

## **Stanwood-Camano School District No. 401**

### **Methodology for Supplement not Supplant**

The district has a process in place for distributing state and local funds. During the budget process, the district allocates funding based on student FTE. Teaching is allocated by grade level, according to class size (for elementary) and by grade level, class size and sections (at secondary levels). See attached charts for building level allocations.

#### **Local and State Funds**

Building MSOC allocations: These are allocated, based on student FTE. In addition, an allowance is given for postage for normal day to day school mailings. At the discretion of the Business Office, a building adjustment to MSOC allocations may happen after October student count (i.e. significant enough increase in student FTE that would warrant additional MSOC allowance).

Allocations that Remain at the District-Level:

- Curriculum purchases
- Translation services
- Instructional Professional Development
- Instructional Technology – such as hardware, software, licensing costs

#### **Federal and Like Source Funds**

Federal and Like Source Funds are not considered when allocating local and state resources to buildings.

English Language Learners (ELL): This population generates an allocation in the State Bilingual Program and the Title III funding. These resources are assigned and based on the ELL population and student need. Funding follows the students that generate these funds.

Learning Assistance Program (LAP): The allocation of other state funding, such as LAP, is in addition to the instructional classroom staffing allocation. LAP funds are used to target K-4 literacy at all 5 of our elementary schools. Additionally, Hi-Poverty LAP funds are allocated specifically for Lincoln Academy, our alternative middle school.

Title I, Part A Funds: The allocation of Title I, Part A funds is in addition to the instructional classroom staffing allocation. The methodology for allocating these funds is based on a “per pupil” expenditure in relationship to each eligible school’s free and reduced population percentage (three elementary schools). These schools are identified as Title I schools based on their free and reduced (rank and allocation) status. Title I, Part A funds are used to help supplement the K-4 literacy at those schools. Staffing and MSOC funds are tied back to servicing identified Title I students. Another use of Title I, Part A funds is to fund our McKinney Vento Liaison and that program’s other identified set asides.

## **Stanwood-Camano School District No. 401**

### **Budget Development Guidelines**

The School Board has established the following guidelines for budget development:

- Students are the most important part of our schools. Effective student learning is attained best through the smallest class size possible. Therefore, the maintenance of a high quality education through reasonable class sizes in the individual classroom is of paramount importance.
- Instruction and learning are our highest priorities.
- Increased levels of academic achievement will be sought for every student.
- The categorical programs, Food Service, Pupil Transportation and other specially funded programs will operate as close as possible to their revenue base.
- The District's Strategic Plan, including vision and mission statements, guides all key decisions.
- Adequate cash reserves will be maintained for emergencies and unforeseen circumstances.
- Instruction materials, purchases, and operation services will reflect funding realities.
- Legal mandates and contractual obligations will be observed.
- Levy commitments will be supported.
- No new program commitments will be made without a reallocation of resources.
- The extracurricular program contributes to future student success and complements academic learning. Such programs at elementary and secondary levels will receive equitable resources not to undermine support for academic programs.
- Develop and implement equitable resource allocation models.

<b>Allocation Methodology: District allocates local and state resources to buildings</b>	<b>Elementary Schools</b>
Building Budget MSOC: Allocation by student FTE	\$84.11 per student FTE
Teaching – targeted class size	Kindergarten Class Size 19      1 <sup>st</sup> Grade Class Size 20 2 <sup>nd</sup> Grade Class Size 21      3 <sup>rd</sup> Grade Class Size 21 4 <sup>th</sup> Grade Class Size 25      5 <sup>th</sup> Grade Class Size 25
Learning Resources	See Specialists
Specialists: Allocations by grade span	<p>Staffed at approximately .16 specialists per class section. Each elementary school provides the minimum stated below. Some students go beyond the minimum on a rotating basis by quarter by having a rotating Wednesday. Minutes balance out over the course of a school year.</p> <p>Kindergarten:            Music - 30 minutes per week            Librarian – 30 minutes per week            Tech – 30 minutes per week            PE - 60 minutes per week</p> <p>1<sup>st</sup> Grade:            Music - 30 minutes per week            Librarian – 30 minutes per week            Tech – 30 minutes per week            PE - 60 minutes per week</p> <p>2<sup>nd</sup> Grade:            Music - 30 minutes per week            Librarian – 30 minutes per week            Tech – 30 minutes per week            PE - 60 minutes per week</p> <p>3<sup>rd</sup> Grade:            Music - 30 minutes per week            Librarian – 30 minutes per week            Tech – 30 minutes per week            PE - 60 minutes per week</p> <p>4<sup>th</sup> Grade:            Music - 30 minutes per week            Librarian – 45 minutes per week            Tech – 30 minutes per week            PE - 90 minutes per week</p> <p>5<sup>th</sup> Grade:            Music - 30 minutes per week            Librarian – 45 minutes per week            Tech – 30 minutes per week            PE - 90 minutes per week</p>
Guidance & Counseling: Allocations by grade span and student characteristics	Each elementary is staffed with approximately a .5 counselor. The exceptions are: Stanwood Elementary School, which has a 1.0 due to high level of behavioral/emotional student need.
Supervision (Administrative): Allocations based on grade span	1 Principal per building
Health Related Services: Allocations based on school model and student characteristics	Nursing Schedule: Based on student population (i.e. medically fragile, health conditions). 1 Health Room Assistant (HRA) per building
Communications: Allocations by school type (elementary)	Per Building: Postage allowance of \$ 1,138/year

<b>Allocation Methodology: District allocates local and state resources to buildings</b>	<b>Middle Schools</b>
Building Budget MSOC Allocation by student FTE	\$108.82 per student FTE
Teaching – targeted class size	6 <sup>th</sup> Grade Class Size 27 7 <sup>th</sup> – 8 <sup>th</sup> Grade Class Size 28 Weight Training Class Size 28 Physical Education Class Size 35
Learning Resources	See Specialists
Specialists: Allocations by school size and student characteristics	Both middle schools have two full time PE teachers and a full time technology teacher. Other specialists are driven by student interest as they are electives. Both middle schools have a full time band/choir teacher. Neither school has a librarian.
Guidance & Counseling: Allocations by school size and student characteristics	1 per building, staff FTE based on student count, ratio 1:500
Supervision (Administrative): Allocations based on grade span	1 Principal, 1 Assistant Principal per building
Health Related Services: Allocations based on grade span and student characteristics	Nursing Schedule: Based on student population (i.e. medically fragile, health conditions). 1 Health Room Assistant (HRA) per building
Communications: Allocations by school type (middle)	Per Building: Postage allowance of \$ 4,740/year

<b>Allocation Methodology: District allocates local and state resources to buildings</b>	<b>High Schools</b>
Building Budget MSOC Allocation by student FTE	\$121.94 per student FTE
Teaching – targeted class size	9 <sup>th</sup> – 12 <sup>th</sup> Grade Class Size 28 Weight Training Class Size 28 Physical Education Class Size 35
Learning Resources	See Specialists
Specialists: Allocations by school size and student characteristics	Music - Main HS has two music teachers. Librarian – 1 per building, staff FTE based on student count PE – Based on student count Main HS currently has 4 PE teachers. Alternative HS has 1. Tech – Offered through CTE programs. Type of tech instruction and number of sections is based on student interest.
Guidance & Counseling. Allocation is by grade span and school model (traditional vs. alternative)	4 per Main HS – Traditional Model 1 per Alternative HS – Alternative Model
Supervision (Administrative). Allocation is by grade span and school model (traditional vs. alternative)	1 Principal, 3 Assistant Principals (Main) – Traditional Model 1 Principal at Alternative HS – Alternative Model
Health Related Services: Allocations based on school model and student characteristics	Nursing Schedule: Based on student population (i.e. medically fragile, health conditions). 1 Health Room Assistant (HRA) per building
Communications: Allocations by school type (high)	Main HS Postage allowance = \$ 17,064/year, Alternative HS = \$ 1,896/year