



*PROPOSED AGENDA FOR A REGULAR MEETING
OF THE CATEC CENTER BOARD
March, 17, 2015 – 6:00 p.m.*

Order of Business	Agenda Item	Subject	Action Informational	
6:00 p.m.	Roll Call			
	Agenda	15-13	Adoption of Agenda	A
	Minutes	15-14	Approval of Minutes	A
6:05 p.m.	Community Participation	15-15	Public Comments	I
6:10 p.m.	Financials	15-16	Approval of Financial Status	A
		15-17	Audit	A
6:20 p.m.	Business	15-18	Appointment of Foundation Board	A
6:40 p.m.	Director's Comments	15-19	Director's Comments	I
6:50 p.m.	Business	15-20	Automotive Technology	I
7:10 p.m.		15-21	Strategic Planning Update	I
7:30 p.m.		15-22	Amended Budget	A
7:35 p.m.	Closed Session	15-23	Personnel	A
8:00 p.m.	Adjournment			

Next meeting date: Tuesday, May 19, 2015
Center Board 5:00
Dinner TBA
Joint Board TBA

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: Minutes

Date: March 17, 2015
Enclosures: 1

APPROVAL OF
MINUTES

Background Information:

The minutes for the Center Board meeting on January 20, 2015 are enclosed.

Recommendation:

These minutes are being submitted to the Center Board for review and approval.

MEETING MINUTES OF THE CATEC CENTER BOARD

January 20, 2015

At 6:01 p.m., Dr. Pam Moran called to order the meeting of the CATEC Center Board.

BOARD MEMBERS PRESENT: Ms. Kate Acuff, Mr. Ned Michie (arrived at 6:04 p.m.), Mrs. Pam Moynihan, Mrs. Willa Neale, and Mr. Steve Koleszar.

BOARD MEMBERS ABSENT: Mrs. Leah Puryear.

STAFF MEMBERS PRESENT: Mr. Bruce Bosselman, Interim Director; Mrs. Deborah Gannon, Assistant Principal; Ms. Leslie Chisholm, Clerk; and Ms. Nakysa Critzer, Bookkeeper.

OTHERS PRESENT: Dr. Rosa Atkins, Charlottesville City Superintendent; Dr. Pam Moran, Albemarle County Superintendent; Mr. Chad Ratliff, Albemarle County Assistant Director of Instruction; Ms. Stephanie Carter, Program Administrator for Virtual Education; and Mr. Dean Tistadt, Chief Operating Officer for Albemarle County.

AGENDA ITEM 15-01 AGENDA (done out of order)

Mrs. Moynihan offered a **motion** to approve the agenda and Mr. Michie **seconded** it. **The motion passed with Mrs. Puryear absent.**

AGENDA ITEM 15-02 MINUTES (done out of order)

Mrs. Neale offered a **motion** to approve the Center Board minutes for November 25, 2014. Dr. Acuff **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

AGENDA ITEM: 15-03 PUBLIC COMMENTS

There were no public comments.

AGENDA ITEM: 15-04 DIRECTOR'S COMMENTS

1. Mr. Bosselman reported that, as a follow up to a suggestion at the last Board meeting, he checked with PVCC to see if they would offer an EMT course that CATEC students could attend. They said that they would. However, there are only six students enrolled in the CATEC class and one had already taken EMT. The students were asked if they would prefer to take the EMT class or the Firefighting II; they all preferred the Firefighting II class from which they will be able to earn several certifications. EMT will stay in the Program of Studies. Mr. Koleszar commented that the close partnership with PVCC (for both CATEC and PVCC students) is one of the key cornerstones of the Strategic Plan.
2. The audit of the financial records was completed in December; everything was fine. The changes the auditors requested were to change the level of inventoried equipment from \$500 to \$2500, make deposits/go to the bank twice a week, and receipt each deposit separately (which CATEC is doing).

3. There is a \$100 million grant from the Department of Labor and Industry that is available, but it has to go through the local Workforce Investment Board. It is for launching apprenticeship models in high-growth fields as well as to support apprenticeship. CATEC is working with the Workforce Investment Board; they are the ones who have to apply for the grant. Mr. Koleszar repeated that if there is anything the Board, or the school systems, can do to help the process, let them know.
4. Mr. Bosselman stated that the proposed trip to France has been cancelled; there was not enough student interest.
5. Mrs. Neale explained the surveys that had been handed out to the Board; she asked that they be completed and returned.

AGENDA ITEM: 15-05 ANNUAL ORGANIZATION

A: Election of Chairperson

Mr. Steve Koleszar was elected as the Chairperson for January 2015 to January 2016. Mrs. Moynihan offered a **motion** to nominate Mr. Koleszar and Dr. Acuff **seconded** the motion.

AYES: Mr. Koleszar, Dr. Acuff, Mrs. Moynihan, and Mrs. Neale.

NAYS:

ABSENT: Mrs. Puryear and Mr. Michie.

The motion carried by a 4:0:2 vote.

Mr. Koleszar took over the meeting.

B: Election of Vice Chairperson

Mrs. Willa Neale was elected as Vice Chairperson. Mrs. Moynihan offered a **motion** to nominate Mrs. Neale and Dr. Acuff **seconded** the motion.

AYES: Mr. Koleszar, Dr. Acuff, Mr. Michie, Mrs. Moynihan, and Mrs. Neale.

NAYS:

ABSENT: Mrs. Puryear.

The motion carried by a 5:0:1 vote.

C: Election of Clerk

Ms. Leslie Chisholm was elected as the Clerk. Mr. Michie offered a **motion** to nominate Ms. Chisholm and Mrs. Neale **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

D: Election of Deputy Clerk

Mrs. Debbie Gannon was elected as the Deputy Clerk. Mrs. Neale offered a **motion** that Mrs. Gannon serve in the role of Deputy Clerk and Mr. Michie **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

E: Election of Superintendent of Record

Dr. Pam Moran was elected as the Superintendent of Record for the 2015 Center Board. Mrs. Moynihan offered the **motion** to elect Dr. Moran as Superintendent of Record and Mrs. Neale **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

F: Legal Counsel Recommendation

Mr. Koleszar explained that the Center Board authorizes the Director to use counsel on an "as needed" basis. Mr. Michie offered a **motion** to use counsel as necessary. Mrs. Moynihan **seconded** it and **the motion passed with Mrs. Puryear absent.**

G: Appointment of Fiscal Officer

Mr. Jason Vandever, Charlottesville City Treasurer, was elected as Fiscal Officer. Mrs. Neale offered a **motion** to appoint Jason Vandever from the City of Charlottesville as CATEC's fiscal officer. Dr. Acuff **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

H: Establishment of Date and Time of Meetings

Dr. Acuff offered a **motion** to adopt the date and location of the meetings as provided in the packet. Mrs. Neale **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

I-J: Authorization to Sign Documents in the Absence of the Superintendent of Record

Mr. Koleszar indicated that, traditionally, this has gone to the other Superintendent. Mrs. Neale offered a **motion** to appoint Dr. Rosa Atkins as the designee to represent and sign documents for the Superintendent of Record in the absence of the Superintendent. Mr. Michie **seconded** it. **The motion passed with Mrs. Puryear absent.**

K: Policy Recommendation

Mr. Michie offered a **motion** for the Center Board to continue to follow the policies and procedures of Albemarle County except when the Center Board has its own specific Board policies. Dr. Acuff **seconded** the motion. **The motion passed with Mrs. Puryear absent.**

AGENDA ITEM: 15-06 APPROVAL OF FINANCIAL STATUS

Mr. Bosselman reported – with input from Ms. Critzer, CATEC Bookkeeper – that there is nothing out-of-line with regard to expenditures vs revenue. She stated that “we’re about over half-way there with the revenue which is where we should be; everything is in tip-top shape.” Mr. Michie offered a **motion** to approve the financial statements. Dr. Acuff **seconded** the motion and it **passed with Mrs. Puryear absent.**

AGENDA ITEM: 15-07 PROGRAM OF STUDIES

Mr. Bosselman reported that the four new courses have been added into the Program of Studies: Pharmacy Tech, Medical Coding, and the two Networking classes. Other than those additions, the Program of Studies is the same. According to Mr. Bosselman, the teachers have requested that the institutes be called “academies” instead; the rationale being that the other schools also have academies. There was discussion about the pros and cons of making the change. Mr. Michie offered a **motion** to rename the institutes as academies and substitute “academies” for “institutes” for all purposes. Dr. Acuff **seconded** the motion and it **passed with Mrs. Puryear absent.** (Mr. Koleszar stated that it is the consensus of the Board that there will be further clarification on this topic with regard to differentiation between CATEC and the other schools’ academies with the renaming of CATEC.)

Mrs. Gannon explained what she does to promote the programs at CATEC. A discussion followed about dual enrollment classes as well as the need for the City, the County, and CATEC to use the same course codes – the CTE state course code. Dr. Moran stated that the challenge is to reach the students at a level that has them see these courses as being substantively different; it cannot always be done through traditional means. Dr. Atkins talked about aligning the Medical Coding class with what is being done at PVCC. There was discussion about when to start the new classes – this coming fall or the following year; the timing is a challenge. Getting input from the industry/community panels is a major part of what the academies are all about; they will help to shape the courses and the content. Mr. Koleszar concluded the discussion by stating that the Program of Studies should go out “as is,” realizing that some of the courses may not be taught the

first year. The message needs to be honed. Dr. Acuff offered a **motion** to approve the Course of Studies and approve the marketing going forward for SY 2015-16. Mrs. Neale **seconded** the motion. Mr. Michie and Mr. Koleszar reiterated that the Medical Coding description be reworded to include salaries and the length of the course. The guidance counselors need to be involved as well as parents. **The motion passed with Mrs. Puryear absent.**

AGENDA ITEM: 15-08 2015-16 FUNDING REQUEST

Mr. Bosselman explained – in detail – this year’s request. The request contains staffing and expenditures related to the Strategic Plan. He said that \$116,000 will be taken from the fund balance to fund the Strategic Plan Coordinator position. The variance between the 2014-15 approved budget and the proposed 2015-16 budget is \$66,000, but there were two apparent errors in the 2014-15 budget which would make the variance actually \$39,000.

Dr. Moran summarized by saying that the mistakes have been corrected and the amount requested from the City and County is less than requested in last years’ budget. Mr. Bosselman stated the contributions from the City and County will be \$53,000 less than last year. Mr. Koleszar called to everyone’s attention page #4 which gives the total picture.

Mr. Koleszar went on to clarify that the fund balance is coming per a formula which, therefore, does not reflect current year fund balance. According to Mr. Bosselman, based on these numbers, the fund balance should go up, at least, \$316,000.

The fund balance will be in good shape next year. Mr. Bosselman reiterated that he is submitting a balanced budget by using more fund balance than in prior years because there is a larger fund balance. There was discussion about the staff increases and when they would be implemented. Mr. Koleszar stated that it would be 2.3% for classified employees and 2% for teachers starting January 1. Mr. Bosselman indicated that was not what was calculated in this budget, but it will be adjusted to correct the percentages which will become effective mid-year.

Mr. Koleszar stated that the final CATEC numbers will be approved when the County and the City approve their budgets. Dr. Moran stated that, because this budget means a decreased contribution for Albemarle County, she is less concerned about approving the budget with these changes.

Dr. Acuff offered a **motion** to approve the budget with the changes

1. to reflect the current Albemarle County salary proposal for classified personnel as well as teachers and
2. to reflect proposed “hold harmless” for the insurance payments for those first three months in line with Albemarle County policies.

Mrs. Neale **seconded** the motion and it **passed with Mrs. Puryear absent.**

AGENDA ITEM: 15-09 STRATEGIC PLANNING UPDATE

Dr. Moran updated the Board on the Strategic Planning Coordinator position. Both Dr. Moran and Dr. Atkins met with their HR staff about two weeks ago to finalize the job description. The posting closes on January 27th. The City and the County are working together to review the applications. By January 1/30, they will determine which candidates will be interviewed and the interviews will be scheduled by 2/10. The final interviews with the two Superintendents will be scheduled by 2/12. The position will start as soon as possible. There was discussion about having a Center Board member on the interview panel for both this position and that of the CATEC Director. Mr.

Koleszar feels that there is a need for the Center Board to be more engaged with its oversight and direction role. It was confirmed that both positions will need to be approved by the Board.

There was also discussion about the timetable for the Director's position and the goal is to have that person identified and offer made by April 1. Dr. Moran stated that HR representatives from the City and the County met and have mapped out a time frame including revising the job description. They will meet with the CATEC staff to get their perspective as well as reaching out to other groups to get different perspectives on what is being sought in that role. Dr. Moran also explained where the position will be posted. Mr. Koleszar stated that he felt that Board needs to have an important role in giving feedback as to the requirements for the position.

Dr. Moran reminded the board that, because the position is several paygrades below the superintendent, she – as the superintendent - has the capability to go ahead and make an offer, hire with a start date, and then inform the Board. The information would be shared via email with the Board along with résumé and background information. The candidate will attend the next Board meeting. Dr. Moran felt that the Strategic Plan Coordinator will be taking on the task of renaming CATEC.

AGENDA ITEM: 15-10 **ADA COMPLIANCE REVIEW**

Mr. Bosselman reported on where CATEC stood with the ADA compliance and he provided an update on what is left to be completed. The Office of Civil Rights is the federal agency which has mandated this renovation. There was discussion about what had to be done and why and Mr. Bosselman reviewed the pictures and the process included in the Board book. According to Mr. Tistadt, the money to pay for this project has already been budgeted on both the City and the County side.

AGENDA ITEM: 15-11 **OTHER BUSINESS**

There was none.

AGENDA ITEM: 15-12 **CLOSED SESSION**

Mrs. Neale offered a **motion** that the CATEC Center Board go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia, under Subsection (3) for the purpose of discussing publicly held real property . Mr. Michie seconded the motion and **the motion passed with Mrs. Puryear absent.**

Certify Closed Meeting

Mrs. Neale offered a **motion** that the Board certify that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered. Mrs. Moynihan **seconded** the motion **and roll was called:**

AYES: Mr. Koleszar, Dr. Acuff, Mr. Michie, Mrs. Moynihan, and Mrs. Neale.

NAYS:

ABSENT: Mrs. Puryear.

The motion carried by a 5:0:1 vote.

Mrs. Neale offered a **motion** to authorize Dean Tistadt to negotiate the highest rated offer for appraisal. Mr. Michie **seconded** the motion and it **passed with Mrs. Puryear absent**.

ADJOURNMENT

At 7:58 p.m. Mr. Koleszar adjourned the meeting of the CATEC Center Board.

Chairperson

Clerk

Date

Date

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: Financial Status

Date: March 17, 2015
Enclosures: 1

APPROVAL OF
FINANCIAL STATUS

Background Information:

The financial report for January 2015 is enclosed for the Board's review.

Recommendation:

The financial report is being submitted for the Center Board's review and approval.

Item Number: 15-16

CATEC-CHARLOTTESVILLE-ALBERMARLE TECH
 FD-PJT---FUNC- EXPENDITURES SUMMARY REPORT
 for Fiscal Year 2015 (FISCAL YEAR 2014-2015)
 Posted Only Figures
 Executed By: ncritzer

Page: 1
 Date: 02/24/15
 Time: 16:40:28

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
FD 1 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
61100	Classroom Instruction	\$ 1,302,632.00	\$ 0.00	\$ 102,334.15	\$ 435,022.18	\$ 867,609.82	33.40
61310	Improvement of Instruction	\$ 79,888.00	\$ 0.00	\$ 2,223.56	\$ 18,897.55	\$ 60,990.45	23.66
61410	Office of the Director	\$ 399,601.00	\$ 0.00	\$ 33,131.69	\$ 202,580.20	\$ 197,020.80	50.70
62110	Board Services	\$ 46,678.00	\$ 0.00	\$ 2,754.93	\$ 14,846.52	\$ 31,831.48	31.81
62160	Fiscal Services	\$ 94,734.00	\$ 0.00	\$ 11,477.69	\$ 43,701.07	\$ 51,032.93	46.13
63200	Vehicle Operation	\$ 6,300.00	\$ 0.00	\$ 624.05	\$ 1,078.89	\$ 5,221.11	17.13
64100	Maintenance Management	\$ 81,215.00	\$ 0.00	\$ 4,521.66	\$ 26,445.16	\$ 54,769.84	32.56
64200	Building Services	\$ 216,713.00	\$ 0.00	\$ 52,040.91	\$ 121,532.07	\$ 95,180.93	56.08
64300	Grounds Services	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 1,342.11	\$ 2,657.89	33.55
68000	Technology	\$ 17,000.00	\$ 0.00	\$ 0.00	\$ 71,070.08	\$ 54,070.08	418.06
000	NON-CATEGORICAL	\$ 2,253,761.00	\$ 0.00	\$ 210,721.61	\$ 938,335.63	\$ 1,315,425.37	41.63
PJT 101 ADULT ED							
61100	Classroom Instruction	\$ 145,656.00	\$ 0.00	\$ 14,167.80	\$ 91,951.98	\$ 53,704.02	63.13
101	ADULT ED	\$ 145,656.00	\$ 0.00	\$ 14,167.80	\$ 91,951.98	\$ 53,704.02	63.13
PJT 130 SUMMER SCHOOL							
61100	Classroom Instruction	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,000.00	0.00
130	SUMMER SCHOOL	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,000.00	0.00
PJT 200 APPRENTICESHIP							
61100	Classroom Instruction	\$ 163,144.00	\$ 0.00	\$ 8,156.65	\$ 43,347.87	\$ 119,796.13	26.57
200	APPRENTICESHIP	\$ 163,144.00	\$ 0.00	\$ 8,156.65	\$ 43,347.87	\$ 119,796.13	26.57
1	GENERAL FUND	\$ 2,568,561.00	\$ 0.00	\$ 233,046.06	\$ 1,073,635.48	\$ 1,494,925.52	41.80
GRAND TOTAL		\$ 2,568,561.00	\$ 0.00	\$ 233,046.06	\$ 1,073,635.48	\$ 1,494,925.52	41.80

CATEC-CHARLOTTESVILLE-ALBERMARLE TECH
 FD-PJT-REV REVENUES SUMMARY REPORT
 for Fiscal Year 2015 (FISCAL YEAR 2014-2015)
 Posted Only Figures
 Executed By: ncritzer

Page: 1
 Date: 02/24/15
 Time: 16:35:46

Code	Description	Estimated Revenue	Est. Revenue For	Revenue For JANUARY	Revenue For JANUARY	Revenue YTD	Unrealized Balance	Percent Real
FD 1 GENERAL FUND								
PJT 000 NONCATEGORICAL								
1501020	INTEREST ON INVESTMENTS	\$ 0.00	\$ 0.00	\$ 1,132.11-	\$ 2,425.30-	\$ 2,425.30	100.00	
1502010	RENTS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 3,463.75	\$ 6,536.25	34.64	
1612060	ADULT DAY TUITIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 4,850.00	\$ 1,850.00-	161.67	
1803030	REBATES AND REFUNDS	\$ 25,000.00	\$ 0.00	\$ 476.78	\$ 30,444.94	\$ 5,444.94-	121.78	
1899120	OTHER FUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,026.79-	\$ 3,026.79	100.00	
1899121	APPROPRIATIONS FROM CARRY OVER	\$ 243,084.00	\$ 0.00	\$ 0.00	\$ 243,084.00	\$ 0.00	100.00	
1901010	CITY OR COUNTY FUNDS	\$ 1,878,677.00	\$ 0.00	\$ 350,094.00	\$ 939,338.50	\$ 939,338.50	50.00	
1901020	OTHER PAYMENTS FROM ANOTHER COUNT	\$ 115,000.00	\$ 0.00	\$ 33,155.00	\$ 166,061.94	\$ 51,061.94-	144.40	
2402520	VOCATIONAL EQUIPMENT	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	0.00	
000	NONCATEGORICAL	\$ 2,278,761.00	\$ 0.00	\$ 382,593.67	\$ 1,381,791.04	\$ 896,969.96	60.64	
PJT 101 ADULT ED								
1612030	SALES OF TEXTBOOKS	\$ 11,000.00	\$ 0.00	\$ 1,270.00	\$ 12,485.00	\$ 1,485.00-	113.50	
1612060	ADULT ED NIGHT FEES	\$ 110,000.00	\$ 0.00	\$ 24,655.81	\$ 156,026.19	\$ 46,026.19-	141.84	
1803030	REBATES AND REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 426.17	\$ 426.17-	100.00	
1899120	OTHER FUNDS	\$ 2,500.00	\$ 0.00	\$ 282.00	\$ 719.00	\$ 1,781.00	28.76	
101	ADULT ED	\$ 123,500.00	\$ 0.00	\$ 26,207.81	\$ 169,656.36	\$ 46,156.36-	137.37	
PJT 200 APPRENTICESHIP								
1612030	SALES OF TEXTBOOKS	\$ 23,000.00	\$ 0.00	\$ 415.00	\$ 24,237.80	\$ 1,237.80-	105.38	
1899120	APPRENTICE FEES	\$ 130,000.00	\$ 0.00	\$ 8,631.50	\$ 74,029.00	\$ 55,971.00	56.95	
1899122	OTHER FUNDS	\$ 300.00	\$ 0.00	\$ 55.00-	\$ 1,208.50	\$ 908.50-	402.83	
2402990	OTHER STATE FUNDS	\$ 13,000.00	\$ 0.00	\$ 0.00	\$ 8,309.00	\$ 4,691.00	63.92	
200	APPRENTICESHIP	\$ 166,300.00	\$ 0.00	\$ 8,991.50	\$ 107,784.30	\$ 58,515.70	64.81	
1	GENERAL FUND	\$ 2,568,561.00	\$ 0.00	\$ 417,792.98	\$ 1,659,231.70	\$ 909,329.30	64.60	
GRAND TOTAL		\$ 2,568,561.00	\$ 0.00	\$ 417,792.98	\$ 1,659,231.70	\$ 909,329.30	64.60	

BOOK BALANCE ON 12/31/2014 \$1,130,804.29

BOOK BALANCE ON 1/31/2015 \$1,315,551.21

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: Audit

Date: March 17, 2015
Enclosure:

ACTION

Background Information:

As delineated in the CATEC by-laws, the center must undergo an annual financial audit. For the past nineteen years, Robinson, Farmer, Cox Associates has conducted this audit.

The audit for 2013-14 demonstrated compliance with regulations as noted in enclosure. The full audit report will be handed out at the meeting.

Recommendation:

It is recommended that the Center Board receive and accept this audit.

Item Number: 15-17

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: CATEC Foundation Appointments

Date: March 17, 2015

Enclosure:

ACTION

Background Information:

According to Section 4 of the CATEC Foundation Articles of Incorporation and Article II of the CATEC Foundation Bylaws, members of the Foundation, upon recommendation by the Foundation Board of Directors, are appointed by the Center Board. A maximum of 18 members may serve on the board of directors. Currently there are eight voting members and three ex-officio (non-voting) members on the board: Bruce Bosselman, Deborah Gannon, and George Cheape.

The CATEC Foundation recommends the following for reappointment to the CATEC Foundation Board of Directors for a three-year term, beginning March 17, 2015:

Hal Hurka

Guy Moffat

DJ Hill

Grant Tate

Paula Pagnonakis

Linda Seaman

George Michie

Richard Park

John Dezio

Recommendation:

It is recommended that the Center Board appoint the above Foundation members.

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: CATEC Automotive Technology

Date: March 17, 2015

Enclosure:

INFORMATIONAL

Background Information:

The Automotive Technology program is one of the classes that has been offered since CATEC opened and Mr. Paul Johnson has taught the class for more than 30 years. The Board will be treated to a tour of his lab. In addition, there will be discussion about the job market in the Automotive Technology field as well as showcasing the success some Auto Tech students have attained.

Recommendation:

The information about the Automotive Technology program will be presented to the CATEC Board for review and discussion.

Item Number: 15-20

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: Strategic Planning Update

Date: March 17, 2015
Enclosure:

INFORMATION

Background Information:

As part of the Strategic Planning process, the Board requested that it receive updates at each meeting.

Recommendation:

The Interim Director recommends that the Board receive the update presented on the strategic planning progress.

CENTER BOARD

Charlottesville-Albemarle Technical Education Center

Topic: CATEC Amended Budget

Date: March 17, 2015
Enclosure: 1

ACTION

Background Information:

As a result of discussion at the last Center Board meeting, the CATEC budget needed to be amended so that it aligned with Albemarle County's policy about staff raises for 2015-16 SY.

Recommendation:

The budget amendment will be presented to the CATEC Board for review and approval.



**School Year 2015-2016
Approved Funding Request**

SY 2015-2016 Proposed Funding Request

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SY 2015-2016 Proposed Funding Request

Executive Summary

The CATEC Center Board by-laws require that the Center Board prepare a budget for the operation of the center in January of the year preceding each fiscal year.

In keeping with the vision, mission, and goals of both respective governing school divisions, this budget proposal addresses programmatic needs as they relate to Career and Technical Education in a regional technical center. This budget proposal will serve as the foundation for CATEC's work in preparing students for the competitive entry into post-secondary employment and training. This plan is in accordance with regulations set forth by the Virginia Department of Education, initiatives of the Office of Career and Technical Education, and local employment and training needs.

The proposed SY2015-2016 budget anticipates revenue and expenditures of \$2,615,331 which is \$46,770* above the amount requested for SY2014-2015. The increase is due primarily to the salary increases and implementation of the strategic plan.

The proposed budget includes approximately \$283,000 in proposed expenditures for the Strategic Plan implementation. The expenditures are based on hiring a Strategic Plan Coordinator and implementing four new programs – Pharmacy Technician, Medical Coding, System Security and System Networking for SY 2015-2016. An additional \$114,500 was taken from the Fund Balance to cover the salary and benefits for the Strategic Plan Coordinator.

CATEC follows the Albemarle County Public Schools (ACPS) budget preparation process and its compensation and benefits package. The SY 2015-2016 funding request reflects estimates of ACPS employee compensation including retirement contribution and health and medical coverage. This funding request includes a VRS rate of 15.61%, an increase in health benefits by 9.6%, and an increase in dental benefits by 8%, a salary step increase with 2% for certified staff beginning mid-year, and a 3% increase for classified staff beginning mid-year.

* There are two apparent errors in the SY2014-2105 approved budget. Instructional equipment which should have been budgeted at \$10,000 was budgeted at \$10 and the VRS contribution for Classroom Instruction salaries which should have been budgeted at \$120,802 was budgeted at \$104,418. These amounts would have increased the budget by \$26,374 which means the SY2015-2016 budget is actually \$20,396 above the SY2014-2015 budget.

SY 2015-2016 Proposed Funding Request

Revenue and Expenditure Comparative Summary

Comparison of 2015-2016 Proposed Budget to the 2014-2015 Approved Budget

Revenue

Increase

Item	Amount
Adult Education Tuition	\$22,000
Apprenticeship State Funds	\$4,200
Appropriations from Carry Over	\$96,783
Total Increase	\$122,983

Decrease

Item	Amount
Rents	\$3,000
City & County Funds	\$73,213
Total Decrease	\$76,213

Net Increase \$46,770

Expenditures

Increase

Item	Amount
Classroom Instruction/ Improvement of Instruction/Technology	\$65,164
Office of the Director	\$23,733
Instructional Supplies	\$10,000
Adult Ed & Apprenticeship	\$1,130
Total Increase	\$100,027

Decrease

Item	Amount
Fiscal Services	\$16,301
Building & Security Services	\$5,000
Board Services	\$328
Maintenance	\$25,628
Summer School	\$6,000
Total Decrease	\$53,257

Net Increase \$47,770

SY 2015-2016 Proposed Funding Request

Projected Revenue and Expenditure Breakdown

Classroom Instruction/Improvement of Instruction/Technology

Increase

Item	Amount
Salaries & Benefits	\$31,374
Student Travel/Field Trip	\$1,000
Computer Software	\$5,000
Textbooks	\$10,000
Technology Hardware	\$9,000
Instructional Equipment	\$19,990*
<i>Total Increase</i>	<i>\$76,364</i>

Decrease

Item	Amount
Contracted Instruction	\$10,000
Internet Access	\$1,200
<i>Total Decrease</i>	<i>\$11,200</i>

Net Increase \$65,164

Office of the Director

Increase

Item	Amount
Salaries & Benefits	\$15,233
Advertising	\$10,000
Office Supplies	\$1,000
<i>Total Increase</i>	<i>\$26,233</i>

Decrease

Item	Amount
Printing & Binding	\$2,500
<i>Total Decrease</i>	<i>\$2,500</i>

Net Increase \$23,733

*There was an error in the SY2014-2015 budget for this line item, it should have been budgeted at \$10,000 but was budgeted at \$10 the variance for this line should be \$10,000 and total increase for this account should therefore be \$55,174.

SY 2015-2016 Proposed Funding Request

Instructional Supplies

Increase

Item	Amount
Pharmacy Tech	\$2,500
Medical Coding	\$2,500
System Security & Networking	\$5,000
<i>Total Increase</i>	<i>\$10,000</i>

Decrease

Item	Amount
	\$0
<i>Total Decrease</i>	<i>\$0</i>

Net Increase \$10,000

Fiscal Services

Increase

Item	Amount
	\$0
<i>Total Increase</i>	<i>\$0</i>

Decrease

Item	Amount
Salaries & Benefits	\$16,301
<i>Total Decrease</i>	<i>\$16,301</i>

Net Decrease \$16,301

Building & Security Services

Increase

Item	Amount
Gas Utilities	\$2,500
<i>Total Increase</i>	<i>\$2,500</i>

Decrease

Item	Amount
Electrical Service	\$2,500
Postal Services	\$1,000
Phone	\$3,000
Alarm Monitor	\$1,000
<i>Total Decrease</i>	<i>\$7,500</i>

Net Decrease \$5,000

SY 2015-2016 Proposed Funding Request

Board Services

Increase

Item	Amount
Benefits	\$172
Advertising	\$500
Early Retirement Stipends	\$500
<i>Total Increase</i>	<i>\$1,172</i>

Decrease

Item	Amount
Unemployment Insurance	\$1,500
<i>Total Decrease</i>	<i>\$1,500</i>

Net Decrease \$328

Maintenance

Increase

Item	Amount
Salaries & Benefits	\$0
<i>Total Increase</i>	<i>\$0</i>

Decrease

Item	Amount
Salaries & Benefits	\$25,628
<i>Total Decrease</i>	<i>\$25,628</i>

Net Decrease \$25,628

Adult Ed & Apprenticeship

Increase

Item	Amount
Salaries & Benefits	\$2,030
Instructional Supplies	\$1,500
<i>Total Increase</i>	<i>\$3,530</i>

Decrease

Item	Amount
Advertising	\$2,000
Travel	\$400
<i>Total Decrease</i>	<i>\$2,400</i>

Net Increase \$1,130

SY 2015-2016 Proposed Funding Request

Summer School

Increase

Item	Amount
	\$0
<i>Total Increase</i>	<i>\$0</i>

Decrease

Item	Amount
Salaries & Benefits	\$4,500
Advertising	\$500
Instructional Supplies	\$1,000
<i>Total Decrease</i>	<i>\$6,000</i>

Net Decrease \$6,000

Increased Expenditures Related to Strategic Plan

(Included in this Funding Request)

Item	Amount
Salaries & Benefits	
Strategic Plan Coordinator (\$76,000 salary)	\$103,598*
Computer Networking & Security Teacher (\$49,427 salary)	\$65,260
Medical Coding Teacher (\$24,950 salary)	\$34,864
Pharmacy Tech Teacher (\$24,950 salary)	\$34,864
Software	\$5,000
Textbooks	\$10,000
Instructional Equipment	\$10,000
Technology Hardware	\$9,000
Advertising	\$10,000
<i>Total Expenses</i>	<i>\$282,586</i>

*The Strategic Plan Coordinator Salary & Benefits are financed from the Fund Balance

SY 2015-2016 Proposed Funding Request

Three-Year Funding History

	2012-2013 Actual	2013-2014 Actual	2014-2015 Approved
Revenue	\$2,674,413	\$2,659,777	\$2,568,561
Expenditure	\$2,404,705	\$2,428,124	\$2,568,561

2014-2015 Comparison

	2014-2015 Approved	2015-2016 Proposed	Variance
Revenue	\$2,568,561	\$2,615,331	\$46,770
Expenditure	\$2,568,561	\$2,615,331	\$46,770

2015-2016 Funding Source Detail

Source	2014-2015 Approved	2015-2016 Proposed	Variance
ACPS	\$1,400,376	\$1,348,448	\$(51,928)
CCS	\$478,301	\$457,016	\$(21,285)
Appropriations from Fund Balance	\$243,084	\$339,867	\$96,783
VDOE	\$115,000	\$115,000	-
Adult Education & Apprenticeship	\$289,800	\$316,000	\$26,200
Other Funding Sources	\$42,000	\$39,000	\$(3,000)
TOTAL	2,568,561	\$2,615,331	\$46,770

SY 2015-2016 Proposed Funding Request

Anticipated Changes to Fund Balance

Source (Salaries & Benefits)	2014-2015 Approved	2014-2015 Anticipated	Variance
Director	\$135,695	\$119,237	\$16,458
Adult Ed Coordinator	\$113,099	\$59,553	\$53,545
Adult Ed Administrative Assistant	\$55,198	\$18,435	\$36,764
Barbering Teacher	\$80,159		80,159
Masonry Teacher	\$91,051		\$91,051
Teaching Assistant	\$38,540		\$38,540
TOTAL			\$316,517

Fund Balance: Detail

Description	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Fund Balance [Start of Year]	\$ 543,892	\$ 566,112	\$ 454,987	\$ 580,444	\$ 729,954	TBD
Appropriation from FB to Operating Budget	\$ 185,983	\$ 190,472	\$ 144,251	\$ 80,504	\$ 243,084	\$ 225,337
Additional Appropriation from FB to Operating						\$ 114,530
Fund Balance [After Appropriation]	\$ 357,909	\$ 375,640	\$ 310,736	\$ 498,301	\$ 486,870	\$ 147,003
Close of Operating Budget [Rev vs. Exp]	\$ 208,203	\$ 79,347	\$ 269,708	\$ 231,653	TBD	TBD
Fund Balance [Close of Year]	\$ 566,112	\$ 454,987	\$ 580,444	\$ 729,954	TBD	TBD

Close of Operating Budget 2013-14: Detail

13-14 Operating Budget Total	\$ 2,594,152.00
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Description	Amount	% of Operating Budget
Increase in Revenue	\$ 65,625	2.53%
Decrease in Expenditure	\$ 166,028	6.40%
Total	\$ 231,653	8.93%

Category	2010-2011	2011-2012	2012-13	2013-2014	2014-2015	2015-2016	Variance	
	Actual	Actual	Actual	Actual	Approved	Proposed	2013-2014	2014-2015
Expenditure	\$ 2,453,655	\$ 2,518,026	\$ 2,404,705	\$ 2,428,124	\$ 2,568,561	\$ 2,615,331	\$ 187,207	\$ 46,770
Revenue	\$ 2,740,931	\$ 2,597,374	\$ 2,674,413	\$ 2,659,777	\$ 2,568,561	\$ 2,615,331	\$ (44,446)	\$ 46,770

Category	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Variance	
	Actual	Actual	Actual	Actual	Approved	Proposed	2013-2014	2014-2015
High School	\$ 2,182,233	\$ 2,231,976	\$ 2,118,846	\$ 2,134,231	\$ 2,253,761	\$ 2,305,401	\$ 171,170	\$ 51,640
Adult Education	\$ 134,859	\$ 147,318	\$ 140,724	\$ 146,348	\$ 145,656	\$ 152,380	\$ 6,032	\$ 6,724
Summer School	\$ 1,077	\$ 1,571	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ (6,000)
Apprenticeship	\$ 135,486	\$ 137,161	\$ 145,135	\$ 147,545	\$ 163,144	\$ 157,550	\$ 10,005	\$ (5,594)
Total	\$ 2,453,655	\$ 2,518,026	\$ 2,404,705	\$ 2,428,124	\$ 2,568,561	\$ 2,615,331	\$ 187,207	\$ 46,770

Source	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Variance	
	Actual	Actual	Actual	Actual	Approved	Proposed	2013-2014	2014-2015
ACPS	\$ 1,411,775	\$ 1,382,754	\$ 1,442,565	\$ 1,547,909	\$ 1,400,376	\$ 1,348,448	\$ (199,461)	\$ (51,928)
CCS	\$ 505,280	\$ 481,457	\$ 502,282	\$ 504,506	\$ 478,301	\$ 457,016	\$ (47,490)	\$ (21,285)
Appropriations from Fund Balance	\$ 185,983	\$ 190,472	\$ 144,251	\$ 80,504	\$ 243,084	\$ 339,867	\$ 259,363	\$ 96,783
VDOE	\$ 193,189	\$ 139,945	\$ 147,837	\$ 122,107	\$ 115,000	\$ 115,000	\$ (7,107)	\$ -
Adult Education & Apprenticeship	\$ 265,734	\$ 300,738	\$ 323,820	\$ 376,152	\$ 289,800	\$ 316,000	\$ (60,152)	\$ 26,200
Other Funding Sources	\$ 178,970	\$ 102,007	\$ 113,657.75	\$ 28,598	\$ 42,000	\$ 39,000	\$ 10,402	\$ (3,000)
Total	\$ 2,740,931	\$ 2,597,374	\$ 2,674,413	\$ 2,659,777	\$ 2,568,561	\$ 2,615,331	\$ (44,446)	\$ 46,770

15-16 Funding Request
Revenue

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 000 NONCATEGORICAL								
Interest on Investments	\$ 2,332	\$ 3,126	\$ (601)	\$ (2,013)	\$ -	\$ -	\$ 2,013	\$ -
Rents	\$ 5,662	\$ 13,926	\$ 16,620	\$ 7,022	\$ 10,000	\$ 7,000	\$ (22)	\$ (3,000)
Sales of Textbooks	\$ -	\$ -	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Day Tuitions	\$ 37,241	\$ 24,378	\$ 25,756	\$ 1,500	\$ 3,000	\$ 3,000	\$ 1,500	\$ -
Non-Resident High School	\$ 39,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rebates and Refunds	\$ 86,905	\$ 52,003	\$ 66,654	\$ 21,162	\$ 25,000	\$ 25,000	\$ 3,838	\$ -
Sale of Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Other Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Funds	\$ 2,268	\$ 702	\$ 100	\$ 928	\$ -	\$ -	\$ (928)	\$ -
Appropriations from Carry	\$ 185,983	\$ 190,472	\$ 144,251	\$ 80,504	\$ 243,084	\$ 339,867	\$ 259,363	\$ 96,783
City or County Funds	\$ 1,917,055	\$ 1,864,211	\$ 1,944,847	\$ 2,052,415	\$ 1,878,677	\$ 1,805,464	\$ (246,951)	\$ (73,213)
Other Payments from Anoth	\$ 193,189	\$ 139,945	\$ 147,837	\$ 122,107	\$ 115,000	\$ 115,000	\$ (7,107)	\$ -
Vocational Adult Ed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vocational Equipment	\$ 5,068	\$ 5,022	\$ 4,919	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Vocational Occup/Tech Edu	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other State Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 2,475,197	\$ 2,293,786	\$ 2,350,443	\$ 2,283,624	\$ 2,278,761	\$ 2,299,331	\$ 15,707	\$ 20,570

15-16 Funding Request
Revenue

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 101 ADULT ED								
Sales of Textbooks	\$ 8,525	\$ 5,390	\$ 8,085	\$ 13,568	\$ 11,000	\$ 11,000	\$ (2,568)	\$ -
Adult Ed Night Fees	\$ 74,328	\$ 114,213	\$ 137,226	\$ 158,390	\$ 110,000	\$ 132,000	\$ (26,390)	\$ 22,000
Rebates and Refunds	\$ -	\$ -	\$ 1,792	\$ 1,448	\$ -	\$ -	\$ (1,448)	\$ -
Sale of Supplies	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Other Funds	\$ 658	\$ (131)	\$ 2,812	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
Appropriations from Carry	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
SUBTOTAL	\$ 83,512	\$ 119,472	\$ 149,916	\$ 173,406	\$ 123,500	\$ 145,500	\$ (27,906)	\$ 22,000

PJT 130 SUMMER SCHOOL								
Summer School	\$ -	\$ 2,850	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appropriations from Carry	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
SUBTOTAL	\$ -	\$ 2,850	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -

PJT 200 APPRENTICESHIP								
Sales of Textbooks	\$ 36,424	\$ 23,352	\$ 23,073	\$ 21,265	\$ 23,000	\$ 23,000	\$ 1,735	\$ -
Rebates and Refunds	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Sale of Supplies	\$ -	\$ 55	\$ -	\$ -	\$ -		\$ -	\$ -
Apprentice Fees	\$ 126,108	\$ 130,914	\$ 134,276	\$ 136,677	\$ 130,000	\$ 130,000	\$ (6,677)	\$ -
Appropriations from Carry	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Other Funds	\$ 610	\$ 135	\$ 315	\$ 139	\$ 300	\$ 500	\$ 361	\$ 200
Vocational Apprenticeship	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Other State Funds	\$ 19,080	\$ 26,810	\$ 16,240	\$ 44,665	\$ 13,000	\$ 17,000	\$ (27,665)	\$ 4,000
SUBTOTAL	\$ 182,222	\$ 181,266	\$ 173,904	\$ 202,747	\$ 166,300	\$ 170,500	\$ (32,247)	\$ 4,200
GRAND TOTAL	\$ 2,740,931	\$ 2,597,374	\$ 2,674,413	\$ 2,659,777	\$ 2,568,561	\$ 2,615,331	\$ (44,446)	\$ 46,770

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 000 NON-CATEGORICAL								
PGM 300 VOCATIONAL								
FUNC 61100 Classroom Instruction								
Instructional Salaries	\$ 642,834	\$ 720,639	\$ 745,511	\$ 684,215	\$ 700,283	\$ 655,116	\$ (29,099)	\$ (45,167)
Instructional Assistants	\$ 66,110	\$ 65,711	\$ 69,653	\$ 71,517	\$ 73,591	\$ 48,697	\$ (22,820)	\$ (24,894)
Technical Support-Computer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Technical Salaries & Wage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Substitute Sal & Wages	\$ 7,140	\$ 8,470	\$ 6,985	\$ 3,167	\$ 7,500	\$ 7,500	\$ 4,333	\$ -
Stipends-Teachers Beyond	\$ 5,650	\$ 5,500	\$ 5,662	\$ 165	\$ 6,500	\$ 6,500	\$ 6,335	\$ -
FICA Benefits	\$ 52,916	\$ 58,768	\$ 62,012	\$ 56,288	\$ 60,272	\$ 53,842	\$ (2,447)	\$ (6,430)
VRS Benefits	\$ 62,163	\$ 83,525	\$ 101,076	\$ 91,022	\$ 104,418	\$ 109,865	\$ 18,843	\$ 5,447
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 86,301	\$ 95,666	\$ 88,888	\$ 90,755	\$ 106,004	\$ 96,942	\$ 6,186	\$ (9,062)
Dental Benefits	\$ 2,727	\$ 3,346	\$ 2,256	\$ 1,503	\$ 3,904	\$ 3,475	\$ 1,972	\$ (429)
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 307	\$ -	\$ -	\$ 712	\$ 3,000	\$ 3,000	\$ 2,288	\$ -
Contracted Instruction	\$ 158,924	\$ 85,203	\$ 76,926	\$ 101,809	\$ 115,000	\$ 105,000	\$ 3,191	\$ (10,000)
Repairs & Maintenance	\$ 4,011	\$ 1,453	\$ 3,783	\$ 1,769	\$ 4,000	\$ 4,000	\$ 2,231	\$ -
Copier Lease	\$ 1,568	\$ 2,883	\$ 2,633	\$ 2,633	\$ 3,000	\$ 3,000	\$ 367	\$ -
Travel	\$ 1,069	\$ 290	\$ 1,200	\$ 1,392	\$ 1,200	\$ 1,200	\$ (192)	\$ -
Student Travel-Field Trip	\$ 3,216	\$ 4,522	\$ 1,978	\$ 6,015	\$ 5,000	\$ 6,000	\$ (15)	\$ 1,000
Dues & Memberships	\$ 14	\$ 109	\$ 510	\$ 448	\$ 500	\$ 500	\$ 52	\$ -
VIC Activities	\$ 1,413	\$ 2,031	\$ 6,661	\$ 3,000	\$ 6,500	\$ 6,500	\$ 3,500	\$ -
Staff/Curriculum Development	\$ 8,964	\$ 6,070	\$ 4,082	\$ 5,521	\$ 5,500	\$ 5,500	\$ (21)	\$ -
Internet Access Fees	\$ 811	\$ 159	\$ -	\$ -	\$ 1,200	\$ -	\$ -	\$ (1,200)
Books & Subscriptions-Inc	\$ 345	\$ 381	\$ 337	\$ 94	\$ 500	\$ 500	\$ 406	\$ -
Computer Supplies/Software	\$ 5,832	\$ 3,862	\$ 6,237	\$ 4,466	\$ 8,000	\$ 13,000	\$ 8,534	\$ 5,000
Textbooks	\$ 9,402	\$ 10,832	\$ 8,527	\$ -	\$ 10,000	\$ 20,000	\$ 20,000	\$ 10,000
Instructional Supplies	\$ 17,703	\$ 22,105	\$ 21,222	\$ 29,136	\$ 35,000	\$ 35,000	\$ 5,864	\$ -
Cap. Outlay Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cap. Outlay Additions	\$ 2,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Equipment	\$ 10,385	\$ 9,293	\$ 2,582	\$ 6,519	\$ 10	\$ 20,000	\$ 13,481	\$ 19,990
Other Uses of Funds	\$ 2,896	\$ 520	\$ 36	\$ 1,533	\$ 500	\$ 500	\$ (1,033)	\$ -
SUBTOTAL	\$ 1,155,446	\$ 1,191,338	\$ 1,218,759	\$ 1,163,680	\$ 1,261,382	\$ 1,205,636	\$ 41,956	\$ (55,746)

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
FUNC 61310 Improvement of Instruction								
Career & Inst Technology Specialist	\$ 58,395	\$ 59,067	\$ 60,806	\$ 62,327	\$ 64,134	\$ 141,091	\$ 78,765	\$ 76,957
FICA Benefits	\$ 3,416	\$ 3,364	\$ 4,035	\$ 3,921	\$ 4,906	\$ 10,793	\$ 6,873	\$ 5,887
VRS Benefits	\$ 3,788	\$ 4,762	\$ 5,771	\$ 5,915	\$ 6,806	\$ 22,024	\$ 16,109	\$ 15,218
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 8,454	\$ 8,454	\$ 8,094	\$ 8,661	\$ 3,898	\$ 17,237	\$ 8,577	\$ 13,339
Dental Benefits	\$ 319	\$ 319	\$ 192	\$ 106	\$ 144	\$ 651	\$ 545	\$ 507
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Instruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing & Binding	\$ 108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staff/Curriculum Development	\$ 721	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Uses of Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 75,201	\$ 76,039	\$ 78,898	\$ 80,930	\$ 79,888	\$ 191,798	\$ 110,868	\$ 111,910
FUNC 68000 Technology								
Technology-Hardware Repla	\$ 17,454	\$ 15,738	\$ 4,893	\$ 6,837	\$ 17,000	\$ 26,000	\$ 19,163	\$ 9,000
Technology-Hardware Addit	\$ -	\$ 44,948	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 17,454	\$ 60,686	\$ 4,893	\$ 6,837	\$ 17,000	\$ 26,000	\$ 19,163	\$ 9,000
TOTAL VOCATIONAL 300	\$ 1,248,101	\$ 1,328,063	\$ 1,302,550	\$ 1,251,447	\$ 1,358,270	\$ 1,423,434	\$ 171,987	\$ 65,164

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PGM 314 CAREER ACADEMIES								
FUNC 61310 Improvement of Instruction								
Admin Salaries & Wages	\$ 68,854	\$ 69,189	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA Benefits	\$ 4,872	\$ 4,862	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VSRS Benefits	\$ 6,714	\$ 8,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 7,045	\$ 7,045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dental Benefits	\$ 266	\$ 266	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 650	\$ 845	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -
Printing & Binding	\$ 561	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 331	\$ 295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staff/Curriculum Developm	\$ 548	\$ 940	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 271	\$ 368	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 90,112	\$ 92,267	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAREER ACADEMIES 314	\$ 90,112	\$ 92,267	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PGM 315 ADMINISTRATIVE								
FUNC 61410 Office of the Director								
Director Salaries & Wages	\$ 106,995	\$ 93,203	\$ 94,340	\$ 99,642	\$ 102,532	\$ 109,752	\$ 10,110	\$ 7,220
Asst. Principal/Business	\$ 68,144	\$ 80,214	\$ 77,007	\$ 79,318	\$ 81,618	\$ 86,191	\$ 6,873	\$ 4,573
Cler. Salaries & Wages	\$ 96,841	\$ 88,199	\$ 86,691	\$ 89,482	\$ 92,077	\$ 91,733	\$ 2,251	\$ (344)
Subst. Salaries-Clerical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA Benefits	\$ 19,916	\$ 19,496	\$ 19,073	\$ 19,876	\$ 21,131	\$ 22,007	\$ 2,132	\$ 876
VRS Benefits	\$ 25,235	\$ 29,851	\$ 36,031	\$ 37,475	\$ 43,119	\$ 44,906	\$ 7,432	\$ 1,787
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 27,476	\$ 29,941	\$ 26,980	\$ 28,869	\$ 31,176	\$ 32,205	\$ 3,337	\$ 1,029
Dental Benefits	\$ 1,037	\$ 865	\$ 559	\$ 532	\$ 1,148	\$ 1,240	\$ 708	\$ 92
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ -	\$ -	\$ 751	\$ 17,694	\$ 7,500	\$ 17,500	\$ (194)	\$ 10,000
Repairs & Maint	\$ -	\$ -	\$ -	\$ 43	\$ 500	\$ 500	\$ 457	\$ -
Printing & Binding	\$ 2,092	\$ 1,292	\$ 1,062	\$ 88	\$ 5,000	\$ 2,500	\$ 2,412	\$ (2,500)
Copier Lease	\$ 2,885	\$ 2,633	\$ 2,633	\$ 2,633	\$ 3,000	\$ 3,000	\$ 367	\$ -
Travel	\$ 499	\$ 723	\$ 1,360	\$ 1,003	\$ 1,500	\$ 1,500	\$ 497	\$ -
Dues & Memberships	\$ 1,549	\$ 2,253	\$ 1,200	\$ 1,744	\$ 1,800	\$ 1,800	\$ 56	\$ -
Office Supplies	\$ 8,123	\$ 6,170	\$ 2,268	\$ 5,994	\$ 5,000	\$ 6,000	\$ 6	\$ 1,000
Books & Subscriptions	\$ 80	\$ 39	\$ -	\$ 146	\$ 500	\$ 500	\$ 354	\$ -
Computer Supplies/Software	\$ 584	\$ 820	\$ 512	\$ 704	\$ 2,000	\$ 2,000	\$ 1,296	\$ -
Cap. Outlay Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Uses of Funds	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ (60,000)	\$ -
SUBTOTAL	\$ 361,456	\$ 355,699	\$ 350,467	\$ 445,242	\$ 399,601	\$ 423,334	\$ (21,908)	\$ 23,733
TOTAL ADMINISTRATIVE 315	\$ 361,456	\$ 355,699	\$ 350,467	\$ 445,242	\$ 399,601	\$ 423,334	\$ (21,908)	\$ 23,733

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PGM 319 MULTIPLE INSTRUCTIONAL SUPPLIES								
Culinary Arts P/T	\$ 803	\$ 864	\$ -	\$ 916	\$ 1,500	\$ 1,500	\$ 584	\$ -
Auto Body	\$ 6,347	\$ 6,110	\$ 5,317	\$ 5,778	\$ 6,000	\$ 6,000	\$ 222	\$ -
Auto Mechanics	\$ 3,326	\$ 4,705	\$ 5,470	\$ 5,647	\$ 6,000	\$ 6,000	\$ 353	\$ -
Building Trades	\$ 3,921	\$ 4,003	\$ 4,226	\$ 3,995	\$ 4,500	\$ 4,500	\$ 505	\$ -
Dental Assistant	\$ 61	\$ 1,767	\$ 1,985	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ -
Horticulture								
Cosmetology	\$ 4,653	\$ 6,493	\$ 4,512	\$ 5,888	\$ 5,500	\$ 5,500	\$ (388)	\$ -
Culinary Arts	\$ 6,258	\$ 5,998	\$ 7,191	\$ 5,505	\$ 5,500	\$ 5,500	\$ (5)	\$ -
Electrical Technology								
English	\$ 439	\$ 745	\$ 612	\$ 750	\$ 750	\$ 750	\$ -	\$ -
Pharmacy	\$ 653	\$ 413	\$ -	\$ 659	\$ -	\$ 2,500	\$ 1,841	\$ 2,500
Health Occupations	\$ 2,941	\$ 3,322	\$ 2,554	\$ 3,963	\$ 4,000	\$ 4,000	\$ 37	\$ -
Masonry	\$ 2,679	\$ 1,977	\$ 1,322	\$ 1,093	\$ -	\$ -	\$ (1,093)	\$ -
Foundation	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
EMT/Firefighters	\$ -	\$ -	\$ 500	\$ 171	\$ 1,000	\$ 1,000	\$ 829	\$ -
Barbering	\$ 3,793	\$ 3,756	\$ 3,700	\$ 3,551	\$ -	\$ -	\$ (3,551)	\$ -
Music Resource	\$ 950	\$ 1,000	\$ -	\$ 2,461	\$ 2,500	\$ 2,500	\$ 39	\$ -
Medical Coding						\$ 2,500	\$ 2,500	\$ 2,500
System Security & Networking						\$ 5,000	\$ 5,000	\$ 5,000
SUBTOTAL	\$ 61,824	\$ 66,152	\$ 62,389	\$ 44,380	\$ 41,250	\$ 51,250	\$ 6,870	\$ 10,000
TOTAL PGM MULTIPLE 319	\$ 61,824	\$ 66,152	\$ 62,389	\$ 44,380	\$ 41,250	\$ 51,250	\$ 6,870	\$ 10,000

PGM 300 VOCATIONAL								
FUNC 62160 Fiscal Services								
Cler. Salaries & Wages	\$ 53,987	\$ 54,173	\$ 57,423	\$ 58,859	\$ 60,566	\$ 47,164	\$ (11,695)	\$ (13,402)
FICA Benefits	\$ 4,076	\$ 4,084	\$ 4,378	\$ 4,518	\$ 4,633	\$ 3,608	\$ (910)	\$ (1,025)
VRS Benefits	\$ 5,262	\$ 6,615	\$ 8,016	\$ 8,217	\$ 9,454	\$ 7,362	\$ (854)	\$ (2,092)
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 7,045	\$ 7,045	\$ 6,745	\$ 7,217	\$ 7,794	\$ 7,988	\$ 771	\$ 194
Dental Benefits	\$ 266	\$ 266	\$ 186	\$ 133	\$ 287	\$ 310	\$ 177	\$ 23
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 12,000	\$ 12,000	\$ 12,050	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	\$ -
SUBTOTAL	\$ 82,636	\$ 84,183	\$ 88,798	\$ 90,944	\$ 94,734	\$ 78,433	\$ (12,511)	\$ (16,301)

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
FUNC 63200 Vehicle Operation								
Insurance	\$ -	\$ 560	\$ -	\$ -	\$ 1,300	\$ 1,300	\$ 1,300	\$ -
Vehicle and Equip Fuel-St	\$ 3,106	\$ 3,830	\$ 2,305	\$ 3,782	\$ 5,000	\$ 5,000	\$ 1,218	\$ -
SUBTOTAL	\$ 3,106	\$ 4,390	\$ 2,305	\$ 3,782	\$ 6,300	\$ 6,300	\$ 2,518	\$ -

FUNC 63400 Vehicle Maintenance								
Vehicle and Equip Supp-St	\$ 796	\$ 645	\$ 1,372	\$ 2,753	\$ 3,000	\$ 3,000	\$ 247	\$ -
SUBTOTAL	\$ 796	\$ 645	\$ 1,372	\$ 2,753	\$ 3,000	\$ 3,000	\$ 247	\$ -

FUNC 64200 Building Services								
Service Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services-Buildi	\$ 27,159	\$ 32,280	\$ 17,015	\$ 16,988	\$ 30,000	\$ 30,000	\$ 13,012	\$ -
Computer Maintenance & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical Service	\$ 38,775	\$ 39,534	\$ 39,245	\$ 31,906	\$ 40,000	\$ 37,500	\$ 5,594	\$ (2,500)
Gas Utilities	\$ 11,988	\$ 7,685	\$ 10,004	\$ 13,051	\$ 15,000	\$ 17,500	\$ 4,449	\$ 2,500
Water & Sewer Service	\$ 5,329	\$ 5,289	\$ 5,526	\$ 5,451	\$ 7,000	\$ 7,000	\$ 1,549	\$ -
Postal Services	\$ 3,219	\$ 1,625	\$ 1,779	\$ 2,003	\$ 4,500	\$ 3,500	\$ 1,497	\$ (1,000)
Phone Service	\$ 5,077	\$ 3,499	\$ 885	\$ 769	\$ 4,000	\$ 1,000	\$ 231	\$ (3,000)
Insurance	\$ 28,046	\$ 15,492	\$ 29,392	\$ 21,227	\$ 30,000	\$ 30,000	\$ 8,773	\$ -
Janitorial Supplies	\$ 10,234	\$ 9,095	\$ 6,950	\$ 6,814	\$ 7,500	\$ 7,500	\$ 686	\$ -
Space Renovations	\$ -	\$ -	\$ 514	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs & Maint.-Building	\$ 22,240	\$ 15,058	\$ 23,439	\$ 21,788	\$ 24,000	\$ 24,000	\$ 2,212	\$ -
Cap. Outlay Replacement	\$ -	\$ -	\$ 20,651	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 152,067	\$ 129,556	\$ 155,400	\$ 119,998	\$ 162,000	\$ 158,000	\$ 38,002	\$ (4,000)

FUNC 64300 Grounds Services								
Maint. Supplies-Grounds	\$ 777	\$ 3,008	\$ 2,013	\$ 1,250	\$ 3,000	\$ 3,000	\$ 1,750	\$ -
Vehicle and Equip Fuel-Gr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle and Equip Supp-Gr	\$ 189	\$ 626	\$ 351	\$ 993	\$ 1,000	\$ 1,000	\$ 7	\$ -
Cap. Outlay Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 966	\$ 3,634	\$ 2,364	\$ 2,243	\$ 4,000	\$ 4,000	\$ 1,757	\$ -

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
FUNC 64600 Security Services								
Alarm Monitor	\$ -	\$ 240	\$ -	\$ 240	\$ 2,000	\$ 1,000	\$ 760	\$ (1,000)
SUBTOTAL	\$ -	\$ 240	\$ -	\$ 240	\$ 2,000	\$ 1,000	\$ 760	\$ (1,000)
TOTAL VOCATIONAL 300	\$ 239,572	\$ 222,648	\$ 250,239	\$ 219,960	\$ 272,034	\$ 250,733	\$ 30,773	\$ (21,301)

PGM 310 BOARD								
FUNC 62110 Board Services								
Board Salaries & Wages	\$ 1,440	\$ 1,320	\$ 1,560	\$ 1,144	\$ 1,600	\$ 1,600	\$ 456	\$ -
Supt. Salaries & Wages	\$ 2,645	\$ 2,651	\$ 2,300	\$ 2,715	\$ 3,500	\$ 3,500	\$ 785	\$ -
Fiscal Officer Salaries &	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	\$ -
FICA Benefits	\$ 1,544	\$ 1,688	\$ 618	\$ 618	\$ 528	\$ 700	\$ 82	\$ 172
Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ (1,500)
Worker's Compensation	\$ 11,565	\$ 2,656	\$ 6,238	\$ 5,936	\$ 8,000	\$ 8,000	\$ 2,064	\$ -
Trigon Insurance Rebates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 9,557	\$ 9,843	\$ 13,169	\$ 24,145	\$ 13,500	\$ 13,500	\$ (10,645)	\$ -
Contracted Instruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ 4,351	\$ 2,129	\$ 2,393	\$ 2,559	\$ 2,500	\$ 3,000	\$ 442	\$ 500
Benepplus Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planning Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 254	\$ 709	\$ 521	\$ 487	\$ 550	\$ 550	\$ 63	\$ -
Copier Supplies	\$ -	\$ -	\$ 30	\$ -	\$ 200	\$ 200	\$ 200	\$ -
SUBTOTAL	\$ 33,156	\$ 22,796	\$ 28,629	\$ 39,403	\$ 33,678	\$ 32,850	\$ (6,553)	\$ (828)
TOTAL BOARD 310	\$ 33,156	\$ 22,796	\$ 28,629	\$ 39,403	\$ 33,678	\$ 32,850	\$ (6,553)	\$ (828)

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PGM 311 RETIREES								
FUNC 62110 Board Services								
FICA Benefits	\$ 1,328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Early Retirement Stipends	\$ 32,278	\$ 24,346	\$ 2,724	\$ 12,803	\$ 13,000	\$ 13,500	\$ 697	\$ 500
SUBTOTAL	\$ 33,607	\$ 24,346	\$ 2,724	\$ 12,803	\$ 13,000	\$ 13,500	\$ 697	\$ 500
TOTAL RETIREES 311	\$ 33,607	\$ 24,346	\$ 2,724	\$ 12,803	\$ 13,000	\$ 13,500	\$ 697	\$ 500

PGM 316 MAINTENANCE								
FUNC 64100 Maintenance Management								
Maint. Technician Salaries	\$ 52,640	\$ 54,241	\$ 56,507	\$ 57,373	\$ 59,333	\$ 38,192	\$ (19,182)	\$ (21,141)
Head Custodian	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA Benefits	\$ 3,802	\$ 3,925	\$ 4,100	\$ 4,459	\$ 4,539	\$ 2,922	\$ (1,538)	\$ (1,617)
VRS Benefits	\$ 5,130	\$ 6,448	\$ 7,815	\$ 7,146	\$ 9,262	\$ 5,962	\$ (1,184)	\$ (3,300)
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 7,045	\$ 7,045	\$ 6,745	\$ 6,495	\$ 7,794	\$ 8,165	\$ 1,670	\$ 371
Dental Benefits	\$ -	\$ -	\$ -	\$ -	\$ 287	\$ 310	\$ 310	\$ 23
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 68,617	\$ 71,659	\$ 75,167	\$ 75,474	\$ 81,215	\$ 55,550	\$ (19,923)	\$ (25,665)

FUNC 64200 Building Services								
Tech. Salaries & Wages	\$ 33,379	\$ 35,134	\$ 31,625	\$ 31,752	\$ 29,719	\$ 29,608	\$ (2,144)	\$ (111)
Temp. Custodial Wages	\$ -	\$ -	\$ 1,620	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
FICA Benefits	\$ 2,505	\$ 2,640	\$ 2,501	\$ 2,389	\$ 2,274	\$ 2,265	\$ (124)	\$ (9)
VRS Benefits	\$ 2,595	\$ 3,262	\$ 3,953	\$ 4,032	\$ 4,639	\$ 4,622	\$ 590	\$ (17)
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 7,045	\$ 7,045	\$ 6,745	\$ 7,217	\$ 7,794	\$ 7,946	\$ 729	\$ 152
Dental Benefits	\$ 266	\$ 266	\$ 186	\$ 133	\$ 287	\$ 310	\$ 177	\$ 23
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 45,790	\$ 48,346	\$ 46,630	\$ 45,523	\$ 54,713	\$ 54,750	\$ 9,227	\$ 37
TOTAL MAINTENANCE 316	\$ 114,406	\$ 120,006	\$ 121,797	\$ 120,996	\$ 135,928	\$ 110,300	\$ (10,696)	\$ (25,628)
GRAND TOTAL PJT 000 NON-CATEG	\$ 2,182,233	\$ 2,231,976	\$ 2,118,846	\$ 2,134,231	\$ 2,253,761	\$ 2,305,401	\$ 171,170	\$ 51,640

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 101 ADULT ED								
PGM 391 ADULT ED								
FUNC 61100 Classroom Instruction								
Inst. Salaries & Wages	\$ 54,582	\$ 51,817	\$ 63,670	\$ 61,420	\$ 55,000	\$ 62,000	\$ 581	\$ 7,000
Technical Salaries & Wage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cler. Salaries & Wages	\$ 41,713	\$ 46,161	\$ 27,963	\$ 37,283	\$ 38,226	\$ 38,083	\$ 800	\$ (143)
FICA Benefits	\$ 7,273	\$ 7,054	\$ 6,836	\$ 7,325	\$ 7,132	\$ 7,656	\$ 331	\$ 524
VRS Benefits	\$ -	\$ 3,210	\$ 3,890	\$ 5,186	\$ 5,967	\$ 5,945	\$ 759	\$ (22)
VRS-Retiree Health Ins Cr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ -	\$ 9,100	\$ 6,787	\$ 7,217	\$ 7,794	\$ 8,135	\$ 918	\$ 341
Dental Benefits	\$ -	\$ 466	\$ 188	\$ 133	\$ 287	\$ 310	\$ 177	\$ 23
Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Instruction	\$ 11,036	\$ 695	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ 1,932	\$ 2,078	\$ 650	\$ 1,795	\$ 3,000	\$ 2,000	\$ 205	\$ (1,000)
Printing & binding	\$ 380	\$ -	\$ -	\$ 350	\$ 400	\$ 400	\$ 50	\$ -
Postage	\$ 455	\$ 326	\$ 326	\$ 500	\$ 500	\$ 500	\$ -	\$ -
Copier lease	\$ -	\$ -	\$ -	\$ 345	\$ -	\$ -	\$ (345)	\$ -
Staff/Curriculum Developm	\$ 149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 1,829	\$ 1,069	\$ 664	\$ 431	\$ 1,000	\$ 1,000	\$ 569	\$ -
Computer Supplies/Software	\$ -	\$ 74	\$ 222	\$ 111	\$ 350	\$ 350	\$ 239	\$ -
Textbooks	\$ 5,889	\$ 11,165	\$ 12,362	\$ 7,271	\$ 11,000	\$ 11,000	\$ 3,729	\$ -
Supplies	\$ 5,577	\$ 10,437	\$ 10,441	\$ 12,150	\$ 11,000	\$ 11,000	\$ (1,150)	\$ -
Instructional Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Uses of Funds	\$ 4,042	\$ 3,636	\$ 6,724	\$ 4,831	\$ 4,000	\$ 4,000	\$ (831)	\$ -
SUBTOTAL	\$ 134,859	\$ 147,318	\$ 140,724	\$ 146,348	\$ 145,656	\$ 152,380	\$ 6,032	\$ 6,724
TOTAL ADULT ED 391	\$ 134,859	\$ 147,318	\$ 140,724	\$ 146,348	\$ 145,656	\$ 152,380	\$ 6,032	\$ 6,724
GRAND TOTAL PJT 101 ADULT ED	\$ 134,859	\$ 147,318	\$ 140,724	\$ 146,348	\$ 145,656	\$ 152,380	\$ 6,032	\$ 6,724

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 130 SUMMER SCHOOL								
PGM 600 SUMMER SCHOOL								
FUNC 61100 Classroom Instruction								
Inst. Salaries & Wages	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ (4,000)
FICA Benefits	\$ 77	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ (500)
Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ (500)
Postal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Student Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Supplies	\$ -	\$ 571	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ (1,000)
Other Uses of Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 1,077	\$ 1,571	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ (6,000)
TOTAL SUMMER SCHOOL 600	\$ 1,077	\$ 1,571	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ (6,000)
GRAND TOTAL PJT 130 SUMMER SC	\$ 1,077	\$ 1,571	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ (6,000)

15-16 Funding Request
Expenditures

	10-11 Actual	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Approved	15-16 Proposed	Variance 13-14	Variance 14-15
PJT 200 APPRENTICESHIP								
PGM 390 APPRENTICESHIP								
FUNC 61100 Classroom Instruction								
Recruit. Coord. Sal & Wages	\$ 38,611	\$ 38,204	\$ 41,338	\$ 42,372	\$ 43,600	\$ 43,437	\$ 1,066	\$ (163)
Inst. Salaries & Wages	\$ 54,775	\$ 62,309	\$ 48,429	\$ 52,436	\$ 65,000	\$ 60,000	\$ 7,564	\$ (5,000)
Cler. Salaries & Wages	\$ -	\$ -	\$ 14,639	\$ 108	\$ 500	\$ 500	\$ 392	\$ -
FICA Benefits	\$ 7,181	\$ 7,795	\$ 7,393	\$ 7,237	\$ 8,346	\$ 7,913	\$ 676	\$ (433)
VRS Benefits	\$ 3,788	\$ 4,762	\$ 5,771	\$ 5,915	\$ 6,806	\$ 6,781	\$ 865	\$ (25)
VRS-Retiree Health Ins	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HMP Benefits	\$ 2,818	\$ 2,818	\$ 6,530	\$ 2,887	\$ 3,898	\$ 3,970	\$ 1,083	\$ 72
Dental Benefits	\$ 106	\$ 106	\$ 293	\$ 106	\$ 144	\$ -	\$ (106)	\$ (144)
GLI Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Instruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ 1,313	\$ 1,810	\$ 650	\$ 400	\$ 2,000	\$ 1,000	\$ 600	\$ (1,000)
Printing & Binding	\$ 176	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -
Postal Services	\$ 172	\$ 120	\$ 529	\$ 347	\$ 500	\$ 500	\$ 153	\$ -
Phone Services	\$ 584	\$ 385	\$ 78	\$ 25	\$ -	\$ -	\$ (25)	\$ -
Copier Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 188	\$ 382	\$ 98	\$ -	\$ 400	\$ -	\$ -	\$ (400)
Staff/Curriculum Development	\$ 443	\$ 454	\$ -	\$ -	\$ 450	\$ 450	\$ 450	\$ -
Office Supplies	\$ 443	\$ 482	\$ 266	\$ -	\$ 250	\$ 250	\$ 250	\$ -
Textbooks	\$ 23,911	\$ 15,471	\$ 16,598	\$ 26,454	\$ 25,000	\$ 25,000	\$ (1,454)	\$ -
Instructional Supplies	\$ 303	\$ 1,947	\$ 1,887	\$ 8,913	\$ 6,000	\$ 7,500	\$ (1,413)	\$ 1,500
Cap. Outlay Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Uses of Funds	\$ 675	\$ 115	\$ 635	\$ 346	\$ -	\$ -	\$ (346)	\$ -
SUBTOTAL	\$ 135,486	\$ 137,161	\$ 145,135	\$ 147,545	\$ 163,144	\$ 157,550	\$ 10,005	\$ (5,594)
TOTAL APPRENTICESHIP 390	\$ 135,486	\$ 137,161	\$ 145,135	\$ 147,545	\$ 163,144	\$ 157,550	\$ 10,005	\$ (5,594)
GRAND TOTAL PJT 200 APPRENTIC	\$ 135,486	\$ 137,161	\$ 145,135	\$ 147,545	\$ 163,144	\$ 157,550	\$ 10,005	\$ (5,594)

Grand Total	\$ 2,453,655	\$ 2,518,026	\$ 2,404,705	\$ 2,428,124	\$ 2,568,561	\$ 2,615,331	\$ 187,207	\$ 46,770
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Enrollment: 4YR History and Averages

Division ADM	Year	ACPS	CCS
	2011-2012	3979	1200
	2012-2013	4022	1159
	2013-2014	4098	1199
	2014-2015	4195	1181
	Subtotal	12099	3558
Total		15657	
ACPS %	77.28%		
CCS %	22.72%		

CATEC ADM	Year	ACPS	CCS
	2011-2012	219	80
	2012-2013	251	77
	2013-2014	210	110
	2014-2015	196	72
	Subtotal	876	339
Total		1215	
ACPS %	72.10%		
CCS %	27.90%		

Funding Calculation: SY 2015-2016

Local Funding Request	
\$	1,805,464

Division ADM	4YR Avg % of Total	Subtotal	Correction	Total
ACPS	77.28%	\$ 1,395,178	x 50%	\$ 697,589
CCS	22.72%	\$ 410,286		\$ 205,143

CATEC ADM	4YR Avg % of Total	Subtotal	Correction	Total
ACPS	72.10%	\$ 1,301,717	x 50%	\$ 650,859
CCS	27.90%	\$ 503,747		\$ 251,873

	Division ADM	CATEC ADM	Total
ACPS	\$ 697,589	\$ 650,859	\$ 1,348,448
CCS	\$ 205,143	\$ 251,873	\$ 457,016
	Total		\$ 1,805,464