



SUMMIT PUBLIC SCHOOLS



Continuing our Mission

The 2021-2022 BUDGET PROCESS



Scott Hough, Superintendent of Schools

Louis J. Pepe, RSBA, SFO Assistant Superintendent/CFO



About the Budget Process

From start to finish it involves collaboration, fiscal review, account and program analysis and investment decisions



The Focus

Aligning student need with available resources focused on District Goals and community developed focus areas that meet and exceed standards.



The Purpose

The budget process—provides district leaders with an opportunity to meet those needs through planned expenditures of resources from a combination of local, state and federal contributions.



[2021-22 BUDGET CALENDAR]

Louis J. Pepe, RSBA, SFO
Assistant Superintendent

Kathy L. Sarno, CPA
Assistant Business Administrator

Date(s)	Action	Responsibility
October 30, 2020	School allocations, budget forms and instructions are provided to principals and supervisors.	Finance
October 30 – November 30, 2020	Schools review educational plans and use them to inform budget development.	Schools
November 4, 2020 4:00 pm	Operations Committee meets to review budget calendar: <ul style="list-style-type: none">➤ Discuss Budget Goals➤ Distribution of Calendar➤ Review the Budget Process	Board - Operations
November 18, 2020	Administrative Council: Questions attributed to the Budget (Building Principals, Supervisors, Cabinet members, Mr. Hough and Mr. Pepe)	Administration
November 20, 2020	All schools complete on-line preparation of their FY22 proposed budgets and submit budget request documents to Building Principals/Central Office.	Schools
November 30, 2020	All Support Sheets due in the Business Office.	Principals/Supervisors
December 2, 2020 4:00 pm	Operations Committee Meeting: Focus on FY21 budget: <ul style="list-style-type: none">➤ Review Personnel & Health Benefits Trend➤ Capital Equipment & Facilities Condition Reports 7.6➤ Review of Athletics Budget	Board - Operations
December 7-11, 2020	Individual Administrative Reviews with Mr. Pepe and Mr. Hough	Administration
December 14, 2020	Cabinet: Mr. Pepe to review and report to cabinet on budget submissions.	Finance
December TBD, 2020	Union Co. Department of Education – State Review – 2020-21 Budget Review - Mr. Pepe, Ms. Sarno and Mr. Hough	Administration



Available on our website
<https://www.summit.k12.nj.us/>

About the Budget Process

From start to finish it involves collaboration, fiscal review, account and program analysis and investment decisions



Our Target Areas

- Classroom Instruction *through* Highly Qualified Teachers and Aides
- Curriculum and Staff Development
- Access to Technology and Quality Programs
- Guidance, Counseling and Support
- Health & Safety, Transportation and Food Service
- Facilities Management, Maintenance & Energy
- Athletics and Clubs (Co-curricular)



Our Commitment

It is a long established expectation that in Summit we strive to excel beyond the Standards



Academic Rigor

Reviewing existing programs and looking at new program opportunities that deliver results for student growth and achievement.



Social Responsibility

Development of social responsibility for our students, faculty and staff.



Portrait of a Graduate

Working through a K-12 experience each year to prepare our students for future success today.



Cutting-edge Education

Unlocking student potential through STEAM initiatives, Robotics, Problem-Solving skills and a host of new initiatives.



Smart Purchasing

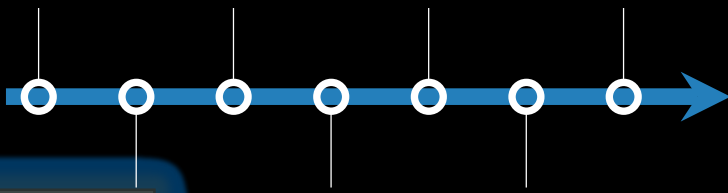
Ensuring we are consuming resources with a mind-set of fiscal responsibility and return on investment to maximize purchasing.



Innovations

Leading our peers in exploration of innovative learning through blended learning and hybrid models of delivery of instruction.

Our Timeline



JANUARY

FEBRUARY

MARCH

Our Timeline

BUDGET PROCESS TIMELINE



Operations
Committee



Board of
Education
Meeting



JANUARY

Operations / Board of Education

Review and discussion of key components, goals and overall impacts

Operations
Committee



Board of
Education
Meeting



FEBRUARY

Operations / Board of Education

Public Presentations, Reports and Discussion of Budget Process and Key Components

**SPECIAL
MEETING**
Board of
School Estimate

Board of
Education
Meeting



Board of
Education
Meeting



Public Hearing
Board of School
Estimate



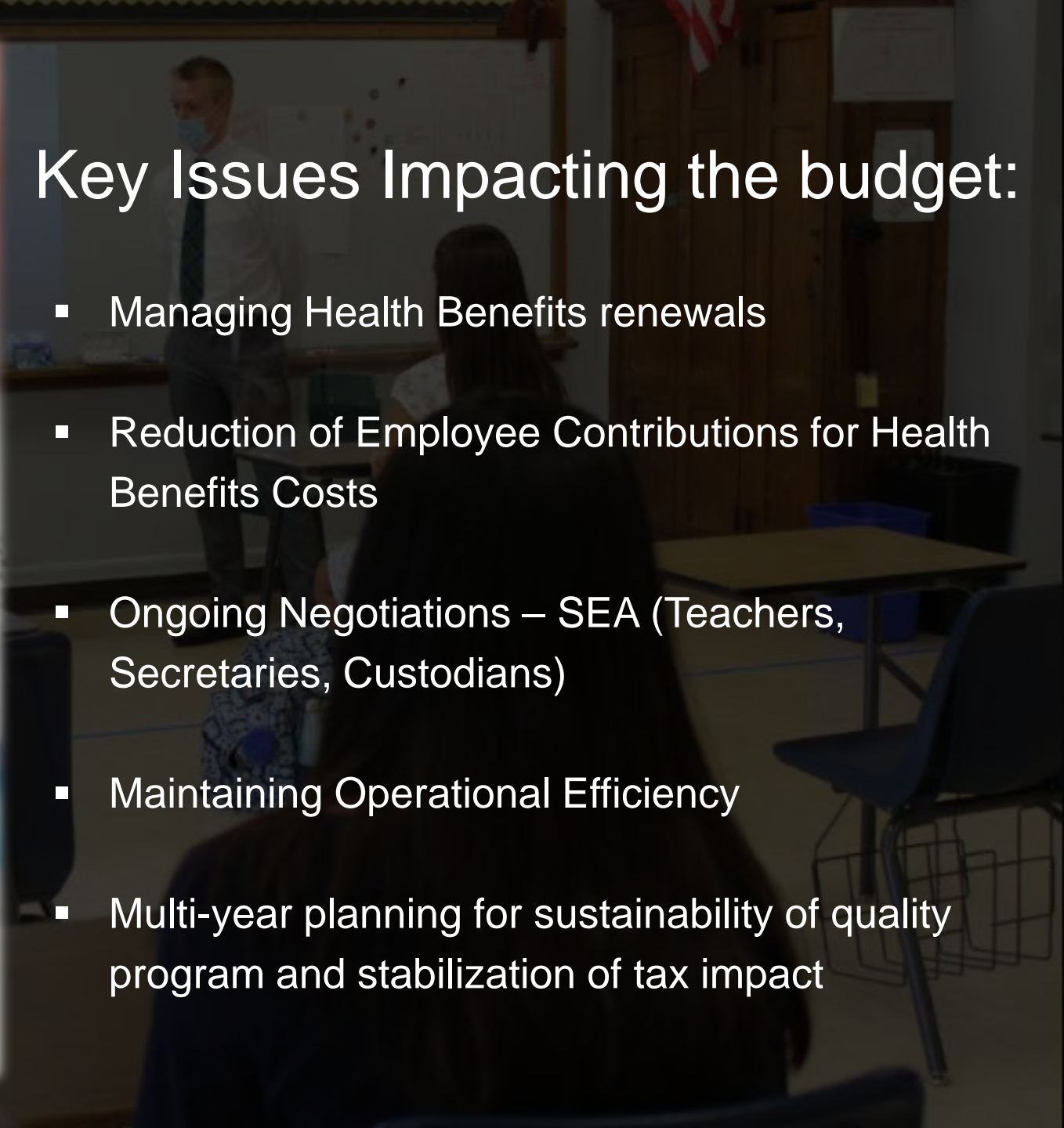
MARCH

Board of Education / Board of School Estimate

Budget Presentation and Public Comment
Approval of **TENTATIVE** Budget
Approval of Final Budget

A close-up photograph of a hand holding a silver pen, pointing at a document. The document features a bar chart with blue bars and some text. The background is slightly blurred.

Key Issues Impacting the budget:

- Managing Health Benefits renewals
 - Reduction of Employee Contributions for Health Benefits Costs
 - Ongoing Negotiations – SEA (Teachers, Secretaries, Custodians)
 - Maintaining Operational Efficiency
 - Multi-year planning for sustainability of quality program and stabilization of tax impact
- 
- A background image of a classroom. A teacher is standing at the front, and several students are seated at desks. The room has wooden walls and a whiteboard.

Budget Facts against the 2% CAP Backdrop

Pressure on Wage
Increases to keep pace
with neighboring high
performing districts and
county averages

Increase on goods and
services trending up
around 3%

Expenditures

Budgetary Pressures hitting the tax impact

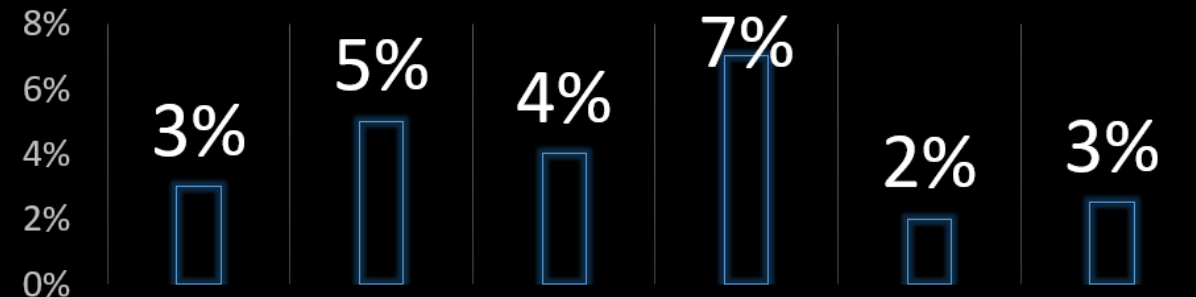
Revenues

Decreases in Revenue
(Budgeted Fund Balance)

-\$100,384

Significant loss from
Chapter 44 on employee
contributions

-\$650,000



Costs are NOT constant at 2%



Sustaining an excellent system of learning through partnerships and community and support groups



SEF
Summit Educational
Foundation
\$5 Million since
inception

Support
Groups
PTO's
Boosters
Summit Music Parents
Association
SPARC

Local Grants
Hubbard Funds
Gottesman Foundation
Summit Foundation



Summit Public Schools
www.summit.k12.nj.us

Questions?

Next presentation:
Tentative Budget

February 11, 2021

