

HALIFAX COUNTY PUBLIC SCHOOLS



2024-2025 BUDGET-Proposal
(FY 2025)
June 10, 2024

“Children First for a
Brighter Future”

Halifax County Public Schools 2024-2025 School Board



Mrs. Stacey Runion
District 1



Mr. Derek Mason
District 5



Mr. Roy Keith Lloyd
District 2



Ms. Lacey K. Shotwell
District 6



Mrs. Melissa E. Hicks
District 3



Mrs. Holly Comer
District 7



Mr. Jimmy Clay
District 4



Mr. Walter C. Potts, Jr.
District 8

Vision Statement

“Children First For a Brighter Future”

Mission Statement

The mission of Halifax County Public Schools is to provide for students an educational environment that is stable and safe with caring and well-trained teachers and to provide resources needed to enable the students to compete in a global community.

Core Values and Beliefs

We believe

- Every student should be engaged in meaningful, authentic, and rigorous work with high expectations through the use of innovative instructional practices, a guaranteed curriculum, and supportive technologies that will motivate students to be self-directed and hard-working in a professional learning community.
- In the importance of maintaining existing buildings and grounds while planning for future facilities to ensure safe and secure conditions for all school-sponsored activities.
- In the value of attracting, retaining, developing, and supporting highly qualified teachers, administrators, and staff through systematic professional development aligned with division goals.
- We must responsibly, efficiently, and effectively manage financial resources to position the school district and our community as an increasingly viable economic development partner.
- It is necessary to assess and enhance the relevance, timeliness, and effectiveness of internal and external communication with staff, parents, and the community to fulfill their essential roles as actively engaged partners in supporting student achievement and positive outcomes for student success.

School Board Goals

1. Achievement - Develop college and career ready citizens by promoting current and new student pathways.
2. Behavior - Maintain a safe and supportive learning environment for all students.
3. Culture - Promote the HCPS brand through community engagement.
4. Accreditation - Continue to maintain full accreditation for all schools with a focus on attendance.
5. Facilities - Continue focus on facility improvements and maintenance.
6. Staff - Continue to be competitive with compensation and benefits for all employees.
7. Technology - Explore emerging technologies for a future ready school division.
8. Finance - Continue to ensure financial integrity with improved practices and transparency.





Budget Introduction

Budget Process for FY 2025

The annual school budget is the financial outline of the division's education program. It presents a proposed plan of expenditures and the expected means of financing those expenditures. After adoption, it provides the primary means of managing expenditures.

The fiscal year begins on July 1st and ends on the following June 30th.

The superintendent prepares, with the approval of the school board, and submits to the appropriating body, an estimate of the amount of money needed during the next fiscal year for the support of the public schools of the school division. The estimate sets up the amount of money needed for each major classification prescribed by the board of education and other such headings or items as may be necessary.

The superintendent or superintendent's designee prepares a budget calendar identifying all deadlines for the annual budgetary process. The calendar includes a work session for reviewing the budget and at least one public hearing on the budget. Notice of the time and place for the public hearing is published at least ten days in advance in a newspaper having general circulation within the school division.

Upon approval of the school division's budget by the appropriating body, the school division publishes the approved budget in line item form, including the estimated required local match, on its website and the document is also made available in hard copy as needed for citizens.

§ 22.1-92. Estimate of moneys needed for public schools; notice of costs to be distributed.

It shall be the duty of each division superintendent to prepare, with the approval of the school board, and submit to the governing body or bodies appropriating funds for the school division, by the date specified in § 15.2-2503, the estimate of the amount of money deemed to be needed during the next fiscal year for the support of the public schools of the school division. The estimate shall set up the amount of money deemed to be needed for each major classification prescribed by the Board of Education and such other headings or items as may be necessary. 5

FY 2025 Budget Development Timeline

- **November 2023**
 - School Budget requests are issued from departments and schools
 - Capital Improvement Plan meeting to review school year needs and set timeline
- **December 2023**
 - Virginia Governor’s State Budget guidance is made available
 - School Board Discussion of Budget Goals
- **January 2024**
 - School Budget Overview with Finance Committee
 - School Board Meeting/Budget Overview
 - Approve pay tables based on the projected budget
 - Estimated Budget Requests are submitted to the Board Of Supervisors
 - Teacher Intent forms are submitted to Human Resources for the upcoming school year
 - Review Insurance Rates for renewal decisions
- **February 2024**
 - House/Senate final appropriations
 - Public Input hearing/Budget work session pending General Assembly
 - Submit School Board Approved Budget to Board Of Supervisors
- **March 2024**
 - Board Of Supervisors public hearing on County and School Budget
 - Board Of Supervisors work session
- **April 2024**
 - Board Of Supervisors work session
 - Insurance Renewal is due the first of April
- **May 2024**
 - Contracts issued to employees by the last week of school
- **June 2024**
 - School Board approves Requested Fiscal Year 2024-2025 budget
 - Close our current FY24 meeting
 - Fiscal Year 2024-2025 budget is input into Finance system
 - Board Of Supervisors adopt Fiscal Year 2024-2025 budget
 - Fiscal Year 2024-2025 budget is prepared for website
- **July 2024**
 - Budget Year begins under preliminary budget
- **August 2024**
 - School Level Budgets are distributed to schools

FY 2025 Budget Highlights

- Total Budget **\$75,919,461**
- Required Local Match **\$17,301,152**
- Average Daily Membership **4,083.40**
- 3% Salary increase for all employees
 - Increased school health care position pay tables to 30 years
 - Adding National Board Certification Stipend \$2500
- Anthem/TLC Renewal - implemented \$10.00 per month flat increase to employees, school board budget funded the remainder of the premium increase

Implementation of the “Stay with Halifax, Grow with Halifax”

- iTeach
- Tuition Reimbursement
- Longevity “Halifax Years of Service”
- Licensure Renewal

Focus on security by renewing our contract for school security officers.



Revenue Descriptions FY 2025

STATE FUNDS

The primary types of state revenues for Halifax County Public Schools are State Sales Tax, Standards of Quality (SOQ) funding, Incentive and Categorical programs, and Lottery funded programs. Lottery funds will be appropriated in a Lottery Proceeds Fund, which exists as a non-general fund of the Commonwealth.

State sales tax revenue is derived from a formula which returns one-and-one-eighth percent (1.125%) of state sales tax collections to local school divisions based upon the number of school age children residing in the locality.

The Standards of Quality (SOQ) funding is based on average daily membership (ADM), the Local Composite Index (LCI), and per pupil costs to distribute state funds to localities. Every two years, the LCI is updated based on localities' local taxable retail sales, true value of property, and adjusted gross income. The FY 2025 budget is based on a 4,083.4 projected ADM. The SOQ funding formula is based on the per pupil amount determined by the General Assembly, multiplied by a school district's ADM and equalized by the LCI.

FEDERAL FUNDS: Federal funding for elementary and secondary education is appropriated by the U.S. Congress and distributed by the U.S. Department of Education. Federal monies are largely directed to categorical programs such as Title I through the Elementary and Secondary Education Act of 1965 to improve teaching and learning in high poverty schools or Title VI-B Funds through the Individuals with Disabilities Education Act to ensure all children with disabilities have available to them a free appropriate public education. ESSER III funding will be completed in FY25.

LOCAL FUNDS: The majority of local revenue comes from the County of Halifax and is generated by real estate, personal property taxes, and other taxes levied on its citizens.

OTHER LOCAL FUNDS: Other local revenues include monies from rental of properties, tuition, rebates, refunds and private donations.

Revenues for FY 2025 (Continued)

Revenue is received from four primary sources: federal, state, county, and other local sources. The State revenues categories shown below are based on the General Assembly's approved FY 2025 budget.

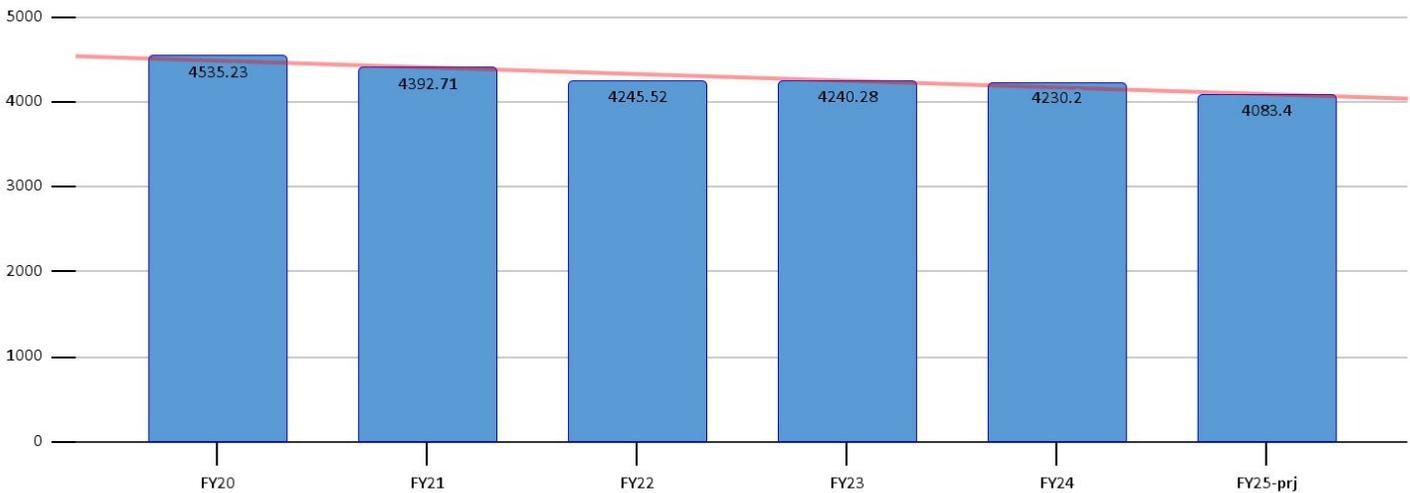
Anticipated Revenues FY 2024-2025



Average Daily Membership

Average Daily Membership (ADM) is a prime determinant of state education funding. The FY 2025 budget is based on Virginia Department of Education's (VDOE) projected ADM of 4,083.4. The chart below indicates the change in the school divisions March 31 (March ADM) from FY 2020 through FY 2025.

Halifax County Public Schools Average Daily Membership FY20 - FY25



A collage of financial items including a calculator, a \$100 bill, and an invoice. The word "Expenditures" is written in white on a blue banner across the top. The background shows a blue calculator, a black calculator, a \$100 bill, and a document with the word "INVOICE" in large gold letters. There is also a small box with the number "12" in the bottom right corner of the collage.

Expenditures

Expenditures for FY 2025

Virginia law requires school divisions to report expenditures in one of nine state categories.

The nine state categories are as follows:

- 1) Instruction
- 2) Administration and Attendance and Health
- 3) Pupil Transportation
- 4) Operations and Maintenance
- 5) Food Services and Other Non-Instructional Programs
- 6) Facilities
- 7) Debt Service - Not required for Halifax County Public Schools
- 8) Technology
- 9) Contingency Reserve

Reductions through Internal Efficiency

Through our processes we identified positions we were able to eliminate

2	Administrative positions	-\$843,458
8.5	Instructional	
	<ul style="list-style-type: none"> • 7.5 Teachers • 1 Paraprofessional 	
1	Administrative Assistant	

Reduction on:

Supplies	RFPs for all contractual supplies will be issued (cleaning supplies, furniture, paper, general supplies-inventory reduction)	-\$393,452
Software/Subscriptions	All-In provides programming-so subscriptions can be cut (reduce subscriptions for any software that is duplicated by All-In)	-\$180,000
Contracted Services	RFPs for best pricing will be issued for any renewed services (Fuel Bid savings, Reduction on Copy machine leases)	-\$250,000 -\$1,666,910

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Local Required Effort (RLE)

The Purpose of Required Local Effort (RLE) is to ensure that each school division has sufficient local operational expenditures to support its local share of the Standards of Quality (SOQ).

Required Local Expenditure for the SOQ is the localities' share based on the composite index of local ability-to-pay of the cost required by SOQ minus its estimated revenues from state sales use tax dedicated to public education and those sales tax revenues transferred to the general fund from the Public Education Standards of Quality/Local Real Estate Property Tax Relief Fund.

Standard of Quality Programs

Basic Aid, Textbooks, Vocational Education, Gifted Education, Special Education, Prevention Intervention, & Remediation, Virginia Retirement System (VRS), Social Security, Group Life, English as Second Language (ESL)

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School Nutrition Program



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The School Nutrition Program is a US government initiative that provides **nutritionally balanced, low-cost or free meals to students in schools**. All Halifax County Public School students receive free meals. It operates in public and nonprofit private schools and aims to improve students' ability to learn by ensuring they have access to nutritious meals.

Community Eligibility Provision

The Community Eligibility Provision (CEP) is a non-pricing meal service option for schools and school districts in low-income areas. CEP allows the nation's highest poverty schools and districts to serve breakfast and lunch at no cost to all enrolled students without collecting household applications.



Nutritional Standards provides guidance on



Sugars



Milk



Sodium



Whole Grains

Financial Reports

Revenue Based programming

- Student meal reimbursement
- A la carte items
- Adult Meal
- Catering Events

as of April 30, 2024

Revenue

A la Carte and Adult Meals	\$ 262,658
Student meal reimbursement	\$3,445,953
State Revenue	<u>\$ 55,602</u>
Total Revenue	\$3,764,213

Expenses

Personnel and Fringe	\$ 447,294
Sodexo	\$2,161,645
Operating expenses	<u>\$ 113,573</u>
Total Expense	\$2,722,512

Remaining Cash Balance \$1,041,701

Requested FY25 Budget

Based on 5-13-2024
Special Session Budget

Revenues	
State Revenues	48,094,464
State Revenue - Stronger Connections	300,000
Local Revenue	17,301,152
Board of Supervisors - Carryover	1,597,359
Federal Funds	3,598,504
Food Service	4,000,000
Other Funds	1,027,982
Total	\$75,919,461

Expenses	
Instruction	\$46,821,957
Administration, Attendance, & Health	5,742,000
Pupil Transportation	5,962,000
Operations and Maintenance Services	7,222,000
School Food Services	4,000,000
Technology	2,573,000
Federal Programs	3,598,504
Total	\$75,919,461

HALIFAX COUNTY PUBLIC SCHOOLS

Thank you for your continued support of the Halifax County Public School System.

It is our utmost importance to serve the children of the school division and community to the best of our abilities. Providing the educational environment that is stable and safe and resources to prepare our children to compete in a global community is the goal of the division and it's employees.