

LONG RANGE FINANCIAL PLANNING POLICY

The Board of Education recognizes the importance of long-range financial planning to the District's overall financial stability. Board oversight demands that large financial commitments be developed in accordance with a long-range plan. As such, the District should develop multi-year plans for key asset areas that will guide the annual budget development process for the efficient allocation of resources.

Scope

The most current Strategic Plan shall be the controlling document for all long-range financial commitments. The Strategic Plan must speak to both the activities that require multi-year commitment and the financial commitment needed to carry out those activities.

The Board of Education has identified the following functions which will almost certainly require on-going financial commitment:

1. Capital improvement and stewardship of District facilities
2. Technology infrastructure
3. Textbook Review and Adoption
4. Professional Development
5. Other Multi-year Initiatives

While this policy calls out the above four areas, the Board of Education expects the administration to follow similar patterns for assessing the financial needs of all multi-year projects.

1. Capital Improvement

The Facilities Development Goals (Policy 7000), calls for the establishment of a long-range planning and development program, which presents as a 5-year Capital Improvement Plan (CIP) within the annual budget. Capital projects are generally funded through a program of borrowing through the city and in accordance with City of Rochester charter and protocols.

The Board directs the Superintendent to promulgate regulations for the above policy, outlining project selection criteria and assessment protocols.

As of the drafting of this policy, the Facilities Modernization Program (FMP) invests many millions of dollars in District facilities, however the parameters for the FMP are set by the enabling state legislation and the responsibility for execution falls upon the Joint Schools Construction Board (JSCB), not the District directly. The CIP must be responsive to the recently completed FMP projects and projects slated for future FMP investment as well as other reimbursement considerations, such as the state awarding double maximum cost allowance (MCA) to an approved project.

2. Technology Infrastructure

Superintendent's Regulation IT Governance (8300-R) establishes a standing IT Governance Committee. It is incumbent upon this committee to faithfully advise the Superintendent on the needs of the District in an ever-changing technology climate. As the committee is charged by the Superintendent (not the Board of Education), the Board expects the Superintendent to advise the Board of the District's technology needs and to incorporate appropriate recommendations into each annual budget recommendation. Long-range planning may also dictate the commitment of fund balance to anticipated future needs.

3. Textbook Review and Adoption

Superintendent's Regulation Textbook Selection and Adoption (4511-R) establishes textbook adoption committees. These committees are responsible for assessing whether textbook series have become obsolete or out of compliance with New York State education standards. The committees are further charged with assessing the available alternatives and recommending District-wide textbook adoptions for Board of Education approval.

Because potential textbook adoption decisions can extend into future fiscal years, the Board directs the Superintendent to ensure that the committees provide input to the annual budget with estimates where contemplated adoptions will lead to purchases in upcoming fiscal years.

4. Professional Development

Professional Development (PD) is - and should be - a significant on-going financial investment in the District's workforce. Changes in Board policies and priorities (such as cultural competency and anti-racism; conflict resolution and restorative practices), New York State education standards, and District-wide textbook adoptions have direct impact on what PD will be needed. In many instances the drivers of PD will be phased in over multiple years, therefore the PD itself should be phased in (preferably) in advance of deployment of those drivers.

The Board directs the Superintendent to develop and maintain District-wide multi-year professional development plans.

5. Other Multi-year Initiatives

The above are constant needs for multi-year investment. The Superintendent may, on occasion, contemplate new initiatives that may impact multiple budget years. Should this occur, the Board directs the Superintendent to conduct a thorough financial impact study on the initiative and include the findings of said study to the Board when presenting proposed initiatives. Examples might include, but are not limited to:

- a. educational organization and grade level configurations,
- b. opening or phasing in new schools, programs, or feeder patterns
- c. Introduction of non-mandated instruction or expansion of extra-curricular or intramural activities
- d. New multi-year partnerships

6. Policy Deliverables

- a. The Board directs the Superintendent to specifically report on the District's technology needs in the course of the annual budget presentation and in future Strategic Plans.
- b. The frequency of District-wide adoption recommendation remains the purview of the Superintendent, however, to the extent that adoption schedules are impacted by financial forecasts and New York State textbook aid revenues, the Board directs the Superintendent to report out such considerations in the course of the annual budget presentation.
- c. The Board directs the Superintendent to report on the financial impact that rollout of policies, standards, and textbook adoptions have on PD in the course of annual budget presentations, even if the budget recommendation is to defer other PD options (rather than augment PD offerings in order to maintain constant PD opportunities within prior year's budget levels).

Cross ref: Textbook Selection and Adoption Regulation (4511-R)

Budget Policy (6110)
Facilities Development Goals (7000)
IT Governance (8300-R)

Notes: Adopted August 25, 2022 pursuant to Resolution No. 2022-23: 77; Amended October 24, 2024 pursuant to Resolution 2024-25: 314

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