



To: Dr. Mike Riggle
Board of Education

From: Mr. Mike Field
Dr. R.J. Gravel

Date: Thursday, April 7, 2016

Re: Proposed FY2017 Technology Budgets

Recommendation

It is recommended that the Board of Education approve the following technology budgets for FY2017:

- Technology Services budget in the amount of \$1,598,000
- Educational Technology budget in the amount of \$493,500
- Combined Educational Technology and Technology Services personnel budget in the amount of \$1,938,667 and FTE count of 24.88841

Technology Services

In June 2015, the Board of Education approved a Technology Services budget in the amount of \$1,631,000. Upon a further review of software license charges that were initially assigned to other department budgets including Aesop, AmericanEagle.com, and TalentEd Perform, the Technology Services budget was revised and increased to \$1,668,000. This year's recommended allocation is \$1,598,000, which represents a 4.29% decrease from the previous year.

Technology Services (Continued)

	FY2016	FY2017	Discussion
General Operating Expenses			
Consultants	\$40,000	\$50,000	Adjusted based on service and support agreements with external vendors for existing systems (AmericanEagle.com, Lionheart Power)
Contractual Services	\$37,000	\$50,000	
Equipment (Capitalized)	\$122,000	\$115,000	
Equipment (Non-Capitalized)	\$52,000	\$65,000	
Mileage	\$2,000	\$2,000	Adjusted capitalized and non-capitalized equipment lines based on historical use of funds.
Professional Development	\$26,000	\$26,000	
Repairs and Maintenance Services	\$40,000	\$60,000	Adjusted based on anticipated projector bulb replacement for FY2017
Software License Agreement	\$119,000	\$130,000	
Software Maintenance Agreement	\$119,000	\$130,000	Difference to provide for annual license costs increases and new system expenses (Aesop, TalentEd, Fee Plugin)
Supplies	\$14,000	\$20,000	
Telecommunications	\$160,000	\$180,000	Adjusted based on inventory supply needs
Testing Services	\$15,000	\$20,000	Difference due to E-rate program restructuring (some discounts eliminated)
			Difference due to testing services previously being applied to other accounts
New Initiatives			
Consultants	\$21,000	\$30,000	
Leases (Prior)	\$656,000	\$500,000	
Leases (New - Outlined Below)		\$220,000	
Operational Software	\$15,000	\$0	
Equipment (Capitalized)	\$220,000	\$0	
Equipment (Non-Capitalized)	\$10,000	\$0	
	\$1,668,000	\$1,598,000	4.29% decrease

New Initiatives

As part of the FY2017 technology services budget, we are proposing the purchase of additional staff and student workstations based on our current needs and established replacement cycle. A detailed roster of workstation replacements itemized by function is attached. This year's workstation replacement cycle is estimated to cost \$174,000 for staff workstations and \$404,000 for student workstations. The purchase would be financed through a 5-year, \$1 buy-out lease with an estimated annual lease payment of \$125,000.

In addition to the workstation replacement cycle, we are recommending the replacement and upgrade of our existing wireless network hardware (access points, controllers, and reporting tools). We have posted a Request for Proposal through the Universal Service Administrative Company's E-rate Productivity Center (EPC), providing vendors an opportunity to propose solutions for this project by April 13, 2016. We anticipate that the wireless refresh will cost approximately \$450,000 which would be financed through a 5-year, \$1 buy-out lease with an estimated annual lease payment of \$95,000. Due to a recent overhaul of the federal E-rate program, there is a possibility of receiving a federal grant to partially fund this project in the amount of \$180,000.

Educational Technology

Last year's budget for Educational Technology was \$537,000. This year's recommended allocation is \$493,500, which represents an 8.44% decrease from the previous year.

	FY2016	FY2017	Discussion
General Operating Expenses			
Software License Agreements	\$247,500	\$242,500	Adjusted based on Destiny license modification (library circulation system)
Software Maintenance Agreements	\$0	\$0	
Electronic Resources - Libraries	\$50,000	\$55,000	
Educational Software	\$65,000	\$50,000	
Supplies	\$24,000	\$10,000	
Equipment (Capitalized)	\$0	\$0	
Equipment (Non-Capitalized)	\$100,000	\$100,000	
Repair and Maintenance Services	\$6,000	\$6,000	
Professional Development	\$45,000	\$30,000	
New Initiatives			
Actively Learn	\$54,000		Ongoing initiative; costs included in Software License Agreements
Adobe Creative Cloud	\$17,520		Ongoing initiative; costs included in Software License Agreements
Online Assessment Platform	\$18,114		Ongoing initiative; costs included in Software License Agreements
Smart Notebook	\$5,185		Ongoing initiative; costs included in Software License Agreements
	\$537,500	\$493,500	8.44% decrease

Personnel Expenses

In addition to the operational expenses identified prior, the Educational Technology and Technology Services budgets also include personnel expenses for administrators and support staff. The expenses presented below identify the FTE count for each department, as well as the estimated salary expense based on salary schedule placement. This year's personnel expenses are estimated to decrease by 4.68%, and the overall FTE count will decrease 2.49614, due to retirements and unfilled positions.

	FY2016	FY2017	Discussion
Educational Technology	\$606,805	\$564,453	
Administrator	0.91923	1.0	Increase of 0.08077 due to realignment of job responsibilities
Executive Assistant	0.91923	0.91923	
Technology Trainers	1.83846	1.83846	
Lab Managers	6.31533	4.73842	Decrease of 1.57691 FTE due to retirements
	9.99225	8.49611	
Technology Services	\$1,329,748	\$1,374,214	
Administrator	1.0	1.0	
Executive Assistant	1.0	1.0	
Technology Trainer	1.0	1.0	
Building Technology Support	5.55384	5.55384	
District Technology Support (Help Desk)	3.83846	2.83846	Decrease of 1.0 FTE due to unfilled position
Network	2.0	2.0	
Programmer	3.0	3.0	
	17.3923	16.3923	
	\$2,031,498	\$1,938,667	4.68% decrease