implemented. Reduction in associated FTE may not be completely attainable through attrition.	* \$250,000	8.0
2	Revise Transportation Policy on Boundary for Middle School Bus Route Planning (from 1.0 mile to 1.5 miles)	The transportation budget will continue to increase significantly on an annual basis if changes to services provided under Board policy are not implemented. Reduction in associated FTE will not be completely attainable through attrition.	* \$500,000	15.0
3	Transportation Efficiency Adjust start and end times at schools	Proposed start and end times posted on website	* \$760,000	27.0
4	Run late activity buses for Middle Schools only four days a week (M-T-TH-F)	Reduces after school activity by one day per week for 7 middle schools, aligning all schools to four days of after school activities and athletics. Wednesdays are typically staff meeting/staff development days for schools. This change will align activities for all schools with a minimal impact on students and staff.	\$15,000	
5	Reduce Overtime	Will not impact the daily services required to transport students. This reduction will increase the turnaround for additional services such as fleet vehicle maintenance and support.	\$75,000	
6	Security: Change Security Staffing Ratio to 1:325 from 1:275 Eliminate District Rover position	With this reduction, CCSD still maintains a higher level of campus-based security staff than any other Denver area district. This reduction could be attained through normal yearly attrition. Rover responsibilities are to be reallocated to other security staff. School security remains a priority of all employees and the ERCM planning accomplished at every site.	\$315,425	14.5
7	Eliminate Security for Elementary Events	Elementary schools will not have the ability to access central funds to provide security support for large events after school or at night. Minimal direct impact to daily operations. To cover the same need school may choose to provide differentiated coverage through the adjustment of work schedules or through the use of decentralized funds.	\$20,000	

<sup>\*</sup>Modified from April 2010 Proposed Cost and Resource Management Plan Amounts reflect an adjustment of \$218,000.

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	EDUCATIONAL SUPPORT SERVICES: continued			
8	Eliminate Additional Year-End Security at High Schools	To cover the same need, schools can choose to provide differentiated coverage through the adjustment of work schedules or through the use of decentralized funds. The Cherry Creek School District maintains a higher level of campus-based security staff than any other Denver area district. This service represents a budget line available to high schools to provide security support above and beyond the staffing ratio during the spring.	\$17,000	
9	Reduce Security Uniforms	No impact on program	\$8,000	
10	Reduce Operating Budget	Reduction allocation of operating budget	\$1,000	
11	Planning/Community Services:  Discontinue Target Lease for Admissions Office	No impact on classroom instruction, current students, or staff. Admissions East will be moved to temporary quarters at the Transportation East facility on April 26 until the Instructional Support Facility is completed in early 2011. Additional hourly employees will not be hired to support the busiest times of the year - this will result in longer wait times at admissions.	\$60,000	
12	Reduce Operating Budget	Reduction allocation of operating budget	\$3,000	
13	Facility Planning/Construction: Reduce Operating Budget	Reduction allocation of operating budget	\$1,000	
14	Maintenance:  Reduce Day Custodial Support at CCHS Reduce Day Custodial Support at EHS Reduce Day Custodial Support at SHHS	Aligns all secondary schools with 2 day custodial employees. This does not impact the differentiated night custodial contract that is currently in place. Fewer on-site custodial employees on hand to address daily facility needs. District rover employees will be accessed to support additional needs as in all other schools. Will require additional prioritization of snow removal areas with fewer personnel.	\$126,900 \$42,300 \$42,300	
15	Educational Support Services: Reduce Operating Budget	Reduction allocation of operating budget	\$2,000	
16	Facility Support: Reduce Operating Budget	Reduction allocation of operating budget	\$1,000	
17	Grounds Maintenance/Carpentry:  Reduce field striping to two fields per week at High Schools	All games can be accommodated on 2 striped fields per school per week. Savings is in materials. Typically \$35,000 is expended for striping practice fields throughout the district.	\$15,000	
18	Reduce Operating Budget	Reduction allocation of operating budget	\$1,000	
19	Utilities:  Revise Lighting and Equipment Usage to achieve Utility Savings	As a result of the successful 2008 Bond Election, schools' lighting systems are being transitioned from T12 lights with electric ballasts to T8 with fewer magnetic ballasts. This will result in an ongoing electrical savings for the district.	\$150,000	
	Functional Group Savings	<u> </u>	L	

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	EDUCATIONAL OPERATIONS			
20	Reduce 3.5 Reading Recovery Positions at Elementary Level	The schools will not replace teachers who are leaving their Reading Recovery positions due to retirement or change of position. Maintains other Reading Recovery positions and all other small group reading interventions. Releases the building FTE contribution to be used for reduced class sizes or other programs. Funding offered for SY2010-11 from Morgridge Foundation has been pulled back, increasing the number of personnel moves.	\$175,000	3.5
21	Additional Reading Recovery reduction of extended contract days	Reading Recovery is reducing staffing and the model is changing from one- on-one instruction to small group instruction.	\$67,400	0.5
22	Reduce Middle Grade Funding at Elementary Level	Highest need schools will not be included in the reduction. Remaining schools would contribute \$2,500 each.	\$70,000	
23	Reduce High School Staffing Allocation - I Teams	Staffing was provided to the home high school, as well as the I-Team school-high schools will receive less FTE staffing. Remaining 4 FTE will be considered for reduction in SY2011-12.	\$250,000	5.0
24	Reduce At-Risk staffing at Elementary Level	Limits the number of schools that will receive the FTE staffing.	\$90,000	1.8
25	Special Education - Reduce District Positive Behavior Support (PBS) Coordinator and District Elementary BD Resource	District support for PBS schools will be reduced. Expansion of new PBS sites will be slowed due to less support. Highly trained staff members could provide support for I-Teams or special programs. Does not reduce staffing at schools.	\$210,600	2.0
26	Special Education - Non-Instructional Staff Reduce Responsibility Factor/Extended Contracts (To be phased in during SY2010-11 and SY2011-12.)	Reduces daily support to school level special educators. Scheduling will need to consider all calendars and school needs. Reduction of pay for extended calendar employees. Does not reduce staffing at schools.	\$134,400	
27	Foote Center Reduce 4.0 FTE Staff Support positions  @ \$239,700 - salary and benefits savings.  (CCSD's portion of total Foote Center costs is 28.0287%.  As a result, total billings to other school districts will decrease by \$172,515.)  Net reduction = \$67,185	Foote Center reduction will align resources to need.	\$67,185	4.0
28	Canyon Creek Elementary - Change 4-Track to Traditional Calendar	Canyon Creek was scheduled to return to a traditional calendar.	\$250,000	3.8
29	5% Reduction in Per Pupil Allocation for School Materials Budgets	Reduction will affect every classroom. Everyday Math and other programs are based on consumable resources. Reduces flexibility to enhance programs or curriculum materials. Instructional materials such as library books may be limited in order to purchase consumable materials for direct instruction. Support to technology may decrease proportionately.	\$390,000	

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	EDUCATIONAL OPERATIONS - continued: Educational Departments - Operating Budget 5% Reductions:			
30	High School Education Middle School Education Elementary School Education	These reductions at district level will reduce flexibility to address individual school needs. Reduction in funds for Naviance and Plato from district.	\$16,856 \$4,469 \$7,620	
31	Student Achievement Services	Reduction of some training opportunities for all staff and departments. Reduces flexibility to address individual school or department needs.	\$30,322	
32	North Area Achievement	Reduces some support for STEM preparation K-12. Reduces support for staff development at all levels. Naviance and Plato at OHS is currently supported by North Area funding.	\$5,089	
33	Student Achievement Support	Reduction of some training opportunities for all staff and departments.  Reduces flexibility to address individual school or department needs.	\$7,850	
34	Early Childhood Administration	Limits some flexibility when a preschool site is outside the facility guidelines from CDE.	\$2,585	
35	Child Find Administration	Demand is increasing for Child Find. Child Find is a legal duty mandated by statute.	\$946	
36	Substance Abuse	Reduces some of the support that is provided to schools for substance abuse programs. Money is used for preventative activities and wellness education.	\$3,490	
	Educational Departments - Additional Reductions:		. ,	
37	Special Education - Reduce EOP Position	Increased work load for remaining secretaries. Reduced one SAS secretary last year. Job responsibilities will be adjusted. Attained through attrition.	\$41,500	1.0
38	Secondary or Elementary Education - Reduce EOP Position	Increased work load for remaining secretaries. Phone coverage, lunch schedules, etc will need adjustments. Secretarial coverage at level and feeder meetings will change. Level directors will be responsible for some clerical duties. Attained through attrition.	\$50,800	1.0
39	Districtwide HS/MS Athletics-Activities	Limits resources to help schools that have unforeseen budget concerns.	\$14,027	
40	Elementary Athletics-Activities	Limits resources to help schools that have unforeseen budget concerns.	\$14,759	
41	Educational Operations	No impact	\$8,170	
42	SpringBoard	Allows for support through the 2010-11 school year for Prairie Middle School. Prairie will need to budget for the change in SY2011-12.	\$40,000	
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	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	EDUCATIONAL OPERATIONS - continued:			
43	School Administrative Staffing Structure Revisions:  Reduce district support to schools:  3 Elementary Assistant to Principal  5 Middle School Pupil Achievement Specialist  2 High School Assistant to Principal	Increased work load at all levels. Some buildings may keep position using building staffing. Staff development responsibility moves to another AdCo member. CARE/PREP and Challenge School would continue to have Assistant to the Principal positions.	\$853,100	10.0
44	Change Support Staff/EOP ratio for High Schools to 100:1 and Change Support Staff/EOP Ratio for Middle Schools to 150:1  (Plus Staff Support for Registrar and Bookkeeper)  This will occur through attrition.	Restructuring of responsibilities may require office reconfiguration adjustments. Increased workload for remaining EOP/Support Staff. Smaller enrollment schools may have a greater impact. This is an acceleration of a ratio plan and will be achieved by attrition over two years. Will reevaluate EOP and Staff Support positions for the purpose of reducing number of days in work year.	* \$405,100	13.0
45	Eliminate Positions for Enrollment Variation	None. Schools and levels will manage staffing without district support.	\$355,200	4.5
46	Athletics and Activities Implement efficiencies in Athletics and Activities at school site level	Programs will be offered at the current level. All activities and athletic program budgets will be reduced.	\$150,000	
47	Career and Technical Education:  Reduce equipment costs	No impact to programs because equipment was procured in current year.	\$221,645	
48	Professional Growth:  Suspension of Professional Growth Funding for Administrators	Reduced registration in professional organizations such as CASE. Reduces administrators opportunities to take professional development classes. Administrators use funds for college level classes. Funds are used for professional journals.	\$140,000	
	Functional Group Savings Group Subtotal - Educational Operations		\$4,078,113	50.1

<sup>\*</sup>Modified from April 2010 Proposed Cost and Resource Management Plan Amounts reflect an adjustment of \$328,000.

	DEPARTMENT/AREA REDUCTION PERFORMANCE IMPROVEMENT	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	Assessment and Evaluation:			
49	Eliminate HS Writing Assessment	Loss of districtwide scoring of student writing proficiency and staff development opportunity for scorers.	\$6,891	
50	Eliminate 9th Grade Explore Testing	Loss of data on college preparedness. Loss of individual data on college preparedness for 9th graders. Test only given one year, SY2009-10.	\$35,000	
51	Reduce Meeting Expenses for Food	No impact on program.	\$2,800	
52	Reduce Meeting Expenses for Travel	No impact on program.	\$3,400	
52a	Other		\$17,000	
	Curriculum		, ,,,,,,,	
53	Reduce Staffing - Gifted and Talented	Reduction of district instructional and curricular support for secondary GT students and teachers.	\$40,000	0.4
54	Reduce Staffing - RTI/SAS	No district Rtl trainer. Other employees will provide leadership for Rtl.	\$85,200	1.0
55	Refinance Position to Title II Grant	Substantial reduction in funds available to implement new state standards and K-12 curricular alignment work. Loss of support for content-specific professional development for teachers. Requires new job description and responsibilities to avoid supplanting.	\$100,000	1.0
	Excellence and Equity:			
56	Refinance Teachers to Title III Grant - English Language Acquisition	Less flexibility in Title III grant. Reduction in staff development activities for teachers who work with ELL students.	\$160,000	2.0
56a	Other		\$6,000	
	Information Systems:			
57	Reduce Personnel in Information Systems Department/Technology	Will impact user support services (amount of phone support) for student information systems. Back end server support for major systems will also be impacted (i.e. email systems, storage, and major software systems). Lastly, the data architecture team has been reduced, affecting the timelines for systematically addressing state and federal reporting requirements.	\$284,430	3.0
57a	Other		\$6,000	

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	PERFORMANCE IMPROVEMENT - continued:			_
	Professional Learning:			
58	Reduce Bibliographic Services - Support Staff	Level of service reduced. Longer turn around time for book cataloging and getting resources to schools, particularly problematic for new schools. Reduced hours for staff. Greater dependency on volunteer work force.	\$15,000	0.8
59	Reduce Bibliographic Services - Operating Budget	Level of services reduced. Longer turn around time for book cataloging and getting resources to schools, particularly problematic for new schools.	\$14,330	
60	Reduce District Library - Support Staff	Reduction of staff hours and timeliness of services. Change media courier service to schools from daily to two to three days per week.	\$20,000	1.0
61	Reduce District Library/Visual Media - Operating Budget	Reduction of staff support for bibliographic research and sharing of materials from district collection. Fewer new titles added to collection. Elimination of some or all online data bases purchased for schools districtwide.	\$20,927	
62	Reduce Media Production Costs	Less support for teachers to create instructional materials. Less money to maintain current equipment.	\$1,577	
63	Reduce District Support for Professional Learning	Less substitute days for district level training, schools will have to pick up sub costs or teachers will have fewer professional development days.	\$44,579	
64	Reduce Online Learning	Less professional development for online teachers. Fewer instructional resources. Potential for fewer new course offerings or fewer additional sections of current courses.	\$14,937	
65	Reduce SARC Budget	Delay maintenance needs. Fewer dollars to support technical needs and maintenance for SARC's audio-visual systems. Fewer dollars for furniture purchase, repair, and upkeep. This is specifically targeted at training room tables and chairs.	\$3,600	
66	Reduce Media Production Support Staff	Loss of district capability to produce video and audio productions for district events and professional development.	\$65,000	1.0
67*				

<sup>\*</sup>Reduction: Item #67 was removed and replaced with other reductions totaling \$48,000

REA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
MPROVEMENT - continued:			
rovement - Operating Budget 5% Reductions:			
Services	Reduction in advertising budget; fewer opportunities to highlight district activities in local publications. Reduction in printing budget, will have to publish more materials online.	\$14,023	
ems	Reduced flexibility in meeting district IS needs, particularly for professional development in specific software packages. (\$42,253) Service turn around time affected. (\$27,527)	\$69,780	
valuation	Reduction in number of MAP licenses by about 1,240 - fewer students will be able to participate in MAP testing. Some parents will not receive data on their student's progress.	\$13,634	
	Reduction in professional development opportunities for teachers (fewer sub days available.)	\$13,864	
Equity	Reduced professional development opportunities.	\$11,700	
ge Acquisition	Reduce materials for ELA classrooms.	\$8,300	
arning/Curriculum	Reduction in support for aligning Cherry Creek curriculum with new state standards.	\$13,529	
provement	Less flexibility to support curriculum and professional development efforts.	\$22,503	
	Less flexibility to support curriculum and professional development efforts.	\$168	
rvices	Less flexibility to support curriculum and professional development efforts.	\$4,776	
n	Less flexibility to support curriculum and professional development efforts.	\$526	
. Visual Media	Reduction of staff support for bibliographic research and sharing of materials from the district collection. Fewer new titles added to collection.	\$4,886	
Saving		materials from the district collection. Fewer new titles added to collection.	materials from the district collection. Fewer new titles added to collection.

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
	HUMAN RESOURCES			
80	Reduce Human Resources - Operating Budgets	This is a 10% reduction of a budget of \$850,000 that has fixed costs of \$550,000.	\$85,000	
81	Eliminate Overtime	Limits flexibility while we are going through a conversion to a new HR software program.	\$6,119	
82	Reduce S.T.A.R. Mentor Positions	The direct impact of reducing the number of mentors is the potential of limited availability of mentor support to our novice teachers. The remaining mentors will be required to have increased numbers of teachers to assist. Mentors may not be available to assist second year teachers or teachers on remediation.	\$195,000	2.0
	Functional Group Savings Group Subtotal - Human Resources		\$286,119	2.0
	FISCAL SERVICES			
83	Reduce Copier Budget	Reprioritize based on current needs	\$100,000	
84	Property and Casualty Insurance Premium Reduction Lower Experience & Modification Factors	Insurance premium reduced due to favorable loss ratios	\$230,000	
85	Long-Term Disability Insurance - Premium Savings	Insurance premium reduced due to favorable loss ratios	\$128,000	
86	Reduce Costs - Offset Printing Department	Demand for the products printed by this equipment are down. The majority of products printed by this equipment can be transferred to the digital printers.	\$83,200	1.0
87	Election Costs - Reduced due to no election in 2010	No election anticipated	\$60,000	
88	Eliminate Overtime	Restructure staff time and duties; will impact report delivery times.	\$21,600	
89	Reduce EOP Position	Restructuring of functions	\$48,400	1.0
	Functional Group Savings		\$074.000	2.2
	Group Subtotal - Fiscal Services		\$671,200 	2.0
90	SUPERINTENDENT/BOARD OF EDUCATION  Reduce Operating Budget by 5%	Reduction allocation of operating budget	\$7,928	
	Functional Group Savings Group Subtotal - Superintendent/Board of Education	<u>'</u>	\$7,928	

	DEPARTMENT/AREA REDUCTION	IMPACT STATEMENT	ESTIMATED COST SAVINGS	FTE SAVINGS
91	NEGOTIATIONS  Negotiations - 1/2 Experience Step Funded For Teachers	Negotiations Completed	\$2,500,000	
	Functional Group Savings Group Subtotal - Negotiations		\$2,500,000	
	Cumulative Subtotal - Reductions under Cost Management Plan		\$11,073,645	133.8

#### **BRIEF RECAP OF FUNDING SITUATION:**

In anticipation of depletion of state revenue as indicated in the Governor's Proposed State Budget for FY2010-11 and in the State Education Fund Report, released by the Legislative Council, the above items are to be considered for the Cherry Creek FY2010-11 General Fund Cost and Resource Management Plan.

Funding for Cherry Creek under revised projections in the State Education Fund Report would decline 7.5% or \$27.7 million compared to Amendment 23 statutory funding requirements. The effect of this \$531 reduction in per pupil funding will require that Cherry Creek develop a Cost and Resource Management Plan of approximately \$17.8 million for FY2010-11.

#### **HOUSE BILL 10-1369 (SCHOOL FINANCE ACT):**

Funding for Cherry Creek anticipated for FY2010-11 is expected to decline 6.35% or \$22.7 million compared to Amendment 23 statutory requirements for total program funding of \$356.8 million. Total program funding as a result will only be \$334.1 million or \$6,740 per pupil, a reduction of \$459 per pupil from \$7,199 per pupil, which would be full funding under Amendment 23.

\*Modified from April 2010 Proposed Cost and Resource Management Plan Amounts reflect an adjustment of \$106,400.

	DEPARTMENT/AREA RESOURCES	IMPACT STATEMENT	ESTIMATED RESOURCES	FTE SAVINGS
92	ADDITIONAL RESOURCES  REDUCTION IN ALLOCATION TO CAPITAL RESERVE FUND FROM GENERAL FUND:  Reduce Expenditure Level in Capital Reserve Fund (From \$8.8 Million to \$6.9 Million)	Minimal impact on the daily operation of the school district for the short term. Schools depend on the Capital Reserve money to maintain their school environments. Due to state funding reductions and depletion of state revenue, the Capital Reserve funding has been reduced by \$2.9 million in FY2009-10. Funds from the 2008 Bond issue will provide some support for addressing significant safety needs for facilities in FY2010-11.	\$1,900,000	
	Group Subtotal - Capital Reserve		\$1,900,000	
93	INCREASES IN GENERAL FUND REVENUE:  ECS Transfer to General Fund	Reduces funds available for program improvements. Funds have been used to supplement technology needs.	\$500,000	
94	Rental Revenue Transfer from High Schools to General Fund	Reduces current positions at GHS and CCHS. Savings will change from year-to-year based on usage. It would be helpful to add a position under the District Athletic Director, to manage the rental agreements from a district perspective. This would still result in cost savings due to reduction of current positions.	\$100,000	
	Group Subtotal - Increases in General Fund Revenue		\$600,000	
95	OTHER FUNDING Other Federal revenue available under ARRA for Build America Bonds		\$1,572,500	
96	General Fund Reserves (not recommended in FY2010-11)		\$2,000,000	
	Group Subtotal - Other Funding		\$3,572,500	
	TOTAL - ADDITIONAL RESOURCES		\$6,072,500	
	TOTAL - ADDITIONAL REGOUNCES		φυ,υ ι 2,500	
	TOTAL - REDUCTIONS UNDER COST MANAGEMENT PLAN (From previous page)		\$11,073,645	133.8
	TOTAL COST AND RESOURCE MANAGEMENT PLAN		\$17,146,145	133.8