IN CITY COUNCIL
CITY OF CAMBRIDGE
October 6, 1997

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING JULY 1, 1997

ORDERED: That the following transfer be made in the General Fund of the City of Cambridge:

FROM	AMOUNT	TO	AMOUNT
School Department		School Department	
Other Ordinary Maintenace	$162,579	Salary & Wages	$174,933
Travel & Training	$31,354	Extraordinary Expenditures	$ 19,000

REASON(S): School reallocations

In City Council October 6, 1997.
Adopted by a yea and nay vote:-
Yeas 9; Nays 0; Absent 0.
Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:- D. Margaret Drury

D. Margaret Drury
City Clerk

C97- 350

CHAIR
MAYOR SHEILA DOYLE RUSSELL

VICE CHAIR
E. DENISE SIMMONS

SCHOOL COMMITTEE
454 BROADWAY
CAMBRIDGE, MASSACHUSETTS 02138

OFFICE OF THE SECRETARY
Tel. (617) 349-6620 • Fax: (617) 349-6624

MEMBERS
ALFRED B. FANTINI
JOSEPH G. GRASSI
DAVID P. MAHER
SUSANA M. SEGAT
ALICE L. TURKEL

--IN SCHOOL COMMITTEE--

July 28, 1997

ORDERED:

That Superintendent's Recommendation #97-138, FY'97-98 Statutory Transfer Requests, be adopted as follows: that the School Committee approve the following budget transfers between statutory categories within the FY 1997-98 General Fund Budget:

Statutory Category	**Amount of Increase**
400 Salaries & Wages	$ 174,933.00
500/600 Supplies, Services	(162,579.00)
800 Travel & Training	(31,354.00)
900 Equipment & Assets	19,000.00
	$ 0.00

These statutory transfers are required due to working budget reallocations requested by school and program administrators within their own budgets (see attachment).

1. Curriculum Frameworks Implementation Budget
2. Morse School Core Knowledge Curriculum
3. Middle School Program Development
4. Harrington School
5. Bureau of Pupil Services
6. C.R.L.S. Science Computers

Because these reallocations are across different statutory categories, a formal transfer is required.

A true copy;
Attest: Claire E. Rodley
Claire E. Rodley
Secretary of the School Committee

cc Interim Superintendent
City Auditor
Executive Director of Management Services
Manager of Financial Services

C97- 350 97-138

78

CAMBRIDGE SCHOOL DEPARTMENT

159 THORNDIKE STREET
CAMBRIDGE, MASSACHUSETTS 02141

July 28, 1997

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE

FY97-98 STATUTORY TRANSFER REQUESTS

RECOMMENDATION: That the School Committee approve the following budget transfers between statutory categories within the FY1997-98 General Fund Budget;

Statutory Category

400	Salaries, Wages & Benefits (S/W)	$174,933
500/600	Supplies & Services (S/S)	(162,579)
800	Travel & Training (T/T)	(31,354)
900	Equipment & Fixed Assets (E/E)	19,000
		0

These statutory transfers are required due to working budget reallocations requested by school and program administrators within their own budgets which are described below. Because these reallocations are across different statutory categories, a formal transfer is required.

DESCRIPTION: The following is a list of unit and program administrator reallocation requests which require a statutory budget transfer;

1. Curriculum Frameworks Implementation Budget - The adopted FY'98 Curriculum Frameworks budget included a total amount of $348,500 for materials, sub-teachers, stipends and the like. This amount was allocated to the curriculum program areas identified in the plan and curriculum administrators were requested to provide a detailed budget plan (attached) for their allocation. Based on these submissions, the following statutory budget transfers are required;

400 (S/W)	$63,724
500/600 (S/S)	(1,770)
800 (T/T)	(68,954)
900 (E/E)	7,000
	0

2. Morse School Core Knowledge Curriculum - the Principal has requested that the salaries and fringe benefits of a vacant 2 hr. cafe aide position ($3820) and a vacant .3 FTE staff developer position ($15,371) for the Core Knowledge Project included in the Morse School budget be reallocated to cover the purchase of supplies, materials, workshop stipends, and training to support the Core Knowledge Project in the 1997-98 school year.

400 (S/W)	($19,191)
500/600 (S/S)	13,191
800 (T/T)	6,000
	0

3. Middle School Program Development - The adopted budget for Middle Schools Program Development includes $25,000 for a summer school program for incoming 9th grade students. A detailed budget has been developed (attached) which requires the transfer from the supplies and material budget category to the salary and wages budget category to cover the cost of summer salaries paid to teachers, counselors, interns and the like plus a small amount for in-city travel expenses.

In addition, a five day summer workshop around the development of a middle schools framework requires a $25,000 transfer from the supplies and material budget category to the travel and training category to cover the cost of workshop stipends to be paid to participants.

400 (S/W)	$22,400
500/600 (S/S)	(48,000)
800 (T/T)	25,600
	0

4. Harrington School - The Harrington School has requested (attached) that a vacant .3 FTE teaching position which was budgeted a part of the teacher allocation policy be reallocated to fund professional development training and materials.

400 (S/W)	($15,000)
500/600 (S/S)	9,000
800 (T/T)	6,000
	0

5. Bureau of Pupil Services - The Bureau of Pupil Services has proposed (attached) to begin an in-house self contained grade 5/6 classroom at the Longfellow School for emotionally challenged students who would otherwise be tuitioned out to private placements such as the Walker School. It is estimated that at least 6 students will be placed in this in-house program which would generate an estimated savings of $215,000 in the SPED day tuition budget. An offset to these savings is the $68,000 cost to staff the grade 5/6 classroom with a teacher, instructional aide and to provide start up materials. Therefore, the estimated net savings in the SPED day tuition budget is $147,000.

In addition, the Bureau has identified 3 students with Pervasive Development Disorder (PDD) who require individual instructional aide support in order to b serviced within the School District. Otherwise, these students would need to be tuitioned out. Also, in reviewing supports required for inclusionary classrooms in FY97-98, it is estimated that an additional 3 interns are required. The dollar value of the three instructional aide positions and three intern positions is $88,000. It is recommended that the funding source for these positions be the $147,000 identified above in the SPED outside tuition budget.

The above items require a budget transfer from the supplies and material budget category to the salary and wages budget cover the cost of the teaching and support positions.

400 (S/W)	$123,000
500/600 (S/S)	(123,000)
	0

Since the Special Education tuition budget is an estimate subject to a number of uncertainties at this time, we recommend the remaining estimated tuition savings stay in that budget.

6. CRLS Science Computers - A budget transfer is required in the amount of $12,000 from the supplies and material budget category to the equipment budget category within the secondary science budget to cover the cost of purchasing computers for the science program at CRLS. Funds in the current year budget are available for this transfer due to a $15,000 encumbrance made in late June, 1997 for secondary science materials funded from the Charter School adjustment revenues allocated to CRLS.

500/600 (S/S)	($12,000)
900 (S/W)	12,000
	0

SUPPORTING DATA: RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12....."motions calling for the appropriation or expenditure of money shall require the affirmative vote of four members".

Respectfully submitted,

Patrick J. Murphy

Patrick J. Murphy
Interim Superintendent of Schools

Attachment A Curriculum Frameworks Budgets
B Morse School Reallocation Request
C Middle Schools Summer Program Budget
D Harrington School Reallocation Request
E BPS Reallocation Request

Mr. David Kale
Manger of Financial Services

4.

CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139
TEL. 349-4300
FAX. 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

October 6, 1997

To The Honorable, The City Council:

I am hereby requesting a transfer from the School Department Other Ordinary Maintenance Account ($162,579.00) and Travel & Training Account ($31,354.00) to the Salary & Wages Account ($174,933.00) and Extraordinary Expenditures Account ($19,000.00).

These statutory transfer are required due to working budget reallocations requested by school and program administrators within their own budgets.

Transfers are requested within the following programs and are detailed on the attached pages:

1. Curriculum Frameworks Implementation Budget - transfer required based on receiving detailed budget plans from Curriculum Coordinators.
2. Morse School Core Knowledge Program - transfer requested to purchase materials and training from .30 FTE vacant staff developer position.
3. Middle Schools Program Development Budget - transfer required based on developing detailed budget plan.
4. Harrington School - transfer requested to purchase professional development materials and training from a vacant .30 FTE teacher position.
5. Bureau of Pupil Services Budget - transfer required from outside tuition budget to initiate in-house program for emotionally disturbed students.
6. CRLS Science Program - transfer from materials budget to purchase computers, requested by Principal.

This request was approved by the School Committee on July 28, 1997.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec

Consent Agenda #4 F-154

Relative to an order requesting the transfer from the School Department for $193,933 due to working budget reallocations requested by school and program administrators within their own budget.

In City Council October 6, 1997

ORDER ADOPTED

9-0-0