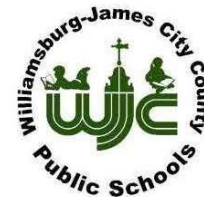
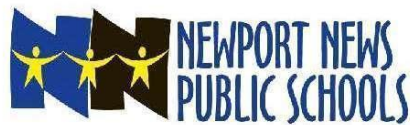




Board of Trustees Approved Budget

Fiscal Year 2023-2024



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NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

TABLE OF CONTENTS

| | Page(s) |
|--------------------------------------|---------|
| EXECUTIVE OVERVIEW----- | 1 |
| BOLDLY GO 2025 STRATEGIC PLAN----- | 2 |
| BUDGET SUMMARY----- | 3-4 |
| SPECIAL ED PROJECTIONS----- | 5 |
| COST ALLOCATION SUMMARY ----- | 6-7 |
| REVENUE SUMMARY----- | 8-9 |
| STATE FUNDS----- | 10-11 |
| LOCAL FUNDS----- | 12-13 |
| OTHER FUNDS (LOCAL)----- | 14-15 |
| ADULT TRAINING----- | 16-17 |
| EXPENDITURES SUMMARY----- | 18-19 |
| CENTRAL OFFICE----- | 20-21 |
| CAREER & TECHNICAL----- | 22-25 |
| GOVERNOR’S SCHOOL----- | 26-27 |
| SPECIAL EDUCATION----- | 28-29 |
| TECHNOLOGY AND STUDENT SERVICES----- | 30-31 |
| FACILITIES MANAGEMENT----- | 32-33 |
| ADULT TRAINING----- | 34-35 |

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NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

EXECUTIVE OVERVIEW

NHREC Mission: New Horizons trains and educates a competitive, future-ready workforce that is college and community-ready.

NHREC Vision: New Horizons is a premier regional education organization that aspires to be a model for the Commonwealth and the country offering specialized programming to create empowered individuals and a world-class workforce.

The Executive Director's Proposed FY 2024 Budget is being presented for consideration by the Board of Trustees.

2023-2024 Budget Goals:

The Executive Director, in working with the Greater Peninsula superintendents, has established the following goals for the 2023-2024 Budget:

- 1) 5% salary increase for all employees and the implementation of salary study recommendations for CFA/NA Teacher Assistants and NHREC Custodians (Phase 1).
- 2) Add salary and benefits for a full-time Human Resources Manager.
- 3) Add 2 SPED FTEs to CTE to provide services to special education students enrolled in CTE programs at New Horizons.
- 4) Integrate FY 23 FTE and related benefits (covered by NHREC carryover funds) for the Governor's School for Science and Technology into FY 24 Divisional Cost Allocation.
- 5) Operational Increases (CTE accreditation costs, audit and IT cost increases, repair, and maintenance increases)

The Executive Director's proposed 2023-2024 Budget provides a total budget of **\$23,911,762** an increase of **\$1,401,455** (6.2%).

The 2023-2024 Divisional Cost Allocation is **\$20,950,178** an increase of **\$1,426,228** (7.3%).

The Cost Allocation increase/decrease for each school division is calculated considering the following factors:

- 1) Division enrollment projection for special education, the three-year average of enrollment for CTE, and the three-year average of credits for Governor's School;
- 2) Projection and enrollment average of the other divisions (% of the total served);
- 3) External revenue (i.e., state, etc.), and
- 4) Operational cost increases

The 2023-2024 Divisional Cost Allocation increase consists of a Compensation and Benefit increase of **\$1,351,228**, which includes a salary increase of **5.0%** for all full-time staff and implementation of salary study recommendations for CFA/NA Teacher Assistants and NHREC Custodians, the related increase in employee benefits, salary and benefits for a full-time Human Resources Manager, 1 FTE increase in GSST (paid for with carryover funds in FY 23), and two SPED FTEs for CTE Program.

NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

Boldly Go 2025: Five-Year Strategic Plan

Our Mission: New Horizons Regional Education Centers trains and educates a competitive, future-ready workforce that is college and community-ready.

Our Vision: New Horizons Regional Education Centers is a premier regional education organization that aspires to be a model for the Commonwealth and the country offering specialized programming to create empowered individuals and a world-class workforce.

Five Strategic Priorities

| | |
|---|--|
| Priority #1 Equity | Foster a culture of equity and eliminate barriers to student success. |
| Priority #2 Engagement | Connect and empower through multiple venues and platforms to reach all stakeholders to share our story and opportunities. |
| Priority #3 Experience | Create a culture of innovation and leadership within a dynamic and responsive teaching and learning experience. Empower students to explore, discover, and enhance their skills and talents through a rigorous and relevant course of study. |
| Priority #4 Collaboration | Encourage program collaboration and leverage external opportunities to create organizational cohesion, synergy, and increase capacity. |
| Priority #5 Career Readiness | Focus on the preparation of students for career, college, and life. |

Theory of Action

If New Horizons Regional Education Centers embraces a mindset where: *1) career readiness is intentional and creative; 2) learning experiences are rigorous and engaging, and; 3) a culture of collaboration drives innovation;* then every student has an opportunity to explore, discover, and strengthen their skillset to be career and community ready.



NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

BUDGET SUMMARY

2023-2024 Budget Goals:

The Executive Director, in working with the Greater Peninsula superintendents, has established the following goals for the 2023-2024 Budget:

- 1) 5% salary increase for all employees and the implementation of salary study recommendations for CFA/NA Teacher Assistants and NHREC Custodians (Phase 1).
- 2) Add salary and benefits for a full-time Human Resources Manager.
- 3) Add 2 SPED FTEs to CTE to provide services to special education students enrolled in CTE programs at New Horizons.
- 4) Integrate FY 23 FTEs and related benefits (covered by NHREC carryover funds) for the Governor's School for Science and Technology into FY 24 Divisional Cost Allocation.
- 5) Operational Increases (CTE accreditation costs, audit and IT cost increases, repair, and maintenance increases)

Total Budget **\$23,911,762** an increase of **\$1,401,455** (6.2%)

Total Divisional Cost Allocation **\$20,950,178** an increase of **\$1,426,228** (7.3%)

| FY 24 Budget Recommendations | Cost |
|---|--------------------|
| 5% Salary Increase (all full-time employees) and implementation of salary study recommendations for TA's and Custodians | \$762,000 |
| Related Employee Benefits Increase (FICA, VRS, etc.) | \$230,000 |
| HR Manager (salary and benefits) | \$110,000 |
| Two SPED FTEs for CTE Program (salary and benefits) | \$167,000 |
| One FTE for GSST Program (salary and benefits) | \$82,000 |
| Operational Increases | \$75,000 |
| Total | \$1,426,000 |

NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

BUDGET SUMMARY continued

Divisional Cost Allocation Summary:

| | | |
|--|---------------------|---------|
| • Total Divisional Allocation | \$20,950,178 | |
| • Career and Technical Education | \$5,505,409 | (26%) |
| • Governor's School for Science and Technology | \$1,515,495 | (7%) |
| • Special Education (Center for Autism and Newport Academy Programs) | \$13,929,274 | (67%) |
| o <i>Potential State Reimbursement @ 95% utilization current composite indexes</i> | \$9,402,260 | (67.5%) |
| o <i>Local cost</i> | \$4,527,014 | (32.5%) |

Divisional increases and decreases were impacted as follows:

Newport News: NNPS has a 3.4% increase (**\$247,513**). A four-student decrease in special education projection and a small decrease in GSST utilization contribute to the lower-than-average increase; CTE average enrollment increased slightly over FY 23.

Hampton: HCS has a 7.7% increase (**\$394,407**). Higher than average increase is largely due to a two-student increase in the ED/ID special education projection and higher utilization in GSST; average enrollment in CTE decreased from FY 23.

York County: YCSD has a 10.2% increase (**\$362,249**). The higher-than-average increase is due to an increase in York County's percentage of average enrollment in CTE and an increase in the percentage of the ED/ID special education projection. GSST utilization decreased slightly.

Williamsburg/James City County: WJCC has an 8.6% increase (**\$171,181**). The above-average increase is due to an increase in GSST utilization and an increase in their percentage of average enrollment in CTE; the total special education projection remained constant, but some enrollment projections shifted to lower-cost programs than in FY 23.

Poquoson: PCPS has a 21.7% increase (**\$157,228**). The higher-than-average increase for the division is due to an increase in CTE average enrollment and GSST utilization, as well as a one-student increase in special education projection.

Gloucester: GCPS has a 10.1% increase (**\$93,651**). The higher-than-average increase is due to a two-student increase in special education projection. Both CTE average enrollment and GSST utilization in GSST decreased from FY 23.

NEW HORIZONS REGIONAL EDUCATION CENTERS
Board of Trustees Approved 2023-2024 Budget

DIVISIONAL SPECIAL EDUCATION PROJECTIONS FOR FISCAL YEAR ENDING 2023-2024

Total projections are: CFA (+8), ED (-6), ED/ID (-2)

| | CFA 23 | CFA 24 | ED 23 | ED 24 | ED/ID 23 | ED/ID 24 | Totals 23 | Totals 24 | Difference |
|--------------|---------------|---------------|--------------|--------------|-----------------|-----------------|------------------|------------------|-------------------|
| Gloucester | 10 | 15 | 3 | 0 | 0 | 0 | 13 | 15 | +2 |
| Hampton | 41 | 41 | 26 | 25 | 6 | 8 | 73 | 74 | +1 |
| NN | 74 | 75 | 29 | 26 | 9 | 7 | 112 | 108 | -4 |
| Poquoson | 6 | 7 | 3 | 3 | 0 | 0 | 9 | 10 | +1 |
| WJCC | 10 | 11 | 11 | 12 | 4 | 2 | 25 | 25 | - |
| York | 17 | 17 | 7 | 7 | 7 | 7 | 31 | 31 | - |
| Total | 158 | 166 | 79 | 73 | 26 | 24 | 263 | 263 | - |

Enrollment Impact:

1. Special Education is projected to serve **263** students, the same total number as in FY 2022-2023.
2. The Governor's School enrollment capacity will remain at **180**.
3. CTE enrollment capacity will be **1,149** if all 26 CTE programs are at enrollment capacity.

**New Horizons Regional Education Centers
Cost Allocation Summary
Year Ending June 30, 2024**

| <i>Division cost</i> | | Autism | ED | ED/ID | Total Spec Ed | CTE | Gov Sch | Total |
|----------------------|--------------------|-----------|-----------|-----------|---------------|-----------|-----------|------------|
| Newport News | FY 24 | 3,635,752 | 1,454,136 | 524,819 | 5,614,706 | 1,704,693 | 157,325 | 7,476,724 |
| | FY 23 | 3,520,769 | 1,463,551 | 577,524 | 5,561,844 | 1,520,507 | 146,860 | 7,229,211 |
| | Increase(Decrease) | 114,983 | (9,415) | (52,705) | 52,862 | 184,186 | 10,465 | 247,513 |
| | Percent of change | 3.3% | -0.6% | -9.1% | 1.0% | 12.1% | 7.1% | 3.4% |
| Hampton | FY 24 | 1,987,544 | 1,398,207 | 599,793 | 3,985,544 | 1,243,676 | 256,897 | 5,486,117 |
| | FY 23 | 1,950,697 | 1,312,149 | 385,016 | 3,647,861 | 1,229,752 | 214,097 | 5,091,710 |
| | Increase(Decrease) | 36,847 | 86,058 | 214,777 | 337,682 | 13,924 | 42,800 | 394,407 |
| | Percent of change | 1.9% | 6.6% | 55.8% | 9.3% | 1.1% | 20.0% | 7.7% |
| York County | FY 24 | 824,104 | 391,498 | 524,819 | 1,740,420 | 1,527,791 | 651,205 | 3,919,417 |
| | FY 23 | 808,825 | 353,271 | 449,185 | 1,611,281 | 1,358,447 | 587,440 | 3,557,168 |
| | Increase(Decrease) | 15,279 | 38,227 | 75,634 | 129,139 | 169,344 | 63,765 | 362,249 |
| | Percent of change | 1.9% | 10.8% | 16.8% | 8.0% | 12.5% | 10.9% | 10.2% |
| Wmsbg/JCC | FY 24 | 533,244 | 671,140 | 149,948 | 1,354,331 | 552,149 | 260,880 | 2,167,361 |
| | FY 23 | 475,780 | 555,140 | 256,677 | 1,287,597 | 490,947 | 217,636 | 1,996,180 |
| | Increase(Decrease) | 57,464 | 116,000 | (106,729) | 66,734 | 61,202 | 43,244 | 171,181 |
| | Percent of change | 12.1% | 20.9% | -41.6% | 5.2% | 12.5% | 19.9% | 8.6% |
| Poquoson | FY 24 | 339,337 | 167,785 | - | 507,122 | 246,591 | 129,444 | 883,157 |
| | FY 23 | 285,468 | 151,402 | - | 436,870 | 181,126 | 107,933 | 725,929 |
| | Increase(Decrease) | 53,869 | 16,383 | - | 70,252 | 65,465 | 21,511 | 157,228 |
| | Percent of change | 18.9% | 10.8% | - | 16.1% | 36.1% | 19.9% | 21.7% |
| Gloucester | FY 24 | 727,150 | - | - | 727,150 | 230,509 | 59,744 | 1,017,403 |
| | FY 23 | 475,780 | 151,402 | - | 627,182 | 224,025 | 72,545 | 923,752 |
| | Increase(Decrease) | 251,370 | (151,402) | - | 99,968 | 6,484 | (12,801) | 93,651 |
| | Percent of change | 52.8% | -100.0% | - | 15.9% | 2.9% | -17.6% | 10.1% |
| Totals | FY 24 | 8,047,130 | 4,082,766 | 1,799,378 | 13,929,274 | 5,505,409 | 1,515,495 | 20,950,178 |
| | FY 23 | 7,517,319 | 3,986,915 | 1,668,402 | 13,172,636 | 5,004,804 | 1,346,510 | 19,523,950 |
| | Increase(Decrease) | 529,811 | 95,851 | 130,976 | 756,638 | 500,605 | 168,985 | 1,426,228 |
| | Percent of change | 7.0% | 2.4% | 7.9% | 5.7% | 10.0% | 12.5% | 7.3% |

**New Horizons Regional Education Centers
Cost Allocation Summary continued
Year Ending June 30, 2024**

Basis for Allocation

| | Basis | Newport News | Hampton | York Co | Wmsbg/JCC | Poquoson | Gloucester | Total |
|--------------------|---------------------------------|--------------|---------|---------|-----------|----------|------------|-------|
| Special Education | | | | | | | | |
| Autism | Projected FY 24 Enrollment | 75 | 41 | 17 | 11 | 7 | 15 | 166 |
| ED | Projected FY 24 Enrollment | 26 | 25 | 7 | 12 | 3 | - | 73 |
| ED/ID | Projected FY 24 Enrollment | 7 | 8 | 7 | 2 | - | - | 24 |
| | | | | | | | | 263 |
| Career & Technical | Prior 3 year average enrollment | 318.00 | 232.00 | 285.00 | 103.00 | 46.00 | 43.00 | 1,027 |
| Governor's School | Prior 3 year average credits | 79.00 | 129.00 | 327.00 | 131.00 | 65.00 | 30.00 | 761 |

Allocation percentages

| | Basis | Newport News | Hampton | York Co | Wmsbg/JCC | Poquoson | Gloucester | Total |
|--------------------|---------------------------------|--------------|---------|---------|-----------|----------|------------|--------|
| Special Education | | | | | | | | |
| Autism | Projected FY 23 Enrollment | 45.2% | 24.7% | 10.2% | 6.6% | 4.2% | 9.0% | 100.0% |
| ED | Projected FY 23 Enrollment | 35.6% | 34.2% | 9.6% | 16.4% | 4.1% | 0.0% | 100.0% |
| ED/ID | Projected FY 23 Enrollment | 29.2% | 33.3% | 29.2% | 8.3% | 0.0% | 0.0% | 100.0% |
| Career & Technical | Prior 3 year average enrollment | 31.0% | 22.6% | 27.8% | 10.0% | 4.5% | 4.2% | 100.0% |
| Governor's School | Prior 3 year average credits | 10.4% | 17.0% | 43.0% | 17.2% | 8.5% | 3.9% | 100.0% |

Allocation

| | To Be Allocated | Newport News | Hampton | York Co | Wmsbg/JCC | Poquoson | Gloucester | Total | Daily Rate FY 24 | Reimbursement Rate |
|--------------------|------------------------------|------------------|------------------|------------------|------------------|----------------|------------------|-------------------|---------------------|-----------------------|
| Special Education | | | | | | | | | | |
| Autism | 8,047,130 | 3,635,752 | 1,987,544 | 824,104 | 533,244 | 339,337 | 727,150 | 8,047,130 | 269.31 | 283.49 |
| ED | 4,082,766 | 1,454,136 | 1,398,207 | 391,498 | 671,140 | 167,785 | - | 4,082,766 | 310.71 | 327.07 |
| ED/ID | 1,799,378 | 524,819 | 599,793 | 524,819 | 149,948 | - | - | 1,799,378 | 416.52 | 438.44 |
| | 13,929,274 | 5,614,706 | 3,985,544 | 1,740,420 | 1,354,331 | 507,122 | 727,150 | 13,929,274 | | |
| | | | | | | | | | Per Student Cost | |
| Career & Technical | 5,505,409 | 1,704,693 | 1,243,676 | 1,527,791 | 552,149 | 246,591 | 230,509 | 5,505,409 | | 5,360.67 |
| | | | | | | | | | Per Credit Cost | |
| Governor's School | 1,515,495 | 157,325 | 256,897 | 651,205 | 260,880 | 129,444 | 59,744 | 1,515,495 | | 1,991.45 |
| | Cost Allocation Total | | | | | | | | | |
| | 20,950,178 | 7,476,724 | 5,486,117 | 3,919,417 | 2,167,361 | 883,157 | 1,017,403 | 20,950,178 | | |

REVENUE SUMMARY

FEDERAL FUNDS

This category summarizes Federal Perkins Funds passed through from participating school divisions.

STATE FUNDS

This category summarizes state categorical funds for the Governor's School for Science and Technology, Vocational Equipment, Virginia Educational Technology Grant, and Occupational Prep/Technical Education.

LOCAL FUNDS

This category summarizes funds received from participating school divisions for the Career & Technical Education Center, Special Education Services, and the Governor's School for Science and Technology.

OTHER FUNDS (LOCAL)

This category includes interest earned by the Center's Insured Cash Sweeps account, sale of surplus equipment, payments from summer camp activities, VPCC proposed lease agreement and other sources of income.

ADULT TRAINING

This category includes all funding received for the Center for Apprenticeship and Adult Training, including tuition, fees, state support, and WIA Youth funds to provide In School and Out-Of-School services to eligible students.

REVENUE SUMMARY

| <u>REVENUE DESCRIPTION</u> | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|------------------------------|---------------------------|---------------------------|------------------|--------------------------|
| FEDERAL FUNDS | \$ 65,000 | \$ 65,000 | \$ - | 0.0% |
| STATE FUNDS | 668,000 | 668,000 | - | 0.0% |
| LOCAL FUNDS | 19,943,106 | 21,409,528 | 1,466,422 | 7.4% |
| OTHER FUNDS | 234,885 | 184,034 | (50,851) | -21.6% |
| ADULT TRAINING | <u>1,523,960</u> | <u>1,585,200</u> | <u>61,240</u> | 4.0% |
| | 22,434,951 | 23,911,762 | 1,476,811 | 6.6% |
| CARRYOVER FROM PY NET ASSETS | <u>75,356</u> | <u>-</u> | <u>(75,356)</u> | |
| | 22,510,307 | 23,911,762 | 1,401,455 | |

STATE FUNDS

VOCATIONAL EQUIPMENT

This category includes all state career and technical education categorical funds for equipment.

OCCUPATIONAL PREP/TECH. ED.

This category includes state career and technical education categorical funds to provide SOQ support for the Career & Technical Education Center principals and assistant principals. The amounts are estimated based on prior year expenditures.

SCIENCE & TECH ALLOCATION

This category includes state funding for the Governor's School for Science and Technology.

TECHNOLOGY GRANT

This category includes funds received from the Virginia Technology Grant program, which supports school divisions to develop and implement the Standards of Learning (SOL) Web-based Technology Initiative.

STATE FUNDS

| REVENUE DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|-------------------------------|---------------------------|---------------------------|---------------|--------------------------|
| VOCATIONAL EQUIPMENT | \$ 20,000 | \$ 20,000 | \$ - | 0.0% |
| OCCUPATIONAL PREP/TECH ED. | 125,000 | 125,000 | - | 0.0% |
| GONERNOR'S SCHOOL ENTITLEMENT | <u>445,000</u> | <u>445,000</u> | - | 0.0% |
| | 590,000 | 590,000 | - | 0.0% |
| TECHNOLOGY GRANT | <u>78,000</u> | <u>78,000</u> | - | 0.0% |
| | \$ 668,000 | \$ 668,000 | \$ - | 0.0% |

LOCAL FUNDS

SPECIAL EDUCATION

This category includes revenue to be received from the participating school divisions for special education services provided through the Center for Autism and Newport Academy and extended-year summer programs.

COUNSELING CENTER

This category includes revenue received from the participating school divisions to support the services provided by the William and Mary NHREC Family Counseling Center. The center provides free counseling services to families of children attending the participating school divisions.

CAREER & TECHNICAL

This category includes revenue to be received from the participating school divisions for services provided by the Career and Technical Education Center.

GOVERNOR'S SCHOOL

This category includes revenue to be received from the participating school divisions, including Isle of Wight County Public Schools, for the operation of the Governor's School for Science and Technology.

LOCAL FUNDS

| REVENUE DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---------------------|---------------------------|---------------------------|----------------|--------------------------|
| SPECIAL EDUCATION | \$ 13,172,635 | \$ 13,929,274 | \$ 756,639 | 5.7% |
| SUMMER PROGRAMS | 216,600 | 232,000 | 15,400 | 7.1% |
| COUNSELING CENTER | 78,600 | 78,600 | - | 0.0% |
| CAREER & TECHNICAL | 5,004,804 | 5,505,409 | 500,605 | 10.0% |
| GOVERNOR'S SCHOOL | <u>1,470,467</u> | <u>1,664,245</u> | <u>193,778</u> | 13.2% |
| | \$ 19,943,106 | \$ 21,409,528 | \$ 1,466,422 | 7.4% |

OTHER FUNDS – LOCAL

LEASE REVENUE

This category includes the lease of space totaling 4068 square feet at the Butler Farm Campus (Mechatronics Lab Space), consisting of the machine lab, classroom space, storage, hallway, and bathrooms. The initial term of the lease was extended for five years, beginning October 1, 2018, and ending September 30, 2023.

INTEREST INCOME

This category includes interest earned by the Center's Insured Cash Sweeps account.

MISCELLANEOUS

This category includes miscellaneous revenue received in small amounts from insurance premium reimbursements, occasional sales of surplus equipment, and other sources of income.

OTHER FUNDS - LOCAL

| REVENUE DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---------------------|---------------------------|---------------------------|--------------------|--------------------------|
| LEASE INCOME | \$ 67,885 | \$ 17,034 | \$ (50,851) | |
| INTEREST INCOME | 12,000 | 12,000 | - | 0.0% |
| OTHER | <u>155,000</u> | <u>155,000</u> | <u>-</u> | 0.0% |
| | \$ 234,885 | \$ 184,034 | \$ (50,851) | -21.6% |

ADULT TRAINING

STATE VOCATIONAL FUNDS

State vocational education categorical funds for adult education provide partial reimbursement for full-time and part-time instructor salaries.

COMMUNITY TUITION

Tuition payments are received from students enrolled in the Adult Education Community program.

APPRENTICE TUITION

Tuition payments are received from apprentices or their employers depending on the apprenticeship program.

WORKFORCE INVESTMENT ACT PROGRAM

Funds are received from the contract with the Hampton Roads Workforce Council to provide in-school and out-of-school services for eligible youth.

ADULT TRAINING

| REVENUE DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|-------------------------------------|---------------------------|---------------------------|---------------|--------------------------|
| COMMUNITY PROGRAM TUITION | 431,334 | 470,528 | 39,194 | 9.1% |
| APPRENTICE PROGRAM TUITION | 242,626 | 264,672 | 22,046 | 9.1% |
| WORKFORCE INVESTMENT ACT PROGRAM | <u>850,000</u> | <u>850,000</u> | <u>—</u> | 0.0% |
| | \$ 1,523,960 | \$ 1,585,200 | \$ 61,240 | 4.0% |

EXPENDITURES SUMMARY

CENTRAL OFFICE

This category contains personnel costs for the Executive Director, Director of Finance, Executive Assistant/Clerk of the Board, and support personnel assigned specific responsibilities for administration, personnel, and finance. Employee tuition assistance, unemployment compensation, and early retirement payments are budgeted in this category, along with office supplies, telephone, postage, printing, and marketing funds. Funding for the William and Mary counseling program is also included in this category.

CAREER & TECHNICAL

This category contains all career and technical program expenditures for both campuses.

GOVERNOR'S SCHOOL

This category contains all expenditures for the Governor's School for Science and Technology.

SPECIAL EDUCATION

This category contains all expenditures for Newport Academy and the Center for Autism.

TECHNOLOGY AND STUDENT SERVICES

This category contains expenditures for the computer network systems administration personnel, fees, equipment, and supplies, as well as expenditures for the Network Administrator's office.

FACILITIES MANAGEMENT

This category contains all maintenance and custodial personnel costs, utilities (electrical, heating, water, and sanitation) for each building, building improvements, and custodial supplies.

ADULT TRAINING

This category contains personnel, instructional, office, and all other program-related expenditures.

EXPENDITURES SUMMARY

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|--|---------------------------|---------------------------|---------------------|--------------------------|
| CENTRAL OFFICE | \$ 1,026,371 | \$ 1,213,286 | \$ 186,915 | 18.2% |
| CAREER & TECHNICAL | 4,513,446 | 4,872,382 | 358,936 | 8.0% |
| GOVERNOR'S SCHOOL for SCIENCE & TECHNOLOGY | 1,773,811 | 1,862,140 | 88,329 | 5.0% |
| SPECIAL EDUCATION | 11,378,905 | 12,002,461 | 623,556 | 5.5% |
| TECHNOLOGY AND STUDENT SERVICES | 605,964 | 626,898 | 20,934 | 3.5% |
| FACILITIES MANAGEMENT | 1,687,850 | 1,749,395 | 61,545 | 3.6% |
| ADULT TRAINING | <u>1,523,960</u> | <u>1,585,200</u> | <u>61,240</u> | 4.0% |
| | \$ 22,510,307 | \$ 23,911,762 | \$ 1,401,455 | 6.2% |

CENTRAL OFFICE

This section contains the Executive Director, Executive Assistant/Clerk of the Board, the Director of Finance, the Human Resource Manager, and three support positions in personnel and finance.

Administration category contains funds for advertising, office supplies, tuition assistance, and other personnel-related expenses.

Information Services is a category used for printing and marketing expenses.

Finance and Human Resources category reflect expenses in the areas of Finance and Human Resources.

Contractual Services include the contract with the College of William and Mary for the NHREC Family Counseling Center.

CENTRAL OFFICE

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---------------------------|---------------------------|---------------------------|---------------|--------------------------|
| ADMINISTRATION | \$ 722,298 | \$ 745,575 | \$ 23,277 | 3.2% |
| INFORMATION SERVICES | 32,100 | 32,100 | - | 0.0% |
| FINANCE & HUMAN RESOURCES | 193,373 | 357,011 | 163,638 | 84.6% |
| CONTRACTED SERVICES | <u>78,600</u> | <u>78,600</u> | - | 0.0% |
| | \$ 1,026,371 | \$ 1,213,286 | \$ 186,915 | 18.2% |

CAREER & TECHNICAL EDUCATION

The cost of operating the Career & Technical Education program is allocated to the participating school divisions proportionate to the average division enrollment of the prior three years. This includes all the programs offered within the seven career clusters and the Advanced Technical Careers (ATC) Academy (BUILD and SERVE Good Life Solution Programs).

The FY 2024 budget provides for 2 FTE Principals, 2 FTE Assistant Principals, 4 FTE Clerical, 1 FTE Program Coordinator, 2 FTE Career Specialists, 2 FTE Special Education Teachers, and 28 FTE Teachers.

CAREER & TECHNICAL EDUCATION

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---|---------------------------|---------------------------|---------------|--------------------------|
| <i>BUTLER FARM CAMPUS ADMINISTRATION:</i> | | | | |
| SALARIES & BENEFITS | \$ 420,620 | \$ 439,099 | \$ 18,479 | 4.4% |
| OFFICE EXPENSE | 45,900 | 45,900 | - | 0.0% |
| TRAVEL | 7,000 | 7,000 | - | 0.0% |
| CONTRACT SERVICES & LEASES | 30,250 | 30,250 | - | 0.0% |
| INSTRUCTIONAL SERVICES | <u>54,620</u> | <u>54,620</u> | - | 0.0% |
| | 558,390 | 576,869 | 18,479 | 3.3% |
| <i>WOODSIDE LANE CAMPUS ADMINISTRATION:</i> | | | | |
| SALARIES & BENEFITS | 356,693 | 372,912 | 16,219 | 4.5% |
| OFFICE EXPENSE | 41,500 | 41,500 | - | 0.0% |
| TRAVEL | 6,700 | 6,700 | - | 0.0% |
| CONTRACT SERVICES & LEASES | 23,909 | 23,909 | - | 0.0% |
| INSTRUCTIONAL SERVICES | <u>31,600</u> | <u>31,600</u> | - | 0.0% |
| | \$ 460,402 | \$ 476,621 | \$ 16,219 | 3.5% |

CAREER & TECHNICAL EDUCATION continued

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|--|---------------------------|---------------------------|---------------|--------------------------|
| <i>BUTLER FARM CAMPUS INSTRUCTION:</i> | | | | |
| <i>CAREER & TECHNICAL</i> | | | | |
| INSTRUCTION | \$ 1,167,970 | \$ 1,257,695 | \$ 89,725 | 7.7% |
| SUPPLIES | 72,175 | 72,175 | - | 0.0% |
| EQUIPMENT REPAIR & REPLACEMENT | 36,180 | 36,180 | - | 0.0% |
| EQUIPMENT ADDITIONS | <u>32,650</u> | <u>32,650</u> | <u>-</u> | 0.0% |
| | 1,308,975 | 1,398,700 | 89,725 | 6.9% |
| <i>HEALTH EDUCATION</i> | | | | |
| INSTRUCTION | 458,753 | 486,575 | 27,822 | 6.1% |
| SUPPLIES | 33,714 | 33,714 | - | 0.0% |
| EQUIPMENT REPAIR & REPLACEMENT | 6,300 | 6,300 | - | 0.0% |
| EQUIPMENT ADDITIONS | 4,950 | 4,950 | - | 0.0% |
| INSTRUCTIONAL SERVICES | <u>5,000</u> | <u>5,500</u> | <u>500</u> | 10.0% |
| | \$ 508,717 | \$ 537,039 | \$ 28,322 | 5.6% |

CAREER & TECHNICAL EDUCATION *continued*

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|--------------------------------|---------------------------|---------------------------|----------------|--------------------------|
| MENTORSHIP/JOB PLACEMENT | \$ 263,814 | \$ 260,817 | \$ (2,997) | -1.1% |
| <i>WOODSIDE LANE CAMPUS:</i> | | | | |
| INSTRUCTION | 1,289,502 | 1,498,690 | 209,188 | 16.2% |
| SUPPLIES | 88,082 | 88,082 | - | 0.0% |
| EQUIPMENT REPAIR & REPLACEMENT | 22,470 | 22,470 | - | 0.0% |
| EQUIPMENT ADDITIONS | <u>13,094</u> | <u>13,094</u> | <u>-</u> | 0.0% |
| | <u>1,413,148</u> | <u>1,622,336</u> | <u>209,188</u> | 14.8% |
| | \$ 4,513,446 | \$ 4,872,382 | \$ 358,936 | 8.0% |

GOVERNOR’S SCHOOL FOR SCIENCE & TECHNOLOGY

The cost of operating the Governor’s School for Science and Technology is allocated to the participating local school divisions proportionate to the average credits of the prior three years.

The FY 2024 budget provides for 1 FTE Director, 1 FTE Program Support Specialist, and 14 FTE Teachers.

GOVERNORS SCHOOL FOR SCIENCE & TECHNOLOGY

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|------------------------------------|---------------------------|---------------------------|---------------|--------------------------|
| INSTRUCTION | \$ 1,687,831 | \$ 1,776,160 | \$ 88,329 | 5.2% |
| INSTRUCTIONAL SUPPLIES & EQUIPMENT | 64,280 | 64,280 | - | 0.0% |
| INSTRUCTIONAL SERVICES | <u>21,700</u> | <u>21,700</u> | <u>-</u> | 0.0% |
| | \$ 1,773,811 | \$ 1,862,140 | \$ 88,329 | 5.0% |

SPECIAL EDUCATION

The expenditures for operating this service area are charged to the participating school divisions proportionate to the projected student enrollment from each school division. The projected total student enrollment for SY 23-24 is **263**.

The FY 2024 budget provides for 1 FTE Special Education Director, 3 FTE Program Coordinators, 1 FTE Assistant Program Coordinator, 4.5 FTE clerical, 5 FTE Behavior Specialists, 11 FTE Therapists and Specialists, 2 FTE Nurses, 40 FTE Teachers, and 76 FTE Teacher Assistants.

Also included in the FY 2024 budget is **\$232,000** for the summer extended school year program.

SPECIAL EDUCATION

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---------------------------|---------------------------|---------------------------|----------------|--------------------------|
| <i>NEWPORT ACADEMY:</i> | | | | |
| INSTRUCTIONAL SERVICES | \$ 8,000 | \$ 8,000 | \$ - | 0.0% |
| ADMINISTRATION | 950,103 | 947,020 | (3,083) | -0.3% |
| STUDENT SERVICES | 875,042 | 923,190 | 48,148 | 5.5% |
| ED/ID INSTRUCTION | 917,386 | 992,265 | 74,879 | 8.2% |
| ED INSTRUCTION | <u>1,837,561</u> | <u>1,897,138</u> | <u>59,577</u> | 3.2% |
| | 4,588,092 | 4,767,613 | 179,521 | 3.9% |
| <i>CENTER FOR AUTISM:</i> | | | | |
| INSTRUCTIONAL SERVICES | 8,000 | 8,000 | - | |
| ADMINISTRATION | 1,321,691 | 1,389,287 | 67,596 | 5.1% |
| INSTRUCTION | <u>5,244,522</u> | <u>5,605,561</u> | <u>361,039</u> | 6.9% |
| | 6,574,213 | 7,002,848 | 428,635 | 6.5% |
| | 11,162,305 | 11,770,461 | 608,156 | 5.4% |
| <i>SUMMER PROGRAMS</i> | <u>216,600</u> | <u>232,000</u> | <u>15,400</u> | 7.1% |
| | \$ 11,378,905 | \$ 12,002,461 | \$ 623,556 | 5.5% |

TECHNOLOGY AND STUDENT SERVICES

Student services activities involve the functions of the Database Administrator/Registrar responsible for Student Information Systems. This position maintains continual contact with all guidance offices and our special education programs.

Network administration includes all expenditures related to our computer network. Network expenditures include personnel costs, backup support contracts, repair or replacement, and new equipment.

The FY 2024 budget provides for 1 FTE Network System Administrator and 2 FTE Network Support Specialists.

TECHNOLOGY AND STUDENT SERVICES

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|------------------------------------|---------------------------|---------------------------|---------------|--------------------------|
| <i>STUDENT SERVICES:</i> | | | | |
| REGISTRAR | \$ 100,692 | \$ 104,712 | \$ 4,020 | 4.0% |
| TRAVEL | 200 | 200 | - | 0.0% |
| RECORDS MANAGEMENT | 36,500 | 36,500 | - | 0.0% |
| SUPPLIES | <u>400</u> | <u>400</u> | <u>-</u> | 0.0% |
| | 137,792 | 141,812 | 4,020 | 2.9% |
| <i>NETWORK ADMINISTRATION:</i> | | | | |
| SALARIES & BENEFITS | 264,872 | 281,786 | 16,914 | 6.4% |
| TELEPHONE | 2,500 | 2,500 | - | 0.0% |
| TRAINING AND TRAVEL | 3,700 | 3,700 | - | 0.0% |
| SUPPLIES | 2,000 | 2,000 | - | 0.0% |
| PROFESSIONAL PUBLICATIONS | - | - | - | #DIV/0! |
| EQUIPMENT | 12,000 | 12,000 | - | 0.0% |
| MAINTENANCE CONTRACTS | 99,100 | 99,100 | - | 0.0% |
| BACK-UP SUPPORT | <u>6,000</u> | <u>6,000</u> | <u>-</u> | 0.0% |
| | 390,172 | 407,086 | 16,914 | 4.3% |
| EQUIPMENT - STATE TECHNOLOGY GRANT | <u>78,000</u> | <u>78,000</u> | <u>-</u> | 0.0% |
| | \$ 605,964 | \$ 626,898 | \$ 20,934 | 3.5% |

FACILITIES MANAGEMENT

This section summarizes the expenditures associated with the operation and maintenance of the Center's facilities, grounds, and vehicles. The FY 2024 budget provides for 1 FTE Facilities Director, 3 FTE Maintenance Specialists, 1 FTE Clerical Assistant, and 9 FTE Custodial Positions.

FACILITIES MANAGEMENT

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|---|---------------------------|---------------------------|------------------|--------------------------|
| ADMINISTRATION | \$ 200,290 | \$ 214,763 | \$ 14,473 | 7.2% |
| OPERATING | 714,222 | 746,294 | 32,072 | 4.5% |
| OPERATIONS & MAINTAINANCE - BUTLER FARM | 298,170 | 303,170 | 5,000 | 1.7% |
| OPERATIONS & MAINTAINANCE - WOODSIDE LANE | 369,068 | 374,068 | 5,000 | 1.4% |
| GROUNDS SERVICES | 40,000 | 40,000 | - | 0.0% |
| SERVICE CONTRACTS | 6,400 | 11,400 | 5,000 | 78.1% |
| VEHICLE SERVICES | 49,700 | 49,700 | - | 0.0% |
| SECURITY SERVICES | <u>10,000</u> | <u>10,000</u> | <u>-</u> | 0.0% |
| | \$ 1,687,850 | \$ 1,749,395 | \$ 61,545 | 3.6% |

ADULT TRAINING

The Center for Apprenticeship and Adult Training is self-supported and receives funding from community student tuition, apprenticeship fees from students and employers, and state funding. The WIA Youth Workforce Center is supported by a contract to provide services for the Hampton Roads Workforce Council.

ADULT TRAINING

| EXPENDITURES DESCRIPTION | SY 22-23 <u>BUDGET</u> | SY 23-24 <u>BUDGET</u> | <u>CHANGE</u> | PERCENT <u>CHANGE</u> |
|-----------------------------------|---------------------------|---------------------------|-------------------------|--------------------------|
| ADMINISTRATION | \$ 284,376 | \$ 321,759 | \$ 37,383 | 13.1% |
| INSTRUCTIONAL-PART-TIME | <u>389,584</u> 673,960 | <u>413,441</u> 735,200 | <u>23,857</u> 61,240 | 6.1% |
| WORKFORCE INVESTMENT ACT PROGRAMS | <u>850,000</u> | <u>850,000</u> | <u>=</u> | 0.0% |
| | \$ 1,523,960 | \$ 1,585,200 | \$ 61,240 | 4.0% |