

BUDGET JUSTIFICATION

The district's accounting and financial reporting system conforms to Generally Accepted Accounting Principals and complies with the Texas Education Agency Financial Accountability Resource Guide. The District applies all GASB pronouncements as well as the Financial Accounting Standards Board pronouncements. The district accounts for all grant programs in individual special revenue funds. In addition, the district uses encumbrance accounting and requires that purchase orders be used in all grant purchases. The district's financial statements are audited annually under OMB Circular A-133 by an outside CPA firm.

This proposal includes a commitment from the district for \$330,444 toward the project, \$30,201 from Southwest Texas State University, and a request of federal support of \$486,017 in direct costs, and \$13,983 in indirect costs. The indirect cost rate of 2.887% is the rate calculated by the Texas Education Agency as a restricted indirect cost rate; this rate has been accepted by the Department of Education for federal grants to the district.

In preparing this plan, an attempt has been made to balance the provision of professional development services to some extent between academia (higher education) and those who are currently in schools, successfully implementing the strategies that are included in this proposal. The district has a history of successful collaborative relationships with the local university (SWT), and they have made substantial contributions in helping us develop this proposal. It is for that reason that SWT will be so heavily involved in the actual implementation of this project.

No salaries, per se are requested, although the personnel line item is a significant portion of this budget. That is due to district policy that "stipends" are not allowed. This narrative uses the word "stipend" because it is an easily understood term, but by district policy, this use of funds is to be considered "extra duty pay". Thus the personnel line item includes extended duty pay (for teachers to provide additional assistance to students before and after school and on weekends), extra-duty-pay for training to be received on week-ends, and extended contracts (to provide time outside of the regular schedule of instructional days for curriculum writing or other planning). These are all considered personnel costs. The District has committed to fund the salary of one Director to oversee the two proposed academies.

No funds for equipment are requested, as a private grant has funded hardware for a media lab for the Visual and Performing Arts Academy, and the district has committed to purchase equipment and lease software for a Computer Aided Drafting (CAD) lab to be used by the Math, Science and Technology Academy.

In the table with detailed budget descriptions that follows, *descriptions and amounts in italics and in shaded boxes represent non-federal contributions to the project.* Non-italicized font in unshaded boxes describes amounts requested from the Department of Education, Smaller Learning Communities Initiative. Budget Summaries follows this narrative.

Description (Federal Contribution) (Local or Other Contribution described in Italics)	Yr 1	Yr 2	Yr 3	Total
Personnel				
<i>Project Director 10% FTE, Beatriz Flores. Bea Flores, Assistant Superintendent for Curriculum and Instruction will devote a minimum of 10% of her time to managing this project, overseeing contracts, and monitoring progress toward meeting goals. She has had over 25 years in education, has served as a teacher, an assistant principal and a principal. She was involved in the Cadre that developed the plans for the Academies.</i>	7,832	7,952	8,072	23,856
<i>Academy Director The district has approved the funding of IFTE position to oversee the development of the academies. An amount of \$50,000 is budgeted for planning purposes but the actual salary would, by district policy, be based on years of experience, at a coordinator level. The budgeted amount is based on 12 years experience.</i>	50,000	51,200	52,400	153,600
Five day extended contracts for a core of teachers in each academy (14 teachers total) to spend 5 days creating curriculum together. The contract would be extended at their normal daily rate, which for purposes of planning is calculated on the daily rate of a teacher with 20 years experience, or \$230. (5 days X \$230 X 14 teachers). Actual rates would vary according to experience (i.e. salary) of teachers involved.	16,100	16,100	16,100	48,300
Extended duty pay for teachers to provide before and after school (and/or weekend) academic support for students requiring additional assistance to meet high academic standards. This is based on a total of 20 teachers (5 in each academy and 10 in the Ninth grade center). The rate is figured at a \$1,500 annual stipend. (Academies will not be operational until mid-year in year one, and the amount reflects that.) It is the policy of the district to consider extended time as personnel cost rather than contractual.	22,500	30,000	30,000	82,500

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Training Stipends for 6 teachers to attend Algebra I Institute for 5 days, Algebra II/Precalculus Institute for 5 days, and Geometry Institute for 5 days, with stipend budgeted at \$100 per day. Because of the length of training, and the timing of award announcements, it is not believed that these can be accomplished in year one. Funds are budgeted to train teachers in year two, although it would be completed as early in the award as logistically possible.	-0-	9,000	-0-	9,000
Training Stipends for all SMHS teachers to be trained in effective use of the teacher advisory system. This component of the plan will allow us to ensure that all students, including those not in one of the academies or in the Ninth Grade Center, will have consistent contact with one caring adult throughout their high school. All 120 teachers will receive training in the effective use of this program to assist each student in the development of a portfolio-style individualized educational plan and to provide a differentiated counseling program at each grade level. One day of training, with \$100 stipend. Stipends for refresher training and/or training of new employees is budgeted at 30 persons in years 2 and 3.	12,000	3,000	3,000	18,000
Training Stipends for day-long retreats each year, for teachers from each academy and the Ninth Grade Center. for team building, goal setting, and group and individual reflection on professional growth as educators. (Total of 60 teachers, one day annually, @ \$100 per day.)	6,000	6,000	6,000	18,000
Hourly Pay for Graduate students to provide classroom and lab assistance to teachers and additional academic support for students requiring additional assistance to meet high academic standards. These students would be paid \$15 per hour, to be competitive with the rates paid for teacher assistants at the university. Funds are requested for 2 graduate students at each academy in year one, for 2.5 hours per day, 80 instructional days and then 160 days in years 2 and 3. A total of 3 are requested for the Ninth Grade Center, also at 2.5 hours per day, for 160 days in each of the three years	30,000	42,000	42,000	114,000
Fringe Benefits				
Fringe benefits for professional staff are budgeted by the following formula for the portion of salary paid by the grant only: Medicare (.0145 X salary); Health Insurance (paid by district); unemployment (.000718 X salary); Workers' Compensation (.00417 X salary); Teacher Retirement (.065 X salary for extra duty pay, extended contract, and stipends).(Based on a total of 184,800 budgeted for regular employees.)	4,781	5,449	14,893	14,893
As per district policy, fringe benefits for part time, hourly employees (graduate students, in this project) will be figured by the following formula: Deferred Compensation (for employees not covered by Teacher Retirement System) Salary X .013 (Based on a total of 114,000 for hourly temporary part time employees).	390	546	546	1,482

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Travel				
Due to the fact that San Marcos is small, for students to get an appreciation for some careers will require travel to surrounding areas. Buses will be used to transport Math, Science and Technology students to places such as MD Anderson Cancer Research Institute in Bastrop, Dell Computer in Round Rock; and Visual and Performing Arts students to recording studios in Austin, advertising agencies' art studios, dance workshops, etc.	2,000	3,000	4,000	9,000
Travel for interdisciplinary teams of three teachers from each academy to attend a 5-day institute by Dr. T Roger Taylor on connecting the curriculum using integrated, interdisciplinary approaches. Registration fees are \$395. (See in "other" category.) Actual location for training in Fall of 2000 and Spring 2001 has not been announced, so for planning purposes, travel to Houston is costed out, with airfare at $75 \times 6 = \$450$; Hotel @ $75 \times 5 \text{ nights} \times 6 \text{ persons} = 2,250$ and per diem @ $28 \times 5.5 \text{ days} \times 6 = \924 .	3,624			3,624
Funds are budgeted for representatives from each academy to attend workshops on smaller learning communities each year. For planning purposes, calculations are based on three nights, with travel to Washington, D.C. (Airfare \$320 each; hotel \$150 X 3 each; per diem \$28 each per day.)	1,708	1,708	1,708	5,124
Equipment				
<i>Funds have been approved by the district, contingent on the award of this grant, to provide a fully equipped Computer Aided Drafting (CAD) lab with 15 high-speed workstations leased drafting software, and drafting tables for students.</i>	46,000			46,000
<i>Apple Computer, Inc. has already provided to SMHS Arts Department 14 computers (PowerMacs and G3's), scanners, digital cameras and printers to equip a digital media lab to be used primarily by students in the academy of visual and performing arts. Only minimal software was included in this grant, however, and assistance is requested for software, included in the "supplies" category.</i>	75,000			75,000

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Supplies				
<i>1,890 student planners published by Premier Agenda, a Franklin Covey company. These planners will be used during advisory period to teach time management, goal setting, and study skills, as well as provide a consistent method to communicate with parents. These will be purchased with funds from a vendor contract with Pepsi. Each planner costs \$3 .</i>	5,670	5,670	5,670	17,010
Visual and Performing Arts Software Funding is requested for Adobe Photoshop 5.5 (15 copies), Adobe Illustrator (10 copies), Macromedia Freehand (10 copies), Macromedia Flash (10 copies), Bryce and Poser (10 copies), 3-D Studio Max (2 copies), RAM (increase from 64 to 128MB), and 10 Wacom graphics tablets. This software will run the Digital Media Lab. (Except for 3-D Studio Max, which will be installed on PC's in the CAD lab, and will be used by Visual and Performing Arts two periods daily.)	11,899			11,899
Math, Science and Technology Software Funding is requested to purchase software including but not limited to ArcView (GIS training), \$500; Interactive Physics, 10 station license, \$800; World In Motion, a physics video analysis software, 10 station license, \$450, and Amusement Park Physics, a digitized video collection for motion analysis, 10 station license, \$100.	6,000			6,000
Contractual				
Evaluation will be contracted out to the College of Education, SWT. The cost of evaluation is normally 10% of an award amount, but SWT has agreed to donate a portion of the cost. The cost to the grant will be only 7,500 per year, with 9,167 contributed by SWT.	7,500	7,500	7,500	22,500
<i>Evaluation, (Italics denotes SWT contributed services)</i>	9,167	9,167	9,167	27,500
Career Awareness: IC-technology fabrication lab demonstrations provided by SWT departments of physics and technology where students have hands-on experience. Contracted at a cost of \$100 per student, 40 students total per year, for each of three years.	4,000	4,000	4,000	12,000
Career Awareness: SWT Two-month-long summer apprenticeships for students in the sciences , for 4 students in year one, 7 in year two and 7 in year three. SWT will pay stipends to the mentoring professor, as well as a small stipend (\$440 per month) to students. Because we have many economically disadvantaged students, and will be targeting students who are academically capable but undecided about attending postsecondary education for these apprenticeships, a student stipend makes "good sense".	8,320	14,560	14,560	37,440

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Career Awareness: Archeology Field School Math, Science and Technology Academy students and selected teachers will participate in an archaeological excavation for two Saturdays, learning about the work of archeologists. Students will be introduced to Texas Prehistoric and Historic archaeology, and learn basic field methods employed by archaeologists through active participation on the excavation of an archaeological site in San Marcos. This hands-on workshop will provide students with an opportunity to hypothesize, explore, collect, catalog and discuss their findings over two days of fieldwork and lectures. The contract will cover the cost of a stipend for the workshop leader (a senior faculty member affiliated with SWT's Center for Archaeological Studies), four assistants for two days, and materials. One field school will be offered each year.	2,500	2,500	2,500	7,500
Career Awareness: Geography Students of the Math, Science and Technology Academy will be taken to SWT on three consecutive Saturdays to learn what modern-day geography is all about, particularly GIS, remote sensing, GPS technology, cartographic visualization, water resources, and other important topics in environmental geography, and use SWT's computer laboratories. At the same time, students will learn more about SWT, its programs, and its campus. One group of 24 would go in spring 2001, two groups of 24 in year 2, and two groups of 24 in year 3. The contract will cover SWT's cost of 2 doctoral student Teaching Assistants for each 8-hour Saturday to supervise, demonstrate, and lead interactive learning activities. Three Saturdays for 24 students will have a contracted cost of \$2,500. Funds are budgeted for a total of 120 students over three years.	2,500	5,000	5,000	12,500
Program Development: Consultation and Training in use of teacher advisories, provided by consultants from Newman Smith High School in Carrollton, TX, a school that has been recognized by the Department of Education for their innovative program. There is a different focus for each successive grade level. Two days @ \$500 per day are included for consultation including modifications for our population. Training will be provided on four Saturdays, one for all teachers of each grade level each Saturday. The consultant fee (including travel costs and supplies as a part of the contract) is \$1,000 per day. Follow-up training for new in years 2 and 3 will be completed by district trainers.	5,000			5,000
Program Development Consultation in program development and academy management provided by Margaret Dolan Greff, current director of John Jay Science Academy in San Antonio, Texas. She has led the development of a successful academy in a school with a population very similar to SMCISD's, and will bring management experience and knowledge to this project. Cost is budgeted at \$500 per day, for 10 days in year one and 5 days in year two.	5,000	2,500		7,500

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Professional Development: Facilitation of three team-building retreats each year (for two career academies and the Ninth Grade Center). Dr. Mary Ann Reese, through the SWT College of Education, will structure each day-long retreat to encourage a culture of self-reflection regarding the group as a team focused on teaching, as well as on individuals' professional growth. Time will be spent on analysis of what has evolved during the past year, and goal setting for the upcoming year (individually and as a group). Facilitation cost will be \$750 per retreat.	2,250	2,250	2,250	6,750
<i>Professional Development: Facilities for three team-building retreats each year (see above) SWT will donate retreat facilities. These facilities rent for \$300 per day.</i>	900	900	900	2,700
Professional Development: Creative writing: a full day workshop will be offered to SMCISD Academy teachers to learn effective strategies in using creative writing in the humanities/fine arts and math/science projects. This is a hands-on workshop that will provide new approaches to using creative writing strategies to meet curricular goals. The workshop will focus on active learning projects in creative writing that are useful for diverse students with different learning styles and ability levels. Teachers will be guided through a series of suggested projects and will also develop and "pilot" their own new projects, leaving with a portfolio of useful ideas, activities and materials. The contract will cover the cost of a stipend for the workshop leader (a senior faculty member of SWT's Master of Fine Arts program) to prepare projects and materials, materials, and to lead a day-long session.		2,100		2,100
Professional Development Math Institutes (Algebra I, Algebra II, Geometry) each 5 days, by Master Leaders trained through the Dana Institute. \$500/day fee. (Stipends for participants in this training are listed in Personnel category). Training in Year 2 and Year 3.	-0-	7,500		7,500
Professional Development for teachers/Career Awareness for students Academy for Visual and Performing Arts. Funds are requested to bring in guest lecturers or "master teachers" who are experienced in specific areas such as set design, screenplay, digital design, drama, or dance. These masters will provide professional development for staff as well as career awareness for the students.	2,500	5,000	5,000	12,500
Other				
Professional Development: Registration fees for two interdisciplinary teams of three teachers to attend a week-long curriculum-writing institute with Dr. T. Roger Taylor. Cost is \$395 per participant.	2,370			2,370

Description (Federal Contribution) <i>(Local or Other Contribution described in Italics)</i>	Yr 1	Yr 2	Yr 3	Total
Curriculum Development: School Site Registration Fee of \$45 per month for the “Curriculum Design for Excellence On-Line”, a service of Dr. Roger Taylor. By paying this fee, users can access as many curricula developed using Dr. Rogers integrative principles as desired. The fee is reduced to \$35 for those who have attended his institute, so the cost is based on a \$45 for nine months in year one, and \$35 a month in years two and three.	405	315	315	1,035
Career Awareness: Registration fees of \$120 for state conventions in theatre are unaffordable for some students; funds are requested be used to defray the cost for students who would be unable attend without financial assistance. (Texas state theatre conventions offer students opportunities to audition for colleges and conservatories.)	1,500	3,000	3,000	7,500
<i>Direct Cost Totals, Local Contributions</i>				345,666
Direct Cost Totals, Federal Contribution				486,017
Indirect Cost Rate 2.887%				13,983
Grand Total Request for Federal Support				500,000

Budget Summary: Federal Contribution - Page 1 of 2

BUDGET CATEGORIES	Year 1	Year 2	Year 3	Total
PERSONNEL				
Five day extended contracts for teachers to create curriculum together.	\$16,100	\$16,100	\$16,100	48,300
Extended duty pay for teachers to provide before and after school academic support	22,500	30,000	30,000	82,500
Training Stipends for teachers to attend math institutes in second year.	0	9,000	0	9,000
Training Stipends for teachers to be trained in effective use of the teacher advisory system.	12,000	3,000	3,000	18,000
Training Stipends for day-long retreats Team building and professional growth.	6,000	6,000	6,000	18,000
Hourly Pay for Graduate students to assist teachers and provide support for students.	30,000	42,000	42,000	114,000
Total Personnel	86,600	106,100	97,100	\$289,800
FRINGE BENEFITS				
For professional staff	4781	5449	4663	14,893
For part-time staff	390	546	546	1,482
Total Fringe Benefits	5,171	5,995	5,209	\$16,375
TRAVEL				
Field trips for students	2,000	3,000	4,000	9,000
Travel for teachers to attend institute conducted by Dr. T. Roger Taylor	3,624	0	0	3,624
Travel for teachers to attend workshops On smaller learning communities	1,708	1,708	1,708	5,124
Total Travel	7,332	4,708	5,708	\$17,748
SUPPLIES				
Visual & performing arts software	11,899	0	0	11,899
Math, science & technology software	6,000	0	0	6,000
Total Supplies	17,899	0	0	\$17,899
CONTRACTUAL				
Evaluation	7,500	7,500	7,500	22,500
Career Awareness: IC-technology fabrication lab demonstrations	4,000	4,000	4,000	12,000
Career Awareness: summer apprenticeships for students in the sciences.	8,320	14,560	14,560	37,440
Career Awareness: Archeology Field School	2,500	2,500	2,500	7,500
Career Awareness: Geography	2,500	5,000	5,000	12,500
Program Development: Training in use of teacher advisory periods.	5,000	0	0	5,000
Program Development Consultation in program development and academy management.	5,000	2,500	0	7,500
Professional Development: Facilitation of three team-building retreats each year.	2,250	2,250	2,250	6,750
Professional Development: Creative writing.	0	2,100	0	2,100
Professional Development Math Institutes by leaders trained through the Dana Institute.	0	7,500	0	7,500
Professional Development for teachers & Career Awareness for students	2,500	5,000	5,000	12,500
Total Contractual	39,570	52,910	40,810	133,290

Budget Summary: Federal Contribution – Page 2

BUDGET CATEGORIES	Year 1	Year 2	Year 3	Total
OTHER				
Professional Development: Registration fees for teachers to attend curriculum-writing institute.	2,370	0	0	2,370
Curriculum Development: School Site Registration Fees.	405	315	315	1,035
Career Awareness: Registration fees for state conventions in theatre.	1,500	3,000	3,000	7,500
Total Other	4,275	3,315	3,315	10,905
Direct Costs Totals, Federal Contribution				486,017
Indirect Costs (rate 2.877%)				13,983
Grade Total Request for Federal Funds				\$500,000

Budget Summary: Local Contributions (SMCISD)

BUDGET CATEGORIES	Year 1	Year 2	Year 3	Total
PERSONNEL				
Project Director (10% of time managing project)	\$7,832	\$7,953	\$8,072	\$23,857
Academy Director	\$50,000	\$51,200	\$52,400	\$153,600
FRINGE BENEFITS				
For Directors	4,881	4,993	5,103	14,977
EQUIPMENT				
Computer Aided Drafting Lab (SMCISD)	46,000	0	0	46,000
Digital Media Lab (from Apple Computer)	75,000	0	0	75,000
SUPPLIES				
Student planners for all students in both Academies and the Ninth Grade Center	5,670	5,670	5,670	17,010
Total SMCISD by Year	189,383	69,816	71,245	
Grade total – Local Contributions Applicant				\$330,444

Budget Summary: Local Contributions (SWT)

BUDGET CATEGORIES	Year 1	Year 2	Year 3	Total
CONTRACTUAL				
Evaluation (Donated by SWT)	9,167	9,167	9,167	27,501
Professional Development (Donated by SWT)	900	900	900	2,700
Total SWT by Year	10,067	10,067	10,067	
Grade total – Local Contributions SWT				\$30,201