

FY2024 Carryforward Spend Plans

Fiscal Year 2025
August 31, 2024



Overview

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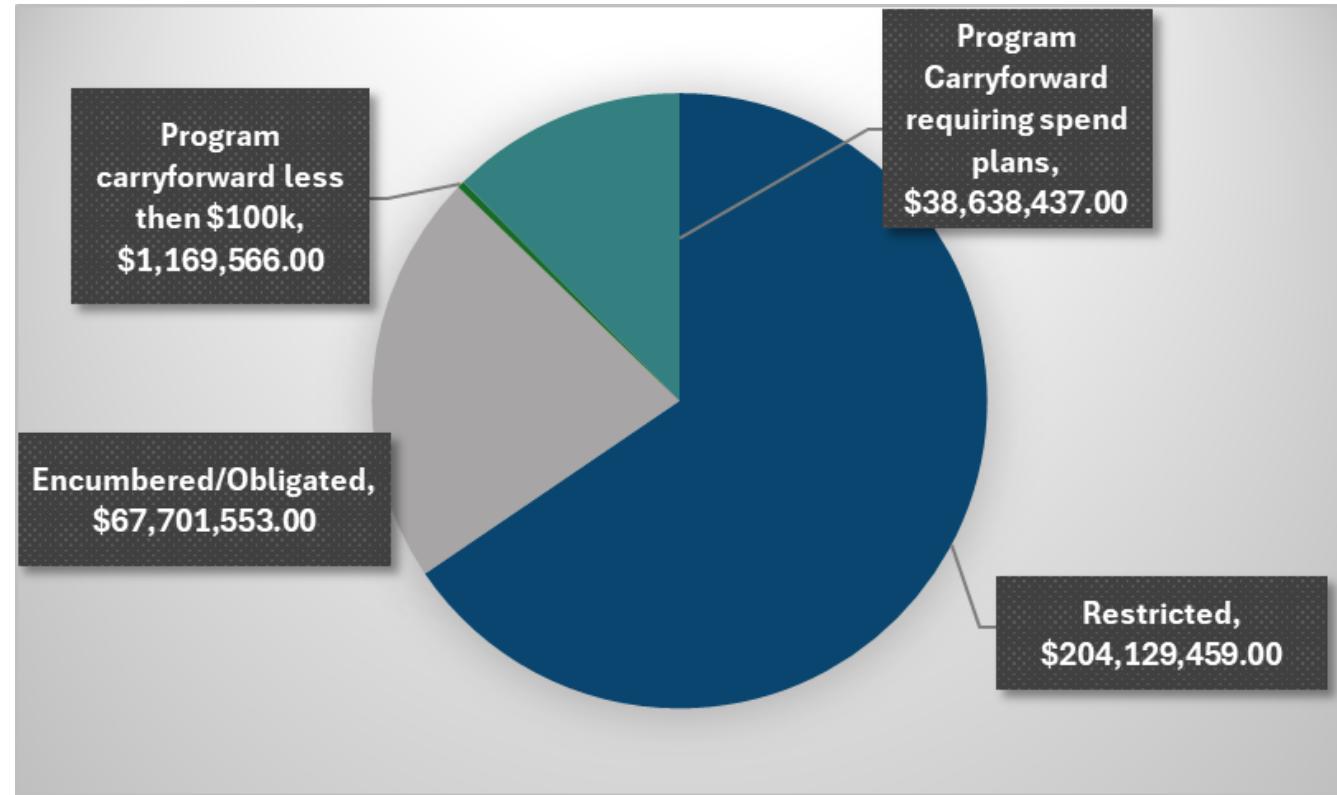
USBE Carryforward Process

Upon the completion of closeout activities, carryforward funds are categorized into four distinct groups: encumbered/obligated, restricted, programs under \$100k not requiring spend plans, and programs \$100k or more requiring spend plans. Balances for programs requiring a spend plan are then directed to their respective sections to formulate plans for Board approval. Staff guidelines highlight the importance of one-time expenditures and the utilization of contractors or temporary employees as necessary, while deliberately avoiding permanent full-time equivalents (FTEs). Spend plans are subject to review and recommendation by the Finance Committee prior to being presented to the full Board for approval. Once plans have been approved by the Board, sections may proceed with the implementation of their plans. This process ensures transparency and holds the agency accountable for the funds it manages, ensuring that the funds are used as intended and identifying any policy concerns that may require legislative action.

USBE Closing Balances

\$311,639,015

Total Carryforward



Assessment & Accountability

\$18,965,916
Total Carry Forward

Plan Summary: Assessment & Accountability has strategically allocated funds across several key areas to support the Board's initiatives and responsibilities. From the Assessment to Achievement (A2A) program to the development of critical educational tools and resources, each allocation is designed to enhance the educational framework and ensure sustainable growth. By reserving funds for board-identified needs and future legislative actions, we are positioned to address both current and unforeseen challenges effectively. This comprehensive plan reflects staff's commitment to academic and organizational excellence and fostering an environment of continuous improvement and innovation in education.

Projects:

A&A Administration \$550,000

- PBLWorks Implementation: provide educators compensation and related costs for the development of project-based learning tasks and performance assessments as directed by the PBLWorks contract.
- LEA Consolidated Needs Assessment: Development and maintenance of the LEA Consolidated Needs Assessment application.

Assessment to Achievement \$555,000

- Ensure future responsibilities and obligation, which include, coaches travel, summer professional learning, educator stipends, conference center use, materials.
- Support additional schools' participation in the professional learning program.

Adaptive Testing & License Fess \$8,032,733

- RISE Item Development: Item development for grades 3-8 for standards changes and enhancement of item bank.
- Utah Aspire Plus: Support any legislative action that may arise from the August Education Interim discussion related to high school assessment.

Electronic Elementary Reading Tool \$1,608,523

Support any needs associated with growth and/or contract amendments.

College & Career Assessment \$60,000

Support an additional year of employment for the Artificial Intelligence Education Specialist.

\$8,159,660

Request that the Legislature reallocate funds based on agency's needs as determined by the Board.



Pending

State Charter School Board

\$4,835,303
Total Carry Forward

Plan Summary: The State Charter School Board (SCSB) experienced a change in executive leadership in FY2024 (state date Oct 23, 2023). For the remainder of FY2024 executive leadership focused on being more collaborative with the USBE. This led to tremendous learning opportunities regarding encumbrances, procurement processes, the accurate tracking and accounting of expenses, etc.... One error that will be remedied in FY2025 is that SCSB will no longer have carry forward funds, instead taking accountability for their budget and executing according to their budget. The SCSB staff is now focused on managing all aspects of their budget and partners with the SCSB Finance Committee and the Board for direction and accountability. The initiatives below reflect the SCSB's dedication to supporting its employees and enhancing the overall quality of education in public charter schools.

Projects:

Administration

\$1,585,264

- Incentive Awards
- Travel for Staff and Board Visits.
- Employee Training and Development to include Tuition Reimbursement.
- 25th Anniversary Campaign of Public Charter Schools in Utah.
- End of Year Awards Banquet.
- IT Hardware and Software.
- Contracted Services.
- Board Professional Development and Retreat.
- Vehicles for Local and State Travel.
- Moving Expenses.
- 10% Budget Contingency.
- Executive Director and Associate Executive Director 13. Discretionary Fund.
- Marketing Collateral & Advertising.
- Initial Costs of Separation.

Mentoring

\$206,534

Sponsor UCN Annual Conference and UCN Midyear Event. Grant Writing Training. Resources for School Safety and Academic Training to implement a new academic framework.

Seminars

\$175,390

Sponsor UCN Annual Conference and UCN Midyear Event. Grant Writing Training. Resources for School Safety and Academic Training to implement a new academic framework.

Start up Grants

\$2,868,115

Start-Up Funds for new schools, new satellites, new expansions, new curricula, new programs, and innovations.



Career & Technical Education

\$1,110,466
Total Carry Forward

Plan Summary: Due to limited funding for FY24, CTE utilized carry forward funds from previous years to cover personnel expenses and provide support for various programs and initiatives. The same strategy will be applied for FY25, using the remaining funds to offer grants to LEAs to enhance their CTE offerings, improve systems and resources, and reduce costs for students. Additionally, funds will be allocated to support each of the eight student organizations in Utah with supplies, equipment, and training, as well as to provide professional learning for educators and staff aligned the Board's strategic plan.

Projects:

CTE Administration
\$143,803
Provide Professional Learning for Staff, Supplies, Travel, and Equipment.

ProStart
\$189,786
Request that the Legislature reallocate funds based on agency's needs as determined by the Board.

Computer Science
\$294,614

Grants to LEAs to sustain and expand the computer science initiatives. Provide targeted professional learning for educators.

Student Organizations

\$314,717

Support the eight student organizations in Utah with supplies, equipment, facilities, and trainings. Grants to Necessarily Existent Small Schools to reduce the cost to students for participation in these organizations.

General Financial Literacy
\$167,546

Improvement of the Finance in the Classroom website, required by statute. Provide targeted professional learning for educators.



Data & Statistics Spend Plan

\$245,000
Total Carry Forward

Plan Summary: Data and statistics' plan ensures that the necessary resources are allocated effectively to support data governance, staff improvement, and development within the organization. Through strategic investments in training, software, and infrastructure, aiming to enhance data management capabilities and support the USBE and LEAs in achieving their objectives.

Projects:

\$120,000

Data Governance and Staff Development:

- Consultations and data management trainings.
- Staff Training.
- Azure Training and Development.

\$80,000

Data Visualization and Software Development:

- Build and enhance data visualization tools.
- Develop software to support USBE and LEAs.

\$45,000

Software and Office Enhancements:

- Software updates.
- Office remodel.



Financial Operation Spend Plan

\$2,009,158
Total Carry Forward

Plan Summary: The financial operations' carryforward is the result of some vacancy savings and some unspent funding for the license fees of the UtahGrants system. The licensing fees will be transferred to the current year budget once the funding is exhausted. The financial operations department continues to seek efficiencies and optimize the use of funds. The main goals for the FY2025 year are developing reports and tools for the staff and the agency, maintaining and upgrading the UtahGrants system, providing training and development opportunities as well as incentive awards for the employees, developing training courses for the LEAs and the agency staff, and supporting the LEA financial systems as prioritized by the board.

Projects:

\$550,000

Developing reports and Tools for Financial Ops, Agency Staff and LEAs:

- Budget Accounting and Financial Reporting Technical Manual Development.
- School Finance Financial Dashboard.
- Internal Accounting Financial Reports and Tools.

\$750,000

LEA Financial Systems: Prioritized by the Board.

\$170,000

Employee Training and Development and Incentive Awards

\$239,158

Return to Board Budget

\$150,000

Maintaining and Upgrading the UtahGrants System

\$150,000

Develop Training Courses for LEAs and agency Staff



Indirect Cost Pool Spend Plan

\$401,213
Total Carry Forward

Plan Summary: ULEAD funds will be effectively allocated to support legislative requirements and key educational initiatives. This includes funding for Innovative Practice Reports, collaborative learning costs, in-person conferences, and printed materials. Additionally, the communications plan will enhance internal and external efforts, ensuring compliance with federal accessibility guidelines and improving overall communication and website usability. These investments will significantly benefit educators and students across Utah.

Projects:

\$140,000

ULEAD: Innovative Practice Reports, collaborative learning costs associated with previously contracted learning cohorts, conference costs in collaboration with the Utah Coalition of Education Deans, printed materials, and research costs.

\$100,000

Communications: Improved internal and external communication efforts. Develop resources and implement federal guidelines on accessibility for government websites. Overall improvement on the USBE website.

\$161,213

Return to Board Budget



Internal Audit Spend Plan

\$128,776
Total Carry Forward

Plan Summary: Internal Audit (IA) has carryforward due to vacancy savings from personnel turnover in prior years as well as savings from reduced expenditures due to the pandemic (e.g., lower training costs, no travel). IA has worked with Financial Operations on the SFY2023 and SFY2024 budgets to minimize future carryforward and returned over \$220,000 to the board. IA has also reviewed staff compensation to align with the Department budget, which is mostly composed of personnel expenditures. IA's spend plan for the remaining carryforward funds includes incentive awards, travel costs for employee training and development, and office supplies/equipment.

Projects:

\$56,950

Incentive Awards (based on merit): IA aims to encourage employee retention and recognize efficiency and excellence in operations, compliance, and performance. The amount is estimated based on various factors and rules and reflects IA's strategic plan.

\$5,000

Office Supplies/Equipment: IA would like to add large TV monitors or projectors in the three offices as well to facilitate better collaboration and efficiency of work. Estimate is inclusive of the office supply/equipment, as well as labor to install.

\$45,000

Employee Training and Development: IA intends to have all staff (8 staff) participate in a national-level conference or training on internal audit related knowledge, skills, and abilities, such as strategic planning or internal control systems. This is in accordance with the professional internal auditing standard 1230, which requires continuing professional development. National-level conferences/trainings are generally higher quality and promote unity and applicability within the team.

\$21,826.41

Return to Board
Budget



Policy & Communication

\$1,919,764
Total Carry Forward

Plan Summary: Policy and communications request the following areas of focus with the FY2024 carryforward balances: Legislative Outreach to strengthen the Board's relationships with legislators and stakeholders. UPPAC Investigator, to support the Utah Professional Practices Advisory Commission (UPPAC) in dealing with educator misconduct cases. Administrative Rules, to redesign and reorganize the administrative rules website. Data Governance, to improve the data quality, security and management of the Board.

Projects:

\$75,000

UPPAC Investigator: Time-limited investigator who can assist UPPAC in conducting investigations and hearings.

\$54,274

Legislative Outreach: Hosting events, providing food and materials, hiring a legislative fellow.

\$75,000

Redesign and Reorganization of the Administrative Rules Website: To make it more user-friendly and accessible, by adding a search function and hiring a temporary staff person to assist with the project.

\$1,715,490

Data Governance: Create a new metadata dictionary and acquire a data governance software solution.



Student Support Services

\$4,968,071
Total Carry Forward

Plan Summary: Student Support Services aims to address critical areas of need within our education system, ensuring that all students have access to the support and resources they need to succeed. By investing in school safety, mental health, behavioral support, and various improvement programs, we can create a more supportive and effective educational environment for all students.

Projects:

\$3,077,533
Grants to LEAs.

\$1,213,348
Behavior Support Pilot

\$531,155
Address Suicide Prevention reallocation

\$146,035
Request that the Legislature reallocate funds based on agency's needs as determined by the Board.



Teaching & Learning Spend Plan

\$4,054,770
Total Carry Forward

Plan Summary: This spend plan strategically allocates resources to enhance professional learning, staffing, technology support, and compliance. It aims to support staff, LEAs, and EPPs, ensuring high data integrity and customer service. By investing in these areas, Teaching and Learning is committed to creating an effective, compliant, and technologically advanced educational environment for students and educators.

Projects:

Teaching & Learning Administration
\$315,630
• K-12 Fine Arts Specialist: Temporary increase to the current specialist role from 0.75 to 1.0.
• Employee Training and Development.

Competency Based Learning
\$110,092
Support implementation of the PCBL initiative and grants.

Professional Development
\$246,000
• PCBL Coaching RFP for new grantees.
• Secondary ELA asynchronies Book Study.

Early Learning Training & Assessment
\$729,006
Support LEAs in achieving their literacy goals through professional learning and curricular resource grants.

PRIME
\$322,726
Will combine with FY2025 funding and allocate.

SOEP
\$231,718
Contractor for maintenance of SEATS program.

\$1,672,087
Request that the Legislature reallocate funds based on agency's needs as determined by the Board.

Licensing
\$167,305
• Professional Learning: Workshops and training programs.
• Temporary Personnel staffing: address immediate staffing needs and project-based requirements.
• Technology Support: Software, Hardware, technical support services.
• Resources and tools for staff, LEAs, and EPPs.
• Increasing Data Integrity, Customer Service, and Licensing Policy Compliance.

UPPAC
\$127,006
Time-limited personnel.

School Readiness
\$133,200
• Writing Professional Learning Series.
• LETRS for Early Childhood Facilitators.
• Secondary ELA Asynchronies Book Study.
• State LETRS Facilitators Renewal.



Questions

Thank you.